

MEETING: CABINET
DATE: Thursday 4th March, 2010
TIME: 10.00 am
VENUE: Town Hall, Southport

Member

Councillor

Robertson (Chair)
Brodie - Browne
P Dowd
Fairclough
Lord Fearn
Griffiths
Maher
Parry
Porter
Tattersall

COMMITTEE OFFICER: Steve Pearce
Head of Committee and Member Services
Telephone: 0151 934 2046
Fax: 0151 934 2034
E-mail: steve.pearce@legal.sefton.gov.uk

The Cabinet is responsible for making what are known as Key Decisions, which will be notified on the Forward Plan. Items marked with an * on the agenda involve Key Decisions

A key decision, as defined in the Council's Constitution, is: -

- any Executive decision that is not in the Annual Revenue Budget and Capital Programme approved by the Council and which requires a gross budget expenditure, saving or virement of more than £100,000 or more than 2% of a Departmental budget, whichever is the greater
- any Executive decision where the outcome will have a significant impact on a significant number of people living or working in two or more Wards

If you have any special needs that may require arrangements to facilitate your attendance at this meeting, please contact the Committee Officer named above, who will endeavour to assist.

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A G E N D A

Items marked with an * involve key decisions

<u>Item No.</u>	<u>Subject/Author(s)</u>	<u>Wards Affected</u>	
1.	Apologies for Absence		
2.	Declarations of Interest Members and Officers are requested to give notice of any personal or prejudicial interest and the nature of that interest, relating to any item on the agenda in accordance with the relevant Code of Conduct.		
3.	Minutes Minutes of the meeting held on 4 February 2010		(Pages 7 - 16)
4.	Treasury Management Policy and Strategy 2010/11 Report of the Acting Finance and Information Services Director	All Wards	(Pages 17 - 52)
5.	The Prudential Code for Capital Finance in Local Authorities - Prudential Indicators Report of the Acting Finance and Information Services Director	All Wards	(Pages 53 - 64)
* 6.	Capital Programme 2010/11 - 2012/13 Joint report of the Acting Finance and Information Services Director and the Strategic Directors – Children, Schools and Families; Communities; and Social Care and Well-Being	All Wards	(Pages 65 - 90)
7.	Local Government Act 2003 - Chief Financial Officer's Requirements Report of the Chief Executive and Section 151 Officer	All Wards	(Pages 91 - 102)
8.	Revenue Budget 2010/11 and Medium Term Financial Plan Report of the Chief Executive	All Wards	(Pages 103 - 122)

* 9.	Governance Review – Workstreams on the Sefton Borough Partnership and Area Management Report of the Chief Executive	All Wards	(Pages 123 - 134)
10.	Approval of the Refreshed Local Area Agreement 2008 -2011 Report of the Assistant Chief Executive	All Wards	(Pages 135 - 150)
11.	Proper Officer Functions Report of the Chief Executive	All Wards	(Pages 151 - 156)
* 12.	Protocol for Lifting the Moratorium on Siting Mobile Phone Masts on Council Land Report of the Strategic Director - Communities	All Wards	(Pages 157 - 168)
* 13.	Dunnings Bridge Road Corridor Public Realm Improvements Report of the Strategic Director - Communities	Church; Ford; Linacre; Litherland; Netherton and Orrell; St. Oswald;	(Pages 169 - 174)
* 14.	Deyes High School, Maghull - Proposed World of Work Extension, Report of the Strategic Director - Communities	Molyneux; Park; Sudell;	(Pages 175 - 180)
* 15.	Lander Road Primary School, Bootle - Proposed Alterations and Extension Report of the Strategic Director - Communities	Ford; Linacre; Litherland;	(Pages 181 - 184)
* 16.	Maghull High School, Maghull - Proposed World of Work Extension Report of the Strategic Director - Communities	Molyneux; Park; Sudell;	(Pages 185 - 190)
17.	Hillside High School, Breeze Hill, Bootle - Proposed World of Work Extension, Report of the Strategic Director - Communities	Derby	(Pages 191 - 196)
18.	Formby High School - Specialist Schools Programme Capital Grant Report of the Strategic Director - Children, Schools and Families	Ravenmeols	(Pages 197 - 202)

19.	An Economic Strategy for Rural Merseyside and Action Plan – Phase 2 Report of the Planning and Economic Development Director	All Wards	(Pages 203 - 212)
* 20.	Joint Employment Land and Premises Study 2008 - Final Report Report of the Planning and Economic Development Director	All Wards	(Pages 213 - 222)
21.	North West Regional Strategy 2010 - Draft Part 1 Consultation Report of the Planning and Economic Development Director	All Wards	(Pages 223 - 230)
22.	Sefton Business Village Partnership Reports - 20 January 2010 Meeting Report of the Planning and Economic Development Director	All Wards	(Pages 231 - 296)
23.	Planning Portfolio - Fees and Charges 2010/11 Report of the Planning and Economic Development Director	All Wards	(Pages 297 - 320)
* 24.	Southport Cultural Centre – Temporary Library Service Joint report of the Strategic Director – Communities, Leisure and Tourism Director and Head of Regeneration and Technical Services	Ainsdale; Birkdale; Cambridge; Dukes; Kew; Meols; Norwood;	(Pages 321 - 328)
25.	Leisure and Tourism Department – Fees and Charges 2010/11 Report of the Leisure and Tourism Director	All Wards	(Pages 329 - 352)
26.	Regional Coastal Monitoring Programme Report of the Head of Regeneration and Technical Services	Ainsdale; Blundellsands; Cambridge; Church; Dukes; Harington; Linacre; Manor; Meols;	(Pages 353 - 356)

*	<p>27. Recycling Collection Service - Future Service Specification Report of the Environmental Protection Director</p>	All Wards	(Pages 357 - 384)
	<p>28. Environmental Protection Department - Fees And Charges 2010/11 Report of the Environmental Protection Director</p>	All Wards	(Pages 385 - 390)
	<p>29. General Licensing - Fees and Charges 2010/11 Report of the Environmental Protection Director</p>	All Wards	(Pages 391 - 402)
	<p>30. Legal and Democratic Services Department - Fees and Charges 2010/11 Report of the Legal Director</p>	All Wards	(Pages 403 - 408)
	<p>31. Programme Of Meetings - 2010/11 Report of the Legal Director</p>	All Wards	(Pages 409 - 416)
	<p>32. Royal Garden Party 2010 Report of the Legal Director</p>	All Wards	(Pages 417 - 422)
	<p>33. Nationality Checking Service Report of the Legal Director</p>	All Wards	(Pages 423 - 428)

THE "CALL IN" PERIOD FOR THIS SET OF MINUTES ENDS AT 12 NOON ON TUESDAY, 16 FEBRUARY 2010. MINUTE NOS. 287 AND 289 ARE NOT SUBJECT TO "CALL-IN"

CABINET

MEETING HELD AT THE TOWN HALL, BOOTLE ON THURSDAY 4TH FEBRUARY, 2010

PRESENT: Councillor Robertson (in the Chair)
 Councillors Brodie - Browne, P Dowd, Fairclough,
 Lord Fearn, Griffiths, Maher, Parry and Tattersall

ALSO PRESENT: Councillor Barber

270. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Porter.

271. MINUTES

RESOLVED:

That the Minutes of the Cabinet Meeting held on 14 January 2010 be confirmed as a correct record.

272. DECLARATIONS OF INTEREST

The following declarations of interest were received:

Member	Minute No.	Reason	Action
Councillor Fairclough	274 - Treasury Management 2009/10 - Third Quarter Update	Personal - His employer is referred to in the report	Took part in the consideration of the item and voted thereon
Councillor Fairclough	282 - Funding Opportunities - Progress Report 3	Personal - He is the Chair of the South Sefton Development Agency which is referred to in the report	Took part in the consideration of the item and voted thereon
Councillor Maher	279 - Davenhill Primary School, Aintree - Proposed Extensions and Alterations	Personal - His wife works at the school	Took part in the consideration of the item and voted thereon

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Caroline Elwood - Legal and Democratic Services Director	280 - Birkdale High School - Proposed World of Work Experience	Personal - Her son is a pupil at the school	Stayed in the room during the consideration of the item
Councillor Robertson	284 - Frank Hornby Centre - Lease Agreement	Personal - He is a Trustee of the Frank Hornby Trust	Took part in the consideration of the item and voted thereon
Mo Kundi - Economic Regeneration Manager	284 - Frank Hornby Centre - Lease Agreement	Personal - He is a Trustee of the Frank Hornby Trust	Stayed in the room during the consideration of the item

273. REVENUE BUDGET AND MEDIUM TERM FINANCIAL PLAN 2010/11 TO 2012/13

Further to Minute No. 70 of the Council meeting held on 14 January 2010, the Cabinet considered the report of the Chief Executive which provided an update on the Medium Term Financial Plan 2010/11 to 2012/13 and set out the remaining options for consideration in relation to the Strategic Budget Review.

It was noted that the Council is required to set a Budget and Council Tax for 2010/11 by 10 March 2010 at the latest and that the Cabinet's recommended budget had to be scrutinised independently (prior to approval by Full Council). The report indicated that the proposed budget would be considered by the Overview and Scrutiny Committee (Performance and Corporate Services) on 16 February 2010.

The Chief Executive circulated a supplementary report at the meeting, which provided an update on the budget position following consideration by the Leaders Group.

RESOLVED: That

- (1) the latest position for the 2010/11 - 2012/13 Medium Term Financial Plan following the Council Meeting on 14 January 2010 be noted;
- (2) the final Revenue Settlement position be noted;
- (3) that the application of £2.3m of Area Based Grant resources to the 2010/11 budget be confirmed;
- (4) the Council be recommended to approve the total savings of £400,000 from the Technical Service Environment and Routine

Maintenance budgets and the removal of the inflation provision for Private and Voluntary Sector Community Care Providers set out in Annex 1 of the supplementary report;

- (5) the budget scenario set out in Annex 2 of the supplementary report be submitted to the Overview and Scrutiny Committee (Performance and Corporate Services) for consideration and it be requested to note that the illustrative Council Tax increases under the scenario would be

Sefton Council Services	2.5%
Levies	0.4%
Fire and Police	<u>0.3%</u>
 Total	 3.2%

- (6) officers be requested to continue to review all savings options and assumptions in order to achieve a total Council Tax increase of less than 3% inclusive of levies and precepts;
- (7) the latest schedule of Levies and Parish precepts set out in Annex 3 of the supplementary report be noted;
- (8) officers be requested to consider the implications of making a substantial allocation of one-off resources to invest in highways maintenance following the recent bad weather and submit a report to the next Cabinet meeting on 4 March 2010;
- (9) it be noted that the Chief Executive will report on the robustness of the estimates and the adequacy of financial reserves for the budget proposals to the Overview and Scrutiny Committee (Performance and Corporate Services) and Full Council;
- (10) the Strategic Budget Review (SBR) options detailed in Table 1 of Appendix B to the report be deferred for consideration at the Cabinet meeting on 4 March 2010;
- (11) the Action Points identified for each SBR option in Table 2 of Appendix B to the report be recommended to the Council for implementation;
- (12) the progress being made in the Terms and Conditions negotiations with the Trade Unions be welcomed and the consideration of the remaining "amber/red" SBR options, detailed in Tables 3 and 4 of Appendix B to the report be concluded at the Cabinet Meeting on 4 March 2010; and
- (13) it be noted that the comments of the Overview and Scrutiny Committee (Performance and Corporate Services) on the budget proposal will be referred back to the Cabinet meeting on 4 March 2010 for consideration.

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274. TREASURY MANAGEMENT 2009/10 - THIRD QUARTER UPDATE

Further to Minute No. 172 of the Cabinet Meeting held on 29 October 2009, the Cabinet considered the report of the Acting Finance and Information Services Director which provided an update on the Council's Treasury Management activities undertaken in the third quarter of 2010/11.

RESOLVED:

That the report be noted.

275. BUILDING SCHOOLS FOR THE FUTURE PROGRAMME - UPDATE AND FINANCIAL IMPLICATIONS

Further to Minute No. 261 of the Cabinet Meeting held on 14 January 2010, the Cabinet considered the joint report of the Strategic Director - Children, Schools and Families and Strategic Director - Communities which provided an update on the cost, benefits and risks of the programme entry to the Building Schools for the Future (BSF) Programme and sought approval to the proposed budget for the completion of the Outline Business Case.

This was a Key Decision and was included in the Council's Forward Plan of Key Decisions.

RESOLVED: That

- (1) the report be noted;
- (2) the draft Communications and Engagement Strategy for the BSF Programme be endorsed; and
- (3) approval be given to the advance allocation from one-off resources of £200,000 for 2009/10 and up to £1.681m for 2010/11 to complete work on the Strategy for Change and Outline Business Case for the BSF Programme.

276. SCHOOLS ACCESS INITIATIVE - PROPOSED SCHEME

Further to Minute No. 104 of the meeting of the Cabinet Member - Children's Services held on 19 January 2010, the Cabinet considered the report of the Strategic Director - Children, Schools and Families seeking approval to the implementation of a further scheme at Rowan Park Special School under the Schools Access Initiative.

CABINET- THURSDAY 4TH FEBRUARY, 2010

RESOLVED: That

- (1) the scheme detailed in the report of Rowan Park Special School be approved; and
- (2) the proposed expenditure to be funded from specific resources be included in the Children, Schools and Families Capital Programme 2009/10 and 2010/11.

277. PLAYBUILDER CAPITAL GRANT 2009/10 - ADDITIONAL SCHEME

The Cabinet considered the report of the Strategic Director - Children, Schools and Families which provided an update on schemes to be funded from the Playbuilder Capital Grant and sought approval to an additional scheme and for a change to a previously approved scheme.

RESOLVED: That

- (1) the report be noted;
- (2) approval be given to the additional scheme detailed in the report; and
- (3) approval be given to the change to and reallocation of funding from a previously approved scheme as detailed in the report.

278. HILLSIDE HIGH SCHOOL, BOOTLE - SPECIALIST SCHOOLS PROGRAMME CAPITAL GRANT

Further to Minute No. 105 of the meeting of the Cabinet Member - Children's Services held on 19 January 2010, the Cabinet considered the report of the Strategic Director - Children, Schools and Families seeking approval to the implementation of a scheme to enhance the facilities at Hillside High School following its redesignation as a specialist school for science and languages.

RESOLVED: That

- (1) the proposed scheme be approved as detailed in the report; and
- (2) the expenditure for the scheme to be funded from specific resources be included in the Children, Schools and Families Capital Programme 2009/10.

279. DAVENHILL PRIMARY SCHOOL, AINTREE - PROPOSED EXTENSIONS AND ALTERATIONS

The Cabinet considered the report of the Strategic Director - Communities on the tenders received for the provision of extensions and alterations to the accommodation at Davenhill Primary School, Aintree.

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This was a Key Decision and was included in the Council's Forward Plan of Key Decisions.

RESOLVED: That

- (1) approval be given to the allocation of £2,488,647 in the Children's Services Capital programme for this scheme, funded from the Primary Capital budget (£2,000,000); Modernisation Programme (£398,647) and the schools Devolved Formula Capital funding (£90,000);
- (2) the lowest tender submitted by Lockwoods Construction (Liverpool) Ltd of Bootle in the sum of £1,988,385 be accepted; and
- (3) the Legal and Democratic Services Director be requested to enter into a formal contract with the successful tenderer.

280. BIRKDALE HIGH SCHOOL - PROPOSED WORLD OF WORK EXTENSION

The Cabinet considered the report of the Strategic Director - Communities on the tenders received for the provision of a new World of Work extension at Birkdale High School, Southport.

This was a Key Decision and was included in the Council's Forward Plan of Key Decisions.

RESOLVED: That

- (1) approval be given to the allocation of £346,286 in the Children's Services Capital programme for this scheme, funded entirely from the 14-19 Diplomas budget and school's Devolved Formula Capital contribution;
- (2) the lowest revised tender submitted by Lyjon Co. Ltd. of Ellesmere Port in the sum of £261,054 be accepted;
- (3) the Legal and Democratic Services Director be requested to enter into a formal contract with the successful tenderer.

281. MEOLS COP HIGH SCHOOL, SOUTHPORT - DINING ROOM CONSERVATORY

The Cabinet considered the report of the Strategic Director - Communities on the tenders received for the proposed Dining Room Conservatory at Meols Cop High School, Southport.

CABINET- THURSDAY 4TH FEBRUARY, 2010

RESOLVED: That

- (1) the lowest tender submitted by Davies Maintenance Ltd of Burscough in the sum of £182,610 be accepted; and
- (2) the Legal and Democratic Services Director be requested to enter into a formal contract with the successful tenderer.

282. FUNDING OPPORTUNITIES - PROGRESS REPORT 3

Further to Minute No. 89 of the meeting of the Cabinet Member - Regeneration held on 20 January 2010, the Cabinet considered the report of the Strategic Director - Communities on the progress made with regard to the expressions of interest submitted to the Regional Development Agency for funding under the North West Operational Plan to deliver projects throughout the Borough. The report also provided an update of further external funding opportunities.

RESOLVED:

That the report be noted.

283. 'SHOP SEFTON 2010' – SUPPORTING OUR TOWN CENTRES

Further to Minute No. 180 of the meeting of the Cabinet held on 29 October 2009, the Cabinet considered the joint report of the Planning and Economic Development Director and the Leisure and Tourism Director on proposals to enter into a partnership Agreement with Liverpool Biennial in order to deliver a range of activities in retail centres within the Borough which would help to enhance their viability and vitality under the Shop Sefton 2010 Project.

RESOLVED: That

- (1) the bid submitted to Arts Council England for funding be noted and endorsed;
- (2) subject to securing Arts Council grant funding as outlined in paragraph 7.2 of the report, approval be given to the Council entering into a Partnership Agreement with Liverpool Biennial as outlined in Paragraph 8.0. Such an agreement will ensure that ALL Partnership arrangements are underpinned by clear and well documented internal financial controls, thereby minimising any risk to the Council as Accountable Body;
- (3) it be noted that the indicative delivery timetable is subject to change, as outlined in paragraph 6.0 of the report; and
- (4) the Legal and Democratic Services Director be authorised to execute the partnership agreement.

Agenda Item 3

CABINET- THURSDAY 4TH FEBRUARY, 2010

284. FRANK HORNBY CENTRE - LEASE AGREEMENT

Further to Minute No. 315 of the Cabinet Meeting held on 16 April 2009, the Cabinet considered the joint report of the Planning and Economic Development Director and the Leisure and Tourism Director on the need to enter into a lease agreement with the Frank Hornby Trust for the Hornby Centre space in the Meadow Lane Complex, Maghull, as part of securing external funding from the Heritage Lottery Fund.

RESOLVED:

That the Legal and Democratic Services Director enter into a 25 year lease agreement on peppercorn terms with the Frank Hornby Trust for the Frank Hornby Centre at Meadows Leisure Complex, Maghull, subject to a successful Heritage Lottery bid or other successful external funding, and subject to the production of a satisfactory business plan, which illustrates the proposed ongoing revenue funding and management arrangements arising from the operation of the Frank Hornby Centre.

285. ROYAL NATIONAL LIFEBOAT INSTITUTION BEACH SAFETY PARTNERSHIP

Further to Minute No. 85 of the meeting of the Cabinet Member - Leisure and Tourism held on 27 January 2010, the Cabinet considered the report of the Leisure and Tourism Director on a proposal to develop a Beach Lifeguard Partnership with the Royal National Lifeboat Institution in order to improve beach safety and lifeguard provision on the Sefton coast.

This was a Key Decision and was included in the Council's Forward Plan of Key Decisions.

RESOLVED: That

- (1) officers be authorised to complete the "Agreement for the Provision of Lifeguard Services" in order to establish the Beach Lifeguard Partnership with the Royal National Lifeboat Institution (RNLI) (Beach Lifeguards) so that it may commence on 1 April 2010;
- (2) the Legal and Democratic Services Director be authorised to enter into a contract with the RNLI for a period of five years; and
- (3) the value of the five year contract be included in the relevant year's Medium Term Financial Plan in accordance with the Retail Price Index.

286. CARBON REDUCTION COMMITMENT SCHEME

The Cabinet considered the joint report of the Neighbourhoods and Investment programmes Director and the Acting Finance and Information Services Director on the implementation of the Government's Carbon Reduction Scheme which would commence on 1 April 2010.

CABINET- THURSDAY 4TH FEBRUARY, 2010

RESOLVED: That

- (1) the report be noted; and
- (2) further reports on the progress of the scheme in Sefton as it develops be submitted to the Cabinet.

287. GENERAL LICENSING - FEES AND CHARGES 2010/11

This item was withdrawn from consideration at the meeting. The proposed fees and charges for Licensing Services in 2010/11 were submitted to the meeting of the Licensing and Regulatory Committee on 18 January 2010 and deferred for further consideration at the next meeting of the Committee to be held on 22 February 2010. The recommendations of the Committee will be submitted for consideration at the next Cabinet meeting to be held on 4 March 2010.

288. EXECUTIVE RESPONSE TO OVERVIEW AND SCRUTINY FINAL REPORTS

The Cabinet considered the report of the Assistant Chief Executive which indicated that the Overview and Scrutiny Management Board had proposed that when a Cabinet Member or Cabinet consider a final report from an Overview and Scrutiny Working Group, that they be requested to in future produce an executive response, compiled by the relevant Service Director and Cabinet Member to the relevant Overview and Scrutiny Committee.

The proposal was one of a number of recommendations contained in an Action which had been developed following a visit to Tameside Council as a means of developing the Overview and Scrutiny Function.

RESOLVED:

That an Executive response to Overview and Scrutiny Working Group Final Reports be produced in future by the relevant Service Director and Cabinet Member and submitted to the relevant Overview and Scrutiny Committee.

289. SELECTION OF THE DEPUTY MAYOR FOR 2010/11

The Cabinet considered the report of the Legal and Democratic Services Director which provided details of the Selection Procedure previously agreed for the selection of the Deputy Mayor and sought the nomination of the Deputy Mayor for the Municipal Year 2010/11.

Under the present political management framework, the nomination of the Deputy Mayor Elect was a matter on which the Cabinet should make a recommendation to the Council.

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RESOLVED: That

- (1) it be noted that Councillor M. Fearn stands nominated as Mayor Elect for 2010/11; and
- (2) the Labour Group nomination for the post of Deputy Mayor for 2010/11 be submitted to the Legal and Democratic Services Director and subsequently submitted to the Council for approval at its Annual Meeting in May 2010.

290. CABINET MEMBER REPORTS

The Cabinet received reports from the Cabinet Member for Children's Services, Communities, Corporate Services, Environmental, Health and Social Care, Leisure and Tourism, Performance and Governance, Regeneration and Technical Services.

RESOLVED:

That the Cabinet Member reports be noted.

291. EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That under section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraphs 3 and 5 of Part 1 of Schedule 12A to the Act. The Public Interest Test has been applied and favours exclusion of the information from the press and public.

292. LOCAL LAND CHARGE SEARCHES

The Cabinet considered the report of the Legal and Democratic Services Director on the current position with regard to the potential impact of the Environmental Information Regulations on Charges for Property Searches.

RESOLVED:

That the report be noted and a further report be submitted to the Cabinet following the meeting referred to in Paragraph 3.3 of the report.

Agenda Item 4

REPORT TO: Cabinet
Council

DATE: 4 March 2010

SUBJECT: Treasury Management Policy & Strategy
2010/2011

WARDS AFFECTED: All

REPORT OF: Lynton Green
Acting Finance & IS Director
0151 934 4096

CONTACT OFFICER: Jeff Kenah
Corporate Finance Manager
0151 934 4104

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To advise Cabinet of the proposed procedures and strategy to be adopted in undertaking the Treasury Management Function in 2010/2011.

REASON WHY DECISION REQUIRED:

To enable the Council to effectively manage its Treasury activities.

RECOMMENDATION(S):

Cabinet is recommended to

- a) Agree the Treasury Management Policy Document for 2010/2011 (Annex A);
- b) Agree the Treasury Management Strategy Document for 2010/2011 (Annex B);
- c) Approve the amendment to Banking arrangements contained within the Financial Procedures Rules of the Constitution (Para 3);
- d) Agree the Money Laundering Policy Document (Para 4 and Annex C);
- e) Agree the basis to be used in the calculation of the Minimum Revenue Provision for Debt Repayment in 2010/2011 (Para 5);
- f) Refer the report to Council for approval.

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KEY DECISION: No, this report does not represent a key decision in itself but forms part of the delivery of the 2010/2011 Budget, which is a key decision for the Council.

FORWARD PLAN: No – see above.

IMPLEMENTATION DATE: With effect from 1 April 2010.

ALTERNATIVE OPTIONS:

The Cabinet could decide not to comply with the CIPFA Code of Practice on Treasury Management that recommends production of Treasury Management Policy and Strategy Documents. Non-compliance with the Code would significantly increase the risks associated with this activity and would not be complying with best practice.

IMPLICATIONS:

Budget/Policy Framework: Compliance with the Policy and Strategy Documents will enable the Council to secure the most favourable terms for raising funds, maximise returns on investments whilst at all times minimising the level of risk to which it is exposed.

Financial: See above.

<u>CAPITAL EXPENDITURE</u>	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £	2013/ 2014 £
Gross Increase in Capital Expenditure	N/a	N/a	N/a	N/a
Funded by:	N/a	N/a	N/a	N/a
Sefton Capital Resources	N/a	N/a	N/a	N/a
Specific Capital Resources	N/a	N/a	N/a	N/a
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure	N/a	N/a	N/a	N/a
Funded by:	N/a	N/a	N/a	N/a
Sefton funded Resources	N/a	N/a	N/a	N/a
Funded from External Resources	N/a	N/a	N/a	N/a
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

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Legal: None.

Risk Assessment: The Policy and Strategy Documents minimise the level of risk to which the Council is exposed.

Asset Management: None.

CONSULTATION UNDERTAKEN/VIEWS

None.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Treasury Management in the Public Services – Code of Practice CIPFA 2001.
The Prudential Code for Capital Finance in Local Authorities CIPFA 2003.

Agenda Item 4

1. Background

- 1.1. The Council has previously adopted CIPFA's revised 2001 Code of Practice on Treasury Management in the Public Services which recommends the production of annual Treasury Management Policy and Strategy Documents. The Code was revised in 2009 following the Icelandic bank collapse, and is recommended for adoption 4 March 2010.
- 1.2. In addition the Council has also adopted, and incorporated into both documents:
 - a) The requirements of the 2003 Prudential Code for Capital Finance in Local Authorities; and,
 - b) An Investment Strategy produced in line with guidance from the then ODPM concerning the investment of surplus funds. This sets out the manner in which the Council will manage its investments, giving priority to the security and liquidity of those investments.

2. Treasury Management Policy and Strategy Documents

- 2.1. The Code requires the Council to produce:
 - a) A Treasury Management Policy Document – which outlines the broad policies, objectives and approach to risk management of its treasury management activities;
 - b) A Treasury Management Strategy Document – This sets out specific treasury activities which will be undertaken in compliance with the Policy in 2010/2011; and
 - c) Suitable treasury management practices, setting out the manner in which the organisation will seek to achieve these policies and objectives, prescribing how it will manage and control those activities.

The content of the policy statement and the treasury management practices will follow the recommendations contained in sections 6 and 7 of the Code, subject only to amendment where necessary to reflect the particular circumstances of the Council. Such amendments will not result in the Council materially deviating from the Codes key principles.

- 2.2. The proposed Policy and Strategy Documents are attached at **Annex A and B** respectively.
- 2.3. Economic conditions have been difficult since the onset of the credit crunch in August 2007. This caused all major economies to enter into recession caused by a reduction in lending as banks attempted to repair their balance sheets, with concerns being raised over the financial health of many institutions. **The wider economic position has meant that a continuing review of the Treasury Management Policy and Strategy documents has been undertaken to identify whether any improvements can be made.**
- 2.4. The main changes to the proposed Strategy Document for 2010/2011 include modifications to the process of assessing where temporarily surplus resources

should be invested both in the medium and short term, which has included the opening of a small number of Money Market Funds (MMFs). The Council has also adopted the revised methodology for the use of credit rating agency data as prescribed by our treasury management consultants, SECTOR, as part of the Council's counterparty adoption procedure (Treasury Management Strategy, section 2.8.9).

- 2.5. All investments are made in accordance with the Council's Investment Criteria. This takes account of market and risk conditions at the time the investment is made, with security being assessed over liquidity, and liquidity being assessed over return.
- 2.6. In view of the complex nature of Treasury Management, especially in the current economic climate, the need for more focussed Member training has been recognised. A treasury management training session was recently delivered, by Sector, to Audit and Governance and Corporate Service Members. More regular reports have not only be presented to Cabinet (who have the delegated responsibility), but also to Corporate Services Cabinet Member Meeting and the Audit and Governance Committee.

3. Financial Procedure Rules – Banking Arrangements

- 3.1. The Treasury Management Policy Document at **Annex A** delegates certain responsibilities to the Finance and Information Services Director, including all executive decisions on borrowing, investment or financing, in line with the Constitution of the Council.

- 3.2. The Constitution (Financial Procedure Rules – Banking Arrangements Para 8.2) currently provides the following:

“No overdraft shall be permitted save on the general account, a maximum overdraft for which shall be fixed from time to time by the Council following recommendations by the Finance and Information Services Director.”

- 3.3. In order to facilitate a “group” approach to the Council's bank account and related individual balances (a number of services provided by Sefton have bank accounts separate to the Council's main account), it is recommended that the paragraph be reworded as follows:

“On a day to day basis, no overdraft shall be permitted unless agreed by the Finance and Information Services Director. A maximum overdraft shall be fixed from time to time by the Council following recommendations by the Finance and information Services Director”

4. Money Laundering Policy Document

- 4.1. The Money Laundering Policy Document is attached at **Annex C** for approval, which outlines the approach the Council will adopt to comply with its legal obligations.

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5. Minimum Revenue Provision (MRP) for Debt Repayment Policy Document

- 5.1. The Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 introduced changes to the calculation of the MRP.
- 5.2. As a transitional arrangement for 2008/09, authorities were able to continue to calculate MRP as in previous years i.e. 4% of the underlying need to borrow for capital purposes, as measured at 31 March 2008. The Council's revenue budget for 2008/09 was constructed on this basis.
- 5.3. To comply with the legislative changes, the Council has, from 2009/10, retained this calculation for borrowing supported through the Revenue Support Grant but for unsupported prudential borrowing, MRP will be calculated using the asset life method. This links the charges to revenue more closely to the life of the asset. The Council's Revenue Budget for 2009/10 and 2010/11 has been constructed on this basis.
- 5.4. The change in legislation also allows councils to apply an MRP "Holiday" on large projects, the costs of which span a number of financial years. Rather than starting to charge MRP as the expenditure is incurred, the option is given to apply MRP only when the scheme becomes operational. The total level of MRP remains unchanged, only the timing of the charge is altered. This option is considered to be the most appropriate for use within Sefton.

6. Recommendations

Cabinet is recommended to:

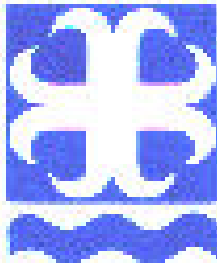
- a) Agree the Treasury Management Policy Document for 2010/2011 (**Annex A**);
- b) Agree the Treasury Management Strategy Document for 2010/2011 (**Annex B**);
- c) Approve the amendment to Banking Arrangements contained within the Financial procedures Rules of the Constitution (Para 3);
- d) Agree the Money Laundering Policy Document (Para 4 and **Annex C**);
- e) Agree the basis to be used in the calculation of the Minimum Revenue Provision for debt repayment in 2010/11 (Para 5);
- f) Refer the report to Council for approval.

SEFTON COUNCIL

TREASURY MANAGEMENT

POLICY

2010/2011



FINANCE AND INFORMATION SERVICES DEPARTMENT

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1. Treasury Management Policy

1.1. The Council defines Treasury Management as:

The management of the Authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.

1.2. The Council's Statement of Treasury Management Policy is:

- a) Effective Treasury Management is acknowledged as providing support towards the achievement of the Council's business and service objectives. It is therefore committed to the principles of achieving best value in Treasury Management, and to employing suitable performance measurement techniques, within the context of effective risk management;
- b) The successful identification, monitoring and control of risk is regarded as being the prime criteria by which the effectiveness of the Council's Treasury Management activities will be measured. Accordingly, the analysis and reporting of Treasury Management activities will focus on their risk implications for the organisation.

1.3 A dedicated team of three officers carries out the day-to-day treasury management activities. Two of the current officers are qualified accountants, whilst the third is a qualified accounting technician.

1.3.1 Members should receive training in the Treasury Management function, in order to assist in the understanding of this relatively complex area. This will be addressed via the provision of regular reporting to Cabinet, Corporate Services Cabinet Member Meeting and the Audit and Governance Committee.

2. Treasury Management Strategy

2.1. The Annual Strategy Document sets out in detail how the Treasury Management Activities are to be undertaken in a particular financial year to comply with the Council's Policy. The strategy for 2010/2011 is attached at **Annex B**.

3. Delegated Powers

3.1. The Finance and Information Services Director, under the Council's Constitution, is given the following authority:

- a) All money in the hands of the Council shall be aggregated for the purposes of Treasury Management and shall be under the control of the Finance and Information Services Director, the Officer designated for the purposes of Section 151 of the Local Government Act, 1972;
- b) All executive decisions on borrowing, investment or financing shall be delegated to the Finance and Information Services Director (or in his

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absence the Senior Assistant Finance and Information Services Director) who shall be required to act in accordance with the Council's Treasury Policy, Treasury Management Practices and CIPFA's Standard of Professional Practice on Treasury Management.

4. Reporting Requirements/Responsibilities

4.1. Council

Council will approve, prior to each financial year, the Treasury Management Policy and Strategy Documents, and will also receive a mid-year review, as well as receiving an annual outturn report on Treasury Management activity before 30 June following the end of the previous financial year, which reports actual treasury activity in the year.

4.2. Cabinet

Cabinet will:

- a) Consider, prior to each financial year, Treasury Management Policy and Strategy Documents and refer them to Council for approval;
- b) Implement and monitor these documents, approving any in-year amendments (at least on a quarterly basis) necessary to facilitate continued effective Treasury Management;
- c) Receive an annual outturn report on Treasury Management activity prior to the 30th June following each financial year; and
- d) Receive a quarterly update of the treasury management activity.

4.3. Audit and Governance Committee

Audit and Governance Committee will

- a) Monitor these Documents on at least a quarterly basis necessary to facilitate continued effective Treasury Management;
- b) Receive an annual outturn report on Treasury Management activity prior to the 30 June following each financial year; and
- c) Will be responsible for ensuring effective scrutiny of the treasury management and policies.

4.4. Finance and Information Services Director

The Finance and Information Services Director will:

- a) Draft and submit to Cabinet and Council prior to each financial year, Treasury Management Policy and Strategy Documents;
- b) Implement and monitor these Documents resubmitting any necessary in-year revisions/amendments (at least on a quarterly basis) to Cabinet for approval;
- c) Draft and submit an annual outturn report on Treasury Management activity to Council, Cabinet, and Audit & Geovernance by the 30 June following each financial year-end;

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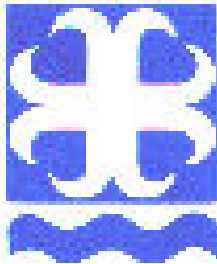
- d) Maintain suitable Treasury Management Practices (TMP), setting out the manner in which the Council will seek to achieve its objectives. The TMP's will also prescribe how the treasury activities will be managed and controlled;
- e) Be responsible for the execution and administration of treasury management decisions; and
- f) Act in accordance with the Council's policy statement and treasury management practices, and also in accordance with CIPFA's Standard of Professional Practice on Treasury Management.

SEFTON COUNCIL

TREASURY MANAGEMENT

STRATEGY

2010/2011



FINANCE AND INFORMATION SERVICES DEPARTMENT

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SEFTON COUNCIL

Treasury Management Strategy

1. Introduction

- 1.1. The Treasury Management Strategy Document sets out in detail how the Treasury Management Activities are to be undertaken in a particular financial year to comply with the Council's Treasury Management Policy.
- 1.2 The Strategy had been produced to incorporate the requirements of the CIPFA Code of Practice on Treasury Management and the 2003 Prudential Code for Capital Finance, and the revised Treasury Management in the Public Services code of Practice and Cross-Sectoral Guidance Notes (2009).

Economic Background

The economic background has been particularly turbulent over the last two years, and this has put treasury management within the authority under greater scrutiny.

Economic conditions have been difficult since the onset of the credit crunch in August 2007. This caused all major economies to enter into deep recessions caused by a reduction in lending as banks attempted to repair their balance sheets, with many governments, such as that in the UK, being forced to recapitalise and rescue their major banks. Central banks such as the Bank of England also cut base rates to historic lows. Economic growth began in quarter 3 of 2009 for most of the worlds' major economies, with the UK entering growth in Q4 2009.

The reduction in the base rate to 0.5% in March 2009 has caused investment income to be severely reduced in 2009/10, compared to the levels earned in 2008/09.

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2. Treasury Management Strategy 2010/2011

2.1. The Strategy for 2010/2011 covers:

- a) Treasury Limits in force which will limit the borrowing activity of the Council (2.2);
- b) Prudential Indicators 2010/2011 to 2012/2013 (2.3);
- c) Interest Rates (2.4);
- d) Capital Borrowing (2.5);
- e) Debt Rescheduling opportunities (2.6);
- f) Investment Strategy (2.8).

2.2. Treasury Limits for 2010/2011

The Treasury Limits set by Council in respect of its borrowing activities are:

The overall or Affordable Borrowing Limit.	Maximum	£205.500m
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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'. The Affordable Borrowing Limit takes into account the Council's current debt, an assessment of external borrowing to finance the Capital Programme in 2010/2011, the need to finance capital expenditure previously met from internal funding, and cash flow requirements.

The amount of overall borrowing, which maybe outstanding by way of short-term borrowing.	Maximum	£15m
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The Short – Term Borrowing limit takes into account an assessment of any potential short-term financing the Council may need (e.g. bank overdraft, short-term funding in anticipation of grant receipts). Short-Term Borrowing is defined as being for less than 12 months.

The proportion of external borrowing which is subject to variable rate interest.	Maximum	33%
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The limit on variable rate borrowing gives the Council flexibility to finance expenditure at favourable market rates, but ensures Council exposure to variable interest commitments is within prudent levels.

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2.3. Prudential Indicators

The following prudential indicators are considered relevant by CIPFA for setting an integrated Treasury Management Strategy.

2.3.1. Interest Rate Exposure Indicators

Fixed rate borrowing and investment has the benefit of reducing the uncertainty surrounding future interest rate changes. However, in looking to improve performance best practice recommends retaining a degree of flexibility through the use of variable rates on at least part of the Treasury Management Activity.

To ensure that the risk associated with improved performance which may be achieved by using variable loans and investments is minimised, it is necessary to establish indicators to control the position. The control is based on setting an upper limit for both fixed and variable interest rate exposures expressed as a percentage of the Council's net outstanding principal sum. The following indicators are to be used:

Upper Limit for Interest Rate Exposures	2010/11 %	2011/12 %	2012/13 %
Upper limit for fixed interest rate exposure expressed as a percentage of net outstanding principal sum	200	200	200
Upper limit for variable interest rate exposure expressed as a percentage of net outstanding principal sum	-20	-20	-20

2.3.2. Non Specified Investment Indicator

The Investment Strategy (Para 2.7.4) allows non-specified investments to be made using funds managed by the Council. The indicator is designed to control the level of such non-specified investments when compared to the overall investments of the Council.

Upper Limit on Non-Specified Investments	2010/11 %	2011/12 %	2012/13 %
Upper limit on the value of non-specified investments as a percentage of total investments	40	40	40

2.3.3. Debt Maturity Indicators

The indicators are designed to be a control over an authority having large concentrations of fixed rate debt needing to be replaced at times of high interest rates. The control is based on the production of a debt maturity profile, which measures the amount of borrowing that is fixed rate that will mature in each period as a percentage of total projected borrowing that is fixed rate. Any borrowing decision and related maturity dates will be taken by the Council mindful of maturity profile limits set out below to ensure large concentrations of debt do not fall due for repayment in any one future financial year. The profile reflects borrowing advice provided by Sector, the Council's Treasury Management Advisors, and has been agreed with them.

Maturity Structure of Fixed Rate Borrowing During 2010/2011	Upper Limit %	Lower Limit %
Under 12 month	35%	0%
12 months and within 24 months	40%	0%
24 months and within 5 years	40%	0%
5 years and within 10 years	40%	0%
10 years and above	90%	25%

Policy on the use of external service providers

The Council employs SECTOR as its treasury consultants. The Council recognises that responsibility for treasury management decisions rests with the Council at all times. It also recognises that there is value in such arrangements in order to acquire access to specialist skills and knowledge. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly documented, and subjected to regular review.

It should be noted that SECTOR, although regulated by the FSA, are unregulated in terms of the investment advice that they give to local authorities, because as an organisation it does not give advice in respect of *investments*, which is covered by the FSA, but it gives advice in respect of *deposits*. Under FSA regulations local authority cash balances placed with institutions are classed as deposits.

2.4. Interest Rates

2.4.1. Sector Treasury Services Ltd ("Sector") to provide regular forecasts of interest rates to assist decisions in respect of:

- a) Capital Borrowings (2.5);
- b) Debt Rescheduling opportunities, (2.6); and
- c) Investments strategy (2.8).

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2.4.2. **Annex B2** gives details of Sector's central view regarding Public Works Loan Board (PWLB) interest rate forecasts.

2.4.3. The advice from Sector takes into account financial activity both in the UK and world economies and the impact of major national and international events. It is essential that borrowing and investment decisions are taken mindful of independent forecasts as to interest rate movements. The Council will continue to take account of the advice of Sector.

2.5. Capital Borrowings

2.5.1. The Council's debt portfolio as at 31st January 2010 is as set out below:

Debt Portfolio	
Average Interest Rate	4.91%
<u>Debt Outstanding – Fixed Rate</u>	£m
PWLB	112.114
Other Borrowing	0.024
Other Long Term Liabilities	<u>7.220</u>
Total Debt	119.360

The category of other borrowing (£0.024m) represents counter bonds and mortgages.

Other long term liabilities (£7.220m) represent transferred debt from the Merseyside Residuary Body.

2.5.2. The Council will raise its required finance, following advice from Sector, from the Public Works Loan Board (PWLB).

The Council's borrowing requirement for 2010/2011 is as follows:

Borrowing Requirement	Estimate £m
New Borrowing	<u>17.953</u>
Replacement Borrowing	<u>13.702</u>
Total Borrowing	31.655

2.5.3. The Sector forecast for PWLB interest rates (as set out at **Annex B2**). This would suggest that the following strategy is followed:

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- Rates are expected to gradually increase during the year, so it should therefore be advantageous to time new long term borrowing for the start of the year (2010/11) when 25 year PWLB rates fall back to or below the central forecast rate of about 4.65%, a suitable trigger point for considering new fixed rate long term borrowing.
- Variable rate borrowing is expected to be cheaper than long term borrowing and will therefore be attractive throughout the financial year compared to taking long term fixed rate borrowing.
- PWLB rates on loans of less than ten years duration are expected to be substantially lower than longer term PWLB rates offering a range of options for new borrowing which will spread debt maturities away from a concentration in long dated debt.
- There is expected to be little difference between 25 year and 50 year rates thus loans in the 25-30 year periods could be seen as being more attractive than 50 year borrowing as the spread between the PWLB new borrowing and early repayment rates is considerably less. This would maximise the potential for debt rescheduling and allow the Council to rebalance its debt maturity profile.

2.5.4. The authority is currently internally borrowed, with total PWLB borrowings of £112.114m, as against a CFR of £188.600m for 2010/11, which does have the advantage of reducing exposure to interest rate and credit risk. To be internally borrowed is a conscious decision to use cash balances to fund capital expenditure, rather than borrow from the PWLB. This position can be reversed at any time by borrowing from the PWLB.

2.5.5. Next year is expected to be one of an historically low bank rate. Hence, internal borrowing is a sensible option where interest rates on deposits are much lower than the current PWLB borrowing rates.

2.5.6. However, savings have to be weighed against the potential for incurring long term extra costs by delaying unavoidable new borrowing until later years when PWLB rates are forecast to be higher.

2.5.7. Against this background, caution will be adopted in undertaking borrowing in 2010/2011. The Finance and Information Services Director will monitor the interest rate market and following advice from Sector, adopt a pragmatic approach to changing circumstances during the year.

2.6. Debt Rescheduling Opportunities

2.6.1. The introduction of the new PWLB rates on 1 November 2007 introduced a spread between the rates applied to new borrowing and repayment of debt, which has meant that restructuring with the PWLB is now much less attractive than before.

As short term borrowing rates are likely to be cheaper than long term rates, saving could be made by changing to short term debt. However, this must be considered in the light of the likely financing costs once these loans mature.

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2.7 Borrowing in advance of need

The Council will not borrow more than, or in advance of, its needs purely to profit from the investment income made on the extra sums borrowed. However should a decision to borrow in advance of need will be considered carefully to ensure value for money can be demonstrated and that the Council can ensure the security of such funds.

In determining whether to borrow in advance of need the Council will:

- Ensure that there is a direct link between the capital programme and maturity profile of the existing debt portfolio which supports the need to borrow in advance of need;
- Ensure that the revenue implications of such borrowing have been considered in respect of future plans and budgets; and
- Consider the merits of other forms of funding.

2.8. Investment Strategy

2.8.1. The Council manages the investment of its surplus funds internally, and operates in accordance with the Guidance on Local Government Investments issued by ODPM in March 2004 and CIPFA's Treasury Management in Public Services: Codes of Practice (2001).

2.8.2 The Council's investment priorities are, in order of priority:

- The security of capital
- The liquidity of capital
- Yield

2.8.3. Under the system of guidance investments are classified as Specified or Non Specified.

Specified Investments are those which satisfy the following conditions:

- a) The investment and all related transactions are in sterling;
- b) The investment is short-term i.e. less than 12 months;
- c) The investment does not involve the acquisition of share or loan capital;
Either:
 - i) The investment is made with the UK Government or local authority;
OR
 - ii) The investment is made with a body or scheme, which has been awarded a high credit rating by a credit rating agency.

Non Specified Investments are those that do not meet the above definition.

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2.8.4 The Council's investment portfolio as at 31st January 2010 is set out below:

Investments Portfolio	£m
Specified Investments	48.510
Non-Specified Investments	<u>5.000</u>
Total	53.510

The non-specified investment is a 2 year deposit with the Skipton Building Society.

2.8.5 The Council banks with National Westminster, which is part of the Royal Bank of Scotland Group. It is classed as a part nationalised institution.

2.8.6 The Council Strategy will be:

- a) To make Specified Investments in line with the above conditions;
- b) To make Non Specified Investments which satisfy all of the above with the exception of 2.8.6 a) which is extended to a period of less than 2 years;

It is suggested that the following investment vehicles should be made available to the authority:

Investment	Reason	Risk
Term deposits made with banks as listed in annexe B5, following the investment criteria as listed in annexe B4. Deposits also acceptable on an overnight call basis. Can also deposit with Local Authorities.	Certainty of rate of return and repayment of capital	Liquid, with potential for deterioration in credit risk. Local Authorities not credit rated.
Supra-national bonds	Greater levels of security of investment. A fairly liquid investment, though not as liquid as Gilts	High credit rating as placed with EIB and World Bank (AAA rated). Bond price may vary if sold early
Money Market Fund (MMF)	Similar or better rate than bank deposits, with no penalty charge for early redemption. Same day liquidity	High credit rating via the International Money Market Fund Association or IMMFA (AAA rated)
Gilts	Liquid and very secure. Interest paid every six months	High credit rating as Government backed (AAA rated). Bond price may vary if sold early
Treasury Bills	Liquid and very secure.	No interest paid – they

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	Duration of < 1year	are zero- coupon rated.
Debt Management Agency Account Deposit Facility (DMADF)	Secure investment	High credit rating as Government backed (AAA rated). Interest earned low. Investment cannot be repaid early

The maximum that can be invested in any of the above vehicles is £25m, except for term deposits for which no limit is set. The maximum maturity period in any of the above is 1 year, apart from suitably creditworthy banks which can be invested in for up to 2 years, in line with advice from SECTOR.

It is NOT proposed that the Council will be making any Non Specified Investments in 2010/2011 that do not comply with the above, however, should the situation change, the Finance and Information Services Director will report to Cabinet requesting appropriate approval to amend the Strategy before any such investments are made.

2.8.7 The Bank of England Base Rate was reduced significantly in March 2009 to 0.5%. Sector's projections expect the rate to stabilise at 0.5% until starting to rise gradually with the first increase in Q2 2010 and then to be back up to 4.00% during Q2 2012. Sector's current interest rate view is outlined at **Annex B2**. Given the volatility of the market, the forecasts can only be used as a general guide to the future position. Consequently for 2010/11, the Authority has taken a prudent view and budgeted for an investment return based upon Sector's base rate projection during 2010/11.

UBS have recently issued a revised interest rate forecast where they have delayed any rise interest rates from Q3 2010 to Q4 2010, and they have also reduced the rate of increase in interest rates, so that at the end of 2011 they predict an interest rate of 2.25% as opposed to 3.0%. In light of this SECTOR will be reviewing their own interest rate projection shortly.

2.8.8. In order to pursue the strategy of maximising returns from surplus funds at an acceptable level of security and liquidity, the following Brokers as suggested by Sector will be utilised for investments of over one month:

- i) Sterling International Brokers Limited;
- ii) Tradition UK Limited;
- iii) Tullet Prebon Limited.

2.8.9 Virtually any investment involves risk. The Council will consider the credit ratings supplied by a variety of recognised money market organisations, as part of the process to determine the list of Banks where the level of risk is acceptable, with security, then liquidity, being the key aims.

Given the recent turmoil in the banking sector, SECTOR has revised its methodology which we use as the basis for producing our counterparty list. It now uses a simple mathematical calculation to produce a score which is then used to categorise an institution in terms of the duration of an investment, a

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spread of scores defining each duration period. Each duration period is classified by a colour as follows

- Green 3 months
- Red 6 months
- Orange 12 months
- Purple 24 months

The calculation involves taking a simple weighted average across the main three credit ratings agencies, for the key factors of long term ratings, short term ratings, individual support, and external support rating. This gives a final score attributed to the institution. Overlaid over this are rating watches, which can either improve or worsen the score, depending upon whether the rating watch is positive or negative.

Credit default swap data (CDS) is then taken account of as part of the process. If the CDS causes the institution to be classed as being monitored, it is dropped to the next shortest duration. If it is considered to be out of range, it will no longer be considered credit worthy.

The Council will not use the approach suggested by CIPFA of using the lowest rating from all three rating agencies to determine creditworthiness of counterparties, as Moody's are currently very much more aggressive in giving low ratings. This would leave the Council with few banks on the approved counterparty list. The Sector creditworthiness service does however use ratings from all three agencies, but does not give preponderance to just one agency's ratings.

However, to ensure that risk is managed to a greater extent, layered onto the new Sector methodology of selecting institutions for the Council's approved counterparty list will be the previous methodology of firstly choosing institutions that have a scoring of Fitch rating F1+/AA-, with an individual rating of minimum C, and support rating of minimum 2, i.e. excellent credit rating. This will define the first group of institutions that will be reviewed for investment purposes. However, any other available institutions that are deemed creditworthy as per the Sector methodology can be used if no suitable institutions are available from the main list.

2.8.10 Information from other sources will also be used such as

- Background research in the financial press
- Discussion with our treasury consultants
- Internal discussion with Finance and IS Director

As a means of clarifying the level of acceptable risk, the Risk Matrix at **Annex B3** will be used. The Council will only invest in Banks that have a Risk Matrix scoring of F1+, AA- and Buildings Societies with a score of F1 (i.e. low risk) using the Fitch scoring methodology.

The Council maintains a full record of each investment decision taken, each of which is authorised by an appropriate level of signatory.

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2.8.11 It should be noted that on 11 June 2009 it was reported to Cabinet that the limit of investments that can be made to any UK or international banking institution or group was raised from £15m to £25m. This reflected the fact that our counterparty list became drastically reduced following the downgrading of many banks by the credit rating agencies following the credit crunch. However, now that some stability has now entered the banking sector, on an operational basis we are using an institutional or group limit of £15m in order to increase security of capital by spreading risk. However, the overall limit of £25m will be maintained as a maximum, should conditions change.

2.8.12 The current list of Banks at **Annex B5** has been produced for information; this takes account of the most up-to-date credit ratings available in respect of the Banks and Building Societies named, and utilising Sector's creditworthiness service. It has also been rationalised to only include institutions that are backed by a sovereign rating of AAA, which implies that national Governments would support the Banks if they were facing financial difficulties. The organisations listed will be monitored daily with the assistance of Sector to ensure they continue to meet the requirements outlined at **Annex B4**. In the event of a change in credit rating or outlook, the Council, with advice from Sector, will evaluate its significance and determine whether to include (subject to Cabinet approval) or remove the organisation from the approval list.

2.8.13 **Nationalised banks** are now recipients of an F1+ short term rating as they effectively take on the creditworthiness of the Government itself i.e. deposits made with them are effectively being made to the Government. They also have a support rating of 1. Hence on both counts they have the highest ratings possible.

2.8.14 **UK banking system support package.** Please note that the UK Government has NOT given a blanket guarantee on all deposits but has underlined its determination to ensure the security of the UK banking system by supporting eight named banks with a £500bn support package.

2.8.15 If any of the Council's investments appear at risk of loss due to default (ie this is a credit related loss, and not one resulting from a fall in price due to movements in interest rates) the Council will make revenue provision of an appropriate amount.

2.8.16 Performance monitoring

The performance of the Council's investment strategy will be assessed by monitoring the average interest rate earned against the average 7 day LIBID on a monthly basis. This will be reported to Cabinet on a quarterly basis.

ANNEX B2

SECTOR INTEREST

RATE FORECAST

Sector's Interest Forecast as at 23 November 2010

	Mar-10	Jun-10	Sep-10	Dec-10	Mar-11	Jun-11	Sep-11	Dec-11	Mar-12	Jun-12	Sep-12	Dec-12	Mar-13
Bank rate	0.50%	0.50%	0.75%	1.00%	1.50%	2.25%	2.75%	3.25%	3.50%	3.75%	4.25%	4.25%	4.50%
5yr PWLB rate	3.05%	3.20%	3.30%	3.40%	3.60%	3.85%	4.15%	4.55%	4.60%	4.80%	4.80%	4.85%	4.85%
10yr PWLB rate	4.00%	4.05%	4.15%	4.30%	4.45%	4.60%	4.80%	4.90%	5.00%	5.10%	5.10%	5.15%	5.15%
25yr PWLB rate	4.55%	4.65%	4.70%	4.80%	4.90%	5.00%	5.05%	5.10%	5.20%	5.30%	5.30%	5.35%	5.35%
50yr PWLB rate	4.60%	4.70%	4.75%	4.90%	5.00%	5.10%	5.15%	5.20%	5.30%	5.40%	5.40%	5.45%	5.45%

RISK ASSESSMENT MATRIX

DEFAULT	5	10	15	20	25
	4	8	12	16	20
	3	6	9	12	15
	2	4	6	8	10
	1	2	3	4	5

EXPOSURE

RISK TOLERANCE

- LOW RISK <2 24 months
- MEDIUM RISK 3-9 12 months
- HIGH RISK >9 or =9 6 months and below

FITCH RATING EXPLANATION

Short term rating

This places greater emphasis on the liquidity necessary to meet financial commitments.

F1 – highest credit quality - + denotes exceptionally strong

F2 – good credit quality

F3 – fair credit quality

Long term rating

AAA – highest credit quality – lowest expectation of credit risk and exceptionally strong capacity to pay financial commitments

AA – very high credit quality – very low credit risk and very strong capacity to pay financial commitments

A – high credit quality – low credit risk and considered to have strong capacity to pay financial commitments, but may be vulnerable

Individual rating

This assesses how a bank would be viewed if it were entirely independent and could not rely on external support.

A – very strong bank – outstanding profitability and balance sheet integrity

B – strong bank – no major concerns regarding the bank

C – adequate bank – may have one or two troublesome characteristics

D – weak

E – serious problems

F – defaulted

Support rating

Judgement of a potential supporter's (either sovereign state of parent) propensity to support the bank and its ability to support it.

1 – extremely high probability of external support

2 – extremely high probability of external support

3 – moderate probability

4 – limited probability

5 – cannot rely on support

Rating watch

This suggests that there is likely to be a rating change of any of the above four ratings.

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Investments with UK and International Banks (including the Nationwide Building Society) are limited by the Finance Director to a maximum principal sum of £25m with any of the institutions listed above. A group limit of £25m will also be applied to institutions that are part of a group.

Investments with Building Societies (excluding Nationwide) listed above are limited to a maximum principal sum of £7.5m. With the exception of the Nationwide Building Society, investments in Building Societies of 1 year and over are not permitted. A group limit of £7.5m also applies as noted above.

Investment with the Government's Debt Management Account Deposit Facility (DMADF), local authorities or any AAA MR1 + rated or equivalent Money Market Fund (with a maximum 60 day weighted average maturity) will be limited to a maximum principal sum of £25m. However, the Finance and Information Services Director can decide day to day maximum sums lower than this; an operational limit of £15m is currently in place.

SEFTON COUNCIL STANDARD LENDING LIST – main list

<u>UK and International Banks (including Nationwide Building Society)</u>	<u>RATING</u>	<u>Negative rating watch?</u>	<u>Individual rating</u>	<u>Support rating</u>	<u>CDS</u>
<u>United Kingdom AAA</u>					
Santander UK)	F1+ / AA-	Yes	B	1	Monitoring
Alliance & Leicester (part of Santander)	F1+ / AA-	Yes	B	1	In range
Barclays	F1+ / AA-	Yes	B	1	Monitoring
Clydesdale Bank	F1+ / AA-	Yes	C	1	N/A
HSBC	F1+ / AA	Yes	B	1	In range
Lloyds TSB/HBOS - nationalised	F1+ / AA-		C	1	N/A
RBS Group – nationalised	F1+ / AA-	Yes	D/E	1	N/A
Nationwide	F1+ / AA-	Yes	B	1	Monitoring
<u>Canada AAA</u>					
Bank of Montreal	F1+ / AA-		B	1	N/A
Bank of Nova Scotia	F1+ / AA-		B	1	N/A
Canadian Imperial Bank of Commerce	F1+ / AA-	Yes	B	1	N/A
Royal Bank of Canada	F1+ / AA	Yes	A/B	1	N/A
Toronto Dominion Bank	F1+ / AA-	Yes	B	1	N/A
<u>Finland AAA</u>					
Nordea Bank	F1+ / AA-		B	1	N/A
<u>France AAA</u>					
BNP Paribas	F1+ / AA	Yes	B	1	Monitoring
CNCE Calyon Corporate & Investment	F1+ / AA-	Yes	C	1	In range
Credit Industriel et	F1+ /		B/C	1	N/A

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<u>UK and International Banks (including Nationwide Building Society)</u>	RATING	Negative rating watch?	Individual rating	Support rating	CDS
Commercial	AA-				
<u>Germany AAA</u>					
Deutsche Bank	F1+ / AA-	Yes	B/C	1	In range
Landwirtschaftliche retenbank	F1+/AAA		W/D	1	N/A
<u>Netherlands AAA</u>					
Bank Nederlandse Gemeenten	F1+ / AAA		A	1	N/A
Coop Centrale Raiffeisen – Boerenleenbank BA	F1+ / AA+		A	1	In range
<u>Singapore AAA</u>					
DBS	F1+ / AA-	Yes	B	1	In range
Overseas Chinese Banking Corporation	F1+ / AA-	Yes	B	1	In range
United Overseas Bank	F1+ / AA-	Yes	B	1	In range

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<u>UK and International Banks (including Nationwide Building Society)</u>	RATING	Negative rating watch?	Individual rating	Support rating	CDS
<u>Spain AAA</u>					
Banco Santander Central Hispano (parent of Abbey National)	F1+ / AA	Yes	A/B	1	Monitoring
<u>Sweden AAA</u>					
Nordea Bank	F1+ / AA-	Yes	B	1	N/A
Svenska Handelsbanken	F1+ / AA-	Yes	B	1	In range
<u>Switzerland AAA</u>					
Credit Suisse	F1+ / AA-	Yes	B/C	1	In range
<u>USA AAA</u>					
Bank of New York Mellon	F1+ / AA-		A/B	2	N/A
Deutsche Bank Trust Company Americas	F1+ / AA-	Yes	N/R	1	N/A
HSBC Bank USA	F1+ / AA	Yes	B/C	1	N/A
JP Morgan Chase Bank	F1+ / AA-	Yes	B	1	In range
Wachovia	F1+ / AA-	Yes	B	1	N/A
Wells Fargo	F1+ / AA-	Yes	B	1	Monitoring
TOTAL					

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SEFTON COUNCIL
STANDARD LENDING LIST – additional list non F1+/AA- institutions

<u>UK and International Banks (including Nationwide Building Society)</u>	RATING	Negative rating watch?	Individual rating	Support rating	CDS
<u>United Kingdom AAA</u>					
Abbey National Treasury Services	F1+ / AA-	Yes			N/A
Bank of New York Mellon	F1+ / AA-			1	N/A
Cater Allen					
Citibank Int	F1+ / A-			1	N/A
Credit Suisse	F1+ / AA-	Yes		1	N/A
Crown Agents Bank	F1 / A		B/C	2	N/A
HFC Bank	F1+ / AA-	Yes		1	N/A
MBNA	F1+ / A+		C/D	1	N/A
Standard Chartered Bank	F1 / A+	Yes	B	1	In range
Sumitomo Corp	F1 / A		C	1	In range
UBS Ltd	F1+ / A+	Yes		1	N/A
<u>Canada AAA</u>					
National Bank Canada	F1 / A+		B	2	N/a
<u>Denmark AAA</u>					
Danske Bank	F1 / A+	Yes	B/C	1	In range
<u>Finland AAA</u>					
Nordea Bank	F1+ / AA-		B	1	N/A
<u>France AAA</u>					
Credit Agricole SA	F1+ / AA-	Yes		1	In range
Societe Generale	F1+ / A+	Yes	B/C	1	In range

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<u>UK and International Banks (including Nationwide Building Society)</u>	RATING	Negative rating watch?	Individual rating	Support rating	CDS
<u>Germany AAA</u>					
Unicredit Bank	F1+ / A+		C	1	In range
Deutsche Postbank	F1+ / A+	Yes	C/D	1	In range
Landesbank Berlin	F1+ / AA-		D	1	N/A
DZ Bank	F1+ / A+		B/C	1	N/A
Landesbank Hessen	F1+ / A+	Yes		1	N/A
<u>Luxemburg AAA</u>					
Banque et Caisse					N/A
Clearstream Bank	F1+ / AA			1	N/A
<u>Netherlands AAA</u>					
ING Bank	F1+ / A+	Yes	C	1	N/A
<u>Norway AAA</u>					
DBN NOR Bank	F1 / A+	Yes	B	1	N/A
<u>Singapore AAA</u>					
DBS	F1+ / AA-	Yes	B	1	In range
Overseas Chinese Banking Corporation	F1+ / AA-	Yes	B	1	In range
United Overseas Bank	F1+ / AA-	Yes	B	1	In range
<u>Spain AAA</u>					
Banco Santander Central Hispano (parent of Abbey National)	F1+ / AA	Yes	A/B	1	Monitoring
<u>USA AAA</u>					
Bank of America	F1+ / A+	Yes	C/D	1	N/A
Citibank	F1+ / A+	Yes	C/D	1	N/A
Northern Trust Company	F1+ / AA-	Yes	B	3	N/A

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<u>UK and International Banks (including Nationwide Building Society)</u>	RATING	Negative rating watch?	Individual rating	Support rating	CDS
State Street Bank	F1+ / A+	Yes	B/C	1	N/A

SEFTON COUNCIL

MONEY LAUNDERING

POLICY



FINANCE AND INFORMATION SERVICES DEPARTMENT

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1. Introduction

- 1.1. This document sets out the Council's policy in relation to money laundering. The aim of the policy is to outline the approach the Council will adopt complying with its legal and professional obligations in relation to money laundering. The policy applies to all employees of the Council and aims to maintain the high standards of conduct that currently exist within the Council by preventing criminal activity through money laundering.

2. What is Money Laundering?

- 2.1. Money laundering is defined within Part 7 of the Proceeds of Crime Act (POCA) 2002 and Section 18 of the Terrorism Act 2000.

- 2.2. Money laundering is defined as:

- a) Concealing, disguising, converting, transferring criminal property or removing it from the UK (s327 of the POCA 2002); or
- b) Entering into or becoming concerned in an arrangement which you know or suspect facilitates the acquisition, retention, use or control of criminal property by or on behalf of another person (s328 of the POCA 2002); or
- a) Acquiring, using or possessing criminal property (s329 of the POCA 2002); or
- b) Becoming concerned in an arrangement facilitating concealment, removal from the jurisdiction, transfer to nominees or any other retention or control of terrorist property (s18 of the Terrorism Act 2000).

- 2.3. The above are the primary money laundering offences and thus prohibited acts under the legislation.

- 2.4. Potentially, any member of staff could be caught by the money laundering provisions if they suspect money laundering and either become involved with it and/or do nothing about it. This policy outlines the approach to be taken in raising any concerns about money laundering.

- 2.5. It is recognised that the risk to the Council of contravening the legislation is low. However, it is extremely important that all employees are familiar with the legal responsibilities, as serious criminal penalties can be imposed for breaches of the legislation.

3. Obligations on the Council

- 3.1. The Council is required to undertake the following:

- a) Appoint a Money Laundering Reporting officer ("MLRO") to receive disclosures from employees concerning suspicions of money laundering activity;
- b) Implement disclosure procedures to enable the reporting of suspicions of money laundering by all staff;
- c) Provide training to those staff considered to be most likely to encounter money laundering.

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4. The Money Laundering Reporting Officer

- 4.1. The officer nominated to receive disclosures about money laundering activity within the Council is John Farrell, Assistant Finance and Information Services Director, Revenues & Benefits, who can be contacted as follows:

Address: 4th Floor, Magdalen House, Trinity Road, Bootle, L20 3NJ
Telephone No: 0151 934 4339.

- 4.2. The officer nominated to act as deputy in the absence of the MLRO is Lynton Green, Acting Finance and Information Services Director, who can be contacted as follows:

Address: 4th Floor, Magdalen House, Trinity Road, Bootle, L20 3NJ
Telephone No: 0151 934 4096.

5. Disclosure Procedure

- 5.1. Following approval of the policy, guidelines will be separately produced by the MLRO and made available to all staff detailing the action that should be taken in the event of suspicions of money laundering. They will include a value limit for cash transactions above which staff must report the transaction to the MLRO. The value of this transaction limit has been set at £10,000.

- 5.2. The Guidelines will be drafted in a manner that ensures the Council and its staff act in a manner which complies with the relevant money laundering legislation. The guidelines will detail:

- a) How staff should report their suspicions to the MLRO;
- b) Action to be taken by staff once the report has been made to the MLRO;
- c) Evaluation action to be taken by the MLRO on receipt of a report;
- d) Action to be taken by the MLRO following evaluation of the report.

6. Training and Awareness

- 6.1. The success of the Council's actions in seeking to prevent money laundering will depend largely on the communication of the policy and guidelines to staff, particularly those staff more involved in the handling of cash transactions which could be significant and exceed the transaction limit noted at Para 5.1. In respect of current staff, communication of the money laundering policy and guidelines will be carried out as part of the normal cascading of information by senior management within the Council and by publishing the documents on the intranet.

- 6.2. Communication of the policy and guidelines will also be achieved as part of induction training of relevant new employees of the Council.

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7. Summary

- 7.1. The Council is determined to ensure that it has robust procedures in order to prevent money laundering as a result of criminal activity. This Policy has been written in order to ensure that the Council establishes procedures that will ensure that it meets its legal and professional requirements in relation to money laundering but in a way that reflects the low risk to the Council of contravening the legislation.

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REPORT TO: Cabinet
Council

DATE: 4 March 2010

SUBJECT: The Prudential Code for Capital Finance in Local
Authorities – Prudential Indicators

WARDS AFFECTED: All

REPORT OF: Lynton Green
Acting Finance & Information Services Director
0151 934 4096

CONTACT OFFICER: Jeff Kenah
Corporate Finance Manager
0151 934 4104

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To establish the Prudential Indicators for Sefton required under the Prudential Code for Capital Finance in Local Authorities.

REASON WHY DECISION REQUIRED:

To enable the Council to effectively manage its Capital Financing activities, and comply with the CIPFA Prudential Code for Capital Finance in Local Authorities.

RECOMMENDATION(S):

Cabinet is recommended to:

- a) Approve the Prudential Indicators detailed in the report, and summarised in Annex A, as the basis for compliance with The Prudential Code for Capital Finance in Local Authorities;
- b) Approve the amendments of relevant Prudential Indicators in the event that any unsupported borrowing is approved as part of the 2010/2011 Revenue Budget;
- c) Delegate authority to the Finance and Information Services Director to manage the Authorised Limit and Operational Boundary for external debt as detailed in Section 5 of the report; and
- d) Refer the report to Council for approval.

KEY DECISION: No, this report does not represent a key decision

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in itself but is critical in the delivery of the 2010/2011 Budget, which is a key decision for the Council.

FORWARD PLAN: No – see above.

IMPLEMENTATION DATE: With effect from 1 April 2010.

ALTERNATIVE OPTIONS:

There are no alternative options. Under The Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 the Council must have regard to the CIPFA Prudential Code for Capital Finance in Local Authorities.

IMPLICATIONS:

Budget/Policy Framework: The establishment and monitoring of Prudential Indicators will ensure that the financial implications of capital investment will be contained within approved revenue budgets.

Financial: See above.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure	N/a	N/a	N/a	N/a
Funded by:				
Sefton Capital Resources	N/a	N/a	N/a	N/a
Specific Capital Resources	N/a	N/a	N/a	N/a
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure	N/a	N/a	N/a	N/a
Funded by:				
Sefton funded Resources	N/a	N/a	N/a	N/a
Funded from External Resources	N/a	N/a	N/a	N/a
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: To comply with The Local Authorities (Capital Finance and Accounting) (England) Regulations 2003.

Risk Assessment: Operation within the Prudential Indicators will

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minimise the risk of any additional revenue budget pressures resulting from capital financing decisions.

Asset Management: None.

CONSULTATION UNDERTAKEN/VIEWS:

None.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT:

The CIPFA Prudential Code for Capital Finance in Local Authorities.

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BACKGROUND:

1. Introduction

- 1.1. The CIPFA Prudential Code for Capital Finance in Local Authorities (The Prudential Code) was introduced following the Local Government Act 2003. It details a number of measures/limits/parameters (Prudential Indicators) that are required to be set each financial year. The approval of these limits will ensure that the Council complies with the relevant legislation and is acting prudently and that its capital expenditure proposals are affordable. This report presents for approval the Prudential Indicators required to be set by the Council in 2010/2011 to comply with the code.
- 1.2. The Council is required to approve Prudential Indicators for the following items:
- (i) Capital Expenditure (Section 2);
 - (ii) Financing Costs/Net Revenue Stream (Section 3);
 - (iii) Capital Financing Requirement (Section 4);
 - (iv) External Debt (Section 5-6);
 - (v) Impact on Council Tax (Section 7);
 - (vi) Treasury Management Indicators (Section 8).

These indicators are presented in the following paragraphs and summarised at Annex A.

2. Prudential Indicator – Capital Expenditure

- 2.1. This indicator details the overall total planned capital expenditure of the Council and therefore reflects the Council's Capital Programme. This is the subject of a separate report elsewhere on today's agenda.
- 2.2. The actual capital expenditure that was incurred in 2008/2009 and the estimates for the current and future years capital programme recommended for approval are:-

	<u>2008/2009</u> <u>Actual</u> <u>£m</u>	<u>2009/2010</u> <u>Estimate</u> <u>£m</u>	<u>2010/2011</u> <u>Estimate</u> <u>£m</u>	<u>2011/2012</u> <u>Estimate</u> <u>£m</u>	<u>2012/2013</u> <u>Estimate</u> <u>£m</u>
Childrens Services	23.445	31.433	38.471	2.104	0.411
Housing – General Fund	15.231	17.904	17.319	8.692	5.900
Technical Services	6.596	8.621	7.169	2.021	2.015
Other Services	33.634	23.879	20.554	11.531	2.290
Total	78.906	81.837	83.513	24.348	10.616

- 2.3. At this time, the Council has only received provisional indications as to the capital resources it may be given in 2011/2012 and 2012/2013 and this is reflected in the current levels of planned expenditure.

3. Prudential Indicator – Financing Costs/Net Revenue Stream

- 3.1. This indicator measures the total capital financing costs of capital expenditure as a proportion of the total level of income from Government grants and local Council Taxpayers. From 2008/09 Net Revenue Stream includes Area Based Grant.
- 3.2. Estimates of the ratio for the current and future years and the actual figures for 2008/2009 are:

Financing Costs/Net Revenue Stream					
	<u>2008/2009</u>	<u>2009/2010</u>	<u>2010/2011</u>	<u>2011/2012</u>	<u>2012/2013</u>
	<u>Actual</u>	<u>Estimate</u>	<u>Estimate</u>	<u>Estimate</u>	<u>Estimate</u>
General Fund	3.5	5.3	5.7	5.6	5.5

- 3.3. The estimates of financing costs include current commitments and proposals contained in the capital programme. The movement in the figure reflects the reduction in investment income earned during 2009/10 and projected in future years, as a result of the reduction in the Bank of England base rate as a consequence of the events of the recent banking crisis.

4. Prudential Indicator – Capital Finance Requirement

- 4.1. The Capital Financing Requirement indicator reflects the Authority's underlying need to borrow for a capital purpose. This is based on historic capital financing decisions and a calculation of future years planned capital expenditure requirements. It should be noted that the Council's PFI scheme for Crosby Leisure Centre has now been included as part of the Capital Financing Requirement. This is due to the implementation of International Financial Reporting Standards and the anticipated need for the scheme to be brought back onto the balance sheet in 2009/10 (previously it had been accounted for "off balance sheet").
- 4.2. Estimates of the end of year Capital Financing Requirement for the current and future years are set out in the table below:

Capital Financing Requirement					
	<u>31/03/09</u>	<u>31/03/10</u>	<u>31/03/11</u>	<u>31/03/12</u>	<u>31/03/13</u>
	<u>£m</u>	<u>£m</u>	<u>£m</u>	<u>£m</u>	<u>£m</u>
	<u>Actual</u>	<u>Estimate</u>	<u>Estimate</u>	<u>Estimate</u>	<u>Estimate</u>
General Fund	160.200	189.300	200.000	207.000	205.000

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- 4.3. CIPFA's Prudential Code for Capital Finance in Local Authorities includes the following statement as a key indicator of prudence:

"In order to ensure that the medium term net borrowing will only be for a capital purpose, the local authority should ensure that net external borrowing does not, except in the short-term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years".

- 4.4. The Authority will comply with this requirement in 2010/11, 2011/12 and 2012/13.

5. **Prudential Indicator – Borrowing Limits**

- 5.1. External borrowing undertaken by the Council arises as a consequence of all the financial transactions of the Authority, both capital and revenue, and not simply those arising from capital spending. The Council manages its Treasury Management position in terms of its external borrowings and investments in accordance with its approved Treasury Management Strategy and Policy Statements. These documents are presented for approval elsewhere on today's agenda.

5.2. The Operational Boundary

- 5.2.1. The Operational Boundary sets a limit on the total amount of long-term borrowing that the Council can undertake. It reflects the Authority's current commitments, existing capital expenditure plans, and is consistent with its approved Treasury Management Policy Statement and practices. The figures are based on prudent estimates.

- 5.2.2. In respect of the Operational Boundary it is recommended that the Council approves the following limits for the next three financial years. These limits separately identify borrowing from other long-term liabilities.

Operational Boundary				
	<u>2009/2010</u>	<u>2010/2011</u>	<u>2011/2012</u>	<u>2012/2013</u>
	<u>£m</u>	<u>£m</u>	<u>£m</u>	<u>£m</u>
Borrowing (long-term)	166.000	183.000	196.000	200.000
Other long term liabilities	7.500	7.500	6.500	6.500
Total	173.500	190.500	202.500	206.500

- 5.2.3. The Council is asked to approve these limits and to delegate authority to the Finance and Information Services Director to manage the movement between the separately agreed limits for borrowing and other long-term liabilities within the total limit for any individual year. Any such changes made will be reported to Members at the earliest opportunity.

5.3. The Authorised Limit

5.3.1. The Authorised Limit sets a limit on the amount of borrowing (both short and long-term) that the Council undertakes. It uses the Operational Boundary as its base but also includes additional headroom to allow, for example, for exceptional cash movements. Under the terms of section 3 (1) of the Local Government Act 2003, the Council is legally obliged to determine and review how much it can afford to borrow i.e. the authorised limit. The authorised limit determined for 2010/11 will be the statutory limit determined under section 3 (1).

5.3.2. The Council is asked to delegate authority to the Finance and Information Services Director to effect movement between the separately agreed figures for borrowing and other long-term liabilities within the total authorised limit for any year. Any such changes will be reported to the Council at the earliest opportunity. The Authorised Limit for external debt are:

Authorised Limit				
	<u>2009/2010</u>	<u>2010/2011</u>	<u>2011/2012</u>	<u>2012/2013</u>
	<u>£m</u>	<u>£m</u>	<u>£m</u>	<u>£m</u>
Borrowing (short & long-term)	181.000	198.000	211.000	215.000
Other long term liabilities	7.500	7.500	6.500	6.500
Total	188.500	205.500	217.500	221.500

6. Prudential Indicator – Actual External Debt

6.1. The Prudential Code requires that in setting indicators for 2010/11, the Council reports its actual levels of external debt as at 31 March 2009. The Council's actual external debt at 31 March 2009 was £134.009 comprising £126.570m borrowing and £7.439m other long-term liabilities.

6.2. The estimated external debt at 31 March 2010 is equal to the Operational Boundary for 2009/10 of £173.500m (see Para 5.2.2 above). The increase in external debt reflects the borrowing required in 2009/10, including PFI, to meet expenditure within the Capital Programme.

7. Prudential Indicator – Impact on Council Tax

7.1. Under the Prudential Code, Local Authorities are able to decide the level of borrowing required to meet the demands of the capital programme. The Authority is given revenue support for borrowing up to a limit determined by Central Government, and this will therefore have no effect on the Council Tax. However, any unsupported borrowing will have to be funded by Council Taxpayers. As such, these indicators are a key measure of affordability of unsupported borrowing undertaken to support capital investment decisions.

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- 7.2. The indicators for the impact on Council Tax of unsupported borrowing are to reflect any ADDITIONAL/NEW unsupported borrowing approval.
- 7.3. Due to current budget constraints no new starts have been included within the 2010/11 capital programme.
- 7.4. In the event that any amendments are made to the New Starts Capital Programme considered on today's agenda, the actual indicator will be recalculated accordingly.

8. Prudential Indicator – Treasury Management

- 8.1. The Council has adopted the CIPFA Code of Practice for Treasury Management in the Public Services. The annual Policy and Strategy Documents establish the following limits/controls for interest rate exposure, debt maturity profiles and an upper limit for investments made by the Council for more than 364 days.

8.1.1. Interest Rate Exposure

- i) An upper limit on its fixed interest rate exposures for 2010/2011 – 2012/2013 of 200% of its net outstanding principal sums;
- ii) An upper limit on its variable interest rate exposures for 2010/2011 – 2012/2013 of -20% of its net outstanding principal sums.

This indicator calculates exposure of either fixed or variable rate borrowings, less fixed or variable rate investments, expressed as a percentage of both fixed and variable rate investments net of fixed and variable rate investments.

This is a change to last year, and is required as given current market conditions the Council has been holding a larger proportion of its' investment in overnight call deposits.

8.1.2. Debt Maturity Profile

A debt maturity profile is detailed in the following table i.e. the amount of borrowing that is fixed rate maturing in each period as a percentage of total projected borrowing that is fixed rate.

Debt Maturity Profile	<u>Upper limit</u>	<u>Lower limit</u>
Under 12 months	35%	0%
12 months and within 24 months	40%	0%
24 months and within 5 years	40%	0%
5 years and within 10 years	40%	0%
10 years and above	90%	25%

8.1.3. Investments Over 1 Year

An upper limit on the value of non-specified investments over 1 year, but less than 5 years with Banks/Building Societies (as approved in the annual Policy and Strategy Documents) of 40% of Total Investments. This limit will be kept under review to take advantage of any opportunities in the current money market. Members will be advised of any change.

9. Monitoring Prudential Indicators

- 9.1. Having established the Prudential Indicators the Finance and Information Services Director will monitor them during the year and report on actual performance as part of the Council's Annual Accounts. In the event of any variations during a financial year, reports will be presented to Cabinet highlighting the variation, the reason and the corrective action to be taken.

10. Recommendations

- 10.1. Cabinet is recommended to:

- a) Approve the Prudential Indicators detailed in the report, and summarised in Annex A to be used as the basis for compliance with The Prudential Code for Capital Finance in Local Authorities;
- b) Approve the amendments of relevant Prudential Indicators in the event that any unsupported borrowing is approved as part of the 2010/2011 Revenue Budget;
- c) Delegate authority to the Finance Director to manage the Authorised Limit and Operational Boundary for external debt as detailed in Section 5 of the report; and
- d) Refer the report to Council for approval.

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Summary of Prudential Indicators.

ANNEX A

Capital Expenditure - 2008/2009 to 2012/2013 (Para 2)					
	2008/2009 £'000 Actual	2009/2010 £'000 Estimate	2010/2011 £'000 Estimate	2011/2012 £'000 Estimate	2012/2013 £'000 Estimate
Education	23.445	31.433	38.471	2.104	0.411
Housing – General Fund	15.231	17.904	17.319	8.692	5.900
Technical Services	6.596	8.621	7.169	2.021	2.015
Other Services	33.634	23.879	20.554	11.531	2.290
TOTAL	78.906	81.837	83.513	24.348	10.616

Financing Costs/Net Revenue Stream (Para 3)					
	2008/2009 Actual	2009/2010 Estimate	2010/2011 Estimate	2011/2012 Estimate	2012/2013 Estimate
	3.5%	5.3%	5.7%	5.6%	5.5%

Capital Financing Requirement (Para 4)					
	31/03/2009 £'000 Actual	31/03/2010 £'000 Estimate	31/03/2011 £'000 Estimate	31/03/2012 £'000 Estimate	31/03/2013 £'000 Estimate
	160.200	189.300	200.000	207.000	205.000

Operational Boundary (Para 5)				
	2009/2010 £m	2010/2011 £m	2011/2012 £m	2012/2013 £m
Borrowing	166.000	183.000	196.000	200.000
Other long term liabilities	7.500	7.500	6.500	6.500
Total	173.500	190.500	202.500	206.500

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Authorised Limit (Para 5)				
	2009/2010 £m	2010/2011 £m	2011/2012 £m	2012/2013 £m
Borrowing	181.000	198.000	211.000	215.000
Other long term liabilities	7.500	7.500	6.500	6.500
Total	188.500	205.500	217.500	221.500

Unsupported Borrowing (Para 7)			
	2009/2010 £m	2010/2011 £m	2011/2012 £m
General Fund	3.062	0.000	0.200

Impact on the Band D Council Tax (Para 7)			
	2009/2010 £	2010/2011 £	2011/2012 £
	0.82	2.96	2.91

Limit on Interest Rate Exposure (Para 8)		
	Upper Limit	Lower Limit
Fixed Borrowing/ Investment	200%	120%
Variable Borrowing/ Investment	-20%	-100%

Fixed Rate Debt Maturity (Para 8)		
	Upper Limit	Lower Limit
Under 12 months	35%	0%
12 months and within 24 months	40%	0%
24 months and within 5 years	40%	0%
5 years and within 10 years	40%	0%
10 years and above	90%	25%

Investments over 1 Year (Para 8)	
Non-Specified Investments over 1 year but less than 5 years with approved Banks/Building Societies)) 40% of Total) Investments)

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Agenda Item 6

REPORT TO: Cabinet
Council

DATE: 4 March 2010
4 March 2010

SUBJECT: 2010/2011 – 2012/2013 Capital Programme

WARDS AFFECTED: All

REPORT OF: Lynton Green - Acting Finance & IS Director
Alan Moore - Strategic Director Communities
Charlie Barker – Strategic Director Social Care
and Wellbeing
Peter Morgan - Strategic Director Childrens
Schools and Families

CONTACT OFFICER: Lynton Green – Acting Finance & IS Director -
0151 934 4096

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To consider the formulation of the 2010/2011– 2012/2013 Capital Programme.

REASON WHY DECISION REQUIRED:

To approve the Capital Programme at Annex A which will facilitate delivery of capital projects.

RECOMMENDATION(S):

Cabinet is requested to:-

- a) Note the report;
- b) Approve the 2010/2011– 2012/2013 Capital Programme (Annex A);
- c) Confirm that Cabinet Members may continue to approve schemes from within their specific capital allocations included in Annex A;
- d) Approve the use of lease facilities in 2010/2011 provided that any revenue consequences can be accommodated within appropriate budgets;
- e) Note that there is no provision for a New Starts Programme during 2010/2011.
- f) Refer the report to Council for approval.

KEY DECISION: Yes

FORWARD PLAN: Yes

IMPLEMENTATION DATE Fc Page 65⁵ on 4 March 2010

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ALTERNATIVE OPTIONS:

To not approve the capital programme which will prevent progress of capital schemes.

IMPLICATIONS:

Budget/Policy Framework: The revenue implications of the ongoing presented in this report can be contained in the draft Base Budget for 2010/2011, which is the subject of a separate report on the agenda.

Financial: See above

Legal: None

Risk Assessment: Delivery of certain schemes in the programme, for example those of a Health & Safety nature, will reduce the level of risk to which the Council is exposed.

Asset Management: Approval of the capital programme will enable the delivery of the Council's Asset Management Plan.

CONSULTATION UNDERTAKEN/VIEWS

Strategic Asset Management Group have been consulted.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities	√		
3	Jobs and Prosperity	√		
4	Improving Health and Well-Being	√		
5	Environmental Sustainability	√		
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Department for Children Schools and Families Website - Revised Schools Capital Allocations 2008/09 – 2010/11 – 22nd. April 2009

Letters from Department of Health: Adults' Personal Social Services: Distribution of Single Capital Pot and Specific Capital Allocations in 2009-10 & 2010-11 – 26th

November 2008; Adults' Personal Social Services (PSS): Specific Revenue and Capital Grant Allocations and Contributions to Area Based Grant for 2009-10 & 2010-11 – 26th November 2008.

Department of Health Local Authority Circular – 22 August 2008.

Letter from Government Office for the North West: Three Year Local Transport Capital Settlement (2008/09 – 2010/11) – 27 November 2007.

Letter from Homes and Communities Agency Housing Market Renewal Grant Allocations :2010/11 – 22nd. December 2009.

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BACKGROUND:

1. Introduction

- 1.1. This report considers the latest position in respect of 2009/2010 and development of the 2010/2011 – 2012/2013 Capital Programme in the light of recent resource notifications received from Central Government and the formulation of the Revenue Budget.

2. Capital Programme 2009/2010

- 2.1. Following the deletion of reported uncommitted schemes by Cabinet on 17 December 2009, all existing approved and ongoing schemes have been completely reviewed and this is reflected in the Capital Programme attached at Annex A.

3. Capital Resources 2010/2011

- 3.1. The capital expenditure within the capital programme is financed from a number of sources, including:-

- a) Government Supported Borrowing;
- b) Government Grants;
- c) Council Supported Borrowing – “Prudential borrowing”;
- d) Specific capital receipts;
- e) Miscellaneous Contributions/External Grants;
- f) Direct Revenue Funding.

- 3.2. The Government has previously issued Supported Capital Expenditure (SCE) notifications for certain services in line with the Comprehensive Spending Review Period of 2008 – 11. In addition, annual allocations are made that indicate the Government’s proposals for supporting capital expenditure for the forthcoming financial year within each service area through either supported borrowing or grants. Each of these components is dealt with in the following paragraphs.

3.3. Government Supported Borrowing 2010/2011

- 3.3.1. Although resources are allocated by individual Government Departments for specific services, the borrowing can be utilised on any service in accordance with the principles of the Single Capital Pot. However, diverting resources between services can have an effect on the allocations from Government Departments in subsequent years.

- 3.3.2. The Government’s revenue support for this borrowing is provided through Formula Grant as determined by the Capital Financing element of the Relative Needs Formula (RNF).

- 3.3.3. The Supported Capital Expenditure (SCE) notifications, which allow amounts to be funded from borrowing, are presented in the following table:-

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Supported Capital Expenditure	2009/10	2010/11	Variation
	£'000	£'000	£'000
Children's Services - Education	2,974	1,228	-1,746
Children's Services - Personal Social Services	46	45	-1
Transportation	2,105	2,421	+316
Total Supported Borrowing	5,125	3,694	-1,431

3.3.4. The reduction in Children's Services Supported Borrowing in 2010/11 is as a result of the Modernisation element being primarily funded from capital grant, rather than borrowing, in 2010/2011. The increase in Modernisation grant funding is reflected in the table in paragraph 3.4.1 below.

3.3.5. Under the Prudential Code, the Council can supplement Government supported borrowing by further "Prudential borrowing" funded exclusively from Council resources. Such borrowing must be affordable and within authorised limits approved by the Council. (See separate report on Treasury Management Policy and Strategy 2010/2011 elsewhere on the agenda).

3.4. Government Capital Grant Allocations 2010/2011

3.4.1. Unlike Revenue Support Grant, which is fixed by Government before the start of the financial year, capital grants can be increased as additional schemes are approved or Government allocates additional resources. The indicative SCE allocations relating to Capital Grants for 2010/2011 are:-

	2009/10	2010/11	Variation
	£'000	£'000	£'000
Children's Services - Devolved Formula Capital	4,423	1,927	-2,496
Children's Services - Modernisation	375	1,287	+912
Children's Services - Targeted Capital Fund	3,000	5,000	+2,000
Children's Services - Extended Schools	459	237	-222
Children's Services - Youth Capital Fund	150	150	0
Social Services – Social Care	147	147	0
Social Services - Mental Health	150	150	0
Social Services – Adult Social Care	106	112	+6
IT Infrastructure			
Transportation	3,683	2,909	-774
Total Capital Grant	12,493	11,919	-574

Allocations not yet known:-

Housing	4,985	?	-
Housing – Disabled Facilities Grants	1,157	?	-

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3.4.2. The decrease in Children's Services – Devolved Formula Capital is as a result of the decision by the Government to advance 40% of the 2010/2011 funding into 2009/2010 to provide a spending impetus during the difficult economic conditions experienced during 2009/2010. Children's Services – Targeted Capital Fund, relates to funding provided by the DCSF to support the provision of facilities for the delivery of 14 –19 diplomas and/or to improve facilities for pupils with special educational needs and disabilities. This funding is a specific allocation for 2009/2010 and 2010/2011 only.

3.5. **Former Housing Revenue Account (HRA)**

Following stock transfer, any outstanding capital liabilities relating to the former HRA Capital Programme not spent in 2009/2010, which form a commitment in future years, will be met from resources held by the Council. As a result, there will be no call on the Council's general capital resources.

3.6. **Housing Market Renewal Initiative**

The Housing Market Renewal Initiative (HMRI) has received an allocation of £9.35m for 2010/2011. In respect of Annex A attached, this level of funding has been incorporated together with a Sefton contribution of £2.654m, which was reported to Cabinet on 14 May 2009. A future report to the Cabinet will outline the 2010/2011 expenditure and resource availability for HMRI, when the Regional Housing Pot allocation for 2010/2011 is known. Cabinet approval to the 2010/2011 HMRI programme will then be sought.

3.7. Traditionally, the Cabinet has allocated all SCE resources – from both supported borrowing and capital grants – to the appropriate service. This policy has been reflected in the Capital Programme MTFP for the period 2010/2011 to 2012/2013 attached at Annex A.

3.8 The detailed items presented in Annex A include all schemes approved by the Cabinet to date plus general uncommitted provisions to reflect the new allocations detailed in section 3 of this report. The identification of specific schemes against these unallocated resources has traditionally been the subject of further reports to the relevant Cabinet Members and Cabinet are requested to confirm the continuation of this practice.

4. **New Starts Capital Programme 2010/11 to 2012/13**

4.1 Members should note that there is a report elsewhere on the agenda dealing with the Revenue Budget for 2010/10 and the outlook to 2012/13; however, there are no resources within the draft budget for 2010/11 to support any new capital starts in the year.

5. **Recommendations**

5.1 Cabinet are requested to:-

- a) Note the report;
- b) Approve the 2010/2011– 2012/2013 Capital Programme (Annex A);
- c) Confirm that Cabinet Members may continue to approve schemes from within their specific capital allocations included in Annex A;
- d) Approve the use of lease facilities in 2010/2011 provided that any revenue consequences can be accommodated within appropriate budgets;
- e) Note that there is no provision for a New Starts Programme during 2010/2011.
- f) Refer the report to Council for approval.

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METROPOLITAN BOROUGH OF SEFTON

ANNEX A

CAPITAL PROGRAMME 2009/10 - 2012/13

Committee Summary

1	2	3	4	5	6	7
COMMITTEE	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
	£'000	£'000	£'000	£'000	£'000	£'000
Children's Services	113,639.59	41,220.64	31,433.35	38,470.78	2,104.31	410.51
Corporate Services	16,135.14	7,494.01	7,040.00	1,601.13	0.00	0.00
Environmental	4,336.96	1,629.96	1,032.01	1,664.99	10.00	0.00
Health & Social Care	20,199.88	11,154.22	4,317.47	3,571.19	1,157.00	0.00
Leisure and Tourism	62,030.71	28,121.37	10,907.21	11,240.84	10,471.29	1,290.00
Regeneration	47,122.40	32,370.72	6,348.64	8,353.04	50.00	0.00
Technical Services	37,518.54	17,693.06	8,620.62	7,169.09	2,020.77	2,015.00
Former Housing Revenue Account (includes post transfer commitments)	4,117.71	3,939.67	178.04	0.00	0.00	0.00
Capitalisation - Maintenance Projects	4,000.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00
Total All Sefton Services	309,100.93	143,623.65	70,877.34	73,071.06	16,813.37	4,715.51

FOR INFO ONLY

Government Funded Programmes

Housing Market Renewal (net of council contribution)	34,757.00	0.00	10,880.00	10,442.00	7,535.00	5,900.00
Safer, Stronger Communities Fund	79.71	0.00	79.71	0.00	0.00	0.00
Total Government Funded Programmes	34,836.71	0.00	10,959.71	10,442.00	7,535.00	5,900.00
TOTAL ALL SCHEMES	343,937.64	143,623.65	81,837.05	83,513.06	24,348.37	10,615.51

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ANNEX A

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

CHILDREN'S SERVICES

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
<u>General</u>							
1	Great Crosby RC PS - Single Siting	327.83	309.84	17.99	0.00	0.00	0.00
2	Forefield Juniors-Alteration and Extension	222.88	209.02	13.86	0.00	0.00	0.00
3	Capitalised Maintenance	852.25	0.00	782.25	70.00	0.00	0.00
4	Merefield-New Classrooms	1,446.86	1,438.43	0.23	8.20	0.00	0.00
5	School Travel Plans 2004/05 - 2009/10	320.07	198.36	41.71	80.00	0.00	0.00
6	Litherland Sports Park	5,551.35	5,503.41	47.94	0.00	0.00	0.00
7	Hillside High School - Sports Hall	1,700.00	1,682.74	17.26	0.00	0.00	0.00
8	Devolved Formula Capital	6,400.76	0.00	2,300.00	4,100.76	0.00	0.00
9	Birkdale High School-Media Hall	1,338.52	1,297.39	41.13	0.00	0.00	0.00
10	Range HS - Specialist Accommodation	2,781.00	2,734.99	46.01	0.00	0.00	0.00
11	Rimrose Hope Primary School-Targeted Capital	6,314.75	4,406.12	1,724.63	184.00	0.00	0.00
12	Youth Capital Fund	734.29	429.69	154.90	149.70	0.00	0.00
13	Thomas Gray PS - Single Siting	3,158.00	1,966.74	1,156.26	35.00	0.00	0.00
14	South Sefton Sixth Form Centre	12,494.98	8,905.57	3,239.41	350.00	0.00	0.00
15	Churchtown CP School - SEN Facilities	142.61	139.61	3.00	0.00	0.00	0.00
16	Primary Capital Strategy External Consultancy	65.00	10.56	54.44	0.00	0.00	0.00
17	Framework Contracting - external consulting	60.00	0.00	60.00	0.00	0.00	0.00
18	Litherland OSP	26,415.62	0.00	8,772.42	15,523.30	1,709.39	410.51
19	Newfield School - Specialist College Status	159.82	61.08	96.74	2.00	0.00	0.00
20	Playing For Success - Aintree Racecourse	45.00	43.07	1.93	0.00	0.00	0.00
21	Fair Play Playbuilder Programme	1,116.96	282.97	424.26	409.73	0.00	0.00
22	Forefield Juniors - Outdoor Facilities	335.35	25.08	275.27	35.00	0.00	0.00
23	TCF SEN	2,540.44	0.00	0.00	2,540.44	0.00	0.00
24	Forefield Infant School - external play area	40.00	0.00	40.00	0.00	0.00	0.00
25	Pinefield Formby - Additional Classroom	139.00	0.00	77.00	62.00	0.00	0.00
26	Linaker PS Southport - fire doors	17.09	0.00	17.09	0.00	0.00	0.00
27	Low and Zero Carbon Schools	250.00	0.00	250.00	0.00	0.00	0.00
28	Play Naturally	278.07	0.00	278.07	0.00	0.00	0.00
29	Extended Schools 2008/09 - 2010/11	1,021.87	386.65	398.20	237.02	0.00	0.00
30	TCF Kitchens / Dining Rooms	607.41	0.00	108.80	498.61	0.00	0.00
31	Meols Cop Specialist College for Sport	150.00	0.00	150.00	0.00	0.00	0.00

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

CHILDREN'S SERVICES

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
32	Aiming High for Disabled Children	158.70	0.00	0.00	158.70	0.00	0.00
33	Hillside High School Specialist College Redesignation	25.00	0.00	25.00	0.00	0.00	0.00
34	Old Schemes	113.51	59.74	53.77	0.00	0.00	0.00
Total General		77,324.99	30,091.06	20,669.57	24,444.46	1,709.39	410.51

IT Schemes

35	City Learning Centre - Savio High School	2,080.00	2,013.61	66.39	0.00	0.00	0.00
36	City Learning Centre - Ainsdale HS	1,961.77	1,943.66	18.11	0.00	0.00	0.00
37	CSF IT Strategy	1,250.00	1,145.79	104.21	0.00	0.00	0.00
38	Improving Information Management	287.78	285.17	2.61	0.00	0.00	0.00
39	CS IT (Single Child Record)	540.00	4.65	0.00	535.35	0.00	0.00
40	Computers for Pupils	945.80	850.80	95.00	0.00	0.00	0.00
41	ICT Capital Funding	434.59	280.96	153.63	0.00	0.00	0.00
42	Information System for Parents and Providers	24.04	15.70	8.34	0.00	0.00	0.00
43	Integrated Children' s System	37.23	0.00	37.23	0.00	0.00	0.00
Total IT Schemes		7,561.21	6,540.34	485.52	535.35	0.00	0.00

Primary Capital Programme

44	Aintree Davenhill PCP	2,612.00	0.00	442.00	2,125.00	45.00	0.00
45	Lander Road PCP	1,980.03	0.00	114.79	1,779.80	85.44	0.00
46	St Philips CE PS PCP	228.94	0.00	201.00	27.94	0.00	0.00
47	Christ Church CE PS PCP	374.19	0.00	265.00	108.00	1.19	0.00
48	Other Primary Capital Programme Schemes	5,193.09	0.00	1,804.62	3,259.44	129.03	0.00
Total Primary Capital Programme		10,388.25	0.00	2,827.41	7,300.18	260.66	0.00

Modernisation

49	Maghull High School - Maths/ Music Rooms	1,110.00	1,039.27	70.73	0.00	0.00	0.00
50	Crossens Nursery Relocation to Larkfield CP School	692.25	631.23	61.02	0.00	0.00	0.00
51	Farnborough Road School Kitchen / Dining Imps.	2,077.89	97.38	1,304.00	564.00	112.51	0.00
52	Other NDS Modernisation Schemes	1,139.48	0.00	0.00	1,139.48	0.00	0.00
Total Modernisation		5,019.62	1,767.88	1,435.75	1,703.48	112.51	0.00

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ANNEX A

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

CHILDREN'S SERVICES

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
<u>School Access Initiative</u>							
53	Litherland HS - Hygiene Area/ Lift	277.78	267.88	9.90	0.00	0.00	0.00
54	Primary School Schemes	105.15	90.33	14.82	0.00	0.00	0.00
55	Hillside High School Courtyard Extension	762.98	725.98	0.37	36.63	0.00	0.00
56	General Access Works at various schools	50.00	35.89	14.11	0.00	0.00	0.00
57	Summerhill PS - appliance store and ramps	32.25	0.00	32.25	0.00	0.00	0.00
58	Stanley HS - Special needs base	72.00	0.00	72.00	0.00	0.00	0.00
59	Improved Access to the National Curriculum	42.00	0.00	42.00	0.00	0.00	0.00
60	Waterloo PS - SEN bases	201.26	0.00	201.26	0.00	0.00	0.00
61	Summerhill PS - disabled parking provision	35.00	0.00	35.00	0.00	0.00	0.00
62	Rowan Park Car Park	70.00	0.00	22.00	48.00	0.00	0.00
63	Other School Access Initiative Schemes	358.81	0.00	6.02	352.79	0.00	0.00
Total Schools Access Initiative		2,007.23	1,120.08	449.73	437.42	0.00	0.00
<u>New Pupil Places</u>							
64	Deyes High School - Repl. rotted windows	58.04	53.26	4.78	0.00	0.00	0.00
65	Oakfield PRU - Boiler Repl.	102.73	100.87	1.86	0.00	0.00	0.00
66	Birkdale High School Boiler Repl.	98.29	94.98	3.31	0.00	0.00	0.00
67	Churchtown Primary School Boiler Repl.	66.45	59.21	7.24	0.00	0.00	0.00
68	Shoreside Primary School Boiler Repl.	87.56	82.66	4.90	0.00	0.00	0.00
69	Daleacre Campus Window Repl.	50.00	1.06	48.94	0.00	0.00	0.00
70	Bedford Primary Staffroom Enlargement	96.06	93.86	2.20	0.00	0.00	0.00
71	Maghull High School Dining Room Enlargement	129.90	126.23	3.67	0.00	0.00	0.00
72	Crosby High School Car Park Imps.	30.00	1.27	28.73	0.00	0.00	0.00
73	Woodlands PS Kitchen Refurbishment	167.21	162.22	4.99	0.00	0.00	0.00
74	Northway PS Kitchen Refurbishment	103.67	0.00	103.67	0.00	0.00	0.00
75	Lydiate PS Kitchen Refurbishment	198.13	0.00	198.13	0.00	0.00	0.00
76	Hatton Hill Primary-Boiler Replacement	95.00	0.00	95.00	0.00	0.00	0.00
77	St Andrews Maghull - Repl of infant boiler	95.00	0.00	20.30	74.70	0.00	0.00
78	Northway PS - Repl wiring	100.00	0.00	100.00	0.00	0.00	0.00
79	Other New Pupil Places Schemes	963.18	0.00	0.00	963.18	0.00	0.00
Total New Pupil Places		2,441.22	775.62	627.72	1,037.88	0.00	0.00

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

CHILDREN'S SERVICES

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
<u>TCF 14-19 Diplomas</u>							
80	Birkdale High School	347.53	0.00	31.40	308.90	7.23	0.00
81	Chesterfield High School	135.00	0.00	128.25	6.75	0.00	0.00
82	Deyes High School	750.00	0.00	425.29	324.71	0.00	0.00
83	Formby High School	270.86	0.00	264.50	6.36	0.00	0.00
84	Greenbank High School	315.81	0.00	309.00	6.81	0.00	0.00
85	Hillside High School	255.62	0.00	22.48	227.64	5.50	0.00
86	Maghull High School	394.72	0.00	30.60	355.10	9.02	0.00
87	Meols Cop High School	219.00	0.00	219.00	0.00	0.00	0.00
88	Range High School	357.46	0.00	348.34	9.12	0.00	0.00
89	St George of England High School	122.00	0.00	115.40	6.60	0.00	0.00
90	Stanley High School	152.00	0.00	152.00	0.00	0.00	0.00
91	Christ the King RC High School	175.75	0.00	175.75	0.00	0.00	0.00
92	Holy Family RC High School	269.93	0.00	0.00	269.93	0.00	0.00
93	Maricourt RC High School	139.50	0.00	139.50	0.00	0.00	0.00
94	Sacred Heart RC College	266.70	0.00	0.00	266.70	0.00	0.00
95	Savio Salesian RC College	108.12	0.00	108.12	0.00	0.00	0.00
96	St Michael's High School	204.52	0.00	204.52	0.00	0.00	0.00
97	St Ambrose Barlow RC High School	135.09	0.00	0.00	135.09	0.00	0.00
98	St Wilfrid's RC High School	114.46	0.00	114.46	0.00	0.00	0.00
Total TCF 14-19 Diplomas		4,734.07	0.00	2,788.61	1,923.71	21.75	0.00
<u>Surestart Grant Schemes</u>							
99	Early Years & Childcare 2008/09 - 2010/11	2,882.88	693.45	1,228.47	960.96	0.00	0.00
100	Ph 1 & 2 Children's Centres Maintenance	212.46	2.96	117.16	92.34	0.00	0.00
101	Valewood Children's Centre	397.92	23.01	357.41	17.50	0.00	0.00
102	Freshfield Children's Centre	334.92	18.56	298.86	17.50	0.00	0.00
Total Surestart Capital Grant		3,828.18	737.98	2,001.90	1,088.30	0.00	0.00

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METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

CHILDREN'S SERVICES

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
<u>Children's Personal Social Services</u>							
103	Children's PSS - 2004/05-2008/09	244.15	187.68	56.47	0.00	0.00	0.00
104	Children's PSS - 2009/10	45.94	0.00	45.94	0.00	0.00	0.00
105	Children's PSS - 2010/11	44.73	0.00	44.73	0.00	0.00	0.00
Total Children's Personal Social Services		334.82	187.68	147.14	0.00	0.00	0.00
TOTAL CHILDREN'S SERVICES SCHEMES		113,639.59	41,220.64	31,433.35	38,470.78	2,104.31	410.51

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

CORPORATE SERVICES

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
<u>Admin Buildings</u>							
1	Old & Completing Schemes	869.06	839.69	29.37	0.00	0.00	0.00
2	Disabled Facilities	500.00	368.99	71.01	60.00	0.00	0.00
3	Southport One Stop Shop	500.00	428.41	71.59	0.00	0.00	0.00
4	Accommodation Strategy	2,500.80	3,389.43	-888.63	0.00	0.00	0.00
<u>Health and Safety Initiatives</u>							
5	2008/09 Programme	250.00	247.13	2.87	0.00	0.00	0.00
6	2009/10 Programme	250.00	0.00	250.00	0.00	0.00	0.00
7	Pleasureland Clearance / Demolition	400.00	331.55	0.00	68.45	0.00	0.00
8	Z Blocks Demolition	646.45	630.63	11.41	4.41	0.00	0.00
9	Demolition Fund	165.00	30.20	134.80	0.00	0.00	0.00
10	Demolition of Bootle High School	226.25	0.00	176.25	50.00	0.00	0.00
11	Energy Efficiency Measures	250.00	0.00	50.00	200.00	0.00	0.00
12	Refurbishment of St. Peter's House	3,816.11	13.64	3,502.47	300.00	0.00	0.00
13	Purchase of St. Peter's House	3,294.90	0.00	3,294.90	0.00	0.00	0.00
14	Balliol House Demolition	750.00	0.00	0.00	750.00	0.00	0.00
Total Admin Buildings		14,418.57	6,279.67	6,706.04	1,432.86	0.00	0.00
<u>Vehicles,Plant,Equipment</u>							
15	Replacement P.C.s	176.00	161.31	0.00	14.69	0.00	0.00
16	e-Government 2004/06	500.00	414.60	0.00	85.40	0.00	0.00
17	Technical Infrastructure	146.00	132.59	0.00	13.41	0.00	0.00
18	Legal Dept ICT Replacement Programme	94.57	39.80	0.00	54.77	0.00	0.00
19	IT Equipment - Server Replacement	90.00	41.69	48.31	0.00	0.00	0.00
20	E Government Priority Service Outcomes	400.00	226.86	173.14	0.00	0.00	0.00
21	E-government Geographical Information Service	165.00	137.89	27.11	0.00	0.00	0.00
22	I.T. Firewall Replacement	25.00	17.45	7.55	0.00	0.00	0.00
23	I.T. Members ICT & Mobile Technology	120.00	42.15	77.85	0.00	0.00	0.00
Total Vehicles,Plant,Equipment		1,716.57	1,214.34	333.96	168.27	0.00	0.00
TOTAL CORPORATE SERVICES SCHEMES		16,135.14	7,494.01	7,040.00	1,601.13	0.00	0.00

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METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

ENVIRONMENTAL

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
Sefton Coastline Sea Defence Work							
1	Crosby Park to Formby Point Strategic Study	245.51	218.78	26.73	0.00	0.00	0.00
2	Coastal Monitoring	209.29	199.93	9.36	0.00	0.00	0.00
3	CERMS - 2007/08 - 2010/11	1,032.38	226.40	485.47	320.51	0.00	0.00
4	Adaptation to Climate Change on the Sefton Coast	205.00	0.00	100.00	95.00	10.00	0.00
5	Hightown Management Project -Design/tender Prep.	70.00	0.00	15.70	54.30	0.00	0.00
6	Pathfinder Fund Programme	145.00	0.00	30.00	115.00	0.00	0.00
Total Sefton Coastline Sea Defence Work		1,907.18	645.11	667.26	584.81	10.00	0.00
Environmental							
7	Public Convenience Modernisation	900.00	791.43	108.57	0.00	0.00	0.00
8	Air Pollution monitoring Equipment	46.30	16.48	29.82	0.00	0.00	0.00
9	Gypsy and Traveller Sites	219.90	176.94	42.96	0.00	0.00	0.00
10	Waste Infrastructure	1,160.18	0.00	80.00	1,080.18	0.00	0.00
11	Inspection - Former Town Lane Landfill , Southport	103.40	0.00	103.40	0.00	0.00	0.00
Total Environmental		2,429.78	984.85	364.75	1,080.18	0.00	0.00
TOTAL ENVIRONMENTAL SCHEMES		4,336.96	1,629.96	1,032.01	1,664.99	10.00	0.00

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

HEALTH & SOCIAL CARE

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
<u>COMMITTED SCHEMES</u>							
1	I.I.M Leasing 2003/2004	44.36	30.40	13.96	0.00	0.00	0.00
2	I.I.M Cap Grant 2006/07 - 07/08	172.78	156.09	16.69	0.00	0.00	0.00
3	Disability Discrimination Act	406.69	343.70	62.99	0.00	0.00	0.00
4	Mental Health SCE (R) - Ringfenced 05/0€	130.70	129.06	0.00	1.64	0.00	0.00
5	Mental Health SCE (R) - Ringfenced 06/07	136.10	123.23	5.00	7.87	0.00	0.00
6	Mental Health SCE (R) - Ringfenced 07/0€	140.48	105.47	24.38	10.63	0.00	0.00
7	IT Strategy	488.00	235.84	152.16	100.00	0.00	0.00
9	Decontamination Unit	58.30	33.60	24.70	0.00	0.00	0.00
10	Independent Living Centre (Scarbrick Avenue)	1,097.00	1.41	140.00	955.59	0.00	0.00
11	DAT Facility	80.00	0.00	80.00	0.00	0.00	0.00
12	Common Financial Assessment Project	150.00	0.00	66.50	83.50	0.00	0.00
13	Old & Completing Schemes	10.69	0.92	9.77	0.00	0.00	0.00
Total General		2,915.10	1,159.72	596.15	1,159.23	0.00	0.00
<u>Provision for New Starts - Subject to report</u>							
14	Mental Health SCP (C) 2008/09 - 10/11	451.00	0.00	0.00	451.00	0.00	0.00
15	Social Care SCP (C) 2008/09 - 10/11	150.00	0.00	0.00	150.00	0.00	0.00
16	Adult Social Care IT Infrastructure 2008/09-10/11	317.06	0.00	0.00	317.06	0.00	0.00
Total Provn. for new starts subj. to report		918.06	0.00	0.00	918.06	0.00	0.00
<u>Disabled Facilities Grants</u>							
17	Previous Years' Approvals	6,795.01	6,777.40	17.61	0.00	0.00	0.00
18	2007/08 Approvals	1,283.34	1,273.62	9.72	0.00	0.00	0.00
19	2008/09 Approvals	2,651.37	1,399.31	1,202.06	50.00	0.00	0.00
20	2009/10 Approvals	3,100.00	0.00	1,656.10	1,393.90	50.00	0.00
Total Disabled Facilities Grants		13,829.72	9,450.33	2,885.49	1,443.90	50.00	0.00
<u>General</u>							
21	Piper Solo	150.00	46.43	53.57	50.00	0.00	0.00
22	Drug Rehabilitation / Boscoe Hostel	1,280.00	497.74	782.26	0.00	0.00	0.00
Total General		1,430.00	544.17	835.83	50.00	0.00	0.00
<u>Provn. for new starts - subj. to report</u>							
23	DFG (SCG)	1,107.00	0.00	0.00	0.00	1,107.00	0.00
TOTAL HEALTH & SOCIAL CARE SCHEMES		20,199.88	11,154.22	4,317.47	3,571.19	1,157.00	0.00

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METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

LEISURE AND TOURISM

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
<u>Leisure - General</u>							
1	Old and Completing Schemes	3,455.32	3,374.41	16.29	64.62	0.00	0.00
2	Hesketh Park	2,239.05	2,086.07	152.98	0.00	0.00	0.00
3	Maghull Leisure Facility	73.91	29.63	44.28	0.00	0.00	0.00
4	Maghull Leisure Centre	8,346.09	2,652.84	5,543.25	150.00	0.00	0.00
5	Southport Leisure Pool Visitor Attraction	9,135.00	9,002.27	132.73	0.00	0.00	0.00
6	Derby Park Refurbishment	929.65	874.77	54.88	0.00	0.00	0.00
7	Roof repairs to libraries	47.00	13.64	33.36	0.00	0.00	0.00
8	Repairs / refurbishment of park lodges	125.00	0.00	75.00	50.00	0.00	0.00
9	Hesketh Park Office / visitor centre	50.00	0.00	0.00	50.00	0.00	0.00
10	Crosby Coastal Park	226.88	0.00	226.88	0.00	0.00	0.00
11	Waterloo Judo Club	553.65	524.67	28.98	0.00	0.00	0.00
12	Netherton Activity Centre	5,600.00	176.21	174.79	2,200.00	2,900.00	149.00
13	Southport Sports Park Contribution	382.00	0.00	382.00	0.00	0.00	0.00
14	Botanic Gardens Museum, Roof and Lift	375.00	0.00	375.00	0.00	0.00	0.00
15	Flue Gas Filtration Work at Southport Crematorium	999.78	3.00	996.78	0.00	0.00	0.00
16	Southport Cultural Centre	15,300.00	0.00	1,441.00	6,722.00	6,046.00	1,091.00
17	Free Swimming Initiative	84.07	43.30	40.77	0.00	0.00	0.00
18	Duke Street Play Area, Formby	90.50	0.00	90.50	0.00	0.00	0.00
19	Sculpture at Shore Rd Traffic Island	15.00	0.00	15.00	0.00	0.00	0.00
20	Browns Lane Allotments	50.00	0.00	50.00	0.00	0.00	0.00
21	Bootle Cemetery Improvements	70.00	0.00	70.00	0.00	0.00	0.00
22	Portland Street Changing Facilities	429.50	0.00	79.00	330.00	20.50	0.00
Total General		48,577.40	18,780.81	10,023.47	9,566.62	8,966.50	1,240.00
<u>Tourism</u>							
23	Southport Pier - Programmed Maintenance	200.00	0.00	50.00	50.00	50.00	50.00
24	Southport Pier repair / decoration	132.07	114.33	17.74	0.00	0.00	0.00
25	Another Place - relocation of statues	222.00	127.13	94.87	0.00	0.00	0.00
26	Floral Hall Improvement Project	8,176.11	7,688.01	488.10	0.00	0.00	0.00
27	Southport T I C relocation	59.14	5.10	0.25	0.00	53.79	0.00
28	Ainsdale Beach Access	22.00	0.00	22.00	0.00	0.00	0.00
29	Southport Market Refurbishment	3,222.00	0.00	210.00	1,611.00	1,401.00	0.00
Total Tourism		12,033.32	7,934.57	882.96	1,661.00	1,504.79	50.00

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

LEISURE AND TOURISM

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
<u>Southport Action Plan</u>							
30	Southport Marine Lake Improvements Zone 1	1,419.99	1,405.99	0.78	13.22	0.00	0.00
	Total Southport Action Plan	1,419.99	1,405.99	0.78	13.22	0.00	0.00
TOTAL LEISURE & TOURISM SCHEMES		62,030.71	28,121.37	10,907.21	11,240.84	10,471.29	1,290.00

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METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

REGENERATION

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
<u>General</u>							
1	Development Fund	90.00	15.79	74.21	0.00	0.00	0.00
2	Leeds/Liverpool Canal	1,020.31	916.18	16.63	87.50	0.00	0.00
3	Lord Street Phase 2	4,244.00	4,080.69	163.31	0.00	0.00	0.00
4	Netherton Park Neighbourhood Centre	2,063.92	2,062.69	1.23	0.00	0.00	0.00
5	South Sefton Investment Centre	6,934.65	6,833.62	101.03	0.00	0.00	0.00
6	Crosby Lakeside Adventure Centre	8,941.00	8,637.18	303.82	0.00	0.00	0.00
7	Crosby Lakeside Adventure Centre - Fit Out Costs	700.00	0.00	700.00	0.00	0.00	0.00
8	Crosby Marine Lake - Water Quality Imprvmt.	1,139.00	311.02	827.98	0.00	0.00	0.00
9	Southport Commerce Pk. - 3rd phase Devel.	884.00	0.00	0.00	884.00	0.00	0.00
10	Southport Commerce Pk. - Primary Sub Station	101.46	30.76	70.70	0.00	0.00	0.00
11	Stepclever Property Project	2,108.38	0.00	260.06	1,848.32	0.00	0.00
12	Sefton Narrow Boat	50.00	0.00	50.00	0.00	0.00	0.00
13	Old Schemes	0.82	0.00	0.82	0.00	0.00	0.00
TOTAL GENERAL REGENERATION SCHEMES		28,277.54	22,887.93	2,569.79	2,819.82	0.00	0.00
<u>Regeneration</u>							
<u>Home Improvement Grants</u>							
14	Previous Years' Approvals	4,809.95	4,793.33	16.62	0.00	0.00	0.00
15	2007/08 Approvals	735.54	706.18	29.36	0.00	0.00	0.00
16	2008/09 Approvals	583.96	357.54	226.42	0.00	0.00	0.00
17	2009/10 Approvals	491.00	0.00	291.00	150.00	50.00	0.00
18	Grant Administration Fees	297.60	206.49	91.11	0.00	0.00	0.00
Total Home Improvement Grants		6,918.05	6,063.54	654.51	150.00	50.00	0.00
<u>General</u>							
19	Energy Efficiency Grants	387.53	309.67	65.86	12.00	0.00	0.00
20	Landlord Accreditation / HMO's	35.00	29.78	0.00	5.22	0.00	0.00
21	Green Business Project	302.89	242.69	60.20	0.00	0.00	0.00
22	Empty Homes Strategy	290.00	282.22	7.78	0.00	0.00	0.00
23	Strategic Housing Market Assessment	51.15	47.65	3.50	0.00	0.00	0.00
24	Housing Act - Works in Default	35.00	6.40	28.60	0.00	0.00	0.00
25	Older Persons Hsg Strat.- extra care provn.	3,000.00	0.00	300.00	2,700.00	0.00	0.00
26	Contribution to HMRI 08/09 - 10/11	7,778.00	2,500.00	2,624.00	2,654.00	0.00	0.00
27	Affordable Housing Study	25.00	0.00	25.00	0.00	0.00	0.00

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

REGENERATION

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
28	Gypsy and Traveller Accommodation Provision	12.00	0.00	0.00	12.00	0.00	0.00
29	Old Schemes	10.24	0.84	9.40	0.00	0.00	0.00
	Total General (Housing)	11,926.81	3,419.25	3,124.34	5,383.22	0.00	0.00
	GRAND TOTAL REGENERATION SCHEMES	47,122.40	32,370.72	6,348.64	8,353.04	50.00	0.00

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METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

TECHNICAL SERVICES

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
<u>New Construction</u>							
1	Thornton Switch Island Link Scheme (Council Contribution)	5,912.00	114.11	1,121.89	712.00	1,949.00	2,015.00
2	Asset Management Development	69.10	0.00	0.00	69.10	0.00	0.00
<u>Carriageways / Priority Maintenance</u>							
3	A5090 Hawthorne Rd	1,995.58	1,446.83	206.63	342.12	0.00	0.00
4	Old & Completing Schemes	20.19	0.00	20.19	0.00	0.00	0.00
<u>Carriageway Resurfacing</u>							
5	Islington, Crosby	109.00	0.00	109.00	0.00	0.00	0.00
6	Park Lane, Netherton	30.50	0.00	30.50	0.00	0.00	0.00
7	Kirkstone Rd South, Litherland	70.50	0.00	70.50	0.00	0.00	0.00
8	Marine Drive, Southport	53.70	0.00	53.70	0.00	0.00	0.00
9	Sterrix Lane - Litherland	74.70	0.00	74.70	0.00	0.00	0.00
10	Kendal Drive - Maghull	57.40	0.00	57.40	0.00	0.00	0.00
11	Fairways - Crosby	15.20	0.00	15.20	0.00	0.00	0.00
12	Mayfair Avenue - Crosby	33.70	0.00	33.70	0.00	0.00	0.00
13	Bulwer Street - Bootle	48.60	0.00	48.60	0.00	0.00	0.00
14	Banastre Road - Southport	67.10	0.00	67.10	0.00	0.00	0.00
15	Applbey Drive - Netherton	18.90	0.00	18.90	0.00	0.00	0.00
16	Greenheys Drive - Netherton	23.20	0.00	23.20	0.00	0.00	0.00
17	Harrowby Road - Seaforth	24.20	0.00	24.20	0.00	0.00	0.00
18	Woodlands Road - Seaforth	22.60	0.00	22.60	0.00	0.00	0.00
19	St Georges Grove - Netherton	11.70	0.00	11.70	0.00	0.00	0.00
20	Altcar Lane - Formby 09/10 Schemes	64.20	0.00	64.20	0.00	0.00	0.00
21	Thackery Gardens - Litherland	39.20	0.00	39.20	0.00	0.00	0.00
22	Prescot Road - Melling	39.00	0.00	39.00	0.00	0.00	0.00
23	Parkfield Avenue - Aintree	34.40	0.00	34.40	0.00	0.00	0.00
24	Raymond Avenue - Aintree	22.50	0.00	22.50	0.00	0.00	0.00
25	Abbeystead Avenue - Aintree	29.90	0.00	29.90	0.00	0.00	0.00
26	Gately Drive - Maghull	9.90	0.00	9.90	0.00	0.00	0.00
27	Yew Tree Green - Melling	9.70	0.00	9.70	0.00	0.00	0.00
28	Gregsons Avenue - Formby	10.80	0.00	10.80	0.00	0.00	0.00
29	Ecclesall Avenue - Litherland	30.30	0.00	30.30	0.00	0.00	0.00
30	Northway - Maghull	14.30	0.00	14.30	0.00	0.00	0.00
31	Ridgeway Drive - Lydiate	19.30	0.00	19.30	0.00	0.00	0.00

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

TECHNICAL SERVICES

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
32	Matlock Avenue - Southport	12.60	0.00	12.60	0.00	0.00	0.00
33	Third Avenue - Crosby	8.80	0.00	8.80	0.00	0.00	0.00
34	Shellfield Rd, Southport	80.74	29.74	51.00	0.00	0.00	0.00
	<u>UTC Maintenance</u>						
35	Manchester Rd / Queens Rd Junction	50.00	0.00	50.00	0.00	0.00	0.00
	<u>De Trunking</u>						
36	A59 Damfield Lane to Northway	128.83	0.00	128.83	0.00	0.00	0.00
37	A565 Crosby Rd Sth/Princess Way/Cambridge Rd	463.96	0.00	463.96	0.00	0.00	0.00
38	A59 Switch Island / Kenyons Lane / The Alt	125.00	0.00	125.00	0.00	0.00	0.00
39	A570 Boundary to Kew	99.00	0.00	99.00	0.00	0.00	0.00
40	Capita Fees / Client Service Costs	134.53	0.00	134.53	0.00	0.00	0.00
	<u>Street Lighting</u>						
41	Marine Terrace, Waterloo	46.00	0.00	46.00	0.00	0.00	0.00
42	Aylward Place, Bootle	41.00	0.00	41.00	0.00	0.00	0.00
	<u>Drainage</u>						
43	Scarisbrick New Rd Southport	60.00	0.00	60.00	0.00	0.00	0.00
44	A565 Liverpool Rd	218.00	0.00	218.00	0.00	0.00	0.00
45	Wango Lane	83.70	0.00	83.70	0.00	0.00	0.00
46	Capita Fees / Client Service Costs	55.00	0.00	55.00	0.00	0.00	0.00
	Total Carriageways / Priority Maintenance	4,607.43	1,476.57	2,788.74	342.12	0.00	0.00
	<u>Bridges and Structures</u>						
	<u>Bridge Strengthening</u>						
47	Principal Bridge Inspections	66.00	0.00	33.00	33.00	0.00	0.00
48	Assessment - Retaining Walls	1.00	0.00	1.00	0.00	0.00	0.00
49	Parapet Strengthening	105.00	0.00	30.00	75.00	0.00	0.00
50	Network Rail Structures	6.00	0.00	6.00	0.00	0.00	0.00
51	Poverty Lane	153.40	42.18	110.02	1.20	0.00	0.00
52	St. Lukes Rd Bridge Strengthening	1,190.44	87.55	630.00	472.89	0.00	0.00
53	Millers Bridge	24.00	0.00	24.00	0.00	0.00	0.00
54	Old and Completing Schemes	586.59	580.50	6.09	0.00	0.00	0.00
55	Capita Fees / Client Service Costs	67.48	0.00	34.48	33.00	0.00	0.00
	Total Bridges and Structures	2,199.91	710.23	874.59	615.09	0.00	0.00
	<u>Integrated Transport Programme</u>						
56	Current Schemes	21,890.13	15,205.58	2,942.31	3,670.47	71.77	0.00

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ANNEX A

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

TECHNICAL SERVICES

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
	<u>Other Schemes</u>						
57	Southport Cycle Town	823.00	186.57	636.43	0.00	0.00	0.00
58	Southport Cycle Town - Coastal Rd to Ainsdale	250.00	0.00	250.00	0.00	0.00	0.00
59	Old and Completing Schemes	6.66	0.00	6.66	0.00	0.00	0.00
	Total Other Technical Services Schemes	1,079.66	186.57	893.09	0.00	0.00	0.00
	<u>Provision for New Starts - Subject to Report</u>						
60	Block Allocations	1,760.31	0.00	0.00	1,760.31	0.00	0.00
	TOTAL TECHNICAL SERVICES SCHEMES	37,518.54	17,693.06	8,620.62	7,169.09	2,020.77	2,015.00

METROPOLITAN BOROUGH OF SEFTON

CAPITAL PROGRAMME 2009/10 - 2012/13

FORMER HOUSING REVENUE ACCOUNT

1	2	3	4	5	6	7	8
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	EXPEND TO 31.3.2009	2009/10	2010/11	2011/12	2012/13 & LATER YEARS
		£'000	£'000	£'000	£'000	£'000	£'000
	<u>Committed Schemes</u>						
1	<u>Bootle Village SRB Scheme</u>	3,777.71	3,742.78	34.93	0.00	0.00	0.00
2	<u>Lonsdale Road Homeless Hostel</u>	40.00	31.38	8.62	0.00	0.00	0.00
3	<u>Retained Contracts - Outstanding Liabilities</u>	300.00	165.51	134.49	0.00	0.00	0.00
	TOTAL FORMER HRA SCHEMES	4,117.71	3,939.67	178.04	0.00	0.00	0.00

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REPORT TO: Cabinet
Council

DATE: 4 March 2010

SUBJECT: Local Government Act 2003 – Chief Financial
Officer Requirements

WARDS AFFECTED: All

REPORT OF: Margaret Carney; Chief Executive and
S151 Officer

CONTACT OFFICER: Margaret Carney
0151 934 2057

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To comply with statute the Chief Financial Officer (CFO) is required to report to Council prior to the approval of the budget and the setting of the Council Tax. This report fulfils those requirements based on the draft budget scenarios presented to Cabinet on 4 February 2010 and Overview and Scrutiny Committee on 16 February 2010. Cabinet and Council are asked to note that the budget still contains a number of options which political groups may consider before a final budget is proposed to Council on 4 March 2010. This may change the conclusions in this report.

REASON WHY DECISION REQUIRED:

The Local Government Act 2003 requires the Chief Financial Officer to report formally on the following issues:-

- a) An opinion as to the robustness of the estimates made and the tax setting calculations.
- b) The adequacy of the proposed financial reserves.
- c) The production of longer-term revenue and capital plans.

The Council is required to take account of this report when determining its budget

RECOMMENDATION(S):

Cabinet and Council are recommended to consider the report before approving a Budget and Council Tax to Council

KEY DECISION: No, this report does not represent a key decision in itself but it does form an integral part of the Budget process for 2010/2011, which has been identified as a key decision for the Council.

FORWARD PLAN: No – see above.

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IMPLEMENTATION DATE: With immediate effect

ALTERNATIVE OPTIONS: This report is a statutory requirement and must be considered.

IMPLICATIONS:

Budget/Policy Framework: Decisions taken as a consequence of this report will influence the Council's Revenue Budget and Council Tax for 2010/2011 and the Medium Term Financial Plan. They therefore shape the Council's financial plans for the coming three years.

Financial: See above

Legal: The Council is required to set a Budget and Council Tax level by 10 March 2010 and must consider the comments of the CFO before that decision is taken.

Risk Assessment: Contained within the report

Asset Management: None

CONSULTATION UNDERTAKEN/VIEWS

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

1. Background

The Local Government Act 2003 requires the Chief Financial Officer to report formally on the following issues:-

- a) An opinion as to the robustness of the estimates made and the tax setting calculations.
- b) The adequacy of the proposed financial reserves.
- c) The production of longer-term revenue and capital plans.

The Council is required to take account of this report when determining its budget. This report represents an interim assessment of the position as at this stage the budget proposals have yet to be finalised. Therefore this opinion will be kept under review and may be revised in the light of final budget proposals.

2. Summary Opinion

Having taken into account the issues detailed in the report, I am able to give a positive opinion on the robustness of the estimates and the adequacy of financial reserves. This opinion is based on the budget scenario presented to Cabinet on 4 February 2010, in particular a Council Tax increase of 2.8% to 3.2% and the strategic use of one-off funding. Should any of the assumptions change which require the identification of significant additional savings then this opinion will be reviewed.

The medium term financial plans of the Council have been prepared prior to any firm indication of future Government Grant levels and therefore will need to be reviewed when the public spending plans are firmer. However the Council still needs to identify over £11m of savings for the following two years and constant effort will be required to identify how this is to be achieved. In particular effective workforce planning and prioritisation processes will need to be introduced and maintained if changes are to be implemented successfully.

3 Robustness of the Estimates

3.1 Estimates Procedures and Processes

In giving a positive opinion on the robustness of the Estimates and Council Tax procedures I have relied on the factors summarised in Annex 1. These include the compliance with the approved Medium Term Financial Strategy, the well established and tested procedures, the identification of risk and the assessment by the Audit Commission as part of the Use of Resources judgment. I can confirm that in my view the Council has robust procedures in place. These procedures will need to be reviewed and revised for future years particularly in the light of public sector spending constraints.

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3.2 Determination of the level of resources available.

The 2010/11 Revenue Support Grant settlement is the third year of the Government's three-year cycle. The grant forecast for this year has been confirmed and the level of resources is known and therefore the 2010/11 budgets are presented on the basis of the final level of government grant. However there is no indications of the level of resources for future years and as members will be aware a general election will need to be held within the next five months. This makes planning into the future very difficult particularly with the heavily publicised indications of significant reductions in public spending.

At this stage an indicative Council Tax increase for Sefton services only of 2.17% has been used for 2010/11 rising to 3% in the following two years. This position will be kept under review for future years. This rate does not include the estimated impact of the levies and the police and fire precepts.

3.3 Affordability of Spending Plans and the implications for Council Tax increases.

In assessing this issue the following factors have been taken into account:

- **The level of Council Tax increase considered politically acceptable both locally and nationally.** The Government has already indicated that increases are expected to be significantly below 5%. The Cabinet recommendation is within this figure.
- **The unavoidable pressures faced by certain services.** The proposed budget includes over £6.6m resource to fund the assessed additional demand in Childrens and Adult Social Care. This is based on a full assessment of potential demands and minimises the risk of overspend during the year. These are considered to be the major unavoidable pressures although it is recognised that other services will need to manage certain pressures to live within the approved budget.
- **Key risk areas within the budget and any mitigating action.** (See paragraph 3.4 below)
- **Achievability of required Strategic Budget Review savings.** Savings and variations to pay/price assumptions totaling £9.3m have been approved for 2010/11 with a requirement for more than £11m across the following two years. These levels are considered achievable but will need to be kept under regular review.
- **The use of one-off resources to support the budget.** The spending plans in front of members include the managed use of £9m of one-off resources. Members may recall when the parameters of the MTFP

were being considered that the issue of the sustainable use of one off funding was raised. In effect it was agreed that the Council should only use one off funding to cover non-recurring revenue spending and/or the implementation period of savings proposals. The Council should not be reliant on one-off funding to balance the budget as this would merely transfer a bigger problem to a future year. The budget plans in front of members comply with this approach.

3.4 Key Budget Risks

No budget is without its risks particularly given that it is a forecast of spending for a period which ends over 12 months after its approval and of course even longer for the medium term budgets. It is however important that these risks are identified and mitigated but ultimately that we have resources to cover the implications should they materialise. The key areas of risk are detailed below.

- (i) The projected outturn for 2009/10 is currently indicating an overspend of £1.1m. In the main this is concentrated in the Adult and Childrens Social Care Services and is partially offset with surpluses from other departments. In addition there has been recent additional spending required in Highways to reflect the winter weather conditions. A provisional allocation of £1.5m is included as part of the strategy around one-off resources identified at paragraph 3.3. The position will continue to be managed, as should the overall budget overspend increase above this level it would have an impact on the Council's general balances.
- (ii) The Council in common with others is currently undertaking a Pay and Grading Review. It has been necessary to identify significant resources to minimise the Council's equal pay risk and to fund the implementation of Job Evaluation. It has been assumed that the equal pay costs can be capitalised and an allocation is included within the revenue budget in 2011/12 and 2012/13. While these estimates are considered robust and resources specifically identified there is always the potential that further resources will need to be found. This remains a risk for the Council.
- (iii) The medium term spending plans are based on an estimate of government grant. The certainty of a general election coupled with potential reductions in public spending mean that these estimates are uncertain. The prospect of reduced resources from 2011/12 onwards is a major risk for the Council and will need to be kept under regular review.
- (iv) The medium term financial plan is still indicating a deficit of over £11m for 2011/12 and 2012/13. The Councils transformation programme will need to identify savings of at least this amount if the budget is to be balanced. This reductions can only be achieved through a managed approach to workforce planning. The decision to accept redundancies has been agreed in principle and will only be

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used as a last resort. However a programme of transformation activity will be developed and approved which achieves investment in council priorities alongside a sustainable financial position.

In summary therefore it is my view that the estimates presented are robust and that all reasonable steps are being taken to mitigate the associated risks. The medium term financial position of the Council is challenging and will require concerted effort in the current climate.

3.5 Advice on the level of general balances.

The estimated level of uncommitted balances at 31 March 2010 is £3.6m. This assumes that the deficit in the 2009/10 budget is less than the £1.5m of one-off resources available to fund any overspend. It is anticipated that this level will be increased through 2010/11 to £4.1m.

General fund balances are amounts set aside to cushion the impact of unexpected events and emergencies. In order to assess their adequacy, a systematic approach has been adopted. This approach is based on identification of the key financial risks following which an amount of 'potential' exposure is calculated based on the impact of the risk and the possibility of its occurrence. It should however be noted that this is not a precise science and that local circumstances, the strength of financial reporting arrangements and the Council's track record in financial management will also be a key influence on the actual potential of any individual risk materialising.

Based on the risk assessment above, the Council's current level of balances is sufficient to meet the potential risks. Obviously if all the potential risks were to materialise it would have a significant impact on the level of general balances available during 2010/11 and later years.

3.6 Advice on the level of earmarked reserves.

An analysis of earmarked reserves held by the Council is provided in Annex 2. The review has revealed that the level of individual reserves is either appropriate for the purpose it was set up for or processes are in place to monitor levels and action plans are in place to address any specific issues.

Some of the key issues are referred to below:

- Insurance Reserve - this is required to cover potential liabilities arising from self-insurance of certain fire and motor vehicle claims and is reviewed on a regular basis and increased as necessary. A recent review has indicated that the level of this reserve is greater than currently required. Therefore a contribution of £6m from this reserve will be used as part of the Medium Term Financial Plan.
- Schools Reserves – school surpluses and deficits are monitored on a regular basis. Where balances are causing concern action plans are

agreed with the schools and reviewed regularly. The estimated level of school balances at 31 March 2010 is £14m.

- Modernisation Fund - This was established to deal with one-off funding issues within the Council, in particular costs associated with Job Evaluation.

4. Conclusion

Based on the assessment included in this report I have concluded that the budgets as proposed and the associated systems and processes are sound and the level of General Balances/Reserves are adequate. This is subject to no amendments being made to the budget proposals that would impact on this assessment. In particular no approved amendment should require a contribution from General Balances or increased contribution of one-off resources.

ROBUSTNESS OF THE ESTIMATES MADE FOR THE PURPOSES OF THE BUDGET

1. Introduction

Part 2 of the Local Government Act 2003 introduced a requirement for the Chief Financial Officer to report upon the robustness of the estimates made for the purposes of the budget and tax setting calculations and the adequacy of the proposed financial reserves.

2. Budget Strategy

The Council's overall framework for its medium term budget is contained in the Medium Term Financial Strategy approved by members in April 2009 as supplemented by other regular reports on the Strategic Budget Review and the Transformation Programme. This provides for Council wide involvement in supporting an integrated approach to the preparation of soundly based capital and revenue plans. The main purpose of the strategy is to ensure that: the Council's overall financial resources and service spending is totally aligned to the achievement of the Council's priorities. In order to achieve our strategy we actively seek ways to access additional funding, reprioritise resources and align funding with local priorities.

We work towards meeting these objectives through 5 specific aims:

- a) To produce medium term Revenue and Capital budget plans which enable the Council's three year corporate strategy priorities to be achieved and facilitates effective and integrated service and resource planning
- b) To ensure the Council maximises the generation of resources
- c) To ensure the Council spends within its available resources and maintains a risk assessed level of reserves
- d) To ensure ownership and accountability for financial resources is at the lowest appropriate level and that this is reflected in the Council's processes and procedures
- e) To support the Council's transformational change programme and achieve Value for Money in service delivery

It will be necessary to undertake a fundamental review of the MTFP to ensure that it is totally aligned with the revised corporate plan and prioritisation which will take place early in the new municipal year.

3. Budget & Tax Setting Process

The annual budget preparation and tax setting process involves the development of robust three-year revenue forecasts and capital plans.

Budget principles and a timetable to govern the budget setting process were prepared in consultation with services and was approved by Cabinet in April 2009. They address issues such as pay and price inflation, fees and charges, external funding and consultation.

During the budget process issues relating to the budget and tax setting have been subject to scrutiny at meetings of the Overview and Scrutiny Committees during the year.

4. In year Financial Monitoring Process

A report updating members on the corporate financial position is submitted to Cabinet and Overview and Scrutiny regularly throughout the year. In year monitoring has identified both actual and potential budget problems and appropriate corrective action has been considered.

5. Role of Chief Financial Officer

The Chief Executive is currently designated the Council's Chief Financial Officer for a temporary period while the recruitment of a new finance director takes place. Therefore the Chief Executive has certain statutory responsibilities for financial management issues and exercises these through the Council's management structure and by maintaining sound and effective arrangements for internal audit.

6. Comprehensive Performance Assessment – Use of Resources

The Audit Commission undertakes an annual assessment of the Council's Use of Resources and provides a scored judgment. The use of resources assessment focuses on financial management but links to the strategic management of the Authority. It looks at how financial management is integrated with strategy and corporate management, supports council priorities and delivers value for money. For 2008/09 the Audit Commission judgment was 2 out of a maximum of 4, which reflects that the Council is performing adequately with regard to how it uses its financial resources.

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ANNEX 2

REVIEW OF EARMARKED RESERVES

Earmarked reserves are amounts set aside to provide for specific areas needing funding. The following table lists the more significant earmarked reserves, the purposes for which they are held and provides advice on the appropriate levels.

Purpose of Reserve	Appropriate Level	Estimated Balances 1 April 2010	Planned Additions / (Withdrawals)	Estimated Balances 31 March 2011
		£000	£000	£000
Insurance Reserve This reserve has been established in order to finance costs (e.g. claims and premium payments) associated with fire and motor vehicle risks.	There is no set level for this reserve. £4.5m will be utilised over the next three years to support the revenue budget. However, given the uncertain nature of insurance claims, it is considered prudent to retain a reasonable level of balances in the Reserve.	6,500	(4,500) (2010/11 – 2012/13)	2,000
Modernisation Fund This reserve was set up to provide funding for a range of non recurring specific liabilities	There is no set level for this reserve, and it will be utilised for addressing one-off issues during 2010/11.	1,500	(1,500)	0
Environmental Warranties	This warranty requires the Council to remediate any environmental contamination found on land / property that has been transferred to One Vision Housing Ltd Resources are being set-aside over the coming years as a prudent measure against a potential cost.	6,000	2,000	8,000

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Schools Reserves * In accordance with the Education Reform Act, 1988 the scheme of Local Management of Schools provides for the carry forward of individual school surpluses/deficits.	Schools are discouraged from going into unmanaged deficits or building up excessive surpluses but the level of this reserve is largely determined at school level. These balances must be kept available to schools and cannot be used by the Authority for other purposes.	14,000	(2,500)	11,500
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Agenda Item 8

REPORT TO: Cabinet
Council

DATE: 4 March 2010
4 March 2010

SUBJECT: Revenue Budget 2010/11 and Medium Term
Financial Plan

WARDS AFFECTED: All

REPORT OF: Margaret Carney
Chief Executive
0151 934 2057

CONTACT OFFICER: Lynton Green
Acting Finance & IS Director
0151 934 4096

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To advise Cabinet of current issues relating to the completion of the 2010/11 budget process and to request Cabinet to recommend a budget for Council. In addition the MTFP has been updated.

REASON WHY DECISION REQUIRED:

The Council must set a budget and a Council Tax by 10 March 2010 at the latest.

The Council's Constitution, in accordance with Statute, requires the Cabinet to propose a budget to Budget Council.

RECOMMENDATION(S):

Cabinet is recommended to:

1. Note the confirmed impact of external levies on the Council Tax;
2. Welcome the positive outcome of the Trade Unions ballot in relation to the changes to Terms & Conditions and agree that the Director of Corporate Services should conclude these negotiations in the form of a formal collective agreement;
3. Note that a further report on workforce planning will be presented to the next meeting of Cabinet;
4. Recommend a Budget to Council for 2010/11 and note the latest MTFP position;
5. Note the final precepts from the Police and Fire Authorities for 2010/11; and,
6. Note the final Parish Precepts for 2010/11.

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KEY DECISION: No, this report does not represent a key decision in itself but it does form an integral part of the Budget process for 2010/11, which is a key decision for the Council.

FORWARD PLAN: No – see above

IMPLEMENTATION DATE: Following the expiry of the call-in period for this meeting.

ALTERNATIVE OPTIONS: There are no alternatives. The Council must set a budget and a Council Tax by 10 March 2010 at the latest.

IMPLICATIONS:

Budget/Policy Framework: Decisions taken as a consequence of this report will influence the Council's Revenue Budget and Council Tax for 2010/11 and thereby shape the Council's financial plans for that year.

Financial: See above

<u>CAPITAL EXPENDITURE</u>	2009/10 £	2010/11 £	2011/12 £	2012/13 £
Gross Increase in Capital Expenditure	N/a	N/a	N/a	N/a
Funded by:				
Sefton Capital Resources	N/a	N/a	N/a	N/a
Specific Capital Resources	N/a	N/a	N/a	N/a
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure	N/a	N/a	N/a	N/a
Funded by:				
Sefton funded Resources	N/a	N/a	N/a	N/a
Funded from External Resources	N/a	N/a	N/a	N/a
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: The Council is required to set a Budget and Council Tax level by 10 March 2010.

Risk Assessment: None

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Asset Management: None

CONSULTATION UNDERTAKEN/VIEWS

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

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1 Introduction

- 1.1 The Council is legally required to fix its budget and set a Council Tax for 2009/10 by 10 March 2010. A special budget Council has been arranged for 4 March 2010.
- 1.2 Cabinet on 4 February 2010 referred a budget scenario for 2010/11 – 2012/13 to the Overview and Scrutiny (O&S) Committee (Performance and Corporate Services) for its consideration and requested comments. This report asks Members to consider any comments received from the O&S Committee, note the amendments to the overall budget due to the confirmed levies, and to recommend a budget for 2010/11 to this evening's Special Budget Meeting of the Council.

2 Previous Position - Medium Term Financial Plan 2010/11 – 2012/13

- 2.1 Cabinet, at its meeting of 4 February 2010, agreed further savings options which resulted in an potential budget scenario being prepared for submission to Overview and Scrutiny on 16 February 2010. This is summarised in the table below:-

	2010/11 £m	2011/12 £m	2012/13 £m	Total £m
<u>Possible Scenario</u>				
Sefton only budget gap @ 3% Council Tax (*)	3.151	7.346	4.221	14.718
Impact of one-off resources	-3.380	0.620	0	-2.760
	-0.229	7.966	4.221	11.958
<u>Add Levying Bodies</u>	0.503	0	0	0.503
Police & Fire Precepts	0.356	0	0	0.356
Council Tax @ 2.8% in 2010/11	0.230	0	0	0.230
Other potential savings	-0.400	0	0	-0.400
	0.460	7.966	4.221	12.647

(*) Includes changes to Terms and Conditions (assumed one-off in 2010/11 only).

3 Levying Bodies – Final figures

- 3.1 Since the last report, the relevant authorities have now approved all levies; an analysis can be found in Annex A. The impact on Sefton's net budget for 2010/11 is an increase of £0.502m compared to 2009/10; this represents an increase in Council Tax of 0.44%.

Recommendation 1:

Note the confirmed impact of external levies on the Council Tax.

4 Comments from Overview & Scrutiny Committee

- 4.1 As part of the ongoing process of involving Overview & Scrutiny Committee in the budget setting process, Members have been kept informed through regular updates. The budget report to Cabinet on 4 February 2009 has been passed to the Overview & Scrutiny (Performance and Corporate Services) Committee for consideration.
- 4.2 Overview & Scrutiny (Performance and Corporate Services) Committee considered the report at their meeting on 16 February 2010. There was a detailed discussion on the elements of the budget scenario concluding in the report being noted.

5 2010/11 – 2012/13 Medium Term Financial Plan

5.1 Remaining Options available from the Strategic Budget Review (SBR)

- 5.2 At the 4 February 2010 meeting Cabinet deferred consideration of the remaining “Amber/Red” SBR options until the outcome of the Trade Union ballot on the proposed changes to Terms and Conditions was known.

- 5.3 Following lengthy and comprehensive negotiations and a ballot of their members, the package of changes to Terms and Conditions has now been accepted by UNISON, GMB and UNITE. Negotiations with the Unions representing smaller and specific groups of the workforce remain to be concluded (e.g. the Unions / Associations representing Educational Psychologists & Schools’ Advisers). The acceptance of the three main Unions will be confirmed in the form of a formal collective agreement.

- 5.4 The three main Unions should be applauded for the positive approach they have taken in assisting the Council to achieve these savings and thereby avoid the compulsory redundancies that otherwise would have arisen from the “Amber/Red” SBR options within the 2010/2011 budget. However, the Unions have signalled the concern, and in some cases, ‘anger’ of their members in (having) to accept the changes that were proposed. The message from the Trade Unions is that a planned and managed approach must be taken to achieve the further economies required over the next two/three years, i.e. Workforce Planning.

5.5 Workforce Planning

- 5.6 It is inappropriate to go into the detail of workforce planning in this report. However, it will be a vital element in achieving the further changes that will be necessary to address the budget pressures identified with the MTFP for the next two/three years and this will be an integral function of the future work of the Transformation Team.

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5.7 Workforce planning is essentially about analysing the current workforce and then extending that analysis to identify the future skills and competencies needed to deliver new and improved services.

5.8 The comparison between the present workforce and the desired future workforce will highlight staffing shortages, surpluses and competency gaps, whether because of external pressure or internal factors. These gaps become the focus of a detailed workforce plan, identifying and implementing strategies that will build the relevant skills and necessary capacity.

5.9 An ideal workforce planning system needs to be:

- related to the whole of the Council in its approach
- built around customer and service needs and the skills required to deliver them
- integrated with service and financial planning
- responsive to service changes and developments
- supportive of multi-disciplinary learning, development and working
- properly supported by management information systems.

5.10 A further report on this issue will be presented to the next meeting of Cabinet outlining how the workforce plan will be developed and detailing the systems to be used in the future, e.g. the ongoing use of the vacancy management panel, to minimise future potential redundancy impacts and maximise opportunities to redeploy and re-skill staff for the future needs of the Council.

5.11 Budget Recommendation to Council

5.12 Cabinet is requested to recommend a 2010/11 Budget for consideration at tonight's Council meeting. This is based upon the budget scenario for 2010/11 – 2012/13 presented to Cabinet on 4 February 2010 (referred to in paragraph 2 above), as amended by the following adjustments: -

	2010/11 £m	2011/12 £m	2012/13 £m	Total £m
Budget scenario presented to Cabinet on 4 February 2010	0.460	7.966	4.221	12.647
Final Police & Fire Precepts	-0.141	0.000	0.000	-0.141
Further reduction in Inflation Provision for Adult Health & Social Care	-0.400	0.000	0.000	-0.400
Further reduction in contract price with New Directions	-0.150	0.000	0.000	-0.150
Introduction of Car Park charges in Crosby delayed by 6 months	0.039	-0.039	0.000	0.000
Increased Expenditure on Highways Maintenance (funded from One-Off Resources)	0.900	-0.900	0.000	0.000

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Increased utilisation of One-Off Resources	-0.708	0.708	0.000	0.000
Ongoing impact of Permanent Changes to Terms and Conditions	0.000	-0.245	0.000	-0.245
	<u>0.000</u>	<u>7.490</u>	<u>4.221</u>	<u>11,711</u>

- 5.13 The above scenario represents an increase in Council Tax for Sefton (inclusive of Levying Authorities) of 2.61%. The position after the addition of Police and Fire & Rescue Authority Precepts is illustrated below in paragraph 7.4.
- 5.14 An analysis of the above scenario can be found at Annex B. Also, a breakdown of the budget, analysed in the normal portfolio layout can be found at Annex C.
- 5.15 Cabinet should be aware that the MTFP does not include any provision for any New Starts in the 2010/11 Capital Programme, or for 2011/12 and 2012/13.

Recommendation 2:

Recommend a Budget to Council for 2010/11.

6 Chief Executive's Assessment of the 2010/11 Budget

- 6.1 In accordance with the Local Government Act 2003, the Council's Section 151 Officer is required to provide a statement on the proposed Revenue Budget in relation to the Robustness of Budgets and Adequacy of Reserves. The Chief Executive's statement on robustness is included as a separate report elsewhere on the agenda.

7 Precepts

7.1 Police and Fire Authority Precepts

- 7.2 The Police Authority and the Fire and Civil Defence Authority met on 18 February 2010 and set their precepts as set out below: -

	2009/10	2010/11	Increase	Band D
	£	£	£	%
Merseyside Police	13,069,230	13,606,740	537,510	+4.00
Merseyside Fire & Rescue	5,797,177	6,027,034	229,857	+3.85

- 7.3 It should be noted that any Government capping intervention in relation to these precepts will be issued directly to the Joint Authorities, rather than to Sefton Council.

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7.4 Should the above scenario be accepted, the overall Council Tax increase for Sefton, inclusive of Police and Fire & Rescue Authority Precepts is 2.8%. The Table below identifies the overall position: -

	2009/10 Band D Council Tax £	2010/11 Band D Council Tax £	Increase %
Sefton (Including Levies)	1,234.45	1,266.68	+2.61
Police	140.61	146.23	+4.00
Fire & Rescue	62.37	64.77	+3.85
Total	<u>1,437.43</u>	<u>1,477.68</u>	<u>2.80</u>

7.5 Parish Precepts

7.6 All Parish Precepts have been set for 2010/11; they are set out in Annex D for information: -

Recommendation 3:

Note the final Police, Fire and Parish Precepts for 2010/11.

8 **Recommendations**

Cabinet is recommended to:

1. Note the confirmed impact of external levies on the Council Tax;
2. Welcome the positive outcome of the Trade Unions ballot in relation to the changes to Terms & Conditions and agree that the Director of Corporate Services should conclude these negotiations in the form of a formal collective agreement;
3. Note that a further report on workforce planning will be presented to the next meeting of Cabinet;
4. Recommend a Budget to Council for 2010/11 and note the latest MTFP position;
5. Note the final precepts from the Police and Fire Authorities for 2010/11; and,
6. Note the final Parish Precepts for 2010/11.

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Annex A

2010/11 Final Levy Increases

Levying Body	Levy 2009/10 £	Final Levy 2010/11 £	Net Increase £	Increase %
Merseyside Integrated Transport Authority	23,422,000	24,304,000	+882,000	+3.77
Waste Disposal Authority	12,809,122	12,974,007	+164,885	+1.29
Environment Agency	145,827	148,645	+2,818	+1.93
Sea Fisheries	44,802	44,802	0	0.00
Port Health Authority	99,500	99,500	0	0.00
	36,521,251	37,570,954	+1,049,703	+2.88

Annex B

Analysis of Draft Base Budget 2010/2011 - 2012/2013

	<u>2010/2011</u>		<u>2011/2012</u>		<u>2012/2013</u>	
	£m	£m	(Additional to 2010/2011)		(Additional to 2011/2012)	
	£m	£m	£m	£m	£m	£m
A Draft Base Budget as approved by Cabinet 3 December 2009		252.037		264.398		273.577
Impact of Decisions made to balance previous years' budget		0.000		-9.929		-11.264
Savings endorsed at Cabinet 3/12/09 (agreed by Council 17/12/09) (Annex B1)		-1.679		-0.531		0.000
Non-School Pay Inflation		-0.641		-1.093		-1.138
Delete "Other" Services Growth		-0.500		-0.500		-0.500
Unavoidable Pressures on Demand Led Services - Additional Provision Required		3.185		1.108		0.351
Savings endorsed at Cabinet 17/12/09 (agreed by Council 14/01/10) (Annex B2)		-1.695		-0.508		0.000
Updated Capital Programme		-0.083		-0.081		-0.015
Area Based Grant - continue with 2009/2010 allocation		-2.360		0.000		0.000
VER / VR Savings:						
Phase 1:						
Against Strategic Budget Review savings				-0.905		
General				-0.412		
Transformation Programme				-0.250		

	<u>2010/2011</u>		<u>2011/2012</u> (Additional to 2010/2011)		<u>2012/2013</u> (Additional to 2011/2012)	
	£m	£m	£m	£m	£m	£m
Senior Management Structure	<u>-0.200</u>					
		-1.767		0.000		0.000
Phase 2: Transformation Programme Senior Management Structure	<u>-0.200</u>		-1.000			
		-0.200		-1.000		0.000
Changes to Terms and Conditions						
One-off in 2010/2011 only		-0.855		0.855		0.000
Ongoing		-0.245				
Increased Expenditure on Highways Maintenance (2010/2011 only)		0.900		-0.900		
Use of One-Off Resources to fund Pay Protection Costs on Pay and Grading		-0.630		-0.630		0.000
a. Use of One-Off Resources to fund Shortfall on Part Year Effect of Agreed Savings		-1.039		1.039		0.000
b. Use of One-Off Resources to fund Increased Expenditure on Highways Maintenance		-0.900		0.900		0.000
c. Additional Use of One-Off Funding		-0.019		0.019		0.000
Use of Insurance Fund (Phased over three years)		-1.500		0.000		0.000
<u>Other Savings</u>						
Reduced Inflation Provision for Adult Health & Social Care		-0.700				
Technical Services - Environmental Maintenance		-0.050				
Technical Services - Routine Maintenance		-0.050				
Further reduction in contract price with New Directions		-0.150				

	<u>2010/2011</u>		<u>2011/2012</u> (Additional to 2010/2011)		<u>2012/2013</u> (Additional to 2011/2012)	
	£m	£m	£m	£m	£m	£m
Increase in Levies		1.049				
Rounding		0.000		-0.013		-0.018
B Draft Base Budget		<u>242.108</u>		<u>253.134</u>		<u>260.993</u>
Less: Revenue Support Grant		-15.808		-15.808		-15.808
Non-Domestic Rates		-108.865		-108.865		-108.865
Collection Fund Deficit		0.430		0.430		0.430
Sefton Requirement from Council Tax (+2.61% in 2010/2011, +3% in 2011/2012 & 2012/2013)		-117.865		-121.401		-125.039
C Accumulative Budget Gap		<u>0.000</u>		<u>7.490</u>		<u>11.711</u>
D Annual Budget Gap		<u>0.000</u>		<u>7.490</u>		<u>4.221</u>

Impact of Decisions taken at Council - 17th December 2009 (Appendix B of report to Cabinet 3rd December 2009)

Delivery Ref:	Savings Option Ref:		2010/2011 £m	2011/2012 (Additional to 2010/2011) £m	2012/2013 (Additional to 2011/2012) £m	
<u>Savings Delivery Plans with Potential Redundancy Implications</u>						
1	DS5	F11	Review of Management Accounting	-0.083	-0.017	0.000
2	DS6	FI2	Review of Audit	-0.025	0.000	0.000
3	DS7	CX2	Review of Civic Facilities (Civic Operations Service)	-0.050	-0.010	0.000
4	DS8	CS12	Review of Governor Services	-0.044	0.000	0.000
5	DS9	LS1	Review of Service Management & Support	-0.010	0.000	0.000
6	DS10	LS24	Review of Stock Services Unit	-0.037	0.000	0.000
7	SR1	EP1	Review of Senior Management	-0.100	0.000	0.000
8	SR3	HS3	Review social workers / occupational therapist team management structure	-0.200	0.000	0.000
9	SR4	PD11	Review of Building Control	-0.083	-0.017	0.000
10	SR5	T1	Review of Southport Pier Staffing	-0.016	-0.003	0.000
11	SR6	PE2	Review of Health Unit	-0.030	0.000	0.000
12	TP4	CX5	Review of Equalities Partnership	0.000	-0.100	0.000
<u>Savings Delivery Plans (with no redundancy implications currently identified)</u>						
13	DS1	CS7	Reduce core-funded training	-0.030	0.000	0.000
14	DS2	CS20	Student Support	-0.023	0.000	0.000
15	DS3	CS24	Secondary ICT Strategy	-0.030	0.000	0.000
16	DS4	LS26	Libraries Book Fund - reduce budget	-0.050	0.000	0.000
<u>Income</u>						
17	I1	SS1	Extra Income - various schools, lone worker, alarms	-0.015	0.000	0.000

	Delivery Ref:	Savings Option Ref:		2010/2011 £m	2011/2012 (Additional to 2010/2011) £m	2012/2013 (Additional to 2011/2012) £m
18	I2	HS10	Careline - annual income exceeding budget	-0.100	0.000	0.000
19	I3	LS4	Introduce Pay & Display at Crosby Civic Hall / Library Car Park	-0.023	-0.024	0.000
20	I4	LS11	Cems & Crems - review of charges	-0.054	0.000	0.000
21	I5	LS13	Establish Pay & Display parking on the coastal car parks in Crosby	-0.015	-0.015	0.000
22	I6	LS22	Improve management of golf and maximise income	-0.015	0.000	0.000
<u>MTFP</u>						
23	M1	-	Reduce assumptions on Pay increases			
24	M2	-	Pay & Grading - Implement October 2010			
<u>Partnering</u>						
25	P1	PE2	Review role of Health Unit and consider partner	-0.020	0.000	0.000
26	P2	LS12	Beach safety partnership with the RNLI	-0.026	-0.009	0.000
<u>Service Change</u>						
27	SC1	-	Review Advertising Strategy etc	-0.083	-0.167	0.000
28	SC2	CS9	Schools Causing Concern - undertake in house	-0.020	0.000	0.000
29	SC3	CS21	PEPS - Cease discretionary service	0.000	-0.169	0.000
30	SC4	CS26	Do not replace ESR Advisor post from August 2009	-0.055	0.000	0.000
31	SC5	CS29	Able Pupils - cease project	-0.022	0.000	0.000
32	SC6	LS2	Reduce Departmental Training budget	-0.007	0.000	0.000
<u>Terms & Conditions</u>						
33	T&C1	PE1	Cease telephone allowances payable to senior officers	-0.002	0.000	0.000

	Delivery Ref:	Savings Option Ref:		2010/2011 £m	2011/2012 (Additional to 2010/2011) £m	2012/2013 (Additional to 2011/2012) £m
Third Parties						
34	TP1	HS5	Reduction in third party expenditure related to staff development	-0.100	0.000	0.000
35	TP2	HS8	Negotiate a reduction in contract price with New Directions	-0.150	0.000	0.000
36	TP3	HS9	Full year effect of personalisation agenda in relation to Brooklea	-0.160	0.000	0.000
				-1.679	-0.531	0.000

Impact of Decisions taken at Council - 14th January 2010 (Items in Appendix A of report to Cabinet 17th December 2009)

Delivery Ref:	Savings Option Ref:		2010/2011 £m	2011/2012 (Additional to 2010/2011) £m	2012/2013 (Additional to 2011/2012) £m
<u>Table 5</u>					
<u>Leisure</u>					
1	33	LS9	Arts & Cultural Services - General reduction in casual staff	-0.020	0.000
2	34	LS17	Parks Quality Management - Reduce specification etc in Grounds Maintenance Contract	-0.100	0.000
3	35	LS37	Recreation Management - Charge schools for use of all pools	0.000	-0.100
4	36	LS32	GP Referral Scheme - Increase charge	-0.008	0.000
<u>Health & Social Care</u>					
5	37	HS1	Community Care - Private & Voluntary Sector providers - Limit inflation increase to 1%	-0.700	0.000
6	38	HS6	ABG - Increase in allocations to be taken as savings	-0.130	0.000
<u>Legal</u>					
7	39	LE2	S106 Agreements - Partnering - use of an external solicitor	0.000	0.000
<u>Technical Services</u>					
8	40	TS3	Street Lighting - Reduce activity	-0.200	0.000
<u>Children, Schools and Families</u>					
9	42	CS17	Children's Services Grants - Reduce activity	0.000	-0.050

	Delivery Ref:	Savings Option Ref:		2010/2011 £m	2011/2012 (Additional to 2010/2011) £m	2012/2013 (Additional to 2011/2012) £m
10	43	CS19	Student Support - Reduce budget related to sustainable travel to school	-0.011	0.000	0.000
11	45	CS22	Gifted & Talented - Cease programme	0.000	-0.208	0.000
12	46	CS25	School Intervention Grant	-0.030	0.000	0.000
13	47	CS31	CAMHS - Reduce grant spend	0.000	-0.150	0.000
14	48	CS32	Targeted Youth Support - Re-alignment of provision with Targeted Youth Support	-0.093	0.000	0.000
<u>Planning & Economic Regeneration</u>						
15	49	PD5	Kew Park & Ride - Close for 12 months	0.000	0.000	0.000
<u>Environmental Protection</u>						
16	52	EP3	Mechanical Sweeping - Reduce service	-0.180	0.000	0.000
17	53	EP4	Bulky Waste - Reduce service from 6 to 5 collection teams	-0.060	0.000	0.000
<u>Health & Social Care</u>						
18	54	HS11	Supporting People - Efficiencies from service review	-0.100	0.000	0.000
19	55	HS7	Meal Charges - Increase charge by 25p to £3.25	-0.050	0.000	0.000
<u>Table 6</u>						
<u>Leisure Services</u>						
20	72	LS17	Rotten Row - Remove planting on landward side and grass over	-0.013	0.000	0.000
				-1.695	-0.508	0.000

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Annex C

SUMMARY OF GENERAL FUND REVENUE ESTIMATES 2010/2011

Line Ref	Portfolio	Base Estimate 2009/2010 £	Revised Estimate 2009/2010 £	Base Estimate 2010/2011 £
1	Children's Services	58,421,400	58,354,750	62,425,450
2	Communities	3,087,300	3,079,700	3,117,400
3	Corporate Services	13,721,150	13,764,600	13,754,050
4	Environmental	17,928,550	17,942,750	17,702,950
5	Health and Social Care	82,798,000	82,825,650	83,985,650
6	Leisure & Tourism	19,373,500	19,396,950	19,597,150
7	Licensing	7,400	7,400	7,400
8	Performance	692,700	730,950	730,950
9	Planning	2,592,000	2,601,200	2,517,900
10	Regeneration	12,080,050	12,066,500	12,066,500
11	Technical Services	17,438,950	17,405,550	17,983,950
12	Net Cost of Services	228,141,000	228,176,000	233,889,350
13	Less Capital Charges	-14,728,121	-14,728,121	-14,728,121
14	Debt Repayment / Net Interest	14,125,000	14,125,000	15,987,000
15	Capital Chargeable to Revenue	95,000	95,000	95,000
16	Sub total	227,632,879	227,667,879	235,243,229
17	Levies	36,421,751	36,421,751	37,471,454
18	Application of Provisions / Reserves	-284,271	-319,271	996,643
19	Capitalisation	-1,000,000	-1,000,000	-1,000,000
20	Net Reduction to Insurance Fund	0	0	-1,500,000
21	Corporate / One-Off Savings	0	0	-6,916,200
22	Inflationary Items to be Allocated	0	0	933,200
23	Other Items to be Allocated to Portfolios	0	0	2,911,600
24	Area Based Grant	-26,532,064	-26,532,064	-26,532,064
25	Total	236,238,295	236,238,295	241,607,862
26	Contribution to Balances	500,000	500,000	500,000
27	Total Budget Requirement	236,738,295	236,738,295	242,107,862
28	Add Parish Precepts	980,240	980,240	982,891
29	Total Net Expenditure	237,718,535	237,718,535	243,090,753

SUMMARY OF BALANCES

30	Balances Brought Forward	3,360,227	3,360,227	3,640,304
31	Overspend in 2008/2009	0	-219,923	0
32	Contribution in Year	500,000	500,000	500,000
33	Balances Carried Forward	3,860,227	3,640,304	4,140,304

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<u>FINANCING OF SEFTON'S BUDGET REQUIREMENT</u>		
Total Budget Requirement	236,738,295	242,107,862
Less: Revenue Support Grant	-22,830,829	-15,808,179
Non-Domestic Rates	-98,914,872	-108,864,792
Collection Fund Deficit / Surplus (-)	-254,565	430,000
Sefton Requirement from Council Tax	<u>114,738,029</u>	<u>117,864,891</u>
Band D Council Tax	1,234.45	1,266.68

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Agenda Item 9

REPORT TO: Cabinet Member - Performance and Governance
Cabinet
Council

DATE: 17th February 2010
4th March
4th March

SUBJECT: Governance Review – Workstreams on the
Sefton Borough Partnership and Area
Management

WARDS AFFECTED: All

REPORT OF: Chief Executive

CONTACT OFFICER: Samantha Tunney, Assistant Chief Executive
Steph Prewett, Ass Director Neighbourhoods

EXEMPT/ CONFIDENTIAL: No

PURPOSE/SUMMARY:

For the Cabinet Member for Performance and Governance to recommend to Cabinet the proposed structure and membership of the Sefton Borough Partnership and a number of principles relating to the partnership and area management development, with a view to making recommendations thereon to Council.

REASON WHY DECISION REQUIRED:

The Governance Review determined that most decisions should be implemented in the Municipal Year 2010/11, this decision on the structure, membership and principles governing the area management development and partnership development will allow a new structure to start in the new Municipal Year.

RECOMMENDATION (S):

The Cabinet Member Performance and Governance is requested to recommend to Cabinet, that Council:

- i) Approve the broad principles of area management as set out in paragraph 3.5
- ii) Approve the timescale for development of area management and the related area based thematic groups in the next municipal year (May 2010 to April 2011)
- iii) Approve the broad areas for development of area management as in paragraphs 3.6 and 3.7.
- iv) Approve the proposed roles and membership of the SBP Board and Operations Board, as set out in paragraphs 4.2-4.5
- v) Approve the approach to membership and structure outlined in paragraphs 4.6-4.11
- vi) Note the intention that quarterly reports from the Assistant chief Executive and Assistant Director Neighbourhoods will be submitted throughout the Municipal Year which will incorporate changes to membership and development of area management and area based thematic groups;
- vii) Give delegated authority to the Cabinet Member for Performance and Governance to approve any in year changes to the principles agreed in this report, but where the development relates to Area Management, that any proposals be approved by Cabinet.

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KEY DECISION: Yes
FORWARD PLAN: On appropriate forward plan for decision of Cabinet and Council 4th March
IMPLEMENTATION DATE: Following expiry of the call in of the minutes of this meeting.

ALTERNATIVE OPTIONS:

Continuation of the current structure, though a number of issues and inefficiencies have been raised through the consultation of the governance review.

IMPLICATIONS:

Budget/Policy Framework: .

Financial: There are no direct financial implications arising from this report, as these have all been considered and taken account of in the Council's overall budget.

<u>CAPITAL EXPENDITURE</u>	2006/ 2007 £	2007/ 2008 £	2008/ 2009 £	2009/ 2010 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: There are a number of statutory functions held by thematic groups which will continue to be undertaken by the respective thematics, but changes will be considered in the new structure and a definitive answer on accountabilities will be taken before May 2011

Risk Assessment: None.

Asset Management: None

CONSULTATION UNDERTAKEN/VIEWS:

Full Partnership Day December 2008
 Thematic Workshops November and December 2008
 Specific governance workshops March 2009
 A number of reports to SBP Board and Executive in 2009
 Regular reporting to the Governance Review Working Group
 Full Council Briefing on Area Management
 SBP Board meeting 2nd December
 Small Review Group meetings between July and November
 Informal meetings with Area Committees November and December 2009
 Full Council Briefing 14th January 2010
 SBP Executive 18th January 2010
 Governance Review Working Group 4th February 2010

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities	√		
3	Jobs and Prosperity	√		
4	Improving Health and Well-Being	√		
5	Environmental Sustainability	√		
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Statutory Guidance, The Roles and Responsibilities of the Lead Member for Children's Services and the Director of Children's Services, Department of Children, Schools and Families (July 2009)
 Section 15 of the Local Government & Housing Act 1989

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1. **Background**

- 1.1 This report provides the Cabinet Member for Performance and Governance with a final report on the Governance Review workstream relating to the Sefton Borough Partnership and Area Management.
- 1.2 The governance review identified both these workstreams in a baseline document published in December 2008.
- 1.3 Sefton Borough Partnership has a long history of partnership working, externally recognised as good practice, and current strong delivery on the Local Area Agreement.
- 1.4 The partnership has been identified nationally as best practice. Government Office North West have consistently recognised the strengths of the partnership, including the engagement process for the development of the round 3 Local Area Agreement and the continuing achievement of outcomes. However, in the last update from Government Office North West reflected that LSP's had to change to become more strategic and to have a recognised part of the structure, which considered resources, shared services and organisational change.
- 1.5 Throughout the 13 months of the governance review, and for some months preceding, governance has been considered in a number of specific and routine meetings. This extensive consultation and engagement has led to a number of proposed reforms.

2. **The drivers for change for Sefton Borough Partnership**

- 2.1 The Governance Review baseline statement (December 2008) identified 4 issues for Sefton Borough Partnership:
 - The SBP needs to develop effective, and shared, risk management systems and agree a 'base template' to enable a risk register to supplement Sefton's Corporate Risk Register to be developed which can also slot neatly into key partners risk registers.
 - Elected Members involvement / 'buy in' to the Partnership and its Thematic Groups – comments have been made by some Members to the effect that they feel remote and are not involved in the process that delivers the Vision for Sefton. A key priority for the Overview and Scrutiny Committee (Performance and Corporate Services) will be the continued review of the LAA delivery outcomes, which should be used to build strong links between non-executive Members and the SBP.
 - There needs to be a mechanism for effective membership review, with clarity around the procedures for appointments / election to the Partnership.
 - The role of the Executive in relation to performance management needs to be developed so that the Executive defines, for the Thematic Groups, what it expects in terms of outcomes
- 2.2 Part of the early work for the governance review was undertaken through the CAA workshops held in November and December 2008. This provided an overview of where thematic groups placed the partnership, compared to their groups. In all four thematic groups the overall partnership (Board and Executive) was not thought to be as strong on delivery and function as the thematic groups.

2.3 This view was supported by the comments captured at the workshops.

Extracts from Comments from the workshops

Aims and objectives

- No input from governing bodies, no links between Theme and Board
- LSP does not hold theme groups to account
- Insufficient transparency

Structure and membership

- Question about the role of the LSP Board
- Need to prove LSP effectiveness and additionality
- How do people get onto the LSP?

Decision making and reporting

- Does the Board ever say 'No'?
- What is the accountability split between Board and Executive?
- Indicators need to be used to inform debate and decisions

2.4 The governance workshop, which was held on March 10th 2009, revisited some of these concerns articulated by the governance review and the CAA workshops. This workshop included members both of the partnership and those not on the partnership.

2.5 Some of the relevant issues are outlined below.

- Workshop participants reflected on the value of the SBP and the positive impact that partnership working was having in Sefton. Some participants explained that Councillors could feel isolated from the process and this was compounded by the representation of some groups on the SBP Board not having clarity. There was an in-depth discussion on the advantages and disadvantages of the Local Area Agreement (LAA) process which had enhanced priority setting in the partnership but had also dominated the agenda and was hard to engage with. It was agreed that in framing and refreshing the terms of reference the balance should be right so that the LAA was only one part of the focus of the SBP.
- There was discussion on the basis of the Executive, all of the workshop participants felt that the Executive should be different from the Board and that the Executive should be actively involved in delivering the Vision determined by the Board. There was some discussion about the individual participants of the Board and recognition that clarity had to be an aim of the review.
- The code of conduct, political balance on the partnership were not considered in detail but there was general agreement to these elements being considered if the SBP Executive were charged with updated and reviewing membership.
- It was agreed that the SBP Executive should be asked to consider reviewing the membership of the SBP Executive and Board to better reflect the improvement discussed.

2.6 A small review group was established which consisted of a number of members of the SBP Board. They met four times between July and November and their agreed fundamental principles are summarised below:

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- **On what being a Strategic Board means:** Strategy is the overall process of deciding the 'where' and the 'how', It does not need to deliver that strategic direction, but will need to be assured that it is being followed.
- **On what a vision for Sefton should be:** Identifiable as Sefton, and specific to Sefton's unique set of circumstances. Not necessarily everything the Council or other organisations are doing.
- On what should underpin the membership of the Board:
 - Leadership
 - Leaders of organisations, the non-executive
 - Strong links to the governing bodies
 - Smaller more focused membership
 - No duplication

3. The drivers for change for Area management

- 3.1 The Council's Decentralisation Agenda / Area Management was covered in the original Governance Review stage 1 document (December 2008) key points are replicated here.

The corporate commitment to the sign up and introduction of area management was agreed by the Council. The two key reasons for its introduction into Sefton are firstly, to enable the Council to have greater engagement with residents at a local level and further strengthen the role of ward members. Secondly, it provided an opportunity to co-ordinate, influence and deliver effective services at a local level.

The Area Committees will be the lead and key decision makers for area management and will be supported by area focused teams to deliver improvements to their neighbourhoods.

It is proposed that over the coming months, Officers will explore with Political Groups, how the Area Committees (supported by the Area Management teams) can take on the following key responsibilities:

- Engaging with the relevant parts of the Council and Sefton Borough Partnership structures to look at how services and priorities can be delivered at a local level.
- Monitoring the performance of targets and services that can be measured at an area level, this includes the Neighbourhood Charters.
- Feeding up local concerns and issues back into Council, other key partner organisations and Sefton Borough Partnership structures.
- Development of plans that set out local priorities, targets and actions.
- Influencing mainstream service outcomes.
- Consulting and engaging with local residents on all issues that affect local areas.
- Being the key conduit for consultation on large scale developments of strategies that impact on the area.
- Commissioning services, where appropriate and where resources permit.

- 3.2 Work has been undertaken to evidence how services are delivered at an area level. This has reviewed:

- How services are currently delivered
- What information is used to inform delivery and planning – existing data
- How are decisions taken and who is involved
- Where improvements can be made

- 3.3 The key findings from this piece of work were:

- Standard services delivered across the Borough – little evidence of local tailoring

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- Willingness from those providing services to work closer with partners at an area level
 - Varying degrees to which members are involved in existing area based arrangements
 - Members want increased powers, budgets and influence at an area level
- 3.4 The sessions held in November and December 2009, through informal meetings of the Area Committees raised the following issues
- Equal service will not tackle inequality; the inequality in areas has been there for generations
 - The links between the different areas of inequality should be more specific, is it family and/or area based
 - Area Committees need to be made more useful to residents and Members
 - Engagement by partners is very important
 - Need for services to know and understand their areas
 - A recognition that the evidence needs to be enhanced and can be better interpreted by using local knowledge
 - Data at Area Committee level masks issues
 - Interested in decentralisation to a manageable level
 - Recognition that there is some overlap on issues and there are some benefits e.g. working together on joint priorities / bigger budgets.
 - Need a mechanism to be able to manage issues around disparate priorities between the Area Committees
 - General consensus that the Area Committee needs more power, more resources and to bring people to the table (partners)
 - Recognition that partners will need to discuss how best to meet need, and have greater understanding of what resources are being spent in areas
 - Strong links needed to local geographically based partnerships (such as Southport Partnership).
- 3.5 These issues have been incorporated into the area management approach, and also the full briefing session held with Council in November 2009 about Area Management and potential models. The consistent principles from all of these consultations are clear requests from members for increased powers, budget and influence at an area level.
- 3.6 The development, over the next few months, for the emerging area management model will be
- Complete the resource mapping exercise
 - Continue the agreed interim arrangements
 - Work with services to get them to think and act on an area basis, rather than Sefton and their own service (recognition that this will not apply to all services)
 - Strengthen the Area Committees and give them more influence
 - Strengthening links with developing Customer Relationship Management to ensure Members are fully updated on issues being raised in their areas
- 3.7 All the consultation has led to a strong need for the following areas to be incorporated into area management with a timescale of the next municipal year (May 2010 – March 2011)
- Priority Setting
 - Local Plan Development
 - Monitoring of service delivery by areas
 - Influencing service delivery within the area
 - Consultation and information mechanism for things that impact on an area
 - Management of locally based projects
 - Devolution of Council functions, where appropriate

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- Involvement of partners
- Areas having a direct link to deliver partners and having a more explicit link to Sefton Borough Partnership

4. The proposed structure combining Area Committees and the Sefton Borough Partnership

- 4.1 The structure is outlined in the attached diagram (Appendix A). This shows a stronger link between areas and the Sefton Borough Partnership and a new top-level structure of the SBP, comprising of a Sefton Borough Partnership Board, and the Sefton Borough Partnership Operations Board.
- 4.2 The revised role of the Sefton Borough Partnership Board is to provide:
- Strategic vision
 - Leadership
 - Opportunities for governing bodies of key Sefton agencies to have consensus on priorities and direction that can then be enabled through their own organisations
- 4.3 The proposed membership of the Sefton Borough Partnership is based on the governing representatives of key Sefton Agencies:

Core members

- Sefton Council Leader and Leaders of the other Political Groups
- Chamber of Commerce
- Primary Care Trust Board
- Merseyside Police Authority (Councillor from Sefton)
- Merseyside Fire and Civil Defence Authority (Councillor from Sefton)
- Merseyside Probation Board
- Chair of Community Empowerment Network (CEN)
- Sefton Council for Voluntary Service (CVS)

Advisory members (to be called upon when their expertise or agreement is necessary)

- Merseyside Waste Disposal Authority (Councillor from Sefton)
- Merseyside Passenger Transport Authority (Councillor from Sefton)
- Registered Social Landlord representative
- College representative (from their governing bodies)
- Parish Council representative
- Representatives from the agreed geographical areas, to be determined by the area management development (May 2010 to March 2011)
- Government Office North West (Observer)

- 4.4 The proposed role of the SBP Operations Board is to:
- Deliver the Strategic Vision (of the Board)
 - Manage all resources, including all public sector resource (finance assets and staff) and as appropriate third sector resource
 - Performance understanding and direction, of Sefton as a whole and particularly on the priorities agreed by the SBP Board
- 4.5 The proposed membership of the SBP Operations Board is the senior managers of key Sefton Agencies, comprising of:
- Chief Executive, Sefton Borough Council
 - Chief Executive, NHS Sefton
 - Chief Superintendent Sefton Area, Merseyside Police
 - Area Commander, Merseyside Fire and Rescue Service
 - Senior Manager, Sefton Area, JobCentre Plus

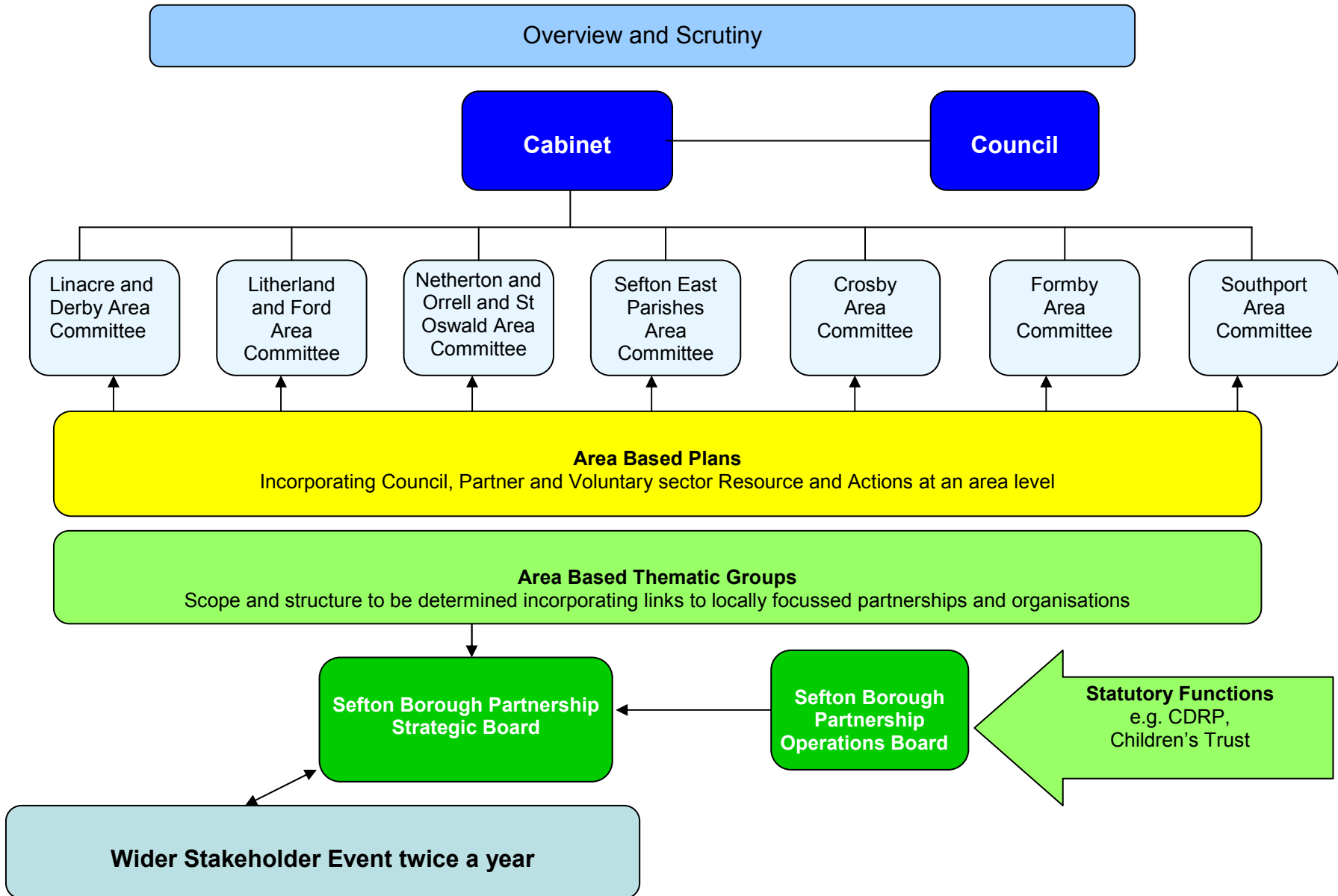
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- Chief Executive, Sefton CVS
 - Senior Manager, Sefton Area, Probation
 - Representative from Registered Social Landlords (currently nominated through the Housing Partnership)
 - Senior Manager, Sefton Area, Merseytravel
 - Strategic Director, Children, Schools and Families (statutory responsibility within the role to provide a leadership role within the Children's Trust, as well as working with the LSP as explained in the Statutory Guidance on the Roles and Responsibilities of the Lead Member for Children's Services and Director of Children's Services)
 - Director of Public Health, joint Sefton Borough Council and NHS Sefton
 - Representative from Further Education (Principal of one of the three Colleges)
- 4.6 The SBP Board and SBP Operations Board will continue to review their membership, with quarterly reports to Performance and Governance Cabinet Member. It is suggested that proposed changes to membership will be reported to the Cabinet Member, and that he be given delegated authority by Council to approve changes that fit with the role of both groups.
- 4.7 The need to adequately provide the links between the statutory responsibilities of the Children's Trust and the Crime and Disorder Reduction Partnership will be an issue that may inform membership amendments. Additional key agencies could be determined to have influence and there will be the option for a reduction in membership if agencies are not able to influence adequately at a Sefton level.
- 4.8 The proposed new structure incorporates a wider engagement event. This will be timetabled to allow this engagement to influence future priorities (this will happen in February or March each year) and to consider yearly performance (this will happen in August or September). The rationale is to allow wider engagement and influence than the current structure gives, potentially allowing young advisors, school governors and others to attend an event where the SBP is actively stating its aims and whether it has met its agreed aims.
- 4.9 The Area Based Thematic Groups are also shown on the proposed structure. The rationale for this development are the principles of influence of partners through area committees, the need for services and delivery targeted by geographical area in Sefton and the need to engage with other partnership structures which are geographically based (through the linked workstream of partnership mapping). The recommendation in this report are that development of the thematic area based groups are reported to Cabinet Member for Performance and Governance in line with the developments of area management, and following the same timescale of May 2010 to April 2011. Reports on changes to area management will need to be reported to Cabinet Member for Communities, but approved by Cabinet.
- 4.10 It should be noted that the final role of area committees and potential area based thematic groups is still subject to further consultation with Leaders Group, political groups and all members. The intention is to develop a simplified structure with less bureaucracy and duplication. There will be the potential in this development to have a combination of members and partners meeting at an area level as this could be the most productive approach for Sefton or for individual areas, there could also potentially be the option of specific task and finish groups to deliver on thematic issues in areas or for smaller geographical areas. The structure remains fluid at the present time with the guiding principles and local circumstances determining the eventual approach.
- 4.11 The principle of political balance will broadly relate to the SBP Board and will be determined by the nominations to Outside Bodies as currently happens at the start of

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each Municipal Year. The approach to political balance will use Section 15 of the Local Government and Housing Act 1989 that sets out the process for the allocation of seats based on the political balance of the Council. If members of the authority are divided into political groups there is a duty to allocate seats on specified bodies to the political groups in accordance with the Act, though the SBP is not a specified body it is proposed it will follow these principles. Whilst the above Act does not refer to appointments to outside bodies / partnerships where less than 3 appointments are made, the principle of proportionality on the overall representation on such bodies is applied as far as possible.

Appendix A: Proposed Governance Structures



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REPORT TO: Cabinet
Sefton Borough Partnership Executive

DATE: 4th March 2010
22nd March 2010

SUBJECT: Approval of the Refreshed Local Area Agreement 2008 -2011

WARDS AFFECTED: All

REPORT OF: Samantha Tunney, Assistant Chief Executive Ext: 2174 / 4039

CONTACT OFFICER: Ian Willman, Local Area Agreement Coordinator Ext: 2015

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To seek Cabinet approval on Sefton's refreshed Local Area Agreement 2008-2011.

REASON WHY DECISION REQUIRED:

There is a requirement to ensure that Cabinet, agree the priorities and targets contained within the refreshed Local Area Agreement for submission to Government Office North West.

RECOMMENDATION (S):

Cabinet is recommended to:

- (i). Approve the refreshed targets for new Local Area Agreement 2008-2011
- (ii). Notes that targets NI 116, NI 153, NI 154 and NI 171 relating to the economic downturn have been renegotiated and agreed with GONW.

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: Following expiry of the call in of the minutes of this meeting.

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ALTERNATIVE OPTIONS:

There are no alternative options as the Local Authority with its partners has a statutory duty to prepare the Local Area Agreement 2008-2011.

IMPLICATIONS:

Budget/Policy Framework: The Local Area Agreement is a key-planning document to which the Council and relevant stakeholders must have regard.

Financial: There are no direct financial implications contained in the report, since the resources required for the achievement of all LAA targets are contained in the respective Portfolio budgets already approved by the Council.

	2009 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
<u>CAPITAL EXPENDITURE</u>				
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: No

Risk Assessment: The risks of non-achievement of LAA targets will be addressed through the Sefton Borough Partnership performance management framework.

Asset Management: No

CONSULTATION UNDERTAKEN/VIEWS

Consultation and engagement was undertaken with officers, members and other external partners.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities	√		
3	Jobs and Prosperity	√		
4	Improving Health and Well-Being	√		
5	Environmental Sustainability	√		
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Sefton's LAA 2007-2010
 LAA Annual Review 2009/10 – 17th November 2009
 LAA Reward Guidance – 17th February 2009

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1 BACKGROUND:

- 1.1 As Cabinet is aware, as part of the Local Government and Public Involvement in Health Act, the Council and the Sefton Borough Partnership have a statutory duty to prepare a Local Area Agreement (LAA).
- 1.2 Over the last few months, discussions in relation to the refresh of the Local Area Agreement have taken place. The refreshed LAA presents an opportunity to understand the challenges of the borough and those links between issues in the thematic areas, which will help improve the quality of life for the people of Sefton.

2 PROGRESS TO DATE:

- 2.1 Following negotiations between officers, members of the partnership and our Government Office counterparts the negotiations around the refresh of Sefton's LAA 2008-11 have now concluded.
- 2.2 The document at Annex 1 highlights:
- Priority
 - National Indicator Reference
 - Baseline
 - LAA Improvement target for 2008-2011
 - Lead Partner
- 2.3 Cabinet should be aware that there has been a minor amendment to the following indicator based upon updated performance information:
- NI 20 Assault with injury crime rate

The following indicators due to the Economic downturn have been renegotiated following review and refresh as part of our agreement with Government Office North West:

- NI 116 Proportion of Children in Poverty
- NI 153 Working Age People claiming out of work benefits in the worst performing neighbourhoods
- NI 154 Net Additional Homes
- NI 171 New Business Registration rate

3 NEXT STEPS:

- 3.2 Cabinet should note that the refreshed LAA is entering the final year of delivery from the 1st April 2010 until 31st March 2011.
- 3.3 Performance Reward Grant (PRG) will be available for the LAA 2008-11. Sefton has received confirmation that the Performance Reward Grant attributable to the achievement of all these targets is £1,954,636.47p dependent upon our success.
- 3.4 Cabinet should be aware that the stretch targets agreed in the old LAA 2007-10 continue until 31st March 2010 when a separate Performance Reward Grant will be paid dependent upon our level of success.

4 RECOMMENDATION (S):

Cabinet is recommended to:

- (i). Approve the targets for refreshed Local Area Agreement 2008-2011
- (ii). Notes that targets NI 116, NI 153, NI 154 and NI 171 relating to the economic downturn have been renegotiated and agreed with GONW.

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LAA Indicators

Priority	Indicator(s) including those from NI set	Baseline	LAA Improvement target including Education and early years targets.			Lead Partner
Improved Health and Reduced Inequalities						
LAA (main)						
Alcohol harm related hospital admission rates	NI 39	06/07 1771.3	2048.7	2154.9	2234.7	Sefton PCT
All age all cause mortality rate - Males	NI 120	2006 757.03	735	715	696	
All age all cause mortality rate - Females	NI 120	2006 490.86	507	493	480	
Current smoking rate prevalence	NI 123	2007 850	1079	1175	1233	
Number of emergency bed days per 100 of weighted population	NI 134	06/07 205985	201886	197828	193872	
Improving the quality of life of older people and vulnerable groups						
LAA (main)						
People with long term conditions supported to be independent and in control of their condition	NI 124	Deferred until GP Survey Feb 2010	0	0	2% improvement on baseline	Sefton PCT
People supported to live independently through Social Services (all ages)	NI 136	06/07 2766	2909	3045	3181	Sefton H&SC Directorate
Number of vulnerable people achieving independent living	NI 141	07/08 68.2%	70.0%	71.0%	72.0%	

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LAA Indicators

Priority	Indicator(s) including those from NI set	Baseline	LAA Improvement target including Education and early years targets.	Lead Partner
Significantly improve employment and reduce worklessness, especially in priority neighbourhoods				
LAA (main)				
Proportion of children in poverty	NI 116	May 2007 20.5% (Minus 2% point gap with NW average)	2.1% points lower than the North West average at April 2011 data point	Sefton Council (Planning & Economic Regeneration)
Working age people claiming out of work benefits in the worst performing neighbourhoods	NI 153	Qtr 2 2007 32.7% (Minus 0.2% point gap with NW average)	Maintain minus 0.2% points gap with the North West average at Qtr 2 2011	Sefton Council (Planning & Economic Regeneration)
Working age population qualified to at least level 2 or higher	NI 163	2006 67.5%	73.4%	Learning & Skills Council
LAA (local)				
Working age population qualified to at least Level 3 or higher	NI 164	2006 45.9%	49.7%	Learning & Skills Council
Increase business start-ups and promote sustained business growth				
LAA (main)				
New Business Registration rate	NI 171	2007 40.3 births p.a	2008 40.7 births p.a 2009 40.0 births p.a 2010 41.0 births p.a.	Sefton Council (Planning & Economic Regeneration)
LAA (local)				
Increase business survival rates at 1 and 3 years in LEGI area	Local	07/08 90.7	107.5 124.3 141.1	Sefton Council (Planning & Economic Regeneration)
Contribute to the sustainability of the environment by reducing waste to landfill and increasing recycling				

LAA Indicators

Priority	Indicator(s) including those from NI set	Baseline	LAA Improvement target including Education and early years targets.			Lead Partner
LAA (main)						
Municipal waste land filled	NI 193	06/07 68%	62.0%	60.0%	55.0%	Sefton Council (Environmental Protection)

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LAA Indicators

Priority	Indicator(s) including those from NI set	Baseline	LAA Improvement target including Education and early years targets.			Lead Partner
Responding to the national and international agenda on climate change						
LAA (main)						
Adapting to climate change	NI 188	Level 0	Level 1	Level 2	Level 3	Sefton Council, MWDA, Merseyside Transport Authority, Highways Agency, Merseyside Resilience Forum, Sefton PCT, Sefton CVS, Maritime Coastguard Agency, Environment Agency, Natural England, United Utilities
Improve the availability of decent housing						
LAA (main)						
Net additional homes provided	NI 154	07/08 551	107	275	425 subject to Ministerial sign off by DCLG	Sefton H&SC Directorate
Improve and increase educational achievement and training opportunities						
LAA (main)						
Achievement of a level 3 qualification by age 19	NI 80	06/07 48.9%	50.2%	52.0%	53.0%	
Participation of 17 year olds in education or training	NI 91	07/08 78.5%	82.0%	85.0%	88.0%	
Achievement gap between pupils eligible for free school meals and their peers achieving the expected level at Key stages 2	NI 102	07/08 21.0%	21.0%	20.0%	19.0%	Sefton Council (Children's Services)

LAA Indicators

Priority	Indicator(s) including those from NI set	Baseline	LAA Improvement target including Education and early years targets.			Lead Partner
Achievement gap between pupils eligible for free school meals and their peers achieving the expected level at Key stages 4	NI 102	06/07 31.3%	30.0%	29.0%	28.0%	

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LAA Indicators

Priority	Indicator(s) including those from NI set	Baseline	LAA Improvement target including Education and early years targets.				Lead Partner
Improve the stability of Looked after Children placements							
LAA (main)							
Stability of placements of LAC: number of moves	NI 62	07/08 14.0%	12.0%	11.0%	11.0%	Sefton Council (Children's Services)	
Improve the Health of Children and Young people							
LAA (main)							
Prevalence of child & adolescent Mental Health	NI 51	08/09 14	15	15	16	Sefton Council (Children's Services)	
Prevalence of breastfeeding at 6-8 weeks from birth	NI 53	08/09 23.9%	33.0%	33.0%	38.0%		
Obesity among primary school age children in yr 6	NI 56	07/08 18.4%	18.5%	18.5%	18.5%		
LAA (Local)							
Under 18 conception rate	NI 112	07/08 33.5 per 1000	24.8 per 1000	18.5 per 1000	17.0 per 1000	Sefton Council (Children's Services)	

LAA Indicators

Priority	Indicator(s) including those from NI set	Baseline	LAA Improvement target including Education and early years targets.				Lead Partner
Enable young people to make a positive contribution							
LAA (main)							
Young People's participation in positive activities	NI 110	08/09 67.0%	67.0%	72.0%	75%	Sefton Council (Children's Services)	
First time entrants to the Youth Justice System	NI 111	07/08 1530/100000	1210/100000	1130/100000	1040/100000		
Substance misuse by young people	NI 115	08/09 14.2%	14.2%	13.0%	12.2%		
Reduce and improve perceptions of the Local Environment							
LAA (main)							
Improved street and environmental cleanliness	NI 195	06/07 D25 G6 F2	L19 D23 G8 F1	L16 D21 G7 F1	L13 D18 G5 F1	Sefton Council (Environmental Protection)	
LAA (local)							
Perceptions of Anti Social Behaviour	NI 17	07/08 5.41	5.36	5.31	5.26	Sefton Council (Community Safety Division)	

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LAA Indicators

Priority	Indicator(s) including those from NI set	Baseline	LAA Improvement target including Education and early years targets.	Lead Partner
Reduce crime				
LAA (main)				
Assault with injury crime rate	NI 20	08/09 1167	1167 (-4% proxy)	Merseyside Police
			(-3%) Total Reduction of 7% on the baseline of recorded Assault with Less Serious Injury rate of crimes per 1,000 population in 2008/09 (based on mid-2007 population estimates), as measured by the equivalent rate of crimes per 1,000 population in 2010/11 (based on mid-2009 population estimates).” (1085)	
Repeat incidents of domestic violence	NI 32	31.0%	0.0%	23.0%
LAA (local)				

LAA Indicators

Priority	Indicator(s) including those from NI set	Baseline	LAA Improvement target including Education and early years targets.			Lead Partner
Dealing with local concerns about anti-social behaviour and crime by the local authority and police	NI 21	08/09 53.6%	53.6%	56.6%	59.6%	Sefton Council (Community Safety Division)
Re-offending rate of prolific and priority offenders	NI 30	Rolling cohort of PPO's per QTR refreshed	15% reduction	15% reduction	15% reduction	Merseyside Police
Involve Local Communities in decision-making						
LAA (main)						
Environment for a thriving third sector (E I on the results of the 2008 national survey of third sector organisations, it is estimated that the required improvement in S will be around 4.7 percentage points. This remains an estimate. The final ta will be confirmed once the 2010 national survey of third sector organisations has reported).	NI 7	2008 15.5%	0.0%	0.0%	Baseline +4.7%.	Sefton Council for Voluntary Services
LAA (local)						
Percentage of people who think they can influence decisions in their locality	NI 4	2008 23%	23%	24%	25%	Sefton Council for Voluntary Services (Public Engagement & Consultation team)
Reduce Accidents and Congestion						
LAA (main)						
People killed or seriously injured in road traffic accidents	NI 47	10.2%	5.0%	5.2%	6.6%	Sefton Council (Community Safety Division)
Congestion - average journey time per mile during the morning peak	NI 167	4.14 (minutes per mile)	4.3% + (4.23 min.sec/mile)	4.7% + (4.24 min.sec/mile)	5.1% + (4.25 min.sec/mile)	Sefton Council (Planning & Economic Regeneration)

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LAA Indicators

Priority	Indicator(s) including those from NI set	Baseline	LAA Improvement target including Education and early years targets.				Lead Partner
Statutory Education targets							
Achievement of at least 78 points across the EYFS with at least 6 in each of the scales in PSED and CLL	NI 72	06/07 48%	51.5%	52.5%	53.5%	Sefton Council (Children's Services)	
Achievement at level 4 or above in both English and Maths at KS2	NI 73	06/07 77.4 %	79.0%	80.0%	81.0%		
Achievement of 5 or more A* - C grades at GCSE or equivalent including English and Maths (threshold)	NI 75	06/07 45.5%	50.5%	55.5%	57.0%		
Secondary school persistent absence rate	NI 87	06/07 5.4%	4.90%	4.40%	4.30%		
Reducing the gap between the lowest and highest 20% in EYFS profile and the rest	NI 92	06/07 32.1%	31.5%	30.0%	29.5%		
Progression by 2 levels in English between KS1 and KS2	NI 93	06/07 87.6%	89.5%	91.0%	92.0%		
Progression by 2 levels in Maths between KS1 and KS2	NI 94	06/07 79.8%	82.0%	85.0%	86.0%		
Children in care achieving level 4 in English at KS2	NI 99	06/07 61.5%	42.0%	55.6%	62.9%		
Children in care achieving level 4 in Maths at KS2	NI 100	06/07 53.8%	42.0%	77.0%	74.0%		
Children in care achieving 5 A* - C GCSE (or equivalent) at KS4 (including English and maths)	NI 101	06/07 5.3%	5.3%	20.0%	25.0%		

REPORT TO Cabinet
Council

DATE 4th March 2010
4th March 2010

SUBJECT Proper Officer Functions

WARDS AFFECTED All

REPORT OF Chief Executive

CONTACT OFFICER Mr M Fogg
Director of Corporate
Services

**EXEMPT/
CONFIDENTIAL** No

PURPOSE/SUMMARY:

To report a proposal that the statutory duties in relation to Electoral Administration and of the Acting/Returning Officer in relation to Parliamentary, Local, Parish and European Elections, be attached to the post of Assistant Chief Executive, with effect from 1st April 2010.

To propose that the Assistant Legal Director shall assume the role of Monitoring Officer for the Council from 1st April, 2010 until his departure in July 2010, and that the Assistant Director (Democratic Services) shall be appointed as Deputy Monitoring Officer and Proper Officer in relation to the registration of Births, Marriages and Deaths with effect from 1st April, 2010.

REASON WHY DECISION REQUIRED:

The Council must have a Returning Officer for the purposes of elections and electoral registration matters and as a result of structural changes in the Council, it is deemed that these Proper Officer functions should be attached to the post of Assistant Chief Executive.

The Council must have a Monitoring Officer, and following the departure of the Legal Director on 31st March, it is proposed that a review be undertaken to ascertain which post shall assume this role. It is proposed that the Assistant Legal Director shall assume this role from 1st April until he leaves the Council, or until a decision is made regarding this position. Further it is proposed to add resilience, that a Deputy Monitoring Officer be appointed.

The Council must also have an officer responsible for all functions in relation to the

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registration of Births, Marriages and Deaths. The Assistant Director (Democratic Services) currently has experience of and line management responsibility for this function.

RECOMMENDATION(S):

That Council be recommended to approve the proposal that the Electoral Registration Officer Functions for the registration of Parliamentary and Local Government Electors and Acting Returning Officer / Returning Officer Functions for Parliamentary, Local, Parish and European Elections under the relevant provisions of the Representation of the People Act 1983 and European Parliamentary Elections Act 2002 be attached to the post of Assistant Chief Executive and the current postholder be appointed to act as the Proper Officer for all related functions and relevant legislation with effect from 1st April, 2010.

That Council be recommended to appoint the Assistant Legal Director as the Monitoring Officer for the Council with effect from 1st April 2010, until he leaves the Council or a decision is made regarding which post shall perform this function: this will allow a review to be undertaken as to which post shall in future perform the role of Monitoring Officer.

That Council be recommended to appoint the Assistant Director (Democratic Services) as the Deputy Monitoring Officer for the Council with effect from 1st April 2010, in order to provide greater resilience to this function: it being noted that the title of this post is likely to change as a result of restructuring, and that this title reflects the current post title.

The Council be recommended to appoint the Assistant Director (Democratic Services) as the Proper Officer for the registration of Births, Marriages and Deaths under the provision of the Local Government Act 1972 and Registration Services Act 1953 and the regulations made thereunder.

KEY DECISION: Not applicable

FORWARD PLAN: Not applicable

IMPLEMENTATION DATE: Following consideration by Full Council

ALTERNATIVE OPTIONS:

That another appropriate person be designated.

IMPLICATIONS:

Budget/Policy Framework: No additional financial implications.

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Financial:

The position of Acting/Returning Officer is remunerated. The fee for Parliamentary and European Elections is set by the relevant legislation at the time and the fee in terms of the local election is set in accordance with a Fees and Charges Order approved by the Council. It is intended that there shall be a review of the Fees and Charges Order following the appointment of a new Proper Officer.

There are no direct financial implications associated with the appointment of Monitoring Officer or Deputy Monitoring Officer or the Proper Officer for Births, Marriages and Deaths, as it is assumed this responsibility is within their current grade.

<u>CAPITAL EXPENDITURE</u>	2006/ 2007 £	2007/ 2008 £	2008/ 2009 £	2009/ 2010 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal:

The appointment as proper officer under the Representation of the People Act 1983 and European Parliamentary Act 2002 requires the approval of Full Council under the Council's Constitution.

The Council must have a Monitoring Officer and a Proper Officer for Births, Marriages and Deaths.

Risk Assessment:

The Democratic Services Function currently sits within the Legal Department. It is proposed that the organisational structure be amended to provide that the function transfer to the post of Assistant Chief Executive, to ensure that the postholder is able to discharge the responsibilities of that post in the most effective and appropriate way. The current postholder has relevant experience and expertise to lead this function and to perform the role, as she has acted in the capacity of Deputy Returning Officer for the Council at all elections for a number of years and has experience in other authorities of the function.

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It is felt that the appointment of a Deputy Monitoring Officer will provide greater resilience.

Asset Management: Not applicable

CONSULTATION UNDERTAKEN / VIEWS

Chief Executive, Legal Director, Assistant Directors and Assistant Chief Executive.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

None

BACKGROUND:

1.0

1.1 In 2007 the Legal Director assumed responsibility for the Returning Officer's various statutory duties to allow the former Chief Executive to concentrate on other functions. Members will be aware that the Electoral Administration Act 2006 brought in a range of new measures designed to improve public access, engagement and confidence in Local Elections including specific requirements to try and prevent abuse of the postal voting system. The requirements of the Act are ongoing and in particular new regulations now require the Authority to keep polling places and districts under review.

1.2 The Legal Director is taking voluntary early retirement at the end of March and the department is being restructured. It is recommended that the Proper Officer Functions for Elections and Electoral Registration should be attached to the post of Assistant Chief Executive and that the current postholder should assume responsibility for electoral administration and the appropriate Acting Returning Officer / Returning Officer duties for Parliamentary, Local, Parish and European Elections. The current ACE has considerable experience of running elections and electoral administration matters as she has for a number of years, prior to being appointed as ACE (Management) acted as Deputy Returning Officer and managed that function since she joined the Council in 2002.

1.3 It is proposed that Democratic Services (Electoral Services and Committee and Members Services) will transfer to the Assistant Chief Executive, to enable the Proper Officer Functions to be discharged. The appointment as Proper Officer does require approval of Full Council under the Council's Constitution.

1.4 It is proposed that in order to provide greater flexibility with regards to the recruitment to the post of Legal Director, that a review of the Monitoring Officer role be undertaken. It is proposed that the Assistant Legal Director be appointed Monitoring Officer for the Council with effect from 1st April 2010, until his departure or until a decision is made regarding which post should hold the position within the Council. In addition, in order to provide greater resilience, it is proposed that the Assistant Director (Democratic Services) be appointed as Deputy Monitoring Officer from 1st April 2010. The title of this post is likely to change, with the proposed organisational structure changes identified in 1.2 above.

1.5 The Legal Director is in addition currently the Proper Officer for the registration of Births, Marriages and Deaths under the provisions of S112 of the Local Government Act 1972 and the Registration Services' Act 1953 and appropriate regulations. It is proposed that the Assistant Director (Democratic Services) be appointed the Proper Officer upon the retirement of the Legal Director. The postholder is currently the line manager for the service and has considerable experience of this function having also managed the service in her previous Authority.

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REPORT TO: Cabinet

DATE: 4 March 2010

SUBJECT: Protocol for Lifting the Moratorium on Siting Mobile Phone Masts on Council Land

WARDS AFFECTED: All

REPORT OF: A R Moore
Strategic Director - Communities

CONTACT OFFICER: Mike McSorley
Head of Regeneration and Technical Services
e-mail: mike.mcsorley@technical.sefton.co.uk
0151 934 4192

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

Following a decision by Council on 22 October 2009 to lift the moratorium on the siting of mobile phone masts on Council land on a case by case basis, officers were asked to develop a protocol under which requested to lift the moratorium should be evaluated.

REASON WHY DECISION REQUIRED:

Council resolved that Officers develop a protocol for evaluating requests to lift the moratorium and site mobile phone masts on Council land and report this back to Cabinet for approval.

RECOMMENDATION(S):

It is recommended that Cabinet

- i) Consider the attached protocol to evaluate requests for the moratorium on the siting of mobile phone masts on Council land to be lifted for approval.

KEY DECISION: Yes

FORWARD PLAN: Yes

IMPLEMENTATION DATE: Following the call in period for the minutes of this meeting

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ALTERNATIVE OPTIONS: There are options to apply different parameters to the protocol for example a different exclusion zone. However, it is suggested that to vary these parameters significantly will result in no applications because the requirements are too onerous or unacceptable sites will be suggested. This would defeat the original intention which is to provide a more suitable and acceptable sites than those which are available by right (ie on the highway) to be considered.

IMPLICATIONS:

Budget/Policy Framework:

Financial:

There are no direct financial implications arising out of this report. There will be some costs associated with evaluating proposals to site masts on Council owned land but it is anticipated that these will be covered by and licence fee which will be charged to the mobile phone operators. The licence fees received will be used to cover the costs of implementing the protocol and evaluating individual requests to lift the moratorium, there should therefore be no net cost to the Council.

<u>CAPITAL EXPENDITURE</u>	2006/ 2007 £	2007/ 2008 £	2008/ 2009 £	2009/ 2010 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: The protocol as outlined in the report complies with legal requirements and recommended best practice

Risk Assessment: The protocol incorporates risk assessments based on industry best practice.

Asset Management: The proposals have been developed in accordance with good asset management practices.

CONSULTATION UNDERTAKEN/VIEWS

The views of Planning, Environmental Protection and Capita Symonds have been taken into account in drafting this report.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		✓	
2	Creating Safe Communities		✓	
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being	✓		
5	Environmental Sustainability		✓	
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy	✓		
8	Children and Young People		✓	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

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Background

1 Council on 22 October 2009:

RESOLVED: That:

- (1) the moratorium be revised so that it can be lifted by the Cabinet on a case by case basis; and
- (2) Officers develop a protocol for evaluating requests to lift the moratorium and site mobile phone masts on Council land and report this back to the Cabinet for approval.

Proposals for partial lifting of the moratorium

- 2 The Independent Expert Group on Mobile Phones produced a report (the Stewart Report) on the impacts and effects of mobile phones and base stations in 2000. This report concluded that whilst there was no scientific evidence to show mobile phones or base stations had any adverse health effects, further research was needed. The report concluded that a “precautionary approach” should be adopted to the siting of mobile phone base stations (masts).
- 3 In response to this report and on-going public concerns relating to the development of base stations the Mobile Operators Associations (MOA) launched their “Ten Commitments to best siting practice”. The aim of this document is to ensure transparency, provide information to the public, local planners and to boost the community’s role in the siting of mobile phone masts. A summary of the Mast Ten Commitments is attached.
- 4 The Best Practice suggests an annual review of need and identification of requirements which would be consulted on with the Local Planning Authority. This would come to Cabinet for an initial review where sites which are obviously not acceptable can be weeded out.
- 5 This is followed by a more detailed analysis of sites which fit the operators’ requirements. This includes a traffic light system which takes into account sensitive land use (proximity to homes, schools and other sensitive land uses such as nurseries, playgrounds and hospitals).
- 6 This is followed by community consultations, following agreement with the Local Planning Authority.
- 7 Members should note that the relaxation or lifting of the Council's moratorium on the use of Council-owned land for the siting of telecommunications masts would not, in any way, fetter or otherwise influence the Council's powers as Local Planning Authority to determine planning applications or applications for prior approval.
- 8 The proposed protocol to evaluate requests for the moratorium on the siting of mobile phone masts on Council land to be lifted is attached to this report and Members are asked to consider this for approval.

Protocol for the evaluation of requests to lift the Moratorium on the siting of Mobile Phone Masts on Council Land

Overview

There are now nearly 74 million mobile connections in the UK. In the past decade, mobile phones have transformed the way that people communicate - both in their business and in their personal lives.

However, mobile phones cannot work without a network of base stations in places where people want to use them. The majority of people in the UK live and work in towns and cities, and this is why the operators need to ensure that there is an efficient network service in those areas to allow people to use their phones when and where they want. To get a good signal you need to be near a base station. Base stations can only carry a maximum of around 120 calls at the same time.

Mobile phone users in the UK area are increasingly demanding better coverage, more capacity in the networks to stop calls from being lost, and more services to be available on their phones. Mobile operators are responding to that customer demand.

The Government has given telecommunications operators' legal rights to use public highway land for telecommunications development. On other Council land, the Council can decide, as landowner, whether or not to allow telecommunications development. The Council has decided to consider whether to allow telecommunications development on its land, where it may be better for local people and the environment than alternative locations not owned by the Council, This is especially important if the alternatives include undesirable permitted development, over which the Council would have no control. ***Decisions to allow development on Council land will be considered on a site-by-site basis, and will involve consultation locally by the mobile phone operators and be approved by Cabinet.***

Health risks

Health risks, and even the fear of health risks, are proper considerations for the Council. But the Government's advice on Telecommunications, Revised Planning Policy Guidance Note 8 (PPG8, 22 August 2001), states:

"However, it is the Government's firm view that the planning system is not the place for determining health safeguards. It remains central Government's responsibility to decide what measures are necessary to protect public health. In the Government's view, if a proposed development meets the ICNIRP (International Commission on Non-Ionising Radiation Protection) guidelines for public exposure it should not be necessary for a local planning authority, in processing an application for planning permission or prior approval, to consider further the health aspects and concerns about them."

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Therefore, where mobile phone mast developments meet the ICNIRP guidelines, the Council has no sustainable health reason to refuse planning permission. Unreasonable refusal decisions can be overturned on appeal.

The Stewart Report, published in 2000, remains the key piece of research in relation to health issues. This study had concluded that on the basis of current evidence, there was no risk to health from mobile phone technology but that in the absence of more detailed research that a precautionary principle should be adopted to the siting of mobile phone masts.

It is understood that an update of the Stewart Report was published in 2005 with the same conclusions and that some 25 other studies have also been published since 2000 which support the conclusions of the original Stewart Report.

The precautionary principle will be adopted for the siting of mobile phone masts on Council land and all equipment must have a 'Declaration of Conformity with ICNIRP Public Exposure Guidelines ("ICNIRP Declaration")' [copy attached] and not be allowed within 100m of homes, schools, leisure centres, offices or other sensitive locations.

Planning Considerations

The relaxation or lifting of the Council's moratorium on the use of Council-owned land for the siting of telecommunications masts would not, in any way, fetter or otherwise influence the Council's powers as Local Planning Authority to determine planning applications or applications for prior approval.

National planning policy issued by the former Office of the Deputy Prime Minister (now Communities and Local Government) sets the context for the consideration of all telecommunications proposals in England and is presently contained in Planning Policy Guidance note 8 (PPG 8) which was issued in its current form in August 2001

PPG8 gives guidance on planning for telecommunications development - including radio masts and towers, antennas of all kinds, radio equipment housing, public call boxes, cabinets, poles and overhead wires

The mobile phone operator's annual rollout programme is available on the Council's website via the following link:

<http://seftonmaps.sefton.gov.uk/SeftonMaps/html/SeftonMaps.html?theme=Telecoms Rollout>

Mast or site sharing and co-location can help reduce the impact on the environment and often provides the most cost effective solution for the operators. Under all of the UK Governments' planning guidance operators are encouraged to explore the possibility of using an existing mast or structure before seeking to put up a new one, wherever it represents the best environmental option. They have all developed prescriptive planning policy in this area.

Siting and appearance are key considerations for Planning and even when planning approval is not required Planning Officers will be consulted on all proposals to locate masts on Council land.

Requirements of the Mobile Phone Operators

The mobile phone operators - 3, O2, Orange, T Mobile and Vodafone - are implementing the 'Ten Commitments' to improve transparency of the process of building mobile phone networks, provide more information to the public and local authorities, and increase the role of the public in the siting of radio base stations. The Ten Commitments to best siting practice were launched by the operators in 2001 to supplement Government planning regulations, in an effort to strengthen links with the community through open dialogue. They were developed in consultation with other stakeholders and have received support from the Local Government Association and activist groups such as Mast Action UK. The Ten Commitments now form part of the English and Welsh Governments' Codes of Best Practice for mobile telecoms developments.

The operators are implementing ten best siting practice commitments to:

- 1 develop, with other stakeholders, clear standards and procedures to deliver significantly improved consultation with local communities
- 2 participate in obligatory pre-rollout and pre-application consultation with local planning authorities
- 3 publish clear, transparent and accountable criteria and cross-industry agreement on site sharing, against which progress will be published regularly
- 4 establish professional development workshops on technological developments within telecommunications for local authority officers and elected members
- 5 deliver, with the Government, a database of information available to the public on radio base stations
- 6 assess all radio base stations for international (ICNIRP) compliance for public exposure, and produce a programme for ICNIRP compliance for all radio base stations as recommended by the Independent Expert Group on Mobile Phones
- 7 provide, as part of planning applications for radio base stations, a certification of compliance with ICNIRP public exposure guidelines
- 8 provide specific staff resources to respond to complaints and enquiries about radio base stations, within ten working days
- 9 begin financially supporting the Government's independent scientific research programme on mobile communications health issues
- 10 develop standard supporting documentation for all planning submissions whether full planning or prior approval

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Procedure for Evaluating Requests to site Mobile Phone Masts on Council Land

- A **Mobile Phone Operators to Identify Annual Requirements** – annual review letter to Planning Director
- B **Operators to Identify Sites on Council Land** – which comply with the 100m exclusion zone requirement.
- C **Meeting with Council Officers** - to identify annual schedule of sites which will include sites on and off Council land. Operators will be encouraged to share sites, and to select locations and equipment which minimise the number of masts required.
- D **Report to Cabinet for approval of Sites on Council Land** – subject to consultation showing general public support, and planning approval if required.
- E **Operators to Develop Consultation Strategy** – to be agreed by the Planning Director together with technical details of requirements and rationale for site selection. Again officers will encourage shared sites and minimising the number of sites required. See Site Selection and Planning Model Flow Chart attached.
- F **Operators to undertake Community Consultation** – which as a minimum will comprise letters to Ward Councillors, Area Committees and Parish Councils (if appropriate); consultation letter to residents and site notices.
- G **Operators to evaluate consultation responses** – using the ‘traffic light’ model attached.
- H **Refer back to Cabinet** – all sites scoring red on the traffic light model and amber sites where there is significant public concern arising out of the consultation. Also provide for referring back to Cabinet alternative sites which may be proposed as part of the consultation process.
- I **Operator to submit Planning Application-** planning applications to be considered in the usual manner.
- J **Council to enter into agreement with Operator** – for the location of mobile phone mast on standard terms subject to Cabinet approval as above, planning approval as required and ICNIRP Declaration for the equipment.

ICNIRP DECLARATION

ENGLAND

(Operator logo)

Declaration of Conformity with ICNIRP Public Exposure Guidelines ("ICNIRP Declaration")

(Operator name)
(Operator address)

Declares that the proposed equipment and installation as detailed in the attached planning / GPDO application at:

(Address).....
.....
.....

is designed to be in full compliance with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-Ionizing Radiation Protection (ICNIRP), as expressed in EU Council Recommendation of 12 July 1999 * "on the limitation of exposure of the general public to electromagnetic fields (0 Hz to 300 GHz)".

* Reference: 1999/519/EC

Date:

Signed:

Name:

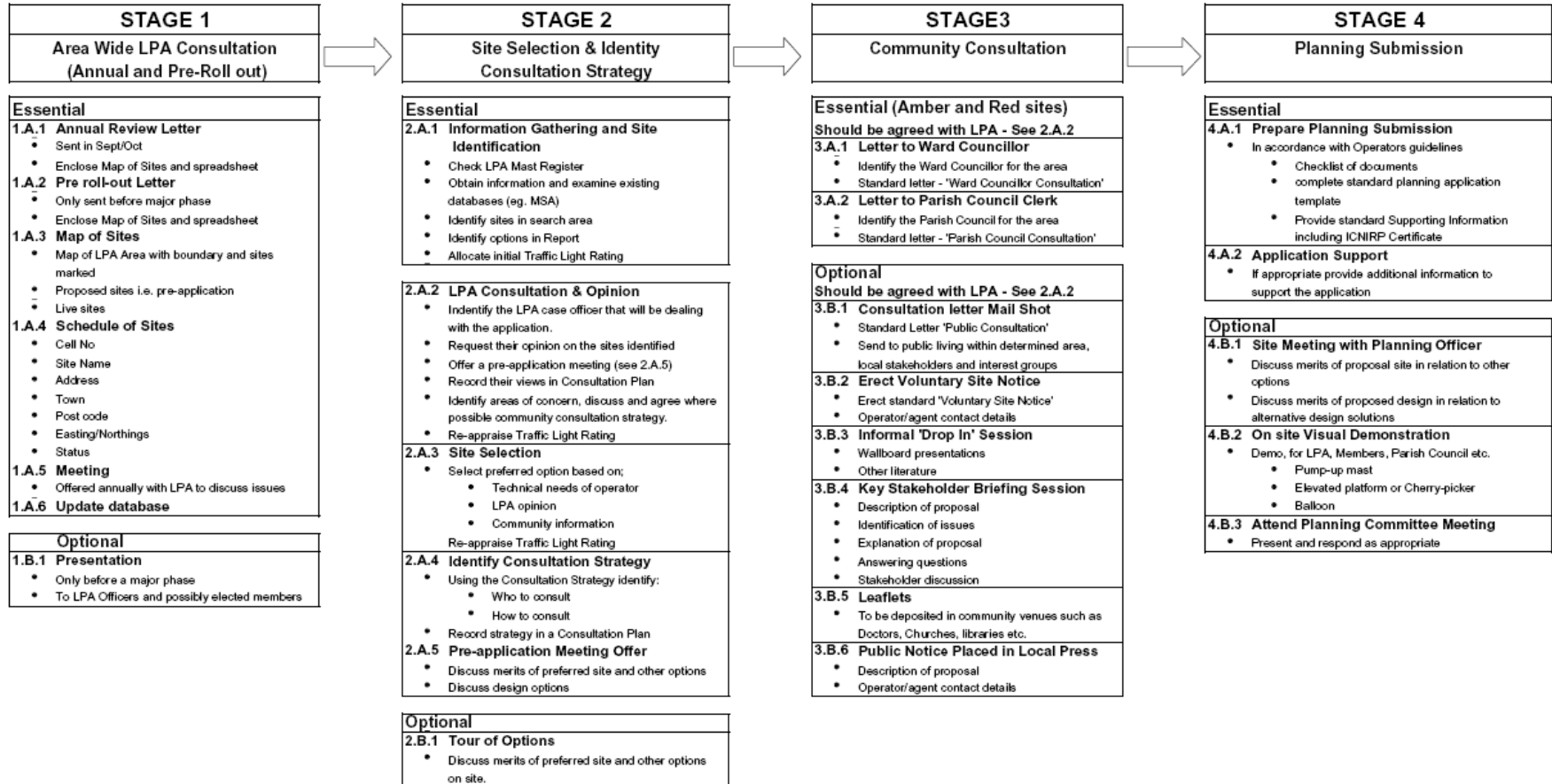
Position:

(Footer - operator name and registered number / office)

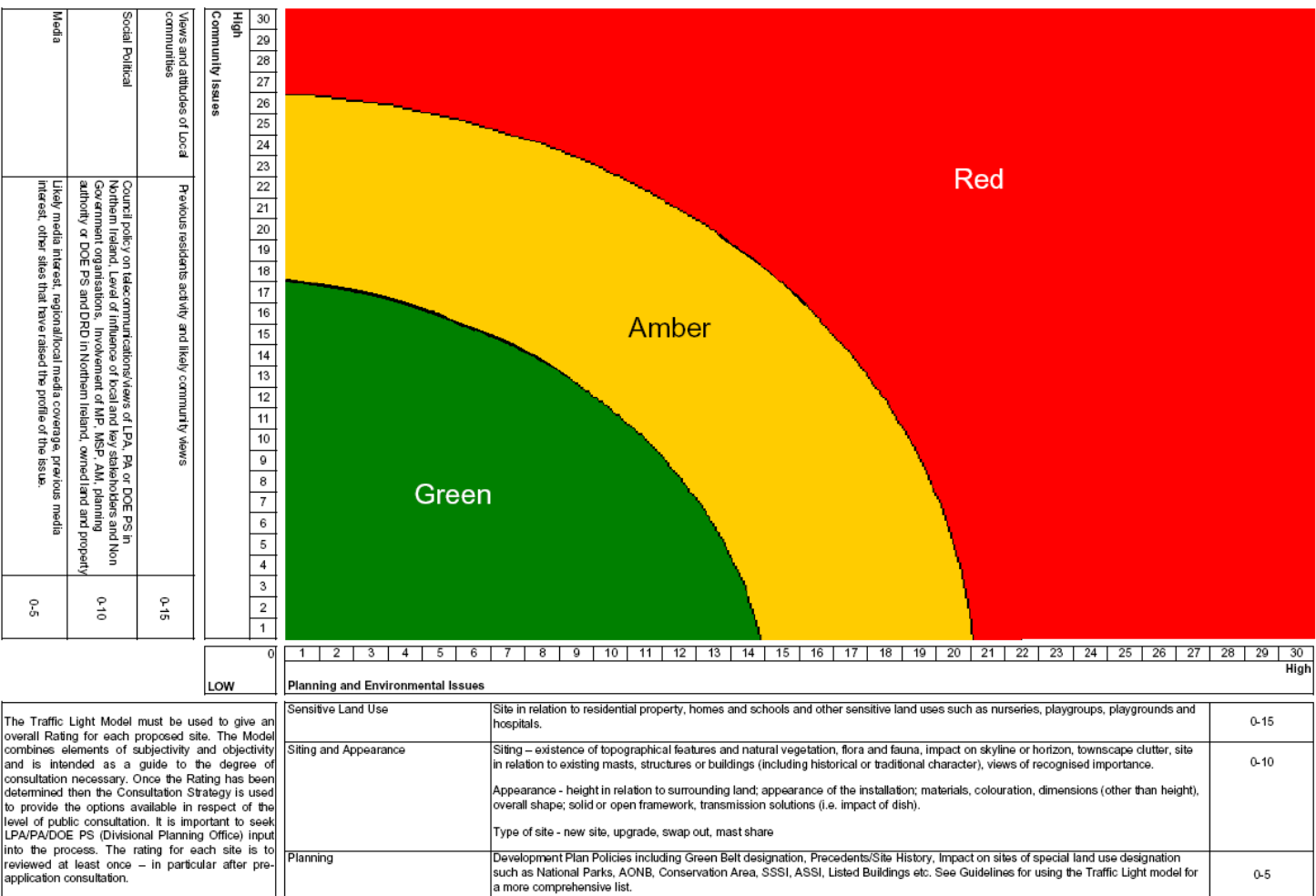
October 2002 Version 3.0

UK

SITE SELECTION & PLANNING MODEL



TRAFFIC LIGHT RATING MODEL FOR PUBLIC CONSULTATION



UK

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REPORT TO: Cabinet Member Regeneration
Cabinet Member Technical Services
Cabinet

DATE: 17th February 2010
24th February 2010
4th March 2010

SUBJECT: Dunnings Bridge Road Corridor
Public Realm Improvements

**WARDS
AFFECTED:** St Oswald, Netherton and Orrell, Ford, Litherland, Church and
Linacre.

REPORT OF: Alan Moore, Strategic Director Communities

**CONTACT
OFFICER:** Mo Kundi – 3447
Nick Yates - 2767

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To inform Members of the need to include the Dunnings Bridge Road Corridor Project within the Capital Programme for 2010/11

REASON WHY DECISION REQUIRED:

The decision to include the project within the Capital Programme can only be approved by the Cabinet.

RECOMMENDATION(S):

It is recommended that:-

Cabinet Member for Regeneration, and Cabinet Member for Technical Services

1. Note the content of the report, and

The Cabinet

2. Approve the inclusion of the Dunnings Bridge Road Corridor Project within Sefton's Capital Programme 2010/11, subject to ERDF, RDA and LTP funding being confirmed.
3. Note that no further expenditure commitment will be entered into until all resources for the project are secured.
4. Request further progress reports

KEY DECISION: Yes

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FORWARD PLAN: Yes

IMPLEMENTATION DATE: Immediately after the call in period.

ALTERNATIVE OPTIONS:

The Dunnings Bridge Road Corridor Public Realm Improvements is awaiting final NWDA/ERDF approval, which will lead to the Agency contributing £800,000 towards £1,200,000 cost of the scheme. The balance of the cost is being met from Section 106 (£300,000) and Sefton LTP (£100,000).

Without the external funding the alternative option is not to progress the scheme, which means some significant road safety and regeneration improvements will not take place along this corridor.

IMPLICATIONS:

Budget/Policy Framework: N/A

Financial: The total estimated cost of the project is £1,200,000, which is being met from NWDA (£600,000 ERDF, £200,000 SP), Tesco Employment S106 (£300,000) and Sefton LTP (£100,000)

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure		£1,200,000		
Funded by:				
Sefton Capital Resources (LTP)		£100,000		
Specific Capital Resources				
ERDF		£600,000		
RDA		£200,000		
Tesco s106		£300,000		
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton Funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	Yes - currently to the end of 2010			

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How will the service be funded post expiry?	This is a Capital Project. A decision on the external funding deadline extension is awaited.
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Legal: N/A

Risk Assessment: The project will only progress subject to all funding being secured , and will be managed by Sefton Council

Asset Management: N/A

CONSULTATION UNDERTAKEN/VIEWS

FD322 – The Acting Finance and Information Services Director has been consulted and his comments have been incorporated into the report.
Legal, Finance, Technical Services

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		/	
2	Creating Safe Communities	/		
3	Jobs and Prosperity	/		
4	Improving Health and Well-Being	/		
5	Environmental Sustainability	/		
6	Creating Inclusive Communities	/		
7	Improving the Quality of Council Services and Strengthening local Democracy		/	
8	Children and Young People		/	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Report to Cabinet dated 4th February 2010 entitled 'Funding Opportunities – Progress Report 3'

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1.0 Background

- 1.1 The Cabinet at its meeting on 4th February 2010 considered a report entitled 'Funding Opportunities – Progress Report 3', which inter alia stated that the Dunnings Bridge Road Corridor Public Realm Improvements was previously approved by the NWDA and inviting the authority to submit a more detailed Development and Appraisal form. A further report was to be presented on the scheme.
- 1.2 This report provides the additional information on the nature of the proposed scheme, and requests Members agree to the funding being included within the Capital Programme 2010/11, subject to this funding being approved by the NWDA/ERDF.

2.0 Proposed Scheme

- 2.1 The scheme has been designed to reflect not only the requirements of improving pedestrian access and the outward appearance of the Corridor to the residents living along side it but also to recognise that the funding from both the RDA and the ERDF programme have specific requirements to improve the economic viability of the major employment sites and locations on and immediately adjacent to the corridor.
- 2.2 The key features within the project will be improved crossing points at some of the key junctions. This is intended to make pedestrian movements across these junctions and onto the corridor itself safer. It is proposed, at this stage, to install tactile paving where currently there is no provision and the upgrading to Toucan Crossings at certain points along the length of the road. Improved street lighting will be installed at these junctions not only for the benefit of pedestrians but also for vehicles travelling along Dunnings Bridge Road.
- 2.3 Where there are landscaped areas along the road these will be complemented by a programme of small scale landscape improvements and tree planting designed at providing a unified planting theme to the corridor.
- 2.4 The boundary fencing in certain locations will be replaced with more modern stylish railing in keeping with fencing installed to the likes of Atlantic Park. The railing will be painted in a similar colour to assist in providing a theme to the Corridor.
- 2.5 To aid accessibility for cyclists and encourage further opportunities for Green Travel on the development sites the project will be creating new and improving existing cycle ways by resurfacing at various locations through the length of the corridor.
- 2.6 It is also intended to make a visual enhancement to The Dunnings Bridge itself to create a feature of this bridge, which gives the corridor its title.

This would be in a similar fashion to the improvements made to the bridge on Hawthorn Road.

3.0 Delivery Time-scale

- 3.1 The scheme has been designed by Capita to follow the requirements of the ERDF programming requirement of financial completion by the end of 2010. This funding was initially programmed to provide an offer letter to applicants by the 14th January 2010.
- 3.2 The project programme would then allow for the scheme to be designed and tendered by mid June, practical completion by mid November and financial completion by mid December.
- 3.3 These dates will now have slipped as a result of delays in the initiation of the ERDF appraisal and target dates for the relevant approvals are 8th and 9th March 2010 respectively. This will now have the effect of delaying a start on design by a number of months and a similar impact on completion dates.
- 3.4 The Council is aware that requests have been made for an extension on the timetable of spending by the project sponsor within the NWDA who are responsible for co-ordinating applications. To date no confirmation of this has been received.

4.0 Financial Implications

- 4.1 The costs of the scheme are being met from the following:-

ERDF	= £600,000 (subject to approval)
RDA	= £200,000 (subject to approval)
Section 106	= £300,000
<u>Sefton LTP</u>	<u>= £100,000 (subject to approval)</u>
Total	= £1,200,000

- 4.2 The use of Sefton LTP (£100,000), which relates to cycle provision, will be considered when the Local Transport Plan 2010/11 is submitted to the Cabinet Member – Technical Services.
- 4.3 In relation to the Section 106 money (£300,000), this is from the Tesco Development in Litherland. Both the Cabinet Member for Regeneration and relevant local Ward Members have been consulted and they have given their agreement to supporting this project providing that it can offer significant benefit to local residents and can offer job opportunities through the development of the strategic sites and other locations along the corridor.

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- 4.4 Undertaking improvements along this corridor will have a significant benefit in attracting potential developers and end users on key strategic sites. This particular course of action is reinforced by Rob Currie Development Manager of Atlantic Park Liverpool, who states that 'the approach to the site and how it fits is an important factor in potential owner/occupiers decision to locate in view that the front of the site will over time further develop into a high proportion of grade A office accommodation with high profile businesses relocating and locating for the first time at Atlantic Park. The Industrial development sites will be developed to attract modern distribution and manufacturing facilities with suitable companies expecting high quality environmental works as one of the key factors.'
- 4.4 He goes on to say that 'an element of improvement works has already been completed and there is no doubt that these works have contributed to raising the Atlantic Park site and the Dunningsbridge Road profile. The site owners are poised to commence a major site infrastructure project which includes enhancements to on site landscaping, site signage, new utilities and spine road configuration; this will sit alongside any proposed environmental improvements and enhance the area as a result.'

5.0 Strategic Asset Management Group (SAMG)

- 5.1 At its meeting on 2nd February 2010 the Strategic Asset Management Group considered this project and agreed its implementation subject to relevant NWDA/ERDF funds being approved.

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REPORT TO: Cabinet

DATE: 4th March, 2010

SUBJECT: Deyes High School, Maghull -
Proposed World of Work Extension,

WARDS AFFECTED: Sudell, Park and Molyneux

REPORT OF: Alan Moore
Strategic Director Communities

CONTACT OFFICER: David Kay
Architecture and Buildings Manager
Tel: 0151 934 4527

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

This report is to advise Members of tenders received in respect of the proposals to provide a new World of Work extension at Deyes High School, Maghull..

REASON WHY DECISION REQUIRED:

To enable acceptance of tenders and to thereby allow the timetable for implementation and expenditure to be met.

RECOMMENDATION(S):

It is recommended that:

- i) Cabinet approves funding in the Children's Services Capital programme sufficient to meet the total cost of this scheme. All funding will be provided from specific resources.
- ii) Subject to (i) above Cabinet approves acceptance of the lowest revised tender submitted.
- iii) Subject to (i) and (ii) above the Legal Director be requested to enter into a formal contract with the successful tenderer.

KEY DECISION: Yes

FORWARD PLAN: Yes

IMPLEMENTATION DATE: Immediately following expiry of the call in period

Agenda Item 14

ALTERNATIVE OPTIONS:

All alternative options have been considered and have been discounted.

IMPLICATIONS:

Budget/Policy Framework:

There is funding of £750,000 currently included within the Children's Services capital programme for the delivery of the Proposed schemes for 14-19 Diplomas at Deyes High School.

Financial

Tenders for the works will be received on 22nd February 2010. Details of the tenders received and the overall financial implications will be reported to Members on the day of the meeting.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	N/A			
How will the service be funded post expiry?	N/A			

Legal: Not appropriate

Risk Assessment: Not appropriate

Asset Management: Not Applicable

CONSULTATION UNDERTAKEN/VIEWS

The Children's Services Department have been consulted and any comments have been taken into account in preparing this report.

FD 338 The Acting Finance and Information Services Director has been consulted and his comments have been incorporated into this report

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being	√		
5	Environmental Sustainability	√		
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Children's Services Capital Programme

Agenda Item 14

1.0 BACKGROUND

- 1.1 The funding is to provide Local Authorities, that are not currently in the BSF programme, with additional funding to support the provision of facilities for the delivery of 14-19 diplomas and/or improve facilities for pupils with special educational needs and disabilities. Local Authorities are encouraged to utilise the resources for a small number of projects, for greater impact rather than spending resources thinly.
- 1.2 Members will recall that a report of the Director of Children's Services was presented to Cabinet on the 14th May 2009 outlining the proposed schemes for 14-19-diploma programme. The proposed programme of works was approved and the Assistant Technical Services Director was requested to develop design proposals for the schemes contained therein. Minute no 17 refers.
- 1.3 Proposals for the scheme at Deyes High School have been developed which comprise the demolition of the existing Swimming Pool and the construction of an extension to provide additional accommodation, including a new World of Work Room.
- 1.4 The scope of the works at Deyes High School are however wider than simply the provision of facilities for the new 14-19 diploma programme and additional works will be undertaken which are funded from the Modernisation programme and through the schools own resources.

2.0 TENDER ACTION

- 2.1 Tenders to carry out the works have been invited from suitably qualified and experienced contractors, as follows (in alphabetical order):

J Armor	Melling
Thomas Barnes & Sons PLC	Bootle
P. Casey and Co. Ltd	Rochdale
Henry Ibbotson & Sons Ltd	Blackburn
Lyjon & Company Ltd	Elesmere Port
ROK Build Ltd	Rochdale

- 2.2 Tenders will be received on the 22nd February 2010. Details of the tenders received will be reported on the day of the meeting.
- 2.3 The tenders will be subject to technical and arithmetical checking and acceptance of the lowest tender will be subject to such checking.

3.0 FINANCIAL IMPLICATIONS

- 3.1 There is funding of £750,000 currently included within the Children's Services capital programme for the delivery of the Proposed schemes for 14-19 Diplomas at Deyes High School.
- 3.2 The total financial implications of the scheme will be established following receipt of the tenders and will be reported on the day of the meeting.
- 3.3 Subject to the total scheme cost not exceeding the funding available Cabinet is requested to give consideration to accepting the lowest tender received.

4.0 RECOMMENDATIONS

It is recommended that:

- ii) Cabinet approves funding in the Children's Services Capital programme sufficient to meet the total cost of this scheme. All funding will be provided from specific resources.
- ii) Subject to (i) above Cabinet approves acceptance of the lowest revised tender submitted.
- iii) Subject to (i) and (ii) above the Legal Director be requested to enter into a formal contract with the successful tenderer.

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Agenda Item 15

REPORT TO: Cabinet

DATE: 4th March, 2010

SUBJECT: Lander Road Primary School, Bootle -
Proposed Alterations and Extension

WARDS AFFECTED: Litherland, Linacre and Derby

REPORT OF: Alan Moore
Strategic Director Communities

CONTACT OFFICER: David Kay
Architecture and Buildings Manager
Tel: 0151 934 4527

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

This report is to advise Members of tenders received in respect of the proposals to provide new and refurbished accommodation at Lander Road Primary School, Bootle as part of the Primary Capital Programme.

REASON WHY DECISION REQUIRED:

To enable acceptance of tenders and to thereby allow the timetable for implementation and expenditure to be met.

RECOMMENDATION(S):

It is recommended that:

- i) Cabinet approves funding in the Children's Services Capital programme sufficient to meet the total cost of this scheme. All funding will be provided from specific resources.
- ii) Subject to (i) above Cabinet approves acceptance of the lowest revised tender submitted.
- iii) Subject to (i) and (ii) above the Legal Director be requested to enter into a formal contract with the successful tenderer.

KEY DECISION: Yes

FORWARD PLAN: Yes

IMPLEMENTATION DATE: Immediately following expiry of the call in period

Agenda Item 15

ALTERNATIVE OPTIONS:

All alternative options have been considered and have been discounted.

IMPLICATIONS:

Budget/Policy Framework:

Funding totalling £1,980,030 is currently included in Children's Services Capital Programme to address the proposals for Lander Road Primary School.

Financial

Tenders for the works will be received on 26th February 2010. Details of the tenders received and the overall financial implications will be reported to Members on the day of the meeting.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	N/A			
How will the service be funded post expiry?	N/A			

Legal: Not appropriate

Risk Assessment: Not appropriate

Asset Management: Not Applicable

CONSULTATION UNDERTAKEN/VIEWS

The Children’s Services Department have been consulted and any comments have been taken into account in preparing this report.

FD 337 - The Acting Finance and Information Services Director has been consulted and his comments have been incorporated into this report

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being	√		
5	Environmental Sustainability	√		
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Children’s Services Capital Programme

Agenda Item 15

1.0 BACKGROUND

- 1.1 The Primary Capital Strategy for Change funding allocation for 2009/10 of £3,618,029 is included in the Children's Services Capital Programme.
- 1.2 Funding is included within the total allocation to address the proposals for a major refurbishment/remodelling scheme with some new build elements at Lander Rd Primary School, Bootle. Additional funding is provided from the Modernisation programme and through the schools own resources.
- 1.3 The scheme proposals have been developed which extends and extensively refurbishes existing facilities to provide modern teaching accommodation. The proposals necessitate demolition of the adjacent community centre building.

2.0 TENDER ACTION

- 2.1 Tenders to carry out the works have been invited from suitably qualified and experienced contractors, as follows (in alphabetical order):

Walter Carefoot & Sons (Construction) ltd	Preston
E. J. Horrocks Ltd	Knowsley
ISG Regions Building Ltd.	Manchester
North Midland Construction	Sutton
ROK NW Ltd	Rochdale
Wiggett Construction Ltd	Oldham

- 2.2 Tenders will be received on the 26th February 2010. Details of the tenders received will be reported on the day of the meeting.
- 2.3 The tenders will be subject to technical and arithmetical checking and acceptance of the lowest tender will be subject to such checking.

3.0 FINANCIAL IMPLICATIONS

- 3.1 Funding totalling £1,980,030 is currently included in Children's Services Capital Programme to address the proposals or Lander Road Primary School.
- 3.2 The total financial implications of the scheme will be established following receipt of the tenders and will be reported on the day of the meeting.
- 3.3 Subject to the total scheme cost not exceeding the funding available Cabinet is requested to give consideration to accepting the lowest tender received.

4.0 RECOMMENDATIONS

It is recommended that:

- ii) Cabinet approves funding in the Children's Services Capital programme sufficient to meet the total cost of this scheme. All funding will be provided from specific resources.
- ii) Subject to (i) above Cabinet approves acceptance of the lowest revised tender submitted.
- iii) Subject to (i) and (ii) above the Legal Director be requested to enter into a formal contract with the successful tenderer.

Agenda Item 16

REPORT TO: Cabinet

DATE: 4th March, 2010

SUBJECT: Maghull High School, Maghull -
Proposed World of Work extension

WARDS AFFECTED: Park, Suddell & Molyneux

REPORT OF: Alan Moore
Strategic Director Communities

CONTACT OFFICER: David Kay
Architecture and Buildings manager
Tel No. 0151 934 4527

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

This report is to advise Members of tenders received in respect of the proposals to provide a new World of Work extension at Maghull High School, Maghull

REASON WHY DECISION REQUIRED:

To enable acceptance of tenders and to thereby allow the timetable for implementation and expenditure to be met.

RECOMMENDATION(S):

It is recommended that:

- i) Cabinet approves the allocation of £387,224.00 in the Children's Services Capital programme for this scheme, funded entirely from the 14-19 Diplomas budget and school's DFC contribution
- ii) Subject to checking and (i) above Cabinet approves acceptance of the lowest tender as submitted by Melwood Construction in the sum of £300,197.00 tender figure as revised.
- iii) Subject to (i) and (ii) above the Legal Director be requested to enter into a formal contract with the successful tenderer

KEY DECISION: Yes

FORWARD PLAN: Yes

IMPLEMENTATION DATE: Immediately following expiry of the call in period

Agenda Item 16

ALTERNATIVE OPTIONS:

All alternative options have been considered and have been discounted.

IMPLICATIONS:

Budget/Policy Framework:

There is funding totalling £8,000,000 currently included within the Children's Services capital programme for the delivery of the Proposed schemes for 14-19 Diplomas. Proposals for the SEN facilities are still to be developed and £5,000,000 is designated to the 14-19 diploma delivery schemes.

An allocation of £394,721 is included within the total provision for the new World of Work extension at Maghull High School, Maghull.

Financial

Tenders for the works were received on Monday 1st February 2010. Details of the tenders received are outlined within paragraph 2.2.

The total scheme cost remains within the total funding available for the 14-19 Diplomas budget.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	N/A			
How will the service be funded post expiry?	N/A			

Legal: Not appropriate

Risk Assessment: Not appropriate

Asset Management: Not Applicable

CONSULTATION UNDERTAKEN/VIEWS

The Children's Services Department have been consulted and any comments have been taken into account in preparing this report.

FD 330 - The Acting Finance and Information Services Director has been consulted and his comments have been incorporated into this report. .

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being	√		
5	Environmental Sustainability	√		
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Children's Services Capital Programme

Agenda Item 16

1.0 BACKGROUND

- 1.1 The funding is to provide Local Authorities, that are not currently in the BSF programme, with additional funding to support the provision of facilities for the delivery of 14-19 diplomas and/or improve facilities for pupils with special educational needs and disabilities. Local Authorities are encouraged to utilise the resources for a small number of projects, for greater impact rather than spending resources thinly.
- 1.2 Members will recall that a report of the Director of Children's Services was presented to Cabinet on the 14th May 2009 outlining the proposed schemes for 14-19 diplomas programme. The proposed programme of works was approved and the Assistant Technical Services Director was requested to develop design proposals for the schemes contained therein. Minute no 17 refers.
- 1.3 Proposals for the scheme at Maghull High School have been developed which comprise an extension to the existing accommodation and fit out to provide new World of Work Room.

2.0 TENDER ACTION

- 2.1 Tenders to carry out the works have been invited from suitably qualified and experienced contractors, as follows (in alphabetical order):

Ashwood Ltd	Rochdale
Colbre Projects Ltd	Rossendale
John Coulson Ltd	Stockport
Lyjon Co Ltd	Ellesmere Port
Mellwood Construction	Huyton

- 2.2 Tenders were received on Monday 1st February 2010, as follows:

Tenderer	Tender	Contract Period
1	£ 429,690.00	20 Working Weeks
2	£ 373,941.00	20 Working Weeks
3	£ 305,197.00	20 Working Weeks
4	£ 327,640.00	20 Working Weeks
5	£ 313,990.00	20 Working Weeks

- 2.3 The tenders received will be subject to technical and arithmetical checking. Acceptance of the lowest tender will be subject to such checking.
- 2.4 As the tenders received exceeded the capital budget provision, a review of the contingencies currently included within the tender was carried out and reduced by £5,000.00.
- 2.5 This contingency sum reduction has now been included within the tender addendum and agreed with the lowest tenderer, with the revised tender agreed at £300,197.00.

3.0 FINANCIAL IMPLICATIONS

- 3.1 There is funding totalling £8,000,000 included currently within the Children's Services capital programme for the delivery of the 14-19 Diplomas programme. Proposals for the SEN facilities are still to be developed and £5,000,000 is designated to the 14-19 diploma delivery schemes.
- 3.2 An allocation of £394,721 is included within the total provision for the new World of Work extension at Maghull High School, Maghull.

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Agenda Item 17

REPORT TO: Cabinet

DATE: 4th March, 2010

SUBJECT: Hillside High School, Breeze Hill, Bootle -
Proposed World of Work Extension,

WARDS AFFECTED: Derby

REPORT OF: Alan Moore
Strategic Director Communities

CONTACT OFFICER: David Kay
Architecture and Buildings Manager
Tel: 0151 934 4527

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

This report is to advise Members of tenders received in respect of the proposals to provide a new World of Work extension at Hillside High School, Breeze Hill, Bootle.

REASON WHY DECISION REQUIRED:

To enable acceptance of tenders and to thereby allow the timetable for implementation and expenditure to be met.

RECOMMENDATION(S):

It is recommended that:

- i) Cabinet revises the funding allocation in the Children's Services Capital programme for this scheme to £236,868.90. Funding to be provided entirely from the 14-19 World of Work Diploma budget.
- ii) Subject to (i) above Cabinet approves acceptance of the lowest revised tender submitted, adjusted, as described, to £157,414.90.
- iii) Subject to (i) and (ii) above the Legal Director be requested to enter into a formal contract with the successful tenderer.

KEY DECISION: No

FORWARD PLAN: Not Appropriate

IMPLEMENTATION DATE: Immediately following expiry of the call in period

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ALTERNATIVE OPTIONS:

All alternative options have been considered and have been discounted.

IMPLICATIONS:

Budget/Policy Framework:

There is funding totalling £8,000,000 currently included within the Children’s Services capital programme for the delivery of the Proposed schemes for 14-19 Diplomas. Proposals for the SEN facilities are still to be developed and £5,000,000 is designated to the 14-19 diploma delivery schemes.

An allocation of £255,623 is included within the total provision for the new World of Work Extension at Hillside High School, Bootle.

Financial

Tenders for the works were received on Wednesday 3rd February 2010. Details of the tenders received are outlined within paragraph 2.2.

The total scheme cost remains within the total funding available and the lowest tender can therefore be considered for acceptance.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	N/A			
How will the service be funded post expiry?	N/A			

Legal: Not appropriate

Risk Assessment: Not appropriate

Asset Management: Not Applicable

CONSULTATION UNDERTAKEN/VIEWS

The Children's Services Department have been consulted and any comments have been taken into account in preparing this report.

FD 336 - The Acting Finance and Information Services Director has been consulted and his comments have been incorporated into this report

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being	√		
5	Environmental Sustainability	√		
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Children's Services Capital Programme

Agenda Item 17

1.0 BACKGROUND

- 1.1 The funding is to provide Local Authorities, that are not currently in the BSF programme, with additional funding to support the provision of facilities for the delivery of 14-19 diplomas and/or improve facilities for pupils with special educational needs and disabilities. Local Authorities are encouraged to utilise the resources for a small number of projects, for greater impact rather than spending resources thinly.
- 1.2 Members will recall that a report of the Director of Children's Services was presented to Cabinet on the 14th May 2009 outlining the proposed schemes for 14-19 diplomas programme. The proposed programme of works was approved and the Assistant Technical Services Director was requested to develop design proposals for the schemes contained therein. Minute no 17 refers.
- 1.3 Proposals for the scheme at Hillside High School have been developed which comprise an extension to the existing accommodation and fit out to provide a new World of Work Room.

2.0 TENDER ACTION

- 2.1 Tenders to carry out the works have been invited from suitably qualified and experienced contractors, as follows (in alphabetical order):

Construction Partnership UK Limited (CPUK)	Skelmersdale
J & C Devlin Limited	Accrington
Ensign Contractors Limited	Knowsley
Hayvern Construction Limited	Bolton
D Henderson and Son Limited	Southport
Mellwood Construction Limited	Huyton

- 2.2 Tenders were received on Wednesday 3rd February 2010, as follows:

Tenderer	Tender	Contract Period
1	£147,414.90	20 Working Weeks
2	£165,815.00	20 Working Weeks
3	£170,097.45	20 Working Weeks
4	£185,585.00	20 Working Weeks
5	£229,713.00	20 Working Weeks
6	£240,084.00	20 Working Weeks

- 2.3 The tenders received were subject to technical and arithmetical checking and a genuine omission of £10,000 was identified. The lowest tender has therefore been adjusted to £157,414.90 to make good the error

3.0 FINANCIAL IMPLICATIONS

- 3.1 There is funding totalling £8,000,000 included currently within the Children's Services capital programme for the delivery of the 14-19 Diplomas programme. Proposals for the SEN facilities are still to be developed and £5,000,000 is designated to the 14-19 diploma delivery schemes.
- 3.2 An allocation of £255,623 is included within the total provision for the new World of Work extension at Hillside High School, Southport.
- 3.3 Subject to acceptance of the lowest tender received the total financial implications for the scheme can be summarised as follows.

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Lowest Tender (adjusted, as described)	£157,414.90
IT Equipment	<u>£40,000.00</u>
Total Works Cost	£197,414.90
<u>Add</u>	
Statutory Fees and Other Charges	£4,726.00
Legal Department Fees	£3,000.00
Site Survey/Ground Investigation	£11,508.00
Professional Fees	£20,220.00
Total Scheme Cost	<u>£236,868.90</u>

- 3.5 The Total Scheme cost is within the total funding available and the lowest tender received can therefore be considered for acceptance.

4.0 RECOMMENDATIONS

It is recommended that:

- ii) Cabinet revises the funding allocation in the Children's Services Capital programme for this scheme to £236,868.90. Funding to be provided entirely from the 14-19 World of Work Diploma budget.
- ii) Subject to (i) above Cabinet approves acceptance of the lowest revised tender submitted, adjusted, as described, to £157,414.90.
- iii) Subject to (i) and (ii) above the Legal Director be requested to enter into a formal contract with the successful tenderer.

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Agenda Item 18

REPORT TO: Cabinet

DATE: 4 March 2010

SUBJECT: Specialist Schools Programme Capital Grant - Formby High School

WARDS AFFECTED: Ravenmeols Ward

REPORT OF: Peter Morgan
Strategic Director - Children, Schools & Families

CONTACT OFFICER: Chris Dalziel (0151 934 3337)

**EXEMPT/
CONFIDENTIAL:** NO

PURPOSE/SUMMARY:

The purpose of this report is to seek approval for the capital expenditure detailed in this report.

REASON WHY DECISION REQUIRED:

The Cabinet Member has delegated powers to approve the scheme detailed in this report and to refer it to Cabinet for inclusion in the Children, Schools & Families Capital Programme.

RECOMMENDATION(S):

The Cabinet Member is recommended to:-

- i) approve the proposed scheme;
- ii) refer the proposed expenditure to Cabinet for inclusion in the Children, Schools & Families Capital Programme 2009/10.

KEY DECISION: No.

FORWARD PLAN: Not appropriate.

IMPLEMENTATION DATE: Following the expiry of the "call-in" period for the Minutes of the Cabinet meeting.

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ALTERNATIVE OPTIONS:

Not appropriate.

IMPLICATIONS:

Budget/Policy Framework: None.

Financial: There are no financial implications for the Council's general resources as all funding is from specific resources. The £25,000 Capital Grant for Redesignating Specialist Schools will increase the Children, Schools & Families Capital Programme as detailed in the table below.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure	25,000			
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
Redesignating Specialist Schools Grant	25,000			
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton Funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: Not appropriate.

Risk Assessment: There are no financial risks associated with this scheme as all funding is from specific resources.

Asset Management: The funding will improve specific areas at Formby High School and the proposal is in line with the Schools' Asset Management Plan.

CONSULTATION UNDERTAKEN/VIEWS

FD 303 - The Acting Finance and Information Services Director has been consulted and his comments have been incorporated into this report.
The Department for Children, Schools and Families (DCSF) has been consulted on, and has approved, the proposals.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	✓		
2	Creating Safe Communities		✓	
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being		✓	
5	Environmental Sustainability		✓	
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy	✓		
8	Children and Young People	✓		

LINKS TO ENSURING INTEGRATION:

The proposals will create highly effective, inclusive learning environments for all age groups where learners can enjoy and achieve and will help to create a culture and an environment where people can make a positive contribution to their community.

IMPACT UPON CHILDREN, SCHOOLS & FAMILIES TARGETS AND PRIORITIES:

The proposal will have a positive impact on the following LAA targets:-

- ❖ Educational achievement and training.
- ❖ Making a positive contribution.
- ❖ Changing perceptions.
- ❖ Statutory Education Targets.

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

None.

Agenda Item 18

SPECIALIST SCHOOLS PROGRAMME CAPITAL GRANT: FORMBY HIGH SCHOOL

1. Background

- 1.1 Formby High School became a Specialist School for Arts in September 2006 and later achieved a second specialism for science. An Ofsted Section 5 inspection was carried out at the school in May 2008 and Formby was judged to be an outstanding school.
- 1.2 A school's most recent Ofsted Section 5 inspection is used to review progress and performance and to kick start the process of redesignation. This enables a school to extend their designation for a further period and thereby qualify for a further phase of funding.
- 1.3 To be redesignated, a specialist school must demonstrate at least adequate progress in meeting the requirements of the Specialist School Programme. This includes setting and achieving challenging targets for whole-school improvement, raising standards in their specialist subjects and delivering purposeful support for partner schools and community-based activities.

2. Funding

- 2.1 From September 2008, specialist schools that have successfully redesignated will have the opportunity to access a £25,000 capital grant if they can match this with £25,000 of sponsorship. This provides the school with an opportunity to renew facilities and equipment as well as improving and sustaining relationships with business/employer partners. Formby High School has been allocated such a grant.
- 2.2 The £25,000 sponsorship can be secured in cash or in kind (either as goods or services such as curriculum support, mentoring etc) from businesses and employers. A portion of the sponsorship can also come from charitable donations, including money raised by parent organisations.
- 2.3 The school has provided details of the sponsorship contributions including an in kind portion as ICT software which have been approved by the DCSF.
- 2.4 The school proposes to use the £25,000 Capital Grant and the additional sponsorship funding as detailed below and again these proposals have DCSF approval.

Proposal	Estimated Cost £
Refurbishment and improvements to Drama room	5,220
Refurbishment and improvements to Music room	12,490
Refurbishment and improvements to Dance Studio	12,714
Partitioning to World of Work room	2,610
Portable recording system	1,966
Software (in kind)	15,000
Total	50,000

3. **Recommendation(s)**

3.1 The Cabinet Member is recommended to:-

- i) approve the proposed scheme;
- ii) refer the proposed expenditure to Cabinet for inclusion in the Children, Schools & Families Capital Programme 2009/10.

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REPORT TO: Cabinet Member – Technical Services
Cabinet Member – Regeneration
Cabinet Member – Leisure and Tourism
Cabinet

DATE: 10th February 2010
17th February 2010
24th February 2010
4th March 2010

SUBJECT: An Economic Strategy for Rural Merseyside and Action Plan – Phase 2

WARDS AFFECTED: All

REPORT OF: Andy Wallis Planning & Economic Development Director

CONTACT OFFICER: Mo Kundi
0151 934 3447

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To inform Members of the completion of the Merseyside Rural Economic Strategy, and the start of the phase 2 of the study, which involves the development of a detailed Action Plan.

REASON WHY DECISION REQUIRED:

To comply with standard portfolio reporting procedures.

RECOMMENDATION(S):

It is recommended that:-

Members:-

1. Note the content of the report, and progress made to date in the completion of the Merseyside Rural Economic Strategy, and
2. Request further progress reports.

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: After the call in period

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ALTERNATIVE OPTIONS:

The Merseyside Rural Economic Strategy, being undertaken by the five districts, the RDA, and the TMP has now been completed. The next phase is the development of a detailed, integrated Action Plan, which would support the preparation of bids to draw down funding from the RDA, ERDF and other appropriate sources. Not to proceed with this option would jeopardise Sefton Council's, its partners' and the relevant local business' ability to attract funding.

IMPLICATIONS:

Budget/Policy Framework:

Financial: There are no additional financial implications as a result of this report.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N				
How will the service be funded post expiry?	N/A			

Legal: N/A

Risk Assessment: N/A

Asset Management: N/A

FD 297 - The Acting Finance and Information Services Director has been consulted and has no comments on this report.
Legal, Technical Services, Leisure and Tourism Services

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	/		
2	Creating Safe Communities	/		
3	Jobs and Prosperity	/		
4	Improving Health and Well-Being	/		
5	Environmental Sustainability	/		
6	Creating Inclusive Communities	/		
7	Improving the Quality of Council Services and Strengthening local Democracy	/		
8	Children and Young People	/		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Report to Cabinet dated 5th February 2009 entitled 'Rural Development Programme for England, and Merseyside Rural Economy Action Plan'.

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1.0 Background

- 1.1. Cabinet at their meeting on 5th February 2009 considered a report entitled Rural Development Programme for England, and Merseyside Rural Economy Action Plan'. The first element of the report provided information on the £3.9 billion Rural Development Programme for England (RDPE), and indicated that whilst vast majority of this money was earmarked for agri-environment and other land management schemes in rural areas, however some £2.2 million was available for projects within the Merseyside sub-region. The report highlighted the structure created for the management and delivery of the Merseyside element of the RDPE, and how officers were working in partnership with a range of stakeholders to ensure that Sefton benefited from this programme. Reports entitled 'Funding Opportunities' are presented regularly to the Cabinet, which shows some of the projects currently seeking funding from this source.
- 1.2. The second element of the report focused on need for the sub-region to develop a Merseyside Rural Economic Strategy. For a number of reasons rural areas in Merseyside have generally been undervalued and underexploited, and yet they have significant potential to grow and prosper and add value to the overall economic base of the region. Linked to this is the fact there are significant areas of deprivation in rural areas, which the government has recognised as need addressing. The development of a Merseyside Rural Economic Action Plan would provides an opportunity to get a comprehensive picture of the rural economy and to identify actions required.
- 1.3. This report provides information on the initial findings of the study undertaken by specialists Consultants 'Rural Innovation', and the next steps required for the development of an Action Plan, which should attract funding from a number of sources, including the RDA.

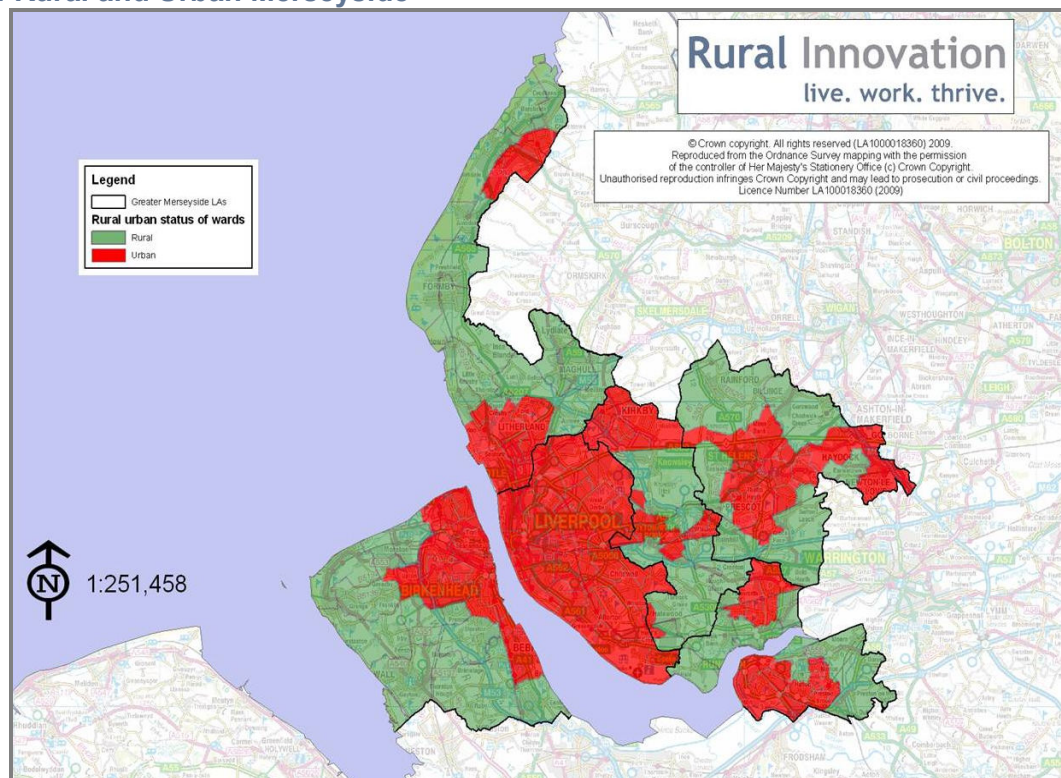
2.0 Key Findings – Rural Merseyside

- 2.1 The study undertaken by Consultants 'Rural Innovation' show that 'rural areas of Merseyside play their part in delivering the sub-region's economic output. Their contribution of £5.3 billion equated to 25.5% of total sub-regional GVA in 2006 (£20.7 billion), slightly in excess of their 24.5% share of total employment. The rural areas host some of Merseyside's most important wards in GVA terms. For example Daresbury and Knowsley Park provide in the region of 3.5% of regional GVA. Rural wards are consistent contributors to sub-regional GVA (there are only 5 rural wards in the 35 lowest contributors) and provide the space and raw materials for some of the sub-region's most important employment sites'.
- 2.2 This level of contribution is all the more impressive when it is considered that much of the rural area operates with inherent disadvantages such as limited access to working age population, the influence of the green belt and a planning system which seeks to focus growth in urban areas. Despite these constraints the evidence shows that improvements in productivity in rural areas have kept pace with urban growth, and that the rate of overall growth in GVA is higher in some parts of the rural area (notably St.Helens, Knowsley and Wirral) than in parts of the urban area, and across Merseyside as a whole.
- 2.3 The economic contribution of the rural areas extends beyond workplace GVA. They also attract, and host a significant proportion of sub-region's highly qualified labour force. This is an important function in economic terms, although

these travel to work patterns are likely to become an increasing challenge in planning towards a low carbon future.

- 2.4 The rural area of Merseyside has been defined by the five local authorities, plus Halton. It has been created by allocating each ward as being either urban or rural. This allocation was based on the extent of the Merseyside Green Belt, the incidence of open countryside and the predominant land use. It also aligns to the area defined as eligible for investment under the Merseyside RDPE Programme managed by the NWDA¹ on behalf of Defra. It is important to note that the rural area, as so defined, is very different from that identified by the government's rural / urban definition. This is based on population density and classifies virtually all of Merseyside as urban. The area defined as rural for the purpose of this study is shown in Map 1 below.

Map 1: Rural and Urban Merseyside



- 2.5 The rural area does not relate exclusively to open countryside. It includes some settlements and built up areas. It also includes some major employment sites, such as the Science and Innovation Park at Daresbury and the hospitals at Arrow Park and Clatterbridge on the Wirral. This is entirely consistent with rural areas beyond Merseyside which include large market towns (such as Northwich and Ormskirk) and major employment sites such as the BAE campuses and Salmesbury and Warton and the former BNFL site at Clifton to the north of Preston.

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- 2.6 Notwithstanding the above, Officers have challenged the inclusion of Dukes Ward, as it was felt that this skews the findings too much in Sefton's case, and this has been accepted by the consultants.
- 2.7 The bullet points below highlights some of the key findings of the study:-
- Rural Greater Merseyside (GM) hosts 29% of the total population
 - Fewer 20 – 24 year olds, more 50 year olds
 - Total population of GM has fallen (2001 – 2007); falling at lower rate in rural GM than urban GM
 - Working age population has fallen slightly in rural GM (2001 – 2007)
 - Working age population has risen in urban GM, in the NW and nationally
 - Higher household income in rural GM than urban GM
 - Higher skill levels in rural GM than urban GM
 - Lower deprivation (IMD) in rural GM than urban GM
 - Distribution of business stock by sector v similar rural and urban GM
 - Largest % of businesses in rural area is the business services sector (c.25%)
 - Other major sectors for stock are construction (c.11%) and retail (c.14%)
 - Size profile of business stock v similar rural and urban GM – lower % of small businesses than regional and national average
 - Rural GM contributes 25.5% of the sub regions GVA
 - > than share of employment (24.5%)
 - < than share of population (29%) and business stock (30%)
 - Rural GM contributes:
 - 35% of GVA from the production sector (agriculture < 1% GVA)
 - 32% of GVA from the construction sector
 - 28% of GVA from the distribution, transport and communication sector
 - 21% of GVA from business services and finance sector
 - 21% of GVA from public administration, education, health and other services sectors
- 2.7 The Consultants undertaking the Merseyside Rural Economic Strategy presented their final findings on 3rd December 2009 at Bootle Town Hall. Should Members wish to explore in more detail the findings of the report, a copy of the final report is available on request.
- 3.0 Development of Integrated Action Plan**
- 3.1 The purpose of Phase 2 is the production of a detailed, integrated Action Plan (to incorporate the RDPE programme) with related monitoring and programme management structure. This Action Plan should then support the preparation of

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master bids to draw down funding from the NWDA, ERDF and other appropriate sources (i.e. Heritage Lottery Fund).

- 3.2 This work will then lead to the development of an Integrated Action Plan, which will set out a programme of activity and interventions across the study area to deliver the aims and objectives developed in the Strategy in Phase 1.

This Action Plan will:-

- Comprise a series of individual projects (local and sub-regional);
- Define costs, funding sources, responsible bodies and timescales;
- Encompass the RDPE / Leader programme (and funding); and
- Include an Assessment Framework with appropriate key performance indicators, targets and outcomes (aligned with NWDA, ERDF and other relevant programme criteria).

- 3.3 On completion of the Action Plan, Consultants will also:-

- Define and set out the programme monitoring and programme management structure required for implementation; and
- Prepare bids to draw down funding from the NWDA, ERDF and other identified sources.

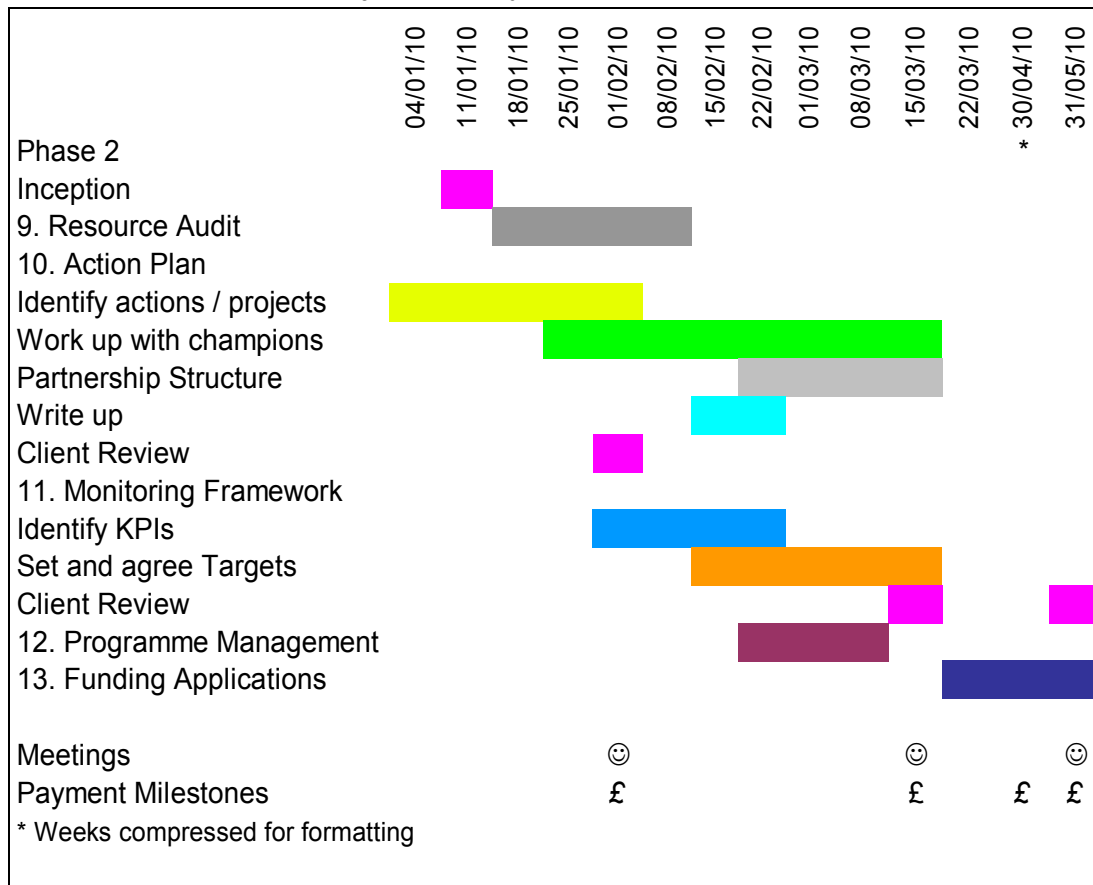
- 3.4 As part of on going Phase 1 work, but clearly linked to the development of the Action Plan, Consultants will also:-

- Review and define the resources and stakeholders needed to implement any actions / action plan and identify their likely source;
- Map relevant local, sub-regional and regional programmes that may support delivery of the REAP (and vice versa); and
- Provide recommendations on the appropriate structures, actors and partnership arrangements to delivery the strategy

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3.5 The Table below provides an indicative time scale for the development of the Action Plan and related activities.

Table 2 – Phase Two – Project Delivery Timetable



4.0 Summary

- 4.1 The development of an Economic Strategy and Action Plan for Rural Merseyside is partially complete. Phase 1 has provided an overarching analysis of the economic performance and function of Rural Merseyside. This has demonstrated the material contribution that Rural Merseyside makes to the economy of the sub-region. It has shown that a productivity gap remains between parts of the rural and urban areas, and that Rural Merseyside has the potential to increase its economic contribution.
- 4.2 Further analysis of the future challenges and opportunities facing Merseyside in the transition to a sustainable, low carbon economy has shown the importance of rural areas and the role that they can play. This analysis has also shown the need for a debate around the future role and function of Merseyside’s countryside, its relationship with the “urban core” and the role of rural settlements.
- 4.3 The project to develop a Rural Economic Strategy and Action Plan is now moving into the second phase. The purpose of Phase 2 is the production of a detailed, integrated Action Plan with related monitoring and programme management structure. This Action Plan should then support the preparation of master bids to draw down funding from the NWDA, ERDF and other appropriate sources (i.e. Heritage Lottery Fund).

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- 4.4 In order to facilitate the development of the Action Plan, and in particular to ensure the Action Plan reflects the need and aspiration of Sefton Council, its partner organisations such as Parish Councils, relevant Area Committees, and local stakeholders, consideration is being given to Consultants hosting a number of meetings within Sefton. Members will be kept informed of these meetings, should they wish to attend.

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REPORT TO: Planning
Cabinet Member – Regeneration
Cabinet

DATE: 10th February 2010
17th February 2010
4th March 2010

SUBJECT: Joint Employment Land and Premises Study 2008 – Final Report

**WARDS
AFFECTED:** All

REPORT OF: Andy Wallis – Planning and Economic Development Director

**CONTACT
OFFICER:** Alan Young
Strategic Planning and Information Manager
☎ 0151 934 3551

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To report the key findings of the Joint Employment Land and Premises Study, one of a number of key evidence gathering studies that are being undertaken to inform the Core Strategy process and to guide advice and decisions on individual employment proposals and planning applications.

REASON WHY DECISION REQUIRED:

To indicate Council support for key advice contained in the study document.

RECOMMENDATION(S):

That:

- (i) Planning Committee and Cabinet Member – Regeneration note the key findings of the Joint Employment Land and Premises Study for Sefton;
- ii) Planning Committee endorses the key findings of the study to inform the emerging Core Strategy process and advice and decisions in relation to individual proposals and planning applications.
- (iii) Cabinet Member – Regeneration endorses the key findings of the study to inform the emerging Core Strategy; and
- (iv) Cabinet agrees the report.

KEY DECISION: Yes

FORWARD PLAN: Yes

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IMPLEMENTATION DATE:

Following expiry of call in period after Cabinet meeting on 4TH March 2010

ALTERNATIVE OPTIONS:

None

IMPLICATIONS:

None

Budget/Policy Framework:

None

Financial:

<u>CAPITAL EXPENDITURE</u>	2009 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure	£32,000*			
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

* This is Sefton's share of the joint study cost (total cost £100,000) has/will be paid over 2008/2009 and 2009/2010

Legal:

N/A

Risk Assessment:

N/A

Asset Management:

N/A

CONSULTATION UNDERTAKEN/VIEWS

N/A

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		✓	
2	Creating Safe Communities		✓	
3	Jobs and Prosperity	✓		
4	Improving Health and Well-Being	✓		
5	Environmental Sustainability	✓		
6	Creating Inclusive Communities	✓		
7	Improving the Quality of Council Services and Strengthening local Democracy		✓	
8	Children and Young People		✓	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

The ODPM Guidance Note 'Employment Land Reviews, December 2004

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JOINT EMPLOYMENT LAND AND PREMISES STUDY 2008 – FINAL REPORT

1.0 Background

- 1.1 Following a competitive tender selection process, the Council commissioned specialist consultants, the BE Group, to undertake a Joint Employment Land and Premises Study (EL&P Study) on 30th April 2008. The study is a joint study commissioned on behalf of Halton, Knowsley, Sefton and West Lancashire local authorities respectively. The study has been led and tendered for by Sefton and funded by the four local authorities on a split cost basis, based on an agreed formula. Its principal purposes are to inform the preparation of the Council's Local Development Framework Core Strategy and to guide advice on pre application proposals and planning applications which raise employment land and premises issues.
- 1.2 The Joint Employment Land and Premises Study report follows the general structure of the guidance set out in Employment Land Reviews: Guidance Note, published by the ODPM in December 2004 and the more recently published CLG 'Consultation Paper on a new Planning Policy Statement 4: Planning for Sustainable Economic Development', although it predates the now published final document which will be subject to a separate report that will be submitted to Planning Committee in the next cycle. Furthermore, it adheres to Planning Policy Statement 12: Local Spatial Planning in ensuring that all necessary outputs are provided and that such options pass the prescribed tests of soundness.
- 1.3 A copy of the Joint Employment Land and Premises Study and its contained Executive Summary can be inspected on the Sefton website at www.sefton.gov.uk/elps
- 1.4 The study context and approach are set out in Section 2; the key elements of the study are set out in Section 3 and a summary of the key findings of the study are highlighted in Section 4. However, because the study report is a long and detailed document, for the avoidance of doubt, this report simply summarises some of the key elements that may be of particular interest to Members, and does not purport to be comprehensive in considering all matters raised in the study report. The definitive position is set out in the Joint Employment Land and Premises Study document and its Appendices.
- 1.5 Importantly, the draft study version of the document has been subject to key stakeholder involvement and to a full public and stakeholder consultation that have resulted in detailed comments and criticisms being made. These, in turn, have all been taken into account and have informed the preparation of the final study report. This process and its implications are set out later in the committee report at Section 2, para 2.3 below.
- 1.6 For the avoidance of doubt the study has embraced both employment land and premises and where the former is referred to in isolation, it is intended to include premises.

2.0 Study Context and Approach

(i) Study Context

- 2.1 The study follows the advice set out in the ODPM Guidance Note on Employment Land Reviews suggests a three stage process to employment land evaluation as set out in the consultant's tender brief. The key tasks are:
- (i) To assess each local authority's economy to inform the amount, location and type of employment land and premises to facilitate development and growth.
 - (ii) To review the current portfolio of employment land and premises within each local authority area.
 - (iii) To recommend future allocations of employment land to maintain each area's economic growth and, if appropriate, identify existing employment sites which could

be transferred to other uses.

In reality the three stage process formalises what, in practice, has been an iterative process to the review of the need for land for employment. The study is base dated to April 2008 and looks forward to eighteen years 2026.

(ii) Study Approach

- 2.2 The Employment Land and Premises Study has closely followed the advice set out in para 1.2 above and, in this regard, the study process can therefore be regarded as robust and reflective of best practice elsewhere in undertaking such studies. Specifically, it has included full stakeholder consultations with public sector agencies and other key stakeholders and a full company survey that included 533 completed questionnaires distributed across the study area and 223 in Sefton, in particular. This data has provided a large body of evidence about the demand for land and premises and has helped to inform the study's conclusions and recommendations.
- 2.3 To give added weigh to this study, the draft Joint Employment Land and Premises Study has gone significantly beyond the advice in the ODPM Guidance Note and additionally been subject to a formal full public consultation in order to maximise the opportunity for stakeholders and others to comment on, and have a direct input to the study. This has, among other things, enabled the draft findings of the study to be substantiated and tested against the practical experience of landowners, property professionals, local community members/ the wider public and regional stakeholders. In this regard, the draft Employment Land and Premises Study was initially made available for public consultation between 25th May and 25th June 2009. Subsequently, this consultation period was extended by a further two weeks until 9th July 2009. The public consultation generated 88 representations covering the four local authority areas. There were 6 Sefton specific comments and 15 general comments relating to Sefton. All comments have been fully addressed in taking forward the draft study to a final study document.
- 2.4 As part of this process the study has examined Strategic Housing Land Availability Assessment (SHLAA) 'call for sites' sites (submitted by landowners, developers etc), which were in employment, use but suggested for non-employment uses, or in non-employment uses but suggested for employment uses. In this regard, most sites submitted under this category were suggested for non-employment higher value uses as opposed to current or allocated employment uses. This pressure was greatest in Sefton.
- 3.0 Key Elements of the Study**
- 3.1 In policy terms the study has to conform to both national and regional guidance. At the national level this is guided by a series of planning policy guidance notes and statements. Key factors in deciding new employment land allocations in LDFs are:
- the need to ensure the provision of sufficient land to meet future business requirements;
 - that the land should be readily capable of development;
 - land should be well served by infrastructure; and
 - at locations that are sustainable and connected by public transport.
- 3.2 Specifically, regional policies have important implications for employment land provision and in this regard, RSS Policy W3 sets out employment land requirements by sub-regional area, through to 2021 and proposes that the disaggregation to individual local authority areas be addressed by the respective sub-regions and 4NW.
- 3.3 Linked to the above, it is a longstanding regional objective to restructure the North West economy towards more productive, higher value, higher skilled economic activities and providing suitable employment sites in the right locations. This is considered necessary to attract and retain high value sectors.

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- 3.4 The Study has included a full and comprehensive review of all employment commitments in the respective local authority areas. In Sefton this includes a review of 25 employment sites totalling 70.73 hectares and, linked to this, an assessment of all existing employment areas comprising 22 discrete areas (principally but not exclusively primarily industrial areas) totalling 345.34 hectares
- 3.5 The study has used different approaches to quantify new employment land requirements for the respective local authorities. Each approach has produced different outcomes. In this regard, Oxford Economics were sub-contracted by the BE Group to provide up-to-date economic forecasts taking account of the 'credit crunch' but assuming that the economy will recover by 2011. These forecasts related to labour supply projections, employment sector change and public sector economic development strategies. They suggested a need for only 38 hectares of additional land over the whole study area, over the period from 2008 to 2026. This, in the BE Group's view, was explained in major part by the increased need for offices and warehouse uses (more intensive) being counterbalanced by the reduced need for manufacturing (less intensive).
- 3.6 However, the BE Group note that the Oxford Economics' forecasts represent the absolute minimum amount of land needed since they make no allowance for market churn, nor the need for a choice of sites and premises to offer sufficient opportunities for businesses at different stages of their life cycle. Furthermore, the forecasts assume that industry sectors which yield a forecast negative employment change will not generally need additional land. In BE Group's view this is not correct as there will be businesses in these sectors that require more space. Furthermore, in the BE Group's view the economic forecasts are flawed because:
- they presume that job densities and development ratios will remain unchanged into the future but they may fall due to productivity growth within manufacturing
 - for most locations in the study area new office developments are going to be focused on business parks and not in town centres. This means that new office floorspace and site densities will replicate existing (generally lower density development) rather than deviate from them
 - they do not take account of the level and nature of existing employment land supply.
- 3.7 In contrast, the Study prefers the use of representative long-term trend based forecasts of land take-up for the study area, after including an allowance for a 20% buffer to allow for 'range, choice and a continuum of supply post 2026' and as adjusted to take account of known intervention schemes, to set an additional land requirement of almost 390 hectares for the study area embracing the four local authorities, of which Sefton would need to find 40.01 hectares over the period to 2026. This is addressed in more detail under para 4.1, bullet two below. The BE Group have separately advised the Council that they have undertaken 27 similar studies since 2003 and in each case they have opted for the longer-term trend forecast of take-up in preference to those derived from economic forecasting. They have further advised the Council that they have been able to robustly defend this stance in public inquiries when challenged.

4.0 A Summary of the Key Findings of the Study

- 4.1 The key findings of the study may be summarised below:
- there is a clear need to maintain all Sefton's employment land allocations and Primarily Industrial Areas across the Borough. In addition, and importantly, the Study recommends "*Sefton need to be cautious in considering the release of sites for non-employment uses, as recent take-up has been below the longer term trend, and this has been influenced by the lack of viable opportunities rather than reduced demand*". Given this, the Study urges Sefton to apply caution in considering the release of employment sites for non-employment uses because of an apparent lack of demand, which may be reflective of short term factors rather than a long term lack of demand.
 - in meeting the 40.01 ha requirement for new employment land in Sefton, the Study advises that there are potential opportunities for recycling/remodelling of employment

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land at various locations in the Borough. If all of these opportunities were realised then Sefton would be able to secure an additional 53.13 ha of new development land and would therefore not require any new allocations, subject to the caveat for North Sefton as set out in the bullet point immediately below.

- whilst a key finding of the Study is that if all recycling/remodelling opportunities were realised across the Borough, there would not be a need for new employment allocations in general, a very important caveat to this is that North Sefton's supply is seriously constrained. In this regard, the key role of Southport Business Park as a facility for predominantly B1 office use (subject to favourable consideration being given to allowing main car dealerships in the north east quadrant) is firmly endorsed as is the proposed extension to Southport Business Park into the south east quadrant (which is currently part of the land allocated for housing purposes). The study also recommends that Sefton will need to identify further land for a successor business park, either to the east of Southport generally or possibly (by agreement with West Lancashire Borough Council) on land at nearby Scarisbrick. This site would need to come on stream in the longer term (i.e. post 2020), but because of lead-in time implications, the site would need to be identified at least four years ahead of this date (i.e. in 2016).
- in light of the seriously constrained supply in North Sefton, the Study recommends that the Council should protect current employment sites from other forms of development, including the former Philips Factory at Balmoral Drive (described as a *'scarce opportunity in Southport for a reasonably sized employment area'*) and backland employment sites. With regard to the latter, the Study notes that *'whilst individually small, collectively they are an important resource'* that Sefton should retain. However, it acknowledges that the separate emerging Strategic Housing Land Availability Assessment appears to be suggesting that some of these backland sites should be considered for housing. Accordingly, the Study advises that *'Sefton Council will have to balance these conflicting pressures as it takes forward its Core Strategy'*.
- in terms of the HMRI process, the Study notes that there have been important and necessary employment losses to housing to support this vital process but it is important that Sefton now *'adopts a balanced approach with employment opportunities protected in the HMRI area for the existing and new population. This will ensure HMRI communities are economically viable and sustainable. This could be achieved by windfall employment sites where housing is no longer considered appropriate'*.
- the Study notes that the Port is constrained in terms of potential expansion land, and that the Seaforth Nature Reserve is the only realistic opportunity to meet this need. However, *'it is excluded from the terms of reference of this study'* by virtue of the environmental/ecological designation (it is a Site of Special Scientific Interest, a proposed Ramsar Site, and a potential Special Protection Area). The Study concludes that *'further growth is likely to be difficult without a comprehensive partnership approach between Peel Ports, Sefton, Wirral and Liverpool to address how growth needs could be satisfactorily resolved along the key routes to and from the Port. This will include reconciling port-related functions such as container storage and warehousing, with local authority objectives of improved environments and higher job creation activities.'*
- additionally, the Study raises major issues about the robustness / current relevance of RSS Policy W3 with regard to employment land provision. Specifically, it raises a major issue about the disaggregation of the RSS Policy W3 requirements, which imply a *'hugely increased'* quantity of employment land requirements for Knowsley and West Lancashire but also significant additional requirements for the Sefton and Halton. Accordingly *'this poses a serious challenge to the evidence base that must support the LDF documents'* and the Study recommends that *'discussions with 4NW commence urgently'*. It will therefore be critical that we positively engage 4NW regarding use of the RSS figure as the basis for future land requirements. 4NW's response to the draft Study consultation indicated that they were happy to meet with us to discuss the issues raised by the Study.

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- a further point has been made in the Study that the demand for industrial land and premises was significantly higher than that for office development in Sefton.
- finally, the Study notes that Sefton's vacancy rates for industrial floorspace are around 5% - well below the average for the sub-region. Vacancy rates in the office sector are 4% - again the lowest of the four authorities involved in the Study. This, in the Study's view, is indicative of the continuing strong demand for employment land and premises in the Borough.

5.0 Director's Comments

- 5.1 The Employment Land and Premises Study is one of a number of key evidence gathering studies which are being prepared and will be used to inform Sefton's emerging Core Strategy. The study will also be used to inform advice on individual development proposals and planning applications which involve the development of land in employment use.
- 5.2 The key message contained in the Study is that Sefton has a constrained employment land supply and this resource needs to be protected to meet current and future employment needs arising in the Borough, and also to minimise the need to identify 'new' employment land. If we are able to protect this supply and actively recycle/remodel underused and vacant employment (and potentially other surplus land) land across the Borough, we would not need to make any new employment allocations as part of the Core Strategy process. However, the serious caveat to this is that supply is already constrained in North Sefton and we must therefore carefully protect all our employment sites (allocated and Primarily Industrial Areas) for employment uses in this part of the Borough. In this regard, Southport Business Park has a pivotal role to play in meeting North Sefton's employment needs but this supply will inevitably run out in the future. On the basis of the BE Group's advice, this supply (including any proposed extension into the south east quadrant presently allocated for housing development) would be likely to meet needs up to about 2020. However, a successor site will need to be identified in about 2016 (to allow for a 4 year lead-in time to it being available) and this will create considerable planning challenges, not least because the Study suggests that if we can't find a suitable site in eastern Southport, a preferred location it may be needed on nearby land in neighbouring West Lancashire Borough Council's area. This would clearly require sensitive discussions with a neighbouring local authority. In the south of the borough, the need to recycle /remodel existing employment sites adds considerable weight to employment initiatives such as the Dunnings Bridge Road programme of environmental improvements and the related investment initiatives to the employment sites and, in particular, Atlantic Park as part of the NWDA's role in supporting the regional strategic site. Similarly, the Building Schools for the Future initiative may offer some opportunities to create some 'new' employment sites from surplus school sites.
- 5.3 Importantly, the Study also notes that backland employment sites in Southport make an important contribution to overall employment provision and should be protected as employment sites. However, it recognises that there are increasing pressures to seek alternative housing uses on some of these sites. In this regard, the emerging Strategic Housing Land Availability Assessment highlights these tensions, as a number of such sites have been suggested for alternative higher value housing uses. In this regard, we are also aware of increasing housing development interest in respect of a number of backland employment sites, despite the current depressed housing market. Accordingly, and in order to address these competing pressures, Members should note that we are currently in the process of drafting a Supplementary Planning Document (SPD) on Safeguarding Employment Land to, among other things, address these tensions and a draft of this document will be submitted to Planning Committee for its consideration at a later date.
- 5.4 With regard to the Port, the Study notes that it is constrained in terms of potential expansion land, and concludes that the Seaforth Nature Reserve is the only realistic opportunity to meet this need. However, *'it is excluded from the terms of reference of this study'* by virtue of the environmental / ecological designation (it is a Site of Special Scientific Interest, a proposed Ramsar Site, and a potential Special Protection Area). The Study acknowledges that further growth is likely to be difficult without a comprehensive partnership approach between Peel Ports, Sefton, Wirral and Liverpool to address how growth needs could be satisfactorily resolved along the key routes to and from the Port. This will clearly be a key planning challenge we will have to

address as we take forward our Core Strategy. In this regard, positive dialogue is ongoing with the Port and its representatives, acknowledging that the needs of the Port and, in particular, its need for additional capacity, has been accepted as part of the SuperPort initiative and recognised through the Liverpool City Region Multi Area Agreement. In short, the need for additional Port capacity will have to be carefully addressed as we move forward.

5.5 The Study raises major issues about the robustness/current relevance of RSS Policy W3 with regard to employment land provision and specifically questions whether the sub-regional employment requirements for Merseyside and Halton are now relevant, especially as we take forward our Core Strategy. Clearly, as advised in the Study, it will be important that discussions about this matter commence with 4NW as a matter of urgency and this process will need to start shortly, although we have already advised 4NW of our concerns and they have informally indicated that they would be happy to meet with us (and study partner authorities) to discuss the issues raised by the Study once it has been completed.

5.6 To conclude, the completion of this Study is timely has confirmed much of what we were already knew, albeit anecdotally, about employment land supply and needs in Sefton and especially the very tight employment land supply position that exists in North Sefton. It does, however, now provide us with a robust evidence base to address the issues arising from these pressures; both in terms of advice on pre applications and planning applications and in providing a firm evidence base on employment supply and needs which is necessary to take forward our Core Strategy.

6.0 Recommendations

6.1 That:

i) Planning Committee and Cabinet Member – Regeneration note the key findings of the Joint Employment Land and Premises Study for Sefton;

ii) Planning Committee endorses the key findings of the study to inform the emerging Core Strategy process and advice and decisions in relation to individual proposals and planning applications.

iii) Cabinet Member – Regeneration endorses the key findings of the study to inform the emerging Core Strategy; and

(iv) Cabinet agrees the report

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REPORT TO: Cabinet Member Regeneration
Planning Committee
Cabinet

DATE: 10th February 2010
17th February 2010
4th March 2010

SUBJECT: North West Regional Strategy 2010: Draft Part 1
Consultation

**WARDS
AFFECTED:** All

REPORT OF: Andy Wallis – Planning and Economic Development Director

**CONTACT
OFFICER:** Alan Young – Strategic Planning and Information Manager
Tele: 0151 934 3551

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

This report is to inform Cabinet, Cabinet Member and Planning Committee of the consultation on the Draft Part 1 of the forthcoming Northwest Regional Strategy and to seek delegated authority from Cabinet for the Planning and Economic Regeneration Director to provide (partial) comments on behalf of Sefton and to contribute towards a joint Liverpool City Region response.

REASON WHY DECISION REQUIRED:

To enable the Planning and Economic Regeneration Director to provide comments on behalf of Sefton in addition to contributing to the joint Liverpool City Region Cabinet comments.

RECOMMENDATION(S):

It is recommended that:

- (i) Planning Committee, Cabinet Members and Cabinet note the key elements of the North West Regional Strategy 2010: Draft Part 1 Consultation and agree the suggested (partial) consultation response set out in the report; and
- (ii) agree that the Planning and Economic Regeneration Director be authorised to send the above, and any necessary further consultation comments, to the DCLG as part of the Council's formal response to this consultation exercise.

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: N/ Page 223

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ALTERNATIVE OPTIONS:

Do not respond to consultation – however, there is the possibility that the comments expressed in this report will no be addressed by other respondents.

IMPLICATIONS:

Budget/Policy Framework: None

Financial: None

<u>CAPITAL EXPENDITURE</u>	2009 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: N/A

Risk Assessment: N/A

Asset Management: N/A

CONSULTATION UNDERTAKEN/VIEWS

INTERNAL TO PLANNING AND ECONOMIC REGENERATION DEPARTMENT

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		✓	
2	Creating Safe Communities		✓	
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being		✓	
5	Environmental Sustainability		✓	
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy		✓	
8	Children and Young People		✓	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

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1. Background & Introduction

- 1.1 A new economy-focused Northwest Regional Strategy (RS2010) is currently being prepared that will replace the current Regional Economic and Spatial Strategies. The new Strategy will combine the region's planning and economic development policies into a single document. The Northwest agreed as a region to prepare an integrated regional strategy in 2008 and since then it has become a statutory requirement.
- 1.2 In developing and consulting upon the new Regional Strategy, 4NW have split the document into 3 separate parts – 'Part 1: High Level Strategic Framework', 'Part 2: Detailed Policies', and an 'Implementation Framework'. The current consultation relates to Part 1: High Level Strategic Framework, which once finalised will contain the vision and principles to guide the Strategy, as well as setting the higher-level policies and priorities. The public consultation opened on 4th January and will close on 26th February 2010.
- 1.3 Members may recall that Sefton responded to a 'Principles and Issues' consultation for RS2010 that took place during Spring 2009. The findings from this earlier consultation have now been developed to inform the preparation of the current consultation document.
- 1.4 The subsequent 'Part 2: Detailed Policies' and the Implementation Framework will be produced and consulted upon separately, and are currently forecast to be available for consultation during summer 2010 (alongside a revised Part 1). Members should note that Part 2 will contain the more detailed policies, including any regionally set targets (such as those relating to housing numbers). The policies contained within Part 2 will be set within the context of the overarching Part 1 policies. Finally, the Implementation Framework will demonstrate how and by whom it is intended the Regional Strategy will be delivered. Members will be notified at the appropriate time of Sefton's proposed response to the Part 2 / Implementation Strategy consultation.
- 1.5 In the limited time available, and given the range of specialisms covered, it has not been possible to co-ordinate a complete response to the Part 1 consultation at this time. The following is therefore a partial response that seeks to highlight the key issues and propose a series of initial responses to the consultation. This report therefore seeks delegated authority to provide additional comments on behalf of Sefton if the Planning and Economic Regeneration Director, in consultation with Cabinet Member Regeneration and Chair of Planning Committee, considers it necessary prior to the 26th February deadline.
- 1.6 Sefton's finalised response will also feed into a joint Merseyside response, which is being coordinated by The Mersey Partnership (TMP) and the Mersey Policy Unit (MPU) on behalf of the Merseyside authorities.

2. Draft Part 1 Consultation Document

'Strands' and 'outcomes'

- 2.1 The Strategy comprises of 4 key 'strands' which set out the priorities faced by the region. These strands are also supplemented by twelve related 'outcomes', which expand upon the strands. These are set out as follows ('strands' highlighted in bold):
 - **Capitalise on the opportunities of moving to a low-carbon economy and address climate change**

1. Promoting the sustainable use of resources and minimising and adapting the impact of climate change.
- **Build on our sources of international competitive advantage and regional distinctiveness**
 2. Ensuring the northwest has vibrant and attractive cities, towns and rural areas, capitalising on the region's rich cultural, heritage, sporting and university assets.
 3. Increasing the levels of enterprise and trade and creating the right conditions for business growth and sustainability in the region. Capitalising on the region's strengths and assets in international trade, intellectual property, advanced manufacturing, bio-medical and digital/creative.
 4. Increasing productivity, capitalising on the region's innovation, science and research assets and exploiting the Northwest's potential in the renewable and nuclear offer and worldwide opportunities from low-carbon technologies.
 5. Protecting, enhancing and developing the quality of the Northwest's outstanding environmental, natural and coastal landscape assets.
 - **Release the potential of our people and tackle poverty**
 6. Developing communities and places, which are sustainable and safe, with less deprivation and disadvantage within the region.
 7. Creating a world-class skills base, improving education, attracting and retaining talent as well as tackling gaps in basic, intermediate and graduate level skills.
 8. Having a healthy population, with a reduction in health inequalities and capitalising on the economic opportunities from changing health issues.
 9. Improving the range and depth of quality employment opportunities for all. Linking areas of opportunity and need, significantly reducing low employment rates and improving the supply of labour to businesses.
 - **Ensure the right housing and infrastructure for sustainable growth**
 10. Creating balanced housing markets across the Northwest that support economic growth, strengthen inclusion and ensure that everyone has access to appropriate, well-designed high-quality, affordable housing in mixed, sustainable communities.
 11. Delivering a high-quality, reliable and efficient infrastructure, transport and digital networks which contribute to sustainable development and ensuring that the region is better connected, locally and internationally.
 12. Ensuring high-quality, efficient and responsive public services.

3 Director's Comments

General Comments

- 3.1 In terms of focus and implications for Sefton, the strategy recognises the importance of the maritime sector and the Liverpool Superport including access, the potential for tidal power within the Mersey, and developing the city region offer around the visitor economy. The draft Strategy also provides welcome emphasis on regeneration in the

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Liverpool City Region, and the need to tackle barriers to reduce worklessness in our area.

- 3.2 The draft Strategy seeks to improve enterprise levels, investment in business incubation and growth facilities, support high value jobs in tourism and port-related development and continues to support Housing Market Renewal. Additionally, the Strategy also seeks to encourage investment in utilities infrastructure and strategic employment sites in the region.
- 3.3 In general terms, the key messages of the draft Strategy are welcomed and supported, subject to the detailed comments set out in this report.

Climate Change and Low Carbon Economy

- 3.4 Climate change, and moving to a low carbon economy, is identified as the single biggest challenge facing the region over the next 20 years. The Strategy states that the region should look to position itself to take full advantage of the opportunities from low-carbon energy and technology, and seek to reduce demand for energy and other resources. The Strategy also emphasises that it will be necessary to understand and adapt to the implications of unavoidable climate change.
- 3.5 The over-riding commitment to address climate change is an important statement of intent. However the extent to which climate change adjustment limits or over-rides other objectives is less clear. In particular, the Strategy raises (but does not answer) difficult questions on the balance between reducing consumption, demand and carbon requirements, but at the same time achieving growth.

Economic Regeneration

- 3.6 Whilst the draft Strategy supports the continuation of regeneration initiatives in Merseyside, there is some concern that regeneration should be given greater emphasis in the document. Although regeneration is listed as one of the 12 'outcomes' (above), and as one of 4 'Strategic Options' (see below), it is considered that the aim of matching need to opportunity should be embedded in 'the vision' and / or the 'strategic objectives'.
- 3.7 It is also considered that there should be greater reference to the contribution made by small/medium growth-oriented enterprises that are the backbone of the regional economy and the source of significant investment and employment. At present, the Strategy sets the threshold for support to business growth and development at a very high level, prioritising only regionally significant investment in the "internationally competitive sector".

Tourism and the role of Southport

- 3.8 A key concern regarding the document is that the role of Southport as a nationally recognised tourist destination is underplayed. Blackpool alone is singled out as a 'national' tourist destination, and it is considered that Southport should be given parity with Blackpool in this regard (it is instead referred to only as a 'regional destination'). No mention is made of Southport as 'England's Classic Resort', which is a significant omission, and reference should also be made to the 'Golf Coast' in underlining Southport's appeal. It should be noted that Southport was specifically referred to as the 'Classic Resort' in the 2006 Regional Economic Strategy, and it is considered that RS2010 should also include reference to this.

- 3.9 Another concern is that Southport's heritage appeal is not explicitly reflected in the Strategy. Whilst the 'key points' section within Appendix 2 recognises the opportunities to make more of the heritage appeal of Southport, alongside Chester, Lancaster and Carlisle, this is not reflected elsewhere in the document where only Chester, Lancaster and Carlisle are grouped together as 'heritage cities'.

The North West Coast

- 3.10 In addition, it is considered that the North West Coast as an entity in terms of brand and potential National/International/Regional Destination attractor could be more explicit. Its unique assets are capable of contributing to a valuable and varied visitor economy. The NW Coast should also be recognised as an important green infrastructure asset alongside any targeted support for more urban-based green infrastructure.

Spatial Options

- 3.11 In addition to the priorities and areas for action outlined above, the Strategy proposes four 'Spatial Options' which are designed to set out the range of choices that could be considered where there potential conflicts or spatial and distribution issues that arise. Respondents to the consultation are invited to identify which option they consider to be most appropriate for the emerging Strategy.
- 3.12 The four Spatial Options are as follows:
- Current position ("business as usual)
 - Focus on economic opportunity
 - Focus on protecting environmental resources and taking full advantage of environmental opportunities
 - Focus on regeneration and development to tackle social deprivation and inclusion.
- 3.13 We are not yet in a position to analyse the options sufficiently to make a firm judgement as to which would best for Sefton. The 'environmental limits' option is particularly difficult to assess, as we have no impact assessment on economic growth. Whilst there are merits to each option, it may be that a hybrid is required that incorporates elements of each.

Consultation Submission

- 3.14 A joint response to the Part 1 consultation is being jointly co-ordinated by TMP and MPU on behalf of the Merseyside authorities, and it is recommended that authority be delegated to the Planning and Economic Regeneration Director to agree these comments.
- 3.15 As stated above, this report constitutes a partial response to the RS2010 Part 1 consultation, and further consideration is needed to compile a final response. It is therefore recommended that authority be delegated to the Planning and Economic Regeneration Director to make additional comments to those made above in submitting a final response prior to the 26th February deadline.

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Recommendation(s):

It is recommended that Planning Committee:

- (i) note the key elements of the North West Regional Strategy 2010: Draft Part 1 Consultation and agree the suggested (partial) consultation response set out in the report; and
- (ii) agree that the Planning and Economic Regeneration Director be authorised to send the above, and any necessary further consultation comments, to the DCLG as part of the Council's formal response to this consultation exercise.

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REPORT TO: Cabinet Member Regeneration
Cabinet Member Technical Services
Cabinet

DATE: 17th February 2010
24th February 2010
4th March 2010

SUBJECT: Sefton Business Village Partnership Reports
(20th January 2010 Meeting)

**WARDS
AFFECTED:** All

REPORT OF: Andy Wallis – Planning and Economic Development
Director

**CONTACT
OFFICER:** Mo Kundi
0151 934 3447

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To inform Members of the activities undertaken by Sefton Business Village Partnerships

REASON WHY DECISION REQUIRED:

To comply with standard portfolio reporting procedures.

RECOMMENDATION(S):

It is recommended that:-

1. The content of report be noted, and that
2. When appropriate further reports on activities undertaken by Sefton Business Village Partnerships be presented.

KEY DECISION:

No

FORWARD PLAN:

No

IMPLEMENTATION DATE:

N/A

ALTERNATIVE OPTIONS:

Sefton Business Village Partnerships have been operating since 2002, with funding from the Regional Development Agency, Sefton Council, relevant Parish Councils, and the private sector, and have proved to be very successful vehicle for partnership working between the public sector, the local business community, and

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the voluntary sector for developing and delivering projects that benefit the business community and the public realm. The alternative option of not continuing Sefton Business Village Partnerships, would lead to loss of business engagement, the loss of valuable and free expertise that the business and the voluntary sectors bring to the table, and critically Sefton Council's ability to demonstrate business sector involvement as part of the Comprehensive Area Assessment regulations.

IMPLICATIONS:

Budget/Policy Framework:

Financial: There are no financial implications as a result of this report.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: N/A

Risk Assessment: N/A

Asset Management: N/A

CONSULTATION UNDERTAKEN/VIEWS:-

Legal
FD 317
Technical Services

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	Negative Impact
1	Creating a Learning Community	/		
2	Creating Safe Communities	/		
3	Jobs and Prosperity	/		
4	Improving Health and Well-Being	/		
5	Environmental Sustainability	/		
6	Creating Inclusive Communities	/		
7	Improving the Quality of Council Services and Strengthening local Democracy	/		
8	Children and Young People	/		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Report to Cabinet Member (Regeneration) 23rd November 2009, and the Cabinet 25th November 2009 entitled 'Sefton Business Village Partnership Reports (27th October 2009 Meeting)'.

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1.0 Background

- 1.1 The Cabinet Member for Regeneration at his meeting on 23rd November 2009, and the Cabinet at its meeting on 25th November 2009 considered a report entitled 'Sefton Business Village Partnership Reports, (27th October 2009 Meeting)'. The report provided an update on the current projects and activities being developed and delivered by Business Village Partnerships in Southport, Birkdale, Formby, Crosby, Waterloo, Bootle, and Altside, which covers the four Town/Parish Councils of Maghull, Aintree, Lydiate and Melling.
- 1.2 The Report also provided information on the work of Sefton Business Against Crime Partnerships operating in Southport, and Bootle.
- 1.3 Members consider the Report and requested that when appropriate further reports on activities undertaken by Sefton Business Village Partnerships be presented.

2.0 Further Update

- 2.1 The overarching Sefton Business Village Partnership Board met on 20th January 2010 to consider the latest reports submitted by each of the local partnerships, copies of which are attached as Annex A to this report.

3.0 Proposal

- 3.1 It is proposed that:-
 - The content of the report be noted, and
 - Further reports on activities undertaken by Sefton Business Village Partnerships be presented.

Sefton Business Village Partnership

20th January 2010

Bootle Town Hall (Committee Room 1)

Starting at 3.00pm



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Agenda

1. Introductions & Apologies

2. Reports

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3. Any Other Business

4. Dates and Venues of future meetings:

- 21st April 2010 Southport Town Hall (Birkdale Room) @ 3.00pm
- 21st July 2010 Bootle Town Hall (Committee Room 1) @ 3.00pm
- 20th October 2010 Southport Town Hall (Birkdale Room) @ 3.00pm

Sefton Business Village Partnership

Notes of meeting held on 27th October 2009 at

Southport Town Hall

Present:

Mo Kundi	Manager, Sefton BVP, Sefton MBC
Stuart Roberts	Chair, SBE/Specsavers
Jim Breen	Manager, SBE
Catherine Caddick	Chair, Crosby BVP/Caddick Jewellers
Derek Sarath	Manager, Waterloo BVP
Bob Greenhalgh	Chair, BTCM/Strand Shopping Centre
Steve Booth	Manager, SBAC and Birkdale BVP
John Keogh	Manager, Altside BVP
Valaina Bowker	Representing the Chair of SBE

Apologies:

Margaret Carney	Chair, CEO Sefton MBC
Councillor Robertson	Sefton MBC
Rob Uffendell	Chair, Birkdale BVP
Nicky Owen	Manager, Formby and Crosby BVPs
Gill Fell	Chair, Formby Partnership
Sue Dare	Chair, SBE
Les French	Chair, Altside BVP
Janet Barnet	Chair, Waterloo Traders Association
Chris White	Manager, BTCM
Steve Dickson	Sefton Chamber of Commerce

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1. Minutes of meeting held on 27th October 2009

1.1 Southport Business Enterprise

SBE Meeting

At its expanded SBE Board meeting in August, the Board considered the adverse impact of the recession on the town centre and agreed to focus on the following core activities to address this:-

- Marketing activity for the retail sector – “get customers into shops”
- Fill empty shops with quality retailers
- Attract new shops to Southport
- Share trading information, sales statistics, and other relevant data amongst retailers via a quarterly newsletter
- Expand SBE board to include more retailers

A newsletter capturing the above information will be issued in the 3rd quarter.

Business and Retail Strategy

Retail consultant White Young Green has been appointed to undertake a detailed Study of the current retail position and to assess future need, including the identification of potential sites. This study is expected to be completed in April/May 2010.

The former Woolworth site is to be occupied by H&M and New Look in early 2010. H&M is a welcome new addition to the Southport retail offer, and New Look is moving from Marble Place to larger premises.

Marketing

SBE conducted a survey of the 40 retailers who participated in the “**I Love Southport**” promotion in Spring 2009. The results show that whilst there was no significant increase in the customer numbers, the impact of the £1,000 prize draw was generally positive. Similarly, whilst the impact of free weekend Park and Ride was marginal in terms of new customers using the facility, however the impact of having the facility free was considered to be very positive.

As a result of the above the “I Love Southport” Campaign will now continue throughout the year with the aim of keeping shoppers royal and

attracting new customers from within the 30 mile radius. Discussions are also underway with Technical Services to provide some form of incentives for motorist leading up to Christmas period.

Action – Jim Breen

1.2 Birkdale Business Village Partnership

Britain in Bloom

The Partnership has been instrumental in Birkdale Village being in the finalist in the Britain in Bloom competition, with a decision regarding awards being declared in late October 2009. This is a significant achievement, which has lead to increased footfall and increased local pride in the village.

Events

The Partnership held a successful Arts and Crafts Day on Saturday 19th September, which attracted some 12 traders, and lead to local business deciding to stay open for the afternoon because of significant number of additional customers in the village.

The Partnership will be undertaking the Christmas Lights event on Thursday 3rd December, which will feature Children's Rides, Christmas related stalls, and live entertainment.

Action – Steve Booth

1.3 Formby Partnership

The Formby Partnership held its first "Formby Live!" event, and was considered an enormous success. All bars in the village participated in the Saturday night live entertainment, and the Sunday live music show featuring local performers attracted some 800 people. The Partnership having evaluated the event has agreed to repeat this event in 2010, and to make it even bigger and better.

Action – Nicky Owen

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1.4 Crosby Business Village Partnership

Events

The Crosby Summer Food and Fun Festival, comprising Farmer's Market, Children's Rides, Musical acts, and other activities took place on Saturday 22nd August. The event was very successful attracting increased footfall, and trade.

The Partnership will be holding its annual Christmas event on Friday 27th November 2009, with Christmas lights being switched on by Marina Dalglish and Dunes FM providing live entertainment.

A "Winter Classic" event is also being considered by the Partnership for March 2010, with classical music, classic winter food and drink, and art and craft activities.

Parking

An evaluation of the 12 week long free Saturday parking scheme in Sefton Council operated car parks in Crosby was considered a major success, and the Partnership is exploring possible similar incentives leading up to Christmas.

Action – Nicky Owen

1.5 Waterloo Business Village Partnership

Shopwaterloo.co.uk website

The website has details of some 160 businesses on the site, but because of the limited number of hits the Partnership is looking at promoting the site by linking it with other websites, including Crosby Herald, and Sefton Council

Car Parking Survey

The business community feels that car-parking problems as experienced by their customers is a significant factor in deterring trade. Consequently a detailed car parking survey will be undertaken, the results of which will be used to explore possible solutions via the Church Ward Forum. The Partnership has also agreed to send a representative to this Forum.

Business Rates

There are concerns amongst local businesses regarding business rates. The business community feels that these are too high when compared with other areas in Sefton and Merseyside. A sub-group has been set up to explore this issue further, and information is also being sought from Federation of Small Businesses.

Event

Local businesses are very supportive of the proposed Christmas event, lead by Crosby Housing Association, and are expected to contribute to a fund which would allow the area to purchase and retain its own lights.

Action – Derek Sarath

1.6 Bootle Town Centre Management Partnership

Shopbootle.com website

Businesses have signed up to use the pilot website to promote their goods and offer potential customers discounts and downloadable vouchers. Proposals are to go live in time for Christmas.

Events

The Partnership is planning for the Bootle Festival, based around the Strand. Activities will include, A Tea Dance, and Dance Extravaganza, a Treasure Hunt, A Wii Sports competition, and rocket building competition, and live music and comedy acts.

Christmas Lights switch is also planned, with Jospice Santa Dash in the North Park. In addition 15m Ski Slope in the Strand for three days from 26th November is also being planned, together with Bluetooth treasure hunt around the Strand.

The Partnership is proposing to undertake a Spring event in the Town, which will include a Market, Rides and related activities.

Action – Chris White

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1.7 Altside BVP

Tourism

After lengthy negotiations with the interested land owner the developer is having difficulties securing the site for the Camping and Caravanning Club, and is now exploring alternative sites.

Further public consultation exercise took place with regard to the proposed Marina, with a majority expressing support for it.

An online pre-application has been lodged with Heritage Lottery Fund for funding for fit out works for the Hornby Centre, and discussions have also been held with an officer from the Heritage Lottery Fund.

Business & Retail

The Partnership, together with Sefton Officers have held discussions with owners of Central Square, to explore ways to make this key shopping area more viable.

With the opening of the Next and Marks & Spencer stores at the Racecourse Retail Park, traffic congestion has become a major issue on the A59 leading into/out of the two retail parks. A traffic survey has been carried out and further meetings are planned to explore possible solutions.

Action –John Keogh

1.8 Sefton Business Against Crime Partnership (SBAC)

Since July 2009, the Southport BAC scheme has increased its membership by six, and the Bootle BAC scheme by three. The Merseyside's Police Anti-terrorism Unit will be giving a presentation at the next meeting of Southport BAC (3rd November) and the Bootle BAC (4th November) with the aim of raising awareness of terrorism in shopping and retail centres.

The passageway between 275 and 281 Lord Street has now been gated, which has helped to remove anti-social activities. A similar gating order is now being considered for a passageway between Hulme Street and West Street, Southport.

The Partnership has secured 19 radios for use within the night-time economy to combat night-time disorder and anti-social behaviour.

Action – Steve Booth

1.9 Sefton BVP

Supporting Town Centres

Sefton Council along with 57 other local authorities has been allocated £52,631.58 by DCLG to help town centres address the adverse impact of the current economic climate. In addition Arts Council England is also inviting bids from those authorities in receipt of the above funding to support artists and arts organisation that wish to develop projects, which animate spaces in town centres. In order to help market and promote themselves leading up to the Christmas period, £500 is being made available to the following centres:-

- Southport,
- Birkdale
- Ainsdale
- Formby
- Crosby
- Waterloo
- Seaforth
- Bootle
- Maghull

Rural Development Programme for England and Rural Economy

Action Plan

The consultants, 'Rural Innovation' have now completed their second draft of the Merseyside Rural Strategy. This lengthy report is available on request.

Funding Opportunities

The report also provided a detailed breakdown of the current funding opportunities from the various European Programmes as well as national funding sources such as the Regional development Agency and the Lottery.

Action – Mo Kundi

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2. Southport Business Enterprise

20th January 2010

Title of Report:

Southport Business Enterprise - Progress Report No. 33

Author of Report:

Jim Breen - Southport Business Enterprise Manager

Purpose of Report:

The purpose of this report is to advise the Sefton Business Village Partnership of the progress made to date by Southport Business Enterprise.

Recommendations:

It is recommended that the Partnership:-

Note the content of the report.

Note the current progress of projects

Note the proposals in the Delivery Plan for year 2009/10

CURRENT ACTIVE PROJECTS FOR 2009/10

2.1 Current Active Projects for 2009/2010

Southport Business Enterprise Working Groups meet regularly. SBE outputs are to increase numbers of businesses, jobs, visitors, visitor spend, and enhance the environment and safety of Southport's town centre.

SBE Working Groups contain members from the public and private sectors and are focused on achieving the above outputs through the project activities described in this report.

2.2 Management and Admin

As previously reported, stakeholder feedback to SBE was that it should concentrate on its core activities of retail support and to provide a newsletter to retailers and also to expand the SBE board to include more retailers.

SBE is currently developing its work focus to reflect the above aims and will issue the above mentioned newsletter in early January. The release date of the

newsletter was delayed in order to reflect Christmas season sales statistics, which are not available until January. The newsletter will be available at the Sefton BVP meeting.

SBE has added two new retail board members. They are the store managers of Lakeland and Edinburgh Woollen Mill.

2.3 BUSINESS AND RETAIL STRATEGY WORKING GROUP

Southport Investment Strategy (SIS)

Retail consultants White Young Green have been appointed to identify potential sites for retail expansion and development and determine their suitability for meeting the demand for future floor space. SBE is a member of the steering group along with representatives of Planning, Southport Partnership, Transport Strategy, Regeneration, and Tourism.

An inception meeting was held in November 2009 and the next phase will be for WYG to deliver a draft report. The aims of the report are to:

- 1) help identify an appropriate strategy to meet the demand for additional comparison retail floor space in Southport Town Centre.
- 2) Identify suitable potential sites and strategic advice to bring them forward.

A draft report will be produced in about three months and SBE will provide further updates at that time.

Other Retail Developments

Overall, vacant retail floorspace in Southport is being let and returning to use. While there are some sites that remain vacant, most of these are smaller sites. It is encouraging to note the following:

- Former Woolworths, 41-45 Chapel Street, is currently being renovated for new tenants, New Look and H&M, who are expected to occupy the site in March 2010.
- Old Bank Building, 253-254 Lord Street is now an ASK Italian Restaurant.
- Cambridge Walks will shortly be rebranded and relaunched by owners Threadneedle Asset Management, as part of a programme to recruit new retailers.

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- Former Yorkshire Bank property on Eastbank Street is very close to having new tenants, however the identity of the tenants is confidential at this stage.

2.4 MARKETING WORKING GROUP

Christmas Marketing Campaign

Almost all SBE activity and resources over the previous quarter was directed at delivering the Christmas Marketing campaign, as the Christmas season is critically important to retailers.

The key elements of the campaign were;

Marketing activity in local media targeted towns in the region, e.g. Ormskirk, Chorley, St Helens, Warrington, specifically areas without large shopping centres. This was supported by over £1000 worth of shopping vouchers from Southport's retailers.

The "I Love Southport at Christmas" prize draw, which encouraged residents to shop locally, support local retailers, and sustain the retail offer in Southport. The campaign is supported by local press and radio, and over £1,000 cash prize donated by the retailers. Of the 39 retailers and restaurants participating in the prize draw promotion, 61% were locally owned and operated businesses.

For the first time, a Christmas Festival was held on Chapel Street for the three weekends prior to Christmas. This featured a range of traditional and modern musical entertainment, childrens' rides and six food stalls, each featuring a different local restaurant's specialty dishes in small, snack-sized portions. The aim was to provide a vibrant and entertaining street scene for shoppers of all ages. It also aimed at promoting the restaurant offer to shoppers who may not be aware of the range and diversity of the food offer available in Southport's town centre from locally owned and operated businesses. This festival received very positive feedback from both shoppers and retailers on Chapel Street. The SBE Marketing Group is now working with Tourism and Events to determine the feasibility of a larger Christmas Festival for 2010, which would take place in appropriate locations throughout the town centre.

The Christmas Street Market on Lord Street, 10th to 13th December, featured a number of northwest food products among the international range on offer.

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A Parking promotion permitted parking after 3 00 pm on the Southport Park and Ride Scheme on Thursdays and Fridays in December 2009.

Parking permits were issued, from specific outlets (local newspaper offices/retailers, libraries etc. that permitted free parking for Southport residents after 3.00 pm on Thursdays and Fridays in December 2009.

The actual usage of the Parking promotion is difficult to assess. There were about 150 permits issued across the various outlets. However, a town centre survey by SBE on one of the promotion days (Thursday, 11th December, approx. 4:00 pm) did not record any permits in use at that time. While that is not a conclusive survey, the promotion created strong interest among residents, based on enquiries and requests for permits.

SBE is planning to work with Technical Services to enhance and improve this year's Christmas promotion.

SBE Newsletter

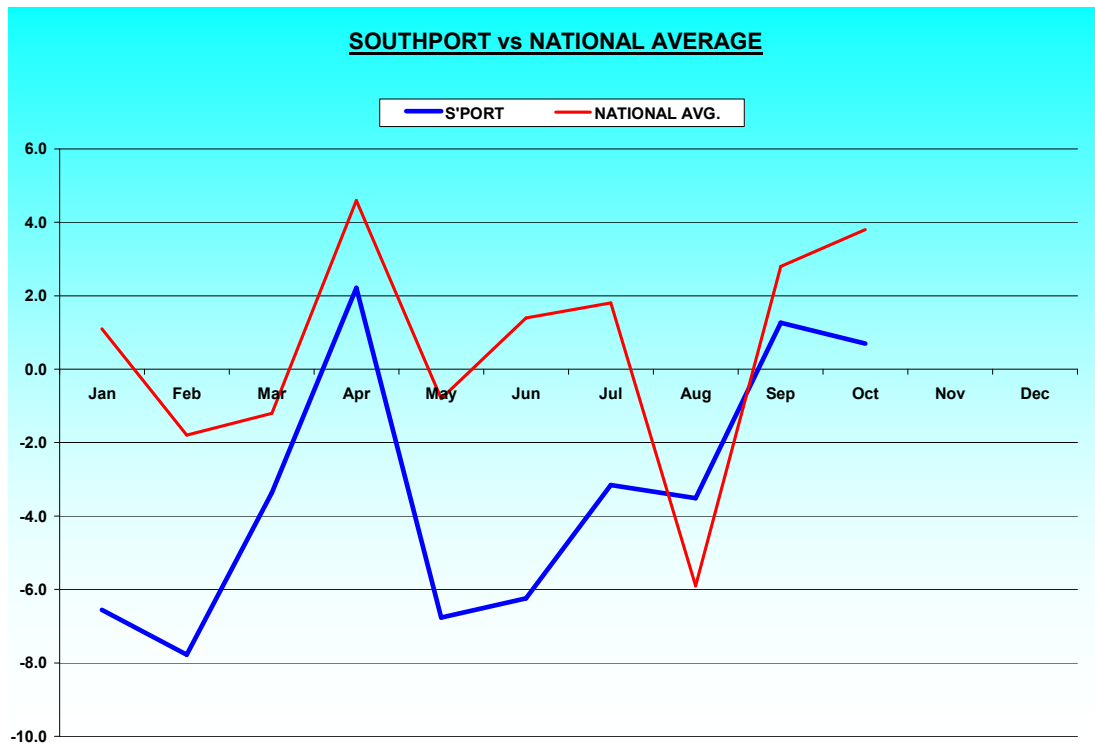
The SBE Newsletter contains information relevant to the town's retailers, such as sales performance, new store openings, marketing activity and events, environment and safety issues, etc. As mentioned earlier the newsletter is being finalised to include November and December sales figures and will be available for distribution at the Sefton BVP meeting.

At the time of writing this report we have the Southport monthly sales percentage increase/decrease compared to the national average shows figures up to October 2009. Up to October 2009, Southport fell below the national average except during August.

- Sales figures are the monthly percentage increase or decrease from the same month the previous year.
- SBE has collected monthly sales data from 12 small, medium and large town centre retailers. This data represents about 10% of the retail square footage in Southport's Town Centre.
- UK figures are provided by BRC-KPMG Retail Sales Monitor, and highlight Southport's performance in relation to the rest of the UK.

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Retail Sales Monitoring Report: Southport January – October 2009



Southport Farmers Market relocation

As previously reported, SBE has relocated the Farmers Market to Chapel Street, where it is now enjoying higher footfall levels than its previous location. As a result SBE has been able to expand the market to 19 stallholders, which is an increase of over 70% from its previous location in Town Hall Gardens. Several of these stallholders are local businesses and at least one is a recent start-up.

3. Birkdale Business Village Partnership

20th January 2010

Title of Report:

Birkdale Business Village Partnership - Progress Report

Author of Report:

Steve Booth - Birkdale Business Village Manager

Purpose of Report:

The purpose of this report is to advise the Sefton Business Village Partnership of the progress made to date by Birkdale Business Village Partnership.

Recommendations:

It is recommended that the Partnership:-

Note the content of the report.

Note the current progress of projects

Note the proposals in the Delivery Plan for year 2009/10

3.1 Current Status

Birkdale Business Village held it's annual Xmas Light Switch on 3rd December with local businesses participating. This event was attended by approximately 1000 persons during the course of the event. The lights were switched on by two school children who won a painting competition organised by the partnership and who were also presented with a prize at the time.

A raffle was held with prizes donated by the businesses. This raffle has raised £569 in total. Arts and Crafts traders were encouraged to participate by renting stalls. These stalls proved to be a welcome addition to the evening and complimented the retail offer of the village. A full breakdown of income and expenditure relating to the event is enclosed in 2.2

The event was well attended, in spite of the weather and most of the food sellers sold out on the night and the restaurants reported a brisk trade. There were no major problems or issues with regard to road closures, diversions etc: and the overall feedback has been positive.

A detailed post event consultation carried out show that 84% of that responded were happy with the event, with 89% saying that they were aware of the event, and 74% of their customers also being aware of the event taking place. When asked if their customers enjoyed the event 84% of the traders responded positively, and 50% of the traders indicating that their customer numbers increased as a result of this event. Whilst there were some suggestions about making changes to the event, however 100% of those that responded would like to see more events in the village. The attached questionnaire below provides more information on traders' responses and comments.

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Birkdale Business Village Questionnaire

Christmas Event

1	Did you think that the Christmas Event went well?	Yes 16 No 2 N/K 1		
2	If not what were the issues? 1. "Didn't seem to be as busy as previous ones mainly due to the weather" 2. Not enough attractions outside shop, Bad weather, Late shopping in Town 3. Bad weather – did not stay open as trade is non existent 4. Bad weather 5. Road Closed too early 6. Weather Not Good 7. Far less people came to the event and far less people making purchases			
3	Were you aware of the Christmas Event	Yes 17	No 1	
4	Were your customers aware of the Event?	Yes 14	No 3 N/K 1	
5	Did your customers enjoy the Christmas Event?	Yes 16	No 0 N/K 1	
6	If no, did your customers say why not? 1. Wrong time of day 2. Customers didn't stop long especially those with Youngsters due to the cold 3. Not ideal as it was a school night would prefer Sat P.M.			
7	As a result of the Christmas Event would you say that your customer numbers: -	Increased 9	Remained the same 3	Decreased 6
8	If increased, would you say these customers were from:-	Birkdale 6	Merseyside 3	Other areas
9	If possible would you like to see more events in the Village?	Yes 18		No
10	Are there any other comments that you would like to make about the event? 1. More on the other side of the Railway 2. Re- vamp the Victorian Evening 3. Depends on type of event and whether Road closure is needed 4. Bad for trade, had to arrange delivery to next day, bad access for cars 5. Space out attractions – more pro shopping than just entertainment 6. Move to Saturday – <i>(This suggestion was mentioned 3 times)</i> 7. Road closure led to slow afternoon 8. Having a stall makes a big impact 9. More car parking, more advertising			
Would you be interested in joining the Birkdale Business Village:		Yes 4	No 4	Not sure 4

3.2

CHRISTMAS FESTIVAL INCOME & EXPENDITURE

SURPLUS B/F **927.00**

INCOME:-

Additional Contribution From Local Wards	500.00	
Neil Pont Amusement Rides	400.00	
Stall Holders	100.00	
Raffle Ticket Income	569.00	
		1,569.00

		2,496.00

LESS EXPENSES:-

Temporary Events Licence	21.00	
Road Closure	350.00	
St John's Ambulance	75.00	
"Xmas Belles"	123.00	
"Elfina the Elf"	75.00	
Steve Wright – Sound/Lighting	300.00	
Dowhigh – Road Closure Signs	375.00	
Hire of Tables	45.00	
Christmas Banners	189.00	
Advertising – Champion	50.00	
Raffle Ticket Books	20.51	
		1,923.51

SURPLUS C/F **572.49**

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3.3 Hillside/ Birkdale

Over the Christmas period there were 18 solar powered Xmas trees erected in Birkdale/Hillside around the Hillside Bridge area and the Birkdale Library area. These trees were erected on 3rd December and removed by 7th January. This is the first time that solar trees have been placed in these locations and they were well received. There were one or two minor teething problems, however, these were resolved within 48 hours.

3.4 Future Events

There is to be an Arts and Craft fair in the spring and another summer event, similar to the successful one held last year. The provisional date for this event is 17th July 2010.

4. Formby Business Village Partnership

20th January 2010

Title of Report:

Formby Business Village Partnership - Progress Report No. 4

Author of Report:

Nicky Owen - Formby Business Village Manager

Purpose of Report:

The purpose of this report is to advise the Sefton Business Village Partnership of the progress made to date by Formby Business Village partnership.

Recommendations:

It is recommended that the Partnership:-

Note the content of the report.

Note the current progress of projects

4.1 Partnership

This Group consists of local Traders, the Parish Council, the Police and Sefton Council. The Group currently meets bi-monthly. The current Chair, Gill Fell, has expressed a wish to resign from the position due to work commitments, so a new Chair is currently being sought. Gill will continue in the role until a new Chair is found.

4.2 Events

Christmas Event: the Partnership has agreed to take over the organisation of the Formby Christmas event from 2011. Key members of the Partnership will be involved in the 2010 event to learn the ropes and will then takeover the event for 2011.

Formby Live: the 2010 Music Festival will take place on 19th/20th June. The Working Group is now chaired by Pat Wordsley from Café D'Art. The Group is currently meeting on a monthly basis to organise the event.

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4.3 Communications

Festive Activities: posters and fliers listing festive activities in bars and restaurants were produced and distributed in December.

Press Advert: a 'Visit Formby' advert will appear in Trinity Group newspapers in mid-January.

Branding: a logo and strapline for the Partnership have been developed.

Formby First: the formbyfirst.info community blog has been developed and is being accessed by a range of people. The Partnership are currently looking at the costs for the design and construction of a website. This website will link into the existing blog.

Networking: Partnership members attend both the Range Forum and the Formby Business Forum. Links with the Christmas event committee have been strengthened.

Email: Partners use their own contact lists to distribute information electronically. A new database of pubs and restaurants is being collated to share further information.

4.4 Other Issues

Low Carbon Pilot: Formby Parish Council, together with Sefton MBC, have applied for funding to reduce carbon emissions across the area. 2 members of the Partnership are involved with this project. The result of the application will be known by 25th January

5. Crosby Business Village Partnership

January 2010

Title of Report:

Crosby Business Village Partnership - Progress Report No. 33

Author of Report:

Nicky Owen - Crosby Business Village Manager

Purpose of Report:

The purpose of this report is to advise the Sefton Business Village Partnership of the progress made to date by Crosby Business Village Partnership.

Recommendations:

It is recommended that the Partnership:-

Note the content of the report.

Note the current progress of projects

5.1 Partnership

There is a range of traders involved in the Partnership, along with Officers and Councillors from Sefton MBC. The Traders Association meets bi-monthly.

5.2 Events

Christmas Event: the Christmas event took place on 27th November. Despite some minor hiccups the event went very well. An evaluation meeting will take place later this month to look at changes that need implementing for the 2010 event.

Winter Classics: the traders had considered an event in early February. However, they have decided to hold an event in the Spring instead.

5.3 Parking

After complaints from Traders the 'Free after 3' scheme for Crosby Village in December was cancelled. Instead there was free parking after 10.30am on Saturday 12th and Saturday 19th December. Feedback from this scheme has not yet been collected.

5.4 Other Activity

Hoardings: Cllr Jones arranged for an art competition for locals schools to be displayed on the boards in the run-up to Christmas.

Sainsbury's: the second round of consultation took place in November 2009. No further consultation is planned before a planning application is submitted.

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6. Waterloo Traders Association

20th January 2010

Title of Report:

Waterloo Traders Association - Progress Report

Author of Report:

Derek Sarath – Waterloo Traders Association Manager

Purpose of Report:

The purpose of this report is to advise the Sefton Business Village Partnership of the progress made to date by Waterloo Traders Association.

Recommendations:

It is recommended that the Partnership:-

Note the content of the report.

Note the current progress of projects

Note the proposals in the Delivery Plan for year 2009/10

6.1 Car Parking Survey

Two car-parking surveys have been undertaken which highlight the need for changes in the local car parking arrangements for shoppers. The first survey, copy attached as Appendix A, was of local traders and their views of local shopper car parking arrangements.

This survey showed that most traders had not been consulted about car parking in the area locally, that most traders rely on on-street car parking for their business and believe that there is a lack of spaces. This means it's recognised as a problem most of the day for almost every trading day. This is compounded by the parking restrictions and the enforcement. Traders feel there should be more on-street parking spaces. A significant proportion of traders also feel that the residents parking scheme causes problems for customers wishing to park. The single item most suggested as a means to provide additional parking was to make use of the terminus.

The second survey (Appendix B) was of the Hougoumont Car Park, which traders' felt it was difficult for shoppers to find a space in. The survey confirmed this and that the spaces appear to be taken by commuters who arrive early and stay all day.

The intention was to discuss the conclusions with the Traffic Services Manager of Sefton MBC and then to take the recommendations to the Area Committee. However, the Area Committee is to consider a recommendation on 20 January 2010 to introduce a charge for parking, without discussing this with the Traders in advance.

6.2 Rateable Values

The traders have been concerned for some time that the business rates they are too high, both in comparison to other areas and within the area. As a result of this the traders' group was considering making an appeal to the Valuation Office contending that their valuations are too high. However, work has been done to provide an analysis of rateable values in Waterloo and for comparable areas. This has been supplemented by a "hot mapping" exercise of the South Road and St Johns Road areas. The outcome of this appears to be that the traders who are aware of the presentation recognise that rateable values overall in South Road and St Johns' Road are reasonable. However, the detailed information suggests that there are outstanding queries that relate to one or two properties only. Contact has been made with the Valuation Office and we have agreed to meet to clarify these.

At the end of this there may be an appeal made. But it will not be a large, blanket appeal. It would be a small, targeted appeal based upon sound information.

6.3 Action Plan

The Waterloo Traders' Partnership has been running for a few years and while attendance can be good, it seems likely that the group would be better off if it was able to agree an Action Plan for the year, which set out the priorities and encouraged members of the Partnership to become more actively involved. A draft action plan has been prepared (Appendix C) to be discussed with the Traders at their next meeting. It is hoped that this will form the basis of the Actions of the Partnership in 2010.

The South Road,
Waterloo
Car Parking Survey
2009

The South Road, Waterloo Car Parking Survey 2009

Background

The survey was commissioned by the Waterloo Traders' Partnership because of concerns expressed by members of the Partnership at meetings in the summer of 2009, that the lack of suitable car parking spaces for shoppers was proving to be a hindrance to trade.

The traders formed a small working group that discussed how to address the concerns and agreed to undertake a survey of traders on South Road in October 2009. The survey was undertaken on behalf of the group and the purpose was to establish what problems were being experienced and to use this as a basis for identifying possible solutions.

In addition to the survey, a search was conducted to establish what other surveys had been undertaken to determine the car parking problems faced by traders in the area and this produced no materials.

The Conduct of the Survey

The survey was conducted in the week commencing 26 October 2009. It involved a survey form hand-delivered to almost every business premise on South Road and Lorne Road. A small number did not have a letterbox and forms therefore could not be left. The larger stores (Boots, Iceland, Home and Bargain and Post Office) were sent a survey form and a pre paid envelope. All the others received a minimum of two daytime return visits to collect their survey form.

The Findings of the Survey

i) The Response Rate

A total of 64 survey forms were issued. 27 were returned. This produced a response rate of 42%.

ii) The Responses

A percentages summary of the responses to the survey is set out on Appendix A.

iii) Key Findings

96 percent of traders who responded advised that they have never been consulted about car parking. (Q1)

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81% of traders believe that the current car parking arrangements are having a negative impact on their business. Only 4% disagreed.

iv) On-Street Parking

Most traders feel that on-street parking is the preferred choice from local shoppers. Over 90% believe that it's very difficult to find an on-street space every day of the week. The most difficult times identified were lunchtime and afternoon. The main problem identified is the lack of on-street parking spaces (40%). When traders were asked for their suggestion as to how to improve car parking the most popular suggestion (5 suggestions from a total of 15) was to turn the terminus into a car park.

v) Hougoumont Avenue Car Park

44% believe that the car park is difficult or very difficult to find. 63% of traders think it is difficult or very difficult to find a parking space. 48% think the car park is conveniently placed. 67% of traders think it's poor or very poorly maintained. When asked which single item should be addressed the main issues appear to be concerns for security (29%), the lack of spaces (25%) with a further 14% feeling that commuter parking should be reduced. 21% felt that signage needed to be improved.

vi) Civic Hall Car Park

44% believe that the car park is difficult or very difficult to find. Most traders have no opinion on how easy it is to find a space in the car park. 48% of traders felt that the car park was a poor or very poor location relative to their business. Only 15% thought it was conveniently located. 52% of the traders had no opinion as to the comfort of the car park although 34% thought it was good or very good. Only 4% of traders thought commuter parking needed to be reduced. The single improvement most requested was to improve signage (37%).

vii) Public Transport.

55% of traders feel that the public transport is either very good or good. 63% of businesses recognise that either some or all of their customers already use public transport to access South Road businesses.

Conclusions

Lack of Consultation

Traders on South Road have not been consulted about car parking. The Traffic Services Manager, Sefton MBC has been asked for details of previous consultation with traders in South Road and has not been able to confirm what consultation, if any, has taken place in the past.

On-Street Parking

Most traders rely on on-street car parking for their business and believe that there is a lack of spaces. The lunchtimes and afternoons Monday to Saturday are the worst times. This means it's recognised as a problem most of the day for almost every trading day. This is compounded by the parking restrictions and the enforcement. Traders feel there should be more on-street parking spaces. A significant proportion of traders also feel that the residents parking scheme causes problems for customers wishing to park. The single item most suggested as a means to provide additional parking was to make use of the terminus.

Hougoumont Avenue Car Park

Hougoumont Car Park is regarded as difficult to find and most traders think it is difficult to find a space there. Commuter parking is recognised as one of the causes of poor space availability. Almost half the traders think the car park is conveniently located but most believe it is poorly maintained with a need for extra security and signage.

Civic Hall Car Park

Civic Hall Car Park is regarded as difficult to find but a significant proportion have no opinion as to how easy it is to find a space. Almost half the traders think that the Civic Hall Car Park is not conveniently located for their business. While over half the traders had no opinion on the security of the car park a third rated it good or very good. The one improvement most requested was to improve signage. Commuter parking was not regarded as a problem.

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Suggested Actions for the Waterloo Traders' Group

These are draft solutions, to be discussed further by the Waterloo Traders' Group

Consultation

The Traders should seek to get the agreement of the Area Committee that there should be no further changes to car parking in the South Road area without consulting with traders, due to the importance of car parking to the prosperity of businesses in the area. This should also apply to changes to the residents' car parking scheme.

On-Street Car Parking

While the importance of on-street parking is recognised and valued by the traders, there is only a finite amount of space available to provide parking spaces.

It is suggested that the traders identify a list of possible sites in the South Road area where additional spaces could be provided and discuss these being made available with the Traffic Services Manager at Sefton MBC. However this will be difficult as South Road is already built up and local authority budgets are already tight.

The terminus is not the property of Sefton MBC and therefore cannot be used to provide further parking. Mersey Travel owns the terminus site.

The residents' parking scheme is recognised as a problem for traders in that it restricts the area in which customers can park on-street. The traders should undertake discussions with Sefton MBC to determine if there is scope to modify the residents' parking scheme (without a negative impact upon residents) to make further spaces available for customer car parking.

Hougoumont Avenue Car Park

The traders should focus on improving this car park as it is recognised by traders as being the car park best located for their businesses.

The traders should explore with Sefton MBC how to increase drivers' awareness of the car park. This may be based upon improved signage. However, there is no point in increasing the awareness of the car park if there are no spaces in the car park and if the concerns over safety remain. The car park occupies a site which

cannot be increased in size, therefore the car park cannot be made any larger. Therefore the traders should work with Sefton MBC to determine if actions can be taken to increase the turnover of spaces in the car park, this may reduce the amount of commuter parking. Further action would also be needed to improve the condition of the car park. There currently exists a programme of community improvements that could be used to clean up the car park. The different options for improving the car park should be explored.

Civic Hall Car Park

The traders think that the Civic Hall Car Park is not conveniently located for their business. The strongest opinion appears to be that there is a lack of signage and this should be addressed with Sefton MBC.

The Way Ahead

The Crosby Area Committee is the committee of Sefton Council which has most influence on the local car parking facilities and implementation. Once the traders have discussed their ideas and suggestions with the officers of Sefton MBC including the Traffic Services Manager, with a view to developing the most effective suggestions, these proposals should be discussed with local councillors to seek their support. The final proposals need the support of the Crosby Area Committee and therefore need to be raised there.



The Hougoumont Avenue Car Park Survey

December 2009

**Waterloo Traders Partnership is a partnership between Sefton MBC and
the traders of Waterloo**

The Hougoumont Avenue Car Park Survey

Date and Time of the Survey

The survey was conducted between 7.30 am and 3pm on Tuesday 8 December 2009 by Derek Sarath of the Planning and Economic Regeneration Department, Sefton MBC.

Aim of the Survey

The overall aim of the survey was to respond to the concerns of the Waterloo Traders Partnership. It was their concern that it is difficult for shoppers to find a car park space in the Hougoumont Avenue Car Park, and that this is in part caused by commuters. Recommendations as to how to make improvements would then be considered.

The survey had three different elements to it.

- A) To determine if there were sufficient spaces;
- B) To identify any patterns of usage; and
- C) To monitor the two disabled bays to determine if patterns of usage could be identified.

Key Conclusions

- i) The Hougoumont Car park is very busy. There are only 119 identified spaces, but at its busiest there were 139 cars parked. Occupancy of the identified spaces was at 99% for long periods.
- ii) Early arrivals in the car park tend to be long-stay car parking staying on average for more than 8 hours each. This form of parking is blocking use of most parking spaces. Two thirds of the 15 sampled spaces were occupied by just one car each. This form of parking is consistent with commuter usage.
- iii) The two disabled parking spaces are being misused. A total of 4 cars occupied the two spaces on the day, but only one of these displayed a blue badge.

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The key conclusions confirm the concerns of traders.

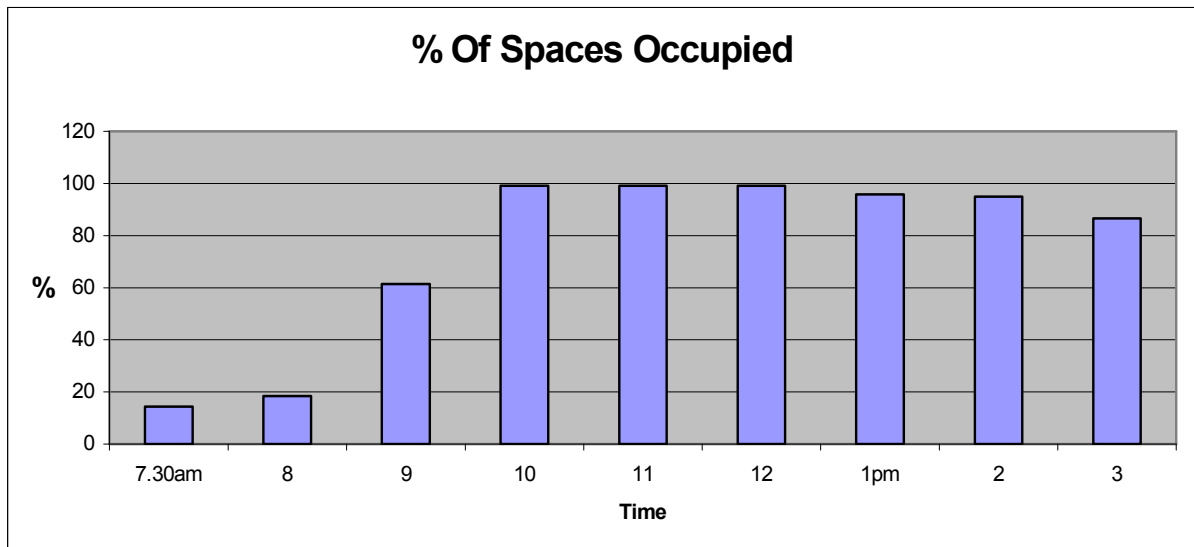
The Total Number of Spaces

There are 119 identified spaces in Hougomont Car Park. This is made up of 27 spaces immediately behind Home and Bargain on South Road. In addition, there are a further 92 marked out spaces in three rows. Finally, there is room for parking in unmarked spaces at the back of the houses on Hougomont Road. The number of spaces this provides is not known.

Identified Spaces

As part of the survey the 119 identified spaces were monitored from 7.30am and on the hour until 3pm on 8 December 2009. The total number of these spaces occupied is recorded on the attached chart (Appendix A). From this it can be seen that at 7.30am (the start of the survey), 17 (14%) identified spaces were already in use. Usage continued to rise so that by 8am 18% of identified spaces were occupied. By 9am occupancy had reached 61%. Between 9 and 10am occupancy reached its highest level with 118 of the 119 spaces (99%) being occupied. This very high level of occupancy (99%) continued until at least 12 noon. It was only after 1pm that the occupancy rates started to come down a little to 96% (between 1 and 2pm) and 95% between (2 and 3pm). After 3pm the occupancy rate, although lower, was still very high at 87%. Chart 1 below summarises the occupancy rates of the car park.

Chart 1 – Percentage of Spaces Occupied



Additional Parking (Not in an Identified Space)

As well as the 119 identified spaces; there was additional parking in unmarked spaces in the car park. The total number of the additional cars parked is recorded on the attached chart (Appendix A). From this it can be seen that from 7.30am at the start of the survey, there was already 1 additional car. This form of usage continued to rise to 10 cars by 9am. Between 11am and 1pm this form of parking reached its peak with 21 additional cars present. It was only after 1pm that this form of parking started to come down. Additional parking decreased to 15 cars (between 1 and 2pm) and 10 cars (between 2 and 3pm). After 3pm this form of usage was at 8 cars.

This meant at times that a car park with 119 identified spaces contained 139 cars.

The additional cars that could not find a space, had to park:

- at the rear of the houses in Hougoumont Avenue
- at the end of the car park, half on the pavement and half on the road.
- in between the bays.

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Conclusion

The number of spaces in the car park appears to be insufficient to meet demand with more cars parked than spaces, occupancy rates at 99% for identified spaces, With up to 21 additional cars parked including on the pavement. However, it is recognised that there is no further space available to provide more parking spaces. Therefore it will be impossible to increase parking opportunities on site, increased parking will only be able to be facilitated through better management of the existing spaces.

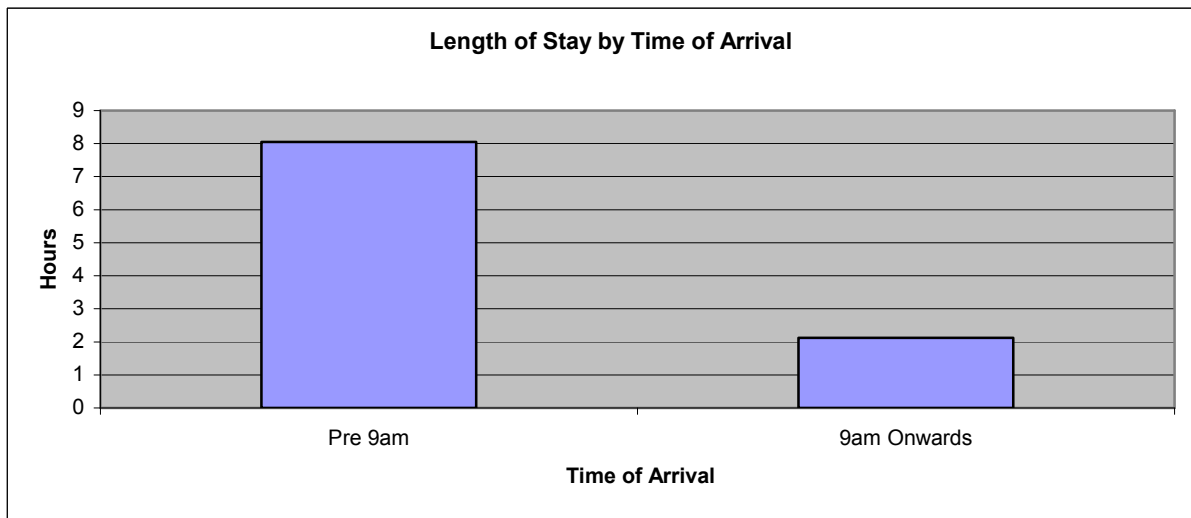
The Way the Car Parking Spaces are used

Of the 119 identified spaces in the car park, 15 spaces were selected in advance of the survey date to be monitored more closely. These spaces were chosen from across the whole car park, all rows, the middle and all ends. How car parkers used these spaces is represented on Appendix B.

These spaces were monitored continuously from 7.30am to 3pm and the usage is recorded on Appendix B. Several observations can be made.

- i) Of the 15 monitored spaces, 9 (60%) were occupied by one car only until 3pm.
- ii) Of the 9 all were occupied by no later than 9.08am.
- iii) Of the 9, 5 of these spaces were occupied before 7.30am.
- iv) The average length of stay of these 9 spaces was 8 hrs 5 minutes. (This would have been longer but the survey ended at 3pm) Of the 9, only one was occupied after 9am (9.08am).
- v) Of the 6 spaces not occupied by just one car, all of these were occupied for the first time after 9am. Some of these spaces were occupied by as many as four cars.
- vi) The average length of stay for these spaces was 2hours 12 minutes.

Chart 2 – Average Length of Stay



Conclusions

People who park early (before 9am) occupy a substantial proportion (60%), of the parking spaces sampled. These people stay all day. These are more likely to be workers or commuters rather than shoppers.

The average length of stay for the early arrival (8 hours 5 minutes) is almost four times longer than the person who arrives after 9am (2 hours 12 minutes).

The Use of Disabled Spaces

The Hougoumont Car Park has two disabled spaces. How these spaces were used is represented on Appendix B. From this some observations can be made:

- a. A total of 4 cars parked in the 2 spaces
- b. Of the 4 cars, only one displayed a blue badge.
- c. The first car in each space arrived pre 7.30am and stayed until at least 1pm.
- d. The average length of stay was 3.75 hours.

Conclusions

Like the other spaces, the disabled spaces do not appear to be used by shoppers. Instead they appear to be used mainly by people who are commuting.

75% of the users of these spaces do not display a blue badge.

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Recommendations

The car park is clearly very popular and attracts more cars than identified spaces for much of the day. Spaces are hard to find and there is no space for new spaces to be provided. Early parkers (occupying 60% of the spaces) bring about this situation and stay on average 8 hours and five minutes. The disabled spaces appear to be misused with only 1 in 4 users displaying a blue badge. These spaces also appear to be used by workers or commuters.

Based upon this the recommendations are as follows:

- i) The Council needs to explore a way of restricting the long stay car parking. As this originates with the early morning car parking this might be achievable through the introduction of restriction limiting the maximum length of stay on cars parked before 10am.

- ii) More disabled spaces need to be provided, and these need to be enforced. Traffic wardens patrol South Road and they could extend their remit to include the disabled spaces.

Further Information

Further information is available from Derek Sarath, Sefton MBC 0151 934 4094

Appendix A												
Hougoumont Avenue Car Park Survey - 8 December 2009												
Spaces Taken												
7.30am 8 9 10 11 12 1pm 2 3												
Total No of spaces	119	119	119	119	119	119	119	119	119	119	119	119
Spaces Taken	17	22	73	118	118	118	114	113	103			
Spaces Available	102	97	46	1	1	1	5	6	16			
Additional Parking	1	1	10	12	21	21	15	10	8			
Total Cars Parked	18	23	83	130	139	139	129	123	111			

Waterloo Traders' Action Plan 2010

	Key Issue	What Needs to Be Done	Date	Lead
1	Car Parking Target: To get an improvement in the shopper parking availability and conditions for South Road.	Agree what the Partnership wants. Discuss it with the Traffic Services Manager. Draw up a plan/list of priorities. Discuss these with the Church Ward Forum. Agree these with the Crosby Area Committee.	March 2010	Derek Sarath
2	Improved Environment Target: To improve the shopping environment in the South Road., St Johns Road and Crosby Road North.	Identify issues of concern (Possibly Trees/cleansing/derelict & empty properties) Agree a plan of action to achieve these Agree priorities Cost this plan Identify sources of funding		
3	Increase Attendance at Meetings Target: To make the Waterloo Traders' Partnership a more relevant group for Traders.	Set a target for increased attendance by December 2010. Agree a set of activities to be undertaken to achieve this. (Invite neighbouring shops, check it's a convenient time/place/etc) Improve the website	December 2010	

4	<p>Christmas Event</p> <p>Target: To make the Waterloo Shopping Experience better in 2010.</p>	<p>Agree to attend the Waterloo Christmas Group.</p> <p>Decide by May 2010 whether traders want to contribute to Xmas lights in St Johns Road/South Road.</p> <p>Decide what other actions could be taken.</p> <p>Link to the Liverpool Biennial project.</p>		
5	<p>Improve the Usage Rate of the Website</p> <p>Target: To increase the number of hits on the WaterlooShopping website.</p>	<p>To agree a strategy for increasing hits on the website (Publicity/links/etc)</p> <p>Implement the strategy</p>		
6	<p>Events</p> <p>Target: To provide events in South Road, St Johns Road and Crosby Road North to provide a better shopping atmosphere.</p>	<p>To link to the Liverpool Biennial project.</p> <p>To support the Christmas event</p> <p>To examine what can be done to support Waterloo 2015</p> <p>To consider what other activities could be provided/supported</p>		
7	<p>Rates</p> <p>Target: To provide quality information to allow traders to determine if they wish to making a Valuation Appeal, and if so to do so on an informed basis.</p>	<p>To provide presentations on the rates of shops in Waterloo, to groups of Waterloo Traders</p> <p>To meet with the Valuation Office to discuss with them selected South Road properties, to allow the businesses to determine whether an appeal is viable.</p>	March 2010	DS

7. Bootle Town Centre Management

January 2010

Title of Report:

Bootle Town Centre Management - Progress Report No. 6

Author of Report:

Chris White - Bootle Town Centre Manager

Purpose of Report:

The purpose of this report is to advise the Sefton Business Village Partnership of the progress made to date by Bootle Town Centre Management.

Recommendations:

It is recommended that the Partnership:-

Note the content of the report.

Note the current progress of projects

Note the proposals in the Delivery Plan for year 2009/10

7.1 Events in Last Quarter

The Bootle Festival Events on Friday 23rd and Saturday 24th October were a great success. The T Dance, Sponsored by Sayers, saw over 100 people dancing and Sayers saw an increase in Sales despite giving away free tea and coffee.

Saturday's Family day was also well attended and crowds drew to watch the talented dancers from Central dancing school and other performers throughout the day. Footfall was up in the Strand 2% on the previous week.

It was decided that for the Festival to continue it would have to adopt a new format, similar to this years, and that sponsorship from local companies would be sought to finance the event in the future.

The Christmas Event on 26th November was packed with activities. The junior Ski slope was erected in the Strand. It ran for two full days and saw over 100 people take advantage of the facility. The Ski Slope generated a great amount of publicity across the local media including the Bootle Times, Crosby Herald and the Liverpool Echo and Real Radio North West.

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The Christmas Tree Lights were switched on by Real Radio's Breakfast presenters Ditchy and Salty, who had been talking about the event for two weeks on their radio programme, supported by "Another Place" Gospel Choir.

The evening was rounded off with the launch of the new Bootle shopping website, www.shopbootle.com and two chances to win bicycles given from Wilkinson's, via a Bluetooth treasure hunt and a raffle at The Bike Shed.

There was a much better attendance this year at the event thanks to the heightened publicity.

The first Bootle Santa Dash, in association with The Jospice, took place in North Park and had 40 entrants, final sponsorship figures are still being collected but funds in the region of £1000 are expected to be raised.

There is still disappointment at the number of retailers who take part in the event, to stay open after 5.30pm and for members of the public to attend.

Planning for next year will look at moving the event into daylight hours and be focused in the Shopping centre itself.

7.2 Current Activity

Planning is underway to deliver three events in the next quarter.

These will be: -

1. A focus on Fitness promotion at the end of January
2. A Valentines promotion across the Shops In the Town Centre
3. A spring Festival/ Market on Stanley Road in March
4. The Altogether Better Bootle Awards planned for July.

Work is continuing with the Vacant Premises working party.

Planning has commenced for a joint respect/ business community event in the Town.

I continue to support businesses in the town offering business advice, signposting services and funding from the local authority and marketing via both visitbootle.com and shopbootle.com websites.

7.3 Other Activity

The current term of Stepclever funding comes to an end in March 2010. Sefton Chamber of Commerce has expressed 100% commitment to continue the programme and awaits a response from Stepclever/ Business Neighbourhoods.

8. Altside Business Village Partnership

20th January 2010

Title of Report:

Altside Business Village Partnership - Progress Report No.33

Author of Report:

John Keogh - Altside Business Village Manager

Purpose of Report:

The purpose of this report is to advise the Sefton Business Village Partnership of the progress made to date by Altside Business Village Partnership.

Recommendations:

It is recommended that the Partnership:-

Note the content of the report.

Note the current progress of projects

Note the proposals in the Delivery Plan for year 2009/10

8.1 Tourism

Camping & Caravanning Club site – Following the breakdown in negotiations with the owners of Berrys Farm an approach was made to the agents for the Leverhulme Trust who own Lydiate Hall Farm. Initial talks appeared very positive and the site benefited from being well screened, having good access and its close proximity to a farm shop, café and site of historical interest. Unfortunately neither the agent nor the tenant who is close to retirement appear very interested in progressing further. Rather than waste time on a project which is unlikely to bear fruit the committee have decided instead to identify all plots of land which fit within the C&CC requirements, shortlist those plots which fit within planning policy & guidance and only then approach the landowners to determine whether there is a genuine interest in taking matters to the next stage.

Marina – A verbal update will be provided at the meeting.

Hornby Visitor Centre – Preparations are in hand for a Stage one HLF bid to be submitted by the end of February. To meet the criteria for a successful bid the trust have begun to develop a collection with donations from collectors, ex-employees and other individuals, letters are being sent to various experts and

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academics asking for written support to demonstrate that a Hornby collection is worth conserving, and the manager is meeting with local schools and history societies for their view on how the Heritage centre should develop.

It was originally hoped that someone would take on the role of curator, however this role has been split amongst three trustees who will each take on separate responsibility for Meccano, Hornby Trains and Dinky.

Hornby Experience exhibition – A third exhibition was held on 14th & 15th November which once again proved very popular and successful, previous exhibitions focussed purely on products produced while Frank Hornby was alive and running the company, however to add more interest this years event featured exhibits of Bayko and Scalextric which were bought by the company following Hornbys' death.

The purpose of these events was to raise awareness of Frank Hornbys' link with Maghull and to gauge interest for a permanent Hornby Heritage Centre. As this goal has been achieved, and because the events are not self funding and need to be subsidised, it has been decided to hold future events that focus on building a collection, raise funds and encourage community participation. It has been suggested that for November 2010 we hold some sort of Meccano Challenge involving all 16 local schools with local business sponsoring a team each. The manager is speaking with local school heads of department and Meccano for ideas and support. (*event budget – see appendix B*)

Maghull Music Festival – A verbal update will be provided at the meeting

8.2 Community & Environment

Britain in Bloom – The manager is in discussion with Maghull in Bloom chairman George Baker about building on last years successful Britain in Bloom entry.

Central Square & Aintree Village Christmas Illuminations – Additional Christmas illuminations were installed at Maghull Central Square this year to further extend the lighting first installed for Christmas 2008. The lights were funded three ways by the Maghull Group, Sefton Tourism and Sefton East Parishes Area Committee and have received a very positive response from local residents. The success of last years illuminations led to similar lights being installed at the three shopping parades in Aintree Village with funding from, Sefton Tourism, the Bleasdale Group and Aintree Village Parish Council who contributed £3600.

8.3 Business & Retail Support

Central Square – A meeting between Sefton MBC officers and the Maghull Group management will be taking place late January/early February to discuss the Maghull Groups proposals for Central Square. Their plans are well progressed and they intend to submit a full planning application by the beginning of March. At the same meeting it is intended to discuss other developments taking place around Morrisons store, the Health Centre and the vacant library building as this will impact on changes to Central Square.

Altside Business Club – Update following meeting of 15th January

8.4 Marketing

Information Card & Website - The websites and marketing material produced to promote Altside Business Village and the area are now several years old and largely out of date. Estimates are being sort to redesign a single Altside BVP website and small colour information card prior to a campaign to recruit more members.

Ringmaster - The ringmaster database is regularly updated when new members wish to join and is provided as a tangible benefit to Altside BVP membership.

Greenpages - The Greenpages document is regularly updated as and when new members join the Business Village and is sent out to all members every three months.

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Appendix B

Frank Hornby Experience 2009 - Budget minus cases and leaflets

Income:

Rental of tables	485	
Sponsorship	0	
Express Sefton Grant	1000	
Maghull Town Council contribution	3209	
Total income	<u>4694</u>	<u>4694</u>

Expenses:

Poster design	80	
Storyboards 2 @ £72ea	0	
Barriers (MMRC loan)	0	
Display cases - 1 6x3' & 3 600 x 600	0	
Insurance - see note 1	410	
Exhibitor expenses	621.27	
Lunches 29 x 2 days - see note 2	189	
Scalextric Roadshow	750	
Bayko expenses	500	
Overnight accommodation - see note 3	272	
Hire of Town Hall - see note 4	2610	
Total expenses	<u>5432.27</u>	<u>5432.27</u>
Net Profit/ Loss		<u><u>-738.27</u></u>

Note 1

Door to door insurance for exhibitors

Note 2

£3.50 x 27 people x 2 days

Note 3

Premier Travel Inn at Aintree 1 single for 1 nights & 1 double for 3 nights
(Thurs, Fri & Sat) @ £56 per room per night + plus breakfast @ £7.50

Note 4

Activities room - 8 hours @ £20/hr x 4 days
Function room - 8 hours @ £35/hr x 4 days
Security and extra staffing @ £850.00

9. Sefton Business Against Crime Partnership

20th January 2010

Title of Report:

Sefton Business Against Crime Partnership - Progress Report No. 5

Author of Report:

Steve Booth - Sefton Business Against Crime Manager

Purpose of Report:

The purpose of this report is to advise the Sefton Business Village Partnership of the progress made to date by Sefton Business Against Crime Partnership.

Recommendations:

It is recommended that the Partnership:-

Note the content of the report.

Note the current progress of projects

Note the proposals in the Delivery Plan for year 2009/10

9.1 Current Position

Since the last report there have been meetings for the Southport and Bootle Shopwatch and the Southport Pubwatch group.

Both Shopwatch meetings have involved a presentation by the Anti Terrorist team of Merseyside Police who delivered a video outlining the outcome of a terrorist attack in a crowded area and the preventative measures than can be taken by both public and private sector workers.

This presentation has been well received by the attendees and has proved beneficial in raising awareness. The same presentation has been organised for the Bootle Town Centre partnership group on Jan 20th

New target files of current offenders were produced for both the Southport and Bootle areas and have been distributed to all member businesses. Both Southport and Bootle police have reported a decrease in store related crime.

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9.2 Graffiti

A Southport wide graffiti audit was carried out in November in partnership with Environmental Protection and Community Safety Departments. This audit revealed many areas of concern which have since been fed into the Community payback team for action it is envisaged that this will be an ongoing program

Fly tipping at the rear of Mc Donald's on Eastbank st has also been raised as an issue; again this was referred to Environmental Protection as the refuse was originating from the flats above Superdrug (North House) Notices have been served on the residents and the rubbish has now been removed but will be monitored to prevent large scale build up.

9.3 Alley gates

The gating process for the passageway between West Street and Hulme has been given the go –ahead and funding secured.

This has been an area of concern, in relation to night time anti social behaviour issues for some time and it is envisaged that this problem will cease once the alleyway is gated. The community payback team will remove graffiti from the sides of the two buildings that adjoin the alleyway, once the gate is erected

The costs associated with the gates are as follows

Cost of gates	= £1,525 +VAT
Cost of Gating Order	= £1,105
Planning Application	=£170
Total	= £2,800

9.4 Nightsafe Radios

Additional funding to provide radios to the pubs and clubs in Waterloo and Crosby areas has been obtained and radios have been purchased and are awaiting rollout. This will help these areas to combat crime and anti social behaviour associated with the night-time economy, particularly along South Road, Waterloo.

9.5 Bogus Charity Collectors

There was an incident on Chapel Street Southport shortly before Christmas when two males were selling leaflets and claiming that the money was going to a charity to purchase incubators for sick babies.

When questioned the males admitted that none of the money raised would be given to any charity and that all monies raised was for personal use only. The males also admitted that the contact number, relating to the charities on the leaflets, was fictitious

With the assistance of Sefton Security and Trading Standards, the males were moved off Chapel Street and told not to return and Trading Standards will liaise with Blackpool Trading Standards (where the males originated from) to inform them about their scam.

This has been an ongoing problem throughout the North West during 2009, with tourist orientated areas being particularly affected.

9.6 Street Traders

During December there had been an increase in the number of Street Traders setting up in Southport during the Christmas period and offering goods for sale. Two of these traders were moved on during December and issued with warning notices and this practice seems to have ceased.

9.7 Police Training

SBAC has been approached by Merseyside Police to assist in the training of its new recruits. This will involve 2 or 3 recruits being assigned to SBAC for one day during their training process.

This will help new recruits gain a greater understanding of problems faced by businesses and will also allow the recruits to establish relationships within the businesses.

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10.Sefton Business Village Partnership

20th January 2010

Title of Report:

Sefton Business Village Partnership - Progress Report No. 33

Author of Report:

Mo Kundi - Sefton Business Village Manager

Purpose of Report:

The purpose of this report is to advise members of the current position with regard to Sefton Business Village related issues.

Recommendations:

It is recommended that the Partnership:-

Note the content of the report.

Note the current progress of projects

Note the proposals in the Delivery Plan for year 2009/10

10.1 Lydiate Village Centre

The contractor is currently reporting that the project will be completed 6 weeks behind programme, in late February.

The contractor has submitted a prolongation claim of 4 weeks due to higher than expected ground water levels and the impact that this has had on the sub-structure construction works. A site investigation was carried out prior to the works but this indicated water would be at a lower level. The changed circumstances is perceived to have been due to the higher than normal Spring /Summer rainfall.

The higher than normal rainfall and other adverse weather conditions has continued throughout the course of the works has delayed the contractor in their general progress and is the reason for the further 2 week delay.

It is anticipated that costs will be contained within the original contract sum.

The proposed wind turbine installation is the subject of ongoing discussions with Planning.

10.2 Low Carbon Communities Challenge 2010-2012

Under the Low Carbon Communities Challenge Programme the Government is making available financial support of up to £500,000 for mainly capital expenditure. As part of the programme the Government will introduce successful bidders to partners who are offering free training, advice or support, and then evaluate the progress by gathering data and perspectives of what is and what is not successful.

The Government is looking to work with 20 'test-bed' communities already facing change in the area as a result of green or low carbon infrastructure or behavioural measures, with an interest in using this to spur the development of broader plans for cutting carbon emissions in their area.

The Challenge is about involving a broad section of people living and working in communities to develop plans for their area that integrate technology or infrastructure – such as wind farms, electric cars or home energy refurbishment – with financial and behavioural measures to create a broader low carbon area or zone.

Within Sefton only Formby stands out as an area where there are currently some 'low carbon infrastructures', and these include wind turbines at Range High School, and St. Jerome's School. The latter also features photovoltaic panels, grey water systems etc.

Discussions have been held with Formby Parish Councillors, and at their meeting on 3rd November 2009, Formby Parish Council formally agreed to submit a bid under the Low Carbon Communities Challenge Programme, and requested Sefton Council's assistance.

In order to progress the development of the bid a small working group was established, consisting of two Formby Parish Councillors, a Sefton Ward Councillor and two officers from the Planning and Economic Regeneration. In addition, Sefton Council's retained energy efficiency specialist consultant also assisted with the development of the bid.

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One of the main requirements of this Challenge is the engagement and active involvement of community groups, as well as the wider local community. The Parish Council is keen to ensure that it has the full support of all interested groups, and are willing to participate in developing and delivering the project.

Initial indications are that over 200 interests have lodged with the Department of Energy and Climate Change, who are managing this programme, suggesting that competition for these funds is going to be very strong. This is recognised by the working group, and every effort has been made to ensure that Formby bid stands out both in terms of added value, and community backing.

A successful Formby bid offers the opportunity to progress the Climate Reduction, and Low Carbon Economy agenda, particularly at community level, and the opportunity to replicate the project not only in other parts of the Borough, but also beyond. The outcome of the submitted bid is expected to be announced in late January 2010.

10.3 Energy Efficiency & Renewable Energies in Social & Low Income Housing

The UK Government is committed to reducing carbon emissions by 34% on 1990 levels by 2020, and 80% by 2050. In order to meet these targets the Government has already introduced a number of legislation and regulations that imposes statutory duties and obligations on local authorities to tackle climate change by introducing low carbon policies and practices in housing, transport, regeneration, environmental protection, planning and other key services. Local authorities are also expected to play an important role in raising awareness and influencing change more widely by working with its partners and stakeholders.

Any carbon reduction commitment must lead to a reduction in CO₂ from buildings within the Council, workplaces, and the domestic housing stock across social and private rented sectors plus owner occupied. Energy efficiency measures will be extremely important as they can account for up to 40% of the required CO₂ reduction targets.

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Central Government has recognised this and is currently making available £7 billion between 2008-11 through the following energy efficiency programmes:-

- Energy supplier/generator obligations of the Carbon Emissions Reduction Target (£2.8 billion)
- Community Energy Saving Programme (CESP) (£350 million)
- Additional Energy Efficiency Obligation (£560 million)
- Warm Front (£874 million)
- Decent Homes (£2.2 billion)
- Social Housing Energy Saving Programme (£84 million)
- Winter Fuel Payments for older people (£2.7 billion per year).

In addition to the above, and as part of the European Economic Recovery Plan, the European Commission has also agreed to allow up to 4% (£29 million) of ERDF Programme resources to be devoted to domestic energy efficiency and renewable actions. In August 2009, the Department for Communities and Local Government issued the guidance that measures should be directed at existing social housing as defined in Articles 68 – 70 of the Housing and Regeneration Act 2008.

In response to the above, the Regional Development Agency, had issued a call for the submission of a sub-regional bid that seeks to directly stimulate the market for low carbon and environmental technologies and renewable energies via their application within existing social and low income housing. As the deadline for the submission of Expression of Interest was 9th November 2009, officers from the five local authorities, plus Halton, and representatives from local universities, RSLs, and Utilities have submitted a proposal, which intends to address the following:-

1. Physical housing improvement works to reduce CO2 emissions:
 - ◆ Partners will be commissioned to deliver elements of the targets to ensure complementarity and reduced risk on programme delivery
 - ◆ Large scale innovative programmes of work to tackle hard to treat properties all across Merseyside will be funded (e.g. external wall insulation and ground or air source heat pumps as appropriate to upgrade “No fines Wimpey” housing stock)

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- Diversity of tenures will be tackled although most will be targeted at reaching the private rented and social landlord sector
 - Diversity of measures (including all appropriate microgeneration technologies, upgrading low carbon emission heating technologies and a variety of solid wall insulation technologies). Particular consideration will be given here to measures that have the best chance of success in the North West given the current or potential regional strengths, e.g. high efficiency lighting, solar thermal or biomass as evidenced by the NWDA and Envirolink Northwest.
2. Developing small-to-medium sized enterprises (SMEs) and the local supply chain:
- ◆ Development programmes for upskilling existing trades people to future-proof them to changing markets for safeguarding jobs
 - ◆ Developing capacity of existing SMEs through awareness and guidance of required public sector standards. Additionally opportunity will be through greater markets and generating opportunities for long-term employment and business growth.
 - ◆ Integration with other schemes with particular reference to Future Jobs Fund
3. Growing the market for a low carbon economy through renewables and energy efficiency:
- ◆ Raising awareness of and demand for technologies among the public, commissioners and designers will raise demand for Low Carbon and Environmental Goods and Services (LCEGS)
 - ◆ Pump priming the market with these hard to treat technologies will create a local industry base and legislature in the sub-region ready to deliver forthcoming agendas such a Home Energy Saving Strategy (due to start in 2013)
 - ◆ Stimulating the existing low carbon economy will attract more investment and interest in this area for new and emerging SMEs as this funding will attract an estimated £15 million of which up to a possible £11 million will be submitted as match funding from the utilities such as that proposed in the partnership between British Gas and Knowsley Council under the CESP

4. Evaluation and local learning:
 - ◆ Use of local universities and local enterprises for both new research and evaluation of programmes
5. Engage with the private landlord sector to complement the ongoing work on a sub-regional accreditation scheme.

I am pleased to report that on 1st October 2009, the Regional Development Agency approved the Expression of Interest, and requested that completed Concept Form be submitted by 29th January 2010 deadline. Whilst the Agency has indicated that at this stage it cannot guarantee that the project will ultimately be awarded funding, however subject to addressing the issues raised by the Agency we should stand a reasonable chance of being successful.

If successful, Sefton Council will be the accountable body for this sub-regional project. Being the accountable body would allow the authority to develop expertise and experience in areas, which are likely to offer significant economic and social benefits as well as address the climate change, and low carbon economy agenda.

9.4 Merseyside Rural Economy Strategy and Action Plan

The external Consultants, 'Rural Innovation' undertaking the Merseyside Rural Economy Strategy presented their final findings on 3rd December 2009 at Bootle Town Hall. A copy of the final report is available on request. The Consultants will now be holding a number of meetings with interested organisations, and stakeholders with the aim of developing Action Plans for each of the Boroughs within the Merseyside region. The Regional Development Agency has given an undertaking that some funding will be made available to deliver these Action Plans.

9.5 Supporting Town Centres

At the last meeting members were informed that £500 was being made available to each of the nine centres to help them market and promote their retail areas leading up to the Christmas period in order to retain local customers, and to increase footfall. In addition officers were exploring a number of potential ideas that could be implemented using the balance of the £52,631.58 DCLG money.

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Discussions have been held with a number of empty shop owners with the aim of using them to showcase activities that could attract shoppers and visitors to retail centres. Unfortunately the cost of using empty shops is such that it becomes financially unsustainable. Officers are therefore exploring the possibility of entering into a partnership with Liverpool Biennial, who is amongst the most successful art commissioning agencies in the UK, and best known for presenting the UK's largest festival of contemporary art.

The intention is to submit a bid to Arts Council England in partnership with Liverpool Biennial, and assuming we are successful, use this additional funding of £10,000 to £30,000 in conjunction with the balance of the DCLG money to build on the arts for places work in Sefton and use creative approaches to stimulate activity within retail centres.

9.6 Scarisbrick Avenue Building, Southport

Members may recall that Blythe's Development, who were responsible for refurbishing this building with funding from the Southport Action Plan, went into liquidation. Sefton Council has been working with new owner Thomas Barnes, and agreement has been reached to use the ground floor for an Independent Living Centre, which would also house the Shopmobility facility currently operating from Tulketh Street Car Park. The top floors of the building would be used for social housing operated by Cosmopolitan Housing Association.

I am pleased to report that Thomas Barnes has given an undertaking that work will restart on site later this month, and will be completed in June/July 2010.

9.7 New Funding Opportunity

The attached Annexes A and B below provide an update on the various funding streams, and for which Expressions of Interest have either been submitted or are pending.

Financial Details of Expressions of Interest Submitted.

Expressions of Interest Submitted to date	Fund Type	Total Project Cost £	ERDF/RDA Funding Sought £	Other External Funding Source £	Contribution from Sefton			Comments
					LTP Budget £	Capital Programme £	Others £	
Dunningsbridge Road Corridor	Public Realm (ERDF/RDA)	1,200,000	600,000 (ERDF) 200,000 (RDA)				400,000	Waiting for RDA decision
REECH Project	ERDF	£22,800,000	£11,400,000	£11,400,000				Concept form to be submitted by 29 th January 2010
Formby Acts on CO2	Low Carbon Communities Challenge	£500,000		£500,000				Bid Submitted on 29 th December 2009
Demolition of Balliol House and (Connley House)	Demolition and remediation works	£1,415,000	£707,500 (ERDF)			£707,500		Concept form to be in by 15 th February 2010
Frank Hornby Trust	Big Lottery – Heritage Grant	£175,000 - £200,000	-	£175,000 - £200,000 (Big Lottery)	-	-	£5,000 (WNF)	1st Stage bid by 28 th February 2010
Arts in Empty Spaces	Arts Council England	£30,000						Bid to be in by 13 th January 2010

ANNEX B

CURRENT FUNDNG OPPORTUNTIES

Funding Name	Funding Body	Amount Available	Deadline for EOI Submission	Date by which project must start	Date by which project must finish	Key Criteria
Rural Development Programme	National/European Grant	Total Budget for the sub-region £2m	On going	ASAP		<ul style="list-style-type: none"> A range Interventions, including Farm diversification, Rural tourism, supporting rural economy, access etc.
Heritage Grants	Big Lottery	£50,000 to over £5m	Any time	N/A	N/A	<ul style="list-style-type: none"> To conserve and enhance nation's diverse heritage To encourage more people to be involved in their heritage
Future Jobs Fund	Dept. for Works and Pensions	£1.0 billion	Any time	N/A	N/A	<ul style="list-style-type: none"> To create 150,000 new jobs Looking for Partnership bids Must be linked to locally agreed work and skills strategies

Access To Nature	Big Lottery	Total Budget £25m, and grants available between £50,000, and £500,000	Stage 1 closes 1 st February 2010, and stage 2 closes 4 th May 2010	N/A	N/A	Access to Nature aims to encourage more people to enjoy the outdoors, particularly those who face social exclusion or those that currently have little or no contact with the natural environment - perhaps because they lack the confidence to get out and enjoy natural places or have few opportunities to do so.
Arts in Empty Spaces	Arts Council England	Total Budget £500,000	Starts from 1 st April 2010	N/A	N/A	Priority given to those local authorities in receipt of Empty Shops Revival Fund, which Sefton is.
Contaminated Land Capital Projects Programme 2010/11	DEFRA	Yet to be determined		April 2010	March 2011.	fund intrusive investigation projects on land which is potentially contaminated, and remediation projects on sites which are contaminated. Money paid under the Programme is for capital expenditure. The Programme exists to help authorities carry out duties under contaminated land legislation (Part 2A of the Environmental Protection Act 1990).

<p>E.ON Sustainable Energy Fund</p>	<p>E.ON</p>	<p>£20,000</p>	<p>Any time</p>	<p>N/A</p>	<p>N/A</p>	<p>Grants of up to £20,000 to community groups and not for profit for:-</p> <ul style="list-style-type: none"> <input type="checkbox"/> the purchase and installation of one or more renewable energy technologies (e.g. wind, solar thermal, PV, wood etc) <input type="checkbox"/> the renovation of existing facilities to incorporate micro-generation technology (e.g. the reinstatement of a watermill and the purchase of a turbine to produce hydro-electricity) <input type="checkbox"/> an energy efficiency makeover for building that could demonstrate significant energy savings and also behavioural change amongst users <input type="checkbox"/> the use of new or innovative technology to deliver either energy savings or micro-generation capacity. <p>To be eligible for support from the Sustainable Energy Fund, organisations must benefit specific groups namely: Education, vulnerable people; and people in fuel poverty.</p>
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<p>European Commission and European Investment Bank launch European Local Energy Assistance (ELENA) facility</p>	<p>European Local Energy Assistance Grant (UK)</p>	<p>€15 million grant aid</p>	<p>Any time</p>			<p>The European Commission and the European Investment Bank (EIB), the bank of the EU Member States, have launched a grant aid initiative to help local and regional authorities make investments in energy efficiency and renewable energy.</p> <p>The ELENA facility aims at helping cities and regions implement viable investment projects in the areas of energy efficiency; renewable energy sources and sustainable urban transport</p>

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REPORT TO: Planning Committee
Cabinet Member – Technical Services
Cabinet

DATE: 10 February 2010
4th March 2010

SUBJECT: Planning Portfolio - Fees and Charges 2010/11

WARDS AFFECTED: All

REPORT OF: Andy Wallis, Planning & Economic Regeneration Director

CONTACT OFFICER: Jim Alford - Telephone 0151 934 3544

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To seek approval of the Planning Committee to increase fees and charges levied within the Planning Portfolio.

REASON WHY DECISION REQUIRED:

At the meeting of 26th February 2004, Cabinet requested that any other amendment to fees and charges be referred for approval prior to implementation.

RECOMMENDATION(S):

That Cabinet Member – Technical Services notes the contents of the report.

That Planning Committee note the content of the report and recommend to Cabinet the proposed increases in fees and charges for 2010/11, and the revised financial contributions to be set out in Supplementary Planning Guidance.

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: 1 April 2010

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ALTERNATIVE OPTIONS:

Fees remain the same as previous approved

IMPLICATIONS:**Budget/Policy Framework:****Financial:**

<u>CAPITAL EXPENDITURE</u>	2006/ 2007 £	2007/ 2008 £	2008/ 2009 £	2009/ 2010 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal:**Risk Assessment:****Asset Management:****CONSULTATION UNDERTAKEN/VIEWS**

Referred to Planning Committee 10 February 2010

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		✓	
2	Creating Safe Communities		✓	
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being		✓	
5	Environmental Sustainability		✓	
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy		✓	
8	Children and Young People		✓	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Planning Fees and Charges 2009-10

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BACKGROUND:

1. The Committee will be aware that each year those fees and charges levied by individual departments are reviewed and increased (where appropriate) to reflect current service delivery costs, national guidelines and/or inflation.
2. At the meeting of 26th February 2004, Cabinet requested that any other amendment to fees and charges be referred for approval prior to implementation.
3. Some of the services of the Planning & Economic Regeneration Department have been transferred to other Portfolios so charges previously included for these areas have been removed from the list.
4. Attached at Annex A is a summary of those fees and charges included within the Planning portfolio, together with proposed increases in charges. Changes made to the list include :
 - The service charge has been aligned with the cost of supply of environmental information.
 - The hourly rate for officers has been raised to reflect actual charges incurred by the department (ie hourly rate + on costs)
 - The cost of adoption of new roads under S37 of the Highways Act of £1500 has been previously approved but appeared as £1000 on last year's charges due to a typing error.
 - Inflationary increases of 3%
5. It is proposed that fees and charges be increased to reflect inflationary pressures and national guidelines where appropriate.

Building Regulation Charges

6. Responsibility for setting Building Regulation Charges has been devolved to the Council since 1999 with the intention that income over a 3 year rolling period should cover the costs of delivering the Building Regulation service in that period. The Council is required to publish its scheme of charges and to review this annually.

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7. Since 1999 the Council has increased its charges on 2 occasions. In 2003 charges were increased by an average of 3% and in 2008 by an average of 5.5%. Current market conditions require a further increase in charges, primarily those where the costs of delivering the service is not covered by income.
8. It is therefore proposed to increase charges for certain domestic alterations, extensions and small value commercial works. Charges for new dwellings as shown in Schedule 1 will remain the same. Most charges are subject to VAT.
9. Works to provide facilities for disabled people will remain exempt from charges and discounts will be available for people undertaking simple renovations to their premises.
10. Example charges are:

	Existing Charge excl. VAT	Proposed Charge excl. VAT
Any extension of a dwelling the total floor area of which does not exceed 10m ² ,	238.30	254.49
Any extension of a dwelling by the addition of rooms within the roof space.	455.32	483.40
Building Work with an estimated value of between £5001 and £6000.	174.00	210.00
Building Work with an estimated value of between £19,001 and £20,000.	300.00	350.00

11. Details of all proposed charges is attached at Annex B.

Scale of Charges 2010/11 Planning & Economic Regeneration Department		
Details	New charges 2010/11 Charges (£)	2009/10 Charges (£)
Service charge only (Associated fee based on 15 mins time & staff costs taken to answer questions)	12.50	6.70
Supply of OS Map Extracts for Planning Applications		
1:1250 or 1:2500	21.20	20.60
1:200 or 1:500	10.70	10.30
Photocopies		
Planning Application Documents		
A3 & A4 size Photocopies -		
Service charge	10.70	6.70
per page	0.25	0.25
Planning Decision Notices	11.00	7.20
Plan Prints -		
Service charge	10.70	6.70
per page	1.25	1.25
Building Control Documents		
A3 & A4 size Photocopies -		
Service charge (includes VAT)	12.50	7.70
per page (includes VAT)	0.30	0.30
Plan Prints -		
Service charge (includes VAT)	12.50	7.70
per page (includes VAT)	1.45	1.43

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Supply of Environmental Information		
up to 30 minutes	N/A	41.50
per additional hour	N/A	41.50
Hourly rate (normal working hours)	50.00	
Hourly rate (outside normal working hours)	61.50	
Charges in connection with Section 106, Town and Country Planning Act 1990 (as amended)		
Provision of trees, per tree	460.40	447.00
Public green space provision or enhancement (including a maintenance contribution):		
- for hotels and other Use Class C1 uses: for each 20m ² of bedroom floorspace:	1734.50	1684.00
- for other commercial development and leisure development for each 100 m ² of floorspace:	1734.50	1684.00
- for industrial development for each 500 m ² of floorspace.	1734.50	1684.00
Publications		
<i>For all documents in this section please contact the Assistant Planners, Local Plans (Ian Loughlin 0151 934 3558 or David Robinson on 0151 934 3598)</i>		
Unitary Development Plan (2006)	10.00 + p&p	20.00 + p&p
Local Development Scheme	N/a	10.00
Annual Monitoring Report	N/a	10.00
Supplementary Planning Guidance Notes		
New Housing Development	Free	Free
Design	Free	Free
Ensuring Choice of Travel	Free	Free

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Greenspace, Trees and Development	Free	Free
Landscape Character	Free	Free
Development in the Green Belt	Free	Free
Archaeology	Free	Free
House Extensions	Free	Free
Shop Fronts, Security and Signage	Free	Free
Southport Seafront	Free	Free
Bootle Town Centre	Free	Free
South Sefton Housing Market Renewal: Bedford Road/Queens Road	Free	Free
South Sefton Housing Market Renewal: Bedford Road/Queens Road Development Brief	Free	Free
South Sefton Housing Market Renewal: Klondyke and Canal Corridor	Free	Free
South Sefton Housing Market Renewal: Klondyke and Canal Corridor Development Brief	Free	Free
Flood Risk		
Sefton Strategic Flood Risk Assessment (SFRA) 2009 Main Report – WS Atkins (electronic version available www.sefton.gov.uk/sfra)	Free	
Sefton Strategic Flood Risk Assessment (SFRA) 2009 Appendices – WS Atkins (electronic version available www.sefton.gov.uk/sfra)	Free	
Green Space and Recreation		
Sefton Green Space and Recreation Study 2009 Main Report (electronic version available www.sefton.gov.uk/planningstudies)	Free	
Sefton Green Space and Recreation Study 2009 Main Report (electronic version available www.sefton.gov.uk/planningstudies)	Free	

<p>Sefton Statistics <i>For information about the 2001 Census and other queries about population, please contact the Planning Intelligence Officer, Strategy & Information (Kate Calderbank 0151 934 4599)</i></p> <p>Shopping <i>For all documents in this section please contact the Assistant Planner, Strategic Planning (Tom Hatfield 0151 934 3555)</i></p> <p>Sefton Retail Strategy Review 2005 Volume one: Retail Capacity Analysis, Prepared by White Young Green Planning, for Sefton Council. February 2006. (Also available to view on Sefton Website at www.sefton.gov.uk/planningstudies)</p> <p>Volume Two: Vitality & Viability Study of Southport Town Centre and Bootle Town Centre Prepared by White Young Green Planning, for Sefton Council. March 2006 (Also available to view on Sefton Website)</p> <p>Volume Three: Technical Appendices - February 2006 CD rom (Note: Not available on Sefton Website)</p> <p>Sefton Retail Strategy Review Update 2009 – Incorporating town centre health checks for Bootle and Southport (Also available to view on Sefton Website www.sefton.gov.uk/planningstudies)</p> <p>Sefton Retail Strategy Review Update 2009 – Appendices (Also available to view on Sefton Website www.sefton.gov.uk/planningstudies)</p> <p>Housing <i>For all documents in this section please contact the Assistant Planner, Strategic Planning (Tom Hatfield 0151 934 3555)</i></p>	<p></p> <p></p> <p>65.55</p> <p>65.55</p> <p></p> <p>22.20</p> <p>36.70</p>	<p></p> <p></p> <p>65.55</p> <p>65.55</p> <p></p> <p></p> <p></p>
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Sefton Housing Study 2003. Main Report. Fordham Research, 2004	44.95	44.95
The Relationship between the shortage of affordable housing and the health of the local economy in Southport, Merseyside. Final Report September 2004. Fordham Research 2004	11.25	11.25
Housing Development Sites in Sefton 2004	11.25	11.25
Sefton Housing Needs Assessment Update 2005. Main report, Fordham Research (electronic version available)	Free	Free
Sefton Strategic Housing Market Assessment 2009. Appendices, Fordham Research (electronic version available www.sefton.gov.uk/shma)	Free	Free
Sefton's Urban Housing Capacity Assessment		
<i>For all documents in this section please contact the Assistant Planner, Strategic Planning (Tom Hatfield 0151 934 3555)</i>		
Sefton's Urban Housing Capacity Study 2004. White Young Green and Chesterton, July 2004. Final Report (electronic version)	Free	Free
Sefton's Urban Housing Capacity Study 2004. White Young Green and Chesterton, July 2004. Executive Summary	5.60	5.60
Strategic Housing Land Availability Assessment Study – WYG (Final document available electronically February 2010) www.sefton.gov.uk/shlaa	Free	
Strategic Housing Land Availability Assessment Study – WYG (Final document available electronically February 2010) www.sefton.gov.uk/shlaa	Free	

Economy		
<i>For all documents in this section please contact the Assistant Planner, Strategic Planning (Tom Hatfield 0151 934 3555)</i>		
Merseyside Employment Land Study, White Young Green, 2004 (electronic version available)	Free	Free
Joint Employment Land and Premises Study – BE Group (Final document available electronically February 2010) www.sefton.gov.uk/elps	Free	
Joint Employment Land and Premises Study – BE Group (Appendices available electronically February 2010) www.sefton.gov.uk/elps	Free	
Country and Countryside		
Leeds Liverpool Canal Towpath Nature Trails: Stanley Dock-Bootle-Aintree	Free	Free
Leeds Liverpool Canal Towpath Nature Trails: Maghull-Lydiat-Scarbrick	Free	Free
Exploring Sefton's Footpaths Series:		
3 Walks in the Mersey Forest	Free	Free
4 Walks in the Mersey Forest	Free	Free
Walking and Cycling Guide	Free	Free
Seasonal Newsletter Walking and Cycling	Free	Free
Discover Sefton Leaflet	Free	Free
Discover Formby Leaflet	Free	Free
New Door Step Guide, Lydiat	Free	Free
Every Step Counts Independent Walks	Free	Free
Walkabout Merseyside Coast and Country	Free	Free
Melling Meanders	Free	Free
Cycling Trans Pennine Trail	Free	Free
Cycle Maps – Merseyside	Free	Free
Rideabout	Free	Free
National Cycling Network North of England	Free	Free
Health Walks	Free	Free

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Conservation Area Advisory Leaflets:		
Conservation Area Advisory Leaflet: Birkdale Village, 2001	Free	Free
Conservation Area Advisory Leaflet: Birkdale Park	Free	Free
Conservation Area Advisory Leaflet: Blundellsands Park, 1984	Free	Free
Conservation Area Advisory Leaflet: Carr Houses, 2001	Free	Free
Conservation Area Advisory Leaflet: Churchtown and North Meols	Free	Free
Conservation Area Advisory Leaflet: Crosby Hall and Little Crosby	Free	Free
Conservation Area Advisory Leaflet: Damfield Lane, Maghull	Free	Free
Conservation Area Advisory Leaflet: Derby Park	Free	Free
Conservation Area Advisory Leaflet: Gloucester Road, 2001	Free	Free
Conservation Area Advisory Leaflet: Green Lane, Formby, 1989	Free	Free
Conservation Area Advisory Leaflet: Hesketh Road, 2001	Free	Free
Conservation Area Advisory Leaflet: Homer Green, 2001	Free	Free
Conservation Area Advisory Leaflet: Lunt Village, 2001	Free	Free
Conservation Area Advisory Leaflet: Promenade, Southport	Free	Free
Conservation Area Advisory Leaflet: Sefton Village, 2001	Free	Free
Conservation Area Advisory Leaflet: Waterloo	Free	Free
Conservation Area Advisory Leaflet: Waterloo Park, 2001	Free	Free
Conservation Area Advisory Leaflet: West Birkdale, 2001	Free	Free
Churchtown Village Trail. A Guide to this Historic Village (Also, can be viewed on North Meols Civic Society Web site)	Free	Free
Listed Buildings Advisory Leaflet 2006	Free	Free
Lydiat Hall and Chapel Conservation Area 1993	Free	Free

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Moor Park Conservation Area Leaflet	Free	Free
Protected Trees. A Guide to Tree Preservation Procedures, DoE 2002	Free	Free
Notes on Waterloo (Reference only)		
Planning Information		
Planning. A Guide for Householders DoE 2002	Free	Free
The Party Wall etc. Act 1996: Explanatory Booklet DETR, 2002	Free	Free
A Householder's Planning Guide for the Installation of Satellite Television Dishes, DETR, 2000	Free	Free
Your Planning Application RTPI, 1998	Free	Free
Can I Object? RTPI, 1998	Free	Free
Should I Appeal? RTPI, 1998	Free	Free
Green Belts & Development. What Is Permitted? RTPI, 1998	Free	Free
Listed Buildings and Conservation Areas. Sefton MBC	Free	Free
Lord Street Conservation Area Appraisal. Planning Guidance for owners, occupiers and developers. Sefton MBC	Free	Free
Mobile Homes. A Guide for Residents and Site Owners, DETR 2001	Free	Free
Cost Awards in Planning Appeals. A Guide for Appellants DETR 2000	Free	Free
Compulsory Purchase Orders. A Guide to Procedure DoE 1992	Free	Free
Outdoor Advertisements and Signs. A Guide for Advertisers, DETR 2000	Free	Free
Planning Permission. A Guide for Business, DETR 2000	Free	Free
Hazardous Substances Consent. A Guide For Industry, DETR 2000	Free	Free
Planning Consultants. Where to find Planning Advice in the North West, RTPI 2004	Free	Free
How to Complain to the Local Government Ombudsman, LGO 2000	Free	Free

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Mobile Phones and Health, DH 2000	Free	Free
High Hedges: Complaining to the Council, ODPM	Free	Free
Over the Garden Wall, ODPM	Free	Free
Environmental Advisory Services Charges (subject to VAT)		
Access to material per hour (min 1 hour)	50.00	41.50
Support services for external users		
Manager (per hour)	50.00	41.50
Principal (per hour)	50.00	41.50
Technical/admin assistant (per hour)	50.00	41.50
Overheads		
Photocopying (per A4 sheet)	0.30	0.25
Service charge	12.50	6.70
Highways Development Control charges		
Adoption of new roads/streets		
	1,500.00	1,500.00
	+ 10% of	+ 10% of
- under S38 of the Highways Act	construction	construction
	costs	costs
- under S37 of the Highways Act	1500.00	1000.00
Stopping up and diversion of highways		
- per Order	2,000.00	2000.00
- up to a maximum	10,000.00	10,000.00
Including direct costs from the Magistrates Court as directed by the Court		
Council approval where Government Office processes a S247 Town & Country Planning Act 1990	150.00	150.00

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Gating Orders under S129a Highways Act 1980 - Where multiple streets can be shown on a plan at an appropriate scale of no more than A4 at 1:1250	2,000.00	2,000.00
S278 Highways Act 1980 agreements	1,500.00 + 10% of design & supervision fees	1,500.00 + 10% of design & supervision fees
S177 Highways Act 1980 agreements	1,000.00	1,000.00
S115 (a-k) Highways Act 1990 Licence (as amended by the Local Government Miscellaneous Provisions Act 1982)	1,000.00 (except where this relates to pavement cafes)	1,000.00 (except where this relates to pavement cafes)
S184 Highways Act 1980	1,000.00	1,000.00
S50 New Roads and Streetworks Act 1991 Licence	Up to a max of 1,000.00	Up to a max of 1,000.00
Street Naming and Numbering - No change to an approved address - Including alteration to an approved address	Free 150.00	Free 150.00
Licence to create a cellar opening under S179 of Highways Act 1980	500.00	500.00
Licence for catenary wires, poles, ropes or beams across/above a highway under S178 of Highways Act 1980	500.00	500.00
Consent to erect flagpoles or other similar apparatus on a highway under S144 of Highways Act 1980	500.00	500.00
Licence for monument or war memorial under S42 of the Public Health Act	500.00	500.00
Modification Order under S53 of the Wildlife and Countryside Act 1981 (per Order)	2,000.00	2,000.00

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General enquiry for Stopping-up Order/ Gating Order/ Diversion Order/ Modification Order/S38/S278 Highways Act agreement/S111(1) Local Government Miscellaneous	55.00	55.00
General enquiry requesting adopted highway and other related information		
- adoption plan	55.00	55.00
- adoption plan and major road schemes	70.00	70.00
- additional questions	10.00	10.00
	(to a maximum of 100.00)	(to a maximum of 100.00)
Licence to install trees, shrubs etc in a public highway	500.00	500.00
Traffic Management Charges		
Temporary road closure (for road works or events on the highway)	600.00	600.00
Emergency road closure	250.00	250.00
Temporary road closure (for charitable or civic events)	350.00	350.00
Progression of Traffic Regulation Orders	750.00	750.00

Schedule 1: Table of Charges
CHARGES FOR SMALL DOMESTIC BUILDINGS TABLE A
FULL PLANS SUBMISSIONS

Note: Dwellings in excess of 300 square metres in floor area to be calculated on estimate cost in accordance with schedule 3.

No. OF DWELLINGS	Existing Charges			Proposed Charges		
	Plan Charge £	Inspection Charge £	Additional plan charge shown in brackets and inspection charge for each dwelling above minimum number in the band in column	Plan Charge £	Inspection Charge £	Additional plan charge shown in brackets and inspection charge for each dwelling above minimum number in the band in column
1	150.00	377.00	~	150.00	377.00	~
2	205.00	522.00	~	205.00	522.00	~
3	270.00	633.00	~	270.00	633.00	~
4	335.00	766.00	~	335.00	766.00	~
5	405.00	848.00	~	405.00	848.00	~
6	475.00	953.00	~	475.00	953.00	~
7	495.00	1018.00	~	495.00	1018.00	~
8	515.00	1187.00	~	515.00	1187.00	~
9	535.00	1356.00	~	535.00	1356.00	~
10	540.00	1541.00	~	540.00	1541.00	~
11	545.00	1688.00	~	545.00	1688.00	~
12	550.00	1834.00	~	550.00	1834.00	~
13	555.00	1982.00	~	555.00	1982.00	~
14	560.00	2103.00	~	560.00	2103.00	~
15	565.00	2249.00	~	565.00	2249.00	~

16	570.00	2395.00	~	570.00	2395.00	~
17	575.00	2541.00	~	575.00	2541.00	~
18	580.00	2687.00	~	580.00	2687.00	~
19	585.00	2800.00	~	585.00	2800.00	~
20	590.00	2944.00	~	590.00	2944.00	~
21	600.00	3011.00	~	600.00	3011.00	~
22	610.00	3113.00	~	610.00	3113.00	~
23	620.00	3215.00	~	620.00	3215.00	~
24	630.00	3317.00	~	630.00	3317.00	~
25	640.00	3420.00	~	640.00	3420.00	~
26	650.00	3522.00	~	650.00	3522.00	~
27	660.00	3624.00	~	660.00	3624.00	~
28	670.00	3726.00	~	670.00	3726.00	~
29	680.00	3828.00	~	680.00	3828.00	~
30	690.00	3885.00	~	690.00	3885.00	~
31 and over	700.00	3940.00	(5) 75	700.00	3940.00	(5) 75
All figure are net of VAT						

Schedule 2
TABLE B – Charges for Certain Small Buildings, Extensions and Alterations

Type of Work	Existing Charge £	Proposed Charge £
1. Erection or extension of a detached or attached building which consists of a garage or carport or both having a floor area not exceeding 40m ² in total and intended to be used in common with an existing building, and which is not an exempt building.	119.15	138.72
2. Erection or extension of a detached or attached building which consists of a garage or carport or both having a floor area exceeding 40m ² in total but does not exceed 60m ² in total and intended to be used in common with an existing building, and which is not an exempt building.	238.30	312.34
3. Any extension of a dwelling the total floor area of which does not exceed 10m ² , including means of access and work in connection with that extension.	238.30	254.49
4. Any extension of a dwelling the total floor area of which exceeds 10m ² , but does not exceed 40m ² , including means of access and work in connection with that extension.	344.68	373.61
5. Any extension of a dwelling the total floor area of which exceeds 40m ² , but does not exceed 60m ² , including means of access and work in connection with that extension.	455.32	483.40
6. Any extension of a dwelling by the addition of rooms within the roof space the total floor area of which does not exceed 40m ²	344.68	373.61
7. Any extension of a dwelling by the addition of rooms within the roof space the total floor area of which exceeds 40m ² , but does not exceed 60m ²	455.32	483.40
8. Installation or replacement of one or more windows or doors in a single dwelling. This may be subject to a discount when being undertaken at the same time as work described in items 3, 4 & 5 above.	50.00	100.00

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Schedule 3: Table C1 of Charges

All other building work not described in Schedules 1

ESTIMATED VALUE OF WORK £	Existing Charge £	Proposed Charge £
0 - 1000	50.00	100.00
1001 - 2000	100.00	125.00
2001 - 5000	165.00	180.00
5001 - 6000	174.00	210.00
6001 - 7000	183.00	220.00
7001 - 8000	192.00	230.00
8001 - 9000	201.00	240.00
9001 - 10,000	210.00	250.00
10,001 - 11,000	219.00	260.00
11,001 - 12,000	228.00	270.00
12,001 - 13,000	237.00	280.00
13,001 - 14,000	246.00	290.00
14,001 - 15,000	255.00	300.00
15,001 - 16,000	264.00	310.00
16,001 - 17,000	273.00	320.00
17,001 - 18,000	282.00	330.00
18,001 - 19,000	291.00	340.00
19,001 - 20,000	300.00	350.00
20,001 - 100,000	add £8.00 for each £1000(or part of) over £20,000 up to £100,000	add £8.00 for each £1000(or part of) over £20,000 up to £100,000
100,001 - 1M	add £3.50 for each £1000(or part of) over £100,000 up to £1M	add £3.50 for each £1000(or part of) over £100,000 up to £1M
1M - 10M	add £2.75 for each £1000 (or part of) over £1M up to £10M	add £2.75 for each £1000 (or part of) over £1M up to £10M
Over 10M	add £2.00 for each £1000(or part of) over £10M	add £2.00 for each £1000(or part of) over £10M

Note 1
Schedule 1 : New dwelling up to 300m²
Schedule 2: Detached garages up to 40m² and extensions to dwellings, where the floor area does not exceed 60m²

Note 2
When work is carried out at the same time as any other work to which the building regulations apply a discount may be available. Please contact Building Control for further details.

Schedule 3: Table C2 of Charges

Differential Matrix for residential Work

	Circumstance	attracting	a	Reduction in the Building Regulation Charge shown in Schedule 3 Table C1 when that work is being carried out at the same time that any work shown in either category in 3, 4 and 5 in Table B of Schedule 2 is being undertaken.
1	Installation or replacement of one or more windows and or doors in a single family dwelling.			50% of Building Notice Charge
2	Where the building work comes within the scope of Schedule 3 and the estimated cost of the work is estimated at less than £5,000.			50% of Building Notice Charge

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<u>Schedule 3: Table C3 of Charges</u>		
Discounted charges for Replacement Windows, when being carried out to a building other than a single family dwelling house		
Estimated value of building work £	Discounted Charge (net of VAT) £	Discounted is equivalent to following percentage reduction of Schedule 3 Charge
£1 -£1000	£100.00	(No discount applies)
£1001 - £2000	£100.00	(25% discount)
£2001 - £3000	£100.00	(80% discount)
£3001 - £4000	£100.00	(80% discount)
£4001 - £5000	£100.00	(80% discount)
£5001 - £6000	£105.00	(50% discount)
£6001 - £7000	£110.00	(50% discount)
£7001 - £8000	£115.00	(50% discount)
£8001 - £9000	£120.00	(50% discount)
£9001 - £10000	£125.00	(50% discount)
£10000 - £11000	£130.00	(50% discount)
£11001 - £12000	£135.00	(50% discount)
£12001 - £13000	£140.00	(50% discount)
£13001 - £14000	£145.00	(50% discount)
£14001 - £15000	£150.00	(50% discount)
£15001 - £16000	£155.00	(50% discount)
£16001 - £17000	£160.00	(50% discount)
£17001 - £18000	£165.00	(50% discount)
£18001 - £19000	£170.00	(50% discount)
£19001 - £20000	£175.00	(50% discount)
£20000 - £100,000	add £2.40 for each £1000(or part of) over £20,000 up to £100,000	Approx. (60% discount)
£100,000 - £1M	add £1.05 (excl. V.A.T.) for each £1000(or part of) over £100,000 up to £1M	

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£1M - £10M	add £0.83 (excl. V.A.T.) for each £1000 (or part of) over £1M up to £10M	
Over £10m	add £0.60 (excl. V.A.T.) for each £1000(or part of) over £10M	

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REPORT TO: CABINET

DATE: 4th March 2010

SUBJECT: Southport Cultural Centre – Temporary Library Service

WARDS AFFECTED: All Southport

REPORT OF: Alan Moore, Strategic Director (Communities).
Graham Bayliss, Leisure & Tourism Director.
Mike McSorley, Head of Technical Services.

CONTACT OFFICER: Steve Deakin, Assistant Leisure & Tourism Director
Tel: 0151 934 2372
Andrew Dunsmore, Project Manager (Technical Services)
Tel: 0151 934 2766

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To advise Cabinet of the estimated costs identified for the adaptation works required to a number of potentially suitable venues to facilitate a temporary library service in central Southport

REASON WHY DECISION REQUIRED:

Cabinet instructed Officers to provide further information on three other possible venues for a temporary library and report back.

RECOMMENDATION(S):

Cabinet is requested to consider the latest review of available locations for a temporary library with the associated financial implications and

- a) Determine if a temporary library should be provided and if so which is the preferred option subject to the necessary negotiations and approvals being obtained:- and
- b) Identify how any associated costs are to be funded

KEY DECISION: Yes

FORWARD PLAN: Yes

IMPLEMENTATION DATE: Following the expiry of the call-in period for the minutes of this meeting.

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ALTERNATIVE OPTIONS:

Previously detailed in the report to Cabinet on 3rd September 2009, and 12th November 2009.

IMPLICATIONS:

Budget/Policy Framework:

Financial:

Depending upon which option Cabinet choose there will be additional capital and revenue implications, as detailed in the options to be considered at paragraph 2.5. Accordingly no figures can be entered into the table below.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal:

Risk Assessment:

Asset Management:

CONSULTATION UNDERTAKEN/VIEWS

Finance Director – FD 341. The Finance Director has been consulted and any comments have been incorporated in to the report.
 Head of Technical Services

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy		√	
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

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1. BACKGROUND

- 1.1 The potential £15.3 million development of the Southport Cultural Centre, which consists of Southport Library, Atkinson Art Gallery and Southport Arts Centre, is a central plank within the economic regeneration of Southport and is due to commence construction in May 2010. The issue of a temporary library provision during the closure period is a matter that Members have considered since July 2009.
- 1.2 At the meeting of Cabinet Member Leisure and Tourism (CML&T) of 15th July 2009, a report was received regarding the temporary closure of Southport Library including the potential costs of relocating a library service to another location and the possibility and consequences of redistributing library services to other libraries in Churchtown, Birkdale and Ainsdale and not to provide a library service in central Southport.
- 1.3 Cabinet Member Leisure & Tourism resolved – Minute 32:
- (1) the temporary closure of Southport Library be agreed on the basis that the Leisure Director make continued efforts to find a suitable town centre location for the library prior to closure.

Cabinet, at its meeting on 3rd September 2009 received an update on the difficulties that officers had experienced in trying to identify a cost-effective site for a temporary library service. The report also gave estimates of the cost of the temporary service (£350k) for the 30 months of closure.

- 1.4 Cabinet considered a report on the provision of a temporary library service at its meeting on 12th November 2009 and resolved minute 196 that:-
- (1) The services and staff at the Southport Central Library be relocated at the Churchtown, Birkdale and Ainsdale Branch Libraries at no additional cost, during the period of the redevelopment of the Southport Cultural Centre;
 - (2) The Leisure Director submit a report to the Cabinet on the feasibility of providing a temporary IT service for library users in the Southport One Stop Shop;
- 1.5 On 14th January 2010 in accordance with Paragraph 2.5 (ii) of the Cabinet Procedure Rules Cabinet considered a verbal report on the resolution from the Southport Area Committee of 6th January 2010. Cabinet resolved minute 296 that:-
- (1) The resolution of the Southport Area Committee be noted;
 - (2) The Cabinet wishes to provide an affordable temporary replacement for the Southport Town Centre library for the duration of the Southport Cultural Centre works and recognises the urgency of this matter; and
 - (3) Officers be requested to review options for a temporary library facility that would be contained within the current revenue budget and, that reports are made regularly to the Cabinet Member designated to oversee the Cultural Centre project.

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3. FINANCIAL IMPLICATIONS

- 3.1 Officers have reviewed the options for the provision of a library service for Southport during the redevelopment of the Cultural Centre, and included two further premises not previously available. The newly available premises will require some adaptation to make them fit for public use.
- 3.2 It has not been possible to find an option that can be contained within existing revenue budgets. The revenue funding available from the present library operation is £54,550 and could be used to meet some of the additional revenue costs. However the additional revenue costs over and above this budget range from £25,000 to £135,000 per annum for 2.5 years
- 3.4 Any capital or revenue costs above the sums identified would need to be found from other budgets. Members will be aware that any additional capital or revenue budgets approved for this scheme will add to the current financial deficit on the Medium Term Financial Plan unless they are funded from the reprioritisation of existing capital programme schemes.

5. RECOMMENDATIONS

Cabinet is requested to consider the latest review of available locations for a temporary library with the associated financial implications and

- a) Determine if a temporary library should be provided and if so which is the preferred option subject to the necessary negotiations and approvals being obtained:- and
- b) Identify how any associated costs are to be funded

REPORT TO: Cabinet Member – Leisure & Tourism
Cabinet

DATE: 24th February 2010
4th March 2010

SUBJECT: Leisure and Tourism Department – Fees and Charges
2010/11

WARDS AFFECTED: All

REPORT OF: Graham Bayliss, Leisure & Tourism Director

CONTACT OFFICER: Steve Deakin, Assistant Leisure & Tourism Director
Tel no: 0151 934 2372

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

1. To propose that the fees and charges for 2010/11 for the majority of services delivered by the Leisure & Tourism Department be frozen again at the 2008/9 level to stimulate increased usage.
2. To propose the introduction of flexible charges in specific areas, together with charges for the new facilities / services operated by the Department.
3. To introduce revised charges for specific services approved as part of the Council's budget process.

REASON WHY DECISION REQUIRED:

In order to implement new or revised charges on the 1st April 2010.

RECOMMENDATION(S):

Cabinet Member – Leisure & Tourism

1. Recommends to Cabinet that the fees and charges for 2010/11 attached at Annex A be accepted.

Cabinet

1. Approves the Leisure & Tourism Department fees and charges for 2010/11 attached at Annex A

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: Following the expiry of the call in period for the minutes of this meeting

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ALTERNATIVE OPTIONS:

To increase the charges for all activities by the inflation or more – given the current economic climate, it is not considered appropriate to increase all the charges for 2010/11

IMPLICATIONS:

Budget/Policy Framework: Fees and Charges are outside the budget setting framework.

Financial: None

Legal: None

Risk Assessment: None

Asset Management: None

CONSULTATION UNDERTAKEN/VIEWS

FINANCE DIRECTOR

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being	√		
5	Environmental Sustainability		√	
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy		√	
8	Children and Young People	√		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

1. Introduction

- 1.1 The consideration of Fees and Charges are currently outside the budget setting framework and it is delegated to the Cabinet Member to determine the need to increase Fees and Charges and make the appropriate recommendations to Cabinet.
- 1.2 The Cabinet Member will recall that in September 2008, it was necessary to take unusual action and apply a mid year increase in fees and charges to help offset the rising costs of utilities.
- 1.3 The current economic down turn is having an effect on the leisure industry throughout the country with predictions of significant decreases in demand in some areas.
- 1.4 Given the potential effect of the current economic situation on Sefton residents it is considered appropriate to recommend that we freeze the majority of prices for the next fiscal year at the 2008/9 level in an attempt to stimulate business.
- 1.6 The Cabinet Member will note that the charges for swimming for the under 16's and over 60's is being provided free until 31st March 2011. This is as a result of the Government funded initiative for free swimming for these groups. As a result of this initiative the family swim pass has been temporarily withdrawn until it is known whether or not the free swimming funding is to continue.
- 1.5 The full list of proposed fees and charges for 2010/11 are attached at Annex A.

2. Proposed Changes and New Charges

- 2.1 As part of the budget savings for 2010/11, the Council accepted a number of increases in income that have been incorporated into the proposed fees and charges. These include:-
 - a) Cemeteries and Crematoria – increased income of £54,000. In order to achieve the required level of increased income the charges for burial and cremation will require an uplift that averages out at 4% across the service.
 - b) Parks and Open Spaces - £6,000 increase in income from the formal use of Football pitches. The local leagues on behalf of the Council administer the pitches, and in order to achieve this increase in income the licence fee will be increased. Discussions have been held with the local leagues, and in order to them to meet the increased cost of the licence it will be necessary to allow the leagues to charge an increased fee for the hire of pitches. The charges proposed on page 9 of annex A will meet the requirement for the increase.
- 2.2 It is proposed to introduce flexible charging to a number of areas that will allow for such things as promotional packages to be offered to try and stimulate demand. The current set charges are restrictive and provide no

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staff Managers to offer discounts for promotional activities or react to changes in the market place in what is a very competitive leisure market. The areas that would benefit from flexible pricing include:-

- i) Libraries - CD/DVD loans
- ii) Libraries – Commercial notices and photocopying
- iii) Splashworld admission prices
- iv) Leisure Centres - Fitness suite memberships
- v) Leisure Centres - Adult swimming

2.3 It is proposed to implement a number of new charges, which will enhance the services provided and generate some additional income. The new charges include:-

- i) Cemeteries and Crematoria – new charge for large coffin cremation.
- ii) Sports Facilities – new charges for Crosby Lakeside Adventure Centre and Meadows. Both facilities have recently been added to the Department's portfolio.
- iii) Flat Green Bowling (Southport Tourist parks) – new charge for Family and weekly ticket. Following consultation with the Bowling Club who is the Council's Managing agent, they have recommended the introduction of these new charges.

2.4 There are some charges that are no longer applicable or relevant, and should be redefined or deleted. It is proposed to delete the following charges:-

- i) Libraries – returnable deposits.
- ii) Flat Green Bowling (Southport Tourist Parks) – Season tickets, Competition charges and locker rental.

3. Recommendations

Cabinet Member – Leisure & Tourism

1. Recommends to Cabinet that the fees and charges for 2010/11 attached at Annex A be accepted.

Cabinet

1. Approves the Leisure & Tourism Department fees and charges for 2010/11 attached at Annex A

**SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11**

Details	Vat Rate	Date of Last Increase		2009/10 Charges		Proposed 2010/11 Charges		Actual difference
				£ p		£ p		£ p
<u>CEMETERIES:</u>								
BURIAL FEES - Private Graves - interment in a grave granted exclusive right of burial of the body of :-								
a) a person aged up to and including 16 years))			free		free		0.00
- non resident))			466.00		485.00		19.00
b) a person over 16 years))							
- resident))							
Grave upto 6' feet deep (2 interments)) (O))	1.04.08		493.00		513.00		20.00
Grave upto 7' 6" Deep (3 interments)))			553.00		575.00		22.00
Grave upto 9' Deep (4 interments)))			586.00		609.00		23.00
- non resident))			904.00		940.00		36.00
Brick Graves & Vaults								
Full Interment in a brick grave or vault) (O))	1.04.08		opening fee plus £651		opening fee plus £677		26.00
Interment of cremated remains in a private grave or vault))	1.04.08		130.00		135.00		5.00
Scattering of cremated remains in a private grave or vault) (O))			26.00		27.00		1.00
USE OF CEMETERY CHAPEL								
Duke Street/Thornton) (O))	1.04.08		139.00		144.56		5.56
DUKE STREET MEMORIAL GARDEN								
Vase Plaque								
20 year lease) (S))	1.04.08		238.00		248.00		10.00
Renewal of lease))			163.00		170.00		7.00
Petal Tablet								
20 year lease) (S))	1.04.08		170.00		178.00		8.00
Renewal of lease))			138.00		144.00		6.00
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 1								

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SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11

ANNEX A

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
EXCLUSIVE BURIAL RIGHTS					
Exclusive right of burial in graves, brick graves, & Vaults					
- resident) (E))	1.04.08	618.00	643.00	25.00
- non resident))		1032.00	1073.00	41.00
Purchase of undersized grave for cremated remains					
- resident) (E))	1.04.08	469.00	489.00	20.00
- non resident))		937.00	974.00	37.00
Right to erect or place on a private grave :-					
a) Flat stone (Jewish section)) (E))	1.04.08	103.00	107.00	4.00
b) headstones (max. 3 feet)))		103.00	107.00	4.00
c) foundation and flagstone))		24.00	25.00	1.00
Exhumations))		interment fee plus £1089	1132.00	43.00
Capping Chamber) (O))	1.04.08	Contractor costs+20%	Contractor costs+20%	
Remove Memorials))		96.00	100.00	4.00
Replace memorials(includes NAMM fixing)))		32.00	33.00	1.00
Registration of change in title in grant of Exclusive Rights of Burial and Copy grant) (O))	1.04.08	22.00	23.00	1.00
Search Fees (genealogy)))	1.04.08	6.00	6.00	0.00
Casket Burial))		Opening fee + Depth fee+34% or 1/3rd	Opening fee + Depth fee+33% or 1/3rd	
Failure to observe allotted funeral times-Funeral Directors) (O))	1.04.08	78.00	81.00	3.00
Wooden name plate on stand (Thornton only)))) (S))	1.04.08	34.00	35.00	1.00
Name Tag (for shrubs) (Southport only)))))		17.00	17.70	0.70
Short Notice Burials))		interment fee plus £92	interment fee plus £96	4.00
Sunday Burial) (O))))	1.04.08	interment fee plus £215	interment fee plus £224	9.00
Call-out fee for unlocking and preparation of Chapel and Mortuary out of hours - per hour) (O))	1.04.08	48.00	50.00	2.00
Alteration of Arrangements for Burial or Cremation) (S))	1.04.08	67.00	70.00	3.00
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 2					

**SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11**

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
<u>CREMATORIA</u>					
Cremation fees					
N.B. Charges now include for disposal or collection of remains					
a) a person up to and including aged 16 years	(E)	1.04.07	Free	Free	0.00
b) a person over 16 years old	(E)		433.00	451.00	18.00
Large coffin 7' x 30"	(E)		Cremation fee + 33%	Cremation fee + 33%	new charge
Medical Referees charge	(E)		18.50	19.00	0.50
Assistance with "self managed" funeral conducted without a Funeral Director	(E)	1.04.07	fee + 50%	fee + 50%	0.00
Deposit & Disposal of Cremated Remains at Crematoria :-))			
a) temporary deposit per month (1st 28 days free - max 6 months)))	50.00	52.00	2.00
b) scattering of remains from other crematoria	(E)	1.04.07	26.00	27.00	1.00
other crematoria))			
d) polytainers for forwarding remains (incl. postage & packing)))	50.00	52.00	2.00
e) oak caskets))	56.00	58.00	2.00
<i>INSCRIPTIONS IN BOOK OF REMEMBRANCE</i>					
a) 2 line inscription))	41.00	43.00	2.00
b) 3-5 line inscription	(S)		56.00	58.00	2.00
c) 3-5 line inscription with motif)	1.04.07	120.00	125.00	5.00
d) 6-8 line inscription))	74.00	77.00	3.00
e) 6-8 line inscription with motif))	143.00	149.00	6.00
Minature books of remembrance with :-					
a) 2 line inscription))	58.00	60.00	2.00
b) 3-5 line inscription))	69.00	72.00	3.00
c) 3-5 line inscription with motif	(S)	1.04.07	132.00	137.00	5.00
d) 6-8 line inscription))	75.00	78.00	3.00
e) 6-8 line inscription with motif))	145.00	151.00	6.00
f) Additional Inscriptions fee))	Fee Less 23.50	Fee Less 23.50	
Memorial card with :-					
a) 2 line inscription))	24.00	25.00	1.00
b) 3-5 line inscription))	34.00	35.00	1.00
c) 3-5 line inscription with motif	(S)	1.04.07	91.00	95.00	4.00
d) 6-8 line inscription))	45.00	47.00	2.00
e) 6-8 line inscription with motif))	110.00	114.00	4.00
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 3					

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SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11

ANNEX A

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
Memorials (Southport only)					
a) Reface existing stone))	1.04.07	47.00	49.00	2.00
b) Additional inscription on existing stone))		75.00	78.00	3.00
c) Additional Letters - per letter))	1.04.07	6.50	7.00	0.50
d) Commemorative plaques - Leased:-) (S))				
- Ten Year Lease))		257.00	267.00	10.00
- Renewal Charge))	1.04.07	183.00	190.00	7.00
- Replacement Charge (10 yrs)))		134.00	139.00	5.00
e) Metal Flower Inserts))		8.00	8.00	0.00
Use of Crematorium Organ - per service		1.04.09	7.50	8.00	0.50
Replacement Brass Plaque))	1.04.07	90.00	94.00	4.00
Exhumation of cremated remains) (S))	1.04.07	fee for burial of Cremated remains + 50%	fee for burial of Cremated remains + 50%	
Provision of bench (if space available)))		Cost of Bench plus 10%	Cost of Bench plus 10%	
Short Notice Funerals) (O))	1.04.07	fee + £91.00	fee + £95.00	4.00
Failure to observe allotted funeral times - Funeral Directors) (O))	1.04.07	78.00	81.00	3.00
Alterations to Arrangements for Burial or Cremation) (S))	1.04.07	67.00	70.00	3.00
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 4					

**SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11**

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
<u>LIBRARIES & ARTS</u>					
Overdue Charges					
Adult 1st week - 1st day))	1.04.07	0.10	0.10	0.00
10 pence per day up to day 20))	1.04.07	0.20 - 2.00	0.20 - 2.00	0.00
) (N))				
21 days to 42 days charged at the rate of 20 pence per day to a maximum of £6.00))	1.04.07	2.20 -6.00	2.20 -6.00	0.00
))				
))				
Child 1st week - 1st day))	1.04.07	0.01	0.01	0.00
1 pence per day for 120 days to a maximum of £1.20))	1.04.07	0.02 - 1.20	0.02 - 1.20	0.00
))	1.04.07			
N.B. No charge for Sundays, Bank Holidays etc.					
C.D. Music Loan Charge-per item per week) (S))	1.04.07	1.00	up to 1.50	0.50
DVD/Video Loan Charge-per item per week) (S))		1.50	up to 2.00	0.50
C.D. Rom Playstation loan per item per week) (S))		2.30	up to 2.75	0.45
Reservation fee) (O))	1.04.07	0.80	0.80	0.00
Reservation fee (per item). For items borrowed outside Sefton))	1.04.07	1.50	2.00	0.50
Reservation fee (children up to 16)))		free	free	0.00
Reservation fee (visually impaired people) for spoken word and large print books))	1.04.07	free	free	0.00
Returnable Deposits - visitors) (O))	1.04.07	30.00	delete	0.00
Lost Tickets - replacements))		1.20	1.20	0.00
Administration charge for lost items (per item)) (O))	1.04.07	1.00	1.00	0.00
))				
Local History - research fee) (O))	1.04.07	20.00	20.00	0.00
Sale of Discarded items -) Prices to be set by the Leisure Director) Prices to be set by the Leisure Director	
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 5					

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SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11

ANNEX A

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
Commercial Notice Boards -					
A5 or under - per week))		0.70	up to 0.80	0.10
A4 or under - per week)(S))		1.00	up to 1.10	0.10
A3 or under - per week))	1.04.07	1.80	up to 1.90	0.10
A2 or under - per week))		2.80	up to 2.90	0.10
Display of leaflets per week))		3.25	up to 3.40	0.15
Photocopying - per copy(A4 or under) b/w))	1.04.07	0.10	up to 0.20	0.10
Photocopying -per copy (A4 or under) colour))		1.00	up to 1.10	0.10
Photocopying - per copy(A4 or above))(S))	1.04.07	0.25	up to 0.35	0.10
Photocopying - per copy(A4 or above) colour))		1.50	up to 1.50	0.10
Microfilm/Microfiche))				
- per copy (A4 or under)))	1.04.07	0.50	0.50	0.00
- per copy (A3 or under)))	1.04.07	1.00	1.00	0.00
Reproduction fees for local historical material))				
- per item (personal use)))	1.04.07	4.00	4.00	0.00
- for publication - print)(S))	1.04.07	18.50	18.50	0.00
- radio/TV/video))	1.04.07	45.00	45.00	0.00
Display Space Charge)(S))	1.04.07	Negotiable + 25% Commission	Negotiable + 27.5% Commission	
Commercial Sales)(S))	1.04.07	33.3% Commission	35% Commission	
Items for Sale))	1.04.09	Prices to be set by Leisure Director	Prices to be set by Leisure Director	
LIBRARY PREMISES -					
Lettings - per hour					
Mon to Sat - small room per hour) S)	1.04.08	28.60	30.00	1.40
Min. charge (after discounts) per hour) S)	1.04.08	24.20	25.50	1.30
Caretaker deduction per hour))		16.50	16.50	0.00
N.B. Hirers of rooms in the Authority's establishments must be covered by Public Liability Insurance.					
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 6					

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SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11

ANNEX A

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
<u>PARKS & OPEN SPACES</u>					
OUTDOOR RECREATION					
Bowling Greens					
<i>N.B. These charges are maximum charges which Bowling Clubs, operating under a management agreement, may levy but can reduce if they wish.</i>					
Crown Greens -					
Per 4hr session))		2.50	2.50	0.00
Per day (during winter)))		2.00	2.00	0.00
Evening (floodlight)))		2.50	2.50	0.00
Over 60s per 4hr session))		2.00	2.00	0.00
Season ticket))		60.00	60.00	0.00
Season ticket - over 60s) (S))	1.04.08	36.00	36.00	0.00
Competitions-per player per match))		2.00	2.00	0.00
Reservation permit (Crosby only)))		2.50	2.50	0.00
Tennis:-					
Per person per hour))		1.70	1.70	0.00
Season ticket) (S))	1.04.08	29.00	29.00	0.00
Hire of court - per season))		245.00	245.00	0.00
Allotment Rents:-					
Annual Rents (fixed for 2 years)))				
300 sq yd plot) (E))	1.04.08	31.00	31.00	0.00
200 sq yd plot))		29.00	29.00	0.00
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 8					

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Leisure and Tourism
Review of Charges 2010/11**

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
Playing Fields - Cricket and Football					
N.B. These charges are maximum charges which Clubs, operating under a management agreement, may levy but can reduce if they wish.					
Cricket - season))		385.00	423.50	38.50
- per match))		58.30	64.15	5.85
))				
))				
Football (with accommodation)))				
Senior Season))				
- Saturdays - full use))		660.00	726.00	66.00
- half use))		379.50	417.50	38.00
- Sundays - full use))		660.00	726.00	66.00
- half use))		379.50	417.50	38.00
Junior Season))				
- Sat/Sun - full use))		203.50	203.50	0.00
- half use) (S))	1.04.08	126.50	126.50	0.00
))				
Football (no accommodation)))				
Senior Season))				
- Sat/Sun - full use))		291.50	320.70	29.20
- half use))		198.00	217.80	19.80
))				
Junior Season / Mini Soccer))				
- Sat/Sun - full use))		165.00	165.00	0.00
- half use))		110.00	110.00	0.00
))				
Evening Games (with accommodation)))		88.00	96.80	8.80
))				
All Weather Pitches in Parks (no accommodation)))		free	free	0.00
Playing Fields - Hockey and Rugby					
Hockey (with accommodation)))				
- season - full use))	1.04.08	291.50	320.70	29.20
- half use))		170.50	187.55	17.05
))				
Hockey (no accommodation)))				
- season - full use))		181.50	199.65	18.15
) (S))				
Rugby (with accommodation)))				
- season - full use))	1.04.08	660.00	726.00	66.00
- half use))		379.50	417.45	37.95
))				
Rugby (no accommodation)))				
- season - full use))		291.50	320.70	29.20
Pavilion - meetings					
- Mon/Sat))	1.04.08	60.50	66.55	6.05
- Sunday))		93.50	102.85	9.35
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 9					

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SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11

ANNEX A

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
SOUTHPORT GOLF COURSE					
Green Fees					
Adult - Mon/Friday))		11.00	11.00	0.00
- Sat/Sun/Bank Hols))		13.00	13.00	0.00
Child (up to an including aged 16 years)) (S))	1.04.08	7.00	7.00	0.00
Non player - adult))		1.00	1.00	0.00
- child))		1.00	1.00	0.00
Twilight Ticket - Mon~Fri))		8.00	8.00	0.00
Twilight Ticket - Sat~Sun~Bank Holiday (twilight ticket only to be issued 2 hours before sunset)))	1.04.08	11.00	11.00	0.00
Season Tickets					
- Mon/Friday only))		341.00	341.00	0.00
- Mon/Friday only - 5 instalments))		370.00	370.00	0.00
- Mon/Fri & Sat or Sun (6 days only)))		468.00	468.00	0.00
- Mon/Fri & Sat or Sun - 5 instalments))		515.00	515.00	0.00
Child - Mon/Friday) (S))	1.04.08	105.00	105.00	0.00
Child - Mon/Friday - 5 instalments))		125.00	125.00	0.00
Over 60s - Mon/Friday only *))		208.00	208.00	0.00
Over 60s - Mon/Friday only * - 5 instalments))		240.00	240.00	0.00
Over 60s - 6 days only *))		286.00	286.00	0.00
Over 60s - 6 days only * - 5 instalments))		320.00	320.00	0.00
Compulsory Insurance, in addition to green fee:-					
- per round))	1.04.09	0.70	1.00	0.30
- per season ticket))	1.04.09	5.50	6.50	1.00
* Restricted Times & use, (after 11am Mon - Fri From 1st April - 31st October)					

VAT Classifications - (S) Standard Rate (17.5%)
- (E) Exempt
- (O) Outside the Scope
- (N) Zero Rated

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**SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11**

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
<u>SPORT & RECREATION - SPORTS CENTRES</u>					
<i>BOOTLE LEISURE CENTRE</i>					
<u>Swimming Admissions</u>					
Adult))		3.50	up to 3.70	0.20
Junior - up to and including age 16) (S)	1.04.08	free	free until	-2.10
O.A.P.))		free	31.3. 2011	-2.10
Family Discount for 4 people or more [not eligible for Leisure Pass Holders]			temp withdraw	temp withdraw	0.00
Swimming Lessons [per 10 week course]					
Adult))		Prices to be set	Prices to be set	
Junior))		by Leisure Director	by Leisure Director	
Hire of Whole Pool Area))	1.04.08	170.50	175.00	4.50
Parties			Prices to be set		
			by Leisure Director		
Spectators) (S)	1.4.00	0.30	0.30	0.00
Letting - Club fees per hour					
Weekdays))		54.50	57.50	3.00
Saturdays))	1.04.08	54.50	57.50	3.00
Sundays))		54.50	57.50	3.00
Gala fee (Minimum 2 hours)))		170.50	175.00	4.50
<u>Sauna/Steam</u>					
Adult - (incl free swim)			up to £5.00	up to £5.00	0.00
<u>Fitness Room</u>					
Adult) (S)		5.50	up to 6.50	1.00
Junior - up to and including age 16) (S)	1.04.08	3.00	up to 4.00	1.00
* Special sessions only			1.65	up to 2.00	0.35
Adult Induction - (free if Customer becomes a member)			22.00	22.00	0.00
12 Month Platinum Card *)		354.00	up to 380	24.00
12 Month Gold Card *)	1.04.08	324.00	up to 360	26.00
12 Month Silver Card *) (S)		300.00	up to 335	35.00
12 Month pass (Leisure Passport) *)		252.00	up to 285	33.00
*All passes include free use of Health Suite					
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 11					

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ANNEX A

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
BOOTLE LEISURE CENTRE - CONT'D					
<u>Sports Hall</u>					
Equipment Hire) (S))	1.04.07	1.50	1.50	0.00
Deposit) (S))		5.00	5.00	0.00
<u>Badminton Court / Table Tennis / Short Tennis / Trampolining</u>					
-Use per hour))				
- Peak))	1.04.08	8.00	8.00	0.30
- Off Peak))		5.00	5.00	0.30
<u>Hire of Hall</u>					
Quarter Hall - Peak))		13.50	13.50	0.00
Quarter Hall - Off Peak))		7.70	7.70	0.00
Half Hall - Peak))		29.00	29.00	0.00
Half Hall - Off Peak) (S))	1.04.08	21.00	21.00	0.00
Whole Hall - Peak))		43.00	43.00	0.00
Whole Hall - Off Peak))		29.00	29.00	0.00
Commercial Bodies))		negotiated at Premium rates	negotiated at Premium rates	
<u>Hire of Meeting Room</u>					
Childrens Party - Peak))		38.50	40.00	1.50
Childrens Party - Off Peak) (S))	1.04.08	38.50	40.00	1.50
Meetings - Incl Coffee))		38.50	40.00	1.50
<u>Dance Studio</u>					
All Studio Classes) N)		4.40	4.50	0.10
Leisure Passport) N)		2.20	2.20	0.00
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 12					

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Review of Charges 2010/11**

Details	Vat Rate	Date of Last Increase		2009/10 Charges		Proposed 2010/11 Charges		Actual difference
				£ p		£ p		
LITHERLAND SPORTS PARK								
<i>Fitness Room</i>								
Adult	S			5.50		up to 6.50		1.00
Junior - up to and including age 16	S	1.04.08		3.00		up to 4.00		1.00
Special Sessions	S			1.65		up to 2.00		0.35
12 Month Platinum	S			354.00		up to 380		24.00
12 Month Pass Gold Card	S			324.00		up to 360		26.00
12 Month Pass Silver Card	S	1.04.08		300.00		up to 335		35.00
12 Month Pass (Leisure Passport)	S			252.00		up to 285		33.00
Adult Induction	S			22.00		22.00		0.00
<i>Synthetic Turf Pitch</i>								
Adult - Whole Pitch Hire - per hour	S			88.00		90.00		2.00
Adult - Half Pitch Hire - per hour	S	1.04.08		47.00		50.00		3.00
Adult - 5 a side Pitch - per hour	S			36.00		36.00		0.00
Junior - Whole Pitch Hire - per hour	S			58.00		60.00		2.00
Junior - Half Pitch Hire - per hour	S	1.04.08		36.00		37.00		1.00
Junior - 5 a side Pitch - per hour	S			24.00		24.00		0.00
Community Sports Development Programmes	E			Price to be set by Leisure Director				
Commercial Activities (Soccer Schools etc.)	S			Price to be set by Leisure Director				
<i>Athletics</i>								
Annual Permit - Adult	S			66.00		68.00		2.00
Annual Permit - Junior	S			39.00		40.00		1.00
Day Permit - Adult	S	1.04.08		3.60		3.80		0.20
Day Permit - Junior	S			2.20		2.30		0.10
School Track Hire - Term Time - 9.00am - 5.00pm	E			33.00		35.00		2.00
Athletics Meetings	S			Price to be set by Leisure Director				
<i>Cycling</i>								
Annual Permit - Adult	S			33.00		35.00		2.00
Annual Permit - Junior	S			19.50		20.00		0.50
Day Permit - Adult	S	1.04.08		2.50		2.60		0.10
Day Permit - Junior	S			1.65		1.70		0.05
Cycling Meeting	S			Price to be set by Leisure Director				
Activity Studio - Full Studio	S			38.00		40.00		2.00
Activity Studio - Half Studio	S	1.04.08		22.00		23.00		1.00
Activity Studio - Commercial Bookings	S			Price to be set by Leisure Director				
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 13								

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ANNEX A

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
MEADOWS LEISURE CENTRE					
<u>Swimming Admissions</u>					
Adult))			up to 3.70	New Charge
Junior) (S))			free until	New Charge
O.A.P.))			31.3. 2011	New Charge
Family Discount for 4 people or more [not eligible for Leisure Pass Holders]				temp withdrawn	New Charge
<u>Swimming Lessons [per 10 week course]</u>					
Adult))			Prices to be set by Leisure Director	New Charge
Junior))				New Charge
Hire of Whole Pool Area Parties))			175.00	New Charge
Spectators) (S))			0.30	New Charge
<u>Letting - Club fees per hour</u>					
Weekdays))			57.50	New Charge
Saturdays))			57.50	New Charge
Sundays))			57.50	New Charge
Gala fee (Minimum 2 hours)))			175.00	New Charge
Private School Swimming) (S))			3.00	New Charge
<u>Sauna/Steam</u>					
Adult - (incl free swim)				up to £5.00	New Charge
<u>Fitness Room</u>					
Adult) (S))			up to 6.50	New Charge
*Junior) (S))			up to 4.00	New Charge
* Special sessions only				up to 2.00	New Charge
Adult Induction				22.00	New Charge
12 Month Platinum Card *)			up to 380	New Charge
12 Month Gold Card *)			up to 360	New Charge
12 Month Silver Card *) (S))			up to 335	New Charge
12 Month pass (Leisure Passport) *)			up to 285	New Charge
*Annual fee can be paid by 12 months Direct Debit					
*All passes include free use of Health Suite					
<u>Hire of Hornby Room</u>					
Childrens Party - Peak))			40.00	New Charge
Childrens Party - Off Peak) (S))			40.00	New Charge
Meetings - Incl Coffee))			40.00	New Charge
<u>Activity Studios</u>					
All Studio Classes) N)			4.50	New Charge
Leisure Passport) N)			2.20	New Charge
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 14					

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Leisure and Tourism
Review of Charges 2010/11**

Details	Vat Rate	Date of Last Increase		2009/10 Charges		Proposed 2010/11 Charges		Actual difference
				£ p		£ p		£ p
DUNES LEISURE CENTRE								
Swimming								
Adult))			3.50		up to 3.70		0.20
Over 60's))			free		free until		0.00
Junior - up to and including age 16) (S))	1.04.08		free		31.3. 2011		0.00
Family Discount for 4 people or more (not eligible for a leisure pass)				temp withdraw		temp withdraw		0.00
Lettings								
Club fees per hour))			54.50		57.50		3.00
Weekdays))			54.50		57.50		3.00
Saturdays) (S))	1.04.08		54.50		57.50		3.00
Sundays))			54.50		57.50		3.00
Gala fee per session (minimum 2 hours)))			170.50		175.00		4.50
Other Facilities))							
Spectators))	1.4.98		0.30		0.30		0.00
Swimming lessons - Junior) (E))			Prices set by Leisure Director		Prices set by Leisure Director		
Swimming lessons - Adult				Prices set by Leisure Director		Prices set by Leisure Director		
Swimming Parties				Price on application		P.O.A		
Private School Swimming - per student) (S))			2.75		3.00		0.25
Fitness Room								
Adult))	1.04.07		5.50		up to 6.50		1.00
* Junior))	1.04.07		3.00		up to 4.00		1.00
* Special sessions only				1.65		up to 2.00		0.35
12 month Platinum))	1.04.08		354.00		up to 380		24.00
12 month pass - Gold Card))	1.04.08		324.00		up to 360		26.00
12 month pass - Silver Card) (S))	1.04.08		300.00		up to 335		35.00
12 month pass - (Leisure Passport)))	1.04.08		252.00		up to 285		33.00
Adult Induction))	1.04.08		22.00		22.00		0.00
Sauna, Steam & Swim				up to £5.00		up to £5.00		0.00
								0.00
								0.00
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 15								

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ANNEX A

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
DUNES LEISURE CENTRE - CONT'D					
Sports Hall					
Equipment Hire) (S))		1.50	2.00	0.00
Deposit) (S))		5.00	5.00	0.00
<u>Badminton Court / Table Tennis / Short Tennis / Trampolining</u>					
- Use per hour					
- Peak) (S))		8.00	8.00	0.00
- Off Peak))	1.04.08	5.00	5.00	0.00
<u>Hire of Hall</u>					
Quarter Hall - Peak))		13.50	13.50	0.00
Quarter Hall - Off Peak))		7.70	7.70	0.00
Half Hall - Peak))		29.00	29.00	0.00
Half Hall - Off Peak) (S))	1.04.08	21.00	21.00	0.00
Whole Hall - Peak))		43.00	43.00	0.00
Whole Hall - Off Peak))		29.00	29.00	0.00
Commercial Bodies))		Negotiable	Negotiable	0.00
N.B. The letting of facilities designed or adapted for playing any sport or taking part in physical recreation is normally standard - rated for V.A.T. purposes. However, the letting of such facilities may be exempt from V.A.T. if :					
i) the letting is for over 24 hours ; or					
ii) there is a series of lettings to the same person over a period of time.					
SPLASHWORLD					
Adults (over 16's)	(S)	1.04.08	7.50	up to 8.00	0.50
Juniors (6 years to 15 years)			5.50	up to 6.00	0.50
Juniors (3 years to 5 years)			4.50	up to 5.00	0.50
Toddlers (under 3 years)			Free	Free	0.00
Family Ticket (2 Adults + 2 children)			24.00	up to 25.00	1.00
Leisure Pass:					
Adults (over 16's)			5.50	up to 6.00	0.50
Juniors (6 years to 15 years)			4.00	up to 4.50	0.50
Juniors (3 years to 5 years)			3.00	up to 3.50	0.50
Spectators			2.00	2.00	0.00
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated					
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**SEFTON MBC
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Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
CROSBY LAKESIDE ADVENTURE CENTRE					
<u>Lakeside Fitness:- (Fitness Suite)</u>					
Adult))	1.04.07	5.50	up to 6.50	1.00
* Junior))	1.04.07	3.00	up to 4.00	1.00
* Special sessions only			1.65	up to 2.00	0.35
12 month Platinum))	1.04.08	354.00	up to 380	24.00
12 month pass - Gold Card))	1.04.08	324.00	up to 360	26.00
12 month pass - Silver Card) (S)	1.04.08	300.00	up to 335	35.00
12 month pass - (Leisure Passport)))	1.04.08	252.00	up to 285	33.00
Adult Induction))	1.04.08	22.00	22.00	0.00
<u>Lakeside Learning:- (Classroom Hire)</u>					
			Prices to be set by the Leisure Director		new charge
<u>Lakeside Hospitality:- (Functions & Events)</u>					
			Prices to be set by the Leisure Director		new charge
<u>Lakeside Lodge:- (Overnight Accommodation)</u>					
			Prices to be set by the Leisure Director		new charge
<u>Lakeside Bistro:- (Bar and Restaurant)</u>					
			Prices to be set by the Leisure Director		new charge
<u>Lakeside Watersports:- (lake and water activities)</u>					
Group Sessions: (10 users with a recognised leader)					
Standard Bookings					
Young People - up to 2 hours				80.00	new charge
Young People - up to 3 hours				120.00	new charge
Adults - up to 2 hours				100.00	new charge
Adults - up to 3 hours				150.00	new charge
Sefton Residents & Groups					
Young People - up to 2 hours				60.00	new charge
Young People - up to 3 hours				90.00	new charge
Adults - up to 2 hours				75.00	new charge
Adults - up to 3 hours				112.50	new charge
Facility Membership					
Adult Annual Lake Membership				85.00	new charge
Concession Annual Lake Membership				50.00	new charge
Family Annual Lake Membership				220.00	new charge
Adult Annual Lake & Fitness Suite Membership				355.00	new charge
Monthly Membership; minimum 3 months				15.00	new charge
Watersports Membership per month				50.00	new charge
Boat & Equipment Storage					
Small Container				250.00	new charge
Large Container				500.00	new charge
Boat Park Space				100.00	new charge
Daily 'Pay & Play' Usage					
Peak Rate - 08:00 - 17:00				10.00	new charge
Off-Peak Rate - 17:00 - 22:00				5.00	new charge
VAT Classifications - (S) Standard Rate (17.5%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 17					

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SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11

ANNEX A

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	£ p
<u>COASTAL MANAGEMENT</u>					
THE ALT CENTRE / AINSDALE DISCOVERY CENTRE					
Hire of centre - per day (8.00 am - 10.30 pm)))	1.04.07)	
Morning only (8.00 am-12 noon) (1 Nov - 31 Mar))))	
(1 Apr - 31 Oct))))	
Afternoon only (12noon-4.00pm) (1 Nov - 31 Mar))))	
(1 Apr - 31 Oct)))) prices to	
Evening only (6.00pm-10.30pm) (1 Nov - 31 Mar)) (S))	1.04.07)	
(1 Apr - 31 Oct)))) be set	
Hire by Community Groups))) by the	
Information pack)))	
Formby map & guide))) Leisure	
Photocopying - per sheet)))	
Coastal Footpath Leaflet))	1.04.07) Director	
Sticker)))	
Badge)))	
Individual leaflet)))	
LIFEBOAT ROAD CAR PARK					
Charge per car Spring/Summer per visit) (S))	1.04.07	3.50	3.50	0.00
Season Ticket) (S))	1.04.07	30.00	35.00	5.00

VAT Classifications - (S) Standard Rate (17.5%)
- (E) Exempt
- (O) Outside the Scope
- (N) Zero Rated
18

**SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11**

Details	Vat Rate	Date of Last Increase	2009/10 Charges	Proposed 2010/11 Charges	Actual difference
			£ p	£ p	
<u>TOURISM</u>					
Southport Brochure					
Price per copy on personal application to the TIC.	N	1.4.00	1.00	1.00	0.00
Foreshore Car Park					
Free parking to invalid carriages, where the driver is in receipt of a Government grant for the vehicle (road fund licence is so endorsed) and Blue badge holders. These charges are suspended when Special Events are held					
Cars and Motorcycles:-					
Daily Charge (Flexible system is in operation)	S	1.4.02	From 2.00 up to 5.00	fixed rate £3.50	
Seasonal Foreshore Parking Contract	S	1.4.07	25.00	35.00	10.00
Victoria Park, Kings Gardens & Princes Park					
Bowls					
<i>N.B. These charges are maximum charges which the Bowling Club, operating under licence, may reduce if they wish</i>					
Flat Greens					
Per session)	1.4.00	1.50	3.00	1.50
Family ticket - per session)			10.00	New Charge
Weekly ticket)			15.00	New charge
Season Ticket) S	1.4.96	27.00	Delete	-27.00
Season Ticket - over 60's)	1.4.96	11.70	Delete	-11.70
Competitions - per player)	1.4.00	1.50	Delete	-1.50
Locker rental (per annum))	1.4.02	1.55	Delete	-1.55
Croquet					
<i>N.B. These charges are maximum charges which the Croquet Club, operating under licence, may reduce if they wish</i>					
Per session	S	1.4.02	3.60	5.00	1.40
Pitch & Putt (Classic Golf) - Flexible charging system					
Charge per game	S	1.4.04	From 2.00 up to 4.00	From 3.00 upto 5.00	1.00
Caravan Fees (charges applicable for caravan rallies only)					
Per van per night - Summer)	1.4.02	5.50	6.00	0.50
- Winter) S	1.4.02	2.50	3.00	0.50

VAT Classification (S) Standard Rate
(E) Exempt
(O) Outside the scope
(N) Zero Rated

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SEFTON MBC
Leisure and Tourism
Review of Charges 2010/11

ANNEX A

LEISURE PASSPORTS

This facility is available to persons aged over 60, the Registered Disabled, those in receipt of Income Support and the unemployed (and their dependants).

Use of the facilities below is available, on production of a Leisure Passport, on Mondays to Fridays inclusive between the hours of 9.00 am - 12 noon and 2.00 pm - 4.00 pm. In the case of blind persons in need of accompaniment, these hours are extended to 6.00 pm.

Facility			2009/10		Concessionary		Proposed	
			Full Charge		Charge		2010/11 Full Charge	Concessionary Charge
			£	p	£	p	£	p
Tennis	(S)		1.70		0.50		1.70	0.50
Shower/ Changing Facilities	(S)		1.50		0.50		1.50	0.50
Badminton :-								
All Leisure Centres - Peak	(S)		7.50		4.50		7.50	4.50
All Leisure Centres - Off Peak	(S)		4.50		2.80		4.50	2.80
Swimming :-								
Dunes	(S)		3.50		2.10		3.70	2.20
Bootle Leisure Centre	(S)		3.50		2.10		3.70	2.20
Bootle Leisure Centre								
Steam/Sauna 9am - 5pm	(S)		5.00		2.50		5.00	2.50
Fitness Room 9am - 5pm	(S)		5.00		2.50		5.00	2.50
All studio classes	(N)							
Table Tennis	(S)		4.00		2.00		4.00	2.00
Golf - Winter (hours as above) (65% of normal charges) - inclusive of insurance - Summer (mornings only)	(S)		12.00		7.80		12.00	7.80
Bowls - use of greens between 2pm and 4pm (Mon.-Sat.)	(S)							
- Annual Fee (over 60's)	(S)		36.00		28.00		36.00	28.00
- 1/2 yearly fee (over 60's)	(S)		20.00		16.00		20.00	16.00
- Annual Fee (under 60's)	(S)		60.00		36.00		60.00	36.00
- 1/2 yearly fee (under 60's)	(S)		36.00		28.00		36.00	28.00

VAT Classifications - (S) Standard Rate (17.5%)
- (E) Exempt
- (O) Outside the Scope
- (N) Zero Rated

Agenda Item 26

REPORT TO: Cabinet Member - Environmental
Cabinet

DATE: 26th February 2010
4th March 2010

SUBJECT: Regional Coastal Monitoring Programme

WARDS AFFECTED: Meols, Cambridge, Dukes, Ainsdale, Harrington, Manor,
Blundellsands, Church, Linacre

REPORT OF: Head Of Regeneration & Technical Services

CONTACT OFFICER: Graham Lymbery – Coastal Officer
Tel: 0151 934 2960

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

The purpose of this report is to seek Members' approval to procure survey services using the Buying Solutions Framework and to request that the Capital Programme be increased to reflect the revised cost of the project subject to Environment Agency approval.

REASON WHY DECISION REQUIRED:

Approval is required to proceed with the procurement and changes to the capital programme

RECOMMENDATION(S):

It is recommended that subject to receiving 100% grant approval from the Environment Agency :

- 1) Halcrow Group Ltd are commissioned to undertake the survey via the Buying Solutions Framework at a cost of £295,000
- 2) the Capital Programme be increased to reflect the revised cost of the project.

KEY DECISION: NO

FORWARD PLAN: NO

IMPLEMENTATION DATE: Following the call in period for the minutes of this meeting,

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ALTERNATIVE OPTIONS:

Programme would either stop, be taken up nationally or another authority could take up the lead.

Loss of local control and experienced staff**IMPLICATIONS:****Budget/Policy Framework:**

Financial: There are no financial implications resulting from this report. The cost of the survey is estimated to be £295,000 and is subject to a successful application to the Environment Agency and 100% funding from grant.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?	New grant approval			

Legal:**Risk Assessment:****Asset Management:****CONSULTATION UNDERTAKEN/VIEWS**

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		✓	
2	Creating Safe Communities	✓		
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being		✓	
5	Environmental Sustainability	✓		
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy		✓	
8	Children and Young People		✓	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

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1. Background

- 1.1 Based on recommendations from the first round of Shoreline Management Plans a Cell 11 (North West England) wide coastal regional monitoring strategy was developed. An approval was received in October 2007 for a 100% grant funded three year programme from 2008-2011.
- 1.2 Sefton Council act as co-ordinator for the development and delivery of the programme on behalf of all the Authorities in the Coastal Cell.

2. Variation to the monitoring programme and spend profile

- 2.1 Sefton Council are seeking a variation to the programme from the funding body, the Environment Agency, to undertake bathymetric surveys.
- 2.2 Following recommendations and upon reviewing the programme the original budget of £100k was found to be insufficient to undertake the required bathymetric surveys. A request for 100% grant funding has been made to the Environment Agency based on a revised spend profile of £295k in 2010/11.

3. Procurement methodology

- 3.1 The survey would be procured through the Buying Solutions framework. Buying Solutions is the national procurement partner for UK public services. It is an Executive Agency of the Office of Government Commerce in the Treasury and the Environment Agency are in agreement with this proposal.
- 3.2 The primary role of Buying Solutions is to maximise the value for money obtained by Government departments and other public bodies through the procurement and supply of goods and services. Buying Solutions is a Trading Fund which is run on commercial lines, with responsibility for generating income to cover its costs and make a return to the Treasury.
- 3.3 Sefton Council have procured a number of products and services using the Buying Solutions framework.
- 3.4 The contractor selected through the Buying Solutions framework is Halcrow Group Ltd.
- 3.5 The survey will only be procured once approval to fully fund the project has been received from the Environment Agency.

4. Recommendation

- 4.1 It is recommended that subject to receiving 100% grant approval from the EA :
 - 1)Halcrow Group Ltd are commissioned to undertake the survey via the Buying Solutions Framework at a cost of £295,000.
 - 2) the Capital Programme be increased to reflect the revised cost of the project..

Agenda Item 27

REPORT TO: Cabinet Member – Environmental
Cabinet

DATE: 26 February 2010
4 March 2010

SUBJECT: Recycling Collection Service - Future Service
Specification

WARDS AFFECTED: All

REPORT OF: P Moore
Environmental Protection Director

CONTACT OFFICER: Jim Black
Assistant Director
0151 288 6133

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To seek formal approval to commence the necessary processes to ensure that suitable arrangements are in place to continue to provide a recycling collection service when the current contractual arrangement expires.

REASON WHY DECISION REQUIRED:

The current Dry Recycling Collection contract is due to end on 31 March 2011 and a recycling collection service must continue to be provided.

RECOMMENDATION(S):

That the Cabinet Member – Environmental recommends that Cabinet

- 1 Approve the recommendations made by the Overview & Scrutiny (Regeneration & Environmental Services) working group that “a ‘co-mingled collection’ be developed, subject to an acceptable/beneficial arrangement being recommended by Finance Directors and subsequently agreed by all MWDA member authorities and authorise the Operational Services Director to make the necessary arrangements for the implementation of the new recycling collection service that will operate from April 2011 onwards.
- 2 Pending a satisfactory conclusion to the above, to authorise simultaneously the Operational Services Director to make arrangements to tender for the provision of a kerbside sort recycling collection service, based on the materials currently collected with cost options for the addition of new materials.
- 3 That the potential cost increase associated with either collection service be noted and included in the Medium Term Financial Plan.

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That Cabinet agree the above.

KEY DECISION: Yes

FORWARD PLAN: Yes

IMPLEMENTATION DATE: Following the call-in period of the Cabinet meeting.

ALTERNATIVE OPTIONS:

IMPLICATIONS:

Budget/Policy Framework: Sefton is obliged to meet targets agreed with the Secretary of State for the Environment as contained in the Joint Municipal Waste Management Strategy. (currently under review)

Financial: The future recycling collection service is unlikely to be accommodated within the existing budget whichever type of collection service is chosen. A worse case figure of £1.96m is suggested for inclusion into the Council's MTFP for 2011/12.

<u>CAPITAL EXPENDITURE</u>	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £	2013/ 2014 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure		~1.9m		
Funded by:				
Sefton funded Resources				

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Funded from External Resources				
Does the External Funding have an expiry date? Y/N				
How will the service be funded post expiry?				

Legal: The collection of at least four separate recyclable materials from households is scheduled to become a statutory requirement and the collection of plastics is likely to become a statutory duty.

Risk Assessment: The provision of a recycling collection service is a statutory function. £90m PFI allocation is dependent on Merseyside achieving at least 44% recycling.

Asset Management: The procurement of suitable vehicles and equipment will be necessary to provide the future service.

CONSULTATION UNDERTAKEN/VIEWS

Finance Department (FD 324) *Additional revenue funding will need to be allocated to the Recycling revenue budget to;*

- *accommodate the changes to additional collection costs (whatever service method is chosen); Compensate for the loss of recycling income from the sale of materials ; and cover any potential additional costs of the levy*

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CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities	√		
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability	√		
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Overview & Scrutiny (Regeneration & Environmental Services) working group – presentation and notes from meeting on 16th December 2009

Background

1. Sefton Council has provided a weekly recycling collection service to Sefton residents for the past eight years.
2. The weekly green box collection service, collecting paper, cans, glass bottles, textiles and food waste, has been successful in helping raise Sefton's recycling & composting rates to around 40% in conjunction with alternating refuse / green waste collection service arrangements.
3. The Council has a statutory duty to collect at least four materials for recycling from households as well as still having tonnage related recycling/composting targets to achieve.
4. The current contract with Abitibi Bowater Recycling Europe (subcontracted to P D Logistics) comes to an end on 31 March 2011 and cannot be extended. A household recycling collection service must continue to be provided from 1st April 2011 onwards to comply with our statutory obligations. The current contract includes the servicing and cleaning of bring banks.
5. Discussion has taken place with members of the Overview & Scrutiny (Regeneration & Environmental Services) working group to establish their preference for the type of recycling collection service that will operate from April 2011 onwards, either a continuation of the current kerbside sort recycling service with the addition of new materials or a change to the co-mingled collection system for dry recyclables via a (third) wheelie bin. This system requires the sorting of material at a Materials Recycling Facility (MRF).
6. The possibility of the co-mingled option follows protracted discussion with the four other Local Authorities on Merseyside and the Merseyside Waste Disposal Authority to establish a suitable financial arrangement that would allow Sefton to make affordable use of the material recycling facilities that are now available.
7. The time for deliberating the future service is now over and arrangements need to be progressed, based on the working group's recommendations, for the subsequent procurement and supply of vehicles or other equipment for a new recycling service.
8. Merseyside Waste Disposal Authority (MWDA) has made provision within the newly procured Waste Management and Recycling Contract for the construction of a New Materials Recovery Facility (MRF) at Gilmoor. Levy contributions from Sefton include payments for the provision of the new Gilmoor facility, which will have sufficient capacity to manage Sefton's recyclables if collected co-mingled.

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Pressures for change

9. Although Sefton is closely approaching its current long-term recycling/composting target of 40% it is envisaged that a higher target of 50% will be imposed as the EU Waste Directive is transposed into national legislation later this year and regional and sub-regional strategies align.
10. There is also a significant desire from the Council and Sefton residents to recycle an increased range of materials from their homes, particularly the recycling of plastic bottles and cardboard. These materials can be accepted at the MWDA's new MRF which is under construction at Gillmoss and should be operational by the first quarter of 2011. The Overview and Scrutiny Committee has concluded that delivering recyclable materials to this facility would be the most practical option when considering how to incorporate both of these materials into a new recycling service.
11. The addition of both plastic and cardboard could add around 5% to the weight based recycling rate, together with a significant amenity value for residents. The addition of these materials may also increase the overall participation and capture of other targeted materials.

Preferred New Recycling Collection Service

12. The members of the Overview & Scrutiny (Regeneration & Environmental Services) working group recommended, at the meeting on the 16th December 2009, that a 'co-mingled collection' be introduced, subject to an acceptable/beneficial arrangement being agreed by all MWDA member authorities. The financial implications are considered further in paragraphs 23 - 37.
13. Under a co-mingled collection system recyclable materials are stored, collected and transported mixed together. The vehicle delivers the mixed recyclables to a material recycling facility (MRF) where it is partly mechanically and partly hand sorted into the different materials. Once separated each material is then bulked and transported to the material reprocessors. The benefit of this service is that a single vehicle can collect a greater range of materials, although contamination of materials can be a problem.
14. The new MWDA recycling contract with the MRF operators, Veolia, has secured markets for all Merseyside recyclables for the next 20 years.
15. Problems can arise with 'co-mingled collection' if the material collected is not controlled. Contamination with refuse or untargeted materials such as plastic film or shredded paper can upset the workings of the MRF, increase rejection rates and result in financial processing penalties. It is therefore important to avoid contamination and to keep any materials the MRF is not designed to process out of the collection.
16. The co-mingled collection system can use a variety of containers including boxes, bags or wheelie bins, which are emptied into a collection vehicle. For

the majority of properties, where grey and green wheelie bins are already being used, a further wheelie bin will be provided for storage and collection of recyclable materials as the additional materials, plastic and cardboard, are bulky.

17. It has been accepted by the Overview and Scrutiny working group that a fortnightly frequency for collection, where wheelie bins are suitable for use, is the most practical service option. This is based on the greater secure storage capacity they offer and proven methodology used by other local authorities across the country. Co-mingled recycling collection services that utilise a wheelie bin as the means for storage and collection generally operate on a fortnightly frequency.
18. For properties in Sefton that currently have non-recyclable waste collected via the colour-banded plastic sack service (where wheelie bins are not suitable) the current weekly dry-recyclable collection service (boxes and bags) will continue with additional container(s), probably plastic bags, provided for the additional materials. All of the recyclable material collected will be mixed together on the collection vehicle and will be delivered to the MRF for sorting/separation.
19. The co-mingled collection service would not allow textiles to be collected as these materials would be soiled and cannot be processed by the MRF, therefore textiles would no longer be collected via a co-mingled service. Residents would be encouraged to take good unwanted clothes to charity shops, make use of the numerous charity collections or to take unwanted textiles to Household Waste & Recycling Centres or Bring Sites.

Food Waste

20. Sefton currently provides a weekly opt-in food waste service and it is important, due to the amount of food waste in the waste stream (~20%) that a weekly service for the collection of this waste remains.
21. Last year Sefton collected 2400 tonnes of food waste. It is anticipated that annual tonnage will increase as a result of a further distribution of food waste caddies to ~30,000 households, due to take place in February 2010. These caddies will be delivered to properties that have not previously 'asked to participate' on an opt-out basis. The Cabinet Member has received previous reports about this initiative, which is fully funded by the Waste Resources Action Programme (WRAP).
22. Under the new recycling service food waste will continue to be collected on a weekly basis, on the same day as other containers are collected/emptied, but will be collected via a separate vehicle that will only collect food waste should a co-mingled service be introduced. It is anticipated that a separate collection system would improve the quality of this service.

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Financial Implications

23. Sefton's participation in co-mingled collection within the partnership using MWDA's recycling facility has obvious benefits to Merseyside as a whole. Anticipated income from the sales of materials shared between the MWDA and the MRF operators, Veolia, plus the reductions in Landfill Tax as Sefton's recycling tonnages expand, are estimated in the region of -£1.3m or possibly ~£2m if St Helens participate. However, the headline saving hides a potentially significant additional financial burden for Sefton, whilst other Merseyside authorities would benefit.
24. The Council would need to incur additional expenditure, in the order of £1m, to introduce the new co-mingled service. This relates to vehicle, bins and staffing costs for the new service – this is discussed further below. In addition, there would be a loss of income to Sefton from the sale of recyclable materials if a co-mingled service were to be introduced; the Council currently budgets for approximately £0.4m for income. This income currently helps to offset the gross cost of current recycling collection services.
25. It should be noted that the expansion of the existing kerbside service to collect additional recyclables would also incur additional spend; however, the additional amount would be subject to a tender arrangement and therefore the level of this is unknown at this stage.
26. In addition to the operational costs identified above, the current levy methodology could add a further additional charge of £1m from the MWDA, due to Sefton's current recycling tonnage being incorporated in the levy calculation. Therefore, the introduction of co-mingled collection could (as a worst case scenario) add ~£2m to Sefton's expenditure i.e. an unreasonable financial burden.
27. The other Merseyside Councils have indicated their willingness to consider options that would be of mutual financial benefit, including a phasing-in of the change. Merseyside Finance Directors have been tasked with trying to identify a satisfactory methodology. At the time of writing this report, an agreement/recommendation has not been established; the Finance Directors are due to meet again on the 9 March 2010. It should be noted that, even if a mutually acceptable proposal could be agreed at this meeting, it would still require each individual Authority to formally agree to its introduction. It is anticipated that a verbal report will be provided by Finance at the Cabinet Member – Environmental and Cabinet meetings.
28. The payment of recycling credits from the MWDA is a cost neutral exercise through the levy calculation mechanism. Sefton pays via the levy, and receives back, roughly equivalent recycling credits. Members should be mindful, that if Sefton joins the MWDA's MRF, these credits will no longer be payable on the dry recyclates. This would mean a reduction in both levy expenditure and income back, of around £900k, requiring a "netting down" budget adjustment to

be made between the levy and the income budget currently held within the recycling accounts i.e. no overall impact.

29. The income from recycling credit claimed for compostable material, collected via green wheelie bins and diverted away from MWDA facilities, will continue to be claimed. Therefore the current income target associated with this service will be retained.
30. The 2010/11 MWDA levy has recently been announced, and Sefton's increase is 1.3% on the 2009/10 figures. This lower level of increase can be attributed to the improved performance of our recycling collections, based on data provided from 2008/9.
31. Any further improvement in recycling performance will again reduce the amount by which the 'waste levy' will increase in future ('less more' to coin the previous Environmental Protection Director's phrase).
32. Technically, under the levy calculation formula, there should also be a significant additional cost to Sefton Council for handling recyclable materials at MWDA sorting facilities. However, the actual cost to MWDA for extra waste passing through the MRF could be nominal under the current contract. As part of the mutually beneficial arrangement that is currently subject to negotiation, it is anticipated that Sefton may receive the benefit of a reduced gate fee for delivering co-mingled recyclable waste to such facilities (rather than the actual levy rate). The MWDA, and therefore all the Merseyside authorities would benefit due to the economy achieved from handling additional tonnage under their contract with Veolia at the true marginal cost and by the further reduction in the amount of waste going to landfill.
33. The current containers provided for the storage and collection of recyclable materials are not the most suitable storage option should a fortnightly co-mingled dry waste recyclables collection service be introduced. Over 100,000 wheelie bins would need to be purchased for use on fortnightly co-mingled recyclable collection and distributed at total cost of ~£2.5m, an annual prudential borrowing cost of around £250,000 to be incorporated into the recycling revenue budget. It may be possible that the overall annual revenue cost could be reduced by using some of the Waste Capital Infrastructure Grant (WCIG) available to Sefton, to purchase some of the wheelie bins. At this stage however, the use of this funding is only under consideration, and has been excluded from the overall £2m worse case scenario identified above.
34. A new fleet of vehicles will also be required to provide this service, and parking space will need to be created at both of the main depots to accommodate this fleet. The WCIG will be used to fund the development of each depot to address this need. It is also a possibility that this grant may be used towards some of the vehicle lease costs. However this use of the grant has also yet to be considered, and no contribution from this source has been assumed in the figures shown in this report. Detailed reports will be presented, regarding vehicles and procurement as the method of future recycling collection is agreed.

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35. If the financial arrangements are not beneficial to Sefton, and do not facilitate a change to a co-mingled service, it should be noted that procuring, via tender, a continuation of the existing kerbside sort recycling collection service, with or without additional recyclable materials (i.e. plastic and/or card), is likely to cost significantly more than the current service.
36. When the current contract was procured the Contractor was willing to negotiate a variation (reduction) to their original tender and the majority of the fleet of vehicles made available at the start of the contract were paid for via DEFRA (external) grant funding. Since then food waste has been added to the range of recyclable materials collected and would be a requirement under a new contract. The addition of high volume but low weight materials, such as plastic and cardboard, are likely to substantially increase the cost if collected separately under a new contract.
37. Whichever service is ultimately established it will have a significant financial impact, therefore the anticipated cost will need to be included in the Medium Term Financial Plan for 2011/12 onwards.

Other Implications

37. If a change to a co-mingled collection service is agreed it has been accepted by the Overview & Scrutiny (Regeneration & Environmental Services) working group that it would be appropriate to provide this service directly rather than contract it out.
38. The benefits outlined in the presentation made to the working group on the 16th December 2009 are attached as appendix A. The recommendations of the group, as recorded/noted, are attached as appendix B.
39. The current contract also includes the Bring Site recycling collection service, this element will be included if it is decided to procure a new recycling service contract (continue with a kerbside sort recycling collection service). However, if members agree to introduce a co-mingled service, it would also be financially beneficial to manage the Bring Site recycling service directly (internally) via the Cleansing section.
40. Due to the delay in establishing a Merseyside wide agreement it will no longer be possible to consult in detail or at length about the specification for the new service/contract should the recommendation to introduce a co-mingled recycling collection service not be possible. There is now increased time pressure to commence any EU procurement processes that are necessary, to avoid difficulties at the end of the current contract
41. Sefton currently has the highest combined recycling/composting rate on Merseyside. However, the current yield per household on the Wirral for dry recyclables, via a fortnightly collection of a 3rd wheelie bin with co-mingled recyclables, is better. Wirral's dry recycling rate is 22.5% compared to Sefton 18%. The addition of new materials via a co-mingled collection could potentially

increase dry recyclable capture rates by around 5% and take Sefton's recycling and composting rate to the mid forties %. If the Wirral rate was applied to Sefton, it could take our annual dry recycling tonnage up from ~17,000 to ~23,000 tonnes.

Summary

42. Sefton is statutorily required to continue to provide a recycling collection service. The current contract cannot be extended beyond 31st March 2011. The new service will cost more and will therefore require a significant amount of additional funding, regardless of which type of service is preferred. The Overview & Scrutiny (Regeneration & Environmental Services) working group have considered all of the advantages and disadvantages associated with each type of recycling collection service and have recommended the co-mingled service.
43. The co-mingled service does provide an opportunity for resident's to recycle both plastic bottles and cardboard, the Council is often criticised for being unable to offer the collection of these materials via the current collection service. The collection of plastic is likely to become a statutory requirement in future. Local experience suggests that the amount of recyclable material collected via a fortnightly co-mingled wheelie bin service will increase. Such an increase will be of benefit to Merseyside as a whole, but at extra cost to Sefton whatever the method of collection adopted in the future.

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KERBSIDE RECYCLING COLLECTION WORKING GROUP

**MEETING HELD AT THE TOWN HALL, BOOTLE
ON WEDNESDAY, 16 DECEMBER, 2009, AT 2.00 P.M.**

PRESENT:- Councillors:- Booth, Cluskey, C. Mainey and S. Mainey.

ALSO PRESENT:- Councillor D. Tattersall, Cabinet Member – Environmental;
Dave Packard, Assistant Director Environmental Protection;
Jim Black, Assistant Director, Environmental Protection;
Clare Bowdler, Recycling Contract Monitoring Officer;
Ian Aylward-Barton, Scrutiny Support Officer.

1. APOLOGIES

Councillors Papworth and Pearson,

2. DECLARATION OF INTEREST

The following declaration of interest was received:-

Member	Minute No.	Reason	Action
Councillor Cluskey	3.	Personal Interest – he is a Member of Merseyside Waste Disposal Authority	Took part in the consideration of the item and voted thereon.

2. FUTURE RECYCLING SERVICE OPTIONS

The Working Group received a presentation explaining what recycling service options were potentially available in future. The presentation addressed the following issues which were fully discussed by Members:-

(i) Waste Directives & Future Performance

Article 11 of the revised waste framework directive which would be implemented from 12th December 2010 required member states to promote re-use and collect at least paper (and cardboard) metal, plastics and glass by 2015. The directive further required member states to recycle a minimum of 50% waste by weight by 2020.

The presentation also gave details of the current best performing Local Authorities in the U.K.

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(ii) The Options – Co-mingled or Kerbside Sort

Members received an explanation of each option and the basic differences.

The Co-mingled collection service would require the provision of a third wheeled bin, which would take glass, cans, plastics and cardboard and would be collected within the alternating system and sorted at an MWDA facility. In areas where it has not been possible or practical to provide wheeled bins an additional bag or box would be provided.

The Kerbside sort collection service would require the provision of a number of smaller separate containers for recyclable commodities and these would be collected and separated at the point of collection.

(iii) A summary of the Pro's & Con's of each option:-

Co-mingled	Kerbside Sort
1.Easy for residents	1.Multiple collection containers
2.Less labour intensive	2.Labour intensive
3.Easier to service HMO's	3.Harder to service HMO's
4.Less litter	4.More litter issues
5.No bulking station	5.Large bulking/transfer station
6.One end user – Veolia 20 yr	6.Multiple end users – markets?
7.Bring in-house: uniformity in services, respond to change	7.Remain contracted out: possible service conflict
8.Contamination	8.High quality material
9.Separate food waste collection	9.One pass with food possible
10.Plastic bottles and cardboard	10.Plastic bottles or cardboard??

(iv) Issues to consider (for either option);

- (a) Storage/containment;
- (b) Frequency of collections;
- (c) In-house/out-sourced;
- (d) Consultation;
- (e) Staffing (TUPE);
- (f) Food waste service;
- (g) Service Performance;
- (h) Costs;
- (i) Publicity/Promotion;
- (j) Bring Site service; and
- (k) Environmental Impact.

Having regard to Consultation/publicity and promotion Members discussed a number of options, and it was the general view that, as the alternating weekly collection had only recently been rolled out, and that the proposals to extend the amount and type of recyclable materials

collected was largely in accordance with views expressed by the public, it would be appropriate to publicise the change and how the new system would operate but that a wide scale consultation similar to that carried out prior to the implementation of the alternating weekly collection was not necessary.

In respect of the costs of the service, the set up costs of either co-mingled or Kerbside sort were broadly similar however discussions were ongoing with the Merseyside Waste Disposal Authority regarding the Council taking up their services. It was hoped that a satisfactory conclusion would be agreed in the near future.

Having considered all of the above Members were in agreement that, subject to the resolution of financial issues with the Merseyside Waste Disposal Authority, the co-mingled collection would be the preferred option for the future recycling service.

(v) Key Timescales;

Proposals were required to be reported to the Cabinet Member – Environmental and to Overview & Scrutiny – Regeneration & Environmental Services early in 2010 to obtain approval to progress the preferred option and to formulate plans to establish the future recycling service when the current contract expired at the end of March 2011.

It was Agreed: That:-

- (1) the information presented be received;
- (2) subject to the satisfactory resolution of financial issues with the MWDA the Working Group supports the option of pursuing a co-mingled collection for the future recycling service;
- (3) in view of the new service being a response to many requests for recycling to be enhanced (to include plastic and cardboard) consultation in the form of information as to how the new service will operate be pursued only, possibly by way of the Council's Area Committees; and
- (3) if necessary a further meeting of the Working group take place on 5 January 2010 at Southport Town Hall (prior to the meeting of the Overview and Scrutiny Committee (Regeneration and Environmental Services) at 6.30 pm) in order to inform those Members unable to attend this meeting.

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recycle for Sefton

The Future

Which Way Next?

The Options

Co-mingled collection - Kerbside sort collection



Revised Waste Framework Directive*

Article 11

By 2015 Member States must:

- Promote Re-Use
- Collect at least paper (& cardboard), metal, plastics and glass

By 2020 Member States must:

- Recycle a minimum of 50% by weight



The Best Performers:

- Staffordshire Moorlands DC: **61.58%** - Co-mingled **3 bin system**
- Cotswold DC: **60.83%** - Kerbside sort, box and bag, fortnightly
- East Lindsey DC: **59.45%** - Co-mingled **3 bin system**
- South Hams DC: **57.90%** - Two Stream Co-mingled, 2 bins/2 Sacks
- South Shropshire DC: **57.45%** - Kerbside sort, box, fortnightly
- Teignbridge DC: **57.37%** - Kerbside sort, 2, boxes fortnightly
- Huntingdonshire DC: **57.16%** - Co-mingled **3 bin system**
- Waveney DC: **55.91%** - Co-mingled **3 bin system**
- North Kesteven DC: **55.96%** - Co-mingled **3 bin system**
- Uttlesford DC: **53.73%** – Co-mingled **3 bin system**
- **SEFTON CURRENTLY ~ 40% (~18% dry recycle)**
- **Wirral has higher dry recycling ~23% with 3 bin AWC system**

The Pros and Cons

Co-mingled

1. Easy for residents
2. Less labour intensive
3. Easier to service HMO's
4. Less litter
5. No bulking station
6. One end user – Veolia 20 yr
7. Bring in-house: uniformity in services, respond to change
8. Contamination
9. Separate food waste collection
10. Plastic bottles and cardboard

Kerbside Sort

1. Multiple collection containers
2. Labour intensive
3. Harder to service HMO's
4. More litter issues
5. Large bulking/transfer station
6. Multiple end users – markets?
7. Remain contracted out: possible service conflict
8. High quality material
9. One pass with food possible
10. Plastic bottles or cardboard??



Co-mingled

1. 3rd Wheelie Bin - instead of box
2. Sack area methodology - box
3. Separate weekly food waste collection
4. Public Consultation? AWC feedback
5. In/out sourced
6. Procurement process
7. TUPE transfer of staff
8. Implementation – roll out
9. Communicate change
10. Education – MRF input specification
11. Cost





Kerbside Sort

1. Add plastics and/or cardboard
2. Material specification & commodity value, but subject to market price fluctuation
3. Additional box or bags
4. Keep weekly/alternate weeks
5. Weekly food waste - liners
6. Re-tender process
7. Implementation
8. Communicate change
9. Service performance
10. Education
11. Cost of enhancement?



Bring Banks

- Kerbside Sort:
Remain as part of
Contract
- Co-mingled: Managed
in-house with end-
user partners



Environmental Impact

- Co-mingled should bring ~5% recycling rate rise as cardboard, plastic bottles added and collection volume increased
- Kerbside recycling gain less sure – difficulty in adding both cardboard and plastic in easy collection service - relying more on active sorting by residents for different materials each week
- Higher fuel use for commingled collection fleet but offset by recycling / landfill avoidance gain
- A 5% increase in recycling would save ~£0.5m per year on the Waste Disposal Levy

Environmental Permitting

Co-mingled:

- MRF Responsibility of MWDA – MRF performance influenced by quality of input from us and other Merseyside users

Kerbside Sort:

- Our responsibility: Managing Contractors, end user issues

Key Timescales

Co-mingled

Cabinet Member (January 2010)
Consultation (January)
Overview & Scrutiny (February)
Cabinet Member (February)
Cabinet (March)
Round Planning (April/May)
Implementation Planning (May/June)
Vehicle Procurement (May/June)
Overview & Scrutiny (June)
Container Procurement (June)
Cabinet Member (August)
Cabinet (September)
Serve Notice to Contractor (?)
Staffing/TUPE issues (to March 2011)

Kerbside Sort

Cabinet Member (January 2010)
Specification (January)
Overview & Scrutiny (February)
Cabinet Member (February)
Cabinet (March)
Procurement/Tendering (March)
Tender Evaluation (May/July)
Overview & Scrutiny (July)
Cabinet Member (August)
Cabinet (September)
Serve Notice/Award Contract (Oct)
Staffing/TUPE issues (to March 2011)

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REPORT TO: Cabinet Member – Environmental
Cabinet

DATE: 26th February 2010
4th March 2010

SUBJECT: Environmental Protection Department -
Fees and Charges 2010/11

WARDS AFFECTED: All Wards

REPORT OF: Peter Moore
Environmental Protection Director

CONTACT OFFICER: Peter Moore
Environmental Protection Director
0151 934 4020

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To propose changes/increases in fees and charges in 2010/11 for the range of services delivered by the Environmental Protection Department.

REASON WHY DECISION REQUIRED:

In order to achieve the income requirement of the department for 2010/11.

RECOMMENDATION(S):

That the Cabinet Member – Environmental endorses the proposed fees and charges for 2010/11 listed in Annex A and recommends their adoption, together with the LAPPC fees and charges for 2010/11 once announced by DEFRA, to Cabinet.

That Cabinet approve the Environmental Protection Department's proposed fees and charges for 2010/11 and agrees the adoption of the LAPPC fees and charges for 2010/11 once announced by DEFRA..

KEY DECISION: No

FORWARD PLAN: N/A

IMPLEMENTATION DATE: N/A

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ALTERNATIVE OPTIONS:

Not to agree the proposed fees and charges which would have budgetary implications for the department in meeting its income targets.

IMPLICATIONS:

Budget/Policy Framework: Fees and Charges are outside the budget setting framework

Financial:

Some of the Department's fees & charges are set nationally, where this is not the case the increases proposed are required for the department to meet its incomes targets and to reflect external financial escalators.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure	Nil	Nil	Nil	Nil
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure	Nil	Nil	Nil	Nil
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: N/A

Risk Assessment: N/A

Asset Management: N/A

CONSULTATION UNDERTAKEN/VIEWS:

Neighbourhoods and Investment Programmes Director

CORPORATE OBJECTIVE MONITORING:

Corporate Objective		Positive Impact	Neutral Impact	Negative Impact
1	Creating a Learning Community		✓	
2	Creating Safe Communities		✓	
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being		✓	
5	Environmental Sustainability		✓	
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy		✓	
8	Children & Young People		✓	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

None.

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Background

1. Other than any areas specifically identified in the Council's budget proposals, the setting of fees and charges falls outside the budget setting framework and it is left to individual departments to determine any need for increases. Fees and charges levied by the Environmental Protection Department are reviewed and adjusted to reflect current service delivery costs (including material costs such as pesticides, cleaning chemicals etc.), national guidelines and/or inflation. None of the fees and charges included within this report for services delivered by the Environmental Protection Department has been specifically identified in the Council's budget proposals for 2010/11.
2. Some areas where the Environmental Protection Department levy a fee or charge are controlled by national arrangements/guidelines e.g. LACORS or DEFRA. In most other areas the increases proposed are inline with inflation, taking into account the September Retail Price Index (RPI), the same measure used by the Government for uprating pensions and benefits, and any additional actual inflationary costs experienced (i.e. pesticide costs, fuel costs and pay award). DEFRA have not as yet published LAPPC fees and charges for 2010/11, Sefton Council has no discretion in relation to these fees and charges and the Cabinet Member/Cabinet are asked to approve their adoption in advance of their publication by DEFRA.

Trading Standards

3. Following a review of the methodology for setting verification fees, LACORS Guidance has now moved away from a fee for each type of equipment to an hourly cost based on the provision of a single weights and measures inspector, reflecting salary levels plus all the necessary on-costs for the delivery of such a service (including on-costs training, management, administration, infrastructure, transport and equipment). There is an additional charge where additional staff are required. This simpler method allows councils to better demonstrate that fees levied cover costs of providing the service.

Building Cleaning

4. It is not proposed to increase charges for Building Cleaning contracts (including the Core Contract) at this time, other than where an annual uplift is specified within the contract.

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Annex A

Details	VAT rate	Date of last increase	Previous 2009/10 charges £ p	Proposed 2010/11 charges £ p	Percentage increase on charge %
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DOG WARDEN SERVICE

ENVIRONMENTAL PROTECTION (STRAY DOGS) REGULATIONS (1992)

Seizure and detention of Stray Dogs

Collection of dog by owner from RSPCA kennels within 48 Hours of dog arriving at kennels	O	Introduced 1.4.09	35.00	35.00	0.0%
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Collection of dog by owner from RSPCA kennels after 48 Hours of dog arriving at kennels until end of retention period.		1.4.09	85.00	85.00	0.0%
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Microchipping of Dogs		1.4.09	12.30	12.70	3.0%
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Microchipping fees are only levied in relation to the actual costs incurred in purchasing the microchips. When microchips are provided free no charge is levied.

HMO LICENSING

HMO Licensing fees are levied over a 5-year period.

The fees below relate to the annual proportion of that 5-year fee i.e. 20% per year.

Annual licence fee per unit (up to a maximum of 6 units per premise)	O	n/a	32.00	32.00	0.0%
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Annual licence fee per unit (each additional unit over 6 units per premise)		n/a	10.00	10.00	0.0%
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PEST CONTROL SERVICE

Domestic Premises:

Treatment of one wasp nest	O	1.4.09	48.50	50.00	3.0%
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Treatment of one ant nest		1.4.09	56.00	58.00	3.5%
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Rats, Mice, Fleas, Bedbugs, Cockroaches			Free	Free	
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Commercial / Industrial Premises (including communal areas of tenanted domestic properties):

Normal hours (Monday to Friday 9am - 5pm) Treatment of any vermin, wasps or ants - minimum charge per visit.	S	1.4.09	69.00	71.00	3.0%
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For every 15 minutes per operative after first 30 minutes plus materials and other specific costs		1.4.09	23.00	23.70	3.0%
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Outside normal hours calculated at 1.5 times normal hours rate.

Sundays and Bank Holidays calculated at 2 times normal hours rate.

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GYPSY CARAVAN SITE, BROAD LANE, FORMBY

Pitch Charges per week

Single	O	1.4.09	55.60	57.30	3.0%
Double		1.4.09	61.50	63.40	3.0%
Single let as double		1.4.09	58.90	60.70	3.0%

In addition to the above residents will be re-charged for electricity and water usage at the rate set by the utility provider and in accordance with actual usage obtained from regular meter readings.

TRADING STANDARDS

N.B. Charges are in accordance with the national recommendations set by L.A.C.O.R.S.

Weights and Measures Inspector calculated at a per person and per hour rate for the time spent at the place of submission for the purposes of the examination.	O	new		51.13	n/a
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Weights and Measures Technical Officer calculated at a per person and per hour rate for the time spent at the place of submission for the purposes of the examination.		new		30.66	n/a
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POISONS ACT :

(1) Initial registration		1.4.09	30.80	31.72	3.0%
(2) Re - registration		1.4.09	16.24	16.72	3.0%
(3) Change in details of registration		1.4.09	8.30	8.55	3.0%

INFORMATION CHARGES

Supply of Environmental Information

Up to 30 mins	O	1.4.08	41.50	41.50	0.0%
Per additional hour or part thereof		1.4.09	41.50	41.50	0.0%

Statement of facts	S	1.4.09	103.00	103.00	0.0%
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Photocopying costs

per page (A4)	O	1.4.09	0.32	0.32	0.0%
per page (A3)		1.4.09	0.90	0.90	0.0%

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REPORT TO: Licensing & Regulatory Committee
Cabinet

DATE: 22nd February 2010
4th March 2010

SUBJECT: General Licensing – Fees and Charges 2010/2011

WARDS AFFECTED: All

REPORT OF: P.J. Moore,
Environmental Protection Director

CONTACT OFFICER: K.T. Coady,
Senior Licensing Officer,
0151 934 2946

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To seek the approval of Members for proposed changes to fees and charges for General Licensing Services in 2010/11.

REASON WHY DECISION REQUIRED:

In order to maintain cost recovery for the General Licensing services provided.

RECOMMENDATION(S):

That Licensing and Regulatory Committee:

- (i) Endorse the proposed fees and charges for 2010/11 as listed in the Annex; and
- (ii) Recommends that Cabinet approve the proposed fees and charges for 2010/11.

That Cabinet:

- (i) Approve the proposed fees and charges for 2010/11 as listed in the Annex.

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: 1st April 2010

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ALTERNATIVE OPTIONS:

Not to agree the proposed fees and charges which would have significant budgetary implications for the department.

IMPLICATIONS:

Budget/Policy Framework: Fees and Charges are outside the budget setting framework.

Financial:

Many of the licensing fees & charges are set nationally. Where this is not the case and increases are proposed, the increases reflect the costs of inflation and are required for the General Licensing Services to maintain cost recovery for the services provided.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure	-	-	-	-
Funded by:	-	-	-	-
Sefton Capital Resources	-	-	-	-
Specific Capital Resources	-	-	-	-
<u>REVENUE IMPLICATIONS</u>	-	-	-	-
Gross Increase in Revenue Expenditure	-	-	-	-
Funded by:	-	-	-	-
Sefton funded Resources	-	-	-	-
Funded from External Resources	-	-	-	-
Does the External Funding have an expiry date? Y/N N	When?			
How will the service be funded post expiry?				

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy		√	
8	Children and Young People		√	

Legal: None

Risk Assessment: None

Asset Management: None

Consultation Undertaken/Views

None

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

None

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Background

1. This matter originally came before Members on 18th January 2010. At that time it was RESOLVED that:
 - (1) the proposed fees and charges for 2010/11 as detailed in the Annex to the report be deferred until the next appropriate meeting of the Committee; and
 - (2) a report outlining the expected income from Gambling Act fees for 2010/2011 and the anticipated costs arising from the Licensing Authority's costs for carrying out its functions under the Gambling Act be brought to the next appropriate meeting of the Licensing and Regulatory Committee.
2. The majority of fees applicable to local licensing matters are set by Central Government. Where an increase has been proposed in the Annex to this report, that increase is inline with inflation and LACORS guidance.

Gambling Act Premise Licence fees

3. Members will recall that unlike the Licensing Act 2003, where the fees are set centrally, the fees for Gambling Act Premise Licences are determined by the licensing authorities themselves. These fees being up to a maximum prescribed limit which has been set centrally.
4. When determining these fees, the Licensing Authority is limited to setting those that recover the costs of carrying out their functions under the Gambling Act, in other words this means that the service should be cost neutral. Costs will cover administration (including hearings and appeals), inspection, and enforcement and will include direct costs and indirect costs, including a full proportional share of overhead costs, insurance, depreciation and cost of capital charge.
5. These fees were initially agreed by Members at their Meeting on 26th March 2007. For years 2008/2009 and 2009/2010 it was agreed not to up rate these fees as the new regime was still fairly new; had not yet had a chance to fully "bed in"; and, Officers had not yet fully inspected all relevant premises and risk rated them for targeted inspection in later years.
6. In formulating the original fees certain assumptions were made with regard to the extent of work that would be involved for the Authority in carrying out its functions under the new regime.
7. These assumptions concerned the:
 - Number of applications that would be received each year (this process included the vetting of files, the copying of plans, the inputting of files onto the Authority computer system, maintenance of the Licensing

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Register, corresponding with the Gambling Commission and issuing the Licences/Notices);

- Number of representations that would be received each year (this process included Officer involvement in mediation between parties, the preparation of Committee Reports, the sending out of Committee Reports and invites to all parties, the holding of hearings, the notification of Committee results to all parties, and appeals against Committee decisions);
- Number of requests for service that would be received for Gambling premises each year (this process included complaints and requests for information, legal advice etc.); and,
- Number of Inspections that would be required to be completed each year (this process included travelling time, inspection time at the premises, follow up letters and re-inspections).

8. These assumptions have been re-visited and it is apparent that:

- More Licences are now in force than were anticipated (meaning that the Authority will receive more annual fees than expected);
- More requests for service are being received than was anticipated;
- Less applications are being received per year than was anticipated;
- Less representations are being received per year than was anticipated; and,
- Fewer hearings are taking place per year than was anticipated.

9. At the time of compiling this Report the Gambling Act inspection programme has not yet been completed but it is anticipated that the following numbers will require targeted inspections for 2010/2011 and subsequent years:

Risk Rated A (inspected every year)	33
Risk Rated B (inspected every two years)	18

10. This will mean that Officers will need to inspect 42 premises per year. This figure is less than the 50 that was assumed for the exercise outlined in Paragraph 7.

Costs

11. For 2010/2011 the Authority will receive annual fees from Gambling Act Premise Licences totalling £43,530.

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12. It is estimated that the costs of carrying out the Authorities functions under the Gambling Act for 2010/2011 will be as follows:

Dealing with applications received	£ 2,404.87
Dealing with representations / hearings etc.	£ 9,702.36
Dealing with requests for service	£16,656.00
Targeted inspection of premises	£ 7,993.08
Future Policy amendments	£ 2,804.45
 TOTAL:	 £39,560.76

13. This will leave a surplus of £3,969.24 for any unanticipated costs arising from the Act.

Conclusion

14. Sufficient income will be received, in respect of Gambling Premise Licences, to cover the Licensing Authorities costs in carrying out its functions under the Gambling Act 2005 for 2010/2011 and as a consequence no up rating of these fees is recommended.

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Annex

Details	VAT rate	Date of last increase	Previous 2009/10 charges £ p	Proposed 2010/11 charges £ p	Percentage increase on charge %	Chief Officer Comments
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GENERAL LICENSING

SEX ESTABLISHMENT LICENCES

Initial application))	1.4.09	1171.00	1206.00	3%	
Annual renewal) (O))	1.4.09	1171.00	1206.00	3%	
Transfer of licence))	1.4.09	587.00	605.00	3%	

DANGEROUS WILD ANIMALS))	1.4.09	59.00	61.00	3%	
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ZOOS) (O))	1.4.09	609.00	627.00	3%	
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ANIMAL BOARDING ESTABLISHMENTS

over 50 animals))	1.4.09	93.00	96.00	3%	
6 to 50 animals))	1.4.09	59.00	61.00	3%	
1 to 5 animals))	1.4.09	36.00	37.00	3%	

PET SHOPS))	1.4.09	59.00	61.00	3%	
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RIDING ESTABLISHMENTS))	1.4.09	128.00	132.00	3%	
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BREEDING OF DOGS))	1.4.09	59.00	61.00	3%	
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TATTOOING, EAR PIERCING

Details	VAT rate	Date of last increase	Previous 2009/10 charges	Proposed 2010/11 charges	Percentage increase on charge	Chief Officer Comments
---------	----------	-----------------------	--------------------------	--------------------------	-------------------------------	------------------------

ACUPUNCTURE, ELECTROLYSIS))					
person))	1.4.09	13.00	13.40	3%	
premises))	1.4.09	59.00	61.00	3%	

HYPNOTIST))	1.4.09	93.00	96.00	3%	
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MOTOR SALVAGE))	1.4.09	81.00	83.00	3%	
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GAMBLING ACT 2005

REGIONAL CASINO PREMISE LICENCE

Grant))	N/A	15000.00	15000.00	Nil	
Annual fee))	N/A	15000.00	15000.00	Nil	
Variation))	N/A	7500.00	7500.00	Nil	
Transfer))	N/A	6500.00	6500.00	Nil	
Re-Instatement))	N/A	6500.00	6500.00	Nil	
Provisional Statement))	N/A	15000.00	15000.00	Nil	
Change of Licence holder's address))	N/A	25.00	25.00	Nil	
Copy of Licence))	N/A	10.50	10.50	Nil	

LARGE CASINO PREMISE LICENCE

Grant))	N/A	10000.00	10000.00	Nil	
Annual fee))	N/A	10000.00	10000.00	Nil	
Variation))	N/A	5000.00	5000.00	Nil	

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Transfer))	N/A	2150.00	2150.00	Nil
Re-Instatement))	N/A	2150.00	2150.00	Nil
Provisional Statement))	N/A	10000.00	10000.00	Nil
Change of Licence holder's address))	N/A	25.00	25.00	Nil
Copy of Licence))	N/A	10.50	10.50	Nil

SMALL CASINO PREMISE LICENCE

Grant))	N/A	8000.00	8000.00	Nil
Annual fee))	N/A	5000.00	5000.00	Nil
Variation))	N/A	4000.00	4000.00	Nil
Transfer))	N/A	1800.00	1800.00	Nil
Re-Instatement))	N/A	1800.00	1800.00	Nil
Provisional Statement))	N/A	8000.00	8000.00	Nil
Change of Licence holder's address))	N/A	25.00	25.00	Nil
Copy of Licence))	N/A	10.50	10.50	Nil

CONVERTED CASINO PREMISE LICENCE

Annual fee))	N/A	1800.00	1800.00	Nil
Variation))	N/A	1200.00	1200.00	Nil
Transfer))	N/A	810.00	810.00	Nil
Re-Instatement))	N/A	810.00	810.00	Nil
Change of Licence holder's address))	N/A	25.00	25.00	Nil
Copy of Licence))	N/A	10.50	10.50	Nil

BINGO PREMISE LICENCE

Grant))	N/A	2100.00	2100.00	Nil
Annual fee))	N/A	600.00	600.00	Nil
Variation))	N/A	1050.00	1050.00	Nil

Details	VAT rate	Date of last increase	Previous 2009/10 charges	Proposed 2010/11 charges	Percentage increase on charge	Chief Officer Comments
Transfer))	N/A	720.00	720.00	Nil	
Re-Instatement))	N/A	720.00	720.00	Nil	
Provisional Statement))	N/A	2100.00	2100.00	Nil	
Change of Licence holder's address))	N/A	25.00	25.00	Nil	
Copy of Licence))	N/A	10.50	10.50	Nil	

ADULT GAMING PREMISE LICENCE

Grant))	N/A	1200.00	1200.00	Nil
Annual fee))	N/A	600.00	600.00	Nil
Variation))	N/A	600.00	600.00	Nil
Transfer))	N/A	720.00	720.00	Nil
Re-Instatement))	N/A	720.00	720.00	Nil
Provisional Statement))	N/A	1200.00	1200.00	Nil
Change of Licence holder's address))	N/A	25.00	25.00	Nil
Copy of Licence))	N/A	10.50	10.50	Nil

BETTING PREMISE (TRACK) LICENCE

Grant))	N/A	1500.00	1500.00	Nil
Annual fee))	N/A	600.00	600.00	Nil
Variation))	N/A	750.00	750.00	Nil
Transfer))	N/A	570.00	570.00	Nil
Re-Instatement))	N/A	570.00	570.00	Nil
Provisional Statement))	N/A	1500.00	1500.00	Nil
Change of Licence holder's address))	N/A	25.00	25.00	Nil

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Copy of Licence))	N/A	10.50	10.50	Nil
FAMILY ENTERTAINMENT PREMISE LICENCE					
Grant))	N/A	1200.00	1200.00	Nil
Annual fee))	N/A	450.00	450.00	Nil
Variation))	N/A	600.00	600.00	Nil
Transfer))	N/A	570.00	570.00	Nil
Re-Instatement))	N/A	570.00	570.00	Nil
Provisional Statement))	N/A	1200.00	1200.00	Nil
Change of Licence holder's address))	N/A	25.00	25.00	Nil
Copy of Licence))	N/A	10.50	10.50	Nil
BETTING PREMISES (OTHER) LICENCE					
Grant))	N/A	1800.00	1800.00	Nil
Annual fee))	N/A	360.00	360.00	Nil
Variation))	N/A	900.00	900.00	Nil
Transfer))	N/A	720.00	720.00	Nil
Re-Instatement))	N/A	720.00	720.00	Nil
Provisional Statement))	N/A	1800.00	1800.00	Nil
Change of Licence holder's address))	N/A	25.00	25.00	Nil
Copy of Licence))	N/A	10.50	10.50	Nil
TEMPORARY USE NOTICE					
Grant))	N/A	100.00	100.00	Nil
Copy of Notice))	N/A	10.50	10.50	Nil

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Details	VAT rate	Date of last increase	Previous 2009/10 charges	Proposed 2010/11 charges	Percentage increase on charge	Chief Officer Comments
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FOR INFORMATION ONLY

Fees prescribed by Parliament

LICENSING ACT 2003

PREMISE LICENCE

Grant / Variation

Band A))	100.00	100.00	N/A
Band B))	190.00	190.00	N/A
Band C))	315.00	315.00	N/A
Band D))	450.00	450.00	N/A
Band E))	635.00	635.00	N/A

Annual charge

Band A))	70.00	70.00	N/A
Band B))	180.00	180.00	N/A
Band C))	295.00	295.00	N/A
Band D))	320.00	320.00	N/A
Band E))	350.00	350.00	N/A

Copy of Licence))	10.50	10.50	N/A
Provisional Statement))	315.00	315.00	N/A
Minor Variation))	89.00	89.00	N/A
Vary Designated Premises Supervisor))	23.00	23.00	N/A
Disapply Designated Premises Supervisor))	23.00	23.00	N/A
Transfer))	23.00	23.00	N/A
Interim Authority))	23.00	23.00	N/A
Notice of Interest in premise))	21.00	21.00	N/A

CLUB PREMISES CERTIFICATE

Grant / Variation

Band A))	100.00	100.00	N/A
Band B))	190.00	190.00	N/A
Band C))	315.00	315.00	N/A
Band D))	450.00	450.00	N/A
Band E))	635.00	635.00	N/A

Annual charge

Band A))	70.00	70.00	N/A
Band B))	180.00	180.00	N/A
Band C))	295.00	295.00	N/A
Band D))	320.00	320.00	N/A
Band E))	350.00	350.00	N/A

Minor Variation))	89.00	89.00	N/A
Copy of Certificate))	10.50	10.50	N/A
Notification of change of name or Rule))	10.50	10.50	N/A
Change of registered address))	10.50	10.50	N/A

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Details	VAT rate	Date of last increase	Previous 2009/10 charges	Proposed 2010/11 charges	Percentage increase on charge	Chief Officer Comments
ADDITIONAL FEE / ANNUAL CHARGE WHERE MAXIMUM NUMBER OF PERSONS ALLOWED ON PREMISES IS 5000 OR OVER						
Application fee						
5000 to 9999))		1000.00	1000.00	N/A	
10000 to 14999))		2000.00	2000.00	N/A	
15000 to 19999))		4000.00	4000.00	N/A	
20000 to 29999))		8000.00	8000.00	N/A	
30000 to 39999))		16000.00	16000.00	N/A	
40000 to 49999))		24000.00	24000.00	N/A	
50000 to 59999))		32000.00	32000.00	N/A	
60000 to 69999))		40000.00	40000.00	N/A	
70000 to 79999))		48000.00	48000.00	N/A	
80000 to 89999))		56000.00	56000.00	N/A	
90000 and over))		64000.00	64000.00	N/A	
Annual Charge						
5000 to 9999))		500.00	500.00	N/A	
10000 to 14999))		1000.00	1000.00	N/A	
15000 to 19999))		2000.00	2000.00	N/A	
20000 to 29999))		4000.00	4000.00	N/A	
30000 to 39999))		8000.00	8000.00	N/A	
40000 to 49999))		12000.00	12000.00	N/A	
50000 to 59999))		16000.00	16000.00	N/A	
60000 to 69999))		20000.00	20000.00	N/A	
70000 to 79999))		24000.00	24000.00	N/A	
80000 to 89999))		28000.00	28000.00	N/A	
90000 and over))		32000.00	32000.00	N/A	
PERSONAL LICENCE						
Grant))		37.00	37.00	N/A	
Renewal))		37.00	37.00	N/A	
Copy of Licence))		10.50	10.50	N/A	
Notification of change of name and/or address))		10.50	10.50	N/A	
TEMPORARY EVENT NOTICES						
Grant))		21.00	21.00	N/A	
Copy of Notice))		10.50	10.50	N/A	
GAMBLING ACT 2005						
FAMILY ENTERTAINMENT CENTRE						
GAMING MACHINE PERMIT						
PRIZE GAMING PERMIT						
Grant))		300.00	300.00	N/A	
Renewal))		300.00	300.00	N/A	
Existing Operator Grant))		100.00	100.00	N/A	
Change of name))		25.00	25.00	N/A	
Copy of Permit))		15.00	15.00	N/A	

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Details	VAT rate	Date of last increase	Previous 2009/10 charges	Proposed 2010/11 charges	Percentage increase on charge	Chief Officer Comments
CLUB GAMING PERMIT						
CLUB MACHINE GAMING PERMIT						
Grant))		200.00	200.00	N/A	
Grant (Club Premises Certificate Holder)))		100.00	100.00	N/A	
Existing Operator Grant))		100.00	100.00	N/A	
Variation))		100.00	100.00	N/A	
Renewal))		200.00	200.00	N/A	
Renewal (Club Premises Certificate Holder)))		100.00	100.00	N/A	
Annual Fee))		50.00	50.00	N/A	
Copy of Permit))		15.00	15.00	N/A	
LICENSED PREMISES GAMING MACHINE						
Grant))		150.00	150.00	N/A	
Existing Operator Grant))		100.00	100.00	N/A	
Variation))		100.00	100.00	N/A	
Transfer))		25.00	25.00	N/A	
Annual Fee))		50.00	50.00	N/A	
Change of name))		25.00	25.00	N/A	
Copy of Permit))		15.00	15.00	N/A	
LICENSED PREMISES AUTOMATIC NOTIFICATION PROCESS						
On notification))		50.00	50.00	N/A	

Agenda Item 30

REPORT TO: Cabinet Member - Corporate Services
Cabinet

DATE: 3rd March 2010
4th March 2010

SUBJECT: Legal and Democratic Services Department -
Fees and Charges 2010/11

**WARDS
AFFECTED:** All

REPORT OF: Caroline Elwood,
Legal Director

**CONTACT
OFFICER:** Andrea Grant
0151 934 2035

**EXEMPT /
CONFIDENTIAL:** No

PURPOSE / SUMMARY:

To seek approval to increase fees and charges for services provided by the Legal and Democratic Services Department.

REASON WHY DECISION REQUIRED:

To bring the charges in line with the costs of providing the services and in the case of Registrars Charges, to generate additional income.

RECOMMENDATION(S):

That Cabinet Member - Corporate Services recommends to Cabinet :

- (i) That the discretionary fees and charges for the Legal and Democratic Services Department, as set out in **Annex A**, be implemented on 1st April 2010:
- (ii) That it be noted that the various Statutory Charges for the Department will be implemented once notified by the relevant Bodies.

That Cabinet :

- (i) Approves the Legal and Democratic Services Department Fees and Charges for 2010/11 as shown in **Annex A** to the report and notes that changes to Statutory Charges will be implemented as and when necessary.

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KEY DECISION: No

FORWARD PLAN: Not appropriate

IMPLEMENTATION DATE: Following the expiry of the “call-in” period for the Minutes of the Cabinet meeting.

ALTERNATIVE OPTIONS:

To not increase the fees and charges

IMPLICATIONS:

Budget / Policy Framework: Fees and charges are outside of the budget setting framework.

Financial: None

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: None

Risk Assessment: Not applicable

Asset Management: Not applicable

CONSULTATION UNDERTAKEN / VIEWS

Finance Department FD 339 The Acting Finance and Information Services Director has been consulted and his comments have been incorporated into this report.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy		√	
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Fees and Charges 2009/10

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1. PROPOSED FEES AND CHARGES:

- 1.1** The consideration of Fees and Charges is currently outside the budget setting framework and it is delegated to the Cabinet Member to determine the need to increase Fees and Charges and make the appropriate recommendations to Cabinet.
- 1.2** The Legal and Democratic Services Department provides a range of services to the public and organisations, which generate income to the Department. This report deals with the annual review of Fees and Charges for implementation in the 2010/11 financial year.
- 1.3** Some of the services provided by the Department have statutorily set fees and charges and at the time of writing this report, it is not known whether these will be changed for the 2010/11 Financial Year. The statutory charges have not therefore been included in this report. The Cabinet Member is asked to note that the Department has no control over the statutory fees and charges for its services. The revised statutory fees and charges will, once notified by the respective bodies, be included in a schedule which will be published on the website.
- 1.4** In terms of discretionary fees and charges, which is the subject of this report, the respective services have reviewed the charges and in certain circumstances, it is not recommended that there shall be an increase. This is because it is felt that the existing charge is appropriate, given market conditions, and in certain cases, because an increase may result in a loss of income as customers choose not to purchase the service.
- 1.5** Members are asked to note that it is proposed that several of the fees and charges for the Registration Service be increased to bring them in line with the costs of provision of the service and with other Authorities.
- 1.6** Members are asked to note the report and to agree the increase in charges with effect from 1st April, 2010, following the expiry of the call-in period for the report.

ANNEX A

REGISTRARS FEES 2010/11

	Current	Proposed
APPROVED PREMISES		
Monday to Thursday	246.50	266.50
Friday – Saturday	296.50	316.50
Sunday / Bank Holiday	386.50	416.50
COUNCIL CHAMBER		
Monday to Friday	116.50	126.50
Saturday	136.50	146.50
INDIVIDUAL CITIZENSHIP CEREMONY	130.00	130.00
PREMISES LICENCE		
New	1,400.00	1,500.00
Renewal	900.00	950.00
NAMING / RENEWALS		
Monday – Friday (council chamber)	135.00	135.00
The fees for naming/renewals at approved premises to be in line with weddings and civil partnership at approved premises.		

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LEGAL SERVICES PROPOSED FEES & CHARGES FOR 2010/11

	<u>2009/10</u>	<u>Proposed</u>
	£	£
Vacation of mortgage/removal of charge	150.00	150.00
Registration of charge	120.00	120.00
Copy of documents	50.00 -100 negotiable	£60-100.00 negotiable
Land/property transactions (excluding auctions/development agreements)	2%/ negotiable	2%/ negotiable
Auction sales	2%/negotiable	2%/ negotiable
Commercial leases/tenancy agreement/licences/ [Notice]	350/negotiable	350/negotiable
Licence to assign/underlet/surrender of lease (commercial)	500.00	500.00
Grazing licences	100.00	100.00
Residential licences to assign	150.00	150.00
Development Agreement (ex s 106)	Negotiable	Negotiable
Title upgrade	250.00	250.00
Letter of postponement	125.00	125.00
<u>S.106 Agreements</u>		
<u>Trees and Greenspace Agreements</u>		
Up to £1,000	Nil	Nil
£1001 to £2,500	275	275
£2,501 to £30,000	550	550
Over £30,000	800	800
<u>Complex S.106 Agreements</u>	550 + actual cost	600 + actual cost
<u>Highways Agreements</u> (S.38/S.278 etc. - adoption of Highway)	500	500
<u>Highways Licences</u> (S.184 eg dropping kerbs etc)	150	150
<u>Unopposed Highways Orders</u> (S.116)	100	100
<u>Opposed Highways Orders</u> (2/3 Hearings)	350	350

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TO: CABINET
COUNCIL

DATE: 4 MARCH 2010
25 MARCH 2010

SUBJECT: PROGRAMME OF MEETINGS - 2010/11

WARDS AFFECTED: ALL

REPORT OF: C.J. ELWOOD, LEGAL DIRECTOR

CONTACT OFFICER: PAUL FRASER: 0151 934 2068

EXEMPT/CONFIDENTIAL: NO

PURPOSE/SUMMARY:

To consider the draft Programme of Meetings for the 2010/11 Municipal Year.

REASON WHY DECISION REQUIRED:

To enable the business of the Council to be conducted.

RECOMMENDATION(S): That

- (1) with the exception of meetings of the Sefton Borough Partnership, the Programme of Meetings for the Council and Regulatory Committees; Overview and Scrutiny Committees; Area Committees; and Members' Briefings for 2010/11 as set out in Annexes A, B and C of the report be recommended to the Council for approval;
- (2) the Programme of Meetings for Cabinet and Cabinet Members for 2010/11, as set out in Annex D of the report, be approved; and
- (3) the Programme of Meetings of the Sefton Borough Partnership as set out in Annex A of the report be noted.

KEY DECISION: No

FORWARD PLAN: Not appropriate

IMPLEMENTATION DATE: Following the meeting of the Council on 25 March 2010.

ALTERNATIVE OPTIONS:

None.

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IMPLICATIONS:

Budget/Policy Framework: Not appropriate.

Financial: None arising from this report.

Legal: None arising from this report.

Risk Assessment: Not appropriate.

Asset Management: Not appropriate.

CONSULTATION UNDERTAKEN/VIEWS

Assistant Chief Executive (Management)
Acting Finance and Information Services Director
Planning and Economic Regeneration Director
Head of Overview and Scrutiny
Personnel Director
Head of Civic and Mayoral Services

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

BACKGROUND:

1. The Council is required to establish a programme of meetings for the 2010/11 Municipal Year.
2. Attached as Annex A is the suggested programme for the Council, Regulatory Committee meetings and Members' Briefings etc. In previous years, Members' Briefings have taken place on a monthly basis. However, during the last Municipal Year this arrangement was changed to hold the briefings prior to Council meetings. This arrangement has worked well and has been reflected in greater attendance by Members. Accordingly, it is recommended that this arrangement be put in place in 2010/11.
3. Attached as Annex B is the suggested programme for the Overview and Scrutiny Committees, Work Programme Sessions and Management Board.
4. Attached as Annex C is the suggested programme for Area Committee meetings.

Last year the Council resolved to delete all Area Committee meetings scheduled to be held during the month of April 2010, prior to the Council elections in May 2010. As Municipal Elections will be held in May 2011, Annex C indicates that no Area Committee Meetings will be held in April 2011 also.

5. Attached as Annex D is the suggested programme for Cabinet and Cabinet Member meetings.

The draft programme indicates the meetings being held at the venue currently agreed by the current Cabinet Member with video conferencing facilities being provided at the alternate venue.

6. Last year it was agreed that various meetings be held on 5 May 2010, which is the day before the Municipal Elections and potentially the day before the General Election also. Following consultation with the appropriate Members, the meetings of the Cabinet Member - Performance and Governance, the Cabinet Member - Technical Services, the Cabinet Member - Regeneration, the Cabinet Member - Environmental and the Planning Committee, all scheduled to be held on 5 May 2010 have now been cancelled. Annexes A and D reflect these cancellations.
7. The dates for meetings of the Sefton Borough Partnership (SBP) as referred to in Annex A are for information only. The dates for SBP meetings will be determined by Cabinet on a report elsewhere on the agenda titled "Governance Review - Workstreams on the Sefton Borough Partnership and Area Management."

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8. Following consultation with the Personnel Director, a programme of meetings for the Pay and Grading Committee has been established. The Personnel Director anticipates that the full programme may not be required however and that nearer the time and depending on specific circumstances, some meetings may need to be cancelled.
9. A number of meetings were approved last year and scheduled to be held in the week following the Municipal Elections on 6 May 2010. It is now recommended that the meetings be rearranged and held in the week following the Annual Meeting of the Council. The meetings are referred to below:

Meeting	Current Date	Proposed Date
- Lincare and Derby Area	10 May 2010	24 May 2010
- Overview and Scrutiny (Health and Social Care)	11 May 2010	25 May 2010
- C.M. Technical Services)	
- C.M. Communities)	
- C.M. Leisure and Tourism)	
- C.M. Health and Social Care)12 May 2010	26 May 2010
- Southport Area)	
- Crosby Area)	
- Litherland and Ford Area)	

This arrangement has also been reflected in the schedule of meetings for May 2011.

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ANNEX B

METROPOLITAN BOROUGH OF SEFTON PROGRAMME OF MEETINGS FOR OVERVIEW AND SCRUTINY COMMITTEES - 2010/2011 (All Tuesday)

Meeting	Venue	2010												2011											
		May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May											
OVERVIEW AND SCRUTINY COMMITTEE (Performance and Corporate Services) (6.30 p.m.)	B		22		31							9					29							24	
	S	25		27				5				9		14					15					26	
Work Programme Sessions (2.00 p.m.)	B																								24
	S	25																							
OVERVIEW AND SCRUTINY COMMITTEE (Health and Social Care) (6.30 p.m.)	B	25			3			12					14												24
	S		29			7					16												5		
Work Programme Sessions (2.00 p.m.)	B	25																							24
	S										16														
OVERVIEW AND SCRUTINY COMMITTEE (Regeneration and Environmental Services) (6.30 p.m.)	B			6						14															
	S		1		10			19															8		
Work Programme Sessions (2.00 p.m.)	B											23													
	S		1																						
OVERVIEW AND SCRUTINY COMMITTEE (Children's Services) (6.30 p.m.)	B		8		17			26																	
	S			13		21					30								8					19	
Work Programme Sessions (2.00 p.m.)	B		8																						
	S										30														
OVERVIEW AND SCRUTINY MANAGEMENT BOARD (6.30 p.m.)	B			20						28			7												3
	S		15		24						2												22		

METROPOLITAN BOROUGH OF SEFTON
PROGRAMME OF MEETINGS 2010/11 - AREA COMMITTEES

Meeting	Day	Time	Venue	2010												2011				
				May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May				
CROSBY	Wed.	6.30 p.m.	①	26	-	7	-	8	6	3	-	19	23	23	-	25				
FORMBY	Thur.	7.00 p.m.	②	27	-	1	26	30	28	-	-	6	10	17	-	26				
LINACRE AND DERBY	Mon.	6.30 p.m.	③	24	-	12	16	20	-	1	-	10	14	21	-	23				
LITHERLAND AND FORD	Wed.	6.30 p.m.	④	26	30	-	-	1/29	27	-	-	5	16	23	-	25				
OSWALD AND NETHERTON ORRELL	Thur.	6.30 p.m.	⑤	27	-	1	26	30	28	-	-	6	10	17	-	26				
TOWN EAST SHES	Thur.	6.30 p.m.	⑥	27	-	15	-	9	-	4	-	20	-	17	-	26				
SOUTHPORT	Wed.	6.30 p.m.	⑦	26	16	28	-	1	6	17	-	5	16	30	-	25				

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- ① Crosby Area Committee - alternates between - SING Plus, Cambridge Road, Seaforth / St. Stephen's Church Hall, St. Stephen's Road, Hightown / Waterloo Rugby Club, St. Anthony's Road, Blundellsands
- ② Formby Area Committee - Formby Professional Development Centre, Park Road, Formby
- ③ Linacre and Derby Area Committee - Bootle Town Hall, Oriel Road
- ④ Litherland and Ford Area Committee - Alternates between Cathy Roberts Memorial Hall, Osborne Road, Litherland/Goddard Hall, Stanley Road, Bootle
- ⑤ St. Oswald and Netherton and Orrell Area Committee - Alternates between Netherton Activity Centre, Glovers Lane, Netherton/Bootle Day Centre, Linacre Lane, Bootle/Netherton Park Neighbourhood Centre, Chester Avenue
- ⑥ Sefton East Parishes Area Committee - Alternates between Maghull Town Hall, Hall Lane, Maghull/Old Roan Methodist Church, Altway/Lydiat Primary School, Lamshear Lane/Melling Primary School, Wheeler Drive
- ⑦ Southport Area Committee - Southport Town Hall

The shaded columns indicate the meetings approved by Council last year.
 PGF/669 Mar. 2010

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REPORT TO: Cabinet

DATE: 4 March 2010

SUBJECT: Royal Garden Party 2010

WARDS AFFECTED: All

REPORT OF: Legal Director

CONTACT OFFICER: Jason Carroll, Head Of Civic & Mayoral Services
0151 934 2258

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To consider nominations to attend a Royal Garden Party in July 2010

REASON WHY DECISION REQUIRED:

The Lord Chamberlain's Office needs to be notified of the names and addresses of those attending the Royal Garden Party.

RECOMMENDATION(S):

- 1.) The Cabinet is requested to give consideration to nominations to attend a Royal Garden Party in July 2010.
- 2) It be noted that the Chair of the Overview and Scrutiny Committee (Performance & Scrutiny Committee) has approved the waiving of the call-in period in accordance with Rule 17 of the Scrutiny Procedure Rules in view of the need to submit the nominations to the Lord Chancellors Office by 5 March 2010.

KEY DECISION: Not appropriate

FORWARD PLAN: Not appropriate

IMPLEMENTATION DATE: Immediately following the Cabinet Meeting. The Chair of the Overview and Scrutiny Committee (Performance & Scrutiny Committee) has approved the waiving of the call-in period in accordance with Rule 17 of the Scrutiny Procedure Rules

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ALTERNATIVE OPTIONS:

Not to nominate attendance at Royal Garden Party.

IMPLICATIONS:

Budget/Policy Framework: Not appropriate

Financial: Provision is contained within the draft revenue estimates for 2010/2011.

Legal: Not appropriate

Risk Assessment: Not appropriate

Asset Management: Not appropriate

CONSULTATION UNDERTAKEN/VIEWS

Not appropriate

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Letter dated 4th February 2009 from the Chief Executive of the Local Government Association.

A BACKGROUND

- (a) The Chief Executive of the Local Government Association has been informed by the Lord Chamberlain's Office that Her Majesty will give Garden Parties at Buckingham Palace on Tuesday 22nd June, Tuesday 20th July and Thursday 22nd July 2010.
- (b) Sefton has been allocated six places, this quota being determined on the basis of the following formula:-

Population (000's)	Places
Up to 150	4
150-300	6
300-450	8
450-600	10
600-750	14
750-900	16
over 900	18

- (c) The formula is devised to cause minimal turbulence to Council's allocations from previous years.
- (d) This Authority has been allocated six places, this quota being determined by the above population basis. The nominations have to be submitted **by Friday, 5th March 2010** and the Lord Chamberlain's Office will not accept, under any circumstances, applications received after the closing date.
- (e) Outlined at Annexe "A" are the nominations from previous years.

B. ISSUES FOR CONSIDERATION

In making nominations, the following matters are relevant:-

- (a) Nominations may be made from amongst any person aged 18 and over serving the Council, other than the Chief Executive. SOLACE is given a separate quota.
- (b) The Lord Chamberlain's Office has agreed to give single guests the option to bring a companion.
- (c) The inclusion of such additional guests, together with spouses and unmarried daughters and sons count within the overall quota of six.
- (d) All persons to be invited must be British citizens resident in the United Kingdom. Those resident in this country who hold Irish passports may also be nominated.
- (e) Those invited should not have previously attended one of Her Majesty's Garden Parties.
- (f) The last date for the receipt of applications is Friday, 5th March 2010 and no alteration can be made to forms after that date.
- (g) The Head of Civic & Mayoral Services to facilitate the required paperwork will require the nominated names by close of play, 4th March 2010.

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ANNEXE A

- 1987 (6) Councillor P R Papworth
Councillor N Fanning
Mrs N Antrobus
Mr J McGrath
- 1988 (6) The Worshipful the Mayor
The Deputy Mayor
Councillor E Harding
- 1989 (6) The Worshipful the Mayor (Councillor Mrs M Fearn)
The Deputy Mayor
Councillor D R Knowles
- 1990 (6) The Worshipful the Mayor (Councillor Mrs B Lamont)
Councillor P J McVey
Councillor J A P Lowe
- 1991 (6) The Worshipful the Mayor (Councillor S C Whitby)
Councillor L T Byrom
Councillor T J Francis
- 1992 (6) The Worshipful the Mayor (Councillor N K Jones)
Councillor Mrs P Parry
Councillor D C Griffiths
- 1993 (6) The Worshipful the Mayor (Councillor G H Mann)
Councillor J A Dodd
Councillor C W Hopkins
- 1994 (6) The Worshipful the Mayor (Councillor N Fanning)
Councillor E F Jones
Councillor D Bamber
- 1995 (6) The Worshipful the Mayor (Councillor T Lewis)
Councillor Mrs M Fearn
Councillor Mrs W M Jones
- 1996 (6) The Worshipful the Mayor (Councillor T J Francis)
Councillor D Pearson
Councillor J A Hayes
- 1997 (5) The Worshipful the Mayor (Councillor J A Hayes)
Councillor Ms C Gustafson and son Mr Eedle
Councillor R R Hands
- 1998 (6) The Worshipful the Mayor (Councillor P McVey) and Mayoress
Councillor T E Mann and Mrs Lilley
Councillor R J and Mrs Brennan

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- 1999 (6) The Worshipful the Mayor (Councillor R J Brennan) and Mayoress
Councillor and Mrs D A Sumner
Councillor and Mrs R E Roberts
- 2000 (4) The Worshipful the Mayor (Councillor Mrs W M Jones) and Consort
Councillor and Mrs A Williams
- 2001(6) The Worshipful the Mayor (Councillor Anthony Hill) and
Mrs H M Roland
Councillor and Mrs B C Griffiths
Councillor C A Mainey and Councillor Mrs S F Mainey
- 2002(4) The Worshipful the Mayor (Councillor Kevin E Cluskey) and Mayoress
Councillor and Mrs A J Tonkiss
- 2003(4) The Worshipful the Mayor (Councillor David Pearson) and Mayoress
Councillor and Mrs J Mahon
- 2004(4) The Worshipful the Mayor (Councillor Clifford A Mainey) and Mayoress
Councillor B Porter and Mr K Porter
- 2005(6) The Worshipful the Mayor (Councillor John Walker) and Mayoress
Councillor and Mrs R Price
Councillor and Mrs F J Weavers
- 2006(4) The Worshipful the Mayor (Councillor Tommy Mann) and Mayoress
Councillor D J Hardy and Councillor P Hardy
- 2007(6) The Worshipful the Mayor (Councillor Richard R Hands) and Mayoress
Councillor Kevin Cluskey and Mrs Linda Cluskey
Councillor Martyn Barber and Miss Hutchinson
- 2008(6) The Worshipful the Mayor (Councillor Paul Tweed) and his Partner,
Claire Callaghan
Councillor A Doran and Cllr G Cuthbertson
Councillor C Preston and Mrs Joan Murray
- 2009.(6) Councillor Anne Ibbs and Mr Geoffrey Ibbs
Councillor Susan Bradshaw and Mr Thomas Bradshaw
Councillor Sue McGuire and Mr Aidan McGuire

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REPORT TO: Cabinet Member – Corporate Services
Cabinet

DATE: 3 March 2010
4 March 2010

SUBJECT: Nationality Checking Service

WARDS AFFECTED: All

REPORT OF: Legal Director

CONTACT OFFICER: Andrea Grant
Assistant Legal Director (Democratic Services)

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To seek approval for the implementation of a new discretionary service.

REASON WHY DECISION REQUIRED:

To allow for the implementation of a new service.

RECOMMENDATION(S):

1. The Cabinet Member for Corporate Services agrees that the Nationality Checking Service be introduced on the basis set out within the report and ; and
2. That subject to agreement to enter the scheme, Cabinet approve the level of fees suggested for charging applicants, as set out in paragraph 9.2 of the report.

KEY DECISION: No

FORWARD PLAN: Not appropriate

IMPLEMENTATION DATE: Following the expiry of the call-in period for the Minutes of this meeting.

ALTERNATIVE OPTIONS: None.

IMPLICATIONS:

Budget/Policy Framework:

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Financial: The costs to the Council for registration into the scheme will be £550 pa. This would be more than recouped from fees and charges applicable to applicants.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: N/A

Risk Assessment: There are no risks arising from this report.

Asset Management: None

CONSULTATION UNDERTAKEN/VIEWS

FD 308 - The Acting Finance and Information Services Director has been consulted and his comments have been incorporated into this report

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	

4	Improving Health and Well-Being	√		
5	Environmental Sustainability		√	
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

None.

1. Introduction

- 1.1 The Nationality Checking Service (NCS) initiative is a partnership between the Home Office UK Border Agency and local authorities across the United Kingdom.
- 1.2 NCS is aimed at people wishing to apply for British Citizenship and is intended to increase the proportion of applications received by the UK Border Agency which may be completed without further enquiry.
- 1.3 In return for an administration fee, local authorities will check Citizenship applications for completeness and accuracy before forwarding them to the UK Border Agency. They will also photocopy valuable documents such as passports before returning the originals to their owners.
- 1.4 Local authorities offering the service are registered with the Office Of Immigration Services Commissioner (OISC) to check nationality applications.
- 1.5 It is expected that each applicant requires approximately 45 minutes of Citizenship Office time. Each local authority is responsible for setting its own fees. The applicant would pay this directly to the local authority.
- 1.6 Applications are forwarded to the Nationality Group by Royal Mail Special Delivery or by a Secure Mail Service. Following receipt by The Home Office the application is treated in the same way as all other applications. The Nationality Group gives no priority to NCS applications. The Nationality Group is part of the UK Border Agency that deals with citizenship applications.

2. BACKGROUND

2.1 Office of the Immigration Services Commissioner (OISC)

- 2.1.1 The OISC is an independent public body set up under the Immigration and Asylum Act 1999.

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2.1.2 The OISC is responsible for regulating immigration advisors. Local authorities participating in the NCS are deemed to be immigration advisors by the OISC and must register for that purpose. They may not offer the service until the registration service is complete and the application approved. Local authorities using NCS will complete the Level 1 registration process, enabling them to offer basic levels of advice. A fee is payable for registration, which is currently £550 per annum.

2.2 Nationality Group

2.2.1 The Nationality Group (NG) is responsible for the receipt and consideration of applications for British Citizenship. NG supports integration and community cohesion objectives as well as management of migration. The introduction of citizenship ceremonies in 2004 necessitated a closer working relationship with local authorities.

2.2.2 A review of the working processes of the NG to improve customer service was undertaken and one area that was identified for improvement was applications received with incomplete documentation.

3.0 AIMS AND OBJECTIVES

3.1 NCS is a partnership between NG and local authorities in England, Scotland and Wales. It is designed to increase the proportion of correctly completed applications submitted to the NG.

3.2 In order to improve the processing times for the customer and improve the quality of the application forms submitted, NCS will:

- Provide blank application forms and leaflets when required;
- Check that application forms have been completed correctly and that they have been signed;
- Confirm the identity of the applicant;
- Check that all relevant documents are present;
- Check that the correct fee has been submitted;
- Photocopy valuable documents, such as passports, certify the copies and return the originals to the applicant;
- Forward original documents relating to the knowledge of English requirement directly to the NG;
- Forward applications to the NG by Special Delivery.

3.3 As part of NCS, local authorities will not offer advice on any other matters such as visas, immigration or asylum. Local authorities will normally refer any such enquiries to the UK Border Agency.

4.0 BENEFITS

4.1 Applicants gain from the fact that their applications proceed efficiently through the nationality process, with minimum disruption and duplication, as no further documentation should be requested. Applicants also retain their original documents after the local authority has copied them.

- 4.2 The Home Office receives better quality applications that require less follow up action which means resources can be devoted to making quicker decisions on cases.
- 4.3 The local authority is able to offer a value added service to its potential citizens and is able to recover the full cost of providing it. A quicker turnaround of citizenship decisions will enable local authorities to plan citizenship ceremonies more efficiently.

5.0 LEGAL IMPLICATIONS

- 5.1 There is no express provision in legislation regarding citizenship ceremonies that confers a power on local authorities to provide or charge for a service of this kind. Despite this lack of provision NCS can be provided under the well being power (s2 Local Government Act 2000) if provision of such a service is considered likely to achieve the promotion or improvement of the economic, social and/or environmental well being of the area.
- 5.2 It is considered that the service will promote the social well being of the area. The acquisition of citizenship has been identified by government as an important aspect in promoting community cohesion and if the local authority is able to make the process of applying for citizenship less problematic it will contribute to this aim.

6.0 NORTH WEST PROVIDERS OF NCS

- 6.1 A number of local authorities throughout the North-West currently offer NCS checking. These authorities are: Liverpool; Manchester; Trafford; Salford; Halton; Oldham; Lancashire; Cumbria; Bolton; Cheshire East.
- 6.2 Each authority charges a range of fees for NCS ranging from £36 - £50 for a single adult application; £51 - £60 for a joint application (husband and wife); £61 - £73 for a family application (husband, wife and 2 children).
- 6.3 Most authorities take a deposit when booking the appointment ranging from £25 to the full cost of the application. In almost all cases this deposit is non-refundable. Lancashire NCS also charge £5 for secure postage in addition to the NCS fee.
- 6.4 Not all authorities offer NCS on all days. Liverpool Register Office, for example, offer appointments on 3 – 4 days each week, with appointment times taking between 30 minutes for a single application to 60 minutes for a joint/ family application.
- 6.5 Whilst demand for the service is largely unknown, evidence from a larger local authority indicates that income from NCS could be around £50,000 per year.

7.0 TRAINING

- 7.1 The NG provide full training and back up support at all times and will train as many people as we require.

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8.0 COSTS

8.1 Apart from the registration fee of £550 to the OISC any other costs, such as staffing and photocopying, would be recouped through the NCS fee.

9.0 IMPLEMENTATION IN SEFTON

9.1 Due to the uncertainty around the levels of demand, it is proposed that the service be introduced initially for one day per week in Sefton South (Waterloo Town Hall). This will enable demand to be gauged and the level of staffing resources required to meet that demand to be assessed. One day per week at Sefton South could be managed within existing resources.

9.2 It is suggested that the following fee structure be implemented:

- £45 single adult application;
- £60 joint application (husband and wife);
- £70 family application (husband, wife and 2 children);
- £20 each additional child on parents' application;
- £25 one or more children under the age of 18 who are applying separately from their parents (per child);
- £60 one parent and up to two children;
- £70 one parent and up to three children.

9.3 After 6 months of operation, the success of the service will be reviewed and an expansion proposed if demand is evident.