

**FOR: REGULATORY AND LICENSING COMMITTEE**

**Date: 3rd February 2011**

**Agenda Item: 5**

**Contact Officer Tim Matthews  
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**SUBMISSION BY TIM MATTHEWS – ENVIRONMENTAL HEALTH MANAGER.**

**ANNUAL REVIEW OF LICENCE AND OTHER FEES 2011/2012 FOR ENVIRONMENTAL HEALTH SERVICE FUNCTIONS.**

**1. Purpose of Report**

- 1.1 To confirm the annual fees and charges for Environmental Health Service functions for the forthcoming financial year 2011/12.

**2. Summary of background and issues for consideration**

- 2.1 Annually your Committee receives a report for approval on the various fees and charges made by the Environmental Health Service. Through this process, the Council ratifies these fees before the commencement of the forthcoming financial year.
- 2.2 Services seek to ensure that the fees and charges for the individual licences or services delivered are reasonable and reflect as accurately as possible, the costs incurred in administering the delivery of such services. Any such fees and charges (unless set by statute) can be challenged by appeal to the courts, if the recipient of that charge considers it to be unreasonable.
- 2.3 The proposed fees and charges show some small increases in certain activities but in other areas no increase in fee is proposed having due consideration to the current state of the national and local economy and the uptake of certain licences.
- 2.4 Of particular note this year is the proposed changes to the fees relating to Horse Riding Establishments in consideration of smaller sized premises, based on customer views and in an attempt to provide some equity between smaller and larger types of premises. It is therefore proposed to create a two tier charging regime to recognise these smaller businesses.
- 2.5 New fees are also proposed in respect of Private Drainage works and works associated, where there is an increase in this type of work and also for new Private Water Supply duties, the latter having been introduced by statute in 2010. All proposed new fees/charges are shown in italics to clearly identify them.

### **3. Recommendation requested**

- 3.1 That with effect from the 1<sup>st</sup> April 2011, the fees and charges for various types of services undertaken by the Environmental Health Service as detailed at **Appendix A** are approved.

### **4. Financial Implications**

- 4.1 The fees and charges proposed are intended to recover costs where permitted and provide income to the corporate budget.

### **5. Strategic Plan Implications**

- 5.1 The provision of good value services by the Council is a key objective.
- 5.2 The Council is committed to efficiency savings and increasing income where possible and the fees and charges proposed seek to fulfil this objective.

### **6. Sustainability Issues**

- 6.1 Services for licensing and regulatory functions contribute to the well-being and safety of our residents and towards protecting and providing a high quality and sustainable environment for this and future generations.

### **7. Human Rights Issues**

- 7.1 None identified.

### **8. Crime and Community Safety Issues**

- 8.1 None identified.

### **9. Risk Management Issues**

- 9.1 Applicants can challenge fees and charges if the costs/charges are considered to be unreasonable and the Council would be required to justify them and reduce such fees and charges if required.

#### **Background Documents:**

**Appendix A** – Comparison table of current and proposed fees and charges for Environmental Health Service functions 2010/2011 and 2011/2012