

PART I

**13. ENVIRONMENTAL PROTECTION FEES AND CHARGES  
(DCES)**

***Appendix A to this report is NOT FOR PUBLICATION because it deals with information relating to the financial or business affairs of any particular person (including the authority holding that information)(paragraph 3 of Schedule 12A)***

**1 Summary**

1.1 To recommend to Members the Environmental Protection fees and charges for 2019/20.

**2 Details**

2.1 As part of the Council's strategic, service and financial planning process for 2019/20, the Policy & Resources Committee approved (Minute No PR 20/18 refers) the assumption for services to factor into their forecasts a 2.5% increase in all fees and charges that are not set by statute. However, Heads of Service would need to take account of demand, affordability and vulnerability.

2.2 The Committee is asked to agree or note the following changes to fees and charges:

**2.3 Trade Refuse & Recycling**

2.3.1 The current fees and charges for trade refuse collections are shown in Appendix A, which is on the agenda under Part II and are included for comparison purposes with the proposed increases, which are of a commercially confidential nature.

2.3.2 Since this time last year Direct Debits have been introduced with approximately 100 businesses currently signed up to pay via this method, although this changes on an on-going basis. Further work is being undertaken to encourage more businesses to sign up to e-Doc, an electronic duty of care system.

2.3.3 Officers are recommending increasing the six-monthly trade waste and recycling collection prices by 2.5%, shown in Appendix A, although the return fee, administration fee and fee to return on a different day are recommended to stay the same as for 2018/19.

2.3.4 This results in an annual increase to the budgets for trade waste of (£17,560).

**2.4 Flats**

2.4.1 The prices for contaminated bins in flats were increased significantly last year. Therefore this year officers propose the 2.5% increase only, shown in Appendix B (section 1).

**2.5 Clinical Waste**

- 2.5.1 Officers tried to ascertain clinical waste charges at other local authorities, although gathering data and forming comparisons has proved difficult as many do not wish to divulge it for commercial reasons. A number of authorities charge per bag, which Three Rivers is not currently able to implement as our systems are not set up to manage this.
- 2.5.2 The table below shows the number and type of customers currently on the clinical waste collection service, most of which are long standing customers.

CHIROPODIST	2
BEAUTICIAN	1
DENTIST	21
GP SURGERY	26
FUNERAL DIRECTORS	2
NURSERY	1
NURSING HOME	1
TATTOOIST	2

- 2.5.3 The inflationary 2.5% increase is proposed as per Appendix A in Part II.
- 2.5.4 This results in an annual increase to the budgets of (£2,640) over the MTFP.

## **2.6 Special Collections**

- 2.6.1 Requests for bulky waste removals remain high but at a manageable level one or two days per week. Officers propose the 2.5% increase, other than for pianos which are recommended to stay as is, and that the maximum number of items is raised from six to ten. Appendix B (section 2) lays out the charges.
- 2.6.2 The option to enter a house to assist an elderly, infirm or disabled resident is to fall to the discretion of Environmental Protection staff. The Customer Service Centre should advise that items need to be left accessible outside the front of the property.
- 2.6.3 This results in an annual increase to the budgets of (£810) over the MTFP.

## **2.7 Garden waste collection**

- 2.7.1 As of 5 November 2018 there are 22,482 customers signed up to the garden waste service (21,000 Direct Debit and 1,482 Non Direct Debit). 911 customers have a second bin and 64 customers have a total of three bins.
- 2.7.2 The current (as of 5 November 2018) income stands at £968,562, which is £10,562 over the budget set.
- 2.7.3 Officers are not proposing an increase to the charge for garden waste for 2019/20

## **2.8 Animal Control**

### **2.8.1 General**

- 2.8.1.1 General animal control charges are shown in Appendix B (section 4). It is proposed that these charges remain as is, with no changes. The stray dog kennel fee was raised by a high percentage last year.

## **2.8.2 Licensing**

2.8.2.1 Due to recent legislative changes for Animal Welfare Licensing of Activities Involving Animals the fees for this have been agreed by Policy and Resources Committee, 5 November 2018 (Minute PR35/18 refers). In future years any fees relating to this will be incorporated into this report.

2.8.2.2 This is new legislation and it is difficult for officers to predict the level of demand. Therefore income will be monitored and reported throughout the year as appropriate.

## **2.9 Removal of dead animals**

2.9.1 This charge was introduced in April 2017 for the removal of non-domestic animals from private land. Demand is minimal and unpredictable so officers are not proposing an increase.

## **2.10 Schools recycling**

2.10.1 In 2018/19 Member did not wish to consider charging schools for recycling and therefore officers are not proposing a charge. However this is included should Members wish officers to look into this in the future.

2.10.2 A survey is currently being undertaken across all schools to determine if schools are fully aware of the service the Council offers and to provide extra advice and bins if required.

## **2.11 Pest Control**

2.11.1 This contract is managed by Watford Borough Council who carry out all pest control for Three Rivers residents. The charge to Three Rivers in 2018/19 was £66,000. Watford Borough Council retain all income from TRDC pest control jobs.

2.11.2 The pricing for the agreement ends at the end of 2018/19. Watford Borough Council has advised that from 2019/20 onwards the costs of the contract will increase to £75,000 based on the 2.5% uplift on current prices charged as recommended.

2.11.3 The fees are set out in Appendix A (section 6) for Members to consider.

## **2.12 Graffiti removal from commercial premises**

2.12.1 A new charge was introduced last year for removing graffiti from commercial premises. The charges included in Appendix B (section 7) Since the introduction of this charge last year there have been no requests so officers do not propose to increase this.

## **3 Options/Reasons for Recommendation**

3.1 When setting fees, a balance needs to be struck between maximising income and ensuring that no existing potential customer chooses to seek alternative arrangements. Officers believe that the suggested arrangements above will do this as far as it is possible to predict at this stage.

## **4 Policy/Budget Reference and Implications**

4.1 The recommendations in this report apply to the Council's agreed policy and budgets for 2019/20 and agreed contracts.

## 5 Financial Implications

5.1 Budget variances for the additional income from fees and charges are detailed below;

Cost Centre	2019/20	2020/21	2021/22
	£	£	£
Clinical Waste	(2,640)	(2,640)	(2,640)
Special Collections	(810)	(810)	(810)
Trade Refuse	(17,560)	(17,560)	(17,560)
<b>Total</b>	<b>(21,010)</b>	<b>(21,010)</b>	<b>(21,010)</b>

5.2 If approved this will be factored into the Medium Term Financial Plan as part of the Council's budget setting report for approval by the Policy and Resources Committee in January 2019.

## 6 Legal Implications

6.1 The Environmental Protection Act 1990, states that the Council has a duty to collect waste from domestic premises and must also collect waste from commercial premises if asked to do so. This ensures that all businesses are serviced, as many private contractors will not visit extremely rural areas. It also stipulates that the Council must at least break even on this service, so that it is not subsidised by domestic Council Tax payers, which would give unfair competition. More recently, the European Revised Waste Framework Directive stated that all local authorities must offer the provision to recycle to their business customers.

6.2 The Controlled Waste Regulations 2012 state that the Council may charge for "Any article of waste which does not fit or cannot be fitted into; a) a receptacle for household waste provided in accordance with section 46 of the Act" even though that is household waste.

## 7 Equal Opportunities Implications

7.1 Relevance Test

Has a relevance test been completed for Equality Impact?	No
Did the relevance test conclude a full impact assessment was required?	N/A

## 8 Equal Opportunities, Staffing, Environmental, Community Safety and Health & Safety Implications

8.1 None specific.

## 9 Customer Service Centre implications

9.1 Minor scripting changes will be required, which can be met within existing resources.

**10 Website Implications**

10.1 Minor updates to the Council website would be required, which can be met within existing resources.

**11 Risk Management and Health & Safety Implications**

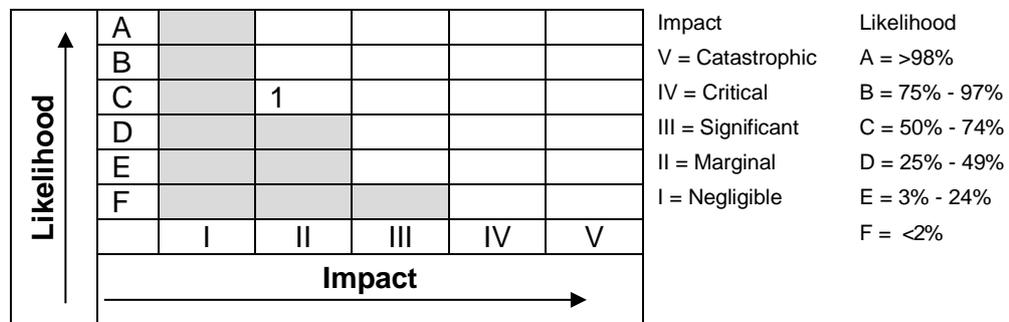
11.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council’s duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

11.2 The subject of this report is covered by the Environmental Protection service plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within this plan.

11.3 The following table gives the risks associated with these proposals together with a scored assessment of their impact and likelihood:

Description of Risk		Impact	Likelihood
1	Level of charges affects take up of service	II	C

11.4 The above risks are plotted on the matrix below depending on the scored assessments of impact and likelihood, detailed definitions of which are included in the risk management strategy. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood are plotted in the shaded area of the matrix. The remaining risks require a treatment plan.



**12 Recommendation**

12.1 That this Committee recommends the fees and charges detailed within the report are approved by the Policy and Resources Committee.

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 Andrew Blake, Environmental Enforcement Officer  
 Debbie Sandling, Animal Control Enforcement Officer  
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1	Poor	
2	Sufficient	✓
3	High	

**Background papers:** Animal Welfare Licensing Fees and Charges report,  
Policy and Resources Committee, 5 November 2018

#### **APPENDICES / ATTACHMENTS**

Appendix A – Trade waste and clinical waste charges - Part II

Appendix B- Environmental Protection Fees and Charges

Note: As per the request of Members fees have been rounded so they do not include pence. Exceptions are the concession charge for special collections, the half yearly charge for brown bins and the weekly/additional breakdown of trade prices, as these are all percentages of the main charge (which has been rounded).

### **Appendix A – Trade waste and clinical waste charges - Part II**

### **Appendix B- Environmental Protection Fees and Charges**

#### **Section 1 - Contaminated bin from flats**

**Proposed increase from £50 to £51 return fee** (plus the price per bin below)

<b>Bin size</b>	<b>2018/19</b>	<b>Proposed 2019/20</b>
240 litre	£40	£41
660 litre	£75	£77
1100 litre	£100	£103

#### **Section 2 – Special Collections**

<b>Number of items</b>	<b>Charge for 2018/19</b>	<b>Proposed 2019/20</b>
1-3	£45*	£46*
Additional items**	£15 per item (max 6)*	£16.00 per item (max 10)*
White goods and televisions	£45 per item*	£46 per item*
Above 10 items and house clearances	Quote, no concessions	Quote, no concessions
Pianos	£100 (outside), no concessions	£100.00 (outside) no concessions

\*subject to 50% concession for people on Income Support, Employment Support Allowance, Council Tax benefit, Housing benefit.

\*\*Additional items being rounded up, otherwise it would never increase.

#### **Section 3 – Brown bin charges**

	<b>2018/19 prices – proposed to remain the same for 2019/20</b>	
<b>Number of brown bins</b>	<b>Charge (for sign ups between)</b>	<b>Concessionary rate (for sign ups between)</b>
1	£40 (April – Sept) (which includes £5 discount for paying by Direct Debit)  £20 (Oct – March) (which includes £5 discount for paying by Direct Debit)	£32 (April- Sept) (which includes £5 discount for paying by Direct Debit)  £16 (Oct-March) (which includes £5 discount for paying by Direct Debit)
2	£80	N/A
3	£80	N/A

#### **Section 4 – Animal Control**

	<b>Proposed no change for 2019/20</b>
<b>Stray dog handling</b>	£100
<b>Stray dog kennel fee</b>	£20 per day/part day
<b>Day care license fee</b>	£100
<b>Stray dog transportation</b>	£50
<b>Dangerous wild animals (two years incl interim check)</b>	£400**

\*\*plus vets fees

#### **Section 5 – Removal of dead animals**

	<b>Current 2018/19 – Proposed no change for 2019/20</b>
<b>Removal of dead animals (non-domestic)</b>	£51

#### **Section 6 – Pest Control**

This contract is managed by Watford Borough Council.

These figures are shown inclusive of VAT as that is how they are advertised

All prices are rounded up to the nearest £.

	<b>2018/19</b>	<b>Proposed 2019/20 with 2.5% uplift</b>
<b>RATS</b>		
Business	£64 per hour	£66.00 per hour
Domestic (no benefits)	£20	£21.00
Domestic (Income Support, Pension Credit, Employment and Support Allowance)	Free of charge	Free of charge
Domestic (Job Seeker's Allowance, Housing Benefit/Council Tax Support)	£11	£12.00
<b>MICE</b>		
Business	£64 per hour	£66.00 per hour
Domestic (no benefits)	£20	£21.00
Domestic (Income Support, Pension Credit, Employment and Support Allowance)	Free of charge	Free of charge

Domestic (Job Seeker's Allowance, Housing Benefit/Council Tax Support)	£11	£12.00
<b>WASPS/BEES/HORNETS</b>		
Business	£62 per hour (each additional nest £20)	£64.00 (each additional nest £21.00)
Domestic (no benefits)	£52 (each additional nest £17)	£54.00 (each additional nest £18.00)
Domestic (Income Support, Pension Credit, Employment and Support Allowance)	Free of charge	Free of charge
Domestic (Job Seekers Allowance, Housing Benefit/Council Tax Support)	£27 (each additional nest £9)	£28 (each additional nest £10.00)
<b>SQUIRRELS / GLIS GLIS</b>		
Business	£76 per hour	£78.00 per hour
Domestic (no benefits)	£63 (each additional visit £16 up to 4 visits)	£65.00 (each additional visit £17.00 up to 4 visits)
Domestic (Income Support, Pension Credit, Employment and Support Allowance)	Free of charge	Free of charge
Domestic (Job Seekers Allowance, Housing Benefit/Council Tax Support)	£31	£32
<b>INSECTS**</b>		
Business	£64 per hour	£66.00 per hour
Domestic (no benefits)	£175	£180
Domestic (Income Support, Pension Credit, Employment and Support Allowance)	Free of charge	Free of charge
Domestic (Job Seekers Allowance, Housing Benefit/Council Tax Support)	£86	£89

\*\*Insects - Maximum of three visits within a six week period, if required

### **Section 7 – removal of graffiti from commercial premises**

<b>2018/19 – Proposed no change for 2019/20</b>
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£56 per hour (minimum two hours) plus materials
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