



**LANCASTER
CITY COUNCIL**

Promoting City, Coast & Countryside

URGENT BUSINESS

MONDAY, 24 DECEMBER 2007

Please find enclosed Urgent Business Notice in connection with the following:

1. **Health and Strategic Housing Fees and Charges 2008/09** (Pages 1 - 7)

Queries regarding these documents

Please contact Sharon Marsh, Democratic Services - telephone (01524) 582096 or email smarsh@lancaster.gov.uk.

Gillian Noall,
Head of Democratic Services,
Town Hall,
Dalton Square,
Lancaster LA1 1PJ

Published on Monday, 24th December 2007

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Our Ref: GN
Your Ref: UB51

Councillor Roger Mace, Leader of the Cabinet
Councillor David Kerr, Cabinet Member with Special Responsibility for Housing – special interest in Morecambe, Housing regeneration in Morecambe, Environmental Health, Social Environment – Support for the Voluntary Sector

Chief Executive

Mark Cullinan
Chief Executive

Town Hall
Dalton Square
LANCASTER LA1 1PJ

DX63531 Lancaster

20th December 2007

Dear Councillors Mace and Kerr

URGENT BUSINESS – HEALTH AND STRATEGIC HOUSING FEES AND CHARGES 2008/09 – PORT HEALTH

Members are requested to consider the new charges that are required to be set in respect of Port Health with effect from 1 January 2008 in accordance with the Council's Urgent Business Procedure.

The urgency for this decision is that the new charges need to take effect by 1st January 2008 and therefore it is impractical to defer the decision until the next meeting of Cabinet which takes place after the decision needs to be put into effect.

The recommendation is:

- (1) That Cabinet agree to introduce the Port Health fees outlined in the report from 1st January 2008 until Cabinet's decision on the 22 January 2008 on fees and charges comes into effect.**

The approval of the Chief Executive in consultation with the Chairman of the Overview and Scrutiny Committee has been sought to this action in accordance with Overview and Scrutiny Committee Procedure Rule 17(a).

I would be grateful if you could complete the attached slip, signifying whether you are in agreement with the recommendation or not, and return it to the Town Hall as soon as possible. In the meantime, could you please telephone Sharon Marsh on 582096, or e-mail SMarsh@lancaster.gov.uk, with your decision.

Yours sincerely,

CHIEF EXECUTIVE

Councillor Consultation

*I am/~~am not~~ (*please delete as appropriate) in agreement with the recommendationS:

That Cabinet agree to introduce the Port Health fees outlined in the report from 1st January 2008 until Cabinet’s decision on the 22 January 2008 on fees and charges comes into effect.

Signed: R. Mace and D. Kerr-----

Name: Councillor Roger Mace and Councillor David Kerr

Positions Held: Leader of the Cabinet and Cabinet Member with Special Responsibility for Environmental Health -----

Dated: 21.12.07-----

Chief Executive Decision

*I agree/~~do not~~ agree (*please delete as appropriate) to exercise my delegated authority and give approval:

That Cabinet agree to introduce the Port Health fees outlined in the report from 1st January 2008 until Cabinet’s decision on the 22 January 2008 on fees and charges comes into effect.

Signed: Mark Cullinan-----

Chief Executive

Dated: 21.12.07-----

Please return to: Sharon Marsh,
Democratic Services,
Town Hall,
Dalton Square,
LANCASTER. LA1 1PJ

Contact: Chief Executive
Telephone: (01524) 582011
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E-mail: mcullinan@lancaster.gov.uk
Our reference: GN
Your reference: UB51

CHIEF EXECUTIVE

Councillor S. Langhorn,
Chairman of the Overview and Scrutiny Committee.

**Town Hall
Dalton Square
Lancaster
LA1 1PJ**

DX 63531

20th December 2007

Dear Councillor Langhorn,

**URGENT BUSINESS – HEALTH AND STRATEGIC HOUSING FEES AND CHARGES 2008/09 –
PORT HEALTH**

You are requested to consider the new charges that are required to be set in respect of Port Health with effect from 1 January 2008, in accordance with the Council's Urgent Business Procedure, details of which are set out within the attached report.

The urgency for this decision is that the new charges need to take effect by 1st January 2008 and therefore it is impractical to defer the decision until the next meeting of Cabinet which takes place after the decision needs to be put into effect.

The recommendations are:

- (1) That Cabinet agree to introduce the Port Health fees outlined in the report from 1st January 2008 until Cabinet's decision on the 22 January 2008 on fees and charges comes into effect.
- (2) That consideration be given to the waiving of call-in in accordance with Overview & Scrutiny Procedure Rule 17 to allow immediate implementation of the decision.

The approval of the Chief Executive has been sought to this action in accordance with Overview and Scrutiny Committee Procedure Rule 17(a).

I would be grateful if you could consider the immediate implementation of this course of action subject to the agreement of the Chief Executive to waive the right of call-in, in accordance with Overview and Scrutiny Committee Procedure Rule 17(a). Please complete the attached slip signifying your decision and return it to the Town Hall as soon as possible. In the meantime, could you please telephone Sharon Marsh on 582096, or e-mail SMarsh@lancaster.gov.uk , with your decision.

Yours sincerely,

CHIEF EXECUTIVE

Enc.

**URGENT BUSINESS - HEALTH AND STRATEGIC HOUSING FEES AND CHARGES 2008/09 –
PORT HEALTH**

*I agree/~~do not agree~~ (***please delete as appropriate**) to this matter being treated as a matter of urgency in accordance with Overview and Scrutiny Committee Procedure Rule 17(a) and therefore not being subject to call-in.

Signed: Councillor Stuart Langhorn

Dated: 21.12.07

Please return to: Sharon Marsh
Democratic Services,
Town Hall,
Dalton Square,
LANCASTER. LA1 1PJ

Ref: UB51

CABINET

URGENT BUSINESS

HEALTH AND STRATEGIC HOUSING FEES AND CHARGES 2008/09 – PORT HEALTH

Report of Corporate Director (Community Services)

PURPOSE OF REPORT			
This report has been prepared under the Urgent Business procedure as new charges are required to be set in respect of Port Health work with effect from 1 January 2008.			
Key Decision		Non-Key Decision	X Referral from Cabinet Member
Date Included in Forward Plan		N/A	
This report is public.			

RECOMMENDATIONS OF CABINET MEMBER

- (1) That Cabinet agree to introduce the Port Health fees outlined in the report from 1st January 2008 until Cabinet's decision on the 22 January 2008 on fees and charges comes into effect.

1.0 Introduction

- 1.1 Charges for ship inspections under the Public Health (Ships) Regulations 1979 (as amended) have previously been prescribed by the Department of Health and therefore not part of Lancaster City Council's locally determined fees and charges.
- 1.2 Following the implementation of the International Health Regulations 2005 in June this year and changes to the procedures for ship inspections, the Department of Health no longer sets the charges and therefore future fees and charges need to be determined locally by relevant port health authorities.
- 1.3 The Association of Port Health Authorities (APHA) agreed at its meeting of 6th December 2007 to recommend to its members a standard charging regime for the issue of Ship Sanitation Exemption and Ship Sanitation Control Certificates.
- 1.4 APHA hopes that all UK ports will adopt these charges and in doing so consistency in the UK will be promoted.

2.0 Proposal Details

2.1 It is proposed that the new charges recommended by APHA as shown below should come into force on 1st January 2008.

Ship Inspection Charges – as of 1st January 2008	
Gross Tonnage	Charge (£)
Up to 3,000	100
3,001-10,000	150
10,001-20,000	200
20,001-30,000	230
Over 30,000	300

With the exception of:

- Vessels with the capacity to carry between 50 and 1000 persons - **£300**
- Vessels with the capacity to carry more than 1000 persons - **£500**

2.2 As there has been insufficient time to assess the impact of the new ships inspection procedures and whether the above charges will cover the resources required, the charges will be reviewed over the next 12 months.

2.3 It is also proposed to introduce a charge for taking and examining water samples requested by a ship's agent or captain. The charge takes into account officer time, transport to the laboratory and the cost of the examination. The proposed charges are as follows:-

- Water sample as part of sanitation certificate £75.00
- Water sample from Heysham Port £82.50
- Water sample from Glasson Dock £95.00

3.0 Options and Options Analysis

3.1 The options for Members are:

- i) To approve the ship inspection charges recommended by APHA together with the new water sample charges.
- ii) To approve a different charge.

4.0 Officer Preferred Option (and comments)

4.1 The Officer preferred option is i).

RELATIONSHIP TO POLICY FRAMEWORK

Fees and charges form an integral part of the budget setting process which in turn relates to the Council's priorities

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

No impact

FINANCIAL IMPLICATIONS

During 2006/07 the total income from 15 ship inspections was £1,667.

2008/09 will be a transitional year both for Lancaster Port Health Authority and shipping agents on the impact of the new requirements.

At this stage, it is not known how many water samples will be requested.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no comments to add.

LEGAL IMPLICATIONS

Legal Services have been consulted and have no further comments to make

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments.

BACKGROUND PAPERS

Email from APHA – Charges for Inspection of Ships.

Contact Officer: Steve Mann

Telephone: 01524 582737

E-mail: smann@lancaster.gov.uk

Ref: C73