

Report sponsor: Samantha Dennis
Report author: Dawn Deakin

Housing Standards Service Fees and Charges

Purpose

- 1.1 The housing standards service regularly reviews its fees and charges. This is to ensure that they reflect the cost of delivering services, take into account comparator rates for these services within the sector where permitted, ensure that inflationary cost increases are taken into account, and that budget income targets are achieved.
- 1.2 The housing standards service fees and charges for the period 2020/21 and 2021/22 are set out at Appendix 1.

Recommendation(s)

- 2.1 To approve the housing standards service fees and charges as set out at Appendix 1.

Reason(s)

- 3.1 To enable the Service to achieve its budgeted costs of providing the service.

Supporting information

- 4.1 The housing standards service regularly review their fees and charges. This is 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.
- 4.2 The housing standards service fees and charges for the 2020/21 and 2021/22 periods are set out at Appendix 1.
- 4.3 The Council has discretion to set the fees and these have been reviewed on a cost recovery basis. The final column of the table in Appendix 1 sets out a narrative for any changes being proposed.

- 4.4 All prices are shown inclusive of VAT where it is applicable, unless explicitly stated otherwise.

Public/stakeholder engagement

- 5.1 No specific activity has taken place. The fees and charges have been set to reflect the income targets for the service area and/or to recover the costs of providing the service.

Other options

- 6.1 Not applicable.

Financial and value for money issues

- 7.1 The fees and charges have been set to reflect the costs of delivering the service.

Legal implications

- 8.1 Increases to fees and charges have only been applied to those items where the Council has the discretion to set fees and charges for the services it provides.

Climate implications

- 9.1 None.

Other significant implications

- 10.1 None.

This report has been approved by the following people:

Role	Name	Date of sign-off
Legal	Olu Idowu	
Finance	Amanda Fletcher	
Service Director(s)	-	
Report sponsor	Samantha Dennis	
Other(s)	Michael Kay	

Background papers:	None
List of appendices:	Appendix 1 – Housing Standards Service Fees and Charges

Housing Standards Service Fees and Charges

Description of Charges	2020/21 (£)	2021/22 (£)	<p>Fees and charges are calculated on cost recovery basis.</p> <p>The charge for a copy of the HMO public register was introduced in 2020/21 as requests for this increased. It reflects officer time and printing costs.</p>
Enforcement Notice	482.00	499.00	
2 nd Enforcement Notice for same property	266.00	276.00	
HMO 5-year licence new	882.00 split into 2 payments (591 & 291)	883.00 split into 2 payments (572 & 311)	
HMO 5-year licence renewal	750 splits into 2 payments (470 & 280)	797 splits into 2 payments (511 & 286)	
HMO 5 yearly licence multiple applications	As above for first then a discount of £100 per additional application thereafter when applied for at same time	As above for first then a discount of £100 per additional application thereafter when applied for at same time	
Copy of complete version of HMO public register	50.00	50.00	