

# Report

## Cabinet Member for Regulatory Functions

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### Part 1

Date: 24 March 2017

Item No: 01

**Subject** **Public Protection: Environmental Health- Ship Sanitation Inspection Fees & Charges 2017-18**

**Purpose** To seek the approval of the Cabinet Member to increase the Ship Sanitation Inspection charges in line with those recommended by the Association of Port Health Authorities, with effect from 1<sup>st</sup> April 2017.

**Author** Principal Environmental Health Officer (Health & Safety/Port Health)

**Ward** All

**Summary** The Association of Port Health Authorities have reviewed the current charges for Ship Sanitation Inspections and recommended that they be increased from 1<sup>st</sup> April 2017. These fees and charges are recommended for all Port Health Authorities authorised to undertake these inspections in the United Kingdom.

**Proposal** To agree the Port Health fees and charges set out in the Appendix to this report, which are the Association of Port Health Authorities' recommended fees.

**Action by** Head of Law and Regulation

**Timetable** Revised fees and charges to take effect from 1<sup>st</sup> April 2017

This report was prepared after consultation with:

- Public Protection Manager
- Environmental Health Manager
- Head of Law and Regulation
- Head of Finance
- Head of People and Business Change

**Signed**

## **Background**

The fees and charges apply to the renewal of Ship Sanitation Certificates undertaken by Environmental Health and are those recommended by the Association of Port Health Authorities to apply to all authorised ports in the United Kingdom.

Newport City Council is an authorised Port to issue Ship Sanitation Certificates and their extensions under the International Health Regulations (2005). The fee is calculated based on the gross tonnage of the vessel, or in the case of passenger vessels the number of persons on board.

Ship Sanitation Certificates are of particular importance for the prevention and control of public health risks on board ships on international voyages. They provide internationally recognised documentation regarding the sanitary conditions of a ship while reducing the need for further and more frequent inspections of the ship during the period for which the certificate is valid. They also provide information for determining which public health measures should be adopted to prevent and control public health risks on board, in turn preventing the international spread of disease on land.

Once a vessel has been issued with a Ship Sanitation Certificate, it is valid for a maximum of 6 months from the date of issue. Newport City Council is also authorised to issue extension certificates to extend this date by a maximum of 30 days and a fee can also be applied to this.

As an authorised Port to issue Ship Sanitation Certificates, Newport City Council are required to carry out the renewal should a request be made via the Shipping Agent. The Authority cannot refuse such a request.

The Association of Port Health Authorities recommends that these charges take effect from 1<sup>st</sup> April 2017.

## **Financial Summary**

The Appendix outlines the proposed fees and charges for the services mentioned for 17/18. In 16/17, the income raised from these fees up until 31/1/17 was £3,354.

## **Risks**

Vessels operating in national waters are required to hold a valid Ship Sanitation Certificate, which must be renewed every 6 months. As the Port of Newport, Bird Port and Liberty Steel all have vessels arriving from International Ports, regular requests for renewals are received via Shipping Agents. Therefore, it is unlikely that increasing the fees in line with those recommended will have an impact on requests made of the Authority.

Failure to increase the charges could put the Authority at an economic disadvantage to the other Authorised Ports in the United Kingdom who have increased their fees in line with the APHA recommendations. In addition such a failure would lead to inconsistency in charging around the UK, which APHA are keen to avoid.

Officers are satisfied that the proposed charges also adequately recover the costs incurred by the Authority in providing this statutory service.

<b>Risk</b>	<b>Impact of Risk if it occurs* (H/M/L)</b>	<b>Probability of risk occurring (H/M/L)</b>	<b>What is the Council doing or what has it done to avoid the risk or reduce its effect</b>	<b>Who is responsible for dealing with the risk?</b>
Risk of reduction in requests for inspections	M	L	Charges are in line with those recommended nationally by APHA and therefore will be consistent across all UK ports	Environmental Health Manager
Risk of not charging at a higher level	L	L	Proposing to take account of the APHA recommendations	Environmental Health Manager

\* Taking account of proposed mitigation measures

### **Links to Council Policies and Priorities**

Ensuring that appropriate fees are charged for these services, therefore ensuring that they can be delivered effectively and sustainably, will support the following Council Policies and Priorities:

- Newport City Council’s Corporate Plan “Standing Up for Newport” 2012-2017 (Relevant priorities: “A Working City” “A Safer City” “A Healthier City”).
- The Wellbeing of Future Generations (Wales) Act, which is about improving the social, economic, environmental and cultural wellbeing of Wales, and places a duty on public bodies to improve wellbeing in accordance with the sustainable development principle. Prevention of the spread of disease and integration with other Authorised Ports across the UK are key considerations in this proposal.

### **Options Available and considered**

#### **Option 1**

That the proposed fees and charges for Ship Sanitation Certificates and extensions set out in the Appendix are approved. The recommended fees and charges are in line with those recommended by the Association of Port Health Authorities and therefore the Authority will be consistent with other Authorised Ports across the United Kingdom.

#### **Option 2**

That the proposed fees and charges for Ship Sanitation Certificates and extensions set out in the Appendix are not approved. This would result in the Authority being inconsistent with other Authorised Ports across the United Kingdom and may result in the Authority being at an economic disadvantage to those that implemented the fees recommended by the Association of Port Health Authorities. It would also result in the Authority not fully recovering costs associated with delivering this statutory service.

### **Preferred Option and Why**

#### **Option 1 above**

Approval of the Fees and Charges for 2017/2018 set out in the Appendix in order that the recommended charges can be made for services.

### **Comments of Chief Financial Officer**

The fees and charges for Port Health are set by the Association of Port Health to ensure a consistent charging throughout the UK, which are usually not communicated to Local Authorities until the beginning of the new financial year.

Whilst not all fees have been increased by 4% in line with Council Policy, it is expected to have no impact on the Medium Term Financial Plan going forward. The 2017/18 budget for the fee income is

£2,398 and to date in 2016/17 we have already received £4,489. If the Port continues to operate in the future as it has done in this financial year, then this level of income should continue.

### **Comments of Monitoring Officer**

The proposed fees are in accordance with the Council's powers as Port Health authority to set reasonable fees and charges for the issue of Ship Sanitation certificates in accordance with the International Health Regulations 2005 and the Public Health (Ships) Regulations. The proposed fees and charges are in line with the fee levels recommended by the Association of Port Health Authorities, which ensures a standard charging policy across all UK ports. The proposed scale of charges is sufficient to cover the Council's costs of inspection and issuing the relevant certificates.

### **Comments of Head of People and Business Change**

The Well-being of Future Generations (Wales) Act has been considered as part of this proposal and is noted where appropriate.

There are no staffing issues arising directly from this report.

### **Local issues**

This report raises no issues that would impact on individual wards.

### **Scrutiny Committees**

No consultation with scrutiny committees on this report was necessary.

### **Equalities Impact Assessment and the Equalities Act 2010**

This report does not impact on 'protected characteristics' identified by the Equality Act 2010 and an Equalities Impact Assessment is not judged to be necessary.

### **Children and Families (Wales) Measure**

No consultation of children and young people is judged to be necessary.

### **Wellbeing of Future Generations (Wales) Act 2015**

The prevention and integration elements of the sustainable development principle are relevant to this proposal as follows:

**Prevention:** Ship Sanitation Certificates are of particular importance for the prevention and control of public health risks on board ships on international voyages and in preventing the international spread of disease on land.

**Integration:** The proposal will bring Newport in line other Authorised Ports across the UK, which the Association of Port Health Authorities is keen to achieve.

### **Crime and Disorder Act 1998**

Section 17(1) of the Crime and Disorder Act 1998 imposes a duty on the Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

**Dated:** 24 March 2017

## Appendix 1

### Ship Sanitation Certificate Renewal Fees and Charges 2017/18

<b>Gross Tonnage</b>	<b>2016/17 Fee</b>	<b>Proposed 2017/18 Fee</b>
Up to 1000	80	85
1001 to 3000	115	120
3001 to 10000	175	180
10001 to 20000	230	235
20001 to 30000	295	305
Over 30000	350	360
Vessels with a capacity to carry between 50 and 1000 persons	350	360
Vessels with a capacity to carry more than 1000 persons	600	615
Extension Certificate	50	55

Extra charges, based on actual costs, may be added to recover exceptional costs such as launch hire, out-of-hours duty, travel and re-inspections of ships.