REVISED ANNEX E

CIPFA Prudential Code for Capital Finance in Local Authorities Prudential Indicators for 2006/07

Capital expenditure

1. Actual and Estimated Capital Expenditure

	2004/5 Actual £000	2005/6 Forecast £000	2006/7 Estimate £000	2007/8 Estimate £000	2008/9 Estimate £000
Gross*	16,426	21,474	20,389	19,239	13,190
Net	11,269	18,536	14,465	17,997	12,643

* excludes investments

2. The proportion of the budget financed from government grants and council tax that is spent on interest

The negative figures reflect that the Authority is a net investor and so the interest earned is used to help fund the budget.

2004/5 Actual £000	2005/6 Forecast £000	2006/7 Estimate £000	2007/8 Estimate £000	2008/9 Estimate £000
-28%	-23%	-17%	-11%	-7%

3. The impact of schemes with capital expenditure on the level of council tax

This calculation highlights the hypothetical impact on the level of Council Tax from capital schemes that the Council is making a decision on in this report (i.e. it ignores changes already approved, slippage, inflation and savings). The actual change in Council Tax is different because of the impact of other schemes and the use of revenue reserves.

	2006/7 Estimate	2007/8 Estimate	2008/9 Estimate
Increase	£0.63	£1.42	£3.29
Cumulative	£0.63	£2.05	£5.34

4. The capital financing requirement

This represents the need for the Authority to borrow to finance capital expenditure. Whilst the Authority has capital reserves it will not need to borrow for capital purposes:

31/3/05 Actual £000	2005/6 Forecast £000	2006/7 Estimate £000	2007/8 Estimate £000	2008/9 Estimate £000	2009/10 Estimate £000	20010/11 Estimate £000
0	0	0	0	780	6,119	3,861

The Capital Financing Requirement totals £10.8M over the MTP period.

5. Net borrowing and the capital financing requirement

Net external borrowing must not be used to finance revenue spending except in the short term. In the short term there are legitimate uses of borrowing to cover cash flow e.g. funding salaries pending receipt of council tax income or return of investments.

The forecast shows that capital reserves are expected to run out in 2008/09 and the Authority will then need to fund most of its capital expenditure from long-term borrowing. However it is permitted to borrow a limited amount in advance of the need to fund capital expenditure (see paragraph 7 below).

External debt

6. The actual external borrowing at 31 March 2005

There was £2.5m of short-term borrowing for cash-flow purposes.

7. The authorised limit for external debt

This is the maximum limit for borrowing and is based on a worst-case scenario. It reflects the proposed revision to the Treasury Management Strategy which allows the Authority to borrow up to £10.8m in 2005/06 and up to an aggregate of £15m in 2006/07 to finance capital expenditure shown as to be financed from borrowing in the Medium Term Plan period if it appears that long term rates are lower than they will be in later years. The remainder of the limit relates to temporary debt for Cash Flow Purposes.

2005/6 Limit £000	2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
32,800	35,000	35,000	35,000

8. The operational boundary for external debt

This reflects a less extreme position. Although the figure can be exceeded without further approval it represents an early warning monitoring device to ensure that the authorised limit (above) is not exceeded. It allows the management of the Council's day to day cashflow and, in accordance with the Treasury Management Strategy, temporary borrowing to delay the return of funds from the Fund Managers if this is in the Council's interests. The operational boundary does not include the allowances for long-term borrowing referred to above.

2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
15,000	15,000	15,000

Treasury management

9. Adoption of the CIPFA Code

The Prudential Code requires the Authority to have adopted the CIPFA Code of Practice for Treasury Management in the Public Services.

This has been adopted.

10. Exposure to investments with fixed interest and variable interest

These limits are given as a percentage of total investments.

The parameters currently set for our Fund Managers could theoretically result in a significant amount of the funds being at variable rates as gilts and corporate bonds are also deemed to be variable rate investments for the purpose of this indicator. In practice the exposure to variable rates is likely to be less.

	2006/7 Limit £000	**2007/8 Estimate £000**	**2008/9 Estimate £000**
Upper limit on fixed rate exposure	100%	100%	100%
Upper limit on variable rate exposure	84%	50%	50%

11. Borrowing Repayment Profile

The proportion of 2006/7 borrowing that will mature in successive periods.

The table refers to temporary borrowing for cash flow purposes; 100% will mature in less than 12 months. If long-term borrowing takes place it will all be for maturities in excess of ten years.

	Upper limit	**Lower limit**
Under 12 months	100%	100%
12 months and within 24 months	0%	0%
24 months and within 5 years	0%	0%
5 years and within 10 years	0%	0%
10 years and above	0%	0%

12. Investment Repayment Profile

Limit on the value of investments that cannot be redeemed within 364 days. The only investments that meet this criterion are time deposits that are invested to a fixed maturity date for a year or longer. These figures also take account of the impact of any borrowing in advance on the assumption that appropriate sums may be invested in time deposits until the date they are required.

2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
30,800	30,000	25,000

ANNEX F

TREASURY MANAGEMENT STRATEGY 2006/07

This Treasury Management Strategy is intended to meet the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA's) Code of Practice and the Government's Guidance on Local Government Investments.

CASH FLOW

At any moment the Authority's investments will consist of two distinct elements - cash flow and reserves.

Cash flow is the day-to-day impact of managing the flow of funds into and out of the Council and is dealt with in-house. For instance, the dates on which the County Council is paid its portion of the council tax will be different to the days the money is received from those living in the District. These cash flows will sometimes leave the Council with several million pounds to borrow or invest for a few days.

Reserves are more stable in that there will be a definite estimate of the amount that they will reduce or increase by during the course of the year but even this will fluctuate to some extent as a result of any variation in inflation, interest rates or general under or overspending.

CURRENT POSITION

Most investment activity is carried out by the Council's three fund manager's who currently manage the following sums:

Investec	£26.5m
Alliance Capital	£26.5m
City Deposit Cash Managers	£20m
Total	**£73m**

MANAGING THE REDUCTION IN RESERVES

In recent years there have only been modest reductions in reserves due to their use for financing revenue and capital expenditure being partially offset by capital receipts, underspending and delays. However the draft MTP that will be considered by Council in February shows major reductions in reserves over the coming five years as shown in the table below:

RESERVES	**MTP**					
	2005/ 2006	2006/ 2007	2007/ 2008	2008/ 2009	2009/ 2010	2010/ 2011
Forecast position at end of year	**£M** **56**	**£M** **42**	**£M** **25**	**£M** **13**	**£M** **10**	**£M** **8**

Investec and Alliance Capital both utilise a broader and more volatile range of investments. As the amount of investments reduces, the strategy is to take funds equally from these two managers until the point is reached where there is insufficient to warrant two separate funds. At that point a judgement of which manager to retain will be made in consultation with the Capital Receipts Advisory Group and the Council's advisor. Subsequently, as funds reduce further, the point will be reached where City Deposit Cash Managers or an equivalent manager looks after the whole fund that concentrates on a narrower more stable type of investments. Based on past experience there is some likelihood of spending delays during the next 14 months and so it is likely that there will still be three fund managers in March 2007.

Your officers will liaise with the Capital Receipts Advisory Group and the Council's advisor to ensure that appropriate mandates will be narrowed (e.g. duration reduced, credit ratings increased or instruments deleted) when appropriate.

LONG-TERM BORROWING

As the Council's reserves run out, as illustrated in the table above, there will be a need for long-term borrowing to finance the capital programme. The financial plan shows that this will not be until 2008/9 however efficient treasury management involves borrowing when interest rates are judged to be at the best level, even if the funds have then to be invested at at least the same rate until the money is required; borrowing in this way is permitted by the Prudential Code if it is for planned expenditure. For this purpose the Council will deem planned expenditure to be the approved 5 year MTP and so advance borrowing will be limited by the planned funding of that programme from borrowing. Until the next MTP is approved in February 2007 this will be £10.8M.

If interest rates on long-term borrowing are judged to be low then advance borrowing will take place following advice from our treasury management advisor and consultation with the Executive Councillor for Finance in the light of a prepared risk assessment.

IN-HOUSE MANAGEMENT

The Fund Managers will be asked to return funds to the Authority as and when they are needed. There are significant changes in cash flow on a daily basis which could result in the Authority moving from having funds to invest to a position of having to borrow. However it will normally be financially advantageous to have some delay before funds are returned thus minimising the need for in-house investment activity, this will increase the reliance on temporary borrowing to manage the process in the Council's best interests. It is expected that temporary borrowing will not normally exceed £15m at any one time.

The Council will need to approve a prudential indicator for the 'authorised limit for external debt'; this combines temporary and long-term borrowing and a maximum of £35m is being recommended.

The fluctuating balance of the fund is managed internally to ensure that whilst sufficient sums are available on a daily basis to meet payments to creditors the investment return is maximised on those days where a surplus is held. Because of these constant fluctuations the majority of these sums are inevitably invested for short periods as time deposits with low risk counter-parties. Appendix A outlines the mandate for the internal funds and lists the approved counter-parties though it should be noted that these will change during the course of any year as credit ratings or size of building societies change.

Temporary borrowing will be restricted to that necessary for:

- ♦ **cash flow;**
- ♦ **the cost effective staged return of our investments as they are needed to finance Council spending;**
- ♦ **taking advantage of situations where interest rate levels make it beneficial to invest sums for longer than cash flow projections suggest they will be available, subject to there being no, or minimal, risk in so doing.**

CATEGORIES OF INVESTMENT

The guidance on Local Authority Investments categorises investments as ‘specified’ and ‘non-specified’:

Specified investment:

- ♦ It is in sterling
- ♦ It is due to be repaid within 12 months
- ♦ It is not defined as capital expenditure in the capital finance regulations 2003
- ♦ It is with a body that has a high credit rating or it is made with the UK Government (i.e. gilts), or a local Authority

Non-specified investments include all other types of investment.

This differentiation requires the types of non-specified investments that will be used to be defined in the Annual Investment Strategy.

Money Market Funds (MMFs)

MMFs are instruments for managing short-term cash based on pooling investments from organisations such as Local Authorities and reinvesting them in larger blocks with a range of counterparties with high credit ratings (AAA or A1/P1).

The MMF aggregates its returns and, after deducting its management costs, pays out an average rate to investors. Experience has shown that the return is usually equal to or better than the rates obtainable elsewhere for small or short term sums.

Investec wish to use MMFs because the number of high quality counterparties has reduced during 2005 and this will give them extra flexibility at no added risk to the Council. They are also a potential advantage for in-house funds. The mandates in Appendices A and B have been therefore been amended to include the use of MMFs where credit ratings are no lower than required for other instruments.

INVESTMENT INSTRUMENTS USED BY THE COUNCIL

In the short-term, whilst the Authority holds substantial reserves, it is not imperative that the investment returns are maximised in any one year thus allowing a medium term approach to fund management to be taken. Thus an investment approach that accepts fluctuations between years in return for greater returns is possible. This in turn has an impact on the investment instruments the Council uses.

The previous regulations allowed debt-free authorities, like Huntingdonshire, to invest in a wide variety of instruments including corporate bonds, and the treasury management strategy made use of this freedom with resulting higher but fluctuating returns; no change is proposed to this general approach during 2006/07.

The previous regulations required the Fund Managers to act as advisors when purchasing corporate bonds and similar securities, and the Council Officers had to approve the purchase. The Council continued this arrangement for the purchase of non-specified investments, however during 2005/06 this was changed, after taking advice from our advisor, so that the Fund Managers do not need approval to buy non-specified investments.

ADVISORS

The Council appointed Butlers as Treasury Management Advisors to assist in the choice of Fund Managers, develop the mandates and assist in monitoring the Managers' performance. This has been beneficial given the large sums invested, the complexity of the wider range of instruments used and the ability to compare performance with that achieved by other Fund Managers. A tendering exercise was carried out in 2004/05 for the appointment of an Advisor, and Butlers was reappointed until December 2007.

FUND MANAGERS

The Council's investment funds will remain with the current three Fund Managers, subject to them achieving satisfactory investment returns and subject to reductions in reserves not being required sooner than planned. The level of investment risk and the range of investments to be used are covered in the existing mandates. However Alliance Capital has requested that their mandate is amended in two ways:

(a) The % of the portfolio that can be invested in AA- or Aa3 securities is increased from 40% to 50%.

(b) The inclusion of perpetual securities

Our advisor considers that these changes do not increase the risks to the fund and therefore the mandate in Appendix B incorporates these changes. They will also apply to Investec.

KEY POINTS

The Government Guidance recommends that certain aspects are highlighted. Most of these are covered within the mandates but they are listed below for convenience:

Definition of 'high credit rating' for specified investments

A short-term rating of a minimum of F1.

The frequency that credit ratings are monitored

Butlers monitor the credit ratings of banks and building societies and notify your treasury management staff of any changes immediately. Unless the Authority is notified of a variation it is assumed that the credit rating has not changed. Where a credit rating is downgraded that bank or building society can be removed from the counter-party list immediately.

The procedure for determining the allowed categories of non-specified investments

Council approve the Strategy that sets out the allowed categories and relevant constraints. These are kept under review during the year by your officers, the Capital Receipts Advisory Group and Butlers (the Council's professional advisor).

The categories of non-specified investments that can prudently be used during 2006/07

These are identified in the mandates at Appendix B.

The maximum amounts that can be held in each category, as a percentage of the total portfolio managed by each Fund Manager or as a sum of money

These are identified in the mandates at Appendices A and B.

Liquidity of investments

The time deposits managed by CDCM are the least liquid investments and their mandate specifies the maximum period for which funds may prudently be committed. The investments managed by Alliance Capital and Investec are all highly liquid. The procedure to ensure that there are sufficient funds to meet the cashflow needs of the Authority is for officers to maintain cash flow forecasts and to review the mandates of the Fund Managers with the Capital Receipts Advisory Group.

The minimum amount that will be held in 2006/07 in investments that are less than 1 year

This will be £22m.

MANAGEMENT

The Director of Commerce and Technology and his staff, supported by the

Council's professional advisor, together with the Capital Receipts Advisory Group, will monitor the performance of the funds and raise any issues and concerns with the Fund Managers.

The Cabinet will receive quarterly reports on the performance of the funds and an annual report on the performance for the year.

GENERAL

The strategy is not intended to be a strait-jacket but a definition of the upper limit of the level of risk that it is prudent for the Council to take in maximising its borrowing and investment activities during 2006/07. Any minor changes that are broadly consistent with this Strategy and either reduce or only minimally increase the level of risk, are delegated to the Head of Financial Services, after consultation with the Capital Receipts Advisory Group in certain cases. Any other proposal to change this strategy will be referred back to the Council.

The Council's Prudential Indicators, which are an Annex to the Budget Report, set various limits that are consistent with this Strategy and allow officers to monitor its achievement.

Appendix A

IN-HOUSE FUND MANAGEMENT

Duration of investments	Fixed deposits up to and including 1 year for cash flow purposes. Up to 5 years in relation to the temporary investment of sums borrowed in advance.
Types of investments	Fixed Deposits Deposits at call, two or seven day notice Money Market Funds
Credit Ratings and Maximum limits	See below The credit rating is the short-term rating issued by FITCH unless otherwise indicated
Benchmark	LGC 7 day rate

COUNTERPARTY LIST

LIMIT £2.5M	**SHORT TERM RATINGS**
BANKS (Rated F1)	
Abbey National plc	F1+
Alliance and Leicester	F1+
Barclays	F1+
Co-Operative	F1
HBOS	F1+
HSBC	F1+
Kleinwort Benson	P1*
Lloyds TSB Group	F1+
Northern Rock	F1
Royal Bank of Scotland	F1+
BUILDING SOCIETIES	
(Assets over £5 billion – Rated F1 or better)	
Britannia	F1
Coventry	F1
Nationwide	F1+
Portman	P1*
Yorkshire	F1
ALL LOCAL AUTHORITIES, POLICE AND FIRE AUTHORITIES	N/A

* Moody's credit rating

LIMIT £1.5M	SHORT TERM RATINGS
BANK SUBSIDIARIES Wholly owned by F1 Rated banks	
RBS Trust Bank Ltd	F1+
Ulster Bank Limited	A1**
Ulster Bank Ireland	A1**
OTHER BANKS	
Anglo-Irish	F1
Bank of Ireland	F1+
Bank of Scotland (Ireland)	F1+
Bristol and West	F1
Close Brothers	F1
DePfa Bank	F1+
Dexia Banque Internationale a Luxembourg	A1+**
HFC Bank	F1
Irish Intercontinental Bank	F1
KBC Bank NV	F1+
Singer and Friedlander	F1
OTHER INSTITUTIONS Rated F1	
3i Group Limited	A1**
Irish Life and Permanent plc	F1
BUILDING SOCIETIES (Assets over £2 billion)	
Chelsea	
Cheshire	
Derbyshire	
Dunfermline	
Leeds and Holbeck	
Newcastle	
Norwich and Peterborough	
Nottingham	
Principality	
Skipton	
Stroud and Swindon	
West Bromwich	

LIMIT £1M	SHORT TERM RATINGS
BUILDING SOCIETIES (Assets over £1.5 billion) Scarborough	

** Standard and Poor's credit rating

Appendix B

EXTERNAL FUND MANAGER MANDATES

Alliance Capital and Investec

Duration of investments	Average duration of Fund must not exceed 3 years No individual investment shall exceed 10 years
Types of investments	Marketable securities issued or guaranteed by the UK Government **(Gilts)** Deposits made with or marketable certificates of deposit issued by approved banks **(CDs)** Sovereign and supranational securities, including floating rate notes **(Bonds)** Corporate, bank and building society securities, including floating rate notes, commercial paper and asset backed securities **(Corporate Bonds)** Money Market Funds **(MMFs)**
Credit Ratings	**Corporate investments** Standard & Poors AA- or Aa3 or above or equivalent A- or A3 or better, maximum term 3 years **Non-Uk Governments and Supranationals** AA- or Aa3 or above or equivalent for non-UK Governments AAA or Aaa for Supranationals **Short-term investments** Standard & Poor's A1/P1 or above or equivalent **Money Market Funds** AAA
Maximum limits	50% Corporate Bonds 20% Supranational and sovereign securities 50% Floating rate notes 75% Gilts 75% Corporate Bonds plus Gilts 50% Corporate bonds + supranational and sovereign securities + floating rate notes 20% with any one counterparty (except UK Government) for fixed deposits and CDs 10% per issuer or £1m for corporate bonds and FRNs 10% per issuer for securities guaranteed by non-UK EU Governments and supranational securities
Benchmark	60% 3 month LIBID 40% 0-5 year gilt index.

CDCM

Duration of investments	Up to and including 5 years maximum maturity No more than 25% may be invested for longer than 3 years **Specific dispensations from these limits may be given in relation to the temporary investment of additional sums resulting from borrowing in advance.**
Types of investments	Fixed Deposits Deposits at call, two or seven day notice
Credit Ratings	F1+ by FITCH IBCA or equivalent
Maximum limits	£5m per institution and group for English and Scottish Clearing Banks and their subsidiaries, and Overseas Banks on list of authorised counterparties. Building Societies With assets more than £2,000m £5m With assets more than £1,000m £3m Other building societies in the top 25 £2m
Benchmark	3 month LIBID