
Public Protection Partnership Statement of Fees and Charges Methodology - Summary Report

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| Committee considering report: | Joint Public Protection Committee |
| Date of Committee: | 12 th June 2018 |
| Date agreed by Joint Management Board: | 18 th May 2018 |
| Report Author: | Julia O'Brien |

1. Purpose of the Report

At the JPPC meeting in December 2017 members agreed that proposals on an aligned set of fees and charges be presented to this meeting. Detailed work was to be undertaken with a view to implementing the cost recovery model from 2019/20. Cost recovery would involve a consistent assessment of the time undertaken on different activities and services and then multiplying that with the hourly rate.

Members recognised the detailed level of work that this would require and it was suggested that taxi licensing be made a priority.

The report, attached Appendix A, sets out the proposed methodology to amalgamate the fees and charges across the PPP, based on the Local Government Association published guidance of principles of how the charges may be calculated and the local intricacies of the authority areas.

The outcome of this work, would then be presented to the three Licensing Committees to consider implementing. This could result in different rates being set in different areas but each local authority could decide to subsidise any particular licence to seek to address any local concerns.

2. Recommendation(s)

2.1 It is recommended that the Committee approve the Fees and Charges methodology and resolve that:

- a)** The methodology set out in Appendix A be adopted with regard to the setting of PPP wide fees based on full cost recovery;

3. Implications

- 3.1 Financial:** The fees and charges cover all work undertaken as part of the core work by the PPP that attracts a fee or charge. The fees set are either prescribed, in the case of those

issued under the Licensing Act 2003 and Gambling Act 2005, or discretionary, for example taxis and private hire, animals, street trading, which are based on the cost recovery model. The methodology described in Appendix A will form the basis of a PPP fee for all the licences and will include the efficiencies that economies of scale provide working with other authorities as part of shared working arrangements.

- 3.2 Policy:** It is a key responsibility of the Joint Committee to set the methodology for fee setting of the service. Detail of the proposed methodology is set out in Appendix A to this report.
- 3.3 Personnel:** There are no specific personnel issues arising out of this decision.
- 3.4 Legal:** The process of fee setting is provided for under The Local Government Act 2003 which provides powers for all Local Authorities to charge as well as specific pieces of legislation covering the wide range of the licensing regime. Functions delegated to the Joint Committee by the Councils have their basis in statute. Some of these fees are prescribed in the respective legislation others are able to be set by the local authority based on cost recovery.
- 3.5 Risk Management:** The failure to set the correct justifiable fee could result in a challenge to the fees or inability to undertake the required processes due to lack of resource from the fee not set high enough. The fees must be appropriately documented to ensure they can be justified and are appropriate – this is supported by the detailed methodology.
- 3.6 Property:** Nothing specifically arising from these proposals. It is recognised however that local delivery remains a high priority.
- 3.7 Other:** None

4. Other options considered

None, the methodology laid out in Appendix A considers all fee and charges inclusions

5. Executive Summary

The report attached as Appendix A sets out the LGA guidance which aims to help councils understand the full breadth of issues that should be considered when setting local licence fees in order to meet legal obligations and provide the necessary reassurances to local businesses together with a proposed way forward of allocating the fees and charges for the PPP

6. Conclusion

6.1 The proposed methodology sets out the fee setting process for the PPP in line with the LGA guidance and legislative requirements.

Appendices

Appendix A – Supporting Information

Appendix B – Equalities Impact Assessment

Background Papers: LGA Guidance

PPP Strategic Aims and Priorities Supported:

The proposals will help achieve the following Public Protection Partnership aims as stated in the Inter Authority Agreement:

- 1 – Community Protection**
- 2 – Protecting and Improving Health**
- 3 – Protection of the Environment**
- 4 – Supporting Prosperity and Economic Growth**
- 5 – Effective and Improving Service Delivery**

Officer details:

Name: Julia O'Brien

Job Title: Team Manager – Licensing

Tel No: 01635 519849

E-mail Address: julia.obrien@westberks.gov.uk
