

Time started: 10.00am
Time ended: 10.07am

Community Development, Place and Tourism Cabinet Member Meeting 23 March 2023

Present: Councillor Eyre

In Attendance: Michael Kay – Head of Environmental Protection, Housing Standards, Licensing & Emergency Planning
Nicola Cokayne – Service Manager Environmental Protection
Donna Dowse – Trading Standards Acting Service Manager
Dawn Deakin – Service Manager - Housing Standards

11/22 Apologies

There were no apologies.

12/22 Late Items

There were no late items.

13/22 Declarations of Interest

There were no declarations of interest.

14/22 Minutes of the meeting held on 18 October 2022

The minutes of the meeting held on 18 October 2022 were agreed as a correct record.

15/22 Housing Standards Service Fees and Charges 2023/24

The Cabinet Member considered a report which stated that the housing standards service regularly reviewed their fees and charges and that this was necessary to ensure that:

- Inflationary cost increases are incorporated into the charging structure where applicable.
- Any additional costs (or efficiencies) of providing the service are incorporated.
- Fees and charges reflect the cost of delivering the service and/or charging levels for that sector.

It was noted that the current housing standards service fees and charges for 2022/23 and the proposed housing standards service fees and charges for 2023/24 periods were set out in Appendix 1 of the report.

It was reported that the Council had discretion to set the fees, and that these fees had been reviewed on a cost recovery basis. It was noted that the final column of the table in Appendix 1 set out a narrative for any changes being proposed.

It was reported that the Housing Standards Team were aware of the socio-economic factors for Derby City. The service did offer a discount rate for Houses in Multiple Occupation Licensing when multiple applications were submitted together.

Resolved to approve the housing standards service fees and charges as set out at Appendix 1 of the report.

16/22 Public Protection Service Fees and Charges 2023/24

The Cabinet Member considered a report which stated that as part of the 2023/24 budget preparation, Departments within the Communities and Place Directorate had reviewed their fees and charges. The annual review was necessary to ensure that:

- inflationary cost increases are incorporated into the charging structure where applicable;
- any additional costs (or efficiencies) of providing the service are incorporated; and
- fees and charges reflect the costs of delivering the service and/or charging levels for that sector.

It was noted that the proposed fees and charges for 2023/24 for the Public Protection Service were set out at Appendix 1 of the report.

It was reported that some of the fees were set nationally and could not be changed by the Council. Statutory fees had not yet been confirmed and could potentially increase during the course of the financial year. It was noted that in those cases where the Council had discretion to set the fees, these had been reviewed and that, where relevant, inflation had also been added. It was reported that the final column of the table in Appendix 1 set out a narrative for any changes being proposed.

It was noted that all prices were shown inclusive of VAT where it was applicable, unless explicitly stated otherwise. It was also noted that the fees and charges relating to licensing functions were not included as these were approved separately by the Councils Licensing Committee. It was reported that the fees and charges for housing standards and bereavement services were not included as these were approved separately.

It was reported that since 2012, the Council had operated the national 'Food Hygiene Rating Scheme' (FHRS). Part of the scheme allowed businesses to request a rescore with a view to obtaining a higher score. As this is not a

statutory obligation on the Council, a charge could be levied, which was on a cost recovery basis.

It was noted that any new fees and charges that had been introduced were identified by the information set out in the Comments Column at Appendix 1. These had been introduced following a review of the work being undertaken in the relevant service area. Where, applicable, the fees and charges had been set on a cost recovery basis, and prices had been rounded up to assist customers and staff and to aid marketing.

Resolved:

- 1. to approve the proposed fees and charges for 2023/24 as set out in Appendix 1.**
- 2. to delegate authority to the Service Director for Communities and Place, in consultation with the Cabinet Member for Community Development, Place and Tourism, to agree further changes to fees and charges for the Public Protection Services if appropriate during 2023/24, to ensure the services maximise income generation opportunities and are able to be responsive to other implications for the business, plus ensure cost recovery for the services available.**

17/22 Exclusion of Press and Public

Resolved that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following item on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

18/22 Public Protection Service Fees and Charges 2023/24

The Cabinet member considered exempt information in relation to Public Protection Service Fees and Charges 2023/24.

Resolved to approve the proposed fees and charges for 2023/24.

MINUTES END