


**NORTH LINCOLNSHIRE COUNCIL
OFFICER DECISION NOTICE AND RECORD
(PUBLISHED)**

| | | | |
|--|-------------------------------------|---------------|---|
| 1. DECISION TAKEN | | | |
| To approve the Public Protection fees and charges for 2018/19. | | | |
| EXECUTIVE | <input checked="" type="checkbox"/> | NON-EXECUTIVE | |
| | | | (Please tick either) |
| IS THIS A 'KEY DECISION' ? (see definition overleaf) | | | Yes <input type="checkbox"/> |
| | | | No <input checked="" type="checkbox"/> |
| DOES THIS DECISION RELATE TO EXEMPT INFORMATION? | | | Yes <input type="checkbox"/> |
| | | | No <input checked="" type="checkbox"/> |
| EXEMPT PARAGRAPH REFERENCE (NOT TO BE PUBLISHED) | | | |

| | |
|--|--|
| 2. OFFICER DECISION TAKER | <p>NAME Simon Green</p> <p>POSITION/POST Deputy Chief Executive</p> <p>SIGNATURE</p> <p style="text-align: center;"></p> <p>DATE 04.07.18</p> |
| 3. REASONS FOR THE DECISION (Please ref to any report/minute/background documents attached) | A report presented by the Head of Waste and Public Protection detailing the fees and charges for services within Public Protection and the rationale for any proposed increases for 2018/19. All the fees and charges are detailed in the accompanying Appendix 1. |
| 4. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED (BY DECISION TAKER(S)) | To set alternative fees and charges different to those detailed in the Appendix 1 to the report, or to keep the fees and charges the same with no changes to be made. |
| <i>TO BE COMPLETED BELOW - ONLY WHEN A DELEGATED OFFICER DECISION REQUIRES PRIOR CONSULTATION WITH A MEMBER (LEADER OF THE COUNCIL, CABINET MEMBER/CHAIRMAN OF A COMMITTEE) IN ACCORDANCE WITH THE 'SCHEME OF DELEGATIONS TO OFFICERS' OR DECISION/MINUTE OF COUNCIL/COMMITTEE OR DECISION/MINUTE OF CABINET/CABINET MEMBER.</i> | |
| 5. DECISION REQUIRED TO BE TAKEN IN CONSULTATION WITH RELEVANT MEMBER | <p>COUNCILLOR </p> <p>POSITION </p> <p>SIGNATURE </p> <p>DATE </p> |
| 6. ANY CONFLICT OF INTEREST DECLARED | |

| | |
|---|--|
| <p>BY ANY EXECUTIVE (CABINET) MEMBER (S) CONSULTED, WHICH RELATES TO THE DECISION, OR (NON-EXECUTIVE) – ANY MEMBER OF THE COMMITTEE THAT DELEGATED THE DECISION TAKEN</p> | |
| <p>7. WITH REFERENCE TO 6. ABOVE - HAS ANY DISPENSATION BEEN GRANTED TO THE EXECUTIVE (CABINET) MEMBER? (ONLY APPLIES TO EXECUTIVE)</p> | |

PLEASE REMEMBER TO ATTACH ANY ACCOMPANYING REPORT.

WHEN COMPLETE, PLEASE SEND TO HEAD OF DEMOCRATIC SERVICES, CIVIC CENTRE, SCUNTHORPE FOR PUBLISHING.

(The definitions of a key decision are when an executive decision is likely -

- (i) to result in the Council incurring expenditure or the making of savings (including the receipt or loss of income) over £350,000 in any one financial year; or
- (ii) to be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority).

NORTH LINCOLNSHIRE COUNCIL

DEPUTY CHIEF EXECUTIVE

PUBLIC PROTECTION FEES & CHARGES 2018/19

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To approve the Public Protection Fees and Charges for 2018/19.

2. BACKGROUND INFORMATION

- 2.1 The Public Protection service provides a range of chargeable services to businesses and residents. These services are provided by a number of teams across Public Protection, within Trading Standards and Environmental Health & Housing.
- 2.2 There are a number of functions provided by Public Protection where the fees are set by statute. These have not been included in the report as they don't require approval. For the services where the fees are set by the council it is proper to review the fees and charges to ensure full cost recovery is maintained.
- 2.3 The fees and charges for 18/19 have been subject to an inflationary rise based on when the fees were last reviewed. Advice has been taken from finance on what inflationary factor to apply.

3. OPTIONS FOR CONSIDERATION

- 3.1 **Option 1** – To approve the Public Protection fees and charges in Appendix 1.

4. ANALYSIS OF OPTIONS

- 4.1 **Option 1** – This is the recommended option as it takes into account increases in line with inflation. Without inflationary increases, we are unlikely to maintain a full cost recovery position.

5. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)

- 5.1 **Financial** – Increasing charges in line with inflation will contribute towards the service area being able to manage its budget.

6. OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)

- 6.1 N/A

7. OUTCOMES OF CONSULTATION AND CONFLICTS OF INTEREST DECLARED

7.1 N/A.

8. RECOMMENDATIONS

8.1 To approve the Public Protection fees and charges for 2018-19 as detailed in Appendix 1.

GROUP MANAGER – TRADING STANDARDS & LICENSING

Author: Richard Copley

Date: 3 July 2018

Background Papers used in the preparation of this report

Appendix 1 Public Protection Fees & Charges 18-19

PUBLIC PROTECTION FEES AND CHARGES 2018-19

| ITEM | Vatable Y/N | PROPOSED CHARGE FOR 2018-19 (Ex VAT) | PROPOSED CHARGE FOR 2018-19 (INCLUDING VAT WHERE APPLICABLE) |
|---|-------------|--------------------------------------|--|
| ENVIRONMENTAL HEALTH | | | |
| CCTV Drain or sewer survey - Domestic | | | |
| - Per Hour | Y | £107.00 | £128.40 |
| - Per Day | Y | £534.00 | £640.80 |
| CCTV Drain or sewer survey - Commercial | | | |
| - Per Hour | Y | £106.75 | £128.10 |
| - Per Day | Y | £640.50 | £768.60 |
| Pest control | | | |
| Domestic Rodent (Rats & Mice only) (Benefit) | Y | £53.33 | £64.00 |
| Domestic Rodent (Rats & Mice only) (Non Benefit) | Y | £66.67 | £80.00 |
| Domestic Rats (inside) Single visit to remove live rat (Max 1 visit). | Y | Free | Free |
| Call out fee if pest is found to be bees | | £23.33 | £28.00 |
| Nuisance pests eg Wasps, Ants, Fleas (Benefit) | Y | £40.00 | £48.00 |
| Nuisance pests eg Wasps, Ants, Fleas (Non Benefit) | Y | £50.00 | £60.00 |
| Commercial Pests per visit | Y | £66.67 | £80.00 |
| Food Surrender Certificates | | | |
| - First Hour | Y | £120.00 | £144.00 |
| - Each Additional Hour | Y | £54.00 | £64.80 |
| Food Export/Health Certificates | | | |
| - First Two Hours | Y | £114.17 | £137.00 |
| - Additional charge for the amendment of existing certificates once issued; provision of a duplicate certificate or the provision of a certificate at short notice (required within the same working day) | Y | £54.00 | £64.80 |
| Issue of Exemption Certificate under Illegal Unreported and Unregulated (IUU) Fishing Regulation (EC) No 1005/2008. | N | £22.50 | N/A |
| Food Safety Public Register | | | |
| -Full Copy | N | £193.00 | N/A |
| - Individual Entry | N | £10.00 | |
| - Group of Premises | N | £42.00 | |
| Food Business Advice | | | |
| Three hours package | Y | £175.00 | £210.00 |
| Requested NFHRS Re-score Visit | N | £275.00 | N/A |
| Professional Assistance | | | |
| - Per Hour | Y | £70.00 | £84.00 |
| Environmental Land Search | | | |
| | Y | £70.00 | £84.00 |
| Disclosure of Information | | | |
| - Factual Statement | Y | £119.00 | £142.80 |

| | | | |
|--|---|--------|--------|
| - Copy of Voluntary disclosure papers per page | Y | £0.18 | £0.21 |
| - Admin/preparation per hour | Y | £45.50 | £54.60 |
| - Photographs - each | Y | £4.38 | £5.25 |
| - Photographs - administration | Y | £15.75 | £18.90 |
| - Video | Y | £45.50 | £54.60 |

Private Water Supplies

| | | | |
|--|---|---------|-----|
| Risk Assessment (Each assessment) Reg 8 and 9 Private Distribution Systems and Large Supplies | N | £500.00 | N/A |
| Risk Assessment (Each assessment) Reg 10 Small Supplies | N | £100.00 | |
| Sampling (each visit) Reg 8 and 9 Private Distribution Systems (PDS) and Large Supplies | N | £100.00 | |
| Sampling (each visit) Reg 10 Small Supplies | N | £50.00 | |
| Investigation (each investigation) Reg 8 and 9 Private Distribution Systems and Large Supplies | N | £100.00 | |
| Investigation (each investigation) Reg 10 Small Supplies | N | £50.00 | |
| Granting an authorisation (each authorisation) Reg 8 and 9 Private Distribution Systems and Large Supplies | N | £100.00 | |
| Granting an authorisation (each authorisation) Reg 10 Small Supplies | N | £50.00 | |
| Analysing a sample taken under Regulation 10 (Small supplies and single dwellings) | N | £25.00 | |
| Analysing a sample taken during check monitoring Reg 8 and 9 Private Distribution Systems and Large Supplies | N | £100.00 | |
| Analysing a sample taken during audit monitoring Reg 8 and 9 Private Distribution Systems and Large Supplies | N | £500.00 | |
| Analysing a sample taken during combined audit and check monitoring Reg 8 and 9 PDS and Large Supplies | N | £500.00 | |

Reclaiming of Stray Dogs

| | | | |
|--|---|--------|--------|
| Statutory Fine | N | £25.00 | N/A |
| Reclaim Fee | N | £15.00 | |
| Daily Boarding Fee, 09:00 to 17:30 hrs | N | £19.00 | |
| Daily Boarding Fee, 17:31 to 08:59 hrs | N | £23.00 | |
| Rehoming Fee | Y | | £21.00 |

TRADING STANDARDS

AUTOMATIC INSTRUMENTS

| | | | |
|---|---|--------|--------|
| Automatic discontinuous totalisers | Y | £63.00 | £75.60 |
| Automatic rail weighbridges | Y | £63.00 | £75.60 |
| Automatic catchweighers | Y | £63.00 | £75.60 |
| Automatic gravimetric filling instruments | Y | £63.00 | £75.60 |
| Beltweighers | Y | £63.00 | £75.60 |

NAWI WEIGHING INSTRUMENTS

| | | | |
|-----------|---|--------|--------|
| Upto 15kg | Y | £63.00 | £75.60 |
|-----------|---|--------|--------|

| | | | |
|---|---|---------|---------|
| Over 15kg upto 250kg | Y | £100.00 | £120.00 |
| Over 250kg upto 1000kg (including test weights) | Y | £100.00 | £120.00 |
| Over 1000kg (excluding test weights) | Y | £63.00 | £75.60 |
| Over 1000kg (excluding test weights) - if 2 officers are required | Y | £100.00 | £120.00 |
| MEASURING INSTRUMENTS FOR LIQUID FUEL AND LUBRICANTS | | | |
| Single/Multi outlets | Y | £100.00 | £120.00 |
| ROAD TANKER FUEL MEASURING EQUIPMENT (OVER 100 LITRES) | | | |
| Wet/Dry hose system | Y | £100.00 | £120.00 |
| OTHER EQUIPMENT | | | |
| All other equipment, one officer in attendance | Y | £63.00 | £75.60 |
| All other equipment, one officer in attendance plus assistant | | £100.00 | £120.00 |
| WEIGHT HIRE | | | |
| Hire of 20Kg, 10Kg, 5Kg (M1 - medium accuracy), per tonne | Y | £84.00 | £100.80 |
| BUSINESS ADVICE | | | |
| One hour of Advice | Y | £60.00 | £72.00 |
| Five hour advice bundle | Y | £204.00 | £244.80 |
| <p>Verifications outside of normal working hours incur a surcharge of 50% of the standard hourly rate. Verifications carried out on behalf of Yorkshire and Humber Verification Service outside of North Lincolnshire Council boundaries incur a surcharge of 50% of the hourly rate, plus a mileage rate of 50p per mile will be charged from the base at DN15 6NL to and from the location of the equipment under test</p> <p>Discounts may be given at the discretion of the Divisional Manager, Trading Standards, where quantities permit economies of scale, or where assistance with testing is provided by the submitter over and above that required by law. Surcharges may be made at the discretion of the Divisional Manager, Trading Standards in cases of exceptional difficulty not covered by regulation.</p> | | | |