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**TITLE: FEE FOR IMMIGRATION INSPECTIONS**

Committee: Regulatory and Support Services Committee

Date: 23<sup>rd</sup> January 2017

Author: Senior Environmental Health Officer – Domestic Team

[R180]

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1.0 ISSUE

1.1 To consider and approve the introduction of fees for immigration inspections.

2.0 RECOMMENDATION(S)

2.1 Introduce a fee of £100 for all immigration inspections from 1st April 2017.

3.0 BACKGROUND/OPTIONS

3.1 Environmental Services (Domestic Team) have carried out 5 inspections of privately owned houses for immigration purposes in the last financial year. This financial year there has been 4 to date. It is anticipated that this figure will rise. At present there is no charge for this service.

3.2 Immigration inspections of residential properties are carried out for residents applying for family members to come and live with them from abroad. The inspection is necessary to confirm that the property, with the additional resident(s), will not be overcrowded and that the property is free from Category 1 hazards (severe hazards, such as dangerous electrics etc.) when assessed in accordance with the Housing Health and Safety Rating System under Section 9 of the Housing Act 2004.

3.3 The housing condition report is required by the High Commission from the country from which the individual is moving from. It is an integral and necessary part of the immigration application.

4.0 ARGUMENTS/CONCLUSIONS

4.1 It is anticipated that the requests for the service will increase, although an individual can go to a private company to request an inspection if the survey is undertaken by a suitably qualified individual. Local authorities may charge for this service.

4.2 Cambridge City, South Cambridgeshire, Peterborough and Huntingdon charge for immigration inspections. It is proposed that a charge for this service be introduced at East Cambridgeshire, to cover Officer time, and to remain in line with charging policies set by neighbouring Councils.

Council	Charge for Immigration Report
Cambridge City	£130
Peterborough	£100
Huntingdon	£120
South Cambridgeshire	£75

4.3 The calculation of the fee was determined by the Environmental Services Officer costs. This included time to take the initial enquiry, travelling, inspection time and writing up the report. Overhead costs were also included. A full detailed spreadsheet of the calculations is available on request.

4.4 It was concluded that a reasonable fee would be £100. This is also in line with other authorities.

#### 5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

5.1 The introduction of a fee at the level suggested would cover officer costs for providing the service. The present level of demand for the service would not impact on staff resources.

5.2 Equality Impact Assessment (INRA) not required

#### 6.0 APPENDICES

None

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#### Background Documents

Housing Act 2004  
Housing Act 1985  
Housing Health and Safety  
Rating System – Operating  
Guidance, Feb 2006

#### Location

Room SF203,  
The Grange  
Ely

#### Contact Officer

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