

The Environmental Health department undertakes a number of activities for which fees can be charged. A full cost recovery review has been undertaken and has identified a greater than inflation increase for a number of charges. This is due to significant increases in staffing and other costs and historically small increases, over time, that have resulted in fees not covering the costs of the service provided. The complete list of fees and charges is provided as an attachment – Environmental Health Fees and Charges 2024 and 2025 Final. The increases are separated here, into two: minor and significant increases above inflation in the following areas:

Significant Increases Above Inflation

Please note the following fees relate to services that are optional to businesses/residents and are not compulsory, with the exception of private water supplies.

Food Safety

- Copy of individual entry in food premises register
- Food safety - advice to new businesses
- Food hygiene rating revisit

Private Water Supplies

- All private water supplies fees

Pest Control

- Domestic properties – Cockroach treatment only

Minor increases at or around inflation

Food Safety

- Export certificates
- Food safety consultation advice
- Safer Food Better Business and refill document printing

Pollution and Noise Control

- Consultancy work
- Matron box installation and associated activities

Discussion Relating to Significant Increase in Private Water Supplies Fees

The Private Water Supplies Regulations 2016 give a range of responsibilities to all local authorities (LAs). This includes requirements for LAs to complete a risk assessment of all private water supplies, except for a supply to a single dwelling and to undertake monitoring (testing) of private water supplies to ensure their wholesomeness. This includes sampling of private water supplies.

Records must be maintained of all private water supplies including Private Distribution Systems and LAs are required to report to the Drinking Water Inspectorate (DWI) through annual returns that are submitted to demonstrate the activities undertaken by the LA.

In accordance with the Regulations, LAs can make reasonable charges, to cover their costs for carrying out their duties. This must be based on cost recovery principles.

Over time, there have been modest increases to fees and charges, in-line with inflation (usually around 2%) and this was in the context of the Regulations previously stipulating a maximum charge that LAs could make in relation to regulation of private water supplies. This limit was removed by the amending Regulations in 2018.

A full review of the costs associated with this activity has been undertaken and identified that the current fees are significantly below the actual costs associated with the activities. It has also identified some activities, namely resampling following previous sample failure and administration costs of corresponding with all householders on a supply following a risk assessment intervention, that were not previously being charged for and that these charges now need to be made, to ensure the continued delivery of the service.

Please note, the £718 charge for Regulation 6, risk assessment interventions to domestic properties, is a single charge for the supply, therefore this charge is divided between all properties on the supply with a £37 administration fee per property charged also. There will be a minimum of 2 properties on this supply.

New Charge for Food Safety, Steps to Success Workshop

There is the addition of a new charge to the Environmental Health fees and charges, which is a £30 charge for attendance of the Steps to Success Workshop, which provides food safety training to food business operators to help them comply with food hygiene legislation. The workshop is voluntary and is aimed at businesses that have a poor food hygiene rating, to help them understand the legal requirements and improve their food hygiene standards.