

**ENVIRONMENT AND TRANSPORT PORTFOLIO**  
**SCALE OF FEES AND CHARGES**

**APPENDIX 1**

Proposed charges to be effective from 1<sup>st</sup> April 2010

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**1. VALUE ADDED TAX**

Value Added Tax, where applicable is included in the charges unless otherwise stated.

## 2. ENVIRONMENTAL HEALTH SERVICES

### 2A. Pest Control Services

	<b>Proposed Charge (£)</b>
<p><b>Rats, Mice and Squirrels</b> (survey and two subsequent visits)</p> <p><u>Site survey and advice:</u></p> <ul style="list-style-type: none"> <li>- Domestic charge 10.00</li> <li>- Commercial charge 59.00</li> </ul> <p><u>Treatment of rats, mice and squirrels:</u></p> <ul style="list-style-type: none"> <li>- Domestic charge 46.00</li> <li>- Domestic charge (residents on benefits) 10.00</li> <li>- Commercial charge (&lt;5 bait stations) 124.00</li> <li>- Further additional visits (domestic) 15.00</li> <li>- Further additional visits (residents on benefits) 10.00</li> <li>- Further additional visits (commercial) 44.00</li> </ul> <p>(NB: 'benefits' means in receipt of Council Tax or Housing benefit)</p>	
<p><b>Bedbugs</b> (new regime of charges based on a minimum of three visits)</p> <ul style="list-style-type: none"> <li>- 1-bedroom 127.00</li> <li>- 2-bedroom 254.00</li> <li>- 3-bedroom 380.00</li> <li>- 4-bedroom 508.50</li> <li>- 5-bedroom 635.50</li> <li>- Additional rooms Quotation</li> </ul> <p>Residents on benefits will be charged at the following rates:</p> <ul style="list-style-type: none"> <li>- 1-bedroom 63.00</li> <li>- 2-bedroom 114.00</li> <li>- 3-bedroom 171.00</li> <li>- 4-bedroom 229.00</li> <li>- 5-bedroom 285.00</li> <li>- Additional rooms Quotation</li> </ul> <p>A survey can be carried out at a cost of £50.00 which will be taken off the final bill if treatment is carried out.</p>	

	<b>Proposed Charge (£)</b>
<b>Wasps</b>	
<u>Domestic Premises:</u>	
- Treatment of wasps	44.50
- Charge per treatment (residents on benefits)	22.50
- Removal of inactive nest (at service discretion)	67.00
- Removal of inactive nest (at service discretion) for residents on benefits	33.50
<u>Commercial Premises:</u>	
- Treatment of wasps	73.00
- Treatment of each additional nest at time of visit	21.50
- Removal of inactive nest (at service discretion)	73.00
<b>Fleas and Carpet Beetles</b>	
- 1-room	54.00
- 2-room	69.00
- 3-room	84.50
- 4-room	100.00
- 5-room	115.00
- Additional rooms	Quotation
Customers in receipt of benefits would be charged at 50% of proposed charge	
Commercial premises: single treatment based on quotation per operative hour plus materials	100.00
<b>Other pests (includes pharaoh ants, cockroaches)</b> (Charges based on three visits)	
Materials charged <b>in addition</b> to the following visit charges:	
- Domestic premises	63.00
- Resident on benefits	31.50
- Commercial premises	73.00
<b>Pest Control Contracts</b>	
- Bronze standard	410.00
- Silver standard	525.00
- Gold standard 1 (rodents)	750.00
- Gold standard 2 (insects)	700.00
- Tailored option	On request

Notes

1. All the above charges include a £20.00 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: advance payments can be made via credit card, debit card, cheque or postal order given to the pest control officer. The service does not accept cash.
4. Proofing against pests £60.00 per man/ hour plus materials
5. Premiums (outside normal office hours, at the discretion of supervisor):
  - Weekdays (between 17:00-8:00) – Total cost plus 50%
  - Saturdays – Total cost plus 50%
  - Sundays – Total cost plus 100%

**2B. Disinfection Service**

	<b>Proposed Charge (£)</b>
Charges per man/ hour plus materials and disposal for:	
- The cleansing of filthy and verminous premises, or cleansing and/ or disposal for filthy articles	73.00
- Search, removal and disposal of used hypodermics	86.50

**2C. Clinical Waste**

	<b>Proposed Charge (£)</b>
Charges for the collection and disposal of clinical waste arising from:	
- Domestic premises	Free
- Per 5 litre sharps box (to cover administrative charges, cost of supply of bin and disposal)	35.50
- Sharps box >5 litre	Quotation

## 2D. Kennelling Service

	Proposed Charge (£)
<u>Daily kennels charged for the detention of stray dogs up to seven days statutory period:</u>	
- Southampton residents	13.50
- Statutory charge (non VAT)	25.00
- Other local authorities (plus necessary veterinary fees)	Via SLA
- Rehoming of dog in region with up to 28 days kennelling after 7 days prescribed period	Via SLA
- Microchipping at reclaim	16.00
- Microchipping (promotions)	20.00
- Dog to home transport (Southampton)	20.00
- Dog to home transport (outside Southampton)	Quotation
- Day boarding (and part day)	16.50
- Direct rehoming (plus vet fees)	41.00
- Rehoming specialist dogs	Quotation

## 2E. Animal Licensing

	Proposed Charge (£)
<u>Pet Shop Licence</u>	
- Annual Review	99.00
- New Annual Licence	151.00
<u>Dog Breeding Licence</u>	
- Annual Review	54.00
- New Annual Licence	79.50
<u>Animal Boarding Licence</u>	
- Annual Review	99.00
- New Annual Licence	151.00
- Home Boarder	33.50
<u>Dangerous Wild Animals</u>	
- Annual Review	99.00
- New Annual Licence	151.00
<u>Riding Establishments Licence</u>	
↻ <u>Annual Review</u>	99.00
↻ <u>New Annual Licence</u>	151.00
Registration under the Performing Animals Registration Act 1925	65.00

## 2F. Skin Piercing

	Proposed Charge (£)
<u>Tattooists</u>	
- Fee	114.00
- Each Practitioner	59.00
<u>Body Piercing</u>	
- Fee	114.00
- Each Practitioner	59.00
<u>Ear Piercing</u>	
- Fee	59.00
- Each Practitioner	32.50

## 2G. Zoo Act Registration

	Proposed Charge (£)
A registration fee is payable for an initial four year licence and thereafter for a six year period	275.00

## 2H. Environmental Information

	Proposed Charge (£)
The supply of information in accordance with the Environmental Information Regulations 2004 and from other Environmental Health Service technical and administrative records. This charge is levied on commercial enquiries and may be waived where SCC residents are making enquiries in response to genuine concerns. The total charge will be dependent upon the quantity of information to be collated and a quote can be requested.	58.00

## 2I. Imported Food

The Produce of Animal Origin Regulations enable a charge to be made for the inspection of these products where they are **imported from countries outside the European Community defined in this report as third countries.**

	Proposed Charge (£)
- Charges per gross tonne for products of animal origin imported from third countries other than New Zealand	7.93

(£44.64 minimum charge up to 6 gross tonnes and £340.89 maximum charge per consignment)	
- Charge per gross tonne New Zealand (£24.34 minimum charge and £284.07 maximum charge per consignment)*	1.32

\*Actual costs may be charged where the cost of checks exceeds the maximum, otherwise statutory charges set by the EU as above apply. Actual costs of analysis are recharged for products of animal origin submitted to the laboratory for analysis. The Official Feed and Food Controls Regulations enable a charge to be made to recover the cost of dealing with non-compliant imported food not of animal origin.

Charges for the control of **High Risk Food and Feed Products** in accordance with EU legislation.

	<b>Proposed Charge (£)</b>
Documentary check	50.00
Check requiring a full turnout of the container	200.00
Check requiring a partial turnout of the container	100.00

The actual cost of analysis and transport will be added to the charges above which will vary depending on the food or feed product concerned and the required level of statutory testing.

	<b>Proposed Charge (£)</b>
Charges for the disposal of illegal imported food from third countries:	
- <10kgs	78.44
- 10-19kgs	86.11
- 20-29kgs	93.76
- 30-39kgs	101.42
- 40-50kgs	109.07
- 51-100kgs	165.08
Large consignments of illegal products are subject to full cost recovery based on actual weight transportation and incineration costs.	

## 2J. Certificates

	<b>Proposed Charge (£)</b>
- Charge per consignment to authorise	

the importation of organic food from third countries (nationally agreed charge)	45.00
- Charge per consignment to issue a non-manipulation certificate for exports under council directive 93/43/EEC	45.00
- Charge per consignment to verify EU Catch Certificates for the import of fish from EEA countries and countries that have signed a bilateral agreement with the EC	15.00
- Charge per consignment to verify EU Catch Certificates for the import of fish from countries other than those mentioned above	45.00

## 2K. Water Sampling

Sampling of ships water supplies (charge to recover the cost of water sampling where routine sampling has been requested by the owner/ master of the vessel).

	<b>Proposed Charge (£)</b>
- Chemical analysis (per sample)	225.00
- Bacteriological examination (per sample)	78.00
- Legionella examination (per sample)	95.00

## 2L. Copies of the Food Register

The Food Premises (Registration) Regulations 1991 to enable authorities at their discretion, to levy a charge for supplying copies of either all or part of the public register entries to persons/ organisations requesting such copies.

	<b>Proposed Charge (£)</b>
i) Copy of a single entry	0.00
ii) Copy of category of premises (up to 25 names)	70.00
iii) Copy of category of premises (more than 25 names)	141.00
iv) Copy of the complete register	710.00
v) Written confirmation of food premises registration for work permits (UK) purposes	28.00

## 2M. Inspection of ships

The Public Health (Ships) Regulations 1979 specify the following charges (agreed nationally) for the issue of Ship Sanitation Exemption and Ship Sanitation Control Certificates.



	<b>Proposed Charge (£)</b>
- Ships up to 3000 gross tonnage	100.00
- Ships from 3001 to 10000 gross tonnage	150.00
- Ships from 10001 to 20000 gross tonnage	200.00
- Ships from 20001 to 30000 gross tonnage	230.00
- Ships over 30000 gross tonnage	300.00
With the exception of:	
- Ships with the capacity to carry between 50 and 1000 persons	300.00
- Ships with the capacity to carry more than 1000 persons	500.00

### **3. TRADING STANDARDS SERVICE**

All weighing and measuring equipment fees are shown EXCLUSIVE of 15% VAT

#### **3A. Measures**

	<b>Proposed Charge (£)</b>
- Linear measures not exceeding 3m for each scale	9.00
- Cubic ballast measures (other than brim measures)	149.00
- Cubic brim measures up to 1m (verified by linear measurement)	83.00
- Templets	
a) Per scale – first item	41.00
b) Second and subsequent items	16.50

#### **3B. Weighing Instruments**

	<b>Proposed Charge (£)</b>
All EC verifications carried out by HCC. Verifications minimum half hour	51.00*

#### **3C. Measuring instruments for liquid fuel or lubricants**

	<b>Proposed Charge (£)</b>
- Container type (unsubdivided)	61.00
- Single/ multi-outlet	
a) first nozzle tested	100.00
b) each additional nozzle tested on the same occasion	62.00
- Filling station electronic console equipment (when tested along) per hour	51.00*
- Credit card acceptors (additional fee) per hour	51.00*

#### **3D. Road Tanker Fuel measuring Equipment (above 100 litres)**

	<b>Proposed Charge (£)</b>
Meter measuring system (first tanker tested, the fee for the second or third tanker tested on the same day for categories (a) to (f) will be 50% of the first fee):	
a) Wet hose type with two testing liquids	305.00

	<b>Proposed Charge (£)</b>
b) Wet hose type with three testing liquids	305.00
c) Dry hose type with two testing liquids	305.00
d) Dry hose type with three testing liquids	305.00
e) Wet/dry hose type with two testing liquids	305.00
f) Wet/dry hose type with three testing liquids	358.00
g) Statutory occurrence – simple	34.00
h) Statutory occurrence – complex	65.00
NB: Any additional liquids for systems (a) to (f) to be charged at the rate of £32.00 for each additional liquid.	
<u>Dipstick measuring systems</u>	
- Replacement dipstick (including examination of compartment)	38.00

**3E. Equipment submitted for testing out of normal office hours**  
150% of above fees

**3F. Administrative charge for provision of a certificate containing results of errors found on testing**

	<b>Proposed Charge (£)</b>
	34.00

**3G. Minimum charge for attendance of a TSO**  
(i.e. excluding verifications carried out at the premises of the manufacturer or the Trading Standards Service). In the specified circumstances this fee overrides any fee above which is less than £60.00

	<b>Proposed Charge (£)</b>
	51.00*

**3H. Charge for delayed or aborted appointments pro-rata to the nearest 15 minutes**

	<b>Proposed Charge (£)</b>
	51.00*

### 3I. Poisons Act

	<b>Proposed Charge (£)</b>
i) Initial registration	32.00
ii) Re-registration	18.00
iii) Change in details of registration	8.50

### 3J. Buy with Confidence Scheme

NB: VAT is not included in these charges.

	<b>Proposed Charge (£)</b>
i) Businesses with 1-5 employees	84.00
ii) Businesses with 6-20 employees	102.00
iii) Businesses with 21+ employees	118.00
NB: The above fees to be paid on joining the scheme and annually in May each year. Businesses joining after 1 <sup>st</sup> January will have the following year's annual fee waived.	

#### 4. **BEREAVEMENT SERVICES**

##### **CEMETERIES**

The fees, payments and sums set out below apply where the person to be interred or in respect of whom the right is granted is, or immediately before their death, an inhabitant or parishioner of Southampton, or in the case of a child or stillborn child, where the parents (or one of them) are, or at the time of death were, such inhabitants or parishioners.

The fees, payments and sums set out in (A) and (B) will be doubled where the person to be interred is not an inhabitant or parishioner of Southampton, or in the case of child or stillborn child, where neither parent is such inhabitant or parishioner. Single fees will apply if an elderly person dies outside the City within 2 years of leaving.

Where the deceased has been placed in a rest home outside of the city by City Council Social Services, and dies outside of the city within two years of leaving, then the charge for levying double fees will not apply as per council policy.

#### 4A. **Interments**

	<b>Proposed Charge (£)</b>
The fees indicated in this section: - include the digging of the grave - include the grass matting	
(i) For the interment of the body of a stillborn child or a child whose age at the time of death did not exceed one month in a grave measuring 1830mm x 915mm	Free
(ii) For the interment of cremated remains	122.00
(iii) Interment to 4'6" (1372mm) for one in a grave	500.00
(iv) Interment to 6' (1830mm) for two in a grave	630.00
(v) Interment to 7'6" (2330mm) for three in a grave	717.00
(vi) Interment to 8'6" (2600mm) for four in a grave	808.00
(vii) Postponement/cancellation after receiving notice of burial if excavation has commenced	Adult 218.00 Child 107.00
(viii) Interment to 4'6" (1372mm) child to 15 years grave for one	25.00

Notes:

1. Only one fee will be charged when a mother and newly born child are interred in the same coffin.
2. In the event of two interments taking place in a grave at the same time, half the stated fee will be charged for the second interment.

**4B. Exclusive Rights of Burial in Earthen Graves (purchased)**

	<b>Proposed Charge (£)</b>
(i) For the exclusive right of burial in an earthen grave for a period of 30 years – 16 years and over.	700.00
(ii) For the exclusive right of burial in an earthen grave for a period of 30 years – child to 15 years (single depth grave only)	175.00
(iii) For the exclusive right of burial in an earthen grave on the Cremated Remains Sections, for a period of 30 years.	293.00

**4C. Monuments, Grave Stones, Tablets and Monumental Inscription**

	<b>Proposed Charge (£)</b>
For the right to place on a grave:	
i) A headstone in accordance with the regulations governing the erection of memorials	116.00
ii) A kerbstone in accordance with the regulation governing the erection of memorials	217.00
iii) A vase or similar memorial	25.00
iv) Monumental inscriptions for each additional inscription after the first	20.00
v) A mousetrap (footplate) and/or cover slab and kerb in accordance with the regulations governing the erection of memorials.	217.00
vi) Erection of a memorial on a child's grave (up to 16 <sup>th</sup> birthday)	25.00

**4D. Miscellaneous**

	<b>Proposed Charge (£)</b>
i) For the excavation of a grave for the exhumation of human remains	Cost on application

	<b>Proposed Charge (£)</b>
ii) For the scattering of cremated remains on a grave	56.00
iii) For the use of a cemetery chapel prior to interment	56.00
iv) For staff attending for grave selection	29.00
v) For the transfer of "The Exclusive Right of Burial" to a new Registered Owner	23.00
vi) For genealogy searches (per 5 searches)	23.00

#### 4E. CREMATORIUM

The cremation fee includes:

1. Use of chapel, waiting room, etc, and all attendances after the coffin has been placed on the catafalque by the undertaker.
2. Disposal of ashes in the Garden of Rest.
3. Use of organ in the East Chapel (Funeral Directors to arrange for and pay organist).
4. Certified extract from the Register of Cremations.
5. Medical Referee's fee.

	<b>Proposed Charge (£)</b>
For the cremation of the body of:	
i) A foetus/stillborn child or a child whose age at the time of death did not exceed one month. (These fees are paid by the NHS Trust)	25.00
ii) A child whose age at the time of death exceeded 1 month to 16 years.	25.00
iii) A person whose age at the time of death was 16 years or over.	565.00
iv) Environmental charge	85.00
v) Double time fee (large chapel) - West	105.00
vi) Double time fee (small chapel) – East	105.00

#### 4F. Book of Remembrance

The following fees include Value Added Tax.

	<b>Proposed Charge (£)</b>
i) For an entry consisting of 2 lines	45.00
ii) For an entry consisting of 5 lines	82.00
iii) For an entry consisting of 8 lines	122.00
iv) For an entry consisting of 5 lines with	

	<b>Proposed Charge (£)</b>
a library illustration	120.00
v) For an entry consisting of 5 lines with an original illustration	130.00
vi) For an entry consisting of 8 lines with a library illustration	160.00
vii) For an entry consisting of 8 lines with an original illustration	170.00
viii) For entries in the babies book of remembrance	
2 line entry	Free
5 line entry	15.00
8 line entry	30.00
5 line entry with library illustration	50.00
5 line entry with original illustration	65.00
8 line entry with library illustration	60.00
8 line entry with original illustration	70.00
Illustrations can only be included with a 5 or 8 line entry	
ix) <u>Memorial Cards:</u>	
a) with a 2 line entry	30.00
b) with a 5 line entry	44.00
c) with an 8 line entry	60.00
x) <u>Miniature Books:</u>	
a) with a 2 line entry	76.00
b) with a 5 line entry	85.00
c) with an 8 line entry	98.00
d) with a 5 line entry with a library illustration	123.00
e) with a 5 line entry with an original illustration	133.00
f) with an 8 line entry with a library illustration	136.00
g) with an 8 line entry with an original illustration	146.00
Illustrations can only be included with a 5 or 8 line entry	
xi) <u>Additional entries in existing miniature books:</u>	
a) with a 2 line entry	27.00
b) with a 5 line entry	31.00
c) with an 8 line entry	33.00
To add an illustration to a 5 or 8 line entry the costs for - a library illustration	38.00
- an original illustration.	48.00



#### 4G. Miscellaneous Charges

	<b>Proposed Charge (£)</b>
i) Temporary deposit of ashes (per month after first month).	18.00
ii) For private attended scattering of cremated remains at crematorium or South Stoneham including the prior preparation of ground and staff attendance.	60.00
iii) Cremation cancellation fee if no suitable reason given.	59.00
iv) For staff attending area selection in respect of a scattering service	29.00

#### 4H. Memorial Wall Plaques

	<b>Proposed Charge (£)</b>
i) For a single (3 line) plaque	219.00
ii) For a double (6 line) plaque	438.00
iii) Double width plaque (up to 3 lines)	438.00
iv) For a treble (10 line) plaque	655.00
NB: Fees charged include additional inscription on double and treble plaques for a period of five years.	
<u>Renewal Fee for a period of ten years:</u>	
i) For a single plaque	46.00
ii) For a double plaque	93.00
iii) Double width plaque (up to 3 lines)	91.00
iv) For a treble plaque (up to 10 lines)	138.00

#### 4I. Miscellaneous Charges

	<b>Proposed Charge (£)</b>
i) For the right to deposit cremated remains in an existing urn in the Columbarium.	45.00
ii) Scattering cremated remains where the cremation took place at a crematorium other than the Southampton Crematorium.	56.00
iii) For the production of a CD of a cremation service	27.00
iv) For the production of a DVD of a	54.00

	<b>Proposed Charge (£)</b>
v) cremation service For the webcasting of a cremation service	80.00
vi) Administration fee for the arrangements of funerals under the Public Health Act	250.00

#### 4J New Memorial Options

	<b>Proposed Charge (£)</b>
Granite kerb and inscribed plaque	300.00
<u>Floris Memorial Wall Plaques</u>	
Plaque with text	252.00
Plaque with vase	274.00
Plaque with library badge	274.00
Plaque with new badge	314.00
Plaque with ceramic photo	338.00
Plaque with hand painted badge	350.00
<u>Memorial Bench Plaques</u>	
Bench plaque	150.00
<u>Valley Pond Memorials</u>	
Granite plaque text only	300.00
Granite plaque text and library logo	310.00
Granite plaque text and customer logo	350.00
Granite plaque text and ceramic photo	425.00
<u>Columbarium</u>	
Internment of ashes in Memorial Vault including:	
plaque with text	800.00
Plaque with vase	822.00
Plaque with library badge	822.00
Plaque with new badge	862.00
Plaque with ceramic photo	886.00
Plaque with hand painted badge	898.00
Posy Vase with plaque	75.00
Children's memorials in Hollybrook's Children's garden	Prices on application
<b>All costs in 4J are inclusive of VAT and are for a 10 year lease period</b>	
<b>All memorials can be renewed for a further 10 years at 75% of the full memorial cost effective at the time of renewal.</b>	

## 5. REGISTRATION SERVICES

	<b>Proposed Charge (£)</b>
<b>Attendance at marriage or civil partnership at external approved venues</b> <ul style="list-style-type: none"> <li>- Monday to Friday</li> <li>- Saturday</li> <li>- Sunday and Bank Holiday</li> </ul>	256.50 321.50 401.00
<b>Attendance at marriage or civil partnership at Golden Jubilee Room</b> <ul style="list-style-type: none"> <li>- Monday to Thursday</li> <li>- Friday</li> <li>- Saturday</li> <li>- Sunday and Bank Holiday</li> </ul>	88.50 117.00 146.50 233.00
<b>Fee for issuing of initial licence to venues deemed suitable for the celebration of civil marriages or civil partnerships</b> <ul style="list-style-type: none"> <li>- Up to two rooms</li> <li>- Each subsequent room</li> </ul>	750.00 128.00
<b>Celebratory Services: Naming ceremonies, Renewal of wedding vows, Commitment ceremonies</b>  <u>Golden Jubilee Room/ Register Office</u> <ul style="list-style-type: none"> <li>- Monday to Friday</li> <li>- Saturday</li> <li>- Sunday and Bank Holidays</li> </ul> <u>External approved premises</u> <ul style="list-style-type: none"> <li>- Monday to Friday</li> <li>- Saturday</li> <li>- Sunday and Bank Holidays</li> </ul>	104.00 + VAT 193.50 + VAT 238.00 + VAT  142.50 + VAT 193.50 + VAT 238.00 + VAT
<b>Non-standard Citizenship ceremonies – individual ceremonies</b>  Small Marriage Room (Register Office)	

	<b>Proposed Charge (£)</b>
Marriage Room) – <u>up to 10 guests</u> :	
- Monday to Thursday (9am-4pm)	50.00
- Friday (9am-11am)	50.00
<b>Non Refundable Booking Fee</b>	
A non-refundable booking fee is chargeable <u>in addition</u> to the fee for the ceremony. This fee applies to all ceremonies: Marriage, Civil Partnership and Celebratory Ceremonies (Naming, Renewal of Vows, Commitment and Private Citizenship ceremonies).	25.50
<b>Nationality Checking Service</b>	
<u>Single Application:</u>	
Adult	50.00
Child	50.00
<u>Family Application:</u>	
Adult £50.00, child £25.00 each if applied for at the same time as parents up to a maximum of £150.00 per family, regardless of the number of children applying at the same time.	
(VAT inclusive)	
<b>Cancellation Policy</b>	
Cancellation of a Ceremony at an Approved Premise where the fee has already been paid:	
- 3 calendar months written notice	Full refund
- 2-3 calendar months written notice	50% refund
- Less than 1 calendar month written notice (or failure to cancel)	No refund
<b>Certificates</b>	
Express Fee for Certificate Issue next working day in addition to the statutory fee	5.00

## **6. HIGHWAYS**

### **Scaffold Permit Charges on or over the Public Highway**

	<b>Proposed Charge (£)</b>
Processing permit	30.00
Pre-activity meeting	50.00

Weekly inspection	25.00 (per week)
Post-activity meeting	50.00
Closing permit	30.00
Deposit	£75.00 per m <sup>2</sup> Min deposit of £500.00

### Hoarding Permit Charges on or Over the Public Highway

	<b>Proposed Charge (£)</b>
Processing permit	30.00
Pre-activity meeting	50.00
Weekly inspection	25.00 (per week)
Post-activity meeting	50.00
Closing permit	30.00
Deposit	£75.00 per m <sup>2</sup> Min deposit of £500.00

### New Roads and Street Works Act 1991 – S171 Permit to excavate in the public highway

	<b>Proposed Charge (£)</b>
Inspections (increasing from three to four)	200.00 (four)
Notices	50.00
Deposit	75.00 per m <sup>2</sup> min 500.00

### New Roads and Street Works Act 1991 – S50 Permit to excavate and place apparatus in the public highway

	<b>Proposed Charge (£)</b>
Inspections (increasing from three to four)	200.00 (four)
Notices	50.00
Deposit	75.00 per m <sup>2</sup> min 500.00

## Network Management

	<b>Proposed Charge (£)</b>
Skip	10.75
Building Materials	31.00
Section 50 Licence	185.00
Section 171 Licence	185.00
Table & Chairs Licence New application	315.00
Table & chairs Licence Annual Renewal	125.00
Crane Licence Mobile Crane	105.00
Crane Licence Tower Crane	265.00
Over-Sailing	390.00
Temporary Traffic Regulation Notice	195.00

## Historic Environment Record

	<b>Proposed Charge (£)</b>
Standard charge imposed for commercial enquiries.	£60 per hour
Priority charge imposed where information is required within two days of receipt of request.	£120 per hour