

Report sponsor: Charles Edwards
Report author: Dawn Deakin

Housing Standards Service Fees and Charges 2024/25

Purpose

- 1.1 The housing standards service reviews its fees and charges annually. 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 proposed housing standards service fees and charges for the period 2024/25 are set out at Appendix 1.

Recommendation

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

Reason

- 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 current housing standards service fees and charges for 2023/24 and the proposed housing standards service fees and charges for 2024/25 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 All the fees and charges are discretionary, Where we are performing regulatory functions, the public services directive applies and means we can only set fees to recover our costs.

Climate implications

- 9.1 All of the Housing Standards officers are currently hybrid working with a combination of working from home and office-based working, thereby reducing their travelling time to and from the office, and as a result also reducing their carbon footprint. Officers carry out site visits in accordance with their prescribed duties using their private vehicles. Where practical and available, officers will make use of the electric vehicles provided by the Council. Officers' carefully plan their visits to ensure distances travelled are reduced. Furthermore, if multiple officers are required for a certain operation, they will car share where appropriate.

Socio-Economic implications

- 10.1 The Housing Standards Team are aware of the Socio Economic factors for Derby City. The service do offer a discount rate for Houses in Multiple Occupation Licensing when multiple applications are submitted together– charges detailed in Appendix 1.

Other Significant implications

11.1 None

The following people have approved this report:

Role	Name	Date of sign-off
Legal	Olu Idowu	14.03.24
Finance	Janice Hadfield	19.03.24
Service Director(s)	Charles Edwards	15.03.24
Report sponsor		
Other(s)	Ian Fullagar	15.03.24

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

Housing Standards Service Fees and Charges

Description of Charges	Current 2023/24 (£)	Proposed 2024/25 (£)	<p>Fees and charges are calculated on cost recovery basis.</p> <p>Due to the nature of properties and hazards that we are finding, often there will be more than five hazards found.</p> <p>In order to reflect the additional time, it takes to score and write schedules for these additional hazards an hour has been added.</p> <p>The enforcement notices have now been split into two one charge for up to five hazards and one charge for five hazards or more.</p>
Enforcement Notice for up to five hazards	772.00	830.25	
Enforcement Notice for over five hazards	847.00	911.25	
2 nd Enforcement Notice for same property up to five hazards	472.00	506.25	
HMO 5-year licence new	1,294.00 split into 2 payments (696.33 & 598.01)	1,353 split into 2 payments (804.00 & 549.00)	
HMO 5-year licence renewal	949.00 splits into 2 payments (599.43 & 349.77)	979 split into 2 payments (670.00 & 309.00)	
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	