

**FOR: REGULATORY AND LICENSING COMMITTEE**

**Date: 6th February 2013**

**Agenda Item: 6  
Contact Officer Tim Matthews  
Telephone Extension: 308755**

**SUBMISSION BY TIM MATTHEWS – ENVIRONMENTAL HEALTH MANAGER.**

**ANNUAL REVIEW OF LICENCE AND OTHER FEES AND CHARGES 2013/2014  
FOR ENVIRONMENTAL HEALTH SERVICE FUNCTIONS.**

**1. Purpose of Report**

- 1.1 To consider and confirm the proposed annual fees and charges for Environmental Health Service functions for the forthcoming financial year 2013/14.

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

- 2.1 This Committee receives an annual report for approval of the various fees and charges made by the Environmental Health Service. Through this process, the Council and service then formally sets these fees before the commencement of the forthcoming financial year.
- 2.2 Environmental Health Services seek to ensure that their fees and charges for the individual licences or services are reasonable. Any such fees and charges (unless set by statute) can be challenged by appeal to the courts, if the recipient of that service considers it to be unreasonable.
- 2.3 This year it is proposed that all current fees and charges for the forthcoming year remain unchanged having taken into consideration the ongoing and difficult situation of both the national and local economy whilst seeking to support our local businesses.
- 2.4 Minor amendments to current fees relate to Sex Establishment licensing, where additional fees are suggested for prescribed changes to existing licences and Street Trading, that relates to the removal of the weekly fee.

**3. Recommendation requested**

- 3.1 That with effect from the 1<sup>st</sup> April 2013, the fees and charges for various types of services undertaken by the Environmental Health Service as detailed at **Appendix A** are considered and approved.

**4. Financial Implications**

- 4.1 The fees and charges proposed within the report seek to recover reasonable costs incurred where permitted by statute and provide essential income into the Council and service budgets.

## **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 Boosting business and our Economy.

## **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 fees and charges are considered to be unreasonable.

### **Background Documents:**

**Appendix A** – Fees comparison table of current and proposed fees and charges for Environmental Health Service functions 2012/2013 and 2013/2014