



Derby City Council

**REGENERATION & PUBLIC PROTECTION
CABINET MEMBER MEETING
7 June 2019**

ITEM 5

Report sponsor: Richard Antcliff
Report author: Michael Kay/Douglas Walkman

Public Protection Service Fees and Charges 2019/20

Purpose

- 1.1 The Public Protection Services annually review their fees and charges. This is to ensure that they reflect the cost of delivering services, take into account comparator rates for these services within the sector where permitted, ensure that inflationary cost increases are taken into account, and that budget income targets are achieved.
- 1.2 The 2019/20 proposed fees and charges for the services are set out at Appendix 1.

Recommendation

- 2.1 To approve the fees and charges for 2019/20 as set out at Appendix 1.

Reason

- 3.1 To enable the Directorate to achieve its budgeted income targets for 2019/20.

Supporting information

- 4.1 As part of the 2019/20 budget preparation, Departments within the Communities and Place Directorate have reviewed their fees and charges. This annual review is necessary to ensure that:
 - Inflationary cost increases are incorporated into the charging structure where applicable;
 - Any additional costs (or efficiencies) of providing the service are incorporated;
 - Fees and charges reflect the cost of delivering the service and/or charging levels for that sector.
- 4.2 The proposed fees and charges for 2019/20 for the Public Protection Service are set out at Appendix 1.
- 4.3 Some of the fees are set nationally and cannot be changed by the Council. In those cases where the Council has discretion to set the fees, these have been reviewed. Where relevant, inflation has also been added. The final column of the table in Appendix 1 sets out a narrative for any changes being proposed.

- 4.4 All prices are shown inclusive of VAT where it is applicable, unless explicitly stated otherwise.
- 4.5 The fees and charges relating to licensing functions are not included as these are approved separately by the Council's Licensing Committee.
- 4.6 The bereavement services fees and charges are not included as these are approved separately.
- 4.7 In 2012, the Council adopted the Food Standards Agency (FSA) national scheme for rating the hygiene of premises under the 'Food Hygiene Rating Scheme' (FHRS). Under this scheme traders are given a rating between 0 and 5 for the standards of food hygiene found at their inspection. Where they are awarded a score less than 5, they are entitled to request a rescore with a view to obtaining a higher score. The FSA has issued guidance, confirming rescore visits on request by food businesses, where there is no statutory requirement, fall within the Localism Act 2011 and a charge can be levied. The proposed charge for this work is set out in Appendix 1. Re-visits undertaken in order to protect public health are part of the statutory duties of the service and will not come within the scope of the charging scheme.
- 4.8 Any new fees and charges that have introduced are identified by the information set out in the Comments Column at Appendix 1. These have been introduced following a review of the work being undertaken in the relevant service area. Where, applicable, the fees and charges have been set on a cost recovery basis.

Public/stakeholder engagement

- 5.1 No specific activity has taken place. The proposed fees and charges have been set to reflect the income targets for the service area and/or to recover the costs of providing the service.

Other options

- 6.1 Not applicable.

Financial and value for money issues

- 7.1 The proposed fees and charges have been set to reflect the 2019/20 income targets for the service area.

Legal implications

- 8.1 Increases to fees and charges have only been applied to those items where the Council has the discretion to set fees and charges for the services it provides.

8.2 All other fees for regulatory services can only lawfully be set on a cost recovery basis.

Other significant implications

9.1 None.

This report has been approved by the following people:

Role	Name	Date of sign-off
Legal	Olu Idowu	26/03/19
Finance	Amanda Fletcher	28/03/19
Service Director(s)		
Report sponsor	Richard Antcliff	12/03/19
Other(s)		

Background papers:	None
List of appendices:	Appendix 1 – Proposed Public Protection Service Fees and Charges 2019/20

Proposed Public Protection Service Fees and Charges – 2019/20

TEAM	DESCRIPTION OF CHARGES	CURRENT (£)	PROPOSED (£)	COMMENTS
TRADING STANDARDS				
Licence to store explosives Between 250 – 2000kg	1 year	185	185	Statutory fees.
	2 year	243	243	
	3 year	304	304	
	4 year	374	374	
	5 year	423	423	
Renewal of explosives licence Between 250 – 2000kg	1 Year	86	86	Statutory fees.
	2 year	147	147	
	3 year	206	206	
	4 year	266	266	
	5 year	326	326	
Registration to store explosives less than 250kg	1 year	109	109	Statutory fees.
	2 year	141	141	
	3 year	173	173	
	4 year	206	206	
	5 year	238	238	
Renewal of registration to store explosives less than 250kg	1 year	54	54	Statutory fees.
	2 year	86	86	
	3 year	120	120	
	4 year	152	152	
	5 year	185	185	
	Varying name of licensee or registered person, or address of site	36	36	
	Transfer of licence/registration	36	36	
Replacement licence/registration, if lost	36	36		
Annual license to sell fireworks	Licence to sell fireworks all year round.	500	500	Statutory fees.

TEAM	DESCRIPTION OF CHARGES	CURRENT (£)	PROPOSED (£)	COMMENTS
Licence to keep petroleum spirit of a quantity not exceeding:	2500 litres pa 2500-50000 litres pa 50000 + litres pa Transfer of petroleum spirit licence	44 60 125 -	44 60 125 -	Statutory fees.
Testing and & verification fees (weights and measures)	All equipment Certificate of accuracy	60/hr. (Weights and Measures Inspector) 36.12/hr. (Support Officer) 30	£62.25/hr. (Weights and Measures Inspector) £37.36/hr (Support Officer) 31	Nationally recognised fees, recommended by the Association of Chief Trading Standards Officers (ACTSO)
Hire of weights	For up to one week	103/tonne	106/tonne	
Buy with Confidence scheme: Registration and membership fees	One-off, non-refundable registration fees: 0-5 employees 6-20 employees 21-49 employees 50+ employees Annual membership fees: 0-5 employees 6-20 employees 21-49 employees 50+ employees	125 167 208 POA All prices ex. VAT 250 375 500 POA All prices ex. VAT	125 167 208 POA All prices ex. VAT 250 375 500 POA All prices ex. VAT	The scheme provides support for SME's and encourages economic growth. Charges are exclusive of VAT to reflect the national scheme's pricing structure.

TEAM	DESCRIPTION OF CHARGES	CURRENT (£)	PROPOSED (£)	COMMENTS
	Additional premises/yr.	187	187	
	Additional trading styles/yr.	125	125	
Primary Authority	Fees charged for advice and support to business undertaken as part of a Primary Authority Partnership	£61/hr	£ 67/hr	Operated at cost recovery.
Trading Standards - environmental searches	Environmental searches carried out on request will be charged on an hourly rate basis.	61 per hour	£ 51/hr	Fees are calculated on a cost recovery basis using salary charge-out rates.
PEST CONTROL (DOMESTIC CHARGEABLE)	Rats (max 4 visits)	£38 full - £33 reduced	£39 full - £34 reduced	Full charge is for over the phone booking.
	Rats (per visit thereafter)	£15.50 each extra visit booked over the phone only	£16 each extra visit booked over the phone only	Reduced charge is for on line booking.
	Mice (max of 4 visits)	£83 full - £72 reduced	£85 full £74 reduced	Set fee for bedbugs, carpet beetles and fleas offered for Private landlord (PL) to enable card payment at time of booking. Proposal to offer this for all commercial bookings to consistent and in line with PL charge, offer card payment to housing associations and businesses and to reduce resources involved in invoicing for these treatments.
	Mice (per visit there after)	£18 each extra visit booked over the phone only	£19 each extra visit booked over the phone only	
	Wasps	£65 full -£57 reduced	£67 full - £59 reduced	
	Wasps (with ladder)	£83 full - £72 reduced	£85 full - £74 reduced	

TEAM	DESCRIPTION OF CHARGES	CURRENT (£)	PROPOSED (£)	COMMENTS
	Wasps (with extra nest)	£18 each extra visit (2 nests £83 full £72 online)	£19 each extra nest	
	Fleas – up to 3 bed	£117 full - £103 reduced, private landlord £151	£121 full - £106 reduced, £156 Commercial	
	Fleas – 4 bed house	£131 full - £113 reduced, private landlord £173	£135 full, - £116 reduced, £178 commercial	
	Fleas – 5 + bed house	£164 full - £146 reduced Private landlord £206	£169 full - £150 reduced, £212 commercial	
	Carpenter beetles – up to 3 bed house Carpenter beetles – 4 bed house Carpenter beetles – 5+ bed	Same charges as for fleas	Same charges as for fleas	
	Cockroaches (Max of 4 visits)	£108 full - £94 reduced	£111 full - £97 reduced	
	Cockroaches (per visit there after)	£23 each extra visit, booked over the phone only	£24 each extra visit booked over the phone only	
	Bedbugs – up to 3 bed house	£137 full - £119 reduced, private landlord £163	£141 full - £123 reduced, £168 commercial	

TEAM	DESCRIPTION OF CHARGES	CURRENT (£)	PROPOSED (£)	COMMENTS
	Bedbugs – 4 bed house	£168 full - £146 reduced, private landlord £195	£173 full, £150 reduced, £201 commercial	
	Bedbugs – 5+ bed house	£200 full- £178 reduced Private landlord £227	£206 full, £183 reduced, £234 commercial	
	Cluster Flies, other insects/mites	£106 full - £92 reduced	£109 full - £95 reduced	
	Squirrels (max of 3 visits)	£167 full - £145 reduced	£172 full - £149 reduced	
	Squirrels (per visit there after)	£48 each extra visit booked over the phone	£49 each extra visit booked over the phone	
	Administration fees for cancelling or rearranging booking	£17	£18	
	Appointment cancelled less than one working days' notice or no treatment possible/no active infestation i.e. wasp	£17	£18	
PEST CONTROL COMMERCIAL TREATMENT RATES	Standard treatment / hour	£84.00	£86.00	

TEAM	DESCRIPTION OF CHARGES	CURRENT (£)	PROPOSED (£)	COMMENTS
	Standard treatment / half hour	£42.00	£43.00	
	Standard treatment (out of hours) / hour	£100.00	£102.00	
	Standard treatment (out of hours) / half hour	£50.00	£52.00	
	Contract treatments / hour	£68.00	£71.00	
	Contract treatments / half hour	£35.00	£36.00	
	Contract treatments (out of hours) / hour	£77.00	£79.00	
	Contract treatment (out of hours) / half hour	£38.00	£39.00	
	Wasps	£79.00	£82.00	
	Wasps with ladder	£91.00	£93.00	
	Extra nests	£33.00	£35.00	
	Collection of keys from housing officer or other establishment	£27.00	£29.00	
	Technician attendance	£83.00	£84.00	
POLLUTION CONTROL FEES & CHARGES	Air quality data & information – per hour	64.00/hour	72.00	Fees are calculated on a cost recovery basis using salary charge-out rates.
	Contaminated land enquiries – per hour	64.00/hour	72.00	
	IPPC environmental permits (list of permitted processes)	POA dependent on process	POA dependent on process	Statutory fees.

FOOD & SAFETY CHARGES	Health/Export Certificate	£65	£70	Operated at cost recovery. Involvement of all of Food and Safety Team, including Team Leader. VAT is chargeable at 20%.
	Primary Authority fees charged for advice and support to business undertaken as part of a Primary Authority Partnership	£60/hr	£67/hr	
	Food Hygiene Rating Scheme re-score visits	£150	£155	
	Chargeable advice / visits	£60/hr	£65/hr	
	Safer Food Better Business Pack	£15/pack	£16/pack	
	Safer Food Better Business Diary	£10/diary	£11/diary	
HOUSING STANDARDS CHARGES	Enforcement notice	444	422	Calculated on a cost recovery basis. Some reductions due to changes in legislation.
	HMO 5 yearly licence – first time	757	782	
	HMO 5 yearly licence – renewal	613	612	
	Derby Accredited Property Scheme Approval (5 years)	N/A – scheme to be wound up	Scheme no wound up	
	Derby Accredited Property Scheme Approval (5 years) for licensed HMO	N/A – scheme to be wound up	Scheme now wound up	
EMERGENCY PLANNING	Safety Certificates under the Safety at Sports Grounds Act	POA	POA	Calculated on a cost recovery basis.