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ALLOTMENTS

Service	Charge for 2023/24
To hire	
Size unit called a rod (25.3sq m)	£6.53
Charge from November 2023	£7.50

BEREAVEMENT SERVICES

Service	Charge for 2023/24
Crematorium fees	
Crematorium service	
Adults (1 hour service - available on request)	£1,040.00
Adults (45 minute service)	£987.00
Adults (early/late 30 minute service)	£634.00
Direct cremations	£375.00
Children (under 18 years of age)	No Charge
Double time fee	£370.00
Use of chapel only	£370.00
Sundries	
Other crematorium items and services	
Ashes - temporary deposit after first month (per month)	£35.00
Strewing ashes (where the cremation took place in another crematorium)	£100.00
Attendance at placing/scattering of ashes in Gardens of Rest	£45.00
Certificate of cremation	No charge
Cancellation fee if no suitable reason given	£90.00
Selecting an area in the garden of rest for non-attended scattering	£45.00
Genealogy search fee	Price on application
Charging of coffin displayed on monitor in East Chapel following service	£5.00
Ornamental urns and keepsakes	Cost on application
Media services	
Type of media item or service	
Live and on demand webcast (up to 28 days) Usual fee £80 during COVID	£60.00
Keepsake copy of the Webcast in a presentation case (available in DVD/Blu-Ray/USB or audio CD)	£60.00
Additional copies	£28.00
Visual tribute services	
Type of media item or service	
Halo Photo (a complimentary photo shown throughout the service)	No charge
An additional photo (displayed at your time of choosing)	£20.00
Visual tribute - slideshow of up to 25 photos	£65.00
Professional tribute - synched to music of up to 25 photos	£80.00

BEREAVEMENT SERVICES

Service	Charge for 2023/24
Family supplied tribute	£25.00
For each additional 25 photos (shown on a visual/professional tribute)	£25.00
Keepsake copy of the Visual Tribute in a presentation case (available on DVD/Blu-Ray or USB)	£60.00
Downloadable copy of the Visual Tribute (available to download from our supplier's website)	£12.00
Additional support and personalisation	
This covers any revisions, or major departures from a standard product including: Changes to the tribute on the last working day before the service. Adding video or multiple music tracks to a Professional Tribute. Timing photos to a specific part of the music in a Professional Tribute. Adding music, converting or editing files for a Family-made tribute	£25.00
Funerals and bereavement	
Right of burial or plot type	
Exclusive Right of Burial for 30 years (Adult Standard Grave Space)	£1,020.00
Exclusive Right of Burial for 30 years (Adult Premium Grave Space)	£1,420.00
Exclusive Right of Burial for 30 years (adult grave space – with a Burial Chamber for uncoffined burials)	£1,800.00
Exclusive Right of Burial for 30 years (baby/child grave space)	No charge
Exclusive Right of Burial for 30 years (baby/child grave space – with a Burial Chamber for uncoffined burials)	No charge
Cremated Remains Plot for 30 years	£750.00
Exclusive Right of Burial for 30 years (baby/infant grave space – up to 5 years)	£1,087.00
Interment fees - New graves only	
Type of interment	
Interment to 4'6" (1372 mm) for one (Adult)	£782.00
Interment to 6'0" (1830 mm) for two (Adult)	£980.00
Interment to 7'6" (2300 mm) for three (Adult)	£1,125.00
Interment to 8'6" (2600 mm) for four (Adult)	£1,220.00
Interment to 4'6" (1372 mm) for one (Baby/Child)	No Charge

BEREAVEMENT SERVICES

Service	Charge for 2023/24
Interment of cremated remains	£297.00
Interment fees - Re-open graves	
Type of interment	
Interment to single depth (4'6")	£860.00
Interment to double depth (6'0")	£1,070.00
Interment to triple/quadruple depth graves	Price on application
Cemetery memorials	
Type of memorial	
Right to erect a memorial on a grave (price per memorial)	£187.00
Right to place vase or similar memorial (entirely free standing and not an integral part of other memorial)	£61.00
Right to erect and place a memorial on a child's grave (up to 18th birthday)	No charge
Each additional name (of deceased) commemorated	£61.00
Right to place a temporary marker on a grave for a 12 month period	£61.00
Miscellaneous	
Description of service	
Attended scattering on a grave	£45.00
For cremated remains where the cremation did not take place at Southampton Crematorium an additional fee applies	£100.00
Use of chapel for a one hour service prior to interment	£100.00
Exhumation	on application
Postponement after receiving notice of burial (if excavation has commenced) - adult	£340.00
Postponement after receiving notice of burial (if excavation has commenced) - child	No fee
For staff attending for grave selection	£65.00
For the transfer of the Exclusive Right of Burial to a new registered owner	£100.00
Administration fee for cancellation of an Exclusive Right of Burial	£50.00
Genealogy search fee	on application
Southampton Crematorium and South Stoneham Garden of	
Type of memorial	
The Daisy Garden Sleeper plaques (children only)	
Cost – includes VAT and 5 year lease	£135.58

BEREAVEMENT SERVICES

Service	Charge for 2023/24
Cost – includes VAT and 10 year lease	£212.58
Cost – includes VAT and 20 year lease	£366.58
The Daisy Garden Memorial Tree Leaf (children only)	
Cost – includes VAT and 5 year lease	£118.99
Cost – includes VAT and 10 year lease	£195.99
Cost – includes VAT and 20 year lease	£349.99
The Daisy Garden Memorial Tree Apple (children only)	
Cost – includes VAT and 5 year lease	£127.40
Cost – includes VAT and 10 year lease	£204.48
Cost – includes VAT and 20 year lease	£358.40
Hollybrook Baby Garden Ellie Columbaria (children only)	
Cost – includes VAT and 5 year lease	£258.00
Cost – includes VAT and 10 year lease	£363.00
Cost – includes VAT and 20 year lease	£573.00
Hollybrook Baby Garden Dora and Harvey Mouse Bench Plaques	
Cost – includes VAT and 5 year lease	£101.92
Cost – includes VAT and 10 year lease	£178.92
Cost – includes VAT and 20 year lease	£332.92
Candle Plaque	
Cost – includes VAT and 5 year lease	£486.96
Cost – includes VAT and 10 year lease	£618.96
Cost – includes VAT and 20 year lease	£882.96
Sanctum Vault 12 (available at the crematorium only)	
Cost – includes VAT and 5 year lease	From £694.80
Cost – includes VAT and 10 year lease	From £991.80
Cost – includes VAT and 20 year lease	From £1,585.80
Sanctum Vault 2000	
Cost – includes VAT and 5 year lease	From £1,133.42
Cost – includes VAT and 10 year lease	From £1,430.42
Cost – includes VAT and 20 year lease	From £2,024.42
Granite Kerb Memorial Plaque	

BEREAVEMENT SERVICES

Service	Charge for 2023/24
Cost – includes VAT and 5 year lease	From £390.57
Cost – includes VAT and 10 year lease	From £522.57
Cost – includes VAT and 20 year lease	From £786.57
Memorial Mushroom Plaque	
Cost – includes VAT and 5 year lease	£399.75
Cost – includes VAT and 10 year lease	£531.75
Cost – includes VAT and 20 year lease	£795.75
Deer Glade Plaque	
Cost – includes VAT and 5 year lease	£367.62
Cost – includes VAT and 10 year lease	£499.62
Cost – includes VAT and 20 year lease	£763.62
Squirrels Corner Plaque (New for 2019)	
Cost – includes VAT and 5 year lease	£407.40
Cost – includes VAT and 10 year lease	£539.40
Cost – includes VAT and 20 year lease	£803.40
Bench Plaque (Garden of Rest)	
Cost – includes VAT and 5 year lease	£175.52
Cost – includes VAT and 10 year lease	£307.52
Cost – includes VAT and 20 year lease	£571.52
Hall of Remembrance Plaque (Large) Book of Remembrance room	
Cost – includes VAT and 5 year lease	£228.76
Cost – includes VAT and 10 year lease	£388.76
Cost – includes VAT and 20 year lease	£708.76
Hall of Remembrance Plaque (Small) Book of Remembrance room	
Cost – includes VAT and 5 year lease	£189.29
Cost – includes VAT and 10 year lease	£321.29
Cost – includes VAT and 20 year lease	£585.29
Posy Vase Memorial (South Stoneham Cemetery Garden of Rest only)	
Cost – includes VAT and 5 year lease	£98.86
Cost – includes VAT and 10 year lease	£176.86
Cost – includes VAT and 20 year lease	£330.86
Memorial Tree Plaque (Book of Remembrance Room)	
Cost – includes VAT and 5 year lease	£173.99
Cost – includes VAT and 10 year lease	£305.99
Cost – includes VAT and 20 year lease	£569.99
Valley Pond Plaques	

BEREAVEMENT SERVICES

Service	Charge for 2023/24
Cost – includes VAT and 5 year lease	£419.40
Cost – includes VAT and 10 year lease	£551.40
Cost – includes VAT and 20 year lease	£815.40
Granite Wall Plaques (single up to 3 lines)	
Cost – includes VAT and 5 year lease	£414.40
Cost – includes VAT and 10 year lease	£553.40
Cost – includes VAT and 20 year lease	£831.40
Granite Wall Plaques (double up to 6 lines)	
Cost – includes VAT and 5 year lease	£723.92
Cost – includes VAT and 10 year lease	£890.92
Cost – includes VAT and 20 year lease	£1,224.92
Granite Wall Plaques (treble up to 10 lines)	
Cost – includes VAT and 5 year lease	£1,029.85
Cost – includes VAT and 10 year lease	£1,225.85
Cost – includes VAT and 20 year lease	£1,617.85
Floris Wall Plaque	
Cost – includes VAT and 5 year lease	From £521.70
Cost – includes VAT and 10 year lease	From £653.70
Cost – includes VAT and 20 year lease	From £917.70
Keepsakes and Jewellery	Cost on application
Southampton Crematorium and South Stoneham Book of Memorial	
Book of Remembrance	
Two Line Entry	£96.00
Five Line Entry	£157.00
Eight Line Entry	£217.00
With Illustration (not available with two line entries)	Additional £90.00
Memorial Cards	
Two Line Entry	£42.00
Five Line Entry	£62.00
Eight Line Entry	£82.00
With Illustration (not available with two line entries)	NA
Miniature Books	
Two Line Entry	£139.00
Five Line Entry	£159.00

BEREAVEMENT SERVICES

Service	Charge for 2023/24
Eight Line Entry	£179.00
With Illustration (not available with two line entries)	Additional £90.00
Additional entries to existing miniature books	
Two Line Entry	£44.00
Five Line Entry	£49.00
Eight Line Entry	£62.00
With Illustration (not available with two line entries)	Additional £90.00
Southampton Crematorium renewal fees	
Memorial	
Cost of Renewal for a period of 5 years	
Granite Wall Plaques (single up to 3 lines)	£139.00
Granite Wall Plaques (double up to 6 lines)	£167.00
Granite Wall Plaques (treble up to 10 lines)	£196.00

BLUE BADGE SCHEME

Service	Charge for 2023/24
Administration fee	£10.00

BUILDING CONTROL

Service	Charge for 2023/24
Full Plans Applications and Associated Charges	
Full Plans Plan Charge (payment with application)	
1 dwelling	£201.00
2 dwellings	£324.00
3 dwellings	£380.00
4 dwellings	£437.00
5 dwellings	£493.00
Full Plans Inspection Charge (invoiced after commencement)	
1 dwelling	£603.00
2 dwellings	£973.00
3 dwellings	£1,142.00
4 dwellings	£1,311.00
5 dwellings	£1,481.00
Building Notice Application	
Building Notice Charge (payment with application)	
1 dwelling	£804.00
2 dwellings	£1,297.00
3 dwellings	£1,522.00
4 dwellings	£1,748.00
5 dwellings	£1,974.00
Domestic Extensions to a single building	
SINGLE STOREY EXTENSIONS	
Full Plans Plan Charge (payment with application)	
Single Storey Extension floor area not exceeding 10m ²	£127.00
Single Storey Extension floor area exceeding 10m ² but not exceeding 40m ²	£188.00
Full Plans Inspection Charge (invoiced after commencement)	
Single Storey Extension floor area not exceeding 10m ²	£274.00
Single Storey Extension floor area exceeding 10m ² but not exceeding 40m ²	£425.00
Building Notice Charge (payment with application)	
Single Storey Extension floor area not exceeding 10m ²	£401.00

BUILDING CONTROL

Service	Charge for 2023/24
Single Storey Extension floor area exceeding 10m ² but not exceeding 40m ²	£613.00
TWO STOREY EXTENSIONS	
Full Plans Plan Charge (payment with application)	
Two Storey Extension floor area not exceeding 10m ²	£188.00
Full Plans Inspection Charge (invoiced after commencement)	
Two Storey Extension floor area not exceeding 10m ²	£448.00
Building Notice Charge (payment with application)	
Two Storey Extension floor area not exceeding 10m ²	£636.00
LOFT CONVERSIONS	
Full Plans Plan Charge (payment with application)	
Loft Conversion that does not include the construction of a dormer	£127.00
Loft Conversion that includes the construction of a dormer	£188.00
Full Plans Inspection Charge (invoiced after commencement)	
Loft Conversion that does not include the construction of a dormer	£328.00
Loft Conversion that includes the construction of a dormer	£383.00
Building Notice Charge (payment with application)	
Loft Conversion that does not include the construction of a dormer	£455.00
Loft Conversion that includes the construction of a dormer	£571.00
GARAGES AND CARPORTS	
Full Plans Plan Charge (payment with application)	
Erection or extension of a non exempt attached or detached domestic garage or carport up to 100m ²	£95.00
Full Plans Inspection Charge (invoiced after commencement)	

BUILDING CONTROL

Service	Charge for 2023/24
Erection or extension of a non exempt attached or detached domestic garage or carport up to 100m ²	£274.00
Building Notice Charge (payment with application)	
Erection or extension of a non exempt attached or detached domestic garage or carport up to 100m ²	£369.00
OTHER	
Full Plans Plan Charge (payment with application)	
Conversion of a garage to a habitable room(s)	£98.00
Full Plans Inspection Charge (invoiced after commencement)	
Conversion of a garage to a habitable room(s)	£297.00
Building Notice Charge (payment with application)	
Conversion of a garage to a habitable room(s)	£395.00

COMMERCIAL SERVICES

Service	Charge for 2023/24
Commercial tree work services	£600.00
MOTs for residents and businesses	
Class 4	£54.85
Class 5	£59.55
Class 7	£58.60

COMMUNITY INFRASTRUCTURE LEVY (CIL)

Service	Charge for 2023/24
The Community Infrastructure Levy (CIL) Charging Schedule for Southampton came into effect on 1 September 2013. The CIL is a standard, non-negotiable charge applicable to developments where there is a net increase of 100 square metre of floor space or the creation of one or more dwellings.	
From 1 January 2023 the indexed CIL rate is as follows:	£68.15 per sq. m for retail use
	£110.94 per sq. m for residential use
*This figure is index linked for inflation and updated annually using the RICS CIL Index, which is based on the BCIS All-In-Tender Price Index and is published on the RICS website.	

DEVELOPMENT MANAGEMENT

Service		Charge for 2023/24
Pre-application advice service fees		
Application type		
Large scale major applications requiring Project Approach	50 or more house units or 5,000 sq. m commercial or 2+ ha.	Strategic Majors: 10% of full planning application fee.
		1. £1,000 with submission
		2. £300 ahead of each meeting or staged payment by agreement
		3. Remainder ahead of validation of application (if applicable)
Major applications	10-49 house units or 1,000-4,999 sq. m commercial or 1+ha.	20% of full planning fee capped at £3,000
Minor applications	1-9 house units or less than 1,000 sq. m commercial or less than 1 ha.	20% of full planning fee
		A further 50% of the original fee levied on revised submission.
Householder (a)		£50.00
Householder (b)		£100.00
Permitted Development Request		£50.00

DEVELOPMENT MANAGEMENT

Service		Charge for 2023/24
Change of use		20% of full planning fee (£92.40 assuming £462)
Adverts		£50.00
Taxi License/Home Working Request		£15.00
Planning Conditions Check	Householder	£34.00
	Non-householder	£116.00
Pre-Validation Check	per application	£50.00

EDUCATIONAL PSYCHOLOGISTS

Service	Charge for 2023/24
Training Packages	Starting from £900 per day
Additional Educational Psychology services	£605 per day / £303 per half day or £630 per day / £315 per half day for academies. Or £125 per hour for some services.

ENVIRONMENTAL HEALTH

Service	Charge for 2023/24
ENVIRONMENTAL HEALTH HOUSING CHARGES	
Feature	
Improvement & Hazard Awareness Notices	
1-4 hazards	£275.00
5 or more hazards	£462.00
Prohibition / Emergency Prohibition Orders	
1-4 hazards	£330.00
5 or more hazards	£462.00
Other Fees	
Emergency remedial action	£198.00
Demolition Order	£319.00
Review of suspended Notice / Order	£99.00
Home Survey Reports for Immigration Sponsorships	
Feature	
Initial application for one person	£232.00
Repeat application within 12 months	£163.00
Additional persons on any application	£81.00

GOLF COURSE

Fee Type	Fees for 2023/24
Annual Season Tickets	
7-day adult	£750.00
7-day adult - 9-hole course	£256.00
7-day intermediate (17-23 years)	£190.00
7-day junior (under-17s)	£80.00
5-day adult	£480.00
Monthly Season Tickets	
7-day adult	£90.00
7-day adult - 9-hole course	£30.00
5-day adult	£75.00
Pay & Play Green Fees	
Weekend	
18-hole adult	£25.00
18-hole twilight (5 hours before dusk)	£20.00
18-hole concession (60-plus years or 17-23yrs old)	£22.00
18-hole junior (under-17s)	£7.00
9-hole adult	£12.50
9-hole concession (60-plus years or 17-23yrs old)	£11.00
9-hole junior (under-17s)	£4.00
Weekday	
18-hole adult	£20.00
18-hole twilight (5 hours before dusk)	£15.00
18-hole concession (60-plus years or 17-23yrs old)	£15.00
18-hole junior (under-17s)	£6.00
9-hole adult	£11.50
9-hole concession (60-plus years or 17-23yrs old)	£8.00
9-hole junior (under-17s)	£3.00
Optional extras	
Locker rental	£25.00
Buggy hire (for 18 holes)	£25.00
18-hole pull trolley	£3.50
9-hole pull trolley	£2.00

HISTORIC ENVIRONMENT RECORDS

Service	Charge for 2023/24
Basic HER Search: Includes PDF text records and GIS mapping data for a range of record types, guidance as to HER backlog, and advice on other available maps and sources for research. (If PDF maps are required, these need to be specifically requested, and whether or not record labels are required.)	
Standard search (within 15 working days of receipt of HER Enquiry Form)	£55 minimum charge (one hour @ £55 per hour), thereafter by the half hour
Priority "fast track" search (within five working days of receipt of HER Enquiry Form)	£110 minimum charge (one hour @ £110 per hour), thereafter by the half hour
Single Asset HER Search / HER Consultation Report (Related to potential	
Standard search (within 15 working days of receipt of HER Enquiry Form)	£65 set fee
Priority "fast track" search (within five working days of receipt of HER Enquiry Form)	£130 set fee
Additional HER Services: (NB: These services will only be available if other work pressures allow.)	
Office Visit (Note that an additional charge for staff time may be made for late cancellation with less than 24 hours' notice, or failure to cancel a pre-arranged office visit.)	£55 per hour
HER Enhancement - This service is offered in addition to the basic HER search. It includes the completion of basic event records and GIS trench data for all event records in search area, where this information is available in reports. Monument records will not be completed. (A list of backlog events is provided with the basic HER search. However, the enhancement service may mean that contractors do not need to check reports that have not been incorporated into the HER.)	£65 set fee
Enhanced HER search for local groups (eg for Neighbourhood Planning and Conservation Area Appraisals) (HER data, selected historic maps, images, etc in HER Archive, and advice on other sources, and on archaeological potential.)	£200 (or negotiable depending on size of area)
Utility companies and statutory agencies - Consultancy Service. Basic HER search and advice on archaeological implications of work proposals. (For very large projects we may advise you to employ an archaeological consultant to do a desk-based assessment and request a full HER search.) (An archaeological contractor will need to be employed to carry out any fieldwork that we recommend.) (Separate charges apply relating to the production of Briefs, and the approval of written schemes of investigations and reports. See Planning Archaeology User Guidelines and Charges sheet for details.)	£65 set fee for small-scale / contained projects. £130 set fee for longer routes.
Photocopying and printing	15 pence per sheet
CDs, DVs and postage	At cost

HMO LICENCES

Service	Charge for 2023/24
Landlord independent HMO surveyor compliant rate for timely and compliant applications	
Stage 1	£88.00
Stage 2	£231.00
Stage 3	£319.00
Southampton City Council HMO all-inclusive rate for timely and compliant applications	
Stage 1	£88.00
Stage 2	£628.00
Stage 3	£716.00
Southampton City Council HMO all-inclusive rate for applications received after the three month deadline	
Stage 1	£88.00
Stage 2	£1,123.00
Stage 3	£1,211.00
Application to vary a HMO Licence, not involving visit	£55.00
Application to vary a HMO Licence, involving an officer visit	£110.00
Visit time including travel For an appointment missed during the house inspection process	£77.00
Additional visits to check licence conditions	£110.00
For follow up letters when an invalid application has been received - per letter	£28.00
Time producing reports and letters pre-application advisory visit & verbal report on site	£66.00

ITCHEN BRIDGE

Service	Charge for 2023/24
Class 1 vehicles - motorcycles and three-wheeled vehicles	No charge
Class 2 vehicles - cars, small vans and small 4x4s, including electric vehicles	
Peak	£1.00
Off peak	£0.80
Residents Concessionary toll:	
Peak	£0.40
Off peak	£0.30
Disability	No charge
Class 3 vehicles - large vans (e.g. transit) and large 4x4s, including electric vehicles	
Standard	£1.40
Business Concessionary toll	£0.60
SCC registered taxi	£0.60
Class 4 - HGVs	
Standard	£25.00
Business Concessionary toll	£2.00

LEGAL SERVICES

Service	Unit	Charge for 2023/24
EXTERNAL LEGAL FEES AND CHARGES, INCLUDING LITIGATION COST RECOVERY		
Director – Legal & Business Operations	Hourly rate	£201.00
Head of Legal Partnerships	Hourly rate	£130.00
Senior Solicitor	Hourly rate	£113.00
Solicitor	Hourly rate	£100.00
Lawyer (G10 posts)	Hourly rate	£85.00
Senior Legal Assistant / Paralegals	Hourly rate	£75.00
Legal Assistant / Interns	Hourly rate	£60.00
Support Officer / Apprentices	Hourly rate	£45.00
CONTRACTS		
Deeds of Variation, assignment and/or Novation in response to a contractor request/need	Hourly rate	£90.00
Sealing and Administration Fee		£100.00
Assignment or novation of historic works/ contracts to Academy after conversion		£90.00
All other matters for third party	Hourly rate	£85.00
Sealing and Administration Fee		£100.00
CONVEYANCING TRANSACTIONS		
COMMERCIAL AND SHOP LETTINGS		
Assignments		
City Centre areas 1-4		£1,200.00
Industrial premises		£800.00
Small shops		£350.00
New Lettings		
City Centre areas 1-4		£1,600.00
Industrial premises		£1,100.00
Small shops		£400.00
Variations		
City Centre areas 1-4		£1,000.00
Industrial premises		£900.00
Small shops		£400.00
Lease Notice		
City Centre areas 1-4		£60.00
Industrial premises		£60.00
Small shops		£60.00
Grant of sub- lease		£650.00
OTHER CONVEYANCING TRANSACTIONS		
Sale of land and/or property		1.5% of sale price subject to a minimum charge of £400. Transactions over £1 million to be agreed separately.
Purchase of land and/or property		1.5% of sale price subject to a minimum charge of £400. Transactions over £1 million to be agreed separately.
Development agreements		£3,200.00
Freehold reversions		£450.00
Release of covenants		£1,200.00
Lease extensions		£1,000.00
Deed of variation		£450.00
Licences		£650.00
Easements		£650.00
Surrenders		£650.00
Grant of sub - lease		£650.00
Epitome of title/certificate of title		£250.00
RTB matters		
Sale of House		£375.00
Sale of Flat		£375.00
Deed of variation		£375.00
Letters of Postponement		£175.00
Lease Notice		£60.00
Equity loan		£0.00
Letters of Compliance		£75.00
LITIGATION		
Cost is per hour based on the experience and seniority of case holder as detailed below		
Grade A	Hourly rate	£217.00
Grade B	Hourly rate	£192.00

LEGAL SERVICES

Service	Unit	Charge for 2023/24
Grade C	Hourly rate	£161.00
Grade D	Hourly rate	£118.00
PLANNING MATTERS		
s.106 Agreements Solicitors	Hourly rate	£220.00
s.106 Agreements All other fee earners	Hourly rate	£190.00
Unilateral undertakings under s.106 in respect of (i) Solent Mitigation Fund; (ii) flood risk measures		£300 flat rate provided the unilateral undertaking has been completed and executed properly without requiring further amendments or submissions and that all necessary documentation (such as land registry and company house documents) has been provided, failing which a charge of £220 (solicitor), £190 (other) per hour shall be made
Deeds of Variation/Modification	Hourly rate	£220 (solicitor), £190 (other)
s.278 Agreements	Hourly rate	£220 (solicitor), £190 (other)
s.38 Agreements	Hourly rate	£220 (solicitor), £190 (other)
Stopping up/diversion orders (non-contentious only)	Hourly rate	As per hourly rates table
CPO work	Hourly rate	£220 (solicitor), £190 (senior and legal assistants)
RIGHTS OF WAY APPLICATIONS		
s.31 Deposits		£275 + £25 per additional parcel, + £25 per additional site notice, +£25 per A3 map conversion
Commons Registration – corrective applications		£1,200.00
Commons Act Deregistration (Part 1)		£1,500.00
Commons Act Deregistration (Part 2 if Public Inquiry)		£1500 + disbursements including counsel's fees
INFORMATION REQUESTS		
CCTV Requests from third parties		£60.00
FOI Requests (where compliance exceeds £450)	Hourly rate	£25.00
Costs of communicating information (where cost exceeds £5.00) – charged in line with disbursements		
Pension Signings / Certifying or Signing documents for staff members		£15.00
Certification of true copies of documents / passports / witnessing signatures for staff etc (up to max 5 'linked' documents)		£15.00
Southampton Schools (Maintained & Academy)		
Annual Retainer Cost:		
Gold:	Annual	£930.00
Silver:	Annual	£695.00
Bronze:	Annual	£510.00
Hourly Rates for any additional services purchased will be charged at:		
Head of Legal Partnership	Hourly rate	£140.00
Senior Solicitor	Hourly rate	£109.00
Solicitor	Hourly rate	£98.00
Trainee Solicitor	Hourly rate	£66.00
Legal Executive	Hourly rate	£60.00
Other	Hourly rate	£45.00

LIBRARIES

Service	Charge for 2023/24
To hire	
Books	Free
Music CD	£1.00
DVDs	£1.00
DVDs (concessionary card holders)	Free
DVD box sets	£2.00
Adult books on CD and mp3	£1.50
Adult books on CD and mp3 (over 60s)	£1.00
Information DVDs	£1.00
Late charges	
Items returned after due date	£6.00
Items returned after due date (over 60s)	£3.00
DVD box sets	£15.00
Lost or missing items	
Books	Replacement cost
Adult membership card	£1.00
Story sacks	£70.00
Reservation fees and book finding service	
Reservation for items in other Southampton City Libraries	Free
Adult items not in stock in Southampton (Inter Library Loans)	£4.00 basic search, additional £6.00 for books obtained from premium rate libraries
Inter Library Loans renewal (if available)	£1.00 for a 4 week renewal
Photocopying, printing and scanning	
A4 Black and white photocopies and print out	£0.15
A4 Colour photocopies and print outs	£0.50
A3 black and white photocopies and print outs	£0.25
A3 colour photocopies and print outs	£1.00
Scanning service	£1.00
Laminating service	£1 (A4) and £1.50 (A3)
Fax copies (inside UK only)	£1 first page, 50p per additional page
Other charges	
Disc repair (per disc)	£2.50
USB Flash Drive	£6.00
Pen or Pencil	£0.20
Highlighter	£1.00
Biodegradable A4 wallet	£0.50
A4 envelope	£0.50
A4 pad	£2.00

LICENSING

Service	Charge for 2023/24
PREMISES LICENCES AND CLUB PREMISES CERTIFICATES	
Grant or variation - Band A = rateable value < £4,300	£100.00
Grant or variation - Band B = rateable value > £4,300 < £33,000	£190.00
Grant or variation - Band C = rateable value > £33,001 < £87,000	£315.00
Grant or variation - Band D = rateable value > £87,001 < £125,000	£450.00
Grant or variation - Band E = rateable value > £125,000	£635.00
Annual Fee - Band A = rateable value < £4,300	£70.00
Annual Fee - Band B = rateable value > £4,300 < £33,000	£180.00
Annual Fee - Band C = rateable value > £33,001 < £87,000	£295.00
Annual Fee - Band D = rateable value > £87,001 < £125,000	£320.00
Annual Fee - Band E = rateable value > £125,000	£350.00
Replacement – Section 25 (Loss, theft etc)	£10.50
Application for provisional statement - section 29	£315.00
Premises licence change of name or address - section 33	£10.50
Premises licence variation of designated premises supervisor - section 37	£23.00
Premises licence transfer - section 42	£23.00
Premises licence interim authority - section 47	£23.00
Premises licence or club premises certificate minor variation - sections 41A or 86A	£89.00
Premises licence community premises DPS dispensation - section 25A and 41D	£23.00
Club premises certificate or summary theft or loss - section 79	£10.50
Club premises certificate change of name or rules - section 82	£10.50
Club premises certificate change of address - section 83(1) or (2)	£10.50
Temporary event notice - section 100	£21.00
Temporary event notice loss or theft - section 110	£10.50
PERSONAL LICENCES	
Personal licence grant	£37.00
Personal licence theft or loss	£10.50
Personal licence name or address change	£10.50
TAXI AND PRIVATE HIRE LICENCES	
Hackney Carriage	
Grant and renewal (excluding inspection fee and licence plate)	£140.00
Private Hire Vehicle	
Grant and renewal (excluding inspection fee and licence plate)	£80.00
Grant of licence 6 months or less due to plate allocation policy	£60.00
Hackney Carriage Driver	
Grant or renewal	£170.00
Private Hire Driver:	
Grant or renewal	£170.00
Private Hire Operator:	
Grant or renewal	£1,000.00
1 year	£300.00
2 years	£430.00
3 years	£550.00
4 years	£825.00
Other licence fees:	

LICENSING

Service	Charge for 2023/24
Drivers' Topography Tests (per test)	£15.00
Licence plates for hackney carriages and private hire vehicles:	
New/Replacement	£11.00
Plate holder	£12.00
Criminal Record checks for drivers' licences	£40.00
DVLA driving history checks:	
Provides annual updates for three years)	£10.00
Notification of transfer of vehicle licence	£35.00
Replacement Certificates of Compliance	£5.00
Change of vehicle (other than on renewal)	£35.00
Temporary changes of vehicle	£70.00
ABP Docks permit (fee set by Associated British Ports for access to the docks estate by hackney carriages)	£128.00
Replacement documents:	
Duplicate drivers' badges	£10.00
Duplicate drivers' licences	£10.00
Duplicate vehicle licences	£10.00
SEX ESTABLISHMENT LICENCES	
Sex Shops:	
Application for Grant	£750.00
Application for Renewal	£500.00
Application for Transfer	£375.00
Application for Variation	£375.00
Sex Cinemas:	
Application for Grant	£750.00
Application for Renewal	£500.00
Application for Transfer	£375.00
Application for Variation	£375.00
Sex Entertainment Venues:	
Application for Grant	£750.00
Application for Renewal	£500.00
Application for Transfer	£375.00
Application for Variation	£375.00
STREET TRADING CONSENTS	
Grant or renewal – per annum (except Guildhall Sq)	£200.00
Guildhall Square (seven days maximum per consent – subject to meeting criteria)	£30.00
BOAT AND BOATMAN'S LICENCES	
Boat - grant and renewal	£300.00
Boatman - grant and renewal	£150.00
SCRAP METAL DEALER'S LICENCE	
Site licence - grant and renewal	£400.00
Site licence variation	£150.00
Collector's licence - grant and renewal	£400.00

LICENSING

Service	Charge for 2023/24
Collector's licence variation	£150.00
Replacement licence	£25.00

LICENSING

Service	Charge for 2023/24
GAMBLING	
Large Casino:	
Application fee	£10,000.00
Annual fee (within 30 days of issue and then on the anniversary)	£5,000.00
Fee for application to vary licence	£5,000.00
Fee for application to transfer a licence	£2,150.00
Fee for application for reinstatement of a licence	£2,150.00
Fee for application for provisional statement	£10,000.00
Converted casino premises licence:	
Annual fee (within 30 days of issue and then on the anniversary)	£2,000.00
Fee for application to vary licence	£1,500.00
Fee for application to transfer a licence	£1,000.00
Fee for application for reinstatement of a licence	£1,000.00
Bingo premises licence	
Application fee	£2,750.00
Annual fee (within 30 days of issue and then on the anniversary)	£750.00
Fee for application to vary licence	£1,300.00
Fee for application to transfer a licence	£900.00
Fee for application for reinstatement of a licence	£900.00
Fee for application for provisional statement	£2,750.00
Adult gaming centre premises licence:	
Application fee	£1,500.00
Annual fee (within 30 days of issue and then on the anniversary)	£750.00
Fee for application to vary licence	£750.00
Fee for application to transfer a licence	£900.00
Fee for application for reinstatement of a licence	£900.00
Fee for application for provisional statement	£1,500.00
Betting premises (track) licence	
Application fee	£1,800.00
Annual fee (within 30 days of issue and then on the anniversary)	£750.00
Fee for application to vary licence	£900.00
Fee for application to transfer a licence	£750.00
Fee for application for reinstatement of a licence	£750.00
Fee for application for provisional statement	£1,800.00
Family entertainment centre premises licence	
Application fee	£1,500.00
Annual fee (within 30 days of issue and then on the anniversary)	£500.00
Fee for application to vary licence	£750.00
Fee for application to transfer a licence	£750.00
Fee for application for reinstatement of a licence	£740.00
Fee for application for provisional statement	£1,500.00
Betting Premises (other) licences	
Application fee	£2,000.00
Annual fee	£540.00
Fee for application to vary licence	£1,100.00

LICENSING

Service	Charge for 2023/24
Fee for application to transfer a licence	£900.00
Fee for application for reinstatement of a licence	£900.00
Fee for application for provisional statement	£2,000.00
Other discretionary gambling fees	
Change of circumstance fee	£45.00
Copy of a licence	£22.50
Temporary Use Notice	£400.00
Endorsed copy of TUN	£45.00
Occasional Use Notice (no power to charge a fee)	no fee
Permit and Registration fees (prescribed):	
Family Entertainment Centre - 10 years from date of issue	
Application fee - Existing Operator	£100.00
Application fee - New Operator	£300.00
Renewal fee	£300.00
Change of name	£25.00
Copy of permit	£15.00
Prize Gaming Permit - 10 years from date of issue	
Application fee - Existing Operator	£100.00
Application fee - New Operator	£300.00
Renewal fee	£300.00
Change of name	£25.00
Copy of permit	£15.00
Alcohol Licensed Premises Gaming Machine Permit – in perpetuity	
Application fee - Existing Operator	£100.00
Application fee - New Operator	£150.00
Annual fee (within 30 days of issue and then on the anniversary)	£50.00
Variation	£100.00
Transfer	£25.00
Change of name	£25.00
Copy of permit	£15.00
Alcohol Licensed Premises Notifications – in perpetuity but a change in the Licensing Act 2003 premises licence will require a new notification	
Application fee	£50.00
Club Gaming and Club Machine Permits - existing holders of registrations or Club Premises Certificates - 10 years from date of issue	
Application fee	£100.00
Renewal fee	£100.00
Annual fee (within 30 days of issue and then on the anniversary)	£50.00
Variation	£100.00
Copy of permit	£15.00
Club Gaming and Club Machine Permits - all other cases - 10 years from date of issue	
Application fee	£200.00
Renewal fee	£200.00
Annual fee (within 30 days of issue and then on the anniversary)	£50.00

LICENSING

Service	Charge for 2023/24
Variation	£100.00
Copy of permit	£15.00
Small Society Lottery Registration – in perpetuity	
Application fee	£40.00
Annual fee	£20.00

LOCAL LAND CHARGES

Service	Charge for 2023/24
Full/Standard Search (LLC1+CON29R)	£92.00
Additional Parcel to a Full Search	£11.40
LLC1 Only	£20.00
Additional Parcel to an LLC1	£3.00
CON29R only (£60.00 plus VAT)	£72.00
Additional Parcel to a CON29R (£7.00 plus VAT)	£8.40
CON29O only - fee per question (£11.00 plus VAT)	£13.20
Copies - e.g., Enforcement Notices, Agreements, TPO's etc.	. £3.00

TUDOR HOUSE AND SEACITY MUSEUMS

	<u>SeaCity 2023/24 Prices</u>	<u>Tudor House 2023/24 Prices</u>	<u>Joint Venue Entry 2023/24 Prices</u>	<u>Joint Annual Pass 2023/24 Prices</u>
Entry Fees				
Adult Entry	£10.00	£6.50	£15.00	£41.00
Child Entry - 5 and over	£7.50	£5.50	£12.00	£32.00
Family Entry (2 adults + up to 3 children)	£31.00	£21.00	£46.00	£130.00
Senior entry (65+) + Student	£8.50	£6.00	£13.00	£36.00
Under 5s	Free	Free	Free	Free
Discount for Group (10 or more prebooked)	-£1.00	-£0.50	-£1.00	
Exhibition ticket only				
Adult Entry	£4.00			
Child Entry - 5 and over	£3.00			
Family Entry (2 adults + up to 3 children)	£12.00			
Senior entry (65+) + Student	£3.50			
Discount for Group (10 or more prebooked)	-£0.50			

MUSIC SERVICES

Service	Charge for 2023/24
Prepare2Play (including Ocarina)	£1,520.00
In2Music	£1,520.00
Additional year	£1,800.00
SoundBites	£1,520.00
Instrumental and Vocal Tuition (Individual / Small Group)	£1,800.00
Large Group Teaching	£1,520.00
Curriculum Teaching	
Per hour	£1,950.00
Per day	£9,750.00
Extra-Curricular and Music Technology Per Hour (30+ Sessions)	
Ensemble Leadership	£1,800.00
After-School and Percussion	From £1,000.00
Music Technology	From £500.00
Per term for direct charge to parent lessons	£115.00 - £175.00
Instrument loan to parents.	£40.00

OFF STREET PARKING

**Compton Walk - Long Stay, Bedford Place
Multi-storey, Kings Park Road, Southbrook
Road South & North, Gloucester Square,
Grosvenor Square Multi-storey**

Monday - Saturday 08:00 - 18:00

Sunday, Bank/Public Holiday 12:00 - 18:00

	2023/24 Charge
Up to 1 hour	£1.00
Up to 2 hours	£2.50
Up to 3 hours	£3.50
Up to 4 hours	£4.50
Up to 5 hours	£5.30
Up to 6 hours	£6.80
Up to 7 hours	£7.30
Over 7 hours	£8.00

West Park Road Multi-storey

Monday - Friday 08:00 to Midnight

	2023/24 Charge
Up to 2 hours	£2.50
Up to 3 hours	£3.50
Up to 4 hours	£4.50
Up to 5 hours	£5.00
Over 5 hours	£6.00

**Saturday 08:00 to Midnight, Sunday, Bank /
Public Holidays 12:00 - 18:00**

Up to 2 hours	£1.50
Up to 3 hours	£2.50
Over 3 hours	£4.00

OFF STREET PARKING

Marlands Multi-storey

Monday - Saturday 08:00 - 18:00, Sunday,
Bank / Public holidays 12:00 - 18:00

	2023/24 Charge
Up to 1 hour	£1.00
Up to 2 hours	£2.00
Up to 3 hours	£2.80
Up to 4 hours	£3.50
Up to 5 hours	£4.00
Up to 6 hours	£4.20
Up to 7 hours	£4.50
Over 7 hours	£5.00

Civic Centre Forecourt

Monday - Saturday 08:00 - 18:00, Sunday,
Bank / Public holidays 12:00 - 18:00

	2023/24 Charge
Up to half hour	£0.60
Up to 1 hour	£1.60
Up to 2 hours	£3.00

OFF STREET PARKING

Colonnade	2023/24 Charge
Up to 1 hour	£0.70
Up to 2 hours	£1.50
Up to 3 hours	£2.00
Up to 4 hours	£3.00
Over 4 hours	£5.00

Cemetery Road	2023/24 Charge
Monday to Friday 08:00 - 15:00 (free at weekends and bank/public holidays)	
Under 4 hours	Free
Over 4 hours	£6.00

Bevois Valley	2023/24 Charge
Up to 1 hour	£0.70
Up to 2 hours	£1.50
Up to 3 hours	£2.00
Up to 4 hours	£3.00
Over 4 hours	£5.00

Mayflower Park	2023/24 Charge
Sunrise to sunset	
2 hour	£2.00

OFF STREET PARKING

Harbour Parade

Monday - Saturday 08:00 - 18:00

Sunday, Bank/Public Holiday 12:00 - 18:00

	2023/24 Charge
Up to 1 hour	£1.10
Up to 2 hours	£2.00
Up to 3 hours	£3.40
Up to 4 hours	£4.30
Up to 5 hours	£5.10
Up to 6 hours	£6.40
Up to 7 hours	£7.00
Up to 10 hours	£7.50

The Quays North

Monday - Saturday 08:00 - 18:00

Sunday, Bank/Public Holiday 12:00 - 18:00

Evening charge of £2 applies Monday to

Saturday 18:00-midnight

	2023/24 Charge
Up to 1 hour	£1.00
Up to 2 hours	£2.50
Up to 3 hours	£3.50
Up to 4 hours	£4.50

OFF STREET PARKING

The Quays South

Monday - Saturday 08:00 - 18:00

Sunday, Bank/Public Holiday 12:00 - 18:00

Evening charge of £2 applies Monday to
Saturday 18:00-midnight

	2023/24 Charge
Up to 1 hour	£1.00
Up to 2 hours	£2.50
Up to 3 hours	£3.50
Up to 4 hours	£4.50
Up to 5 hours	£5.30
Up to 6 hours	£6.80
UP to 7 hours	£7.30
Over 7 hours	£8.00

Eastgate Multi-storey

	2023/24 Charge
Up to 1 hour	£1.00
Up to 2 hours	£2.50
Up to 3 hours	£3.50
UP to 4 hours	£4.50
Over 4 hours	£5.00

James Street

Monday - Saturday 08:00 - 18:00

Sunday, Bank/Public Holiday 12:00 - 18:00

	2023/24 Charge
Up to 1 hour	£1.00
Up to 2 hours	£1.40
Up to 3 hours	£2.60
Up to 4 hours	£4.20
Over 4 hours	£5.50

ON STREET PARKING

Ordnance Road & Southampton St	
Weekdays	
	2023/24 Charge
Up to 2 hours	£2.00
Up to 4 hours	£4.00
Over 4 hours	£6.00
Weekend	
Up to 2 hours	£2.00
Up to 4 hours	£3.00
Over 4 hours	£5.00

Commercial Road	
Monday - Saturday 08:00 - 18:00, Sunday, Bank / Public holidays 12:00 - 18:00	
	2023/24 Charge
Up to half hour	£0.60
Up to 1 hour	£1.60
Up to 2 hours	£3.00

Wyndham Place	
Monday - Saturday 08:00 - 18:00, Sunday, Bank / Public holidays 12:00 - 18:00	
	2023/24 Charge
Up to half hour	£0.60
Up to 1 hour	£1.60
Up to 2 hours	£3.00

ON STREET PARKING

Oakbank Road

Monday to Saturday 08:00 to 18:00

	2023/24 Charge
Up to 2 hours	free
Up to 3 hours	£0.50
Up to 4 hours	£1.00
Up to 5 hours	£2.00
Over 5 hours	£5.60

Portsmouth Road

	2023/24 Charge
Up to 2 hours	Free
Up to 3 hours	£0.50
Up to 4 hours	£1.00
Up to 5 hours	£2.00
Over 5 hours	£5.60

ON STREET PARKING

Northam Road and Six Dials

Monday - Saturday 08:00 - 18:00, Sunday, Bank /
Public holidays 12:00 - 18:00

	2023/24 Charge
Up to 1 hour	£1.00
Up to 2 hours	£2.00
Up to 3 hours	£2.50
Up to 4 hours	£3.00
Up to 5 hours	£3.20
UP to 6 hours	£3.50
Up to 7 hours	£3.70
Over 7 hours	£4.20

Bond Street

	2023/24 Charge
Monday - Friday 08:00 - 18:00	
Up to 2 hours	£1.50
Up to 4 hours	£2.50
Over 4 hours	£3.50
Weekends	
Up to 2 hours	£2.00
Up to 4 hours	£5.00
Over 4 hours	£6.00

Albion Place

Monday - Saturday 08:00 - 18:00
Sunday, Bank/Public Holiday 12:00 - 18:00

	2023/24 Charge
Up to half hour	£0.60
Up to 1 hour	£1.60
Up to 2 hours	£3.00

ON STREET PARKING

Trinity Road

Monday - Saturday 08:00 - 18:00

Sunday, Bank/Public Holiday 12:00 - 18:00

	2023/24 Charge
Up to 1 hour	£1.00
Up to 2 hours	£2.00
Up to 3 hours	£2.50
Up to 4 hours	£3.00
Up to 5 hours	£3.20
Up to 6 hours	£3.50
Up to 7 hours	£3.70
Over 7 hours	£4.20

PARKING PERMITS

Service	Charge for 2023/24
Charges for resident and temporary residents' parking permits	
Zone number	First permit (12 months)
Zone 1-12	£30.00
Zone 13-14	Free
Zone 15-16	£30.00
Zone 17	£100.00
Zone 18	£60.00
Zone 20-22	£100.00
Zone 23	£60.00
Zone 26-27	£30.00
Zone number	Second permit (12 Months)
Zone 1-12	£30.00
Zone 13-14	Free
Zone 15-16	£30.00
Zone 17	Not eligible
Zone 18	Not eligible
Zone 20-22	Not eligible
Zone 23	Not eligible
Zone 26-27	£30.00
Zone number	Temporary permit
Zone 1-12	£15.00
Zone 13-14	Free
Zone 15-16	£15.00
Zone 17	£15.00
Zone 18	£15.00
Zone 20-22	£12.50
Zone 23	£15.00
Zone 26-27	£15.00
Season Tickets	
Off Street Anytime Season Ticket for city centre residents	
<u>Petrol / Diesel</u>	
6 months	£340.00
12 months	£650.00
<u>Electric</u>	
6 months	£34.00
12 months	£65.00
On Street Weekend Season Ticket for city centre residents	
<u>Petrol / Diesel</u>	
12 months	£300.00
<u>Electric</u>	
12 months	£30.00
Anytime On Street Season Ticket for city centre residents	
<u>Petrol / Diesel</u>	
6 months	£475.00
12 months	£900.00
<u>Electric</u>	
6 months	£47.50
12 months	£90.00
Anytime Season Ticket for everyone	
<u>Petrol / Diesel</u>	
3 months	£300.00
6 months	£575.00
12 months	£1,100.00
<u>Electric</u>	
3 months	£30.00
6 months	£57.50
12 months	£110.00

PEST CONTROL

Service	Charge for 2023/24
Rats, mice and squirrels	
Treatment	
Standard three visits	
Residential charge	£233.24
Residential on benefits in receipt of Council Tax or Housing Benefits	£209.92
Commercial charge including privately rented and HMOs	£243.85
Further additional visits booked within 21 days of the last visit	
Residential charge	£77.75
Residential on benefits in receipt of Council Tax or Housing Benefits	£69.98
Commercial charge including privately rented and HMOs	£81.28
Pest survey and report	
Treatment	
Commercial charge including privately rented and HMOs	£86.25
Bedbugs	
Treatment	
Residential charge	£541.53
Residents on benefits in receipts of Council Tax or Housing Benefit	£487.38
Commercial charge including privately rented and HMOs	£566.15
10% discounted rate for landlords of licensed HMO's	£526.77
3-4 bedroom dwelling	
Residential charge	£559.85
Residents on benefits in receipts of Council Tax or Housing Benefit	£503.87
Commercial charge including privately rented and HMOs	£585.30
10% discounted rate for landlords of licensed HMO's	£526.77
5-6 bedroom dwelling	
Residential charge	£577.06
Residents on benefits in receipts of Council Tax or Housing Benefit	£519.35

PEST CONTROL

Service	Charge for 2023/24
Commercial charge including privately rented and HMOs	£603.29
10% discounted rate for landlords of licensed HMO's	£542.96
Wasps	
Treatment	
Treatment:	
Residential charge	£127.49
Residential charge in receipt of Council Tax or Housing Benefits	£114.74
Commercial charge	£133.29
Removal of inactive nest (at service discretion):	
Residential charge	£82.50
Residential charge in receipt of Council Tax or Housing Benefits	£74.25
Commercial charge	£86.25
Fleas and carpet beetles	
Treatment	
1-3 bedroom:	
Residential charge	£84.37
Residential on benefits in receipt of Council Tax or Housing Benefits	£75.93
Commercial charge including privately rented and HMOs (includes premises to equivalent size of an average 3 bedroom house)	£88.21 (includes premises to equivalent size of an average two bedroom house)
10% discounted rate for landlords of licensed HMOs	£79.39
3-4 bedroom:	£89.82
Residential on benefits in receipt of Council Tax or Housing Benefits	£80.84

PEST CONTROL

Service	Charge for 2023/24
Commercial charge including privately rented and HMOs (includes premises to equivalent size of an average 3 bedroom house)	£93.90 (includes premises to equivalent size of an average four bedroom house)
10% discounted rate for landlords of licensed HMOs	£84.51
4-6 bedroom:	POA
Residential charge	POA
Residential on benefits in receipt of Council Tax or Housing Benefits	POA
Commercial charge including privately rented and HMOs (includes premises to equivalent size of an average 6 bedroom house)	POA
10% discounted rate for landlords of licensed HMOs	POA
Properties over 6 bedrooms	Assessed on quotation basis
Follow-up treatment (offered subject to advice from Pest Control Team. Must be requested within 21 days last treatment):	
Residential charge	Half charge of first treatment
Residential on benefits in receipt of Council Tax or Housing Benefits	Half charge of first treatment
Commercial charge including privately rented and HMOs	Half charge of first treatment
Other pests including cockroaches	
Treatment	
Treatment charge for a standard 3 visits. Please note additional visits will be required for heavier infestation. Operatives will advise customer during treatment process	
Residential charge	£347.74

PEST CONTROL

Service	Charge for 2023/24
Residential on benefits in receipt of Council Tax or Housing Benefits	£312.97
Commercial charge including privately rented and HMOs	£363.55
10% discounted rate for landlords of licensed HMOs	£327.20
Additional visits as required for Heavy infestations. Must be booked within 21 days of last treatment date to qualify for individual visit price	
Residential charge	£115.92
Residential on benefits in receipt of Council Tax or Housing Benefits	£104.33
Commercial charge including privately rented and HMOs	£121.19
1. All the above charges include a £50.00 visit charge. If the customer misses an appointment or they no longer require a treatment after a visit has been made, the service reserves the right to levy the visit charge	
2. The above domestic charges are for payments in advance of treatment. If a domestic customer wishes to pay after the treatment is complete or requires an invoice then an additional 10% charge will be levied	
3. Acceptable payment methods: Payment in advance via credit card or debit card. This service does not accept cash.	
4. Premiums (outside normal office hours, subject to staffing availability)	
- Weekdays (between 5pm and 8am) – Total cost plus 50%	
- Saturdays – Total cost plus 50%	
- Sundays – Total cost plus 100%	
Hygiene and disinfection service	
First Hour - plus materials and disposal	£187.50
Thereafter per operative per hour - plus materials and disposal	£93.75

PLANNING ARCHAEOLOGY

Service	Full charge, including production of a Brief - 2023/24	Charge where no Brief supplied - 2023/24
Written Brief for desk-based assessment Archaeological work relating to the planning process Preparation of written briefs, monitoring of archaeological work, and validation of documents All charges for briefs include validation of WSI, a single monitoring visit (or off-site monitoring via photos/email for watching briefs) and signing off the report. (No charges will be levied for work resulting from householder applications.)	£78.00	
<u>Central Southampton and Bitterne Manor - Local Areas or Archaeologically Potential 8 (all) and 11 (east of Itchen)</u>		
Evaluation & geophysical surveys:		
Site area <0.1ha	£237.60	£198.00
Site area 0.1 - 0.5ha	£316.80	£277.20
Site area >0.5ha	£475.20	£435.60
Excavations and/or mitigation (geo-archaeological work & watching briefs):		
Site area <0.1ha	£396.00	£356.40
Site area 0.1 - 0.5ha	£792.00	£712.80
Site area >0.5ha	£1,108.80	£950.40
Watching briefs (standalone):		
All sites	£237.60	£198.00
Building recording		
Single building	£277.20	£237.60
Multiple or complex buildings	£475.20	£435.60
Additional monitoring visits (charge per visit; usually weekly visits for evaluation, excavation and building recording projects and single visits for archaeological watching briefs) (including off-site monitoring via photos and email for watching briefs)	£152.40	£152.40
Monitoring post-excavation analysis (per meeting, or approval of assessment report)	£152.40	£152.40
Validating reports for publication	By negotiation	
<u>Other areas of Southampton</u>		
Evaluations & geophysical surveys		
Site area <0.3ha	£237.60	£198.00
Site area 0.3 - 1ha	£316.80	£277.20
Site area >1ha	£475.20	£435.60

PLANNING ARCHAEOLOGY

Service	Full charge, including production of a Brief - 2023/24	Charge where no Brief supplied - 2023/24
Excavations and/or mitigation (geo-archaeological work & watching briefs)		
Site area <0.3ha	£396.00	£356.40
Site area 0.3 - 1ha	£792.00	£712.80
Site area > 1ha	£1,108.80	£950.40
Watching briefs (standalone)		
All sites	£237.60	£198.00
Building recording		
Single building	£277.20	£237.60
Multiple or complex buildings	£475.20	£435.60
Additional monitoring visits (charge per visit; usually weekly visits for evaluation, excavation and building recording projects and single visits for archaeological working briefs) (including off-site monitoring via photos and email for watching briefs)	£152.40	£152.40
Monitoring post-excavation analysis (per meeting, or approval of assessment report)	£152.40	£152.40
Validating reports for publication	By negotiation	By negotiation
Monitoring and report approval - where a written brief and/or WSI was already in place when charges were introduced. (This charge will apply in most cases but will not be levied for smaller sites if the contractor cannot pass on the charge to the developer.)	75% of full fee for Brief/WSI package	75% of full fee for Brief/WSI package
Report approval - where a brief and/or WSI was already in place and fieldwork completed when charges were introduced. (This charge will apply in most cases but will not be levied for smaller sites if the contractor cannot pass on the charge to the developer.)	50% of full fee for Brief/WSI package	50% of full fee for Brief/WSI package
<u>Archaeological work relating to utilities and other projects outside the planning system</u>		
Preparation of written briefs, monitoring of archaeological work, and validation of documents		
Charges will apply on a case-by-case basis depending on the location, size and extent of the project. (We also offer a consultancy service to utility companies and statutory agencies. See HER User Guidelines and Charges sheet for details of this.)	By negotiation	By negotiation

PLANNING ARCHAEOLOGY

Service	Full charge, including production of a Brief - 2023/24	Charge where no Brief supplied - 2023/24
<p>Fast track service (Briefs and WSI approval) (Please check whether this service is available)</p> <p>Rechecking of poorly written or highly inaccurate WSIs, DBAs and reports (Additional charge for approval)</p> <p>Unsolicited reports (Archaeological work that takes place without Planning Archaeologist being consulted and with no approved WSI in place)</p> <p>The charges for preparation of briefs include validation of a written scheme of investigation or proposal from a single contractor. Validation of proposals from more than one contractor will be subject to an additional charge.</p> <p>Briefs are valid for work starting within six months of the date of the brief. If there has been no material change a brief can be reissued for a further six-month period. This will be charged at 15% of the original charge for the brief.</p>	<p>Additional 50% on top of above fees £66 per hour</p> <p>£720.00</p>	<p>Additional 50% on top of above fees £66 per hour</p>

PORT HEALTH

Service	Charge for 2023/24
CONSIGNMENTS OF ANIMAL ORIGIN OTHER THAN NEW ZEALAND	
Minimum charge 0-6 tonnes	£57.84
7-46 tonnes	£9.64
Maximum charge 46 tonnes +	£443.44
CONSIGNMENTS OF ANIMAL ORIGIN FROM NEW ZEALAND	
Minimum charge 0-6 tonnes	£44.76
7-46 tonnes	£7.46
Maximum charge 46 tonnes +	£343.16
LATE PRE-NOTIFICATION CHARGE	
Applicable to CHED P's, CHED D's, PDD's and Organic certification received.	£64.50
HIGH RISK FOOD/FEED PRODUCTS UNDER REGULATION 2019/1793	
Documentary check (per CHED-D)	£68.00
Full turn out fee	£304.50
Part turn out fee	£138.50
ORGANIC CERTIFICATION	
Charge per consignment/certificate to authorise the importation of organic food from third countries	£47.25
National Rate Movement Control Order	£132.00
NON MANIPULATION CERTIFICATES	
Charge per consignment to issue a non-manipulation certificate for exports under Regulation 852/2004.	£76.00
IUU CERTIFICATES VERIFICATION FOR USA, CANADA & NEW ZEALAND	
(CVED/CHED-P)	£33.50
Up to 10 certificates per consignment (CVED/CHED-P)	£48.00

PORT HEALTH

Service	Charge for 2023/24
Up to 20 certificates per consignment (CVED/CHED-P)	£62.00
Over 20 certificates per consignment (CVED/CHED-P)	£75.50
IUU CERTICATES VERIFICATION FOR OTHER COUNTRIES THAN USA, CANADA AND NEW ZEALAND	
Up to 5 certificates per consignment (CVED/CHED –P)	£53.50
Up to 10 certificates per consignment (CVED/CHED –P)	£82.00
Up to 20 certificates per consignment (CVED/CHED –P)	£93.50
Over 20 certificates per consignment (CVED/CHED –P)	£107.00
CHINESE PLASTICS PER PDD	
Chinese kitchenware under Commission Regulation (EU) No. 284/2011. This charge will be in addition to the Analytical sampling cost.	
Number of Analytical Certificates Charge	
1 to 5	£68.00
6 to 10	£73.50
11 to 20	£102.00
21+	£127.00
ISSUE OF A SHIP SANITATION CERTIFICATE AS PER THE PUBLIC HEALTH (SHIPS) REGULATIONS 1979	
Ships up to 1,000 gross tonnes	£125.00
Ships from 1,001 to 3,000 gross tonnes	£170.00
Ships from 3,001 – 10,000 gross tonnes	£250.00
Ships from 10,001 – 20,000 gross tonnes	£325.00
Ships from 20,001 – 30,000 gross tonnes	£415.00
Ships over 30,000 gross tonnes (see exception below)	£480.00

PORT HEALTH

Service	Charge for 2023/24
Ships with the capacity to carry between 50 – 1,000 persons	£480.00
Ships with the capacity to carry over 1,000 persons	£820.00
Issue of ship sanitation extension	£95.00
SHIPS' POTABLE WATER SAMPLING CHARGES	
Bacteriological Analysis	£132.00
Legionella Analysis	£154.00
Chemical Analysis	POA
Courier Water Sample Collection Charge	£50.00
DISPOSAL COSTS	
(Charges for the disposal by Southampton Port Health of illegal imported food from third countries)	
Up to 10kgs	£102.00
10 – 19 kgs	£114.50
20 – 29 kgs	£127.00
30 – 39 kgs	£139.00
40 – 50 kgs	£149.00
51 – 100 kgs	£209.00
NON –COMPLIANT CONSIGMENTS	
Applies to Products of Animal Origin, High Risk Food & Feed products, Japanese Food & Feed, & Chinese and Hong Kong Plastic Kitchenware Consignments.	£132.00
Supervision of the De-vanning of Containers.	£304.50
REFUND OF PHILIS PRE-PAYMENT ACCOUNT BALANCE	
Administration Charge	£30.50
PORT HEALTH STAFF - HOURLY RATE	
Manager	£80.58

PORT HEALTH

Service	Charge for 2023/24
OV/Port Health Officer/Import Control Assistant.	£50.88

REGISTRATION SERVICES

Service	Charge for 2023/24	Charge for 2024/25
Attendance at Marriage / Civil Partnership / Conversion Ceremonies at Westgate Hall		
Monday – Thursday	£425.00	£468.00
Friday	£525.00	£578.00
Saturday	£625.00	£688.00
Sunday & Bank Holiday	£725.00	£798.00
Attendance at Marriage / Civil Partnership / Conversion Ceremonies at at external approved		
Monday – Thursday	£410.00	£451.00
Friday	£500.00	£550.00
Saturday	£565.00	£622.00
Sunday & Bank Holiday	£615.00	£677.00
Attendance at Marriage / Civil Partnership / Conversion Ceremonies at Golden Jubilee		
Monday – Thursday	£268.00	£268.00
Friday	£358.00	£394.00
Saturday	£408.00	£449.00
Sunday & Bank Holiday	£538.00	£592.00
Attendance at Marriage / Civil Partnership / Conversion Ceremonies at Magnolia Room		
Monday – Thursday	£200.00	£220.00
Friday	£230.00	£253.00
Saturday	£250.00	£275.00
Sunday & Bank Holiday	N/A	N/A
Attendance at Marriage/Civil Partnership/Conversion Ceremonies at Civic Centre (Mayor's		
Monday – Thursday	£445.00	£490.00
Friday	£575.00	£633.00
Saturday	£675.00	£743.00
Sunday & Bank Holiday	£775.00	£853.00
Tudor House Micro ceremonies		
Friday (Basic ceremony between 10.00am and 2.30pm for 2 guests (witnesses) 6-8 week trial (start date tbc -covid)	£150.00	TBC
Statutory Office		
This room is limited to the couple and two adult witnesses only. This is a small working office and is designed for couples who wish to complete the legal paperwork only. There is no room for additional guests and no music or photographs are permitted.	£68.00	£68.00
Registrar to attend a religious building		

REGISTRATION SERVICES

Service	Charge for 2023/24	Charge for 2024/25
Church/religious premises	£108.00	£108.00
Misc		
Evening Fee to be added to all basic ceremony fees for ceremonies at 17.00hrs – 22.00hrs	£150.00	£150.00
Advance meeting for personalisation of ceremonies (30 minutes)	£40.00	TBC
Advance meeting for personalisation of ceremony (60 minutes)	£70.00	TBC
Commemorative Certificates (all services)inc VAT	£5.00	£5.00
Premium Notice Supplement (per individual / non-refundable)	£10.00	£10.00
Follow up Notice Appointment for additional documents (per person) or Non Attendance	£35.00	£35.00
Fee for licensing of Approved Premises for marriages or civil partnerships	£1,500.00	£1,500.00
No restriction on number of rooms	£1,500.00	£1,500.00
Amendment to licence (Name of building or responsible person	£40.00	£40.00
Celebratory Services:		
Naming ceremonies (one child), Renewal of wedding vows, Commitment ceremonies includes commemorative certificate		
Westgate Hall		
Monday to Thursday	£425.00	£468.00
Friday	£525.00	£578.00
Saturday	£625.00	£688.00
Sunday & Bank Holidays	£725.00	£798.00
Golden Jubilee Room/ Bugle Street		
Monday to Thursday	£268.00	£268.00
Friday	£358.00	£394.00
Saturday	£408.00	£449.00
Sunday & Bank Holidays	£538.00	£592.00
External approved premises		
Monday to Thursday	£410.00	£451.00
Friday	£500.00	£550.00
Saturday	£565.00	£622.00
Sunday & Bank Holidays	£615.00	£677.00
Civic Centre Mayor's Parlour/Mayor's Chamber/Civic Balcony/Council Chamber/Committee		
Monday to Thursday	£445.00	£490.00
Friday	£575.00	£633.00

REGISTRATION SERVICES

Service	Charge for 2023/24	Charge for 2024/25
Saturday	£675.00	£743.00
Sunday & Bank Holidays	£775.00	£853.00
Each Additional Child (Naming Ceremony) inc	£40.00	£40.00
Premises Risk Assessment Inspection for Non-Statutory Ceremonies (all ceremonies) inc vat	£200.00	£200.00
PD2 Form (passport change of name form prior to marriage)	£15.00	£15.00
Confetti inc vat	£1.00	£1.00
Provisional bookings		
A non-refundable provisional booking fee is chargeable in addition to the fee for the ceremony. This fee applies to all ceremonies: Marriage, Civil Partnership and Celebratory Ceremonies (Naming, Renewal of Vows, and Commitment).	£70.00	TBC
Provisional Booking Amendment Fee	£35.00	£35.00
Ceremony Cancellation Fee & Policy	Full	Full
3 calendar months written notice	50% refund	50% refund
2-3 calendar months written notice	No refund	No refund
Less than 1 calendar month written notice (or	No refund	No refund
Late Cancellation (less than 7 days) / Non	No refund	No refund
Non-Standard group citizenship ceremonies – individual ceremonies		
During office hours (Monday to Friday)	£99.00	£110.00
Saturday	£150.00	£150.00
Cancellation/Non-attendance fee – in the event of a cancellation or non-attendance 50% of the fee paid in advance for the service will be retained provided 7 days notice is given	50% of fee paid – less £35 admin fee	50% of fee paid – less £35 admin fee
Late Cancellation(less than 7 days) /Non	No refund	No refund
Rescheduling of a Group or Private Ceremony	£35.00	£35.00
Commemorative Medals inc vat	£20.00	£20.00
Certificates		
Commemorative marriage/civil partnership	£5.00	£5.00
Extended Certificate Searches 5-10 years	£10.00	£10.00
Postage & Handling Fee for bulk orders/signed for:-		
- UK	£3.00	£3.00
- Abroad(track and trace)	£8.00	£8.00
Scanning of certificates before postage		
- Training Packages for other Registration Districts – daily rate for classroom training	£5.00	£5.00

REGISTRATION SERVICES

Service	Charge for 2023/24	Charge for 2024/25
Ceremonies Brochure + vat		
Advertising in two-year printed brochure –		
- Full page advertorial or advert	£1,300.00	£1,300.00
- Half page landscape	£800.00	£800.00
- Quarter page portrait	£450.00	£450.00
- Eighth page landscape	£250.00	£250.00
Webpage advertising per 6 months + vat (pilot)		
Basic – 1 photo/link to website/contact details	£60.00	£60.00
Standard -5 photos /link to website/contact details and 150 characters (VTS to confirm)	£80.00	£80.00

ROOM HIRE

Service	Charge for 2023/24
Room hire	
Space	
Meeting room hire (ad hoc basis)	£15.00
	£45.00
	£90.00
Meeting room hire (regular bookings)	£12.00
	£36.00
	£72.00
Learning Centre hire	£30.00
	£90.00
	£150.00
Out of hours meeting room hire (on application only)	£25.00

SECTION 106 MONITORING CHARGES

Service	Charge for 2023/24
Dev Mgt S106 Monitoring Charge	£289 per head of terms
Dev Mgt S106 Discharge of Obligation	£116

STREET NAMING AND NUMBERING

Activity	Charge for 2023/24
New development of 2 - 5 plots	£200.00
New development/phases of 6 - 20 plots	£200.00 + £10.00 per property
New development/phases of 21 - 100 plots	£400.00 + £5.00 per property
New development/phases of 100+ plots	£950.00
Naming of a new block of flats/building	£200.00 + £10.00 per property
New postal address for an individual property, annexe or change/addition of a house name	£100.00
Change to new addresses due to the development changing after the schedule has been issued	£15.00
Research archive for address history	£100.00
Renaming of an existing street	£200.00 + £5.00 per property

VALUATIONS AND ESTATES

Service	Charge for 2023/24
Council Estate Shops	
Assignments	£350.00
New Lettings – suggested fee if sought (fees will not ordinarily be sought on open market lettings)	£350.00
Lease Variations	£250.00
Lease Restructures	N/A
Ground Landlord Consents	£250.00
Freehold Sales (fees will not ordinarily be sought on open market sales)	N/A
Commercial Rd & Queensway Shops	
Assignments	£350.00
New Lettings – suggested fee if sought (fees will not ordinarily be sought on open market lettings)	£350.00
Lease Variations	£350.00
Lease Restructures	N/A
Ground Landlord Consents	£300.00
Freehold Sales (fees will not ordinarily be sought on open market sales)	N/A
Other City Centre Areas	
Assignments	£600.00
New Lettings – suggested fee if sought (fees will not ordinarily be sought on open market lettings)	£600.00
Lease Variations	£500.00
Lease Restructures	£1,200.00
Ground Landlord Consents	£600.00
Freehold Sales (fees will not ordinarily be sought on open market sales)	As agreed on case by case basis
Industrial Premises	
Assignments	£600.00
New Lettings – suggested fee if sought (fees will not ordinarily be sought on open market lettings)	£600.00
Lease Variations	£500.00
Lease Restructures	£1,200.00
Ground Landlord Consents	£600.00
Freehold Sales (fees will not ordinarily be sought on open market sales)	As agreed on case by case basis
Charities & Social Groups	
Assignments	£100.00
New Lettings – suggested fee if sought (fees will not ordinarily be sought on open market lettings)	£100.00
Lease Variations	N/A
Ground Landlord Consents	£75.00
Householders	
Ground Landlord Consents	£75.00
Freehold Sales (fees will not ordinarily be sought on open market sales)	N/A
“Garden Land” Sales	£400 plus £100 admin fee
Freehold Reversions (Houses)	£400
Lease Extensions of Flats	£450
Variation of Restrictive Covenants (Houses)	Sold under RTB - £300
Variation of Restrictive Covenants (Houses)	Not sold under RTB - £800

WASTE SERVICES

Service	Charge for 2023/24
Commercial Waste	
Charges for containers on new developments	
Glass box	£12.00
140 litre bin	£35.00
240 litre bin	£47.00
360 litre bin	£70.00
660/1100 litre container	£285.00
Replacing lost or stolen general waste (green lidded) bin - to cover cost of admin & delivery	
140 litre bin	£30.00
240 litre bin	£40.00
360 litre bin	£50.00
Garden waste collection subscription - Online discounted rate (before 1 April 2022)	
Sacks (qualifying properties only)	£57.80
140-litre bin (small, for customers who already have 140-litre bin only)	£52.30
240-litre bin (standard)	£55.00
360-litre bin (large, for customers who already have 360-litre bin only)	£77.00
Garden waste collection subscription - Direct Debit discounted rate (before 25 February 2022 - for new customers)	
Sacks (qualifying properties only)	£52.80
140-litre bin (small, for customers who already have 140-litre bin only)	£47.30
240-litre bin (standard)	£50.00
360-litre bin (large, for customers who already have 360-litre bin only)	£72.00
Garden waste collection subscription - Standard rate (from 1 April 2022)	
Sacks (qualifying properties only)	£57.80
140-litre bin (small, for customers who already have 140-litre bin only)	£52.30
240-litre bin (standard)	£55.00
360-litre bin (large, for customers who already have 360-litre bin only)	£77.00

WASTE SERVICES

Service	Charge for 2023/24
Garden waste collection subscription - 1/2 year Subscription (from 15 August 2022)	
Sacks (qualifying properties only)	£28.90
140-litre bin (small, for customers who already have 140-litre bin only)	£26.15
240-litre bin (standard)	£27.50
360-litre bin (large, for customers who already have 360-litre bin only)	£38.50
Bulky Waste Collections (large household items which cant be disposed of through domestic waste collections.	
Standard	£10.00
Large (L)	£20.00
Extra Large (X)	£30.00
Trade Waste	
Residual No DD	
Sacks	£4.19
240-litre	£12.55
360-litre	£15.06
660-litre	£19.69
1100-litre	£23.59
Residual With DD	
Sacks	£4.00
240-litre	£12.29
360-litre	£14.61
660-litre	£19.12
1100-litre	£22.83
Recycling & Glass	
Sacks	£2.56
240-litre	£8.27
360-litre	£9.28
660-litre	£10.53
1100-litre	£11.79
Pods	£8.34

WASTE SERVICES

Service	Charge for 2023/24
Chargeable household	
Residual	£10.91
Recycling	£7.70
Pre Paid Sacks pre bag	
Residual	£3.56
Recycling	£2.43
Pre Paid Sacks roll 25	
Residual	£89.00
Recycling	£60.75
Brokers - 10% - Greenzone, WMF, 1st Waste, TJs	
Residual	
Sacks	£3.77
240-litre	£11.30
360-litre	£13.55
660-litre	£17.72
1100-litre	£21.23
Recycling & Glass	
Sacks	£2.30
240-litre	£7.44
360-litre	£8.35
660-litre	£9.48
1100-litre	£10.61
Pods	£6.77
GO Southampton	
Recycling & Glass	
240-litre	£4.13
360-litre	£4.63
660-litre	£5.26
1100-litre	£5.89
Pods	£4.17