

Fees from 1 April 2025

Section A – Licensing Board

Alcohol	Fee Increase	Cost excl. VAT	VAT	Total
Premises Licence – Category 1 *	M	£200.00	-	£200.00
Premises Licence – Category 2 *	M	£800.00	-	£800.00
Premises Licence – Category 3 *	M	£1,100.00	-	£1,100.00
Premises Licence – Category 4 *	M	£1,300.00	-	£1,300.00
Premises Licence – Category 5 *	M	£1,700.00	-	£1,700.00
Premises Licence – Category 6 *	M	£2,000.00	-	£2,000.00
Premises Licence – Annual Fee – Category 1 *	M	£180.00	-	£180.00
Premises Licence – Annual Fee – Category 2 *	M	£220.00	-	£220.00
Premises Licence – Annual Fee – Category 3 *	M	£280.00	-	£280.00
Premises Licence – Annual Fee – Category 4 *	M	£500.00	-	£500.00
Premises Licence – Annual Fee – Category 5 *	M	£700.00	-	£700.00
Premises Licence – Annual Fee – Category 6 *	M	£900.00	-	£900.00
Provisional premises licence	M	£200.00	-	£200.00
Confirmation of provisional premises licence	M	Fee applicable to category of premises (as above) less £200		
Variation – ‘Major’	B	£200.00	-	£200.00
Variation – Minor	L	£20.00	-	£20.00
Variation – to substitute Premises Manager	L	£31.00	-	£31.00
Transfer by licence holder incl. ‘major’ variation	B	£200.00	-	£200.00
Transfer by licence holder incl. minor variation	B	£80.00	-	£80.00
Transfer by licence holder with no variation	B	£60.00	-	£60.00
Transfer by another person incl. ‘major’ variation	B	£200.00	-	£200.00
Transfer by another person incl. minor variation	B	£80.00	-	£80.00
Transfer by another person with no variation	B	£60.00	-	£60.00
Replacement Licence (Premises and Personal)	B	£25.00	-	£25.00
Temporary premises licence	B	£175.00	-	£175.00
Personal licence	L	£50.00	-	£50.00
Occasional licence	L	£10.00	-	£10.00
Extended hours	L	£10.00	-	£10.00

*Category of Premises	Rateable Value
1	-
2	£1 - £11,500
3	£11,501 - £35,000
4	£35,001 - £70,000
5	£70,001 - £140,000
6	Over £140,000

Gambling (L)

Premises Licensing

Premises Type	New Application Fee £	Annual Fee £	Variation £	Transfer £	Reinstatement £
Existing casinos	N/A	2,550	1,500	1,000	1,000
New small casino	6,000	3,750	3,000	1,350	1,350
New large casino	7,500	7,500	3,750	1,600	1,600
Bingo club	2,450	700	1,200	840	840
Betting premises (excluding tracks)	2,100	400	1,050	840	840
Race tracks	1,750	1,000	870	660	660
Family Entertainment Centres	1,400	500	700	660	660
Adult Gaming Centre	1,400	700	700	840	840

Miscellaneous Fees

	Application for Provisional Statement £	Licence Application (provisional statement holders) £	Copy Licence £	Notification of change £
Existing casinos	N/A	N/A	25	50
Small casinos	6,000	2,250	25	50
Large casinos	7,500	3,750	25	50
Bingo Clubs	2,450	840	25	50
Betting premises (excluding tracks)	2,100	840	25	50
Race tracks	1,750	660	25	50
Family Entertainment Centres	1,400	660	25	50
Adult Gaming Centres	1,400	840	25	50

Where **temporary use notices** apply (SI 2007/3157 refers), the fee payable for giving such notice in relation to premises in Scotland is £350. The fee payable for issuing a copy of such a notice in Scotland is £25

Permits

Permit Type	New Applications £	Annual Maintenance £	Renewal £
FEC Gaming Machine	300	n/a	300
Small Society Lottery	40	20	n/a
Club Gaming	200	50	200
Club Gaming Machine	200	50	200
Licensed Premises Notification (2 machines or less)	50	n/a	n/a
Licensed Premises Gaming Machine (more than 2 machines)	150	50	n/a
Prize Gaming	300	n/a	300

West Dunbartonshire Council – Licensing Services

Miscellaneous Fees

	Change of Name	Copy of permit	Variation	Transfer
FEC Permits	£25	£15	N/A	N/A
Club Gaming and Club Gaming Machine Permits	N/A	£15	£100	N/A
Licensed Premises Gaming Machine Permits	£25	£15	£100	£25
Prize Gaming Permits	£25	£15	N/A	N/A

Section B – Other Licensing Fees

Animals	Fee Increase	Cost excl. VAT	VAT	Total
Animal Boarding (cats and dogs) - Annual	C	£540.00	-	£540.00
Dangerous wild animals - Annual	C	£540.00	-	£540.00 + vet fees
Animal Welfare Establishments - Annual (Pet Shops; Breeding of Dogs, Cats and Rabbits; Rehoming Activities; Animal Welfare Establishments)	C	£540.00	-	£540.00 + vet fees
Riding establishments - Annual	C	£540.00	-	£540.00 + vet fees
Zoos	C	£540.00	-	£540.00 + vet fees
Performing Animals (no charge)	C	£0.00	-	£0.00
+ Zoo Licensing Act 1981 – Fees for Services and Expenses - The Scottish Ministers' Zoo Inspectors' rate for services £72.53 per hour. Subsistence rates, and mileage allowance remain unchanged.				

Civic Government licences	Fee Increase	Cost excl. VAT	VAT	Total
Copy of Licence	C	£35.50	-	£35.50
Minor Variation to Licence (i.e. all variations except major)	C	£70.00	-	£70.00
Major Variation to Licence (i.e. requires consultation and/or inspection)	C	£196.50	-	£196.50
Boat Hirer (3 years)	C	£324.00	-	£324.00
Indoor Sports Entertainment (3 years)	C	£2033.50	-	£2033.50
Knife dealer (3 years)	C	£2033.50	-	£2033.50
Late Hours Catering (3 years)	C	£973.50	-	£973.50
Market Operator (3 years)	C	£2033.50	-	£2033.50
Metal Dealer (3 years)	C	£2033.50	-	£2033.50
Permits for Activities (management rules for shopping centre)	C	No charge		No charge
Public Charitable Collections - Street Collection	C	No charge		No charge
Public Charitable Collections - House to House	C	No charge		No charge
Public Entertainment Licences (1 day, non commercial)	C	£72.50	-	£72.50
Public Entertainment (2 days to 6 weeks – non commercial)	C	£196.50	-	£196.50
Public Entertainment (up to 6 weeks, commercial)	C	£973.50	-	£973.50
Public Entertainment (3 years)	C	£2521.00	-	£2521.00
Public Processions	C	No charge		No charge
Second Hand Car Dealer (3 years)	C	£2521.00	-	£2521.00
Second Hand Dealer (3 years)	C	£2033.50	-	£2033.50
Sex Shops (3 years)	C	£2521.00	-	£2521.00
Short Term Lets	C	£884.50	-	£884.50
Short Term Lets – Provisional	C	£663.50	-	£663.50
Short Term Lets - Confirmation	C	£221.00	-	£221.00
Short Term Lets – Transfer	C	£58.00	-	£58.00
Skin piercing / tattooing (3 years)	C	£2033.50	-	£2033.50
Street Trader Employee (annual)	C	£196.50	-	£196.50
Street Trader Principal (3 years)	C	£973.50	-	£973.50
Street Trader's Vehicle Plates	C	£76.50	-	£76.50
Window Cleaner (annual)	C	£196.50	-	£196.50
Temporary Licences (up to 6 weeks)	C	50% of full fee	-	50% of full fee

Food	Fee Increase	Cost excl. VAT	VAT	Total
Venison (3 yearly)	C	£852.50	-	£852.50

West Dunbartonshire Council – Licensing Services

Leisure	Fee Increase	Cost excl. VAT	VAT	Total
Caravan sites	C	£825.00	-	£825.00
Cinemas - new / renewal (Commercial) (yearly)	L	£600.00	-	£600.00
- new / renewal (Non-Commercial) (yearly)		£200.00	-	£200.00
- Transfer of licence		£120.00		£120.00
Hypnotism	C	Nil	Nil	Nil

Safety	Fee Increase	Cost excl. VAT	VAT	Total
Petroleum Certificate to keep petroleum spirit of a quantity: <ul style="list-style-type: none"> o Not exceeding 2500 litres o Exceeding 2500 litres but not exceeding 50,000 litres o Exceeding 50, 000 litres <p>These are annual fees. The fee payable for a certificate of more or less than one year's duration is the fee set out above increased or decreased, as the case may be, proportionately according to the duration of the period for which the certificate is granted or renewed. These fees apply to Regulation 6 and 14 of the Provision of the Petroleum (Consolidation) Regulations 2014.</p>	L			
		£48.00	-	£48.00
		£65.00	-	£65.00
		£137.00	-	£137.00

West Dunbartonshire Council – Licensing Services

Safety	Fee Increase	Cost excl. VAT	VAT	Total
Fireworks Licence to supply fireworks outwith restricted time periods	L	£500.00	-	£500.00
Explosives (incl. fireworks – Hazard 4) Grant of licence to store explosives where, by virtue of regulation 27 of and Schedule 5 to the 2014 Regulations, a minimum separation distance of greater than 0 meters is required: <ul style="list-style-type: none"> ○ One years duration ○ Two years duration ○ Three years duration ○ Four years duration ○ Five years duration (Applicable where quantity exceeds 250kg)	L	£202.00 £266.00 £333.00 £409.00 £463.00	- - - - -	£202.00 £266.00 £333.00 £409.00 £463.00
Renewal of licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 meters is prescribed: <ul style="list-style-type: none"> ○ One years duration ○ Two years duration ○ Three years duration ○ Four years duration ○ Five years duration (Applicable where quantity exceeds 250kg)	L	£119.00 £154.00 £190.00 £226.00 £260.00	- - - - -	£119.00 £154.00 £190.00 £226.00 £260.00
Grant of licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, no minimum separation distance or a 0 meters separation distance is prescribed: <ul style="list-style-type: none"> ○ One years duration ○ Two years duration ○ Three years duration ○ Four years duration ○ Five years duration (Applicable where quantity is 250kg or less)	L	£94.00 £161.00 £226.00 £291.00 £357.00	- - - - -	£94.00 £161.00 £226.00 £291.00 £357.00
Renewal of licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, no minimum separation distance or a 0 meters minimum separation distance is prescribed: <ul style="list-style-type: none"> ○ One years duration ○ Two years duration ○ Three years duration ○ Four years duration ○ Five years duration (Applicable where quantity is 250kg or less)	L	£59.00 £94.00 £132.00 £166.00 £202.00	- - - - -	£59.00 £94.00 £132.00 £166.00 £202.00
Variation of a licence (Reg 17) <ul style="list-style-type: none"> ○ Varying name of licensee or address of site ○ Any other kind of variation – The reasonable cost to the licensing authority of having the work carried out 	L	£40.00	-	£40.00
Transfer of licence or registration (Reg 20)	L	£40.00	-	£40.00
Replacement of licence or registration referred to above if lost (Reg 17)	L	£40.00	-	£40.00

West Dunbartonshire Council – Licensing Services

Taxis and Private Hire	Fee Increase	Cost exc VAT	VAT	Total
Taxi Licences – Grant or Renewal (3 yearly)	C	£843.50	-	£843.50
Taxi/Private Hire Car Partnership Licences (3 yearly)	C	£843.50	-	£843.50
Taxi/Private Hire Car Partnership Licences – Variation	C	£70.00	-	£70.00
Taxi Licence – Variation	C	£70.00	-	£70.00
Taxi/Private Hire Car Driver's Licences – Grant or Renewal	C	£376.00	-	£376.00
Private Hire Car Licences (3 yearly)	C	£843.50	-	£843.50
Taxi Booking Office Licences (3 yearly)	C	£1242.50	-	£1242.50
Temporary Licences (up to 6 weeks)	C	50% of full fee	-	50% of full fee
Temporary Taxi/Private Hire Car Drive – Grant	C	£188.00	-	£188.00
Licence Holder's Identification Badge	C	£46.00	-	£46.00
Taxi/Private Hire Car – New Plates – Large	C	£76.50	-	£76.50
Taxi/Private Hire Car – New Plates – Small	C	£30.50	-	£30.50
Change of Vehicle (incl. New Plates if required)	C	£177.00	-	£177.00

Section C – Other Fees

Houses in Multiple Occupation (HMOs) (3 yearly)	C	£2530.50	-	£2530.50
Material change to an HMO	C	£368.00	-	£368.00

Notes

Fee Increase codes:

B = Licensing Board has discretion to set its own fee

M = Licensing Board sets its own fee up to a maximum prescribed by legislation

C = Council has discretion to set its own fee

L = Legislation prescribes the fee which must be charged

P = Charges detailed in the council's Publication Scheme

VAT is charged at 20%