

**PROTECTIVE SERVICES**

**TRADING STANDARDS**

**Fees and Charges for Year Commencing 1st April 2020**

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| **METROLOGY** | | |
| **Measuring Instruments Directive** | | |
| **Activity** | **Cost** | **Fee Subject to VAT** |
| In order to reflect additional costs associated with examination, testing and documentation, and maintenance of MID Notified Body status, certain classes of instrument covered by MID should be subject to additional charges, as follows: | | |
| Automatic discontinuous totalisers, automatic rail weighbridges, automatic catch weighers, automatic gravimetric filling instruments and belt weighers.  Cold water meters | No extra charge | Yes |
| Measuring instruments for liquid fuel and lubricants.  Measuring instruments for liquid fuel delivered from road tankers. | 10% surcharge | Yes |
| Capacity serving measures  Material measures of length | 25% surcharge | Yes |
| Note: Fees increase for initial MID conformity assessment, but not subsequent reverification. | | |
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| **Special Weighing and Measuring Equipment** | | |
| Examining, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment at the place where the service is provided. Such types of equipment, specifically include:  Automatic or totalising weighing machines  Equipment designed to weigh loads in motion  Bulk fuel measuring equipment tested following a Regulation 65 or 66 occurrence under the 1983 Regulations or Regulation 23 or 24 occurrence under the 1988 Regulations  Weighing or measuring equipment tested by means of statistical sampling  The establishment of calibration curves from templates  Templates graduated in millilitres  Testing or other services in pursuance of a Community obligation other than EC initial or partial verification | £94.95 ph | Yes, unless under the MI(EECR) Regs\*  In pursuance of a Community obligation other than under (1) |

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| **Activity** | **Cost** | **Fee Subject to VAT** |
| **Weights** | | |
| Weights | £14.20 ea | Yes, unless under the MI(EECR) Regs\* |
| **Measures** | | |
| Linear measures, not exceeding 3 m, for each scale | £16.35 ea | Yes, unless under the MI(EECR) Regs\* |
| Capacity measures, without divisions, not exceeding 1 litre | £14.20 ea | Yes |
| Capacity measures, without divisions, exceeding 1 litre but not exceeding 20 litres | £26.35 ea | Yes |
| Liquid capacity measures for making up and checking average quantity packages | £36.00 ea | Yes |
| **Templates** | | |
| Per scale - first item | £56.70 ea | Yes |
| 2nd and subsequent items | £26.20 ea | Yes |
| **Weighing Instruments** | | |
| **Non-NAWI** | | |
| Not exceeding 100kg | £61.00 ea | Yes, unless under the MI(EECR) Regs\* |
| Exceeding 100kg to 1tonne | £111.20 ea | Yes, unless under the MI(EECR) Regs\* |
| Exceeding 1 tonne to 10 tonne | £203.95 ea | Yes, unless under the MI(EECR) Regs\* |
| Exceeding 10 tonnes to 60 tonnes | £268.30 ea | Yes, unless under the MI(EECR) Regs\* |
| Exceeding 60 tonnes | £372.75 ea | Yes, unless under the MI(EECR) Regs\* |
| \*MI(EECR) Regs means the “Measuring Instruments (EEC Requirements) Regulations 1988” | | |
| **NAWI** | | |
| Not exceeding 100kg | £61.10 ea | Yes |
| Exceeding 100kg to 1 tonne | £111.20 ea | Yes |
| Exceeding 1 tonne to 10 tonne | £203.95 ea | Yes |
| Exceeding 10 tonnes to 60 tonnes | £436.20 ea | Yes |
| Exceeding 60 tonnes | £642.10 ea | Yes |
| When testing Non-NAWI or NAWI instruments incorporating remote display or printing facilities, and where completion of the test requires the presence of a second person, or a second series of tests by the same person, an additional fee may be charged. | 50% surcharge | Yes |
| NOTES – NAWI and Non-NAWI instruments   1. When supplying specialist equipment (including but not limited to weighbridge test unit, van and test weights, etc.) an additional fee may be charged hourly, daily or per appointment, according to circumstance. 2. The full fee shall be charged for the first item tested and a discount, of not more than 40%, allowed for each instrument tested at the same time. 3. Reductions at the discretion of the Trading Standards Officer concerned shall be granted for facilities and assistance provided in testing large capacity weighing equipment (i.e. over 1 tonne). In no circumstances shall the reduction exceed 40% of the full fee. | | |
| **Measuring Instruments for Intoxicating Liquor** | | |
| **Activity** | **Cost** | **Fee Subject to VAT** |
| Not exceeding 175ml | £26.20 ea | Yes |
| Other | £30.50 ea | Yes |
| **Measuring Instruments for Liquid Fuel and Lubricants** | | |
| Container type (not subdivided) | £100.40 ea | Yes |
| Single/multi-outlets (nozzles) | | |
| First nozzle tested, per site | £154.85 ea | Yes, unless under the MI(EECR) Regs |
| Each additional nozzle tested | £86.20 ea | Yes, unless under the MI(EECR) Regs |
| Testing of peripheral electronic equipment on a separate visit (per site) | £94.95 ph | Yes, unless under the MI(EECR) Regs |
| Testing of credit card acceptor (per unit, regardless of no. of slots/nozzles/pumps) | £94.95 ph | Yes, unless under the MI(EECR) Regs |
| MID fuel dispensers shall be subject to an additional charge | 50% surcharge | Yes |
| **Road Tanker Fuel Measuring Equipment (Above 100 Litres)** | | |
| Meter measuring systems | | |
| Wet hose with two testing liquids | £301.00 ea | Yes, unless under the MI(EECR) Regs |
| Wet hose with three testing liquids | £377.35 ea | Yes, unless under the MI(EECR) Regs |
| Dry hose with two testing liquids | £301.00 ea | Yes, unless under the MI(EECR) Regs |
| Dry hose with three testing liquids | £377.35 ea | Yes, unless under the MI(EECR) Regs |
| Wet/dry hose with two testing liquids | £458.05 ea | Yes, unless under the MI(EECR) Regs |
| Wet/dry hose with three testing liquids | £508.20 ea | Yes, unless under the MI(EECR) Regs |
| Dipstick measuring systems | | |
| Up to 7,600 litres (for calibration of each compartment and production of chart) | £207.20 ea | Yes |
| Over 7,600 litres, basic fee, plus additional charge | £94.95 ph | Yes |
| Initial dipstick | £25.10 ea | Yes |
| Spare dipstick | £25.10 ea | Yes |
| Replacement dipstick (including examination of compartment) | £54.55 ea | Yes |
| Certificate of errors |  |  |
| For supplying a certificate containing results of errors found on testing (certificate supplied upon request of the submitter; fee applies when no other fee is payable). | £46.90 ea | Yes |

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| **CALIBRATION** | | |
| **Weights** | | |
| **Activity** | **Cost** | **Fee Subject to VAT** |
| Weights up to 5kg | £12.45 ea | Yes |
| Weights over 5kg | £15.25 ea | Yes |
| Notes: - Non-standard OIML masses are surcharged at 50%.  Adjustment of weights £8.19 per weight.  In the case of multiple submissions by the same customer a discount of 10% on the second, and any subsequent item(s), is normally allowed. | | |
| **Capacity Measures** | | |
| Any measure up to and including 20 litres | £94.95 ph | Yes |
| Notes: - Minimum fee for calibration is normally £45.06.  Adjustment to be included in hourly charge. | | |
| **Measures of Length** | | |
| Any measure up to and including 30m | £94.95 ph | Yes |
| Notes: - Minimum fee for calibration is normally £45.06.  Adjustment to be included in hourly charge. | | |
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| **OTHER CHARGES** | | |
| **Hire charges** | | |
| Weighbridge Test Unit with driver, per working day | £549.90 | Yes |
| Weighbridge Test Unit with driver, per half day | £274.95 | Yes |
| Weighbridge Test Unit, weights only, per working day | £274.95 | Yes |
| Weighbridge Test Unit, weights only, per half day | £137.50 | Yes |
| Notes:-   1. Fife Council reserves the right to charge the fee when the hire is cancelled at less than 24 hours’ notice; Daily rate may be increased by a charge of £94.92 per hour where vehicle and driver are engaged on hire for over 7¼ hours (7¼ hours being the length of a working day); 2. Where overnight accommodation, or non-standard travel expenses, is necessary, then the full cost of this will be recharged; 3. a surcharge of 10% is applicable to the above hire costs for use of the Weighbridge Test Unit at the weekend (Saturday and/or Sunday); 4. Fife Council will not be held responsible for any costs or losses whatsoever arising from, or due to, the non-availability of the Unit due to circumstances outwith our control. 5. Test weights are not available for hire. | | |
| **Adjustment Service** | | |
| The fee for the adjustment of any weight or measure in relation to a service provided under Section 74 of the Weights and Measures Act 1985 shall be equal to the fee for testing it with a view to its being passed as fit for use for trade. | | Yes |

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| **Petroleum Certificates and Licences [H&S Fees Regs]** | | |
| **Activity** | **Cost** | **Fee Subject to VAT** |
| Storage Certificate, where premises to be used to store petrol of a quantity: | | |
| Not exceeding 2,500 litres | £44.00 for each year of certificate | No |
| Exceeding 2,500 litres but not exceeding 50,000 litres | £60.00 for each year of certificate | No |
| Exceeding 50,000 litres | £125.00 for each year of certificate | No |
| Licence to keep petroleum of a quantity: | | |
| Not exceeding 2,500 litres | £44.00 for each year of licence | No |
| Exceeding 2,500 litres but not exceeding 50,000 litres | £60.00 for each year of licence | No |
| Exceeding 50,000 litres | £125.00 for each year of licence | No |
| The fee prescribed in respect of an application for a storage certificate under regulation 6 of the Petroleum (Consolidation) Regulations 2014 is payable on the certificate first having effect on or after the date the Petroleum (Consolidation) Regulations 2014 come into force, irrespective of the date of the application for that storage certificate.  The fee prescribed in respect of an application for a licence under regulation 14 of the Petroleum (Consolidation) Regulations 2014 is payable on the licence first having effect or any renewal of a licence first taking effect, on or after the date the Petroleum (Consolidation) Regulations 2014 come into force, irrespective of the date of the application for that licence or renewal. | | |

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| **Explosives (Fireworks) – Licensing [H&S Fees Regs – April 2016]** | | |
| **Regulation 13** | | |
| **Activity** | **Cost** | **Fee Subject to VAT** |
| New licence for storage of up to 250 kg of hazard type 4 fireworks. Licence to store explosives where no minimum separation distance or a 0 metre minimum separation distance is prescribed. | | |
| 1 year duration | £109.00 | No |
| 2 years duration | £141.00 | No |
| 3 years duration | £173.00 | No |
| 4 years duration | £206.00 | No |
| 5 years duration | £238.00 | No |
| Renewal of licence for storage of up to 250 kg of hazard type 4 fireworks. Renewal of licence to store explosives where no minimum separation distance or a 0 metre minimum separation distance is prescribed. | | |
| 1 year duration | £54.00 | No |
| 2 years duration | £86.00 | No |
| 3 years duration | £120.00 | No |
| 4 years duration | £152.00 | No |
| 5 years duration | £185.00 | No |
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| New licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. | | |
| 1 year duration | £185.00 | No |
| 2 years duration | £243.00 | No |
| 3 years duration | £304.00 | No |
| 4 years duration | £374.00 | No |
| 5 years duration | £423.00 | No |
| Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. | | |
| 1 year duration | £86.00 | No |
| 2 years duration | £147.00 | No |
| 3 years duration | £206.00 | No |
| 4 years duration | £266.00 | No |
| 5 years duration | £326.00 | No |
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| **Regulation 16** | | |
| Varying name of licensee or address of site | £36.00 | No |
| Any other kind of variation | The reasonable cost to the licensing authority of having the work carried out | No |

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| **Regulation 17** | | |
| **Activity** | **Cost** | **Fee Subject to VAT** |
| Transfer of a licence | £36.00 | No |
| Replacement of a Licence | £36.00 | No |
| Notes:  The fee payable for a licence or renewal of a licence for:   1. Less than one year’s duration is, respectively, the fee set out above for a licence, or renewal of a licence, of one year’s duration decreased proportionately according to the duration of the period for which the licence renewal is granted. 2. More than one but less than two years’ duration is, respectively, the fee set out above for a licence, or renewal of a licence of one year’s duration increased proportionately according to the duration of the period for which the licence or renewal is granted. 3. More than two but less than three years’ duration is, respectively, the fee set above for a licence, or renewal of a licence of two years increased proportionately according to the duration of the period for which the licence or renewal is granted. 4. More than three but less than four years’ duration is, respectively, the fee set above for a licence, or renewal of a licence of three years increased proportionately according to the duration of the period for which the licence or renewal is granted. 5. More than four but less than five years’ duration is, respectively, the fee set above for a licence, or renewal of a licence of four years increased proportionately according to the duration of the period for which the licence or renewal is granted.   Please note – the onus to renew any existing Licence before it expires is the responsibility of the person who holds, or is deemed to hold, any relevant current Licence. No reminder letter to renew a Licence will be issued by Fife Council. | | |

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| **Fireworks Regulations 2004** | | |
| Issue of Licence to store explosives for the purposes of Regulation 9 of the Fireworks Regulations 2004 | | |
| Licensing of fireworks suppliers | £500.00 | No |
| Note – a Licence under Regulation 9 of the Fireworks Regulations 2004 allows the Licensee to sell fireworks all year round and not just at the prescribed times of the year. | | |

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| **Miscellaneous Charges** | | |
| Issue of Certificate of Calibration (when requested other than at time of test) | £12.80 | No |
| Issue of duplicate petroleum licence | £13.50 | No |
| Issue of duplicate Standard Conditions of Licence booklet | £13.50 | No |
| Sampling and analysing fertilisers and animal feeding stuffs at the request of the purchaser (cost per hour plus any Analyst Fees) | £92.15 ph | Yes |
| Sampling and analysing fertilisers and animal feeding stuffs at the request of the purchaser (cost per hour plus any Analyst Fees) | £92.15 ph | Yes |
| Equipment cleaned or repainted prior to test at owners request | £92.15 ph | Yes |
| Environmental Information Regulations – to research, acquire, assemble and forward information requested under the legislation (minimum fee £43.00) | £92.15 ph | Yes |
| Where a weighing or measuring of goods has been requested without justifiable cause or with malice | £92.15 ph | Yes |
| Notes   1. The charging of a fee may be waived at the discretion of the Service Manager, or authorised representative, in the case of a request from any person with a justifiable cause to believe that an offence has been committed in respect of the weight or measure of goods supplied to them. 2. Equipment submitted at the Trading Standards offices, or at the premises of a scale maker or servicing company, may be allowed a discount of up to a maximum of 40%. 3. Any verifications, calibrations, inspections or testing carried out at weekends, or on Public Holidays, may be charged at 150% of the normal fee. (This particular extra charge does not apply to the hire charges for the Weighbridge Test Unit – see above). 4. Fife Council reserves the right to amend the amounts for any fees or charges should it need to do so - for example on the publication of any new, centrally issued statutory fees. | | |
| VAT is chargeable on some of the fees above. Where VAT is chargeable this is indicated in the right hand column. [See also Customs & Excise Notice 749 – Local Authorities and similar bodies (April 2002) for further details].  NB The application of VAT may be subject to further review at any time, but it is currently applicable at the time of the introduction of these Fees & Charges namely 01 April 2018.  The current rate of VAT for the purposes of these fees and charges is 20%. | | |
| **Contact Details**  Fife Council, Trading Standards, Protective Services, 3rd Floor Main, Fife House, North Street, Glenrothes, KY7 5LT. Tel. 01592 583141. Email trading.standards@fife.gov.uk. | | |