

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Educational Services

Education & Lifelong Learning Committee: 19 August 2009

Subject: Proposed Changes to Letting Charges for New Facilities in Educational Establishments

1. Purpose

- 1.1** To propose changes to the Letting charges in the Authority's new facilities in educational establishments.

2. Background

- 2.1** Educational Services manages the letting of its facilities. Charges were set by Council on 24 February 1999 following approval of the report "Review of Concessionary Rates relating to the Letting of Properties - Scale of Charges for 1999/2000". Annual increases since then have been in line with inflation.
- 2.2** Letting charges have historically been heavily discounted for various groups and to date these have largely been "hidden costs" to the Council. Adequate life cycle maintenance (LCM) has not been possible due to budgetary restraints.
- 2.3** The new facilities have a very high standard finish and so costs to maintain them are higher than those incurred on existing sports/indoor facilities. It is therefore necessary to adopt a new pricing standard and the schedules are attached to this report as Appendices 1 and 2. Charges will be altered annually to match inflation costs.

3. Main Issues

- 3.1** The new schools have LCM costs included in the annual unitary charge, and while a total allowance of 2350 "banked hours" has been allowed within the unitary charge for out-of-hours educational and non-educational use it is envisaged that the premises will be more regularly used than this, thereby incurring additional costs to the Council.
- 3.2** In particular, it is envisaged that the new sports areas will be widely used due to limited other existing sports facilities across the Authority area.
- 3.3** Clydebank High School, St. Peter the Apostle High School and Vale of Leven Academy are now complete and will open for pupils as scheduled at the start of the new term. The new all weather football pitch at Our Lady and St Patrick's High School is also now in operation. It is therefore necessary to

introduce revised charges to cover the costs associated with these new high specification facilities with effect from the start of September 2009.

- 3.4** The agreement between Council and BAM states that access to the facilities for education purposes be made available. This is known as “core hours” and times are as follows (secondary schools only):

CORE HOURS FOR EDUCATION USE

Whole school available

Term Time:	Mon to Fri (195 days)	0700-1800
Holiday Periods:	Mon to Fri (excl public hols):	0830-1600

P.E. Provision only available

Term Time:	Saturdays (39 days)	0830-1230
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- 3.5** The agreement between Council and BAM includes the cost to provide access to the facilities during “banked hours” and these are as follows (secondary schools only):

COMMUNITY/OTHER EDUCATION ACTIVITIES USE

Whole school available – 750 hours p.a.

Any times throughout the calendar year:	Mon-Thu	1800-2300
	Fri	1800-2100

P.E. Provision only available – 1200 hours p.a.

Term Time:	Mon-Thu	1800-2200
	Fri	1800-2100
	Sat-Sun	1330-1730

Holiday Periods:	Mon-Thu	1600-2200
(excl public hols)	Fri	1600-2100
	Sat-Sun	1000-1730

- 3.6** Core hours for St Eunan’s Primary School and St. Eunan’s Early Education & Childcare Centre (EECC) are:

CORE HOURS FOR EDUCATION USE

Primary school - whole school available

Term Time:	Mon to Fri (195 days)	0700-1800
Holiday Periods:	Mon to Fri (excl public hols):	0830-1600

EECC – whole centre available

Term Time: full calendar year excl. public hols		
	Saturdays (39 days)	0700-1800

- 3.7** Banked hours for St Eunan’s Primary School are:

COMMUNITY/OTHER EDUCATION ACTIVITIES USE

Whole school available – 100 hours p.a.

Any times throughout the calendar year:	Mon-Sun	1800-2200
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- 3.8** There is an additional “non-specific” banked hours allowance of 300 hours p.a. within the agreement.
- 3.9** Complete external facilities will not be available at all schools until autumn 2011 and so the full extent of the facility usage and associated costs/income will not be fully known until after this. The current proposal will therefore run as an interim arrangement until June 2012, following which a cost review will be undertaken and a further report will be presented to Committee for consideration.
- 3.10** Charges for the letting of other educational facilities will continue to run as previously agreed, allowing for annual inflation where appropriate.
- 3.11** Corporate letting charges and procedures are also being reviewed by an inter-departmental working group and the Educational Services Letting review referred to in 3.9 above will be incorporated into the corporate policy.

4. Personnel Issues

- 4.1** Lets for educational facilities will continue to be managed by the department. There are no additional personnel issues associated with this report.

5. Financial Implications

- 5.1** Financial implications arising from this report are as stated above and in the appendices.

6. Risk Analysis

- 6.1** There is a risk that if Letting Charges do not reflect the appropriate value and cost to the Council, substantial additional charges will be incurred which would need to be met from existing budgets.

7. Conclusions & Officers’ Recommendations

- 7.1** The current policy for Letting was introduced in February 1999 and charges now require to be reviewed in order to reflect the quality of the accommodation which is now available to the community in the recently completed schools.
- 7.2** To ensure life cycle maintenance affordability of the new facilities, the charges should be in line with those agreed within the Project Agreement between the Authority and BAM.
- 7.3** Members are asked to approve the proposed new letting charge levels and outline conditions as listed in Appendices 1 to 4.

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Appendices: Appendix 1: Letting Procedures for new schools
Appendix 2: Schools' Lettable Areas and Charges
Appendix 3: Accommodation Letting Charges - other
educational establishments
Appendix 4: Letting – Scheme of Concessionary
Discounts

Background Papers: Council Report, 24 February 1999:
“Review of Concessionary Rates relating to the Letting of
Properties - Scale of Charges for 1999/2000”

Wards Affected: All Wards