

Regulatory Services
Proposed new discretionary fees and charges 2019-2020

All fees are subject to VAT, if applicable unless otherwise specified

Service	Fee	Comment
Regulatory and community Safety services – General		
Primary authority partnership, available for: <ul style="list-style-type: none"> • Trading Standards • Environmental Health 	Free consultation for the initial discussion. Quote will be provided for the services required to recover all costs that are reasonably incurred at providing the services.	Primary Authority is a means for businesses to receive assured and tailored advice on meeting environmental health or trading standards requirements through a single point of contact. This can assist businesses or trade association who trade online, across multiple local authorities or supplies goods to other businesses. It is a partnership arrangement which can reduce regulatory burdens by being the main regulatory point of contact for the business.
Regulatory Services – Regulatory advice bespoke package <ul style="list-style-type: none"> • Trading Standards • Environmental Health • Licensing • Housing renewal 	£30 for the first hour then £40 per hour Contact us for a quote	For more information visit: Primary Authority <ul style="list-style-type: none"> • Our expert team will ask you about your business and discuss with you what you need to do to operate legally • We will recommend packaged support to meet your needs (charged at cost) • We will signpost you to free regulatory business support services where available. We can cover: <ul style="list-style-type: none"> • Distance selling rules • Consumer rights • Product safety • Feed production

		<ul style="list-style-type: none"> • Animal welfare • Motor vehicle sales • Estate agency and lettings • Weights and measures • Age restricted sales • Food safety • Food standards including allergens • Labelling • Health and safety at work • Events • Street trading/street permissions • Taxi and private hire licensing • Premises and gambling licences • Special treatments • Air quality • Contaminated land • Noise/Nuisance • Private water supplies • Prospective landlord property surveys
<p>Photocopies: A4 B&W A3 B&W A4 colour A3 colour</p>	<p>10p (double sided) 20p (double sided) £1.00 per side £1.50 per side</p> <p>From £80 for a 30 minute presentation</p> <p>Contact us for a quote.</p>	
<p>Community Talks, presentations or training. Isle of Wight locations only.</p>		<p>Can cover any of the regulatory and community safety functions:</p> <ul style="list-style-type: none"> • Trading Standards • Environmental Health • Licensing • Housing renewal • Community Safety

Works in default	30% administration fee applied to the cost of works that are carried out in default.	
Environmental Health – Environmental Regulation		
Environmental technical advice:		<ul style="list-style-type: none"> Officers will discuss your requirements We will recommend packaged support to meet your needs (charged at cost) <p>We will signpost you to free regulatory business support services where available</p>
<ul style="list-style-type: none"> Air quality Noise or odour Contaminated land 	<p>£30 for the first hour then £40 per hour.</p> <p>Contact us for a quote</p>	<ul style="list-style-type: none"> Minimum charge is for 1 hour officer time. (Cost of staff time to locate, retrieve and extract the information). Printing, copying and postage are at additional cost.
Environmental Information	<p>£30 for the first hour then £40 per hour.</p> <p>Contact us for a quote</p>	
Pre application advice		Pre-application consultation This will consist of:
<ul style="list-style-type: none"> Integrated Pollution Prevention and Control permits 	<p>£30 for the first hour then £40 per hour.</p> <p>Contact us for a quote</p>	<ul style="list-style-type: none"> Meeting with an officer to discuss the proposal. Technical advice and guidance on what you need to include in your application. Sign post you to free guidance or best practice notes where available.
For pre planning advice please visit planning pre application advice		
Environmental Health – Business Regulation		
Gain or Retain 5 rating (retail premises)	<p>£250</p> <p>Non retail please ask for a quote</p>	<ul style="list-style-type: none"> An up to two hours on-site (Isle of Wight location only) visit delivered by a competent Food Safety Officer. They will give you practical advice on how to comply with the law. The officer will write this up in a simple and easy to understand report. This will include legal requirements and recommendations Include a "Safer Food Better Business" pack and diary for new businesses. Optional revisit to check compliance in agreed timescales.
Pre-registration advisory visit (Isle of Wight only)	£ 80	<ul style="list-style-type: none"> For those considering registering as a food business 1 hour on site visit from a competent officer to provide regulatory advice

			<ul style="list-style-type: none"> The officer will write this up in a simple and easy to understand report.
Safer food better business pack	£20		
Safer food better business pack diary refills	£17.50	One Year of diary pages	
Safer food better business coaching visit	£40 one hour coaching at the council £80 one hour coaching at the business(Isle of Wight Only)	£40 one hour coaching at the council £80 one hour coaching at the business(Isle of Wight Only)	<ul style="list-style-type: none"> Officer will provide coaching on completing the safer food better business pack
Leisure Safety advice	£250		<p>For businesses with a pool, spa or hot tub or other extensive leisure facilities. Up to 2hr on site visit (Isle of Wight Only)</p> <ul style="list-style-type: none"> They will give you practical advice appropriate to the facilities Advice and recommendations for your business on how to achieve compliance and best practice. The officer will write this up in a simple and easy to understand report.
Water, food or environmental sampling	Contact for a quote		
Licensing			
Pre-application advice	£30 for the first hour then £40 per hour. Contact us for a quote		Our officers will advise you on: <ul style="list-style-type: none"> Which licences you need and which applications you need to make. The licensing process. What plans or photographs you need to accompany your application on drawing up plans (if required) Advice on what you should cover in your operating schedule or event safety plan (if applicable)
<ul style="list-style-type: none"> Premises Licences (including events) Gambling Licences 			

<ul style="list-style-type: none"> • Street Trading and Street permissions • Animal licences • Special treatments • Taxis and private hire 		<ul style="list-style-type: none"> • Signpost you to the statutory guidance, best practice guidance or other relevant policy.
Application Assistance	£60	Helping applicants complete the application forms and the statutory notices. Location at jubilee stores.
Trading Standards		
Trader Approval Scheme		Enhanced listing for members.
Banner advert on website	£100 per annum	for existing member fees Isle of Wight Trader approval scheme
Enhanced listing	£25 per annum	
Housing Renewal		
Immigration Certificates	£150 charge per application.	Immigrants from outside the EU are required to obtain housing certificate to accompany their Visa application. <ul style="list-style-type: none"> • Includes a survey, assessment, report and certificate (Isle of Wight only)
Empty Property VAT certificates	£120 inc VAT.	Certain empty properties are eligible for reduced VAT on refurbishment and renewal works by new owners and developers, but need certification of eligibility. <ul style="list-style-type: none"> • Includes a survey, assessment and certificate (Isle of Wight only)
Extending deputyship type property inspections to the private sector (Isle of Wight only)	£100 per inspection (likely 1 per month, sometimes 1 per week depending upon client circumstances and wishes)	To assist persons responsible for empty properties in any duty of care, insurance liability, or merely provision of reassurance of security; the team can offer a regular inspection service that will; <ul style="list-style-type: none"> • Keep records and provide a report to ensure the insurance clauses are met • Report any issues or defects to the person responsible for further action • Undertake very minor tasks whilst on site, e.g. alter central heating settings, turn off the water supply and drain the system, turn off gas and electric supplies (except to supply

	<p>Consideration of further agency work to facilitate general maintenance or specific improvements or renewals. Quote will be provided for the services required.</p>	<p>intruder alarms or central heating in the winter), simple screwing back of a detached but sound fence panel.</p> <ul style="list-style-type: none"> • Provide regular reports to the person responsible
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