

DUNDEE CITY COUNCIL

REPORT TO: Policy & Resources Committee - 27 June 2011

REPORT ON: Corporate Review of Charges

REPORT BY: Director of Finance

REPORT NO: 334-2011

1.0 PURPOSE OF REPORT

- 1.1 To seek the Committee's approval to change the manner in which charges for certain City Council facilities are organised by establishing a series of co-ordinated corporate charges.

2.0 RECOMMENDATIONS

It is recommended that the Committee:

- 2.1 approve the proposed introduction of co-ordinated corporate charges and the associated changes to the City Council's charges.
- 2.2 approve the associated Policy of Use
- 2.3 refer this report to the Leisure and Culture Dundee Board, once established, for their interest.

3.0 FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications arising from this report.

4.0 MAIN TEXT

- 4.1 Reference is made to Article II of the Policy & Resources Committee of the 10 February 2011, Revenue Budget and Council Tax 2011/2012, where the Committee approved the Review of Charges 2011/2012.
- 4.2 To enable the harmonisation and standardisation of the numerous and often confusing or contradictory charges for facilities across the Council, it is proposed to establishing co-ordinated corporate charges covering the areas of Sports provision, Room/Hall hire and Pitch hire. This will remove the inconsistency in how charges are determined, with a historical range presently existing from individuals to groups to sessions to term time prices. All would transfer to cost per each session or activity. It will still be possible to have multiple/season bookings but the charges will be the same for each time the facility or activity is utilised.
- 4.3 The charges being proposed are targeted at supporting wider access to Council facilities and as well as maximising usage by focusing on Individuals and Groups from the Community Regeneration Priority Areas, encouraging increased physical activity and voluntary provision in terms of the concession rates. This is captured in the associated Policy of Use which is attached to this report as Appendix 1. This policy provides the criteria for standard, concession and commercial charges for the use of facilities. The Committee is asked to approve it for future use, including a referral to the Board of Leisure and Culture Dundee with a recommendation for their adoption.
- 4.4 It is proposed that co-ordinated corporate charges are established as per Appendix 2 and are continued to be aligned over future years. This will, in the first instance, cover

the provision by Communities Division and Education Department as well as alignment with Dundee Leisure and their successor, Leisure and Culture Dundee.

- 4.5 The principle of the co-ordinated corporate charges is that similar facilities are charged at the same rate. In each of the corporate charge categories, facilities of very similar size or quality of provision, have been grouped together and would be charged for at the same or similar rates. The range of charges for each group has also been simplified to make it more understandable to users as well as transparent. It is proposed that some of the charges take up to 4 years to align and that there is an appeals process introduced for this period. This will enable groups to put their case to the relevant Director to consider a variation to the charge for this interim period of up to 4 years.
- 4.6 There will be continuing consultation and discussion between the different departments and with Dundee Leisure and its successor Leisure and Culture Dundee in future years so the charges continue to align. This will also include short term discounts, when required, relating to the different external markets that these facilities operate in, and the continued focus on community access.
- 4.7 The proposed charges will be incorporated in to the electronic internet based corporate booking system which is currently being developed and will be the subject of a future committee report.

5.0 POLICY IMPLICATIONS

- 5.1 This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. No major issues have been identified.
- 5.2 An Equality Impact Assessment has been carried out and will be made available on the Council website <http://www.dundee.gov.uk/equanddiv/equimpact/>

6.0 CONSULTATION

- 6.1 The Chief Executive, Depute Chief Executive (Support Services) and Assistant Chief Executive (Community Planning), Director of Education, Director of Leisure and Communities and Director of Environment have been consulted on this report and are in agreement with its content.

7.0 BACKGROUND PAPERS

- 7.1 Equality Impact Assessment.

MARJORY STEWART
DIRECTOR OF FINANCE

2.6.2011

1.0 STANDARD RATES

- 1.1 The presumption will be that all charges will be standard unless proven to be concession or deemed to be commercial.

2.0 CONCESSION RATE

Individuals

- 2.1 People in receipt of state retirement pension.
- 2.2 Unemployed and/or receiving Income based Job Seekers Allowance.
- 2.3 People receiving Income Support.
- 2.4 People receiving Council Tax or Housing Benefits.
- 2.5 People in receipt of Working Tax Credit (subject to income).
- 2.6 People receiving support under part VI of the Immigration and Asylum Act 1999.
- To obtain a concession rate the user must have either a current valid Leisure Concession card, National Entitlement card with valid entitlements or proof of individual entitlements.

Groups

- 2.7 Community groups constituted to organise programmes that promotes Community Learning and Development. This does not include properties leased to Dundee Leisure.
- 2.8 National voluntary organisations that provide a service to Dundee City Council that are on the DCC approved list.
- 2.9 Organisations that are members of Sport Dundee.
- Concession rates will be granted for indoor & outdoor sports when over 75% of participant have a Leisure Concession Card or can prove their entitlement.

3.0 COMMERCIAL RATES

- 3.1 Any individual or company that gains private benefit for themselves or their company, from the let.

4.0 FREE LETS

- 4.1 Free lets can be allowed in exceptional circumstances for a stated period of time at the discretion of the Chief Executive, Director of Education or Director of Leisure and Communities.
- 4.2 Dundee Leisure or their successor will be able to provide free lets in their leased properties at the discretion of their Board.
- 4.3 Any staff member of Dundee City Council can use a City Council facility for free, if it is to undertake part of their work with groups. This includes Out of School Clubs chairs

or leaders but it does not include properties leased to Dundee Leisure or their successor. The City Council staff member must make the relevant booking.

- 4.4 All Councillor's Surgeries will be provided free of charge in all facilities with any associated costs being absorbed by the relevant departments.
- 4.5.1 All Community Councils and Neighbourhood Representative Structures meetings will be provided free of charge.

STANDARDISED CHARGES for BOOKINGS- 01.06.11

Appendix 2

	Services	Present Charges- 2011/2012			Proposed Charges - 2011/2012			Locations
		Commercial £	Standard £	Concession £	Commercial £	Standard £	Concession £	
1	SWIMMING POOLS							
1.1	Large Pool Session Under 3 year olds & Carers <i>per session</i> Young Scot Swim discount <i>per session</i> Olympia Senior Citizen- 5 timer Showers <i>for use out with other bookings</i> Spectators <i>per session</i> Toddlers Pool /Dive Pool full pool <i>per hour</i>		4.90	3.90		4.90	3.90	Olympia Leisure Pool.
			4.20	3.20		4.20	3.20	
			2.00	1.50		2.00	1.50	
			0.30			0.30		
			40.00	26.50		40.00	26.50	
1.2	Medium Pool Session Full Pool Hire <i>per hour</i> Hire of Lane <i>per hour</i> Olympia Senior Citizen - 5 timer Young Scot Swim discount <i>per session</i> Under 3 years' old & Carers <i>per session</i> Spectators <i>per session</i>		3.50	2.70		3.50	2.70	St Paul's & Grove Secondary School Pools and Olympia Training Pool and St. John's Secondary School.
			93.00	55.00		93.00	55.00	
			18.50	12.50		18.50	12.50	
				7.10			7.10	
			3.00	2.20		3.00	2.20	
			0.30	1.40		0.30	1.40	
1.3	Small Pool Session Full Pool Hire <i>per hour</i> Lochee Senior Citizens - 5 timer Young-Scot Swim discount <i>per session</i> Under 3 years' old & Carers <i>per session</i> Spectators <i>per session</i> Shower <i>for use out with other bookings</i>		2.60	2.20		2.60	2.20	Lochee Leisure Pool.
			82.00	47.00		82.00	47.00	
				5.40			5.40	
			2.10	1.70		2.10	1.70	
			0.10	1.40		0.10	1.40	
			0.30			0.30		
			2.00	1.50		2.00	1.50	
	Monday/Friday groups <i>per hour</i> Saturday groups <i>per hour</i> Sunday groups <i>per hour</i> Full pool, normal opening hours - <i>groups only per hour</i>	90.00 100.00 119.80	43.35 56.00 62.35		60.00	40.00	10.00 20.00 26.50	Schools. Year 1 Year 2 Year 3

	Services	Present Charges- 2011/2012			Proposed Charges - 2011/2012			Locations
		Commercial £	Standard £	Concession £	Commercial £	Standard £	Concession £	
1.4	Swimming Lessons <i>per 1/2 hour</i>		4.80	3.70 2.20		4.80	3.70 3.00 3.70	Dundee Leisure. Community Centres -Year 1 Year 2
2	SPORTS HALLS / GAMES HALLS							
2.1	Large Sports Halls <i>per hour</i> Full Room Hire Football/Hockey Basketball/Volleyball/Netball <i>per court of 2</i> Badminton/Short-Tennis <i>per court of 8</i> Table Tennis Activity Classes Shower <i>for use out with other bookings</i>	123.00	53.00 41.00 10.20 5.50 4.80 2.00	35.00 29.00 6.10 4.10 3.70 1.50	123.00	53.00 41.00 10.20 5.50 4.80 2.00	35.00 29.00 6.10 4.10 3.70 1.50	Dundee International Sports Centre.
2.2	Medium Sports Halls <i>per hour</i> Full Room Hire - 4 badminton Court size Football/Hockey/Basketball Badminton/Short Tennis <i>per court</i> Table tennis Activity Classes <i>not in schools</i> Shower <i>for use out with other bookings</i>	64.50	41.00 41.00 10.20 5.50 4.80 2.00	29.00 29.00 6.20 4.10 3.70 1.50	64.50	41.00 41.00 10.20 5.50 4.80 2.00	29.00 29.00 6.20 4.10 3.70 1.50	Douglas, Lynch & Lochee Sports Centres and St Paul's & Grove Secondary Schools and St. John's Secondary School.
	Non accredited Sports Clubs Accredited level Sports Clubs Development level Sports Clubs			18.00 14.00 9.00			18.00 14.00 9.00	St Andrew's, Craigowl & Fintry Primary Schools.
	Games Halls Monday/Friday - 6pm to 10pm Saturday - Sunday - Games Hall <i>normal opening hours</i> Additional school room hire <i>each</i>	70.20 79.00 90.00	23.00 42.40 48.85	9.00 18.00	64.50	25.00 30.00 35.00 41.00	11.00 16.00 24.00 29.00 5.00	Other Schools – Secondary. Year 1 Year 2 Year 3 Year 4
2.3	Small Sports Halls/Gymnasiums <i>per hour</i> <i>Gymnasium per session</i>	62.50	26.50	20.50	62.50	26.50	20.50	Douglas, Lynch & Lochee Sports Centres and St Paul's & Grove Secondary Schools and St. John's Secondary School.

	Services	Present Charges- 2011/2012			Proposed Charges - 2011/2012			Locations
		Commercial £	Standard £	Concession £	Commercial £	Standard £	Concession £	
	Monday/Friday – 6pm to 10pm Saturday - Sunday - Full room hire <i>normal opening hours</i>		19.30 34.20 40.15		36.00	21.00	5.00 7.50 10.50	Schools – Primary. Year 1 Year 2 Year 3
	Normal Opening hours Mon-Sat out with normal hours with RA cover Sun with RA cover Additional School/Community Centre hire <i>each</i>	37.50 50.00 55.50	21.00 33.50 39.00	5.00	36.00 48.50 54.00	21.00 33.50 39.00	10.50 23.00 28.50 5.00	Community Centres
2.4	Dance Studios/Fitness Studios/Activity Rooms Dance Studio <i>per session</i> Fitness Studio <i>per session</i> Activity Room – large <i>per hour</i> Activity Room – small <i>per hour</i> Activity Classes <i>per session</i>	46.00 50.00 37.00	23.50 4.40 23.50 19.50 4.80	17.50 3.40 17.50 13.50 3.70	46.00 50.00 37.00	23.50 4.40 23.50 19.50 4.80	17.50 3.40 17.50 13.50 3.70	DISC, Douglas, Lynch Sports Centre & Lochee Leisure Centre and St Paul's & Grove Secondary Schools.
	Dance Studio <i>per session</i> Additional school room hire <i>each per hour</i>		Various	5.00	46.00	18.00 23.50	7.00 15.00 17.50 5.00	All Other Schools Year 1 Year 2 Year 3
3	HALLS/ROOMS <i>per session plus staff charges at cost</i>							
3.1	Large Hall Ground Floor <i>up to 3 hrs</i> First Floor <i>up to 3 Hrs</i> Whole Building <i>up to 3 hrs</i> Civic Use <i>per up to 3 hours</i> Group Tours <i>each</i>	420.00 473.00 630.00 50%	50.00		420.00 473.00 630.00 50%	50.00		McManus: Dundee's Art Gallery and Museum.
3.2	Medium Hall - (school/community centre - large hall) 8.00 a.m. to 4.30 p.m. 4.30 p.m. to midnight Saturday & Sunday Tuesday - Friday 8.am to 5.00pm Tuesday - Friday 5.00pm to midnight Saturday & Sunday	55.00 70.00	40.00 55.00 65.00	30.00 30.00	55.00 70.00	40.00 55.00 70.00	30.00 30.00 30.00	Ashton Hall & Craigie Halls (no concession) and Baxter Park - Main Pavilion. Mills Observatory - Lecture Room (including a talk from the astronomer),
			50.00 55.00 65.00	30.00 30.00 30.00		52.50 58.00 68.00	32.00 32.00 32.00	

	Services	Present Charges- 2011/2012			Proposed Charges - 2011/2012			Locations
		Commercial £	Standard £	Concession £	Commercial £	Standard £	Concession £	
	Normal opening hours Mon-Sat out with normal hours with RA cover Sun with RA cover	42.50 56.00 60.50	32.50 46.50 51.00		55.00 70.00	40.00 55.00	30.00 30.00	Central Library - Steps Theatre.
	Monday/Friday – 6pm to 10pm Saturday - Sunday - Full room hire normal opening hours Additional school room hire <i>each per hours</i> Upper Hall, Bell Street Music Centre <i>per hour</i> Lower Hall, Bell Street Music Centre <i>per hour</i>	70.20 79.00 90.00	23.00 42.40 48.85					Secondary Schools Halls. Year 1 Year 2 Year 3 School Music Centre.
				5.00	27.00	21.00	6.00 8.00 10.50 5.00	
	Normal opening hours Mon-Sat out with normal hours with RA cover Sun with RA cover Additional Community Centre hire <i>each per hour</i>	37.50 50.00 55.50	21.00 33.05 39.00		37.50 50.00 55.50	21.00 33.05 39.00	10.50 23.00 28.50 5.00	Community Centres
3.3	Small Hall <i>per hour</i> Full hall		18.00			18.00		Olympia Leisure Centre - The Forum <i>(with 25% discount for affiliates to Dundee City Sports Council).</i>
	Monday/Friday 6pm to 10pm Saturday - Sunday - Normal opening hours	30.15 50.10 59.95	19.30 34.20 40.15	21.85				Schools – Primary. Year 1 Year 2 Year 3
					28.00	15.00 17.50	5.00 6.85 8.75	
	Normal opening hours Mon-Sat out with normal hours with RA cover Sun with RA cover Additional School/Community Centre hire <i>each per hours</i>	29.00 41.00 47.50	17.50 31.00 34.10		30.00 43.50 48.00	17.50 30.00 35.50	8.75 21.25 26.75 5.00	Ancrum Outdoor Education Centre - Video Room and Central Library Conference Room and Douglas, Whitfield, Kirkton, Charleston Menziesshill , Ardler & Finmill Community Centres and Lochee Park Pavilion and Castle Green Leisure Centre and Baxter Park Centre.
				5.00				

	Services	Present Charges- 2011/2012			Proposed Charges - 2011/2012			Locations
		Commercial £	Standard £	Concession £	Commercial £	Standard £	Concession £	
3.4	Rooms/Classrooms <i>per hour</i> Monday/Friday – 6pm to 10pm Saturday - Sunday - Normal opening hours	30.15 50.10 59.95	19.30 34.20 40.15		22.50	13.75 14.45	4.00 5.60 7.25	Schools. Year 1 Year 2 Year 3
	Normal opening hours Mon-Sat out with normal hours with RA cover Sun with RA cover	15.00 28.50 33.00	14.45 28.00 32.50		25.25 37.75 43.25	14.45 27.00 32.50	7.25 19.25 25.25	Community Centres.
	Addition School/Community Centre hire <i>each per hours</i>			5.00			5.00	
	Normal opening hours		12.50		21.85 25.25	12.50	6.25 7.25	Burgh Hall & Ancrum Outdoor Education Centre - Navigation Room. Year 1 Year 2
4	PITCHES <i>per booking</i>							
	Artificial pitch 11 a side with floodlighting		80.00 72.00	60.00 53.00		76.75 73.50 73.50 67.10 30.00	57.00 54.00 54.00 47.60 23.00	Parks - Year 1 Parks - Year 2 DISC. St. Paul's School Rowantree School.
	Artificial pitch 11 a side no floodlighting or changing facilities					30.00	23.00	Parks and Schools.
	Artificial pitch 7 a side no floodlighting					30.00	23.00	Parks and Schools.
	Cross-Play on artificial pitch 11 a side		30.00	23.00		22.00	11.00	Parks and Schools.
	Football 11 a-side, Gaelic Football, Rugby and Shinty		22.00	11.00		50.00		Parks and Schools.
	Cricket and American Football		50.00				7.00	Parks and Schools.
	Football 7-a-side			7.00				Parks.
	Changing Rooms - Adults		22.00			22.00		Parks.
	- Juveniles			11.00			11.00	Parks.
	Changing Rooms on Sunday (<i>booking per full hour</i>)			6.60			7.50	Schools.