

# **Proposed Decision to be made by the Portfolio Holder for Fire & Rescue and Community Safety on or after 15 March 2019**

## **Approval for Increasing Fees and Charges within Environment Services**

### **Recommendation**

That the Portfolio Holder for Fire & Rescue and Community Safety approves the increases in fees and charges as set out in the report.

### **1.0 Introduction**

- 1.1 It is a requirement of the County Council's Constitution that Portfolio Holders approve increases to fees and charges on behalf of the County Council.
- 1.2 It is the County Council's practice that all fees and charges are increased each year by at least the rate of inflation. In calculating charges for the year 2019/2020, the aim has been to achieve an overall increase in income matching an inflation rate of 2%, except where particular circumstances (need for greater cost recovery, new chargeable activity etc.) warrants a different level of increase or decrease in relation to a specific type of charge.
- 1.3 This report seeks such approval in relation to the increases in fees and charges within Environment Services relating to the Fire & Rescue and Community Safety Portfolio for 2019/20.

### **2.0 Increases in Fees, Charges and Licences within Trading Standards**

- 2.1 Please see Appendix 1 attached which details the proposed fees and charges for 2019/20 which relate to the Trading Standards Service.

### **Background Papers**

None

### **Appendix**

Appendix – Trading Standards Fees and Charges 2019-2020

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This report was circulated to the following members prior to publication

Councillors Cockburn, Phillips, Singh Birdi, Crump, Shilton, Timms, Fradgley, Roodhouse, Chilvers, O'Rourke, Boad

# **ANNUAL UPDATE TO TRADING STANDARDS FEES & CHARGES FOR 2019/2020 (v2)**

## **1.0 Introduction**

1.1 It is the County Council's practice that fees and charges are increased each year by at least the rate of inflation. In calculating charges for the year 2019/2020, an inflation rate of 2.0% has generally been used.

## **2.0 Rationale in application of inflation**

2.1 The public weighbridge fees, are not increased every year in order to avoid inconvenience for customers caused by small coinage. This means that such fees are held over, but are then periodically increased above inflation.

2.2 The fees for local authority reference meter tests have not been increased due to the financial pressure local authorities are facing and the risk of losing customers outweighing the benefit of any increase in fees.

## **3.0 Changes for 2019/2020**

3.1 The hourly rate for officer time for statutory verification and business advice provision has been re-calculated following national guidance issued by the Association of Chief Trading Standards Officers (ACTSO). Each year ACTSO issues guidance to local Trading Standards Services on calculating appropriate fees & charges that reflects salary levels, plus all the necessary on-costs for the delivery of such a service (including training, management, administration, infrastructure, transport and equipment). This is the first year that the Service proposes to adopt this guidance to bring its' fees & charges in line with other Trading Standards Services nationally & it has resulted in an increase of approximately 6.8% on the comparable fees for 2018-19. It is likely that these fees will increase in line with inflation in future years.

3.2 Test fees for statutory verification of liquid fuel measuring instruments and non-automatic weighing instruments have been replaced by hourly rates for officer time to ensure consistency across all types of statutory verification. Day and half day rates for officers have been replaced by the hourly fee.

3.3 The law allows multi-year explosives & petroleum licences to be purchased by businesses and the applicable fees have been included.

3.4 The fee for a licence to sell fireworks all year round has been included.

## **4.0 Conclusion**

The changes to the Trading Standards' Fees & Charges for 2019-20 should allow the appropriate maintenance of income reflecting the additional costs incurred due to inflation.



## Trading Standards Service

### Fees and Charges: 2019/2020

Notes:

- 1) Where work is carried out outside normal hours (Monday to Friday 8am – 5pm), the fee will be increased by 25% (50% for work undertaken on Sunday or Bank Holiday).

### **Statutory Verification**

**Fees for the purpose of Section 11(5) of the Weights and Measures Act 1985**

**Fees for the Purpose of S76(a) and S76(b) of the Weights & Measures Act 1985**

**VAT is chargeable**

**Inspector Hourly Fee (minimum charge of 30 mins) £57.00**

**Inspector plus assistant hourly fee (minimum charge of 30 mins) £94.00**

**Please note that where a verification is outside of Warwickshire travel time and travel costs will be charged.**

#### **Passing as fit for use for trade:**

- Weighing Machines
- Linear Measures
- Liquid fuel measuring instruments (not exceeding 100 litres)
- Non Automatic Weighing Instruments \*
- Capacity Measures
- Weights
- Cubic Measures
- Intoxicating Liquor Measures
- Automatic Weighing Machines including beltweighers
- Railweighers
- Discontinuous Totalisers
- Road Tanker Meters
- *Any other measuring equipment or associated ancillary testing*

*\* Additional fee payable if WCC supplies Weighbridge Test Unit / Block Weights*

### **Public Equipment**

**Fees for the purpose of S19(3) of the Weights & Measures Act 1985**

<b>Public Weighbridge</b>	<b>Fixed Fee</b>
• First Weighing (£10 inc VAT)	£8.33
• Each additional weighing whilst on the bridge (£5 inc VAT)	£4.17

**Statutory Licensing**  
**VAT is not chargeable**

\*\* The fees below are stipulated by law, and may change after April 2019 \*\*

The following licensing fees are set by law, unless otherwise stated

**EXPLOSIVES**

**Application required by the Explosives Regulations 2014**

Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance greater than 0 metres	<b>1 year</b>	<b>£185</b>
	<b>2 years</b>	<b>£243</b>
	<b>3 years</b>	<b>£304</b>
	<b>4 years</b>	<b>£374</b>
	<b>5 years</b>	<b>£423</b>
Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	<b>1 year</b>	<b>£86</b>
	<b>2 years</b>	<b>£147</b>
	<b>3 years</b>	<b>£206</b>
	<b>4 years</b>	<b>£266</b>
	<b>5 years</b>	<b>£326</b>
Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	<b>1 year</b>	<b>£109</b>
	<b>2 years</b>	<b>£141</b>
	<b>3 years</b>	<b>£173</b>
	<b>4 years</b>	<b>£206</b>
	<b>5 years</b>	<b>£238</b>
Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	<b>1 year</b>	<b>£54</b>
	<b>2 years</b>	<b>£86</b>
	<b>3 years</b>	<b>£120</b>
	<b>4 years</b>	<b>£152</b>
	<b>5 years</b>	<b>£185</b>

**Licence variation**

Varying the name of licensee or address of site	<b>£36</b>
Any other kind of variation	<b>The reasonable cost to the licensing authority of having the work carried out</b>
Transfer of licence	<b>£36</b>
Replacement of licence if lost	<b>£36</b>
<b>Application for licence to sell fireworks all year round under the Fireworks Regulations 2004</b>	<b>£500</b>

## **PETROLEUM**

### **Applications required by Petroleum (Consolidation) Regulations 2014**

#### **Regulation 6**

Storage certificate, where premises to be used to store petrol of a quantity –

Not exceeding 2,500 litres

**£44.00 for each year of certificate**

Exceeding 2,500 litres but not exceeding 50.000 litres

**£60.00 for each year of certificate**

Exceeding 50,000 litres

**£125.00 for each year of certificate**

#### **Regulation 14**

Licence to keep petrol of a quantity -

Not exceeding 2,500 litre

**£44.00 for each year of licence**

Exceeding 2,500 litres but not exceeding 50,000 litres

**£60.00 for each year of licence**

Exceeding 50,000 litres

**£125.00 for each year of licence**

Petroleum Information Request

**£76.50**

(this fee is set by Warwickshire County Council and is not covered by the above legislation)

## **Business Advice**

### **Primary Authority**

VAT is not chargeable

Officer Hourly Fee (Minimum charge of 15 minutes (£14.25)) £57.00

### **Business Advice (outside Primary Authority)**

VAT is chargeable

Officer hourly fee £57.00 plus VAT

### **Miscellaneous**

VAT may apply depending on the nature of the activity

**Officer Hourly Fee** £57.00

#### **Covering:**

- Investigation Costs
- Report Preparation
- Court Attendance
- Consultation
- Agriculture Act Sampling
- *Any other activity (not including metrology)*



## Calibration Services – [Section 74(4)]

### VAT is chargeable

#### Miscellaneous Section 74

Cost per hour <i>General request testing, equipment and goods (e.g. weigh pads, block weights)</i>	<b>£90.00</b>
Minimum Charge	<b>£30.60</b>
Pressure gauges (each)	<b>£33.66</b>
Pressure gauges – Local Authority (each)	<b>£46.92</b>
Hoses (each)	<b>£33.66</b>
Thermometers/Temperature Gauges (each)	<b>£80.58</b>
Trailer Servicing	<b>£128.02</b>
Steam cleaning trailer	<b>£64.26</b>
Petrol Measures – Vianet Fuel Solutions only – per measure	<b>£25.50</b>
Repairs to flowmeters– Aljac only – per hour	<b>£80.58</b>
Supply of sight glasses for Hartle petrol measures -20/10L or 5L – each	<b>£31.62</b>
Supply of set of gaskets for Hartle petrol measures (2 per set)	<b>£9.18</b>
Postage & Packing for above - per consignment	<b>£15.30</b>

#### Weights

Traceable Metric	<b>£11.22</b>
Traceable Imperial/ Newton	<b>£13.26</b>
Weight cleaning – per weight	<b>£7.65</b>
Adjustment	<b>50%</b>
UKAS Metric	<b>£15.81</b>
UKAS Imperial/Newton	<b>£17.85</b>
Adjustment	<b>50%</b>

#### Water Meter Measuring Systems

Cost per Hour	<b>£90.00</b>
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#### Weight Hire

Large Weights (250kg+) per weight – Cost per day	<b>£9.18</b>
<i>Minimum charge per day</i>	<b>£30.60</b>
Hand Weights (>20kg) per tonne – Cost per day	<b>£30.60</b>
<i>Minimum charge per day</i>	<b>£30.60</b>

## **Bulk Meter Testing (Hydrocarbons) Section 74**

### **UKAS Meter Laboratory**

Kerosene & Gas Oil (per hour, plus VAT)	<b>£112.20</b>
SBP 11 (per hour, plus VAT)	<b>£163.20</b>

### **Charges for Local Authorities Only**

2 year test reference (each liquid, plus VAT)	<b>£995.00</b>
6 month test reference flowmeter (each liquid, plus VAT) (or hourly rate for restricted test)	<b>£295.00</b>
Pre Calibration Meter Service (plus VAT)*	<b>£90.00 per hour</b>
*Minimum charge of one hour	