

Public Document Pack



Executive Board Sub Committee

Thursday, 15 March 2007 at 10.00 a.m.
Marketing Suite, Municipal Building

A handwritten signature in black ink that reads 'David W R'.

Chief Executive

SUB COMMITTEE MEMBERSHIP

Councillor Mike Wharton (Chairman)	Labour
Councillor Phil Harris	Labour
Councillor Steff Nelson	Labour

Please contact Gill Ferguson on 0151 471 7395 or e-mail gill.ferguson@halton.gov.uk for further information.

The next meeting of the Sub Committee is on Thursday, 29 March 2007

**ITEMS TO BE DEALT WITH
IN THE PRESENCE OF THE PRESS AND PUBLIC**

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PART II

ITEMS CONTAINING "EXEMPT" INFORMATION FALLING WITHIN SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

In this case the Sub-Committee has a discretion to exclude the press and public but, in view of the nature of the business to be transacted, it is RECOMMENDED that under Section 100(A)(4) of the Local Government Act 1972, having been satisfied that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

7. PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

(A) BRINDLEY MOUND

64 - 68

In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

REPORT TO: Executive Board Sub Committee

DATE: 15th March 2007

REPORTING OFFICER: Interim Strategic Director, Children and Young People's Directorate

SUBJECT: Children with Disabilities Short Break Contracts

WARDS: Borough Wide

1.0 Purpose of Report

1.1 The purpose of this report is to seek a waiver of the Council's Standing Orders (Section 4.1) to enable the extension of the existing contracts (outlined in Appendix 1) until 31 March 2008

2.0 Recommendation: That the Executive Board Sub Committee agree the waiver of Council Standing Orders (S4.1) and agree a 1 year extension for each of the Contracts outlined in Appendix 1.

3.0 Supporting Information

3.1 A range of short break services for disabled children and their families are provided through the Voluntary Sector in Halton. Many families and their children depend on these services to support them in their care of their disabled child.

3.2 The contracts outlined in Appendix 1 relate to services which provide a range of such short breaks for disabled children and their families in Halton which are commissioned by the council from the Voluntary Sector.

3.3 In 2006 quotations were sought from providers and contracts awarded based on this process. Contracts were awarded to provide these services for 1 year due to the annual nature of the funding (Carers Grant).

3.4 The exception to the above is the Crossroads contract for which we are seeking to renew the contract at increased value. This contract was awarded in 2004 for 3 years at a cost of £12,333, ending 31.03.2007. An additional contract to fund additional carers within the clubs was awarded in 2006 bringing the total value to £17,555. The cost of running the clubs

however exceeds the contract value, the balance having been funded by charitable funding which Crossroads had been able to secure. This charitable funding has now ended and Crossroads therefore require the full cost of the service provision to be provided by the council in order to continue to provide the service. The cost of the contract for 2007-8 will therefore be £29,367. This price level is consistent with the pricing of other contractors and takes into account additional staffing and transport costs.

- 3.5 The range of services that are provided via the contracts in Appendix 1 are specialist services that meet the needs of disabled children and their families and there are limited providers delivering these services in the Halton area.
- 3.6 In order to again fulfill the requirements and comply with Standing Orders we would be required to, in effect, request that the existing providers submit a quotation to provide the same service for 2007-8 as they have provided in 2006-7. As such a waiver to Standing Orders is sought.
- 3.7 Each of the existing service contracts have been monitored on a quarterly basis and all perform to a satisfactory standard or above. It is proposed that extending the contracts outlined in Appendix 1 for the period 2007-8 which would be an efficient use of the Council's resources.

4.0 Policy Implications

- 4.1 There are no specific policy implications to these proposals.

5.0 Funding Implications

- 5.1 The contracts are funded through the Carers Grant .The 2007-8 Carers Grant allocation for children's services is £100,400, an increase from £99,400 in 2006-7, an increase of 1%.
- 5.2 The extension of contracts will be met within the existing funding available. This can be achieved in 2007-8 through the growth in the Carers Grant as outlined in 5.1 above and through the use of some carry forward within the Children's Disability Pooled Budget.

6.0 Risk Analysis

- 6.1. The proposed action provides the opportunity to provide continuity of provision for disabled children and their families.
- 6.2. There are no specific risks associated with the proposed course of action

7.0 Equality And Diversity Issues

- 7.1 All of the services included in the proposal offer a service to disabled children and their families and promote the equality of opportunity and promotion of diversity across service provision.

8.0 List Of Background Papers under Section 100d of the Local Government Act 1972

Document	Place of Inspection	Contact Officer
none		

APPENDIX 1

Children with Disabilities Short Break Contracts to be extended to 31 March 2008

AGENCY	SERVICE PROVIDED	CONTRACT COST (07-08)
Halton and St Helens Crossroads for Carers	3 After School and Saturday Clubs for disabled children	£29,367
Barnardo's Wider Horizons	Inclusive play and leisure opportunities for disabled young people	£6,908
HAFS (Halton Autistic Families Services)	Family Support groups and activities for children with autism and their families	£8,010
HITS Young Carers	Carer breaks and support for young carers	£ 3,450
TOTAL		£47,735

REPORT:	Executive Board Sub-Committee
DATE:	15 th March 2007
REPORTING OFFICER:	Interim Strategic Director Children & Young People's
SUBJECT	School Improvement
WARDS:	Borough wide

1.0 PURPOSE OF REPORT

To request the waiving of contract standing order 4.1, which places a requirement on the Council to tender or detain quotes for a contract with an external provider for a contract not exceeding £50,000.

2.0 **RECOMMENDED:** That Standing order 4.1 be waived in respect of a contract for securing the services of a consultant to undertake key development work relating to the remodelling of how the Local Authority undertakes its statutory function in relation to School Improvement.

3.0 SUPPORTING INFORMATION

3.1 The Education & Inspections Act 2006 places new duties on Local Authorities to:

- Provide high standard and fair access to education opportunity;
- Promote choice and diversity;
- Respond to dissatisfied parents;
- Identify school age children not receiving education;
- Appoint a School Improvement Partner; and
- Secure access to education and recreational leisure time activities.

3.2 Within these duties the Local Authority's powers of intervention are strengthened to include:

- Early intervention/power to intervene;
- Power to issue a formal warning notice;
- Requirement for schools to collaborate with another school or partner;
- Appoint additional governors or interim executive member; and
- Potential closure

3.3 These duties place considerable challenges upon the existing structures within the Local Authority for improving standards in schools.

3.4 Some initial work has been undertaken with Steve Turnbull, Emdirect, and the early analysis concludes that there are a number of areas which require further development to deliver aspects of the Education and Inspection Act and expectations of the Joint Area Review.

4.0 PROPOSAL

4.1 In order to position the Local Authority to fulfil its extended duties in relation to School Improvement effectively, it is proposed that specialist consultancy support is now required to remodel the service. Specifically the consulting support will be required to undertake developmental work while also bringing forward specific recommendations on service configuration.

4.2 Due to the existing pressures within this area of work and the high risks associated with school failure, it is proposed that the consultancy support should be commissioned.

4.3 Specialist support has been sourced from SERCO. An outline of the key role that SERCO currently plays within the education field is attached at Appendix 1.

5.0 FINANCIAL IMPLICATIONS

5.1 The cost of the contract to be let will not exceed £40,000.

5.2 Costs associated with this work will be met from staffings accrued through vacancies in the School Improvement Service.

6.0 POLICY IMPLICATIONS

6.1 The areas of policy review will emerge from this work, particularly in relation to the role of the Local Authority in responding promptly and intervening early to prevent school failure and tackle school under-performance.

7.0 RISK ANALYSIS

7.1 Failure to act will present the following risks:

- The Local Authority is unable to tackle effectively poor school performance;
- The Local Authority is in a weakened position for the Joint Area Review scheduled for March 2008.

8.0 EQUALITY & DIVERSITY ISSUES

8.1 None

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 197U2

Document	Place of inspection	Contact Officer
Education & Inspections Act 2006	Grosvenor House	Lorraine Butcher Operational Director
Consultation on Statutory Guidance on Schools Causing Concern	Grosvenor House	Lorraine Butcher Operational Director

Bringing service to life



Serco Education & Children's Services

Serco is one of the leading private sector partners operating within the education and children's services sector. We are committed to working in close and effective partnership to support the provision of quality education, lifelong learning, social care and healthy outcomes for all children, young people and their communities. We believe education is the foundation for a prosperous and dynamic economy. In total, Serco Education and Children's Services:

- Is responsible for the full range of services to some **350 schools**
- Provides education for well over **100,000 pupils**
- Manages annual schools' revenue in excess of **£350 million**
- Employs over **1500 staff**
- Has a specialist field force providing advice, guidance, consultancy and project management in **150 top tier** local authorities.
- Provides **leadership advice and support** to over **1000 schools**
- Maintains an **Associate workforce of 500** specialists in the children and young people arena

Transformation in Walsall and Bradford

In 2002 Walsall Council appointed Serco to deliver all of their education services as part of a DfES Intervention Strategy. Vital to the outstanding success of this contract is our close and effective working relationship with the council, enhanced by excellent communications strategies. A strong partnership with the council was built at the outset and enabled Members to focus on policy and strategy. Whilst the contract secured the delivery of services in Walsall, it is in reality a strategic development partnership through which Serco and the Council have ensured that there is a shared commitment to the delivery of a corporate wide agenda.

Serco also has a ten-year contract with Bradford Metropolitan District Council for the provision of strategic leadership and management functions for education support services to schools. The contract is the largest educational improvement contract of its kind, encompassing the vast majority of services previously provided by the LEA. Serco engages with senior officers across the Council and is an active partner in all aspects of corporate activity, including supporting Members. There is a significant integrated approach to working on the Every Child Matters (ECM) agenda across the Children's Services Directorate.

Outcomes Beyond Expectations

When Ofsted carried out a re-inspection of Walsall in October 2004 they found a "spectacular improvement" in the service. They judged improvements since the last audit to be Good (2), up from Very Poor (7) just two years earlier. Capacity to improve was also rated Good (2), compared with Poor (6) and current performance was described as Highly Satisfactory (3), up from Poor in 2002. Ofsted's findings were reinforced by the views of head teachers in the 2004 Audit Commission's annual survey of services, which reported massive improvements.

Similarly in Bradford the transformational work we have undertaken in partnership with the Council has moved service and support to schools on immensely since the start of the contract. This has resulted in:

A successful Ofsted inspection;
 Results improving – particularly at KS4 – the 11th most improved authority in 2005 and the best ever KS4 results with a step change in 2006;
 Rapid movement of schools out of Ofsted categories, well above the national picture;
 A continued strong partnership with the Council as shown by the 2006 APA being Good or Excellent in all children’s services categories.

A large part of the continued success in Walsall and Bradford is due to the effective change management processes which Serco has employed leading to the embedding of new skills and capacities and enabled effective knowledge transfer to the wider workforce and school managers. This has been reflected in the contractor responding to changed and changing circumstances – for example the move to the School Improvement Partners (SIP) programme; and in the way in which we have used our strategic partnership to pursue a robust approach to special educational needs – aligning strategy and policy with finance and school organisation

Innovative Approaches

Amongst our earliest initiatives in Walsall was the development of School Focused Teams – multi agency teams that together were able to focus on the improvement and inclusion issues of individual schools. This pioneering multi-agency team approach provides an excellent basis for supporting schools in addressing the Every Child Matters (ECM) outcomes for children and young people. Through these teams and other aspects of our work we have secured real and effective multi agency partnerships with Health, Social Care, Police and many other agencies all of whom are actively involved in these truly multi-agency teams delivering fully integrated services.

Through this contract Serco has adopted a ‘family of schools’ approach with a drive to engage schools fully in the development of policy and strategy. Clusters of schools have worked on elements of practice, created ‘communities of interest’, shared and developed approaches, and engaged in policy developments requiring a focus on improved service delivery. The Head teachers’ Focus Group provides an important forum for debate, often tackling thorny issues. In 2005 Ofsted noted that *‘the trust, support and confidence of schools has been fully restored’.*

Our People Strategy focuses on ongoing support, challenge and development. The service-wide skills audit based informed recruitment and retention strategies and workforce development priorities. Our contract-based staff enjoy a full development programme directly linked to a robust performance appraisal process and well established well-being initiatives.

We are also the lead partner in Together for Children’s contract with the Department for Education and Skills, to deliver the national programme of support for Phase 2 of the Children’s Centres programme. Through that programme we are working with the DfES and every one of the 150 top tier local authorities and all of the 9 government regional offices in delivering a national rollout of the government’s agenda. Through that programme we have acquired unrivalled access to the very best practice, a national and regional team of experts and excellent knowledge management capability. The programme has also strengthened our already strong engagement with the voluntary, independent and private sectors across the country.

National Programme for Children’s Centres

We are also the lead partner in Together for Children’s contract with the Department for Education and Skills, to deliver the national programme of support for Phase 2 of the Children’s Centres programme. Through that programme we are working with the DfES and every one of the 150 top tier local authorities and all of the 9 government regional offices in delivering a national rollout of the government’s agenda, in a field which is closely related to the parenting agenda and focused on the similar policy objectives, outcomes and impact for children and families. Through that

programme we have acquired unrivalled access to the very best practice, a national and regional team of experts and excellent knowledge management capability. The programme has also strengthened our already strong engagement with the voluntary, independent and private sectors across the country.

Strategic Partnership, Consultancy and Interim Management

SE&CS also works with a number of local authorities and organisations across the country providing strategic consultancy and interim management across many different aspects of their work. We also provide a full range of services, via strategic partnerships, on behalf of two local authorities. In addition we have highly regarded training and leadership development programmes – designed and delivered by Serco in England and across Wales. Our Associate workforce consists of a full range of specialists with excellent track records within the full range of education and children’s services areas.

Through all of these engagement we:

- Work with a hugely diverse range of professionals and practitioners across the voluntary, independent, public and private sectors
- Work extensively across, and manage all aspects of, the Early Years agenda including the development and support of children’s centres, the direct management of family centres and the planning and delivery of parenting programmes
- Have vast experience of service delivery across the spectrum of local authority and other local partner provision
- Lead significant stakeholder management boards
- Work with a very full range of stakeholders at all levels – local, regional and national – including stakeholders with often diverse needs and conflicting demands and aspirations.
- Plan, design and deliver research programmes
- Design and deliver leadership programmes and a wide range of other training opportunities
- Run an internationally recognised research establishment on behalf of the Government
- Run a training college for all armed forces personnel delivering high quality accredited training continuously planned to meet need.
- Employ some 1500 staff and have some 500 associates

Our Key Strengths are:

1. Our *People* – we are acknowledged experts in our field
2. Our *Programme and Project Management* – we deliver on time, every time and can demonstrate our success
3. Our *Approach* – we engage our customers

Department for Education and Skills (DfES)

The company has demonstrated its high quality management and innovation in the successfully completion of DfES contracts in 2001 to introduce performance management for teachers and headteachers nationally. Serco worked closely with a partner provider, CfBT, to write training materials, train trainers and deliver the training to every headteacher in the country. We subsequently delivered very high volumes of training for Threshold Assessors, External Advisors and Performance Management Consultants. Performance measures for quality, volume and timescale were met consistently throughout the life of the contract, enabling this national, high profile programme to be implemented successfully.

Serco similarly won the contract to implement the FastTrack Teaching programme for the DfES, in partnership with an occupational psychology company, Interactive Skills. This cross discipline partnership was highly successful in its work to design and run assessment centres to assess and select suitable candidates for the Fast Track programme. Again, quality was of a consistently high standard.

REPORT TO: Executive Board Sub Committee

DATE: 15 March 2007

REPORTING OFFICER: Strategic Director, Health and Community

SUBJECT: Cultural & Leisure Services, Scale of Charges

WARD(S): Borough wide

1.0 PURPOSE OF REPORT

1.1 To set out the proposed admission charges for 2007/08 for the Council Libraries, The Kingsway Learning Centre, Leisure Centres, Parks and Playing Pitches, Community Centres and the Brindley Arts Centre.

2.0 RECOMMENDED THAT:

(1) The charges as proposed be approved and implemented on the dates set out at 5.1

3.0 BACKGROUND INFORMATION

3.1 No major changes are proposed in the structure of charges for 2007/08. The level of charges have been set as part of the Council's response in setting an overall budget. Charges are therefore set at a level that should increase the revenue to the council in real terms. However the level of increase's have been judged against customer views, other competing services and the need to continue to provide universal services which are accessible by all.

3.2 The proposed charges for 2007/08 are attached as an appendix

4.0 POLICY IMPLICATIONS

4.1 Nil

5.0 RISK ANALYSIS

5.1 Income from charges is part of the council's overall budgeting strategy, new charges must therefore be implemented on 1 April 2007. Revised charges for the Brindley are implemented on 1 September 2007.

6.0 EQUALITY AND DIVERSITY

6.1 The council's charges are structured and are at a level designed to enable the use of services by everyone in the community irrespective of individual circumstances. The new level of charges have, been set at a level which continues to facilitate this.

7.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

None under the meaning of the Act.

Document Place of Inspection Contact Officer

Key Decisions (report for Exec Board/Exec Board Sub only)	Yes	No
Is the decision on this item likely to result in expenditure or savings in excess of £1 million <u>or</u> which are significant in the context of the budget for the service or function in question?		X

Proposed Leisure Prices for 20(2007/08

	2006/07	Proposed Increase	2007/8
SWIMMING			
Adult	2.30	0.10	2.40
Junior	1.15	0.05	1.20
HLC	1.15	0.05	1.20
JN Lessons(10 lessons)	27.50	1.00	28.50
SN Lessons(10 lessons)	30.00	1.00	31.00
SPORTSHALL			
Adult	2.80	0.10	2.90
Junior	1.40	0.05	1.45
HLC	1.40	0.05	1.45
SPORTSHALL BLOCK BOOKINGS			
Half Hall BB Hire	20.50	1.00	21.50
Adult admit fee	1.50	0.10	1.60
Junior admit fee	0.75	0.05	0.80
HLC admit fee	0.75	0.05	0.80
Squash (40 min)	2.75	0.10	2.85
Junior Squash	1.40	0.05	1.45
Fitness	3.80	0.15	3.95
Junior Fitness	1.90	0.05	1.95
Health Suite	5.15	0.15	5.30
Creche per hour.	1.00	0.05	1.05
Table Tennis	1.90	0.10	2.00
Junior Table Tennis	0.95	0.05	1.00
SPECTATOR			
Adult	0.50	0.00	0.50
Junior	0.25	0.00	0.25
HLC	0.25	0.00	0.25
SPECIAL EVENTS			
KLC			
Full Hall Booking			
Half Hall Booking	33.00	1.00	34.00
Full Hall Booking	66.00	2.00	68.00
Multi Purpose Room	27.00	1.00	28.00
Gymnasium			25.00
Creche			20.00
Studio	27.00	1.00	28.00
Swimming Pool	50.00	1.50	51.50
Small Pool	38.00	1.00	39.00
RSP			
Swimming Pool	42.00	1.50	43.50
BROOKVALE RECREATION CENTRE			
Swimming Pool	45.00	1.00	46.00
Sportshall Adult	56.00	1.50	57.50
Sportshall Junior	32.00	1.00	33.00
Half Hall Booking - Adult	28.00	1.00	29.00
Half Hall booking - Junior	16.00	0.50	16.50

Gymnasium - Adult	23.00	0.80	23.80
Gymnasium - Junior	16.00	0.40	16.40
ATP			
Adult Casual	30.00	1.00	31.00
Junior Casual	15.00	0.50	15.50
Block Booking			
Adult	26.00	0.80	26.80
Junior	13.00	0.40	13.40
Hockey Match			
Adult	40.00	1.00	41.00



PROPOSED SCALE OF CHARGES
1st April 2007 – 31st March 2008

LIBRARY SERVICE

LOAN CHARGES

	PRESENT	PROPOSED
Talking Books		
Leisure Card Holders	£1 for 3 weeks 50p for weeks	No change No change
Compact Discs		
Leisure Card Holders	80p per week 40p per week	No change No change
DVDs		
Leisure Card Holders	£2 for 2 nights £1 for 2 nights	£2.20 for 1 week £1.10 for 1 week
Learning for Life Collection		
Non-book items:	£1.00 for 3 weeks	No change
Leisure Card Holders:	FREE	No change
PlayStation 2		
Leisure Card Holders	£2.50 per week £1.25 per week	No change No change

FINES ON OVERDUE ITEMS

Books, Talking Books, CDs, and Learning for Life Collection

Adult tickets	10p per item per day maximum £4.00 per item	No change
Children's tickets	No charge	No change
Leisure Card Holders	5p per item per day maximum £4.00 per item	No change

DVDs

Leisure Card Holders	£1 per night 50p per night maximum £8.00 per item	40p per day 20p per day
PlayStation 2	40p per day	50p per day
Leisure Card Holders	20p per day maximum £8.00 per item	25p per day

In addition an administrative charge of 30p (which includes postage) is payable when an overdue reminder is sent. Children's books borrowed on an adult ticket are subject to the adult fine rate.

RESERVATIONS

Leisure Card Holders	70p per item 35p per item	No change No change
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If the item reserved has to be obtained from outside the authority, the charge is:

Leisure Card Holders	£1.00 per item 75p per item	No change No change
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PRESENT

PROPOSED

PERSONAL COMPUTER BOOKINGS

Discs:	£1.00 each	No change
Leisure Card Holders	50p each	No change

Printing:

Black & White:	10p per page	No change
Colour:	20p per page	No change
Leisure Card Holders		
Black & White:	5p per page	No change
Colour:	10p per page	No change

PHOTOCOPIES

10p per sheet	No change
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MICROFILM / MICROFICHE COPIES

20p per sheet	No change
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FAX

	50p per sheet received	No change
To UK:	£1.00 first sheet	No change
	25p subsequent sheets	No change
To Europe:	£2.00 first sheet	No change
	50p subsequent sheets	No change
International:	£3.00 first sheet	No change
	£1.00 subsequent sheets	No change

LOST TICKETS

Adults:	£1.00	No change
Children and Leisure Card Holders:	50p	No change

ROOM HIRE

1. <u>Community Groups</u>		
Auditorium	£5.75 per hour	£6.00 per hour
Meeting room	£4.00 per hour	£4.25 per hour
Computer Suite	£5.00 per hour	£5.25 per hour

Block bookings

Less 15% discount in respect of 10 or more bookings at any one time

Free Lettings - New activities and groups initiated by the Manager may, in their initial period of operation receive a maximum of 4 free lettings to establish groups which should then be considered a community user paying at the appropriate rate.

2. **Private Groups and Commercial Groups**

The above charges increased by 25% and 50% respectively and cumulatively

3. **Events** - other than those in 1 or 2, by negotiation with the Manager

Approved – Assistant Accountant, Cultural & Leisure	
Approved – Operational Director, Cultural & Leisure	

1. COMMUNITY USE (Non funded organisations)

Room		Current Rate 06/07	Community Rate 07/08	Council Rate 07/08
Meeting Room 2	Per hour	£6.20	£10.00	£12.50
Other Meeting Rooms	Per hour	£3.20	£5.00	£6.25

- **Block Bookings**

Less 15% in respect of 10 or more bookings made at any one time.

- **Free Lettings**

New activities and groups initiated by the Manager may, in their initial period of operation, receive a maximum of 4 free lettings to establish the groups. Subsequent bookings should then be considered a community user paying the appropriate rate.

- **Performing Rights** – 5% of the total booking charge (excluding any discount).

2. PRIVATE AND COMMERCIAL GROUPS

- The above charges increased by 25% and 50% respectively and cumulatively
- Performing Rights – 5% of the total booking charge (excluding any discount).

3. OTHER

- Use other than those in 1 or 2, by negotiation with the Manager.

NOTES FOR GUIDANCE TO APPLICANTS

1. Payment of Charges (Private and Casual Bookings)

A deposit shall be paid in advance and the balance must be paid prior to use.

2. Approval of Applicants

No application must be regarded as accepted until official approval has been received and the deposit paid. In addition, all applicants must agree to the booking conditions of the Centre.

3. Preparation and Tidying Up

The hours booked must cover the use of the Centre by organisers for any preparatory work required prior to the function and for tidying up afterwards.

4. Catering Service

Refreshments and Catering services can be provided on request.



Parks and Countryside Service
Proposed Facility Charges 2007/08

		06/07 Price	07/08
Summer Games			
Bowling Casual Hire	(4 hours)	30.00	35.00
Bowling Green Hire	(Alternate)	60.00	65.00
Bowling Green Hire	(Weekly)	120.00	130.00
Cricket B/B Hire		175.00	180.00
Cricket Casual		50.00	60.00
Winter Games			
Adult B/B Pitch Hire	(Alternate)	335.00	350.00
Adult B/B Pitch Hire	(Weekly)	670.00	700.00
Adult Casual Hire		55.00	70.00
Junior B/B Pitch Hire*	(Alternate)	175.00*	190.00*
Junior B/B Pitch Hire*	(Weekly)	350.00*	380.00*
Mini Soccer B/B Hire*		115.00*	125.00*
Junior Casual Hire		27.50	30.00
Adult Floodlit Grass Training	12 weeks	110.00	130.00
Junior Floodlit Grass Training	12 weeks	55.00	65.00
Adult Baseball Field	(Annual)	1080.00	1160.00
Junior Baseball Field	(Annual)	540.00	580.00
Meeting Room Hire			
Half Day Hire		n/a	25.00
Full Day Hire		n/a	40.00
Allotments			
Allotment Plot		27.00	28.00
Environmental Education			
Halton Schools		Free	Free
Out of Borough Schools (per pupil)		2.00	3.00

Notes

* Presently provided Free of charge for competitive sport



PROPOSED SCALE OF HIRE CHARGES 1st April 07 – 31st March 08

**COMMUNITY CENTRES –
Castlefields/Ditton/Grangeway/Murdishaw/Upton**

Approved – Assistant Accountant, Cultural & Leisure	
Approved – Operational Director, Cultural & Leisure	

1. COMMUNITY GROUPS

		Rate 06-07	Rate 07-08	£ Increase	% Increase
Hall	Per hour	£6.20	£6.55	£0.35	5%
Small Room	Per hour	£2.20	£2.35	£0.15	5%
Large Room	Per hour	£3.30	£3.50	£0.20	5%
Stage	Per hour	£2.20	£2.35	£0.15	5%
Kitchen	Per hour	£1.80	£1.90	£0.10	5%

Block Bookings

Less 10 % in respect of 10 or more bookings made at any one time, **currently 15% in 2006/07**

Free Lettings

New activities and groups initiated by the Manager may, in their initial period of operation, receive a maximum of 4 free lettings to establish the groups which should then be considered a community user paying the appropriate rate.

Any further free lettings would be by agreement with Operational Director, Cultural & Leisure Services.

Performing Rights – 5% of the total booking charge (excluding any discount).

2. PRIVATE and COMMERCIAL GROUPS

Kitchen Hire VAT (17.5%) applies

The above charges increase by 25% AND 50% respectively and cumulatively

Performing Rights – 5% of the total booking charge (excluding any discount).

3. OTHER

Events other than those in 1 or 2, including week end rates, by negotiation with the Manager.

NOTES FOR GUIDANCE OF APPLICANTS

1. Payment of Charges (Private and Casual Bookings)

A Non Returnable deposit of 25% of the charge shall be paid in advance and the balance must be paid prior to use.

2. Approval of Applicants

No application must be regarded as accepted until official approval has been received and the deposit paid.

3. Preparation and Tidying Up

The hours booked must cover the use of the Centre by organisers for any preparatory work required prior to the function and for tidying up afterwards.



The Brindley Hire Fees 2007/08

High Street, Runcorn WA7 1BG
TEL: 0151 907 8360 | FAX: 0151 907 8361

The Brindley Arts Centre provides state of the art performance facilities, skilled technical and front-of-house staff, excellent seating and refreshments for audiences.

The Theatre seats 424 people and the studio 108.

Community groups include all amateur and community based organisations, including dance schools.

	Mon – Thurs Performance	Fri / Sat Performance	Sunday Performance	Rehearsal
Halton Borough Community Hirers +Theatre Space	£425 Proposed new charge £475	£500 Proposed new charge £550	£600 Proposed new charge £650	£150 Proposed new charge £150
Non Halton Borough based Community Hirers +Theatre Space	£525 £575	£600 £650	£700 £750	£200 Proposed new charge £200
Commercial Hirers Theatre Space	£800 £850	£900 £950	£900 £950	£200 £250
Hire of Space Tech / Staff not Included Studio Space	£200 (no change)	£200 (no change)	£300 (no change)	

A performance hire includes exclusive use of the Theatre space on that day, **two** technicians, use of theatre lighting, sound system and up to **three** Front-of-house staff.

+The price increase is to take account of all the hires requiring two technicians. Last years fees only included one technician and then additional technical staffing charges were added on to the final bill. Hirers have requested that they would sooner see the full charges (including the second technician) in advance. Therefore there is no actual increase in the hire charges.

The Brindley box office staff will produce and manage the sale of tickets at a cost of 25p per ticket.

PRS – Performing Rights costs will be recharged at the appropriate percentage to hirers, when applicable.

REPORT TO: Executive Board Sub Committee

DATE: 15th March 2007

REPORTING OFFICER: Acting Strategic Director Children & Young People

SUBJECT: Review of Fees & Charges – Children & Young People
(Children's Social Care) 2007 -2008

WARDS: All

1.0 PURPOSE OF THE REPORT

1.1 In accordance with the annual budget review, to seek the Boards approval of the proposed increases in fees and charges for the Children's Services rates paid to foster carers.

2.0 RECOMMENDATION: That the proposed changes in fees and charges outlined in Appendix 1 and Appendix 2 be approved.

3.0 SUPPORTING INFORMATION

3.1 The Appendices attached to this report detail the current and proposed fees for Children's Services foster carer rates.

3.2 Basic Allowances for foster carers (ie: weekly allowance plus birthday, holiday and Xmas allowances) were originally based upon the recommended rates of Fostering Network, the national organisation that supports and promotes foster care.

3.3 In developing these rates, the Fostering Network considers that they are the lowest that foster carers should receive to cover the actual costs of looking after a fostered child. No element of the allowance is a reward payment for the foster carer. The allowance is made up from the direct costs of caring for a child plus a further amount to take account of additional costs that arise on account of the characteristics of fostered children and the characteristics of fostering.

3.4 In recent years, the rates for foster carers in Halton have been increased in line with the inflationary rate applied to the council's budgets rather than in line with the increase recommended by Fostering Network. This has given rise to a significant difference between the rates paid by the authority to foster carers and those recommended by the Fostering Network. (see table in 3.9). This has had a negative impact on the authorities ability to recruit and retain foster carers, and as such has increased dependency on independent fostering agency and out of borough residential placements.

- 3.5 Therefore it is proposed that fees and charges for Halton fostering services should be increased to meet the recommended minimum allowances proposed by the Fostering Network for 2007/08. (Appendix 1).
- 3.6 For those circumstances where Fostering Network does not make any recommendation, proposals are made to increase rates by 2.5% (Appendix 2).
- 3.7 Fees and charges for Children's Services will need to be increased with effect from 1st April 2007.
- 3.8 The table below shows how increasing the fostering rates to the Fostering Network minimum recommended rates will impact on the projected costs for 2007/08 with projections based on the current level of children in foster care placements.

Projected annual cost of foster care 2007/08

Age Group	Halton Rates	Fostering Network Rates	Increase/(Decrease)
0-4	£177,399	£179,323	£1,924
5-10	£264,694	£267,498	£2,804
11-15	£545,938	£551,630	£5,692
16+	£280,678	£277,370	(£3,308)
Total	£1,268,709	£1,275,821	£7,112

- 3.9 Given current difficulties in recruiting and retaining foster carers, the competition faced from other local authorities and the Independent Fostering agencies, and the serious impact this has on placement quality and choice, it is critical that nationally recognised rates are maintained.
- 3.10 Under the new guidance from the DfES all fostering services must publicise their allowances clearly separated from fees as of April 2007.

4.0 POLICY IMPLICATIONS

- 4.1 There are no policy implications as a result of this report.

5.0 RESOURCE IMPLICATIONS

- 5.1 Provision exists to meet this expenditure within the Council's approved budget for looked after children's care placements.

6.0 RISK ANALYSIS

- 6.1 The proposals will ensure that the risk of not being able to recruit or retain foster carers in Halton is better managed. There are ongoing risks in relation to increased numbers of children requiring to be cared for by the local authority, but robust gate-keeping and monitoring measures are in place.

7.0 EQUALITY AND DIVERSITY ISSUES

- 7.1 The provision for looked after children within foster care is based on, wherever possible, a clear match between the cultural needs of children and their prospective carers. Additionally by potentially improving both the recruitment and retention of carers the equality of opportunity for children in care in Halton will be improved.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
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None.

Children's Services – Fostering Rates

Fostering Allowance paid to all carers:	£ Current	£ Proposed
Age 0 – 4	114.53	118.60
Age 5 – 10	130.47	135.10
Age 11 – 15	162.42	168.18
Age 16 +	202.04	204.55

Christmas Allowances All Children

Age 0 – 4	114.53	118.60
Age 5 – 10	130.47	135.10
Age 11 – 15	162.42	168.18
Age 16+	202.04	204.55

Birthday Allowances All Children

Age 0 – 4	57.27	118.60
Age 5 – 10	65.24	135.10
Age 11 – 15	81.20	168.18
Age 16+	101.02	204.55

Holiday Allowances – Lump Sum All Children

Age 0 - 4	188.75	237.20
Age 5 - 10	233.96	270.20
Age 11 – 15	291.37	336.36
Age 16+	371.62	409.10

NB – The proposed rates would be in line with those recommended by Fostering Network.

APPENDIX 2

	Current £	Proposed £
Specialist Foster Scheme Weekly Payment (plus basic foster care allowance)	324.96	333.08
Home From Home full day	28.81	29.53
Home From Home ½ day	14.19	14.54
Day Care full day	16.66	17.08
Day Care ½ day	8.33	8.54
Clothing Allowance (one off payment)		
Age 0-4	258.16	264.61
Age 5-10	344.28	352.89
Age 11-16	525.49	538.63
Age 16-17	517.30	530.23
Enhanced Fostering Allowance paid to carers who are managing people with complex needs:		
Age 0 – 4	221.44	226.98
Age 5 – 10	237.38	243.31
Age 11 – 15	269.32	276.05
Age 16+	307.28	314.96

NB - The proposed rates have been increased by 2.5%.

Any other rates not listed for Children's Services will be increased by 2.5%

REPORT: Executive Board Sub Committee

DATE: 15 March 2007

REPORTING OFFICER: Strategic Director - Environment

SUBJECT: Review of Fees and Charges

WARDS: Boroughwide

1 PURPOSE OF REPORT

- 1.1 In conjunction with the annual budget review it is proposed to increase the charges under the control of the Executive Board in accordance with the schedules shown in Appendix.

2 RECOMMENDATIONS:

- 2.1 **The proposed fees and charges be agreed and referred to the relevant Policy and Performance Boards for information.**

3 SUPPORTING INFORMATION

- 3.1 The review of Fees and Charges has been carried out as part of the budget preparations. The review was carried out by increasing fees and charges in line with inflation with some exceptions to take into account Best Value issues.

4 POLICY IMPLICATIONS

- 4.1 Charges are adjusted annually in accordance with the current inflation rate.

5 OTHER IMPLICATIONS

- 5.1 The effects of the proposals have been incorporated into the draft budgets for 2007/2008.

6 RISK ANALYSIS

- 6.1 Not Applicable

7 EQUALITY AND DIVERSITY ISSUES

- 7.1 There are no issues under this heading.

8 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

- 8.1 There are no background papers under the meaning of the Act.

APPENDIX

ENVIRONMENTAL INFORMATION

Charges will apply subject to and in compliance with current statutory regulations	<u>PROPOSED</u>	<u>PROPOSED</u>
	£	£
The basis for charging is:		
(1) Where the information already exists in the format requested:		
Admin Charge - Charge inclusive of copying of first sheet.	10.00	10.50
A4 –per subsequent sheet.	0.30	0.50
A3 - per subsequent sheet	0.50	0.75
A2 –per subsequent sheet	1.05	1.50
A1 - per subsequent sheet	5.50	6.00
(2) Where assistance is required from Council staff to either extract interpret, or describe material, the staff time is charged at an hourly rate given below:		
Manager	108.00	112.00
Professional Staff	91.00	94.00
Admin. Support	55.00	57.00
Typing Fees (hourly rate)	50.00	51.50
(Minimum Charge – Half an Hour for above 4 items)		
Postage	At Cost	At Cost

REQUESTS FOR INFORMATION REGARDING POTENTIALLY CONTAMINATED LAND

	<u>PRESENT</u>	<u>PROPOSED</u>
	£	£
Land contamination reports for a given property or site is issued detailing all information held by HBC relating to known or potential contamination including historical, land use, landfill locations and details of site investigations and remediation contamination		
The Charge varies depending on the size of the site for which information is requested:-		
(1) For premises equivalent to less than 10 hectares in size. (e.g. a Single Domestic Property or a Small Factory Unit)		
(i) The premises site only	55.00	57.00
(ii) Any search of the premises site and the land within 250 metres of the site boundaries	90.00	93.00
(iii) Any search of the premises site and the land within 500 metres of the site boundaries	150.00	155.00
(iv) Any search of the premises site and the land within 1000 metres of the site boundaries	200.00	206.00
(2) For premises equivalent to more 10 hectares in size. (e.g. a Housing estate or a large factory unit)		
(i) The premises site only	90.00	93.00
(ii) Any search of the premises site and the land within 250 metres of the site boundaries	150.00	155.00
(iii) Any search of the premises site and the land within 500 metres of the site boundaries	200.00	206.00
(iv) Any search of the premises site and the land within 1000 metres of the site boundaries	250.00	258.00

Note

Charges inclusive of VAT where applicable.

REQUESTS FOR ENVIRONMENTAL INFORMATION

	<u>PRESENT</u>	<u>PROPOSED</u>
For Commercial enquiries i.e. not schools, residents or bone fide student research	£	£
ENVIRONMENTAL PROTECTION ACT		
(1) List of authorised part "B" Processes	35.00	36.50
(2) List of authorised part "A" Processes (Available separately from the Environment Agency)	35.00	36.50
(3) Copy of Application for Authorisation from file	20.00 Per Document	21.00
(4) Supplying a hard copy of the strategy for the inspection of contaminated land to commercial undertakings	20.00	21.00
(5) Supplying a hard copy of the air quality review and assessment to commercial undertakings	20.00	21.00
(6) Assistance from Council Staff to extract, Interpret or describe above material	22.00	23.00
OTHER INFORMATION		
(1) One months data from pollution monitoring station	295.00	305.00
(2) Three months data from pollution monitoring station	810.00	835.00
(3) Six months data from pollution monitoring station	1160.00	1195.00
(4) Supplying a copy of consultants report	35.00	36.50

Charges will apply subject to and in compliance with current statutory regulations

Note

Charges inclusive of VAT where applicable

ENVIRONMENTAL HEALTH SERVICES CHARGES

Charges will apply subject to and in compliance with current statutory regulations

	<u>PRESENT</u> £	<u>PROPOSED</u> £
(1)* Clearing Drains at Domestic Premises – Hourly Rate	62.00 (Minimum 1 Hour)	64.00 (Minimum 1 Hour)
(2)* Pest Control		
(i) Commercial Premises		
- Hourly Rate	54.50	56.50
- Minimum Charge (excluding materials)	70.00	72.00
(ii) Disinfestations of empty domestic properties	£65.00 (Inclusive of Materials)	£67.00 (Inclusive of Materials)
Domestic Premises for wasps/ bees, fleas, ants and other seasonal pests (£10 refund if premises are visited but no treatment carried out)	20.60	21.25
(iii) Squirrels and moles	54.50	56.50
(3) Condemned Food Certificates		
(i) Charges under £5 to be waived. Maximum certificate charge – £220.00	5% of Total Value	5% of Total Value
(ii) The fee charged will be increased by the cost of any fees paid out for the specialised disposal of food.		
(4) Certification of Food Products for Export		
- Certificates requiring signature	51.00	52.50
- Other documents requiring stamp	8.50	8.75
(5) Food Hygiene Training Courses		
(i) Basic Food Hygiene Course (minimum)	51.00	52.50
(ii) Other Course/Seminars	To vary According to Demand and to reflect full Cost recovery	To vary According to Demand and to reflect full Cost recovery
(6) Fresh Meat and Poultry Regulations 1990	As agreed with Strategic Director Environment	As agreed with Strategic Director Environment
(7) Kennelling of Dogs		
(i) Reclaiming of Stray Dogs	As agreed with Strategic Director Environment	As agreed with Strategic Director Environment
(ii)* Collection of Dogs from repossessed premises	65.00	67.00
(iii) Transportation of non seized animals i.e. dogs/cats to kennels or other premises	65.00	67.00
(8) EPA Authorisation - Application – Statutory Fee - Renewal – Statutory Fee	As Advised As Advised	As Advised As Advised
(9) Disclosure of Information		
(i) Information obtained under the Health and Safety at Work Act 1974 Etc.	110.00	113.50
(ii) Voluntary Disclosure of Information (Plus Photocopying Charge of 50p per Sheet)	90.00	95.75
(10) Acupuncture, tattooing, Ear Piercing and Electrolysis Establishments - Registration Fee	85.00	87.50

NOTE

Charges marked with an asterisk are subject to the addition of VAT at the Standard Rate.

HACKNEY CARRIAGE & PRIVATE HIRE VEHICLE CHARGES

	<u>PRESENT</u>	<u>PROPOSED</u>
	£	£
(1) Single Status Driver		
- First Grant (Including 1 copy of user Guide)	150.50	155.00
- Renewal	137.00	141.00
- Extra copy of User Guide	13.00	13.50
- Extra copy of knowledge test syllabus	7.00	7.00
- Badges	At Cost	At cost
(2) Vehicle Licence		
***- Grant and Renewals 1 Year – Hackney Carriage	169.50	182.00++
***- Grant and Renewals 1 Year – Private Hire	172.50	185.00++
****- Transfers Balance of 1 Year as above		
(3) Private Hire Operator Licence		
*- Standard	478.50	491.50
**- Discounted	182.00	187.00
(4) Taxi Knowledge Test	17.00	17.50
**** Retest Fee (per re-test after second attempt)		
(5) LOWERHOUSE LANE DEPOT FEES:		
HACKNEY CARRIAGE & PRIVATE HIRE		
- Vehicle Test Fee	46.50	48.00
- Vehicle Re-test Fee	17.00	17.50
- Vehicle Test Un-notified Cancellation Fee	16.00	16.50
- ++Taximeter Sealing Fee	7.50	See ++

NOTES

- * Standard fee is charged if operator has 30 or more vehicles on system.
- ** Discounted fee is charged if operator has fewer than 30 vehicles in system
- *** Vehicle Licences increase plus £15 to cover hardware and software charges Private Hire Vehicles
£12 to cover hardware and software charges Hackney Carriage Vehicles
- **** Further charges may apply per retest after second attempt
- ***** Unless part of a single transaction involving a simultaneous grant in which case £23.00
- ++ Includes Taximeter Sealing Fee. Owners of Private Hire Vehicles which are not equipped with meters may apply for the meter charge to be discounted from the annual licence fee.

LICENCE FEES

	<u>PRESENT</u> £	<u>PROPOSED</u> £
(1) Dangerous Wild Animals	53.00	54.50
(2) Pet Shops	53.00	54.50
(3) Animal Boarding Establishments	53.00	54.50
(4) Riding Establishments	53.00	54.50
(5) Breeding of Dogs	53.00	54.50
(6) Street Trading		
- First Grant & Renewal	301.50	310.50
- Additional Vehicles (Per Vehicle)	150.00	154.50
- "Static" First Grant	348.00	358.00
- Change of Vehicle	23.50	24.00
(7) Hawkers etc. Cheshire County Council Act	182.00	187.00
(8) Societies` Lotteries		
- First Grant	35.00	35.00
- Renewal	17.50	17.50
(9) Bingo (Amusements with Prizes)	32.00	32.00
(10) Gaming Machine Permits Standard	32.00	32.00
(11) Gaming Machine Permits - s34 (5E)	250.00	250.00
(12) Dealing in Game	53.00	54.50
(13) House to House Collections	Nil	Nil
(14) Street Collections	Nil	Nil
(15) Scrap Metal Dealers	Nil	Nil
(16) Motor Salvage Operator registration	56.00	57.50
(17) Sex Establishments	To be determined on application	To be determined on application
(18) Licensing Act 2003	See Councils Web Site for details	See Councils Web Site for details

NOTES

The fee charged for items 1, 2, 3, 4, and 5 will be increased by the cost of any fees paid out for specialist reports required before a Licence is granted..

Items 8, 9, 10 and 11 are statutory charges and may vary.

Item 10 runs for 3 years and is non-transferable.

Items 13, 14, and 15 are not chargeable

The Licensing Act 2003 has superseded all deleted licences.

<u>ROAD TRAFFIC REGULATION ACT 1984</u>	<u>PRESENT</u>	<u>PROPOSED</u>
	£	£
(1) The making of a Temporary Order at the request of a Third party (The fee is inclusive of advertising costs)	1195.00	1230.00
(2) The making of a Permanent Order	As agreed with Strategic Director Environment	As agreed with Strategic Director Environment
(3) The issuing of a temporary closure notice (including emergency notices) at the request of a third party	201.00	207.00
(4) The Issuing of a diversionary notice at the request of a third party	165.00	170.00
<u>HIGHWAYS ACT 1980</u>		
(1) Applying to the Magistrates Court for an Order to stop up or divert a highway - permanent closure (Excluding appeal costs)	495.00	510.00
(2) Issuing of Scaffolding/Hoarding permit	47.00	48.50
(3) Issuing of Skip Permit	31.00	32.00
(4) Removal of unauthorised skip	125.00	130.00
(5) Issuing of permits to erect structures/equipment over or under the highway	60.00	62.00
(6) Construction of vehicular crossings on footways	As agreed with Strategic Director Environment	As agreed with Strategic Director Environment
(7) Section 38 Agreements	6% of works cost Plus £500.00	6% of works cost Plus £500.00
(8) Section 278 Agreements	As agreed with Strategic Director Environment	As agreed with Strategic Director Environment
(9) Alfresco Dining Areas Licence		
- First Licence	242.00	250.00
- Renewal of Licence	64.00	66.00
<u>BUILDING ACT 1984 Section 18</u>		
Legal Charge for supplying and administering agreements (together with design checking and supervision charges as determined by the Strategic Director – Environment)	175.00	180.00
<u>SIGNING</u>		
The design and erection of a traffic sign(s) at the request of a third party (VAT to be added in all cases)	As agreed With the Strategic Director Environment	As agreed With the Strategic Director Environment
Provision of H Bar Road Markings – (This is a new charge to be implemented 2007/08) (VAT to be added in all cases)	N/A	50.00
<u>ROAD SAFETY</u>		
Adult Cycle Training (Requests from outside Borough) – 3 Hour Course (VAT to be added in all cases)	N/A	50.00
<u>NEW ROADS AND STREET WORKS ACT 1991</u>		
(1) Unit of Inspection (30% of Total) (Statutory Fee)	21.00	21.00
(2) Defective Reinstatements - Per inspection (maximum 3 No.) (Statutory Fee)	40.00	40.00
- Additional Single Inspection (Statutory Fee) (appropriate if defect reported by a Member of public)	21.00	21.00
(3) Section 50 - Street Works Income		
(i) New Apparatus		
- Administration Fee (non returnable)	123.00	127.00
- Capitalised Fee in lieu of Annual Charges	138.50	143.00
- Inspection Charges (3 Number) (Statutory Fee)	65.00	65.00
(ii) Existing Apparatus		
- Administration Fee (non returnable) - payable in advance	79.50	82.00
- Inspection Charges (3 Number) (Statutory Fee)	65.00	65.00
Some New Road and Street Works Charges are Statutory Fees, (as indicated above) and are subject to change during 2007/08.		

MISCELLANEOUS

	<u>PRESENT</u>	<u>PROPOSED</u>
	£	£
1. Supply photocopy of the following:		
(i) A copy Building Regulation approval or completion certificate including Any other information normally attached (up to a maximum of 4 pages additional pages will be charged at 50p per copy)	18.00	20.00
(ii) Four copies of the appropriate parts of an ordnance survey sheet necessary for the proper submission of a planning or building regulation (includes Ordnance Survey Licence)	25.00	27.50
(iii) Any other chargeable documents	33.00	35.00
(iv) Assistance from Council Staff to extract, interpret or describe this material	23.00	25.00
(v) A4 Aerial Photograph	Charge as A4 Document	Charge as A4 Document
(vi) Copy of tree preservation order	Charge as A4 Document	Charge as A4 Document
(vii) Copy of Consultant Report	61.00	65.00
2. Copy of larger format plans	6.50	7.00
3. Map Production		
(i) Administration Charge	10.50	11.00
(ii) Price per Copy		
A4	0.30	0.50
A3	0.55	0.75
A2	1.00	1.50
A1	5.50	6.00
A0	7.00	7.50
(iii) Price Per Disc - cd-r	50.00	51.50
- dvd-r	60.00	62.00
(iv) Assistance from Council Staff to extract. Interpret or describe material	91.00	93.75
Flat rate of £12.88 to be added for access to OS data	12.88	12.88
3. Copies of weekly list of planning applications to non public authority applicants for one year, payable in advance.	260.00	275.00
4. Section 106, Town & Country Planning Act 1990		
(i) Charges to developers for the preparation of agreements under the above legislation relating to the adoption of open space, together with any necessary supervision		
Legal & Supervision Costs	A fee to be negotiated as Appropriate	A fee to be negotiated as Appropriate
(ii) Other Section 106 Agreements	As agreed With the Strategic Director Environment	As agreed With the Strategic Director Environment
5. Provision of non statutory information		
(i) Per question (Estate Agents, etc.)	31.00	35.00
(ii) Per question reporting conditions compliance	56.00	60.00

NOTES

Charges inclusive of VAT where applicable.

REPORT TO: Executive Board Sub-Committee

DATE: 15th March 2007

REPORTING OFFICER: Operational Director – Financial Services

SUBJECT: Treasury Management and Investment Strategy 2007/08

WARD(S): Borough-wide

1.0 PURPOSE OF REPORT

1.1 To agree a Treasury Management and Investment Strategy for 2007/08.

2.0 RECOMMENDED: That the policies and strategies outlined in the report be accepted.

3.0 SUPPORTING INFORMATION

3.1 This Treasury Strategy Statement details the expected activities of the Treasury function in the forthcoming financial year (2007/08). Its production and submission to the Executive Board Sub-Committee is a requirement of the CIPFA Code of Practice on Treasury Management.

3.2 The Local Government Act 2003 requires the Council to 'have regard to' the Prudential Code and to set Prudential Indicators for the next three years to ensure that the Council's capital investment plans are affordable, prudent and sustainable.

3.3 The Act therefore requires the Council to set out its treasury strategy for borrowing and to prepare an Annual Investment Strategy; this sets out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments.

3.4 The ODPM's guidance notes state that Authorities can combine the Treasury Strategy Statement and Annual Investment Strategy into one report. The Council has adopted this approach and the Annual Investment Strategy is therefore included as paragraph 8.

4.0 POLICY IMPLICATIONS

4.1 The successful delivery of the strategy will assist the Council in meeting its budget commitments.

5.0 OTHER IMPLICATIONS

5.1 None.

6.0 RISK ANALYSIS

6.1 The Authority operates its treasury management activity within the approved code of practice and supporting documents.

6.2 The aim at all times is to operate in an environment where risk is clearly identified and managed.

6.3 This strategy sets out clear objectives within these guidelines.

6.4 Regular monitoring is undertaken during the year and reported on a quarterly basis to the Executive Board Sub-Committee.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

8.0 REASON(S) FOR DECISION

8.1 The Authority must have an approved annual strategy in place before the year commences.

9.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

9.1 None.

10.0 IMPLEMENTATION DATE

10.1 1st April 2007.

11.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Working papers	Accountancy Section	J. Viggers

TREASURY MANAGEMENT AND INVESTMENT STRATEGY 2007/08

1.0 INTRODUCTION

1.1 The suggested Treasury Management and Investment Strategy for 2007/08 covers the following aspects of the treasury management function and is based upon the Treasury officers' views on interest rates, supplemented with leading market forecasts provided by the Council's treasury advisor.

- treasury limits in force which will limit the treasury risk and activities of the Council;
- Prudential Indicators;
- the current treasury position;
- the borrowing requirement;
- prospects for interest rates;
- the borrowing strategy;
- debt rescheduling;
- the investment strategy;
- any extraordinary treasury issues.

2.0 TREASURY LIMITS FOR 2007/08

2.1 It is a statutory duty under S.3 of the Local Government Act 2003, and supporting regulations, for the Council to determine and keep under review how much it can afford to borrow. The amount so determined is termed the "Affordable Borrowing Limit".

2.2 The Council must have regard to the Prudential Code when setting their Affordable Borrowing Limit, which essentially requires it to ensure that total capital investment remains within sustainable limits and, in particular, that the impact upon its future council tax is 'acceptable'.

2.3 Whilst termed an "Affordable Borrowing Limit", the capital plans to be considered for inclusion incorporate those planned to be financed by both external borrowing and other forms of liability, such as credit arrangements. The affordable borrowing limit is to be set, on a rolling basis, for the forthcoming financial year and two successive financial years.

3.0 PRUDENTIAL INDICATORS FOR 2007/08-2009/10

3.1 The following prudential indicators are relevant for the purposes of setting an integrated treasury management strategy.

No.	Prudential Indicator	2007/08 £	2008/09 £	2009/10 £
	(1) Extract from Budget			
3	Affordable Borrowing Increase in Council Tax B7 (Band D, per annum)	3.42	2.78	0.17
7	Capital Financing Requirement (as at 31 March) Non-HRA	£m 54.407	£m 64.181	£m 72.048

No.	Prudential Indicator	2007/08 £m	2008/09 £m	2009/10 £m
	(2) Treasury Management Prudential Indicators			
9	Authorised Limit for External Debt			
	Borrowing	55.06	65.43	74.93
	Other Long Term Liabilities	0.00	0.00	0.00
	TOTAL	55.06	65.43	74.93
10	Operational Boundary for External Debt			
	Borrowing	50.06	60.43	69.93
	Other Long Term Liabilities	0.00	0.00	0.00
	TOTAL	50.06	60.43	69.93
12	Upper Limit for Fixed Interest Rate Exposure Expressed as Net Principal re Fixed Borrowing/ Investments	37.54 (75%)	45.32 (75%)	52.44 (75%)
13	Upper Limit for Variable Rate Exposure Expressed as Net Principal re Variable Borrowing/ Investments Net Interest re Variable Rate Borrowing/ Investments	37.54 (75%)	45.32 (75%)	52.44 (75%)
14	Maturity Structure of New Fixed Rate Borrowing during 2006/07		Upper	Lower
	Under 12 months		50	0
	12 months and within 24 months		75	0
	24 months and within 5 years		50	0
	5 years and within 10 years		50	0
	10 years and above		75	0

No.	Prudential Indicator	2007/08		2008/09		2009/10	
		£m	%	£m	%	£m	%
15	Upper Limit for Total Principal Sums invested for over						
	Up to 1 year (per maturity date)	39.41	100	31.68	100	21.90	100
	Up to 2 years (per maturity date)	23.64	60	19.01	60	13.14	60
	2 Years+ (per maturity date)	21.90	30	13.14	30	6.57	30

4.0 CURRENT PORTFOLIO POSITION

4.1 The Council's treasury portfolio position at 31st January 2007 comprised:

		Principal		Average Rate
		£m	£m	%
Fixed Rate Funding	PWLB	10.00		3.70
	Market	10.00	20.00	4.42
Variable Rate Funding	PWLB	0.00		-
	Market	0.00	0.00	-
Total Borrowing			20.00	4.06
Other Long Term Liabilities			0.00	
Total Debt			20.00	
Total Investments			30.85	5.03

5.0 BORROWING REQUIREMENT

5.1 The table below summarises the net borrowing requirement for the authority for the next three years based on the current level of supported borrowing indicated by the government for 2006/07.

	2006/07	2007/08	2008/09	2009/10
	£'000	£'000	£'000	£'000
New Borrowing	6,066	7,719	9,774	7,867
Alternative Financing Arrangements	-	-	-	-
Replacement Borrowing*	-	-	-	-
TOTAL	6,066	7,719	9,774	7,867

*5.2 The £10m Lender's Option Borrower's Option (LOBO), currently with Euro Hypo bank is on 6 month options. As such it could fall to be replaced in any of the years.

6.0 PROSPECTS FOR INTEREST RATES

6.1 The Council appointed Sector Treasury Services as a treasury adviser to the Council and part of their service is to assist the Council to formulate a view on interest rates. Appendix A draws together a number of current City forecasts for short term or variable (the base rate or repo rate) and longer fixed interest rates.

6.2 Sector View: Interest rate forecast – January 2007

	Q/E1 2007	Q/E2 2007	Q/E3 2007	Q/E4 2007	Q/E1 2008	Q/E2 2008	Q/E3 2008	Q/E4 2008	Q/E1 2009	Q/E2 2009	Q/E3 2009	Q/E4 2009	Q/E1 2010	Q/E2 2010	Q/E3 2010
	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%
Bank Rate	5.50	5.50	5.25	5.00	5.00	4.75	4.75	4.75	4.75	4.75	5.00	5.00	5.00	5.00	5.00
5 yr Gilt Yield	5.25	5.25	5.00	4.75	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50
10 yr PWLB Rate	5.00	5.00	4.75	4.75	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50
25 yr PWLB Rate	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50
50 yr PWLB Rate	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25

Sector's current interest rate view is that the Bank Rate will:

- peak at 5.50% in Q1 2007;
- fall to 5.00% in Q4 2007 and then to 4.75% in Q2 2008;
- before rising back to 5.00% in Q3 2009.

The risk to this forecast is to the downside in as much as the cuts in rates could occur earlier than our forecast suggests, although this will not necessarily affect the timing of the first upward move in Q1 2007.

6.3 Economic background

International

- The US, UK and EU economies have all been on the upswing of the economic cycle in 2005 and 2006 and so have been raising interest rates in order to cool their economies and to counter

inflationary pressures stimulated by high oil, gas and electricity prices which could feed through into increases in wage inflation, producer prices etc.;

- The US is ahead of the UK and EU in the business cycle and it looks as if the Fed. rate has probably already peaked at 5.25% whereas there is still an expectation in the financial markets of further increases in the EU and UK;
- The major feature of the US economy is a still steepening downturn in the housing market which is likely to drag consumer spending, and so the wider economy, down with it (e.g. house building, employment etc.). Falling house prices will also undermine household wealth and so lead to an increase in savings (which fell while house prices were rising healthily) and so conversely will lead to a fall in consumer expenditure;
- The Fed. may be reluctant and tardy to respond to the aforementioned downturn in the economy if inflationary pressures remain stubbornly high. This could exacerbate the downturn both in the US and the world economies;
- EU growth picked up strongly in the first half of 2006 and remained healthy in the second half. Growth to slow moderately in 2007 due to weaker US and global demand;
- Despite sharply increased energy prices, disinflationary pressures from falls in prices of manufactured goods from China and India have helped to keep headline inflation in the advanced economies to an average of around 3% and will fall as the energy effects go into reverse.

United Kingdom

- GDP: the UK is on the upswing of the economic cycle from a low point reached in June 2005. Robust growth is expected to continue for a little longer but a modest cooling is expected in 2007 (2006 2.7%, 2007 2.2%) and to continue at below the trend rate of 2.5% thereafter;
- Recovery in consumer spending and retail sales has underpinned this upswing in GDP;
- The housing market has proved more robust than expected; house price inflation over 8% p.a.;
- Higher than expected immigration from Eastern Europe has strengthened growth and dampened wage inflation;

- The MPC's decision to raise Bank Rate in November 2006 and January 2007 were needed to bring CPI inflation down to the 2% target level two years ahead. The MPC has been concerned that short term price increases (CPI has been significantly above target since June 2006) could feed through into wage settlements in the current pay round and anchor inflation expectations at a higher level;
- Household income growth to recover in 2007 as inflation falls and pay rises. But extra income likely to go into a recovery of the savings rate, pension saving and servicing debt costs (as rates rise) rather than consumer expenditure;
- Public sector real increase in expenditure per annum to weaken to 2.5% over the next few years from 3% average over 2000-2005;
- The three increases in Bank Rate in August and November 2006 and then January 2007, are expected to dampen the housing market and increases in unsecured borrowing although one more increase in Bank Rate is forecast;
- World slowdown in growth in 2007 will dampen UK exports;
- OUTLOOK: Once inflation is back under control, Bank Rate will switch to a falling trend in late 2007 to counter above negative effects on the economy and growth.

7.0 CAPITAL BORROWINGS AND THE BORROWING PORTFOLIO STRATEGY

7.1 The Sector forecast is as follows:

- The 50 year PWLB rate is expected to remain flat at 4.25%. As the Sector forecast is in 25bp segments there is obviously scope for the rate to move around the central forecast by +/- 25bp without affecting this overall forecast;
- The 25-30 year PWLB rate is expected to stay at 4.50%. for the foreseeable future;
- The 10 year PWLB rate will fall from 5.00% to 4.75.% in Q3 2007 and then fall again to 4.50% in Q1 2008 and remain at that rate for the foreseeable future;
- 5 year PWLB rate will fall from 5.25% to 5.0% in Q3 2007 and continue falling until reaching 4.5% in Q1 2008 when it will remain at that rate for the foreseeable future.

7.2 This forecast indicates, therefore, that the borrowing strategy for 2007/08 should be set to take very long dated borrowing at any time in the financial year. Variable rate borrowing and borrowing in the five year area are expected to be more expensive than long term borrowing and will therefore be unattractive throughout the financial year compared to taking long term borrowing.

7.3 For authorities wishing to minimise their debt interest costs, the main strategy is therefore as follows:

- With 50 year PWLB rate at 4.25%, borrowing should be made in this area of the market at any time in the financial year. This rate will be lower than the forecast rates for shorter maturities in the 5 year and 10 year area. A suitable trigger point for considering new fixed rate long term borrowing, therefore, would be 4.25%.

7.4 Against this background caution will be adopted with the 2007/08 treasury operations. The Operational Director – Financial Services will monitor the interest rate market and adopt a pragmatic approach to changing circumstances, reporting any decisions to Executive Board Sub-Committee at the next available opportunity.

7.5 Sensitivity of the forecast – The main sensitivities of the forecast are likely to be the two scenarios below. The Council officers, in conjunction with the treasury advisers, will continually monitor both the prevailing interest rates and the market forecasts, adopting the following responses to a change of sentiment:

- if it were felt that there was a significant risk of a sharp rise in long and short term rates, perhaps arising from a greater than expected increase in world economic activity or further increases in inflation, then the portfolio position will be re-appraised with the likely action that fixed rate funding will be drawn whilst interest rates were still relatively cheap;
- if it were felt that there was a significant risk of a sharp fall in long and short term rates, due to e.g. growth rates weakening, then long term borrowings will be postponed, and potential rescheduling from fixed rate funding into short term funding will be considered.

8.0 ANNUAL INVESTMENT STRATEGY

8.1 Investment Policy

The Council will have regard to the ODPM's Guidance on Local Government Investments ("the Guidance") issued in March 2004 and CIPFA's Treasury Management in Public Services Code of Practice

and Cross Sectoral Guidance Notes (“the CIPFA TM Code”). The Council’s investment priorities are:

- (a) the security of capital; and
- (b) the liquidity of its investments.

The Council will also aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity.

The borrowing of monies purely to invest or on-lend and make a return is unlawful and this Council will not engage in such activity.

Investment instruments identified for use in the financial year are listed below under the ‘Specified’ and ‘Non-Specified’ Investments categories. Counterparty limits will be as set through the approved lending list.

Specified Investments:

(All such investments will be sterling denominated, with maturities up to maximum of 1 year, meeting the minimum ‘high’ rating criteria where applicable)

	Minimum ‘High’ Credit Criteria	Use
Debt Management Agency Deposit Facility	--	In-house
Term Deposits – UK Government	--	In-house
Term Deposits – Other LAs	--	In-house
Term Deposits – Banks and Building Societies	On Approved List	In-house

If forward deposits are to be made, the forward period plus the deal period should not exceed one year in aggregate.

Non-Specified Investments:

A maximum of 30% will be held in aggregate in non-specified investments for 2-3 years and 60% in 1 to 2 years.

	Minimum Credit Criteria	Use	Max % of Total Investments	Max. Maturity Period
Term deposits – UK government (with maturities in excess of 1 year)		In-house	30% 60%	2-3 years 1-2 years
Term deposits – other LAs (with maturities in excess of 1 year)		In-house	30% 50%	2-3 years 1-2 years
Term deposits – banks and building societies (with maturities in excess of 1 year)	On Approved List	In-house	30% 60%	2-3 years 1-2 years

The Council uses Moody's ratings to derive its criteria. Where a counterparty does not have a Moody's rating, the equivalent Fitch rating will be used. All credit ratings will be monitored on a regular basis. The Council is alerted to changes in credit ratings through its use of the Sector creditworthiness service. If a downgrade results in the counterparty/investment scheme no longer meeting the Council's minimum criteria, its further use as a new investment will be withdrawn immediately.

8.2 Investment Strategy

In-house funds: The Council's in-house managed funds have during the past twelve months been in the value range of £32.5m to £49.1m with a core balance of around £20m which is available for investment over a longer (say) 2-3 year period. Investments will accordingly be made with reference to the core balance and cash flow requirements and the outlook for short-term interest rates (i.e. rates for investments up to 12 months).

The Council already has investments that span the financial year e.g. longer-dated deposits including callable deposits, which were taken out at various peaks of the last rate cycles as shown below.

	Amount	Maturity	Rate
Chelsea BS	£2,500	22.07.07.	4.63
Stroud & Swindon BS	£2,500	23.07.07.	4.63
Northern Rock BS	£2,500	15.10.07.	5.33
Nationwide BS	£5,000	26.10.07.	5.30
Bristol & West BS	£2,500	05.12.07.	5.35
Nottingham BS	£2,000	21.01.08.	5.87
Chelsea BS	£2,500	22.01.08.	4.75
Newcastle BS	£2,500	05.06.08.	5.00
Northern Rock BS	£2,500	05.06.08.	5.13
Kent Reliance BS	£2,500	18.12.08.	5.53

It is unlikely therefore that further long dated investments will be undertaken until these investments mature.

Interest rate outlook: Sector is forecasting Bank Rate to peak at 5.5% in Q1 2007 before falling to 5.00% in Q4 2007 and then to trough at 4.75% in Q2 2008, remaining at that level before rising again to 5.00% in Q3 2009. Councils should, therefore, seek to lock in longer period investments at higher rates before this fall starts for some element of their investment portfolio which represents their core balances. For 2007/8 clients should budget for an investment return of 5.00%. The 'trigger points' will be kept under review and discussed with Sector so that investments can be made at the appropriate time.

The Council has identified 5.75% as an attractive trigger rate for 1-year lending and 5.65% for 2-3 year lending. The 'trigger points' will be

kept under review and discussed with Sector so that investments can be made at the appropriate time.

For its cash flow generated balances, the Council will seek to utilise its business reserve accounts and short-dated deposits (1-3 months) in order to benefit from the compounding of interest.

End of year Investment Report

At the end of the financial year, the Council will report on its investment activity as part of its Annual Treasury Report.

9.0 DEBT RESCHEDULING

9.1 As the first fall in Bank Rate is expected in Q4 2007, there will be a sharp difference between higher shorter term rates and cheaper long term rates in quarters 2 to 4 of 2007. Later on in 2007/08, this advantage will diminish once Bank Rate, and short term rates generally, start falling. There will therefore be opportunity during quarters 2 to 4 of 2007 to restructure shorter term debt into long term in order to optimise the potential savings achievable in the financial year 2007/08. Any positions taken via rescheduling will be in accordance with the strategy position outlined in paragraph 7 above.

9.2 In addition, the Council will actively give consideration during the year to taking advantage of small movements in PWLB rates to reduce the cost of existing debt in the portfolio by reborrowing at lower rates without making significant changes to the type of debt (fixed / variable) or maturity periods.

9.3 The reasons for any rescheduling to take place will include:

- the generation of cash savings at minimum risk;
- help fulfil the strategy outlined in paragraph 7 above; and
- enhance the balance of the portfolio (amend the maturity profile and/or the balance of volatility).

9.4 CIPFA issued a draft accounting standards document (SORP 2007) on 18 October 2006, and a final draft in November, which includes major potential changes in the treatment of the valuation of debt and investments, the calculation of interest and the treatment of premia and discounts arising from debt rescheduling. There will be a three month consultation period before proposals are finalised. It is also expected that these proposals, once finalised, may make necessary the issue of legislation by the Government to take effect from 1.4.2007 (the DCLG issued draft regulations in November / December 2006). The Authority's treasury management strategy will be reviewed once the

final decisions in this area are known to see whether any changes will be required in borrowing, investment or debt rescheduling strategies.

All rescheduling will be reported to the Executive Board Sub-Committee at the meeting following its action.

APPENDIX A

INTEREST RATE FORECASTS

The data below shows a variety of forecasts published by a number of institutions. The first three are individual forecasts including those of UBS and Capital Economics (an independent forecasting consultancy). The final one represents summarised figures drawn from the population of all major City banks and academic institutions.

The forecast within this strategy statement has been drawn from these diverse sources and officers' own views.

1. INDIVIDUAL FORECASTS

Sector interest rate forecast – 15.1.07.

	Q/E1 2007	Q/E2 2007	Q/E3 2007	Q/E4 2007	Q/E1 2008	Q/E2 2008	Q/E3 2008	Q/E4 2008	Q/E1 2009	Q/E2 2009	Q/E3 2009	Q/E4 2009	Q/E1 2010	Q/E2 2010	Q/E3 2010
	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%
Bank Rate	5.50	5.50	5.25	5.00	5.00	4.75	4.75	4.75	4.75	4.75	5.00	5.00	5.00	5.00	5.00
5 yr Gilt Yield	5.25	5.25	5.00	4.75	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50
10 yr PWL B Rate	5.00	5.00	4.75	4.75	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50
25 yr PWL B Rate	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50
50 yr PWL B Rate	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25

Capital Economics interest rate forecast – 15.1.07.

	Q/E1 2007	Q/E2 2007	Q/E3 2007	Q/E4 2007	Q/E1 2008	Q/E2 2008	Q/E3 2008	Q/E4 2008
Base Rate	5.25%	5.50%	5.50%	5.25%	4.75%	4.50%	4.50%	4.50%
5 yr Gilt Yield	5.35%	5.05%	4.85%	4.65%	4.45%	4.55%	4.65%	4.75%
10 yr PWLB Rate	4.95%	4.75%	4.45%	4.45%	4.55%	4.65%	4.75%	4.85%
25 yr PWLB Rate	4.45%	4.35%	4.25%	4.25%	4.25%	4.35%	4.45%	4.55%
30 yr PWLB Rate	4.25%	4.15%	3.95%	4.05%	4.05%	4.15%	4.25%	4.35%
50 yr PWLB Rate	4.05%	3.95%	3.95%	4.05%	4.05%	4.15%	4.15%	4.25%

UBS Economic interest rate forecast (for quarter ends) - 15.1.07.

	Q/E1 2006	Q/E2 2006	Q/E3 2006	Q/E4 2006	Q/E1 2007	Q/E2 2007	Q/E3 2007	Q/E4 2007
Base Rate	5.25%	5.25%	5.25%	5.25%	5.25%	5.25%	5.25%	5.25%
10 yr PWLB Rate	4.85%	4.80%	4.80%	4.80%	4.80%	4.80%	4.80%	4.90%
25 yr PWLB Rate	4.25%	4.25%	4.25%	4.30%	4.35%	4.40%	4.45%	4.55%
50 yr PWLB Rate	4.15%	4.15%	4.25%	4.35%	4.40%	4.45%	4.55%	4.65%

2. SURVEY OF ECONOMIC FORECASTS

HM Treasury – January 2007 (pre Bank Rate increase 15.1.07) summary of forecasts of 26 City and 14 academic analysts for Q4 2006 and 2007. (2008-2010 are as at November 2006 but are based on 18 forecasts)

	Bank Rate Actual	Quarter Ended		Annual Average Bank Rate		
		Q4 2006	Q4 2007	Average 2008	Average 2009	Average 2010
Indep. Forecasters BoE Base Rate	5.00%	4.96%	4.89%	4.86%	4.88%	4.85%
Highest Base Rate	5.00%	5.00%	6.00%	5.90%	5.60%	6.10%
Lowest Base Rate	5.00%	4.50%	4.00%	3.75%	4.00%	4.00%

REPORT TO: Executive Board Sub-Committee

DATE: 15 March 2007

REPORTING OFFICER: Strategic Director Corporate and Policy

SUBJECT: Local Land Charges – Fees 2007/2008

WARDS: All

1.0 PURPOSE OF THE REPORT

1.1 To seek approval of a new scale of charges for local land charges searches – both LLC1 and CON29 forms - effective from 1 April 2007.

2.0 RECOMMENDATION: That effective from 1 April 2007:-

- (1) **taking account of the new discretion in relation to the LLC1 charge the fees for local land charges searches be set as follows: LLC1: £26.00 (currently £6.00); CON29: £118.00 (currently £134.00); Part II Optional enquiries: £12.00 (no change); Additional Enquiries £26.00 (no change) and equivalent increases.**
- (2) **New maximum charge of £2500 (£1500 since 2001) and**
- (3) **the Council Solicitor be authorised to review and amend the above charges in light of detailed government guidance when issued.**

3.0 SUPPORTING INFORMATION

3.1 The Council has statutory responsibility for providing the local land charges search service. Typically a search is made by solicitors acting for the intending purchaser of land in the Borough. The full search is in two parts: The LLC1 form and the CON29 (not statute) form. The fee for the CON29 has always been set by the Council. The LLC1 fee is set by central government but with effect from 1 April 2007 that power is devolved to Councils. The Council awaits the promised detailed guidance from central government as to minutiae of the basis for setting charges. We know from the legislation that the charges for the LLC1 have to be set so as to cover costs rather than to generate income. The CON29 asks numerous questions covering a wide range from planning history to Tree Preservation Orders from Smoke Control to Contaminated Land and Highways improvement. Each year the Council receives some 2800 searches. Response times are measured and are included amongst the Divisional Plan Performance Indicators. Some 65% of searches are replied to within five working days. The Government's indicator 'target' is ten working days and we have consistently achieved 100% compliance with that target. The increase proposed brings the total fee for a full search to £144.00 where it is

currently £140.00. The last increase was made with effect from 1 April 2006 although no increases had been made before that date for three years. Fees had been held steady since 2000/2001. The Council needs to respond to the new freedom to set the LC1 fee and it is proposed to reduce the CON29 fee to £118.00 and increase the LLC1 fee to £26.00. Information about the intentions of other local authorities is hard to come by but a similar approach has been adopted by Norwich City Council.

- 3.2 Opportunity is also taken to seek approval for a new maximum charge. This arises in cases where a single search covers multiple plots and provides a cap on the total charge to be levied. These are comparatively rare but arise perhaps 2 or 3 times each year.
- 3.3 The service is administered in the Legal Services Division through two 50% job-share employees assisted by a full-time employee in the Practice Management section. Critically the service depends also on the Environment Directorate (Highways, Planning, Grants) from which Legal receives strong support. It should be borne in mind that not all searches are full searches.

4.0 POLICY IMPLICATIONS

The increase is recommended in relation to this key public-facing service which plays a crucial role in Halton's social and economic life. Quality and speed of response contribute to confidence in the area for inward investment.

5.0 OTHER IMPLICATIONS

None

6.0 RISK ANALYSIS

Given the presence of personal search companies who can be seen to be in competition with the Council-provided official searches there is always the risk of further reductions in numbers of searches placed with the Council. Set against this that only the Council can provide an official search, that the current fees had previously been held for two years and that the increase before that was the first since 2000/2001. The increase is considered prudent in the circumstances and consistent with the legislative framework. However the fees will need to be reviewed and may need to be amended when the relevant Government guidance is issued.

Current Fees in the region area (before 1 April 2007) as follows:-

Authority	LLC1	CON 29 Pt 1	CON 29 Pt 2	Additional
St Helens	£6.00	£112.00	£15.00	£15.00
Liverpool	£6.00	£159.00	£5.00	Relevant dept answers query and charges own fee
Warrington	£6.00	£143.00	£20.00	Relevant dept answers query and charges own fee
Knowsley	£6.00	£109.00	£12.00	£18.00

7.0 EQUALITY AND DIVERSITY ISSUES

None directly. It is worth adding that some authorities provided an expedited service in return for a higher fee. Halton has never done that. It has always been first received, first dealt with. This promotes an egalitarian and inclusive approach to service provision.

REPORT TO: Executive Board Sub-Committee

DATE: 15th March 2007

REPORTING OFFICER: Strategic Director – Corporate and Policy

SUBJECT: Discretionary Non-Domestic Rate Relief

WARD(S): Borough-wide

1.0 PURPOSE OF REPORT

1.1 The purpose of this report is for members to consider an application for Discretionary Non-Domestic Rate Relief, under the provisions of the Local Government Finance Act 1988.

2.0 RECOMMENDATIONS: That

(1) Under the provisions of Section 47, Local Government Finance Act 1988, the following application for Discretionary Rate Relief be refused:

University of Liverpool 20%

3.0 SUPPORTING INFORMATION

3.1 Under the provisions of Section 47 of the Local Government Finance Act 1988, the Authority is allowed to grant Discretionary Rate Relief to organisations who are either a charity or a non-profit making organisation. A summary of the application follows and a list of the associated figures are attached in Appendix 1.

University of Liverpool

Building 2, Daresbury Innovation Centre, Daresbury

The University of Liverpool operates the Cockcroft Institute from the Daresbury Science and Innovation Campus. The Institute was established as a centre of international excellence in Accelerator Science and Technology and aims to provide the educational infrastructure, intellectual focus and the essential science and technological facilities for research and development, within this field.

The property is a purpose-built building on the Daresbury Laboratory Campus, providing the facilities to enable UK scientists and engineers to undertake a major role in accelerator design, construction and operation for the foreseeable future. The Institute operates in conjunction with the Universities of Lancaster and Manchester, from centres within each of the participating universities, and in collaboration

with partners, the Council for the Central Laboratory of Research Councils and the Particle Physics and Astronomy Research Council.

The University of Liverpool has charitable status and receives 80% Mandatory Rate Relief but the application also contains a request for 20% Discretionary Rate Relief.

Cost to Taxpayer (75%) 2006/07 £27,012.97

4.0 POLICY IMPLICATIONS

4.1 Members are required by the regulations to consider each application on its own merit. Any recommendations provided are given for guidance only and are consistent with previous decisions and council policy.

5.0 OTHER IMPLICATIONS

5.1 75% of any Discretionary Rate Relief granted to organisations receiving Mandatory Rate Relief must be met by the Council Taxpayer, whilst 25% must be met if Mandatory Rate Relief has **not** been awarded. Appendix 1 identifies the cost to the Council Taxpayer for each new application. All the applicants provide support and/or education to the community, which is consistent with the Council's Corporate Plan.

6.0 RISK ANALYSIS

6.1 There are no key risks associated with the proposed action.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 The University of Liverpool promotes equality and diversity.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

8.1 Document	Place of Inspection	Contact Officer
Application form and supporting evidence	Catalyst House, Widnes	Phil Murphy, Business Rates Manager

APPENDIX 1

Ratepayer	Address	Annual Rates 2006/2007 £	Actual Rates Liability 2006/2007 £	Mandatory Rate Relief Awarded	Actual Rates Payable 2006/2007 £	Discretionary Rate Relief Claimed	Annual Cost of Relief to HBC 2006/2007 £	Actual Cost of Relief to HBC 2006/2007 £
University of Liverpool	Building 2, Daresbury Innovation Centre, Daresbury	210,005.00	180,086.48	80%	36,017.30	20%	31,500.75	27,012.97

REPORT TO: Executive Board Sub Committee

DATE: 15th March 2007

REPORTING OFFICER: Strategic Director – Corporate & Policy

SUBJECT: St Bedes Infant and Junior School Playing Fields

WARDS: Appleton

1.0 PURPOSE OF THE REPORT

1.1 The purpose of this report is for members to regularise the situation in relation to the playing fields presently being used by both schools, to ensure they become school playing fields.

2.0 RECOMMENDED: That

(1) the playing fields be designated as school playing fields and are used by both schools;

(2) the Archdiocese of Liverpool will become responsible for all maintenance, fencing and any planning consents required for the schools use; and

(3) the land will remain in the Council's ownership.

3.0 SUPPORTING INFORMATION

3.1 It has recently come to light that both St Bedes infant and junior schools use these playing fields but no formal arrangement is in place.

3.2 It is thought that this was an oversight following Halton becoming unitary in 1998.

3.3 By formalising the arrangement the schools will be able to attract funding to utilise the land more for the benefit of all the pupils on both sites.

4.0 POLICY IMPLICATIONS

4.1 Revenue Saving

5.0 OTHER IMPLICATIONS

5.1 None.

6.0 RISK ANALYSIS

6.1 There are no key risks associated with the proposed action.

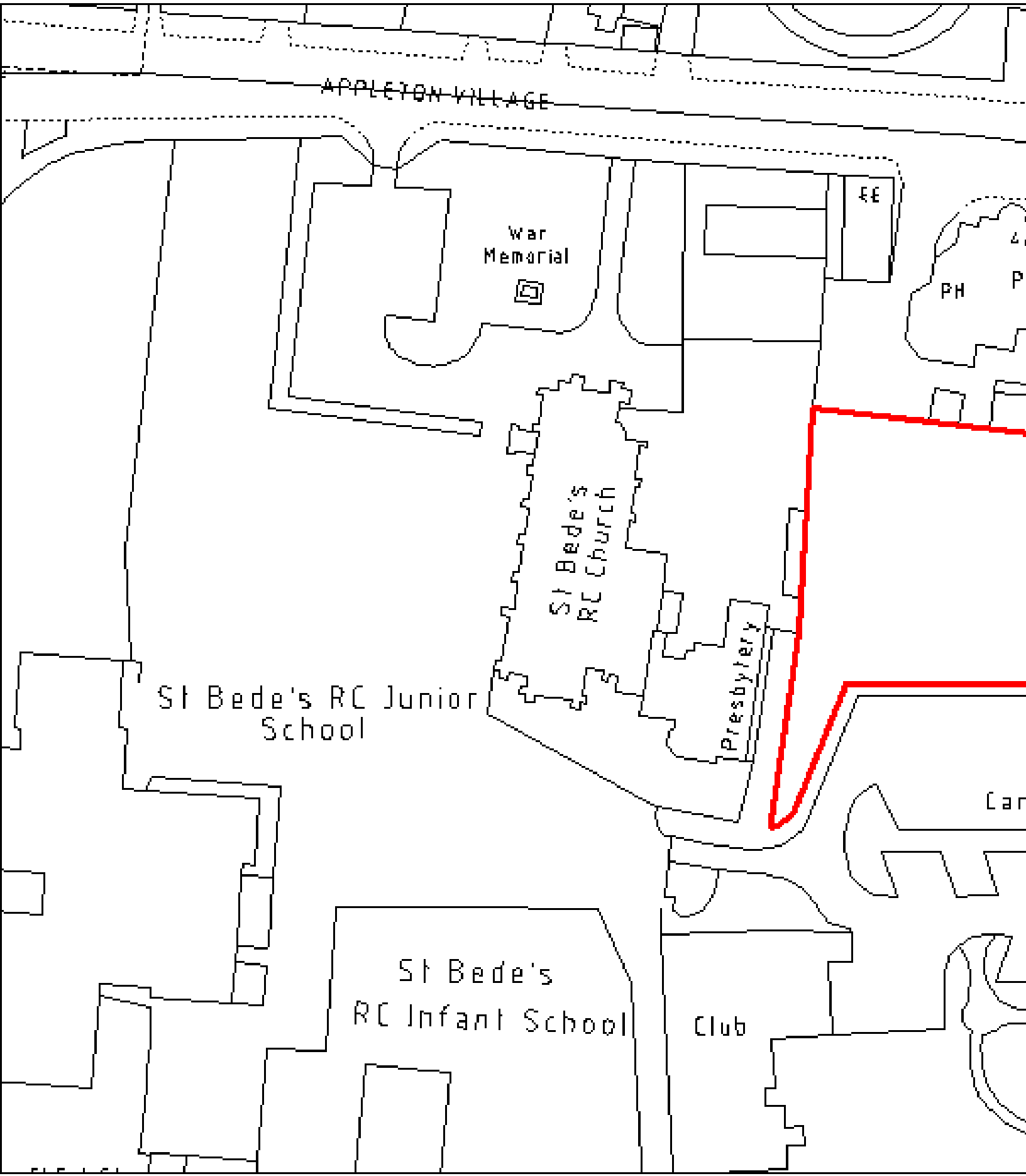
7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer

8.1 There are no background papers under the meaning of the Act.



APPLETON VILLAGE

War Memorial

EE

PH

P

St Bede's
RC Church

Presbytery

St Bede's RC Junior
School

Car

St Bede's
RC Infant School

Club

REPORT TO: Executive Board Sub Committee

DATE: 15 March 2007

REPORTING OFFICER: Strategic Director Environment

SUBJECT: Tender for
New Refuse Collection Vehicles

WARD(S): Borough Wide

1.0 PURPOSE OF REPORT

1.1 To report the acceptance of a tender for the purchase of 10 new Refuse Collection Vehicles.

2.0 RECOMMENDED: That the report be noted.

3.0 SUPPORTING INFORMATION

3.1 The Executive Board, at the meeting on 2 November 2006, resolved that full Council amend the 2006/07 Capital Programme to procure 10 new Refuse Collection Vehicles through partnership working with an established framework of an appropriate Procurement Organisation (Minutes EXB 49 and COU 51 refer).

3.2 Tenders were received from 6 Suppliers, by Eastern Shires Purchasing Organisation (ESPO), on Friday 1 February 2007. These were:

- Dennis Eagle Ltd
- CP Davidson & Sons Ltd
- Heil Europe Ltd
- Farid Municipal Vehicles Ltd
- Muni-Serv Ltd
- Geesink Norba Ltd

3.3 The 6 tenders have been measured against the criteria detailed in the tender specification ie 40% price, 40% qualitative factors, including vehicle characteristics and performance meeting the specification, operational and maintenance requirements of the Council, 20% Contractor Suitability, to include experience, quality assurance and compliance with conditions of contract. The results of the assessment are shown in the table below:

Tenderer	Cost Per Vehicle £	Tender Evaluation Scores			Total	Position
		%				
A		Price	Quality	Suitability		
B	106,492	40	40	20	100	1
C	108,727	35	40	20	95	2
D	111,839	30	40	20	90	3
E	111,923	25	40	15	80	4
F	112,729	20	40	15	75	5
G	123,587	10	40	15	65	6

3.4 Taking into consideration price, quality and suitability, the most economically advantageous tender for the procurement of the new Refuse Collection Vehicles is Tenderer A, Farid Municipal Vehicles Ltd, and this tender has been accepted by the Operational Director, Highways and Transportation.

3.5 Farid Municipal Vehicles Ltd, as part of their tender submission, also afford added value items that would be of operational benefit to the Council:

- i) Assistance with part exchange arrangements for disposal of the current fleet to maximise resale value.
- ii) Their demonstration fleet to be based at Lowerhouse Lane for the Council's free of charge use when needed.
- iii) Enhanced free of charge engineers' training to Service Centre Standard.

4.0 POLICY IMPLICATIONS

4.1 The Partnering Arrangements with ESPO are in line with the Council's Standing Order 1.15 and with Key Objective 2 of the Corporate Procurement Strategy.

5.0 OTHER IMPLICATIONS

5.1 The tendered sum is within the budget allocated for the item.

6.0 RISK ANALYSIS

6.1 There are no unforeseen risks anticipated with the acceptance of this tender.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 There are no equality and diversity issues.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

<u>Documents</u>	<u>Place of Inspection</u>	<u>Contact Officer</u>
Tenders	Lowerhouse Lane Depot	Geoff Hazlehurst

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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of the Local Government Act 1972.

Document is Restricted