

## Appendix 7

### Fees and Charges

In January 2021 the Executive agreed the amendments to the fees and charges that the council applies for certain services. As a result of an oversight, the schedule of proposed fees and charges for Environmental Health and Licensing which was approved by the Executive at that time did not reflect all the changes required to these fees. A number of the proposed fees and charges included on the schedule at that time had not been adjusted for inflationary or other cost increases. A fully updated schedule of proposed fees and charges for Environmental Health and Licensing is included as an annex to this paper. The fees and charges which were not previously updated are shown in italics. The Executive is asked to approve this fully revised schedule of fees and charges for Environmental Health and Licensing to be applied for the 2021/22 financial year.

### Recommendation:

That the Executive approve the revised schedule of fees and charges for Environmental Health and Licensing which are to be applied for the 2021/22 financial year.

### Public Protection, Environmental Health, Licensing

Fees and Charges	Fee 20-21 (excl. VAT)	Proposed Fee 21-22 (Excl. VAT)	Actual Increase	% Increase	Statutory/ Discretionary?
<b>Environmental Health, Environmental Protection and Licensing</b>					
Gambling Act Premises	Various	Various			Statutory
<b>Animal Licensing</b>					
Animal Boarding Establishment Licence	£382.50	£392.50	£10.00	2.6%	Discretionary
Pet Shop Licence	£382.50	£392.50	£10.00	2.6%	Discretionary
Riding Establishment Licence	£382.50	£392.50	£10.00	2.6%	Discretionary
Dog Breeding Establishment Licence	£382.50	£392.50	£10.00	2.6%	Discretionary
Dangerous Wild Animals Licence	£382.50	£392.50	£10.00	2.6%	Discretionary
Zoo Licence	£576.00	£595.00	£19.00	3.3%	Discretionary
<b>Skin Piercing, Tattooing, Acupuncture, Electrolysis etc.</b>					
Registration Fee	£104.00	£107.50	£3.50	3.4%	Discretionary
Registration of Premises	£156.00	£160.00	£4.00	2.6%	Discretionary
<b>Scrap Metal</b>					
<i>Variation of scrap metal dealers licence type Collector - Dealer</i>	£208.00	£213.00	£5.00	2.4%	Discretionary
<i>Variation of scrap metal dealers licence - Admin, change of name or replacement</i>	£104.00	£106.20	£2.20	2.1%	Discretionary
<i>Scrap metal dealers site</i>	£474.50	£487.00	£12.50	2.6%	Discretionary
<i>Scrap metal collectors licence</i>	£280.50	£287.50	£7.00	2.5%	Discretionary
<b>Street Trading consent charges are as follows:-</b>					
<i>12 month period</i>	£1,165.00	£1,197.00	£32.00	2.7%	Discretionary
<i>6 month period</i>	£581.50	£597.00	£15.50	2.7%	Discretionary
<i>3 month period</i>	£291.00	£299.00	£8.00	2.7%	Discretionary
<i>1 month period</i>	£163.50	£168.00	£4.50	2.8%	Discretionary
<b>Table and Chairs consent charges are as follows:-</b>					
<i>12 month period</i>	£15.80	£15.80	£0.00	0.0%	Discretionary
<i>Pavement licences - per chair up to max. £100 (licences cannot extend beyond 30/09/2022)</i>	New	£15.80			Statutory
<b>Private Hire and Hackney Carriage DRIVER Fees and Charges</b>					
<i>Grant of Licence 1 Year</i>	£116.50	£119.50	£3.00	2.6%	Discretionary
<i>Grant of licence 3 Years</i>	£193.00	£198.00	£5.00	2.6%	Discretionary
<i>Renewal of existing licence 1 year</i>	£98.00	£100.50	£2.50	2.6%	Discretionary
<i>Renewal of existing licence 3 years</i>	£170.00	£174.50	£4.50	2.6%	Discretionary
<i>DBS (was CRB) check and DVLA check</i>	£50.00	£51.00	£1.00	2.0%	Discretionary
<i>Knowledge Test</i>	£25.50	£26.00	£0.50	2.0%	Discretionary

<i>Re take of Knowledge test</i>	£25.50	£26.00	£0.50	2.0%	Discretionary
<i>Cost of badge/ replacement badge</i>	£25.50	£26.00	£0.50	2.0%	Discretionary
<i>Cost of replacement paper licence</i>	£10.70	£11.00	£0.30	2.8%	Discretionary
<i>Disability and Safeguarding Awareness Training</i>	£50.00	£50.00	£0.00	0.0%	Fee set by OCC
<i>English Testing</i>	£41.00	£42.00	£1.00	2.4%	Discretionary
<b>Hackney Carriage VEHICLE Fees and Charges</b>					
<i>Grant of licence</i>	£298.00	£305.50	£7.50	2.5%	Discretionary
<i>Renewal of existing licence</i>	£258.00	£265.00	£7.00	2.7%	Discretionary
<i>Replacement licence plate</i>	£20.40	£21.00	£0.60	2.9%	Discretionary
<i>Replacement bracket</i>	£20.40	£21.00	£0.60	2.9%	Discretionary
<b>Change of vehicle only</b>	£112.30	£115.00	£2.70	2.4%	Discretionary
<i>Transfer of licensee only</i>	£57.00	£58.50	£1.50	2.6%	Discretionary
<i>Change of vehicle and licensee</i>	£42.00	£43.00	£1.00	2.4%	Discretionary
<b>Private Hire VEHICLE Fees and Charges</b>					
<i>Grant of new licence</i>	£270.00	£277.00	£7.00	2.6%	Discretionary
<i>Renewal of licence</i>	£250.00	£256.00	£6.00	2.4%	Discretionary
<i>Internal Plate Replacement</i>	£10.20	£10.50	£0.30	2.9%	Discretionary
<i>Plate or bracket replacement</i>	£20.40	£21.00	£0.60	2.9%	Discretionary
<i>Cost of replacement paper licence</i>	£10.70	£11.00	£0.30	2.8%	Discretionary
<i>Change of vehicle only</i>	£102.00	£104.50	£2.50	2.5%	Discretionary
<i>Transfer of licensee only</i>	£56.00	£57.50	£1.50	2.7%	Discretionary
<i>Change of vehicle and licensee</i>	£127.00	£130.00	£3.00	2.4%	Discretionary
<b>Private Hire OPERATOR Fees and Charges</b>					
<i>Operator's Licence (one vehicle only) - 1 year</i>	£143.00	£147.00	£4.00	2.8%	Discretionary
<i>Operator's Licence (one vehicle only) – 5 year</i>	£132.60	£136.00	£3.40	2.6%	Discretionary
<i>For each additional vehicle</i>	£20.40	£21.00	£0.60	2.9%	Discretionary
<b>Sex Establishment Venue</b>					
<i>Application</i>	£1,588.00	£1,630.00	£42.00	2.6%	Discretionary
<i>Renewal</i>	£1,052.00	£1,080.00	£28.00	2.7%	Discretionary
<i>Contaminated land enquiry (charge per hour or part thereof)</i>	£67.50	£70.00	£2.50	3.7%	Discretionary
<b>Health Protection</b>					
<i>Food Export/Hygiene Certificates</i>	£110.00	£115.00	£5.00	4.5%	Discretionary
<i>Food Hygiene Rating Scheme Rescore Visit</i>	£276.00	£285.00	£9.00	3.3%	Discretionary
<i>Food Surrender Certificates</i>	£123.50	£127.00	£3.50	2.8%	Discretionary
<i>Copies of Food Premises Register (a) Single Entry</i>	£3.75	£4.00	£0.25	6.7%	Discretionary
<i>Copies of Food Premises Register (b) Full Register</i>	£320.00	£330.00	£10.00	3.1%	Discretionary
<i>Factual Statements for Civil Proceedings</i>	£155.00	£160.00	£5.00	3.2%	Discretionary
<i>Reports provided under the Environmental Information Regulations</i>	£155.00	£155.00	£0.00	0.0%	Statutory
<b>Water Sampling</b>					
<i>Large/Commercial use supplies (each assessment at £68/hour capped at £500)</i>	£500.00	£500.00	£0.00	0.0%	Statutory

Risk assessment (each assessment at £68/hour	£500.00	£500.00	£0.00	0.0%	Statutory
Sampling (each visit)	£100.00	£100.00	£0.00	0.0%	Statutory
Investigation	£100.00	£100.00	£0.00	0.0%	Statutory
Granting an authorisation	£100.00	£100.00	£0.00	0.0%	Statutory
Analysing a sample:					
Taken under regulation 10	£25.00	£25.00	£0.00	0.0%	Statutory
Taken during Check monitoring	£100.00	£100.00	£0.00	0.0%	Statutory
Taken during Audit monitoring	£500.00	£500.00	£0.00	0.0%	Statutory
<b>Water Sampling Fees:</b>					
Lab Fees (Depending on criteria)	£85.50	£85.50	£0.00	0.0%	Discretionary
Pools (basic swimming pool test)	£32.50	£33.50	£1.00	3.1%	Discretionary
Sampling and admin cost recovery hourly rate	£44.00	£45.00	£1.00	2.3%	Discretionary
Courier charge	£32.50	£33.50	£1.00	3.1%	Discretionary
<b>Health Protection - Food Safety</b>					
<b>Level 2 Food Safety in Catering Course</b>					
Taught Course	£74.00	£76.00	£2.00	2.7%	Discretionary
Taught - Voluntary Groups	£43.00	£44.00	£1.00	2.3%	Discretionary
Taught - Unemployed	£43.00	£44.00	£1.00	2.3%	Discretionary
E-learning (all level 2 courses)	£25.00	£25.00	£0.00	0.0%	
Level 2 Personal license Holder elearning and invigilated exam	£82.00	£82.00	£0.00	0.0%	
Invigilated exam resit	£26.00	£26.00	£0.00	0.0%	
Level 3 Food Hygiene Course Taught Course	£295.00	£295.00	£0.00	0.0%	
Cost recovery - Commercial & Business Support					
Basic cost recovery (qualified officer)	£69.50	£71.50	£2.00	2.9%	Discretionary
Full cost recovery (qualified officer)	£76.50	£79.00	£2.50	3.3%	Discretionary
Mileage cost per mile	£0.45	£0.45	£0.00	0.0%	Discretionary
Strive for 5	£250.00	£260.00	£10.00	4.0%	Discretionary
SFBB Packs (without diary)	£15.25	£16.00	£0.75	4.9%	Discretionary
SFBB 48 week diary refills	£14.50	£15.00	£0.50	3.4%	Discretionary
SFBB Pack with 48 week diary refill	£24.00	£25.00	£1.00	4.2%	Discretionary
<b>Mobile Home Sites Fees</b>					
New Application					
1 to 10 pitches	£300.00	£308.00	£8.00	2.7%	Discretionary
11 to 30 pitches	£440.00	£452.00	£12.00	2.7%	Discretionary
31 to 99 pitches	£570.00	£586.00	£16.00	2.8%	Discretionary
100 or more pitches	£710.00	£730.00	£20.00	2.8%	Discretionary
Annual Fee					
1 to 10 pitches	£235.00	£241.00	£6.00	2.6%	Discretionary
11 to 30 pitches	£300.00	£308.00	£8.00	2.7%	Discretionary
31 to 99 pitches	£370.00	£380.00	£10.00	2.7%	Discretionary
100 or more pitches	£440.00	£452.00	£12.00	2.7%	Discretionary
Transfer/amendment	£166.00	£170.00	£4.00	2.4%	Discretionary
Replacement paper licence	£11.00	£11.30	£0.30	2.7%	Discretionary
Lodging rules	£57.00	£58.50	£1.50	2.6%	Discretionary
<b>Environmental Enforcement</b>					
Unwanted vehicle	£32.40	£33.25	£0.85	2.6%	Discretionary
Rats & Mice, Per consultation - 3 visits (free of charge to residents who are 60 years of age and over)	£53.40	£55.00	£1.60	3.0%	Discretionary
Fleas, cockroaches ants, carpet beetles, and other household insects	£59.40	£61.00	£1.60	2.7%	Discretionary
Bedbugs	£91.80	£94.50	£2.70	2.9%	Discretionary
Wasps Nests	£53.40	£55.00	£1.60	3.0%	Discretionary
Fine for stray dogs	£148.00	£159.95	£11.95	8.1%	Discretionary
Kennel Costs (per day/part of)	£19.95	£19.95	£0.00	0.0%	Discretionary