


<div><div><div>CARLISLE CITY COUNCIL</div><div></div></div><div>REPORT TO EXECUTIVE</div><div>www.carlisle.gov.uk</div></div>			
<b>PORTFOLIO AREA: ENVIRONMENT, INFRASTRUCTURE &amp; TRANSPORT</b>			
<b>Date of Meeting:</b>		4 November 2003	
<b>Public</b>			
<b>Key Decision:</b>		Yes	<b>Recorded in Forward Plan:</b> Yes
Inside Policy Framework			

**Title:** CHARGES REVIEW REPORT 2004/05 –  
ENVIRONMENTAL PROTECTION SERVICES

**Report of:** Head of Environmental Protection Services

**Report reference:** EPS.77/2003

**Summary:**

This report sets out the proposed fees and charges for areas falling within the responsibility of the Environmental Protection Services Business Unit.

**Recommendations:**

The Executive is asked to agree the charges as set out in the report with effect from 1 April 2004.

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## CITY OF CARLISLE

To: The Executive EPS.77/03

4 November 2003

### REVIEW OF CHARGES 2004/05 –

### ENVIRONMENTAL PROTECTION SERVICES

#### 1. BACKGROUND

1.1 Each Service Manager is required to carry out an annual review of fees and charges.

1.2 This report proposes the review of charges within the Environmental Protection Services Business Unit in respect of charges detailed in paragraph 4.1. The report has been prepared in accordance with the principles recently approved under the Council's Corporate Charging Policy.

1.3 The charges, which have been reviewed, are addressed separately below.

#### 2. CORPORATE CHARGING POLICY

1. The Corporate Charging Policy, which was approved by the Executive on 07 July 2003, sets out three basic principles to underpin the City Council's policy for reviewing charges.

- A Corporate Approach – to help the delivery of the Council's corporate objectives and to address strategic and cross cutting themes between departments.
- Consistent Concessions – to clarify the basis by which the Council subsidises services and activities and to identify which citizens should benefit from the subsidies.
- Income Targets – to raise income from services where this is appropriate. This should include consideration of charging for services where this is not currently the case. Where charges for services are made they should be cognisant of the costs where appropriate. For 2004/05 each service has been given a corporate target for income generation of a minimum of 3.5%, i.e. an additional 1% increase over and above the assumed retail price index.

1. In addition, the policy recognises that each Service is different, and requires Service Managers to develop specific principles for their particular service or clients groups, but within the parameters of the three main principles.

#### 1. CHARGES

##### 1. Licensing:

Licensing income covers an extremely wide range of functions for which the Council is the responsible authority. The current principal functions relate to the issue of licences for Hackney Carriages, Public Entertainment, Street Trading, Door Supervisors, Theatres, Cinemas, Auctioneers and Sex Establishments. A review of current charges has identified that an increase of 5% for all licence fees can be undertaken in 2004/05 without compromising the Council's position as a fair charging authority. The increase is justified to cover the additional administrative work having to be undertaken to address the major changes which are taking place within Licensing functions of local authorities. Many of the charge alterations will be directly affected by

the transfer of Liquor Licensing to local authorities, which are scheduled for 2004. The Government has identified that the transfer will be self funded through the proposed scale of charges for Licensing which will be set nationally. However until these are announced an exact forecast of future income for this area is not possible.

## 2. Bereavement Services:

The fee increases follow the proposals laid out in the approved Business Plan which identifies that income must increase above inflation in order to reduce the subsidy on the service as approved by Council on 17<sup>th</sup> July 2003 as part of the Best Value Review Action Plan for Bereavement Services. The scale of increase will ensure that the charges for Bereavement Services more accurately reflect the charges of other authorities and private sector providers. Both cremators will have to be renewed within the next 5 years and it is proposed that one be renewed in 2006/07 and the second in 2008/09. Current renewal costs for a cremator are approximately £200,000.

## 3. Special Collections of Household Waste

At present the Council collects all items of bulky household waste free of charge. In common with all other local authorities there has been a significant expansion in demand for this service and as a result the refuse collection budget overspent by £30,000 in the last financial year. The level of demand for such collections has continued in this year and a potentially larger overspend is forecast for this year. The increase is in part due to the well publicised problems relating to fridges and freezers and also the current economic climate which appears to be encouraging householders to renew furniture and carpets at a greater rate than previously. Many authorities have introduced charges for the service and although a marginal increase in fly tipping has been noted the costs of clearance are more than offset by the revenue. It is proposed that a standard charge of £15 per collection be introduced which could realise up to £125,000 per year, taking into account any additional costs for fly tipping. Not only would this charge remove the current budget deficit it would assist in meeting the revenue implications associated with the Council's expansion of the kerbside recycling schemes and would raise public awareness of the true costs of waste disposal. This is seen as an important element in the Government's desire to see local authorities promote waste minimisation in their areas.

## 4. Public Health Charges

This area is comprised of many different licences and fees covering Animal Boarding, Dangerous Wild Animals, Pet Shops, Dog Breeding, Skin Piercing Activities, certain food processes and authorisations under the Environmental Protection Act. It is proposed that all licences be increased by 3.5% where the Council is able to set the fee however a number are adjusted nationally, such as the Environmental Protection Act authorisations, and details of proposed national charges are not yet available. For the purposes of this report it is assumed that the Environmental Protection Act fees will also rise by 3.5%.

## 5. Pest Control Charges

Charges are proposed to increase by 3.5% for all services. Members may however wish to consider a change to the present concessions offered for pest control in that pensioners currently receive all services free of charge. The introduction of a 50% as opposed to 100% concession would increase overall income however the identified additional income in paragraph 4.1 only

relates to a 3.5% increase in current charges. Currently a substantial element of the Pest Control income is derived from services in CHA properties, the agreement for these expires in March 2004. Should CHA decide to terminate or alter the extent of the service this will have a significant impact on the income forecast necessitating a review of the overall pest control service.

## 6. Hostel fees.

An overall increase of 3.5% for all hostel fees is proposed.

## 1. SUMMARY OF INCOME GENERATED

### 4.1

Service Area	Original Estimate 2003/04 £	Estimate 2004/05 £	% Increase
A Licensing	120,550	126,580	
B Bereavement Services	817,420	919,600	
C Special Collections	N/A	N/A	
D Pest Control	52,300	54,130	
E Hostel Charges	414,000	428,490	
F Public Health Charges	5,030	5,210	
G Environmental Prot. Act	23,880	24,720	
Total	1,433,180	1,558,730	17.5

## 2. CONSULTATION

### 5.1 Consultation to Date -

This report has been considered by CMT and SFPG and their comments have been incorporated into the report.

### 5.2 Consultation Proposed -

Overview and Scrutiny as part of the budget process.

## 3. RECOMMENDATIONS

The Executive is asked to agree the charges as set out in the report with effect from 01 April 2004.

#### 4. REASONS FOR RECOMMENDATIONS

To ensure that the City Council's Corporate Charging Policy is complied with.

#### 5. IMPLICATIONS

- Staffing/Resources – N/A
- Financial – Included in the report
- Legal – N/A
- Corporate – The report has been considered by CMT and SFPG and their comments have been incorporated.
- Risk Management – The major risk to this Charges Review is the heavy reliance on income from fees and charges which reflect past and present experience of economic and customer activities. Any significant slowdown or economic recession would likely impact on projected income and would result in budget bids for future years.
- Equality Issues – N/A
- Environmental – N/A
  
- Crime and Disorder – N/A

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