

Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	Cllr Martin Veal, Cabinet Member for Communities	
MEETING/ DECISION DATE:	On or after 18th Mar 2017	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2949
TITLE:	Fees and Charges 2017/18 - Public Protection and Health Improvement and Neighbourhood Environmental Services	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
<ul style="list-style-type: none"> • Single Member Decision E2906 • Appendix 1 – Proposed fees and charges for 2017/18 Public Protection and Health Improvement Service (PP&HI) • Appendix 2 – Proposed fees and charges for 2017/18 Neighbourhood Environmental Services (NES) 		

1 THE ISSUE

- 1.1 The purpose of this report is to obtain agreement to the fees and charges for specified services provided within Public Protection & Health Improvement (PP&HI) and Neighbourhood Environmental Services (NES) in line with proposals agreed in the February 2017 budget setting by Full Council.

2 RECOMMENDATION

The Cabinet Member approves;

- 2.1 The recommendation for the new fees and charges for relevant services - as proposed in Appendices 1 and 2 - and to formally adopt those fees and charges introduced by the pilot scheme implemented by the Single Member Decision – E2906
- 2.2 That these are to be implemented on 1 April 2017 to minimise the loss of potential income to the Authority.
- 2.3 That delegated authority be given to the Group Managers' Neighbourhood Environmental Services and Public Protection and Health Improvement to agree fees and charges (where in accordance with the financial plan) which vary from

the standard inflation clause if the cost base changes or new services are introduced, and that this can be done at 6 month intervals if external factors influence the cost base significantly throughout the financial year.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 This is an update to current charges for existing services; no additional resources are required to implement the recommendations.
- 3.2 Communications with existing customers, where required, is to be undertaken within existing resources.
- 3.3 These charges also include statutory fees which cannot be varied.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 The Localism Act 2011 – the general power of competence enables local authorities to charge for discretionary services. Section 3 of the Localism Act permits the Local Authority to recover the costs of provision subject to a duty to secure that, taking one financial year with another, the income from charges allowed does not exceed the costs of provision. This means a Local Authority must not to make a profit when taking into account all elements of service provision.
- 4.2 The PP&HI Service has a statutory duty to protect public health which it delivers through its routine inspection, licensing and enforcement regimes. There are a range of statutory and regulatory powers which enable local authorities to set fees relating to specific functions – for example Licencing, Environmental Monitoring etc . These powers are subject to the duty not to make a profit.
- 4.3 The Environmental Protection Act 1990 gives local authorities the power to charge for specific elements of its waste collection service.

5 THE REPORT

- 5.1 PP&HI and NES offer a range of statutory services to different customers to allow them to access our services along with a range of non-statutory services delivered for the benefit of our residents, businesses and visitors as well as an enhanced business support offer.
- 5.2 The fees for a number of the services delivered by PP&HI are statutory and therefore set by regulation. Other fees and charges in PP&HI have been set to ensure that cost recovery is achieved.
- 5.3 Authority was given through Decision E2906 to pilot a range of discretionary fees and charges in PP&HI which are now to be formally included in the fees and charges. These charges included but were not limited to:
 - i. Advice for new businesses
 - ii. Licensing pre-application advice, application assistance and a check and send option. This involves a range of charges depending on the licence and the type of support requested

- iii. Events advice, scheduling and support (this includes pre-application advice and application assistance, with enhanced advice and support for events and active lifestyles)
- iv. Training, mentoring and development.

5.4 Many services in Neighbourhood Environmental Services are discretionary and can be charged for to recover cost and to generate income to contribute to the overall running costs of the department subject to the requirements of the Localism Act 2011 and case law.

6 RATIONALE

6.1 These proposals are in line with the saving proposals for 2017/18 approved by Council in February 2017.

6.2 Fees and charges are designed to recover cost and to generate income to contribute to the overall cost of delivering Council Services. Some fees and charges are based on quotes based on length of time to undertake the task and materials used etc rather than a fixed fee basis in Neighbourhood Environmental Services.

6.3 As the cost base for fuel, plant and materials and other items can change throughout the year, the Services require the ability to review prices at 6 month intervals to ensure full cost recovery.

7 OTHER OPTIONS CONSIDERED

7.1 None

8 CONSULTATION

8.1 The Council's Divisional Director for Environmental Services, Strategic Director for Place, Cabinet Member for Community Services, Monitoring Officer and Section 151 Officer have had the opportunity to input to this report.

9 RISK MANAGEMENT

9.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

Contact person	<i>Sue Green and Carol Maclellan</i>
Background papers	E2906 - Charging for Business Advice and Support Services in the Public Protection & Health Improvement Service - 5 th November 2017
Please contact the report author if you need to access this report in an alternative format	