

REPORT TO: Executive Board Sub Committee

DATE: 29th March 2012

REPORTING OFFICER: Strategic Director, Communities

PORTFOLIO: Environmental Sustainability

SUBJECT: Review of Fees and Charges – Environmental Health

WARD(S) Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 To present to the Executive Sub Committee Board the proposed increases in fees and charges for the Environmental Health service within the Environmental, Public Health and Health Protection Division.

1.2 To set out two new proposed charges for 2012-13

2.0 RECOMMENDATION: That the proposed fees and charges be agreed.

3.0 SUPPORTING INFORMATION

3.1 The existing fees and charges have been uplifted by 2.0% in accordance with the approved inflationary allowances allocated by the Council.

3.2 The schedule in the attached Appendix includes a number of statutory fees that may increase during the coming financial year and Members are asked to agree to these increases as they occur.

3.3 Two new charges are proposed for 2012-13

- A charge of £70.83 plus vat will be made for Border Agency Accommodation inspections. The charge will be applied to applicants for migration into the country. The UK Border Agency request an environmental health inspection to ensure that proposed accommodation in the UK is fit for habitation and not overcrowded. 9 such inspections were carried out from April 2011 to date.
- A charge of £125 plus vat will be applied to any person seeking to reclaim sound equipment that has been seized under the Noise Act 1996. There is a statutory basis for this

charge. 4 seizures took place from April 2011 to date and there is one pending.

4.0 **POLICY IMPLICATIONS**

4.1 None identified.

5.0 **FINANCIAL IMPLICATIONS**

5.1 These are contained within the report.

6.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1 **Children & Young People in Halton**

None identified.

6.2 **Employment, Learning & Skills in Halton**

None identified.

6.3 **A Healthy Halton**

None identified.

6.4 **A Safer Halton**

None identified.

6.5 **Halton's Urban Renewal**

None identified.

7.0 **RISK ANALYSIS**

7.1 None identified.

8.0 **EQUALITY & DIVERSITY ISSUES**

8.1 There are no Equality and Diversity implications arising as a result of the proposed action.

9.0 **LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

There are no background papers under the meaning of the Act.

ENVIRONMENTAL INFORMATION

Charges will apply subject to and in compliance with current statutory regulations

		Current 2011-2012 £	Proposed 2012-2013 £
The basis for charging is:			
1	Where the information already exists in the format requested:		
	Admin Charge - Charge inclusive of copying of first sheet.	10.20	10.40
	A4 –per subsequent sheet.	0.45	0.46
	A3 - per subsequent sheet	0.70	0.71
	A2 –per subsequent sheet	1.40	1.43
	A1 - per subsequent sheet	5.75	5.87
2	Where assistance is required from Council staff to either extract interpret, or describe material, the staff time is charged at an hourly rate given below:		
	Manager	106.00	108.12
	Professional Staff	89.00	90.78
	Admin. Support	53.50	54.57
	Typing Fees (hourly rate)	49.00	49.98
	(Minimum Charge – Half an Hour for above 4 items)		
Charges above are subject to VAT.			
	Postage	At Cost	At Cost

**REQUESTS FOR ENVIRONMENTAL INFORMATION
ENVIRONMENTAL PROTECTION ACT**

For Commercial enquiries i.e. not schools, residents or bona fide student research

		Current 2011-2012 £	Proposed 2012-2013 £
1	List of authorised part “B” Processes	40.00	40.80
2	List of authorised part “A” Processes	41.00	41.82
	(Available separately from the Environment Agency)		
3	Copy of Application for Authorisation from file (per document)	25.00	25.50
4	Supplying a hard copy of the air quality review and assessment to commercial undertakings	25.00	25.50
5	Assistance from Council Staff to extract, Interpret or describe above material	27.00	27.54
OTHER INFORMATION			
1	One months data from pollution monitoring station	340.00	346.80
2	Three months data from pollution monitoring station	927.00	945.54
3	Six months data from pollution monitoring station	1,327.00	1,353.54
4	Supplying a copy of consultants report	41.00	41.82

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ENVIRONMENTAL HEALTH SERVICES CHARGES

		Current 2011-2012 £	Proposed 2012- 2013 £
1	Condemned Food Certificates		
	(i) Charges under £5 to be waived. Maximum certificate charge – £220.00	5% of Total Value	5% of Total Value
	(ii) The fee charged will be increased by the cost of any fees paid out for the specialised disposal of food.	At Cost	At Cost
2	Certification of Food Products for Export		
	- Certificates requiring signature	57.00	58.14
	- Other documents requiring stamp	6.75	6.89
3	Kennelling of Dogs		
	(i) Reclaiming of Stray Dogs	As agreed with Strategic Director Communities	
	(ii)* Collection of Dogs from repossessed premises	74.50	75.99
	(iii) Transportation of non seized animals i.e. dogs/cats to kennels or other premises	74.50	75.99
4	EPA Authorisation		
	- Application (Statutory Fee)	Set by law	Set by law
	- Renewal (Statutory Fee)	Set by law	Set by law
5	Disclosure of Information		
	(i) Information obtained under the Health and Safety at Work Act 1974 Etc.	126.50	129.03
	(ii) Voluntary Disclosure of Information	106.50	108.63
	<i>(Plus Photocopying Charge of 50p per Sheet)</i>		
6	Acupuncture, tattooing, Ear Piercing and Electrolysis Establishments		
	(i) Registration fee	98.00	99.96
	(ii) Additional Individual Operator Registration	31.00	31.62
7	Border Agency Accommodation Inspections	New Charge	70.83
8	Return of Seized sound equipment (Noise Act 1996)	New Charge	125.00

Charges will apply subject to and in compliance with current statutory regulations

Note

Charges subject to VAT where applicable