

Report sponsor: Charles Edwards
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Regulatory Services Fees and Charges 2024/25

Purpose

- 1.1 Regulatory Services annually review their fees and charges. This is to ensure that they reflect the cost of delivering services, consider 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 2024/25 proposed fees and charges for the services are set out in Appendix 1

Recommendation

- 2.1 To approve the proposed fees and charges for 2024/25 as set out in Appendix 1.
- 2.2 To delegate authority to the Service Director for Communities, in consultation with the Cabinet Member for Housing, Property and Regulatory Services to agree further changes to fees and charges for Regulatory Services if appropriate during 2024/25, 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.

Reason

- 3.1 Although most fees are statutory or set at a national level and can only be charged on a cost recovery basis, the fees and charges for discretionary services such as Pest Control help support the Directorate to achieve its budgeted income targets for 2024/25.
- 3.2 To maximise the income potential for the Council whilst maintaining value for money for customers and cost recovery.

Supporting Information

- 4.1 As part of the 2024/25 budget preparation, Departments within the Communities and Place Directorate have reviewed their fees and charges. The annual review 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; and
 - fees and charges reflect the costs of delivering the service and/or charging levels for that sector.
- 4.2 The proposed fees and charges for 2024/25 for Regulatory Services are set out at Appendix 1.
- 4.3 Some of the fees are set nationally and cannot be changed by the Council. Statutory fees have not yet been confirmed and may increase during the course of the financial year. In those cases where the Council has discretion to set the fees, these have been reviewed. Where relevant, inflation has also been added. 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.
- 4.5 The fees and charges relating to licensing functions are not included as these are approved separately by the Councils Licensing Committee.
- 4.6 The fees and charges for housing standards and bereavement services are not included as these are approved separately.
- 4.7 Since 2012, the Council has operated the national 'Food Hygiene Rating Scheme' (FHRS). Part of the scheme allows 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 can be levied, which is on a cost recovery basis.
- 4.8 Any new fees and charges that have been introduced are identified by the information set out in the Comments Column at Appendix 1. These have been introduced following a review of the work being undertaken in the relevant service area. Where, applicable, the fees and charges have been set on a cost recovery basis, and prices have been rounded up to assist customers and staff and to aid marketing.

Public/Stakeholder Engagement

- 5.1 No specific activity has taken place. The proposed 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 proposed fees and charges have been set to reflect the 2024/25 income targets for the service area.

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.

8.2 All other fees for regulatory services can only lawfully be set on a cost recovery basis. See Appendix 1.

Climate implications

9.1 The Pest Control Service currently utilise three vehicles to facilitate delivery of the service. With Climate change in mind the service uses one vehicle which is fully electric, a second is an unleaded vehicle, the third is a hire vehicle which is diesel, this is on a temporary basis while we explore options for a service vehicle. Officers usually work in specific wards of the city and carefully plan their workloads to reduce distances travelled.

9.2 The majority of Regulatory Services 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, then they will car share where appropriate.

Socio-Economic implications

10.1 The Pest Control Service are aware of the Socio-Economic factors for Derby City. The service does not offer specific discounted rates, but all domestic pest control treatments are offered at a reduced charge if the booking is made and paid for on line – charges detailed in Appendix 1.

Trading Standards have considered the socio-economic factors relating to fees and charges. Trading Standards do not charge the public for any services provided. Where fees and charges are stipulated, the majority of these are based on statutory figures and apply to business owners only. These fees and charges cannot be changed.

Non-statutory fees are calculated on a cost recovery basis and again, only apply to business owners.

Other Significant Implications

11.1 None

This report has been approved by the following people:

Role	Name	Date of sign-off
Legal	Olu Idowu	06/03/2024
Finance	Janice Hadfield	20/03/2024
Service Director(s)		
Report sponsor	Charles Edwards	08/03/2024
Other(s)		

Background papers:	None
List of appendices:	Appendix 1 – Proposed Regulatory Services Fees and Charges 2024/25
	Appendix 2 – Confidential report for the proposed Pest Control Service Commercial Fees and Charges 2024/25