

**MINUTES OF THE CABINET MEMBER SIGNING
THURSDAY, 3 APRIL 2008**

Present: Councillor Nilgun Canver (Cabinet Member for Enforcement and Safer Communities)

| MINUTE NO. | SUBJECT/DECISION | ACTION BY |
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| 1. | <p>DECLARATION OF INTEREST (Agenda Item 1)</p> <p>There was no declaration of interest.</p> | |
| 2. | <p>ENFORCEMENT FEES AND CHARGES 2008/09 (Report of the Director of Urban Environment – Agenda Item 2)</p> <p>It was reported that as from the 1 April 2008 the Enforcement Business Unit had become a service within Frontline Services and formed part of the overall budget for that Service. Strategy and Community Services had already taken over functional responsibility for private sector housing enforcement and budgets for 2008/9 reflected this. The interleaved report reflected fees and charges as they operated within the Enforcement service as configured at the start of 2007/8 but which would form part of the charges operated through Frontline Services and Strategic and Community Housing Services in 2008/9. The fees and charges proposed for relevant Enforcement services were detailed in Appendix A to the report and included both charges set locally and those prescribed by Statute or Government guidance</p> <p>It was also reported that in drawing up the proposals the following factors had been taken into account:</p> <ul style="list-style-type: none"> • The fees and charges of neighbouring boroughs; • The increase in materials and other costs; • Where applicable, the current market rates; and • VAT implications <p>It was noted that the Council's external income policy had two fundamental principles, namely that services should raise income wherever there was the power or duty so to do and that the income should at least cover the full cost, including all overheads of the service. Discretionary fees and charges for enforcement services were mainly set on a full cost recovery basis and the proposed inflationary increases would retain this status quo. In the case of the Gambling Act 2005, these fees were set by the</p> | |

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| | <p>Council's Licensing Committee and were included for information. This had been set at a standstill figure of 90% of the potential maximum fees available which would provide full cost recovery and be consistent with Government guidance to avoid maximum fee setting. Fees and charges were inclusive of VAT where applicable.</p> <p>It was also noted that the fees and charges raised for various Enforcement services were budgeted to generate income of £1.4 million in 2007/8 which partly offset costs by around 20% for Enforcement. The Council's Budget Setting Process for 2008/09 assumed that service fees and charges budgets would increase by 2.5% and the price increases proposed in the report met this requirement.</p> <p>RESOLVED:</p> <p>That approval be granted to the increased charges for Enforcement Services for 2008/09 as set out in the Appendices to these minutes.</p> | DUE |
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NILGUN CANVER
Cabinet Member for Enforcement and Safer Communities