

## FEES AND CHARGES REPORT

### APPENDIX 6 - ENVIRONMENT SERVICES

#### 1. Description of service

The Environmental Regulatory Service has a number of Fees and Charges namely;

- **Statutory Fees**

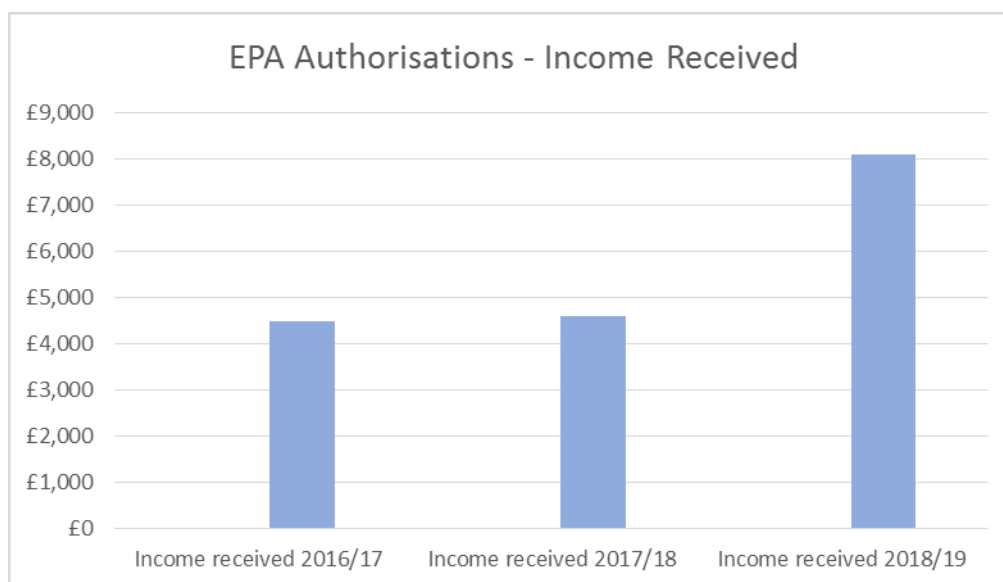
- Environmental Services – Part B installations & Mobile plant and solvent emission activities.
- Environmental Services – Part A (2) installations & small waste incineration plant.
- Private water Supply Work – all fees are set as a maximum charge.
- Request for Information

- **Non Statutory Fees**

- Health Certificate
- Food Advisory service
- Food Hygiene Re-inspection

#### 2. Prior years analysis, current financial year projections

The graph below demonstrates the total income received by the service for statutory fees over the last 3 years. All years reflects actual income, received in May each year.



**Statutory Fees** are set at a maximum and cannot be increased.

All works are charged the actual time taken up to the maximum. In the last 12 months the maximum fee set by statute has been sufficient to cover costs.

Private Water Supply Work – a statutory flat fee was charged up to 2018/19, however from 2019/20 this has been changed to a maximum hourly charge, and therefore appears as a reduction in the fees and charges schedule. The impact on the budget will be reviewed during 2019/20.

### **Non Statutory:**

Non Statutory Income generated for 2017/18 totalled £6,900 (including health certificates).

## **3. Pricing**

### Statutory Fees

These charges are all set by DEFRA. The charges for 2019/20 will be set in January 2019 and the schedule of charges will be updated to reflect any changes.

All works undertaken are charged on a case by case basis, costed on the actual time taken up to a maximum charge that is set by statute. In the last 12 months the maximum fee set by statute has been sufficient to cover costs.

### Non statutory Fees

These remain in line with 2018/19 and are based on full cost recovery.

## **4. Understanding Customers and Markets**

The majority of fees and charges are statutory and set by the Government and therefore there is limited scope to reflect market conditions.

Where development takes place or industry grows there is scope for the customer base to increase. Proactive work in regards to the identification of premises where fees may be charged is ongoing.

## **5. Proposed Charges**

Statutory charges will be applied in accordance with legislation. Statutory charges are set by DEFRA and 2019/20 rates are not released until February 2019. The fees and charges schedule will be updated to reflect any changes at that time.

Non statutory amendments:

**Private Water Supply Work** – Due to new legislation the costs for Private Water Supply Work have been changed from a set fee to a maximum hourly rate which has been calculated to achieve full cost recovery of officer time.

**Diary Refill** – Costs reduced from £15 to £6 to reflect the true cost.

**Updated hygiene score sticker** – fee has been removed as the request for this service are minimal and it is not deemed necessary to charge for it.

## 6. Recommendation

Members are requested to recommend to Council the charges for 2019/20 as set out below.

Prosperous Communities Committee		Environment Services Local Air Pollution						
		2018/19	Proposed Increase		2019/20	VAT Amount	2019/20 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
All charges are set by DEFRA								
Application Fee								
- Standard Process		£1,650.00			£1,650.00	£0.00	£1,650.00	OS
- Additional fee for operating without a permit		£1,137.00			£1,137.00	£0.00	£1,137.00	OS
- Reduced fee activities		£155.00			£155.00	£0.00	£155.00	OS
- Reduced fee activities: Additional Fee for operating without a permit		£68.00			£68.00	£0.00	£68.00	OS
- Mobile Screening and crushing plant		£1,579.00			£1,579.00	£0.00	£1,579.00	OS
- For the third to seventh applications		£943.00			£943.00	£0.00	£943.00	OS
- For the eighth and subsequent applications		£477.00			£477.00	£0.00	£477.00	OS
An additional charge of £297 applies to the above where the permit is for a combined part B and waste installation.								
Annual Subsistence Fee -Standard Process								
Low		£772.00			£772.00	£0.00	£772.00	OS
Medium		£1,161.00			£1,161.00	£0.00	£1,161.00	OS
High		£1,747.00			£1,747.00	£0.00	£1,747.00	OS
An additional charge of £99 for Low, £149 for Medium and £198 for High applies to the above where the permit is for a combined part B and waste installation.								
- Reduced fee activities								
Low		£79.00			£79.00	£0.00	£79.00	OS
Medium		£158.00			£158.00	£0.00	£158.00	OS
High		£237.00			£237.00	£0.00	£237.00	OS
- PVR I & II Combined								
Low		£113.00			£113.00	£0.00	£113.00	OS
Medium		£226.00			£226.00	£0.00	£226.00	OS
High		£341.00			£341.00	£0.00	£341.00	OS
- Vehicle refinishers								
Low		£228.00			£228.00	£0.00	£228.00	OS
Medium		£365.00			£365.00	£0.00	£365.00	OS
High		£548.00			£548.00	£0.00	£548.00	OS
- Odourisation of natural gas								
Low		£76.00			£76.00	£0.00	£76.00	OS
Medium		£151.00			£151.00	£0.00	£151.00	OS
High		£227.00			£227.00	£0.00	£227.00	OS
- Mobile Screening and crushing plant 1st to 2nd Permits								
Low		£626.00			£626.00	£0.00	£626.00	OS
Medium		£1,034.00			£1,034.00	£0.00	£1,034.00	OS
High		£1,551.00			£1,551.00	£0.00	£1,551.00	OS
- Mobile Screening and crushing plant 3rd to 7th Permits								
Low		£385.00			£385.00	£0.00	£385.00	OS
Medium		£617.00			£617.00	£0.00	£617.00	OS
High		£924.00			£924.00	£0.00	£924.00	OS
- Mobile Screening and crushing plant 8th and Subsequent permits								
Low		£198.00			£198.00	£0.00	£198.00	OS
Medium		£314.00			£314.00	£0.00	£314.00	OS
High		£473.00			£473.00	£0.00	£473.00	OS
Where a part B installation is subject to reporting under the E-PRTR regulation an additional charge of £99 applies.								
Transfer and Surrender								
- Transfer		£162.00			£162.00	£0.00	£162.00	OS
- Partial transfer		£476.00			£476.00	£0.00	£476.00	OS
- New operator at low risk reduced fee		£75.00			£75.00	£0.00	£75.00	OS
- Reduced fee activities: Partial transfer		£45.00			£45.00	£0.00	£45.00	OS
Substantial Change								
- Standard Process		£1,005.00			£1,005.00	£0.00	£1,005.00	OS
- Standard process where the substantial change results in a new PPC activity		£1,579.00			£1,579.00	£0.00	£1,579.00	OS
- Reduced fee activities		£98.00			£98.00	£0.00	£98.00	OS
Subsistence charges can be paid in four equal instalments at an additional cost of £38 p.a.								

Prosperous Communities Committee

Environment Services Local Air Pollution continued

		2018/19	Proposed Increase		2019/20	VAT Amount	2019/20 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
All charges are set by DEFRA								
Request for Information / Document Disclosure where Charging is Permitted	Minimum per request plus cost of materials	£72.00			£72.00	£0.00	£72.00	OS
	Thereafter per hour	£42.00			£42.00	£0.00	£42.00	OS
Health Certificates		£52.00			£52.00	£0.00	£52.00	OS
Food Premises Register	Per page	£3.00			£3.00	£0.00	£3.00	OS
SFBB Pack	(including diary)	£10.00			£10.00	£0.00	£10.00	OS
Diary Refill		£15.00		£9.00	£6.00	£0.00	£6.00	OS
* Private Water Supply Work	Cost Recovery - Mileage (Per Mile)			£0.40	£0.40	£0.00	£0.40	OS
	*Risk assessment - Maximum Hourly Charge	£500.00		£458.53	£41.47	£0.00	£41.47	OS
	*Sampling (each visit) - Maximum Hourly Charge	£100.00		£58.53	£41.47	£0.00	£41.47	OS
	*Investigation - Maximum Hourly Charge	£100.00		£58.53	£41.47	£0.00	£41.47	OS
	*Granting an authorisation (each authorisation) - Maximum Hourly Charge	£100.00		£62.73	£37.27	£0.00	£37.27	OS
	Analysing a sample:-							
	Full Laboratory Costs	£25.00			as per laboratory costs	£0.00	£0.00	OS
	Full Courier Charges	£100.00			as per laboratory costs	£0.00	£0.00	OS
Food Advisory	Charge for a visit (up to a maximum 2 hours contact time)	£130.00			£130.00	£0.00	£130.00	OS
	Charge for additional hours	£42.00			£42.00	£0.00	£42.00	OS
Food Hygiene Rating Scheme	Re-inspections	£160.00			£160.00	£0.00	£160.00	OS
Health Act 2006	Smoking in a smoke free place	£50.00			£50.00	£0.00	£50.00	OS
	Failure to display no smoking sign	£200.00			£200.00	£0.00	£200.00	OS

\* Private Water Supply Work 19/20 moved from a flat fee to a maximum hourly rate.