

<b>REPORT TO THE PERSONNEL, LICENSING AND ADMINISTRATION COMMITTEE</b>		Report No. 8
Date of Meeting	5 <sup>th</sup> November 2007	
Title of Report	<b>Miscellaneous Fees and Charges 2008/2009</b>	
Link to Corporate Priorities	"Ensure that the Council's annual income and expenditure is in line with the Medium Term Financial Strategy".	
Public Report	Yes	

<p><b>Summary of Report</b></p> <p>For the Committee to review the miscellaneous licence fees and other charges levied for services provided in the District on behalf of the Council.</p>				
<p><b>Officer Recommendations</b></p> <p><b>The Committee considers the content of the report and approves the increases in the miscellaneous fees and charges as detailed with effect from 1<sup>st</sup> April 2008.</b></p>				
Other than those implications agreed with the relevant Officers and referred to below, there are no other implications associated with this report.				
Financial Implications	Legal Implications	Community & Environmental Implications	Human Resources Implications	Equality & Diversity Implications
YES	NONE	YES	NONE	NONE

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## 1. Introduction

- 1.1 The proposed fees and charges referred to in this report reflect the requirement of the Council that income be increased in general by a minimum of 3% in the next financial year.
- 1.2 As part of the move to a new unitary authority, the Environmental Health Managers from the District Councils in Wiltshire have agreed to recommend to their relevant committees that where possible we move towards adopting similar miscellaneous fees and charges, providing financial considerations can be reconciled. This will ensure consistency and be helpful to customers making contact or requesting a service from any Council in Wiltshire. Members should note that this Council will be the first in Wiltshire to resolve its fees and charges for the forthcoming financial year.

## 2. Options and Options Appraisal

- 2.1 For the Committee to approve an increase in fee charges as detailed in the report.
- 2.2 For the Committee to amend the fees and charges as detailed in the report.

## 3. Background Information

- 3.1 The activities of the Council include administering and issuing miscellaneous licences, street trading consents, pest control charges and cleansing and amenity charges.
- 3.2 The fees and charges levied are reviewed annually by the Council, with revisions becoming effective from 1<sup>st</sup> April 2008.
- 3.3 In determining the level of fees to be levied, Local Authorities can take into account all reasonable costs of administration, inspection and enforcement.
- 3.4 The report sets out the financial details relating to Miscellaneous Licences, Cleansing and Amenity charges and Pest Control Charges. Appendix 1, compares the Council's existing charges with those of neighbouring authorities and where applicable national companies. It should be noted that these are the current year's charges, next years proposed fees and charges for neighbouring authorities are not yet known.

## 4. Fees for Miscellaneous Licences detailed below:-

<u>Fees for Miscellaneous Licences</u>	<u>Current Fees</u>	<u>Proposed Fees</u>
a) Animal Boarding Establishments (15)	£165.00	£180.00
b) Riding Establishments Act (11)	£105.00 + vets fee	£115.00 + vets fee
c) Pet Animals Act (11)	£105.00	£115.00
d) Breeding of Dogs Act (3)	£105.00	£115.00
e) Dangerous Wild Animals (2)	£175.00 + vets fee	£185.00 + vets fee

f)	Street Trading Consents (2)	£1,250.00 yearly £380.00 quarterly £80.00 daily	£1,300.00 yearly £390.00 quarterly £85.00 daily
g)	Zoo (1)	£175.00 + vets fee	£185.00 + vets fee
h)	Miscellaneous Charges (Contaminated Land enquiries) (29)	£135.00 inc VAT	£135.00 inc VAT
i)	Acupuncture, Electrolysis, Ear-Piercing, Tattooists (one off fee)	£80.00	£105.00
j)	Sex Shops	£1,200	£1,250.00
k)	Motor Salvage Operators (6)	£80.00	£85.00

### **Pest Control Charges**

#### **Charges - Domestic**

		<b><u>Current Charge £</u></b> <b>(excluding/including VAT)</b>		<b><u>Proposed Charge £</u></b> <b>(excluding/inclusive VAT)</b>	
a)	Insects	£52.35	£61.50	£55.32	£65.00
b)	Insects – Means Tested Benefit (Only applies for fleas, bedbugs, wasps & cockroaches)	£13.62	£16.00	£17.03	£20.00
c)	Wasps nests (Bees - only if risk to public health)	£40.00	£47.00	£40.00	£47.00
d)	Rats and Mice (State Retirement Pension & Means Tested Benefit)	£13.62	£16.00	£17.03	£20.00
e)	Domestic rats & mice	£34.90	£41.00	£42.56	£50.00

#### **Charges - Commercial**

		<b><u>Current Charge £</u></b> <b>(excluding/inc VAT)</b>		<b><u>Proposed Charge £</u></b> <b>(excluding/inc VAT)</b>	
f)	Insects (per hour)	£55.32	£65.00	£59.58	£70.00
g)	Wasps nest	£40.00	£47.00	£40.00	£47.00
h)	Rats and mice (1 <sup>st</sup> Hr + materials)	£57.88	£68.00	£59.58	£70.00
	(subsequent ½ hour)	£21.28	£25.00	£25.54	£30.00
i)	Call out charge (Domestic/ Commercial)	£21.28	£25.00	£21.28	£25.00

- j) Call out charge            £13.62            £16.00            £17.03            £20.00  
(State Retirement Pension & Means Tested Benefit)
- 4.1 Income generated during 2006/2007 for the above Miscellaneous Licence fees and charges amounted to £15,770. There are currently 51 miscellaneous licenses and 2 street trading consent. If the proposed increases are accepted then it is estimated that additional income of approximately £635 would be generated in 2008/2009.
- 4.2 The Dog Warden has been trained in micro-chipping of dogs. As part of responsible dog ownership it proposed that we offer a micro-chipping service to the public. A charge of £20.00 (£17.03 plus Vat) is recommended and the warden will be able to undertake this work whilst carrying out dog warden duties.
- 4.3 Rodents are vectors of disease and the Council has traditionally kept the cost of rodent treatment at a reasonably low level to encourage people to report rodent infestation and protect the public health of the district. Wasp nest charge has not been increased to ensure that wasp treatments remain competitive.
- 4.4 Commercial treatments are negotiable. Much of the commercial income is from contracts and an increase of 3% is proposed with the Environmental Health Team Leader being given delegated authority to vary where appropriate the charges to have regard to market conditions.
- 4.5 During 2006/2007 income derived from the Pest Control charges amounted to £36,109 for treatments and £12,174 from contract income.
- 4.6 If the proposed increases are accepted then it is estimated that additional pest control income, if demand remained the same, of £1,400 would be generated in 2008/2009.
- 4.7 North Wiltshire District Council set its Miscellaneous Fees and Charges earlier than other Councils. The Environmental Health Team Leader will ensure that a copy of the Committees resolution of the Miscellaneous Fees and Charges for 2008/2009 is forwarded to the appropriate Officers in the other District Councils in Wiltshire.

### **Cleansing and Amenities Charges/other hire charges**

4.8 Proposed increase in charges for 2008/2009 for septic tank emptying.

4.9	Details as follows	<b><u>Current Charge £</u></b>	<b><u>Proposed Charge £</u></b>
	Septic tank emptying domestic (per 1000 gallons)	£96.00 (no VAT)	£100.00 (no VAT)
	Septic tank emptying commercial (per 1000 gallons)	£96 + VAT = £112.80	£100.00 + VAT = £117.50

Note: Additional charge of £15.00 to be added to domestic and commercial charges (before VAT added) for each 200 gallons and part there of over 1000 gallons.

Income – Septic Tank Emptying 2006/2007 = £19,556 additional income 2008/2009 with proposed increase = £800 approximately.

Two local cleansing companies currently charge £95 and £98 (per 1000 gallons) for the cleansing of septic tanks.

Commercial hire of Monkton Park Chippenham

2007/2008    £350.00 per day projected income £1.750 (5 days hire)

2008/2009    £400.00 per day projected income £3,200 (8 days hire)

## 5. Financial Implications

The proposed increases would generate around £3,100 additional income in 2008/09 (on the current 2007/08 budget of £87,150), with the following caveats:

- that the demand does not decrease, and

This review ensures that the income is in line with the Medium Term Financial Strategy.

## 6. Community and Environmental Implications

A move to similar fees and charges across the county will be beneficial to all customers using Council services in Wiltshire

## 7 Risk Analysis

No risks are identified in relation to this report.

<b>Appendices:</b>	<ul style="list-style-type: none"><li>• <b>1 - Comparative Fees and Charges 2008/2009</b></li></ul>
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<b>Background Documents Used in the Preparation of this Report:</b>	<ul style="list-style-type: none"><li>• Budget Working Papers</li></ul>
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### Previous Decisions Connected with this Report

<b>Report</b>	<b>Committee &amp; Date</b>	<b>Minute Reference</b>
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**Appendix 1**

**Comparative Fees and Charges: 2008/2009**  
**(Please note neighbouring authorities figures 2007/2008)**

Activity	NWDC £	WWDC £	KDC £	B&NES £
<b>1. <u>Miscellaneous</u></b>				
a) Animal Boarding Establishments	£180.00 + Vet	£180.00	£95.00	£215.00
b) Riding Establishments Act	£115.00 + Vet	£111.00	Vet fee + £25 p/h Officer time	£242.00
c) Pet Animals Act	£115.00	£180.00	£75.00	£215.00
d) Breeding of Dogs Act	£115.00	£180.00	£95.00	£215.00
e) Dangerous Wild Animals Act	£185.00 + Vet	£180.00	Vet fee + £25 p/h Officer time	£215.00
f) Street Trading Consents	£1,300 per annum £390.00 per quarter £85.00	£615.00 (Sat.) £859.00 (Sat + 1day) £249.00 (each additional day)	Not given	£32.00 Sat £16.00 1 day
g) Contaminated land requests	£135.00 inc VAT	£35.00 minimum	£90.00	£60.00
h) Acupuncture, Ear-Piercing, Electrolysis & Tattooists	£105.00	£54.00 (ear piercing only) £150.00 any other	£105.00	£64.00
i) Sex Shops	£1,250.00	£1,220.00	-	-
j) Motor Salvage Operators	£85.00	£70.00	-	£78.00
k) Zoo licence	£185.00	£610.00	N/A	£477.00
<b><u>Pest Control</u></b>				
<b>Wasps</b>	£47.00	£40.00	£58.00	£55.00
<b>Domestic Treatments (insect)</b>	£65.00	£65.00 per hour	£58.00	£55.00
<b>Domestic rats / mice</b>	£50.00	£50.00	£52.00	Free
<b>Means tested benefit request exemptions</b>	£20.00 Inc VAT)	£20.00 charge	½ cost of full treatment	Free
<b>Commercial</b>	£70.00 + mat + VAT	£65.00 per hour inc mat	£76.00 + mat + VAT	£71.00
<b>National Company - £190.00 + VAT = 3 visits</b>				
<b>Local Company - £85.00 / £95.00</b>				