



Derby City Council

**NEIGHBOURHOODS & PUBLIC
PROTECTION CABINET MEMBER MEETING
4 April 2018**

ITEM 5

Report of the Strategic Director of Communities
and Place

Communities, Environment and Regulatory Services Fees and Charges 2018/19

SUMMARY

- 1.1 The Communities, Environment and Regulatory Services Directorate 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 proposed fees and charges for Communities, Environment and Regulatory Services for 2018/19 are set out at Appendix 2. In those cases where the Council has discretion to set the fees, these have been reviewed. The final column of the table in Appendix 2 sets out a narrative for any changes being proposed.
- 1.3 All prices are shown inclusive of VAT where it is applicable, unless explicitly stated otherwise.

RECOMMENDATION

- 2.1 To approve the fees and charges for 2018/19 as set out at Appendix 2.

REASONS FOR RECOMMENDATION

- 3.1 To enable the Directorate to achieve its budgeted income targets for 2018/19.

SUPPORTING INFORMATION

- 4.1 As part of the 2018/19 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 2018/19 for the Communities, Environment and Regulatory Services Department are set out at Appendix 2. 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 2 sets out a narrative for any changes being proposed.
- 4.3 The fees and charges relating to licensing functions are not included in Appendix 2, as these are approved separately by the Council's Licensing Committee.
- 4.4 The bereavement services fees and charges are no longer included in this report, as these are approved separately.
- 4.5 The building control fees and charges are no longer included in this report, as this service has moved out of the Council to the Derbyshire Building Control Partnership, an amalgamation of six established Derbyshire local authority building control services.
- 4.6 The Markets service is currently under review which will include any fees and charges associated with it. Until the review is complete, it is also proposed that the current fees and charges will continue to be applied.
- 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 2. 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 A number of new fees and charges have been introduced and these are identified by the information set out in the Comments Column at Appendix 2. 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.

OTHER OPTIONS CONSIDERED

- 5.1 None.

This report has been approved by the following officers:

Legal officer Financial officer Human Resources officer Estates/Property officer Service Director(s) Other(s)	Lucie Keeler Amanda Fletcher n/a n/a John Tomlinson Wendy Johnson, Doug Walkman
For more information contact: Background papers: List of appendices:	Michael Kay 01332 641940 michael.kay@derby.gov.uk None Appendix 1 – Implications Appendix 2 – Communities, Environment & Regulatory Services Fees & Charges Review 2018/19

IMPLICATIONS

Financial and Value for Money

- 1.1 The proposed fees and charges have been set to reflect the 2018/19 income targets for the Directorate.

Legal

- 2.1 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.
- 2.2 All other fees for regulatory services can only lawfully be set on a cost recovery basis.

Personnel

- 3.1 None arising from this report.

IT

- 4.1 None arising from this report.

Equalities Impact

- 5.1 The proposed changes will apply equally to all groups within the community and no particular group(s) will be disadvantaged.

Health and Safety

- 6.1 None arising from this report.

Environmental Sustainability

- 7.1 None arising from this report.

Property and Asset Management

- 8.1 None arising from this report.

Risk Management

9.1 None arising from this report.

Corporate objectives and priorities for change

10.1 The setting of appropriate fees and charges contributes to **being more commercial** and **delivering our services differently**.