

Committee: Community & Housing Committee

Agenda Item

Date: 21 January 2010

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Title: 2010/11 FEES AND CHARGES

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Item for decision

Summary

1. This report asks the Committee to set its fees & charges for 2010/11, as set out in Appendix A.
2. Where the Council has discretion over its fees & charges, a review has been carried out by officers which takes into account economic conditions, service objectives and expected activity levels.
3. The rate of VAT reverts to 17.5% with effect from 1 January 2010 and this has been taken into account as part of the review.
4. Changes in fees & charges are within the context of the Council's Medium Term Financial Strategy and 2010/11 Budget Strategy. Inflation (Consumer Prices Index) is currently (November 2009) 1.9%.
5. Changes to Pest Control fees are the recommendations Pest Control Review Working Group appointed by this Committee (report elsewhere on today's agenda) and the objective to reduce subsidy of this service.
6. As detailed in the Members Bulletin issued on 4 December, a new pricing & concessions policy shall be developed and consulted upon during 2010, for implementation in 2011/12.

Recommendations

7. The Committee is recommended to approve the 2010/11 fees & charges as set out in Appendix A.

Background Papers

[Medium Term Financial Strategy](#) approved by Full Council 19 February 2009

[MTFS update report](#) to Finance & Administration Committee 12 October 2009

[2010/11 Budget Strategy report](#) to Finance & Administration Committee 12 October 2009

Impact

Communication/Consultation	No fees or charges are subject to statutory requirements for communication and consultation.
Community Safety	No specific implications.
Equalities	A new pricing & concessions is currently in development.
Finance	The 2010/11 budget has been prepared on the assumption that the fees & charges will be approved. In the event of any variation, the budget may need to be amended.
Health and Safety	No specific implications.
Legal implications/Human Rights	The level of charges for some services is subject to statutory provisions.
Sustainability	Some services for which charges are made have an impact on sustainability, and related fees and charges need to be set accordingly.
Ward-specific impacts	No specific implications.
Workforce/Workplace	No specific implications.

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
Fees & charges do not have the desired effect on service outcomes or budgeted income levels	2 (some risk that variances will occur)	2 (potential impact which could adversely affect service outcomes and/or the council's financial position if not managed)	Budgetary control framework Annual review of fees & charges

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary,

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

APPENDIX A

ENVIRONMENTAL HEALTH

All * fees subject to a 25% reduction for Council Tax and Housing Benefit recipients

	2009/10 Charge including VAT where applicable	2010/11 Proposed Charge including VAT where applicable	Does the charge include VAT?	Comments (including date of last increase and rationale for 2010/11 charge)	Effect on income levels in 2010/11 compared with 2009/10
Animal Welfare					
Micro-chipping of pets	£24.00	£24.50* home visit. Additional animals £8*each. £16* at Microchip event. Additional animals £8* each.	Yes	Reduced price to align with benchmark of 11 LA's average price at £16 and commercial providers at £18.50. Microchipped pets can be more easily repatriated avoiding unnecessary costs to the council. Last increase 2009/10	Modest increase
Statutory fee for Stray Dog – plus a Council fee (includes Micro-chipping). If the animal was taken to the kennels there will also be a kennel fee payable direct to the kennels	£25 Statutory fee + £37 for unchipped dog or + £32 for chipped dog	£25 Statutory fee + £40* for unchipped dog or + £35* for chipped dog	No Yes Yes	Statutory fee remains unchanged. Other increases slightly above 2% rounded up. Last increase 2009/10. Any higher increase may deter people from reclaiming their pet. This places additional cost and burden on the service in kennelling fees and re-homing the animals.	Modest increase
Licences					
Animal Boarding Est.	£103	£105	No	Fees must be set to recover costs for staff time inspecting premises, transport, liaison with vets where necessary, revisits to check compliance.	Modest increase
Dog Breeding Est.	£103	£105	No		Modest increase
Riding Est.	£191	£195	No		Modest increase
Pet Shops	£103	£105	No		Modest increase
Dangerous Wild Animals	£191	£195	No		Modest increase
Zoo Licence (5 years)	£515	£525	No		Modest increase

ENVIRONMENTAL HEALTH (CONTINUED)

	2009/10 Charge including VAT where applicable	2010/11 Proposed Charge including VAT where applicable	Does the charge include VAT?	Comments (including date of last increase and rationale for 2010/11 charge)	Effect on income levels in 2010/11 compared with 2009/10
Ear Piercing, acupuncture & electrolysis. (Premises & 1 person)	£124	£126	No	Fees must be set to recover costs for staff time inspecting premises, transport, revisits to check compliance.	Modest increase
Ear Piercing, acupuncture & electrolysis. (Person)	£55	£56	No		Modest increase
Border Inspection Post – POAO					
Inspection of products of Animal Origin at Stansted airport	£165	£165	No	No change; legally required to recover actual costs only. Fees cover staff time attending BIP, implementing legal requirements, disposal of illegal imports, staff training, transport. Last increase 09/10.	None
Research and trade samples	£57	£60	No	Increase to cover additional workload due to change in import control requirements. Last increase 2009/10.	Modest increase
NAO Imported Food Inspection Charges					
Organic Produce Certification Charges (inside office hrs)	£52	£54 per certificate	No	No throughput at present but fee must remain in case new trade import route should start up. Last increase 2009/10	Modest increase
Organic Produce Certification Charges (outside office hrs)	£217	£222	No	Last increase 2009/10	Modest increase
High Risk products of non animal origin		Cost recovery yet to be determined	No	New legislation is to be introduced from 25/01/2010 for the inspection of high risk non animal products. Guidance is awaited from the FSA but charges are likely to be on the basis of recovery of actual costs.	To be determined
Fish Imports		Fees yet to be determined by DEFRA	No	New legislation is to be introduced from 01/01/2010 for the inspection of catch certificates for fish products. Guidance is awaited from DEFRA but charges are likely to be a prescribed amount.	To be determined

ENVIRONMENTAL HEALTH (CONTINUED)

	2009/10 Charge including VAT where applicable	2010/11 Proposed Charge including VAT where applicable	Does the charge include VAT?	Comments (including date of last increase and rationale for 2010/11 charge)	Effect on income levels in 2010/11 compared with 2009/10
TRAINING FEES					
Food Safety Courses	£57	£60	No	Above inflation increase still remains competitive with commercial rates. Last increase 2009/10	Modest increase
Food and Water Safety					
Health Certificate for Export	£57	£60	No	Above inflation increase chargeable to commercial companies. Last increase 2009/10	Modest increase
Voluntary Surrender Certificate	£45	£46	No		Modest increase
Water Samples					
Stansted Airport bacteriological water samples	£9	£10	Yes	Statutory duty to monitor water supplies at the Airport. Cost of collection and delivery only.	Modest increase
Bacteriological Samples (private supply to a single household)	Free – statutory duty	Free – statutory duty	Yes		None
Bacteriological Samples (private supply where there is also a mains water supply or to more than a single household)	£51	£52	Yes	Last increase 2009/10	Modest increase
Invoice charge	£11	£12	Yes		Modest increase
Chemical water samples	Charged at cost	Charged at cost	Yes		None

ENVIRONMENTAL HEALTH (CONTINUED)

	2009/10 Charge including VAT where applicable	2010/11 Proposed Charge including VAT where applicable	Does the charge include VAT?	Comments (including date of last increase and rationale for 2010/11 charge)	Effect on income levels in 2010/11 compared with 2009/10
PEST CONTROL					
Rats in domestic premises	No charge	No charge		Community Committee decision Jan 2008	None
Mice in domestic premises	£54 (£36 for 65+ years and income support)	£55*	Yes		Objective is to increase income and reduce council subsidy of discretionary service
Rats & mice in commercial premises	£67 per hour	New contracts at £120 initial survey and treatment. £60 per additional visit. Existing contracts at £70 per hour until 01/03/2011.	Yes	Change from uncompetitive hourly rate to fixed fee to improve income stream. Last increase 2009/10	As above
Minimum charge/Abortive visit	£31	£35*	Yes	Last increase 2009/10	As above
Cancellation fee	New	£5 for telephone cancellations of treatments after booking and fee has been taken.	Yes		As above
Flies, Fleas, Ants, Bed Bugs, Cockroaches etc (domestic) Initial treatment plus 1 follow up visit	£62 (£36 for 65+ years and income support)	£65* Public Health significant pests Fleas, Bed Bugs, Cockroaches (domestic). £65* Nuisance insects Flies, ants, stored product pests, carpet beetles, silverfish etc.	Yes	Last increase 2009/10	As above
Additional treatments for insects	£30.00 (£15.00 for 65+ years and income support)	£32.50 *	Yes		As above

ENVIRONMENTAL HEALTH (CONTINUED)

	2009/10 Charge including VAT where applicable	2010/11 Proposed Charge including VAT where applicable	Does the charge include VAT?	Comments (including date of last increase and rationale for 2010/11 charge)	Effect on income levels in 2010/11 compared with 2009/10
Wasps per nest	£54 (£36 for persons 65+ years and income support)	£56* in domestic properties £28* Charge for additional wasp nests treated at same time, per nest/site - domestic	Yes		As above
Wasps per nest in commercial premises	£72	£80	Yes	Above inflation increase in line with commercial rates. Last increase 2009/10	As above
Charge for additional insect infestations treated at same time, per nest/site	£36	£40	Yes	Last increase 2009/10	As above
Squirrels	£62 per hour	£90 initial survey and treatment. £50 per additional visit.	Yes	Above inflation increase in line with commercial rates. Last increase 2009/10	As above
Other					
Inspection for the purpose of Immigration (European Union)- to check overcrowding properties.	£100	£105	No		Modest increase
Environmental Information Enquiries					
For information requiring more than 1 hour of officer time	£25 per hour + 10p per photocopy sheet	£27 per hour + 12p per photocopy sheet	Yes		Modest increase
Copy of EPA register in electronic format	New fee	£55	No		To be determined
Information requests about potentially contaminated land sites	New fee	£55	Yes		To be determined
Licensing of HMO std fee for 5 b/room	£250	£255	No		Modest increase
5 letting rooms or more – charge per additional room	£25	£25.50	No		Modest increase

ENVIRONMENTAL HEALTH (CONTINUED)

	2009/10 Charge including VAT where applicable	2010/11 Proposed Charge including VAT where applicable	Does the charge include VAT?	Comments (including date of last increase and rationale for 2010/11 charge)	Effect on income levels in 2010/11 compared with 2009/10
Copy of Food Register - whole	£25 per hour or part thereof + 10p per photocopy sheet	£27 per hour + 12p per photocopy sheet	Yes		Modest increase
Copy of Food Register – single entry	£7.20	£7.50	Yes		Modest increase

LIFELINE

	2009/10	2010/11	Does the charge include VAT?	Comments (including date of last increase and rationale for 2010/11 charge)	Any adjustment to budget working papers already submitted?
	Charge including VAT where applicable	Proposed Charge including VAT where applicable			
Lifeline units for the elderly and vulnerable members of the community	£46.00 per quarter for both private and council tenants	£46.00 per quarter for both private and council tenants	No	Last increase 2009/10. Lifeline fees due to be reviewed in 2010 by Supporting People – will need to await outcome of review	

MUSEUM

	2009/10	2010/11	Does the charge include VAT?	Comments (including date of last increase and rationale for 2010/11 charge)	Effect on income levels in 2010/11 compared with 2009/10
	Charge including VAT where applicable	Proposed Charge including VAT where applicable			
School visits for sessions led by Learning Officer (same charges apply to adult groups requesting talks on or off-site). Min. charge may be waived for small special needs groups.	£2.50 per head Min £40 per group	£2.50 per head Min £40 per group	No	Last increased April 2008.	
Admission charges	£1.50 adult 75p discount. Children free. Season ticket £5, discount £2.50	£1.50 adult 75p discount Children free Season ticket £5, discount £2.50	No	The charges were increased in April 2009 for the first time since 1997.	No

MUSEUM (CONTINUED)

	2009/10 Charge including VAT where applicable	2010/11 Proposed Charge including VAT where applicable	Does the charge include VAT?	Comments (including date of last increase and rationale for 2010/11 charge)	Effect on income levels in 2010/11 compared with 2009/10
<p>Reproduction charges Fee for providing images of collections for commercial publications.</p> <p>One country / language</p> <p>Two or more countries</p> <p>Regional publication</p> <p>Local publication</p> <p>Still image for regional TV</p> <p>Still image for national TV</p> <p>Film and video, regional TV</p> <p>Film and video, national TV</p> <p>Facility fee for use as 'set'</p>	<p>£88</p> <p>£110</p> <p>£44</p> <p>£11</p> <p>£110</p> <p>£220</p> <p>£66 + VAT</p> <p>£132 + VAT</p> <p>£132</p>	<p>£89</p> <p>£111.50</p> <p>£45</p> <p>£11</p> <p>£111.50</p> <p>£223</p> <p>£67 + VAT</p> <p>£134 plus VAT</p> <p>£134</p>	<p>VAT applies to two charges – see previous column</p>	<p>Last raised April 2009. Proposed increase in line with inflation. These are occasional charges, dependent on demand. Most requests are for local, non-commercial projects and research</p>	<p>No</p>
<p>Hire of Premises Hire of galleries for out-of-hours functions</p> <p>Corporate evening reception</p> <p>Private function, depending on numbers and duration</p>	<p>£250 (corporate)</p> <p>£120 to £220 (private functions depending on number of guests and length of hire)</p>	<p>£50 an hour plus £25 charge for opening/closing.</p> <p>Therefore a minimum charge is £75 for the first hour and £50 per hour after that.</p>	<p>No</p>	<p>There are only two or three bookings a year, and the market is not there for corporate functions. The simplified charging structure outlined would fit in better with current demand.</p>	<p>No</p>