

Information Item:

Cost of Administering the Shellfish Permit Byelaw

Purpose

This information item provides a summary of the income received and direct expenditure incurred in administering the Shellfish Permit Byelaw system during the 2024–25 and 2025–26 financial years.

Over the two-year period, the system generated total income of £23,685, compared with direct expenditure of £24,198, resulting in a net deficit of £513. The figures therefore demonstrate that permit income broadly covered the direct costs of administering the system.

Income and expenditure	2024–25	2025–26	Two-year total
Permit income	£11,622	£12,063	£23,685
Expenditure			
Depreciation of database development costs incurred between 2020 and 2022	£4,386	£4,386	£8,772
C-Front hosting, permit tags and tag storage, further database development, and shellfish association membership	£5,913	£8,468	£14,381
Worldpay card-processing charges	£443	£551	£994
Permit-account bank charges	£23	£28	£51
Total expenditure	£10,765	£13,433	£24,198
Surplus/deficit, excluding staff time	£857	-£1,370	-£513

Note: The Authority aims to recover only the costs associated with administering and supporting the permitting system through permit income. The figures above exclude staff time, including time spent processing applications, renewals and catch returns, producing reports, maintaining engagement with permit holders, and undertaking other associated administrative work. These costs are absorbed within the Authority’s day-to-day operational expenditure.

There is fluctuation in the income and expenditure in any given year, and this is primarily due variation in costs associated with maintaining and improving the database, and variation in income due to the number of permits that are renewed in each year; due the permit lasting 2 years permit renewals differ in odd vs even years.

Publishing this information supports the Authority’s commitment to transparency and provides permit holders with greater clarity about how permit income is used.