

PART I – NOT DELEGATED

10. 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Appendix A to this report is NOT FOR PUBLICATION because it deals with information relating to the financial or business affairs of any particular person (including the authority holding that information)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 2020/21.

2 Details

As part of the Council's strategic, service and financial planning process for 2020/21, the Policy & Resources Committee approved (Minute No PR 31/19 refers) the assumption for services to factor into their forecasts a 4% 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.

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

2.1 Trade Refuse & Recycling

- 2.1.1 The current fees and charges for trade refuse and recycling collections are shown in Appendix A (in Part II), 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.

- 2.1.2 Officers are recommending increasing the six-monthly trade waste and recycling collection prices by 4%, shown in Appendix A (in Part II).

- 2.1.3 However it should be noted that with the redevelopment of South Oxhey the Council is likely to lose a number of trade customers, at least in the short-term. However at this stage it is difficult to predict and any reductions in income will be reported via budget monitoring.

- 2.1.4 This results in an annual increase to the budgets for trade waste of (£22,440). Medium Term Financial Plan (MTFP), for trade recycling (£3,490) and schools/flats (£2,880).

2.2 Contamination from Flats

- 2.2.1 Officers propose the inflationary 4% increase, shown in Appendix B (section 1). Any extra income is included in the schools/flats shown in 2.1.4.

2.3 Clinical Waste

- 2.3.1 The inflationary 4% increase is proposed. Charges are laid out in Appendix A in Part II.

- 2.3.2 This results in an annual increase to the budgets of (£4,330) over the MTFP.

2.4 Special Collections

2.4.1 Requests for bulky waste removals remain high but at a manageable level one or two days per week. Officers propose the 4% increase, other than for pianos which officers recommend increasing from £100 to £150 to reflect the complexity of the removal. Appendix B (section 2) lays out the charges.

2.4.2 This results in an annual increase to the budgets of (£1,330) over the MTFP.

2.5 Garden waste collection

2.5.1 As of 4 November 2019 there are 22,705 customers signed up to the garden waste service (21,367 Direct Debit and 1,338 Non Direct Debit). 950 customers have a second bin and 86 customers have a total of three bins.

2.5.2 As of 4 November income stands at £977,767, which is £4,833 under the budget set. Sign-ups are on-going and the budget will be met by year end.

2.5.3 Officers are not proposing an increase to the charge for garden waste for 2020/21, shown in Appendix B (section 3).

2.6 Animal Control

2.6.1 General

2.6.1.1 General animal control charges are shown in Appendix B (section 4). It is proposed that these charges remain as is, with no changes, as these cover the cost of the service.

2.6.2 Licensing

2.6.2.1 Due to recent legislative changes for Animal Welfare Licensing of Activities Involving Animals the fees for this have recently been agreed by the Leisure, Environment and Community Committee on 16 October 2019.

2.7 Removal of Dead Animals

2.7.1 This charge was introduced in April 2017 for the removal of non-domestic animals from private land. Demand is minimal and unpredictable. The 4% increase is being recommended in Appendix B (section 5).

2.8 Schools recycling

2.8.1 In 2019/20 Members 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?

2.9 Pest Control

2.9.1 This contract is managed by Watford Borough Council who carry out all pest control for Three Rivers' residents. The charge to Three Rivers in 2019/20 was £75,000. Watford Borough Council retain all income from TRDC pest control jobs. This will remain the same in 2020/21.

2.9.2 The fees are set out in Appendix A in Part II for Members to consider, based on the 4% increase, except wasps which Watford Borough Council have asked to remain as is, as this is competitive with other companies.

2.10 Graffiti removal from commercial premises

2.10.1 Since the introduction of this charge two years ago there have been no requests for this service. The 4% increase has been applied in Appendix B (section 6).

2.11 Football Pitch Hire

2.11.1 In previous years fees for pitch hire have been tabled in the Leisure Fees and Charges, however as Environmental Protection administers this service the fees are now included in this report. Officers are recommending that the charges do not increase for 2020/21. Officers recommend this due to the decreasing number of teams using the Council pitches. As of 4 November 2019 there is a shortfall in the current budget of £10,000. By freezing prices for 2020/21 it is hoped more teams will use this service. Appendix B (section 7) lays out the current charges.

2.12 Cemeteries

2.12.1 In previous years fees for cemeteries have been tabled in the Leisure Fees and Charges, however as Environmental Protection administers this service the fees are now included in this report. Appendix B (section 8) lays out the proposed charges, based on a 4% increase, unless otherwise stated.

2.12.2 Officers are proposing that the interment fee for a full, single burial and a cremated remains burial in the Woodland Section is increased to the same amount as the amount charged for the same interments in the traditional section. Following research with other authorities it was found they charge the same interment fee for a traditional grave and a woodland grave, so this will bring Three Rivers in line. The cost of a Woodland Burial will remain lower than the traditional section, as the purchase of the land is considerably lower than in the traditional section, thus keeping it a more affordable option for families. To take into account for this officers have taken into account the number of burials of this nature during the past year, which is reflected in the Exceptions table in 5.2. Upkeep of graves is also proposed to remain as is as this option is only taken up by one person.

2.12.3 Officers proposed to remove the option to purchase a memorial bench in the Cemetery. There are already too many and to bring uniformity in future benches will be replaced by the Council, within existing budgets, as they become dilapidated and unsafe.

2.12.4 Officers proposed to update the memorial garden which will have a wall where families can place a plaque to remember loved ones. A new fee is proposed for this, laid out in Appendix B (section 8). At this stage it is difficult to predict uptake, so any variances will be reported via budget monitoring.

2.12.5 Noting the above this results in an annual increase to the budgets of (£9,390) over the MTFP.

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 2020/21 and agreed contract.

4.2. The recommendations in this report relate to the achievement of the following performance indicators.

EP08 – Cost of Household Waste per household

EP12 – Percentage of eligible properties signed up to the Garden Waste service

5. Financial Implications

5.1 Budget variances for the additional income from fees and charges are detailed below:- These budgets have been inflated by 4%.

Service	£
Clinical Waste	(4,330)
Special Collections	(1,330)
Trade waste	(22,440)
Trade/schools recycling	(3,490)
Schools/flats	(2,880)
Cemeteries;	
Burial Rights	(3,100)
Burial Fees (not including woodlands)	(3,560)
Memorial Fees	(430)

5.2 Exceptions – These fees have been inflated above the recommended 4%. (See paragraph 2.12.2)

	£
Burial fees (woodlands)	(2,300)
Total	(43,860)

5.3 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 2020.

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 and Firmstep 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.

Nature of Risk	Consequence	Suggested Control Measures	Response <i>(tolerate, treat, terminate, transfer)</i>	Risk Rating <i>(combination of likelihood and impact)</i>
Level of charges affects uptake of services	Less uptake of service and less income	Benchmarking	Tolerate	4

11.3 The above risks are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

Very Likely ----- Likelihood ----- ▼ Remote	Low	High	Very High	Very High
	4	8	12	16
	Low	Medium	High	Very High
	3	6	9	12
	Low	Low	Medium	High
	2	4	6	8
	Low	Low	Low	Low
	1	2	3	4
	Impact			
	Low	-----▶		Unacceptable

11.3.1 In the officers' opinion none of the new risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of the management of operational risks is reviewed by the Audit Committee annually.

Impact Score

- 4 (Catastrophic)
- 3 (Critical)
- 2 (Significant)
- 1 (Marginal)

Likelihood Score

- 4 (Very Likely (≥80%))
- 3 (Likely (21-79%))
- 2 (Unlikely (6-20%))
- 1 (Remote (≤5%))

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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1	Poor		
2	Sufficient		✓
3	High		

Background paper;

Animal Activity Licensing Fee Review - Leisure, Environment and Community Committee 16 October 2019.

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 confidential

Appendix B- Environmental Protection Fees and Charges

Section 1 - Contaminated bin from flats

Proposed increase from £51 to £53 return fee (plus the price per bin below)

Bin size	2019/20	Proposed 2020/21
240 litre	£41	£43
660 litre	£77	£80
1100 litre	£103	£107

Section 2 – Special Collections

Number of items	Charge 2019/20	Proposed 2020/21
1-3	£46*	£48*
Additional items**	£16.00 per item (max 10)*	£17 per item (max 10)*
Televisions, cookers, washing machines, tumble dryers, fridge/freezers	£46 per item*	£48*
Above 10 items and house clearances	Quote, no concessions	Quote, no concessions
Pianos	£100 (outside) no concessions	£150 (outside) no concessions

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

Section 3 – Brown bin charges

	2019/20 prices – proposed to remain the same for 2020/21	
Number of brown bins	Charge (for sign ups between)	Concessionary rate (for sign ups between)
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

	Charges for 2019/2020 Proposed no change for 2020/21
Stray dog handling	£100
Stray dog kennel fee	£20 per day/part day
Stray dog transportation	£50
Dangerous wild animals (two years incl interim check)	£400**

**plus vets fees

Section 5 – Removal of dead animals

	Current 2019/20	Proposed for 2020/21
Removal of dead animals (non-domestic)	£51	£53

Section 6 – removal of graffiti from commercial premises

2019/20	Proposed 2020/21
£56 per hour (minimum two hours) plus materials	£58 per hour (minimum two hours) plus materials

Section 7 – Football pitch hire

			2019/20 £
			Proposed no increase
30 week hire	Grounds set up	Adult	2034
30 week hire	Grounds set up	Under 18s	943
30 week hire	Grounds set up	Under 12s	462
30 week hire	Club set up	Adult	1812
30 week hire	Club set up	Under 18s	850
30 week hire	Club set up	Under 12s	396
15 week hire	Grounds set up	Adult	1105
15 week hire	Grounds set up	Under 18s	566
15 week hire	Grounds set up	Under 12s	251
15 week hire	Club set up	Adult	960
15 week hire	Club set up	Under 18s	458
15 week hire	Club set up	Under 12s	211
Occasional	Grounds set up	Adult	79
Occasional	Grounds set up	Under 18s	53
Occasional	Grounds set up	Under 12s	20
Tournament	Any site	Day rate	396

Section 8 – Cemeteries

	2019/20		Proposed 2020/21		Comments (4% increase unless otherwise stated)
	TRDC resident	Non Resident	TRDC resident	TRDC non res (x3 res rate)	
Purchase full plot	943	2829	981	2943	
Purchase half plot	472	1416	491	1473	
Purchase full plot Woodland	514	1542	535	1605	
Purchase half plot Woodland	257	770	267	801	
Stillborn Child Interment	No Charge	No Charge	No Charge	No Charge	
Child under 12 interment	No Charge	No Charge	No Charge	No Charge	
Single Depth interment	685	2055	712	2136	
Double Depth interment	835	2505	868	2604	
Treble Depth interment	1587	4760	1650	4950	
Ashes interment	292	876	304	912	
Weekend interment rate	1085		1085		Recommend no increase
Woodland Single Depth interment	424	1272	712	2136	Increase to same as single interment cost in traditional section

Woodland Ashes interment	192	576	304	912	Increase to same as single interment cost in traditional section
Tree & Bulb Contribution	108		112		
Permit for new memorial	233		242		
Permit to amend memorial	80		83		
Permit to add kerbing	162		168		
Maintenance of Grave	162		162		Recommend no increase
Memorial Plaque in Memorial Garden			250		New for 2020
Transfer title on Deed	66		69		