



**London Boroughs of Brent and Harrow  
Trading Standards Joint Advisory Board**  
21 March 2016

**Report from the Head of Regulatory  
Service**

For  
Action/Information\*  
\*Delete as appropriate

Wards affected:  
ALL

**Trading Standards Fees and charges 2016/17**

**1 SUMMARY**

- 1.1 This report provides Members with information concerning the proposed level of fees and charges to be made by the Brent & Harrow Trading Standards service in 2016/17.

**2 RECOMMENDATIONS**

- 2.1 That Members consider the report and make any recommendations where appropriate.

**3. DETAILS**

- 3.1 Paragraph 13(f) of the Consortium Agreement states that the Board 'should consider and make recommendations on the level of fees and charges to be made to the public in respect of any part of the service, for consideration by whoever is authorised to make fees and charges decisions by each respective council's constitution'.
- 3.2 The Service's fee structure is applied at the same level for each borough.
- 3.3 Fees fall into three categories, as follows:
- 3.3.1 **Statutory fees** are set nationwide by Government and accordingly, local authorities have no discretion to vary them. These fees apply to explosive (firework) licenses charged by the Harrow team. In Brent, this function is carried out by the Licensing Team and is not a Trading Standards function. The fees are set by the Health and Safety Executive by virtue of the Health and Safety Fees Regulations 2012 as amended. The fees have remained the same since 2014.

<b>Service</b>	<b>Duration</b>	<b>Fee</b>
Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed  Explosives licence 251-2,000Kg (fireworks Harrow)	1 year	£178
	2 years	£234
	3 years	£292
	4 years	£360
	5 years	£407
Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed  Explosives licence 251-2,000Kg (fireworks Harrow Renewal)	1 year	£83
	2 years	£141
	3 years	£198
	4 years	£256
	5 years	£313
Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed  Explosives licence 1-250Kg (fireworks Harrow)	1 year	£105
	2 years	£136
	3 years	£166
	4 years	£198
	5 years	£229
Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed  Explosives licence 1-250Kg (fireworks Harrow Renewal)	1 year	£52
	2 years	£83
	3 years	£115
	4 years	£146
	5 years	£178
Varying the name of licensee or address of site		£35
Fireworks All Year Round licence - Fireworks Regulations 2004 Reg 9	1 year	£500
Any other kind of variation (we are able to charge any 'reasonable' cost to the licensing authority of having the work carried out (suggested fee per hour)		£35
Transfer of licence		£35
Replacement of licence if lost		£35

3.3.2 A **RPI escalator** applies to Primary Authority partnerships where we have partnered with businesses who work across the whole of the UK, who chose to receive their advice and guidance from one Regulatory Service as opposed to multiple authorities wherever they trade. The fee charged has to be on a cost recovery basis only. Brent's Executive agreed on 17 June 2013, in a report entitled "*Introduction of a Charge Based Regulatory Advice Service for Businesses*", to increase the rates on an annual basis on 1st April each year by the annual change in the Retail Price Index (RPI) for January of the year concerned. At January 2016, the 12 month Retail Prices Index was 1.3%.

3.3.3

Service	VAT	2015/16	2016/17	
			(excl VAT)	(incl VAT)
Primary Authority – fixed contract (per hour)	0%	54.20	54.90	
Primary Authority - pay as you go (per hour)	0%	67.80	68.68	

3.4 The remaining fees are **determined annually**, with any change in the fee charged being determined each year according to prevailing circumstances. In addition, we need to remain competitive compared to fees charged by other local authorities. The prevailing rate of RPI, i.e. 1.3% has been used to determine the suggested fees for 2016/17. The exception to this are fees for Weights and Measures work. These fees have been recommended following guidance issued by the Association of Chief Trading Standards Officers.

Service	VAT	2015/16	2016/17	
			(excl VAT)	(incl VAT)
Registration of premises for auction	0%	317.10	321.22	
Verification of weights & measures equipment	20%	58.56	59.60	71.52
Calibration of weights for business	20%	58.56	59.60	71.52
Testing for other LAs (per item)	0%	58.56	59.60	
Additional officer testing assistance (per hour)	0%	35.33	35.87	
Use of safety lab (per hour)	20%	61.40	62.20	74.64
Officers working Stadium events (per hour)	0%	35.80	36.27	
Financial Investigator (per hour excluding share of any incentivisation scheme money)	0%	35.00	35.45	

#### 4 FINANCIAL IMPLICATIONS

- 4.1 Fee income is a relatively small contributor to the Trading Standards Service budget, with budgeted fee income totaling £23,500 for 2015/16 (excluding Court cost or proceeds of crime recovery). At the time of writing, the income received from the fees subject to this report amounted to £25,245. The anticipated rise in fees is expected to increase income for 2016/17 although as the suggested amounts are only small, we do not expect to receive a significantly higher income unless there is growth in the amount of fee paying services we undertake during the year.

## **5 STAFF IMPLICATIONS**

- 5.1 None.

## **6 BACKGROUND INFORMATION**

- 6.1 Any person wishing to obtain more information should contact Simon Legg, Senior Regulatory Service Manager, Regulatory Services, Brent Civic Centre, Engineers Way, Wembley Middlesex HA9 0FJ.

SIMON LEGG  
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