

**SPECIAL ANGUS COUNCIL**

**04 MARCH 2021**

**REVIEW OF CHARGES WITHIN THE COMMUNITIES SERVICE**

**REPORT BY DIRECTOR OF COMMUNITIES**

**ABSTRACT**

This report sets out proposals for the charges to be levied by service areas in Communities for the financial year 2021/22.

**1. RECOMMENDATIONS**

It is recommended that the Council:

- (i) Notes that this report has been prepared on the basis that the percentage increases for charges have, in the main, been applied at a rate of an average 3.0% rounded up where appropriate;
- (ii) Approves the pricing structures as contained within the Appendices; and
- (iii) Agrees that the charges are effective from 1 April 2021, or the start of any seasonal operations.

**2. ALIGNMENT TO THE ANGUS COUNCIL PLAN/COMMUNITY PLAN**

The proposal contributes to the following local outcomes contained within the Angus Local Outcomes Improvement Plan and Locality Plans:

**ECONOMY**

- An inclusive and sustainable economy
- Attractive employment opportunities

**PLACE**

- Safe, secure, vibrant and sustainable communities
- An enhanced, protected and enjoyed natural and built environment

**3. BACKGROUND**

- 3.1 The charges covered by this report are reviewed continuously by each business unit throughout the financial year. All amendments to charges are reported to Members on an annual basis as part of the budget setting process. The last annual review of charges was reported to Angus Council on 27 February 2020 (Report No. 75/20 refers).
- 3.2 The review of Council House rents was carried out by the Housing Division at the rent setting meeting on 09 February 2021 (Report No 25/21 refers).
- 3.3 The review of charges for 2021/22 has been carried out as part of the budget setting process and the percentage increase, has been standardised across the council to the July 2020 RPI indicator - 3.0%, before accounting for VAT, where applicable. The charging structure attached in the **Appendices**, has been prepared on the basis of this percentage increase, rounded up to the nearest 10p.

#### **4. PROPOSED CHARGES**

- 4.1 The proposals summarised in the tables in the attached appendices would come into force on 1 April 2021 or at commencement of any seasonal operation.
- 4.2 Whilst there are no material changes for charges within Communities services, members should note the proposal to freeze the charge for a green waste bin to £30 as agreed at the 27 February 2020 meeting, and a softening of the “out of Angus” burials charge to take account of concerns around how that policy was previously applied.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 It is estimated that the increased charges for Communities, as detailed in the **Appendices**, will generate additional income of £25k.

**NOTE:** The background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) which were relied on to any material extent in preparing the above report are:

**Report Author: Director of Communities**

**Email Details: [Communitiesbusinesssupport@angus.gov.uk](mailto:Communitiesbusinesssupport@angus.gov.uk)**

## Communities Proposed Charges for 2021/22

<b>WASTE</b>			
<b>Service for which charges are currently levied</b>	<b>2020/21</b>	<b>2021/22</b>	<b>BENCHMARKING/RATIONALE</b>
<b>(Charges are VAT inclusive unless marked)</b>	<b>£ (+3%)</b>	<b>£ (+3.0%)</b>	
Green waste bin - per annum (VAT Exempt)	30.00	30.00	Agreed during 20/21 budget setting process that this cost would be frozen during 21/22.
Entry to public convenience (VAT Exempt)	0.30	0.30	No increase
Dog foul pick up bags x 25 (VAT Exempt)	0.20	0.20	No increase
<b>Special Uplift (VAT Exempt)</b>			2019/20 moved to a different model to make service more attractive and more affordable i.e. minimum of three items and can add single items thereafter. This worked well and therefore the pricing model has been retained.
Special uplift of bulky household items x 3 (VAT Exempt)	27.30	28.10	
Special uplift of each additional item thereafter (VAT Exempt)	8.30	8.50	
<b>Civic Amenity</b>			We are satisfied this adequately covers the costs we incur for disposal. It is difficult to compare and benchmark with other councils as pricing structures/methods vary, but overall satisfied there is no significant variance.
Civic amenity - car derived van	18.30	18.80	
Civic amenity - medium van - up to 7.5T	44.70	46.00	
Civic amenity - large van - over 7.5T	88.30	90.90	
Civic amenity - trailer - up to 2T	44.70	46.00	

<b>Waste Disposal (charged per tonne - a weighbridge is in operation)</b>			We are satisfied this covers our costs. As this is for material taken to our composting site and we already have a requirement to process green waste collected via household collections the additional costs incurred for this commercial material is not significant. We have benchmarked against neighbouring authority.
Green waste	47.90	49.30	
<b>Dog Kennelling Daily Charge</b>			
	10.20	10.50	
<b>Clean Ups</b>			
Pick-up with driver	49.90	51.40	Hourly Rates - a minimum half hour charge applies. All prices are inclusive of waste disposal, fuel and staff costs
Pick-up with Driver & Waste operative	61.80	63.70	
Pick-up with Driver & 2 Operatives	74.20	76.40	
Refuse collection vehicle with driver	67.20	69.20	
Refuse collection vehicle with driver & 1 operative	79.10	81.50	
Refuse collection vehicle with driver & 2 operatives	91.10	93.80	
Large mechanical sweeper with driver	64.20	66.10	
Compact sweeper with driver	56.90	58.60	
Waste Operative	12.20	12.60	
<b>Clean Ups – Weekend Rates</b>			
Pick-up with Driver	74.80	77.00	Hourly Rates - a minimum half hour charge applies. All prices are inclusive of waste disposal, fuel and staff costs
Pick-up with Driver & 1 Operative	92.70	95.50	
Pick-up with Driver & 2 Operatives	110.80	114.10	
Refuse collection vehicle with driver	100.50	103.50	
Refuse collection vehicle with driver & 1 operative	118.60	122.20	
Refuse collection vehicle with driver & 2 operatives	136.60	140.70	
Large mechanical sweeper with driver	96.10	99.00	
Compact sweeper with driver	85.20	87.80	
Waste operative	18.20	18.70	

<b>Parks &amp; Burial Grounds</b>			
<b>Service for which charges are currently levied</b>	<b>2020/21</b>	<b>2021/22</b>	<b>BENCHMARKING/RATIONALE</b>
<b>(Charges are VAT inclusive unless marked)</b>	<b>£ (+3%)</b>	<b>£ (+3.0%)</b>	
<b>Interments (VAT Exempt)</b>			
Coffin - over 17 years	690.30	711.00	
Coffin - over 17 years outwith Angus	1379.00	1420.40	The Out of Angus charge will not apply where:- a) The deceased lived in Angus for the majority of their life, or: b) The deceased was resident in Angus and moved out of the area for care or medical reasons within their final 5 years.
Coffin - stillborn children	0.00	0.00	
Scattering of ashes	56.20	57.90	
Cremation casket - 17 years and under	0.00	0.00	
Cremation casket - interment at four feet	220.40	227.00	
Double cremation casket - interment over four feet	440.80	454.00	
Cremation casket - interment in coffin lair over four feet	446.90	460.30	
Double cremation casket - interment in coffin lair over four feet	893.80	920.60	
Cremation casket - interment at four feet outwith Angus	440.80	453.20	The Out of Angus charge will not apply where:-

			<p>a) The deceased lived in Angus for the majority of their life.</p> <p>b) The deceased was resident in Angus and moved out of the area for care or medical reasons within their final 5 years.</p>
Double cremation casket - interment at four feet outwith Angus	881.60	908.00	<p>The Out of Angus charge will not apply where:-</p> <p>a) The deceased lived in Angus for the majority of their life.</p> <p>b) The deceased was resident in Angus and moved out of the area for care or medical reasons within their final 5 years.</p>
Cremation casket - interment in coffin lair over four feet outwith Angus	893.80	920.60	<p>The Out of Angus charge will not apply where:-</p> <p>a) The deceased lived in Angus for the majority of their life.</p> <p>b) The deceased was resident in Angus and moved out of the area for care or medical reasons within their final 5 years.</p>
Double cremation casket - interment in coffin lair over four feet outwith Angus	1787.60	1841.20	<p>The Out of Angus charge will not apply where:-</p> <p>a) The deceased lived in Angus for the majority of their life.</p> <p>b) The deceased was resident in Angus and moved out of the area for care or medical reasons within their final 5 years.</p>

<b>Exhumation (VAT Exempt)</b>			
Coffin	Various	Various	
Cremation Casket	337.20	347.30	
<b>Lair Charges (VAT Exempt)</b>			
Coffin lair	642.20	661.50	
Coffin lair (outwith Angus)	1284.40	1322.90	The Out of Angus charge will not apply where:- a) The deceased lived in Angus for the majority of their life. b) The deceased was resident in Angus and moved out of the area for care or medical reasons within their final 5 years.
Cremated remains interment of NVF or SBC	0.00	0.00	
Cremated remains only - per lair	365.30	376.30	
Cremated remains only - per lair outwith Angus	730.60	752.50	The Out of Angus charge will not apply where:- a) The deceased lived in Angus for the majority of their life. b) The deceased was resident in Angus and moved out of the area for care or medical reasons within their final 5 years.
Issue of lair registry certificate	54.60	56.20	
Replacement lair registration certificate - per lair	54.60	56.20	

Transfer of burial rights issue of certificate	54.60	56.20	
<b>Perpetuities (VAT exempt)</b>			
New sale of coffin lairs	319.20	328.80	
Re-open of coffin lairs	319.20	328.80	
New sale of casket lairs	159.60	164.40	
Re-open of casket lairs	159.60	164.40	
<b>Erection of Memorials (Inclusive of VAT unless marked)</b>			
Monumental Registration Fee (VAT Exempt)	163.80	168.70	
Erection of memorial, marker, plaque, vase etc. (Inclusive of VAT)	64.80	66.70	
Replacement memorials (Inclusive of VAT)	64.80	66.70	
Foundation & inspection fee (VAT Exempt)	212.80	219.20	
<b>Research</b>			
Research fee (per hour)	33.00	34.00	
<b>Fairground/Circus/Commercial Events</b>			
Administration Fee	65.40	67.40	
Operational days - per day	92.00	94.80	
Non-operational days - per day	46.00	47.40	
<b>Park Lets</b>			
Administration Fee	65.40	67.40	
Daily Hire Fee - for events where anticipated numbers attending are higher than 100	106.40	177.00	
<b>Helicopter Landings</b>			



Administration Fee	65.40	67.40	
<b>Fisheries</b>			
Fishing Permits	37.30	38.40	
<b>Holiday Parks</b>			
Static Van/Mobile Home - pitch rental on 11 month basis (excluding electricity)	2541.20	2617.40	
Static Van/Mobile Home - set up fees	Recharge at cost	Recharge at cost	
Static Van/Mobile Home - capping fees	500.00	515.00	
Touring Caravan - pitch rental on 11 month basis (excluding electricity)	2541.20	2617.40	
Touring Caravan - pitch rental on 10 month basis (excluding electricity)	2309.80	2379.10	
Touring Caravan - pitch rental on 9 month basis (excluding electricity)	2079.50	2141.90	
Touring Caravan - pitch rental on 8 month basis (excluding electricity)	1848.10	1903.50	
Touring Caravan - pitch rental on 7 month basis (excluding electricity)	1616.70	1665.20	
Touring Caravan - pitch rental on 6 month basis (excluding electricity)	1386.30	1427.90	
Touring Caravan - pitch rental on 5 month basis (excluding electricity)	1154.90	1189.50	
Touring Caravan - pitch rental on 4 month basis (excluding electricity)	924.60	952.30	
Touring Caravan/Motorhome (Including £2 electricity up to 2 adults and 2 children - pitch rental - per night	25.00	25.80	

Touring Caravan/Motorhome - Additional adults per night	3.00	3.10	
Touring Caravan/Motorhome - Additional child per night	1.00	1.00	
Awnings - per night	3.00	3.10	
Backpacker tent (1 person) - no car - pitch rental - per night	10.00	10.30	
Tent - (excluding electricity) - up to 2 adults and 2 children - pitch - per night	16.00	16.50	
Tent - (including £2 electricity) - up to 2 adults and 2 children - pitch - per night	18.00	18.50	
Tent – additional adult – per night	3.00	3.10	
Tent - additional child - per night	1.00	1.00	
Trailer tent (excluding electricity) pitch rental - per night	18.00	18.50	
Trailer tent (including £2 electricity) pitch rental - per night	20.00	20.60	
Late arrivals - pre booked arrivals outwith office opening hours	10.00	10.30	
Storage (on pitch allocated by warden) - October to March - per month	50.00	51.50	
Additional car - per night - tourers and tents	3.00	3.10	
Off-Peak (October to March) 20% discount per night	Applied as applicable	Applied as applicable	
Laundry charge washer	3.00 wash	3.00 wash	
Laundry charge dryer	50p 4 mins	50p 4 mins	
Hairdryer charge	1.00 15 mins	1.00 15 mins	

<b>Environmental &amp; Consumer Protection</b>			
<b>Service for which charges are currently levied</b>	<b>2020/21</b>	<b>2021/22</b>	<b>BENCHMARKING/RATIONALE</b>
<b>(Charges are VAT inclusive unless marked)</b>	<b>£ (+3%)</b>	<b>£ (+3.0%)</b>	
Pest Control – Rats & Mice Treatment	45.90	47.30	Specified in contract following tender procedure
Pest Control – Insect Treatment	40.50	41.70	Specified in contract following tender procedure
Pest Control – Wasp Treatment	40.50	41.70	Specified in contract following tender procedure
Administration charge for pest control (per treatment)	11.40	11.70	Hourly cost to carry out administrative work in relation to treatment request
Special weighing and measuring equipment – hourly rate	94.90	97.70	LACORS benchmarked charge plus inflation
Weights exceeding 5kg or not exceeding 500mg, 2cm – each	10.50	10.80	LACORS benchmarked charge plus inflation
Other weights – each	8.00	8.20	LACORS benchmarked charge plus inflation
Linear measures, not exceeding 3m – each	11.50	11.80	LACORS benchmarked charge plus inflation
Capacity measures, without divisions, not exceeding 1 litre – each	8.80	9.00	LACORS benchmarked charge plus inflation
Cubic ballast measures (other than brim measures) – each	198.70	204.70	LACORS benchmarked charge plus inflation
Liquid capacity measure for making up and checking average quantity packages – each	31.90	32.90	LACORS benchmarked charge plus inflation
Per scale – first item	54.80	56.40	LACORS benchmarked charge plus inflation
Second & subsequent items	21.30	21.90	LACORS benchmarked charge plus inflation
Non NAW1 not exceeding 1 tonne	71.40	73.50	LACORS benchmarked charge plus inflation
Non NAW1 exceeding 1 tonne, up to 10 tonne	115.70	119.20	LACORS benchmarked charge plus inflation
Non NAW1 exceeding 10 tonne	241.50	248.70	LACORS benchmarked charge plus inflation

NAW1 not exceeding 1 tonne	118.80	122.40	LACORS benchmarked charge plus inflation
NAW1 exceeding 1 tonne, up to 10 tonne	183.90	189.40	LACORS benchmarked charge plus inflation
NAW1 exceeding 10 tonne	402.00	414.00	LACORS benchmarked charge plus inflation
Intoxicating liquor - not exceeding 150ml	19.90	20.50	LACORS benchmarked charge plus inflation
Intoxicating liquor - other	22.90	23.60	LACORS benchmarked charge plus inflation
Liquid fuel and lubricants - container type (not subdivided)	82.30	84.80	LACORS benchmarked charge plus inflation
Liquid fuel and lubricants - first nozzle tested, per site	134.00	138.00	LACORS benchmarked charge plus inflation
Liquid fuel and lubricants - each additional nozzle tested	82.40	84.90	LACORS benchmarked charge plus inflation
Liquid fuel and lubricants testing of peripheral electronic equipment on a separate visit (per site)	90.60	93.20	LACORS benchmarked charge plus inflation
Liquid fuel and lubricants testing of credit card accepted (per unit, regardless of no. of slots/ nozzles/pumps)	90.60	93.30	LACORS benchmarked charge plus inflation
Road tanker fuel measuring – wet hose with two testing liquids	309.30	40.50	LACORS benchmarked charge plus inflation
Road tanker fuel measuring – wet hose with three testing liquids	335.00	345.10	LACORS benchmarked charge plus inflation
Road tanker fuel measuring – dry hose with two testing liquids	319.00	328.60	LACORS benchmarked charge plus inflation
Road tanker fuel measuring – dry hose with three testing liquids	367.00	378.00	LACORS benchmarked charge plus inflation
Wet/dry hose with two testing liquids	446.40	459.80	LACORS benchmarked charge plus inflation
Wet/dry hose with three testing liquids	478.20	492.50	LACORS benchmarked charge plus inflation
Up to 7,600 litres (for calibration of each compartment) and production of chart	195.70	201.60	LACORS benchmarked charge plus inflation
Over 7,600 litres, basic fee, plus additional charge	88.30	90.90	LACORS benchmarked charge plus inflation

Initial dipstick	23.00	23.70	LACORS benchmarked charge plus inflation
Spare dipstick	23.00	23.70	LACORS benchmarked charge plus inflation
Replacement dipstick (including examination of compartment)	49.90	51.40	
Hire of test weights (per tonne per day)	82.10	84.60	
Hourly rate for Trading Standards Officer	94.90	97.70	
Hourly rate for Authorised Officers	90.60	93.30	
Certificate of Errors	51.00	52.50	
Health Certificate (1 <sup>st</sup> )	32.10	33.10	Hourly rate for EHO plus travel and admin cost.
Health certificate (additional)	6.60	6.80	



## Equality Impact/Fairer Scotland Duty Assessment Form

(To be completed with reference to Guidance Notes)

### Step 1

**Name of Proposal** Annual Review of Charges for Communities Directorate

### Step 2

Is this only a **screening** Equality Impact Assessment

**Yes**

**(A)** If Yes, please choose from the following options **all** reasons why a full EIA/FSD is not required:

(i) It does not impact on people

Yes/No

(ii) It is a percentage increase in fees which has no differential impact on protected characteristics

**Yes**

(iii) It is for information only

Yes/No

(iv) It is reflective e.g. of budget spend over a financial year

Yes/No

(v) It is technical

Yes/No

If you have answered yes to any of points above, please go to **Step 16**, and sign off the Assessment.

**(B)** If you have answered No to the above, please indicate the following:

Is this a full Equality Impact Assessment	Yes/No
Is this a Fairer Scotland Duty Assessment	Yes/No

If you have answered Yes to either or both of the above, continue with Step 3.

If your proposal is a **strategy** please ensure you complete Step 13 which is the Fairer Scotland Duty Assessment.

### Step 3

(i)Lead Directorate/Service:

(ii)Are there any **relevant** statutory requirements affecting this proposal? If so, please describe.

(iii)What is the aim of the proposal? Please give full details.

(iv)Is it a new proposal?      Yes/No      Please indicate      OR

Is it a review of e.g. an existing budget saving, report, strategy, policy, service review, procedure or function?      Yes/No      Please indicate

**Step 4: Which people does your proposal involve or have consequences for?**

Please indicate all which apply:

Employees Yes/No

Job Applicants Yes/No

Service users Yes/No

Members of the public Yes/No

**Step 5: List the evidence/data/research that has been used in this assessment (links to data sources, information etc which you may find useful are in the Guidance). This could include:**

**Internal data** (e.g. customer satisfaction surveys; equality monitoring data; customer complaints).

**Internal consultation** (e.g. with staff, trade unions and any other services affected).

**External data** (e.g. Census, equality reports, equality evidence finder, performance reports, research, available statistics)

**External consultation** (e.g. partner organisations, national organisations, community groups, other councils).



**Other** (general information as appropriate).

**Step 6: Evidence Gaps.**

Are there any gaps in the equality information you currently hold?      Yes/No

If yes, please state what they are, and what measures you will take to obtain the evidence you need.

**Step 7: Are there potential differential impacts on protected characteristic groups?** Please complete for each group, including details of the potential impact on those affected. Please remember to take into account any particular impact resulting from **Covid-19**.

**Please state if there is a potentially positive, negative, neutral or unknown impact for each group. Please state the reason(s) why.**

Age

**Impact**

Disability

**Impact**

Gender reassignment

**Impact**

Marriage and Civil Partnership

**Impact**

Pregnancy/Maternity

**Impact**

Race - (includes Gypsy Travellers)

**Impact**

Religion or Belief

**Impact**

Sex

**Impact**

Sexual orientation

**Impact**

**Step 8: Consultation with any of the groups potentially affected**

If you have consulted with any group potentially affected, please give details of how this was done and what the results were.

If you have not consulted with any group potentially affected, how have you ensured that you can make an informed decision about mitigating action of any negative impact (Step 9)?

**Step 9: What mitigating steps will be taken to remove or reduce potentially negative impacts?**

**Step 10: If a potentially negative impact has been identified, please state below the justification.**

**Step 11: In what way does this proposal contribute to any or all of the public sector equality duty to:** eliminate unlawful discrimination; advance equality of opportunity; and foster good relations between people of different protected characteristics?

**Step 12: Is there any action which could be taken to advance equalities in relation to this proposal?**

### **Step 13: FAIRER SCOTLAND DUTY**

This step is only applicable to **strategies** which are key, high level decisions. If your proposal is **not** a strategy, please leave this Step blank, and go to Step 14.

Links to data sources, information etc which you may find useful are in the Guidance.

**Step 13(A) What evidence do you have about any socio-economic disadvantage/inequalities of outcome in relation to this strategic issue?**

**Step 13(B) Please state if there are any gaps in socio-economic evidence for this strategy and how you will take measures to gather the evidence you need.**

**Step 13(C) Are there any potential impacts this strategy may have specifically on the undernoted groupings? Please remember to take into account any particular impact resulting from Covid-19.**

**Please state if there is a potentially positive, negative, neutral or unknown impact for each grouping.**

**Low and/or No Wealth** (e.g. those with enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.

**Impact**

**Material Deprivation** (i.e. those unable to access basic goods and services e.g. repair/replace broken electrical goods, warm home, leisure and hobbies).

**Impact**

**Area Deprivation** (i.e. where people live (e.g. rural areas), or where they work (e.g. accessibility of transport).

**Impact**

**Socio-economic Background** i.e. social class including parents' education, people's employment and income.

**Impact**

**Other** – please indicate

**Step 13(D) Please state below if there are measures which could be taken to reduce socio-economic disadvantage/inequalities of outcome.**

**Step 14: What arrangements will be put in place to monitor and review the Equality Impact/Fairer Scotland Duty Assessment?**

**Step 15: Where will this Equality Impact/Fairer Scotland Duty Assessment be published?**

**Step 16: Sign off and Authorisation.** Please state name, post, and date for each:

Prepared by: Stewart Ball, Director of Communities, 4<sup>th</sup> February 2021

Reviewed by: Doreen Phillips, Snr Practitioner (Equalities) 17/02/21

Approved by:

NB. There are several worked examples of separate EIA and FSD Assessments in the Guidance which may be of use to you.