

# FEES AND CHARGES REPORT

## APPENDIX C - ENVIRONMENT SERVICES

### 1. Description of service

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

- **Statutory Fees**

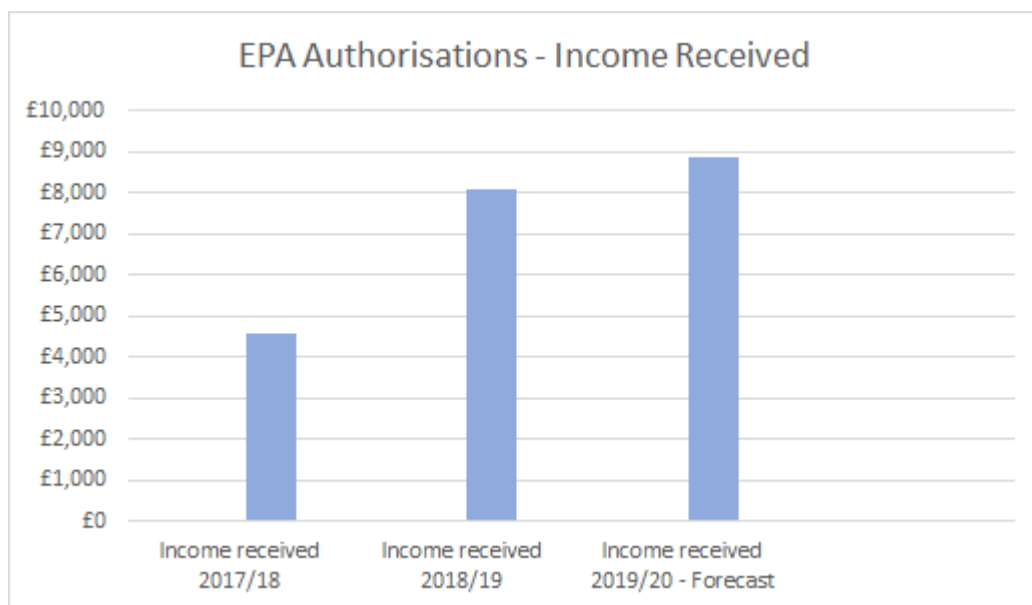
- Environmental Services – Part B installations & Mobile plant and solvent emission activities.
- Environmental Services – Part A (2) installations & small waste incineration plant.
- Private water Supply Work – all fees are set as a maximum charge.
- Request for Information

- **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 Environmental Protection Act (EPA) Authorisations over the last 3 years (2019/20 is a forecast).



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

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

Private Water Supply Work – This legislation does allow for total cost recovery, therefore the fees charged reflect the actual cost of providing this service.

## **Non Statutory:**

Non Statutory Income generated for 2018/19 totalled £6,900 (including health certificates). Included within this area is the provision for food hygiene re visits which were introduced in 18/19 and are proposed to continue into future years.

### **3. Pricing**

#### Statutory Fees

These charges are all set by DEFRA. The charges for 2020/21 will be reviewed in February 2020 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

A mix of inflationary increase of 3% and 6% has been applied for all non-statutory fees as appropriate, to bring into line with available benchmarking data.

### **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 2020/21 rates are not released until February 2020. The fees and charges schedule will be updated to reflect any changes at that time.

Non statutory amendments:

Non statutory charges have been increased by between 3% and 6% where appropriate to reflect cost recovery and inflation, and to bring into line with benchmarking data.

### **6. Recommendation**

Members are requested to recommend to Council the charges for 2020/21 as set out in the schedule below.

Prosperous Communities Committee

Environment Services Local Air Pollution

2019/20	Proposed Increase/decrease		2020/21	VAT Amount	2020/21 Charge Inc. VAT	VAT Rate
£	% Type	or £	£	£	£	

\*\*All statutory 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		£1,188.00		£1,188.00	£0.00	£1,188.00 OS
- Reduced fee activities		£155.00		£155.00	£0.00	£155.00 OS
- Reduced fee activities: Additional Fee for operating without a permit		£71.00		£71.00	£0.00	£71.00 OS
- Mobile Screening and crushing plant		£1,650.00		£1,650.00	£0.00	£1,650.00 OS
- For the third to seventh applications		£985.00		£985.00	£0.00	£985.00 OS
- For the eighth and subsequent applications		£498.00		£498.00	£0.00	£498.00 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	£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
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		£169.00		£169.00	£0.00	£169.00 OS
- Partial transfer		£497.00		£497.00	£0.00	£497.00 OS
- New operator at low risk reduced fee		£53.00		£53.00	£0.00	£53.00 OS
- Reduced fee activities: Partial transfer		£47.00		£47.00	£0.00	£47.00 OS
Substantial Change						
- Standard Process		£1,050.00		£1,050.00	£0.00	£1,050.00 OS
- Standard process where the substantial change results in a new PPC activity		£1,650.00		£1,650.00	£0.00	£1,650.00 OS
- Reduced fee activities		£102.00		£102.00	£0.00	£102.00 OS
Subsistence charges can be paid in four equal instalments at an additional cost of £38 p.a.						

2019/20	Proposed Increase/decrease		2020/21	VAT Amount	2020/21 Charge Inc. VAT	VAT Rate
£	% Type	or £	£	£	£	

**\*\*All statutory charges are set by DEFRA**

Request for Information / Document Disclosure where Charging is Permitted	Minimum per request plus cost of materials	£72.00	6%		£76.00	£0.00	£76.00	OS
	Thereafter per hour	£42.00	6%		£45.00	£0.00	£45.00	OS
Health Certificates		£52.00	6%		£55.00	£0.00	£55.00	OS
Food Premises Register	Per page	£3.00	6%		£3.00	£0.00	£3.00	OS
SFBB Pack	(including diary)	£10.00	6%		£11.00	£2.20	£13.20	S
Diary Refill		£6.00			£6.00	£1.20	£7.20	S
Private Water Supply Work	Cost Recovery - Mileage (Per Mile)	£0.40			£0.40	£0.00	£0.40	OS
**	Risk assessment - Maximum Hourly Charge	£41.47			£41.47	£0.00	£41.47	OS
**	Sampling (each visit) - Maximum Hourly Charge	£41.47			£41.47	£0.00	£41.47	OS
**	Investigation - Maximum Hourly Charge	£41.47			£41.47	£0.00	£41.47	OS
**	Granting an authorisation (each authorisation) - Maximum Hourly Charge	£37.27			£37.27	£0.00	£37.27	OS
**	Analysing a sample:-							
**	Full Laboratory Costs	as per laboratory costs			as per laboratory costs	£0.00	£0.00	OS
**	Full Courier Charges	as per laboratory costs			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	3%		£134.00	£26.80	£160.80	S
	Charge for additional hours	£42.00	3%		£43.00	£8.60	£51.60	S
Food Hygiene Rating Scheme	Re-inspections	£160.00	3%		£165.00	£0.00	£165.00	OS
**	Health Act 2006	Smoking in a smoke free place			£50.00	£0.00	£50.00	OS
**		Failure to display no smoking sign			£200.00	£0.00	£200.00	OS