

26 February 2015

Brighton &amp; Hove City Council

**Subject:** Fees & Charges 2015/16 – Assistant Chief Executive Directorate - Extract from the Proceedings of the Economic Development & Culture Committee Meeting held on the 15 January 2015

**Date of Meeting:** 26 February 2015

**Report of:** Monitoring Officer

**Contact Officer:** Name: **Mark Wall** Tel: **29-1006**  
E-mail: mark.wall@brighton-hove.gov.uk

**Wards Affected:** All

**FOR GENERAL RELEASE*****Action Required of the Council:***

To receive the item referred from the Economic Development & Culture Committee for determination:

**Recommendations:**

That consideration and decision in respect of all other fees and charges be reserved for discussion at Budget Council on 26 February 2015.

**ECONOMIC DEVELOPMENT & CULTURE COMMITTEE**

4.00 pm 15 January 2015  
COUNCIL CHAMBER, HOVE TOWN HALL

**DRAFT MINUTES**

**Present:** Councillors Bowden (Chair), Hawtree (Deputy Chair), Brown (Opposition Spokesperson), Deane, Mears, Morgan, Randall, Robins, Simson and Wealls.

**PART ONE****52 FEES & CHARGES 2015/16 - ASSISTANT CHIEF EXECUTIVE DIRECTORATE**

52.1 The Committee considered a report of the Assistant Chief Executive representing and seeking approval to the review of fees and charges across six service areas: Libraries,

Royal Pavilion and Museums, Seafront, Sports Facilities, Venues and Outdoor Events. The changes would be implemented from April 2015 unless otherwise stated.

- 52.2 The Assistant Chief Executive explained that Fees and charges for services were reviewed annually in line with the Corporate Fees & Charges Policy. As a minimum, all fees and charges were increased by the corporate rate of inflation which had been set at 2.0%. This was the same percentage by which income budgets would be increased. For the Sports Facilities Contract there was a formula to calculate the inflationary price increase linked to the All Items Retail Prices Index Excluding Mortgage Interest Payments (RPIX). The increase calculated for 2015/16 was 2.63%.
- 52.3 The council's Financial Regulations required that any proposed increases in fees and charges over and above inflation were agreed by the council. They also stated that it is good practice to report on fees and charges that are rising by inflation only.
- 52.4 It was stressed that the proposals also needed to be viewed in the context of the very challenging financial position facing the council, with an estimated £102m savings requirement by 2019/20. A range of the proposals in the report to increase fees and charges above the inflation rate sought to increase income and achieve budget savings with increased income targets.
- 52.5 The Chair, Councillor Bowden explained that discussions in relation to the report recommendations which had taken place with the opposition spokespersons had indicated that they considered it appropriate for discussion and approval of recommendations 1, 3, 4, 5 and 6 to be reserved for the meeting of Full Council on 26 February 2015-at which the Budget for 2016/17 would be agreed. If the Committee agreed to this, it would be necessary however, for the proposed fees and charges for the Royal Pavilion and Preston Manor for 2016/17 to be agreed at that meeting. This was necessary in order that that this information could be provided for trade/tourism and other relevant publications which were prepared a year in advance.
- 52.6 Having agreed to this approach Members had the opportunity to ask questions and Councillor Mears requested supporting information in respect of the proposed arrangements and charges for Saltdean Library. It was agreed that the Head of the Library and Information Service would provide this information to the Committee independently of the meeting.

52 7 **RESOLVED:**

- (1) That the committee approves the fees and charges for the Royal Pavilion and Preston Manor for 2016/17 set out in Appendix 2 to the report; and

**RESOLVED TO RECOMMEND:**

- (2) That consideration and decision in respect of all other fees and charges be reserved for discussion at Budget Council on 26 February 2015.

**Note:** The committee agreed that with the exception of the proposed fees and charges for the Royal Pavilion for 2016/217 as set out in Appendix 2 to the report, consideration of all other fees and charges be deferred for discussion at Budget Council.

**63 ITEMS REFERRED FOR COUNCIL**

**63.1 Item 52:-Fees and Charges 2015/16 – Assistant Chief Executive Directorate.**

The Committee agreed that with the exception of the proposed fees and charges for the Royal Pavilion for 2016/217 as set out in Appendix 2 to the report, consideration of all other fees and charges be deferred for discussion at Budget Council.

<b>Budget Council</b>	<b>Appendix</b>
26 February 2015	Brighton & Hove City Council

<b>Subject:</b>	<b>Fees &amp; Charges 2015/16 – Assistant Chief Executive Directorate</b>		
<b>Date of Meeting:</b>	<b>26<sup>th</sup> February 2015</b> 15 <sup>th</sup> January 2015 – Economic Development & Culture Committee		
<b>Report of:</b>	<b>Assistant Chief Executive</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Ian Shurrock</b>	<b>Tel: 29-2084</b>
		<b>Toby Kingsbury</b>	<b>29-2701</b>
	<b>Email:</b>	<b>ian.shurrock@brighton-hove.gov.uk</b>	
		<b>toby.kingsbury@brighton-hove.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

**FOR GENERAL RELEASE**

**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The fees and charges for services are reviewed annually in line with the Corporate Fees & Charges Policy. As a minimum, all fees and charges are increased by the corporate rate of inflation which has been set at 2.0%. This is the same percentage by which income budgets will be increased. For the Sports Facilities Contract there is a formula to calculate the inflationary price increase linked to the All Items Retail Prices Index Excluding Mortgage Interest Payments (RPIX). The increase calculated for 2015/16 is 2.63%.
- 1.2 The council’s Financial Regulations require that any proposed increases in fees and charges over and above inflation are agreed by the council. They also state that it is good practice to report on fees and charges that are rising by inflation only.
- 1.3 This combined report presents the review of fees and charges across six service areas: Libraries, Royal Pavilion and Museums, Seafront, Sports Facilities, Venues and Outdoor Events. The changes would be implemented from April 2015 unless otherwise stated.
- 1.4 The proposals should also be viewed in the context of the very challenging financial position facing the council, with an estimated £102m savings requirement by 2019/20. A range of the proposals in the report to increase fees and charges above the inflation rate are to increase income and achieve budget savings with increased income targets.

**2. RECOMMENDATIONS:**

- 2.1 That the committee approves the fees and charges for Libraries and Information Services for 2015/16 in Appendix 1a.
- 2.2 That the committee approves the fees and charges for the Royal Pavilion & Museums for 2015/16 in Appendix 2.

- 2.3 That the committee approves the fees and charges for the Seafront for 2015/16 in Appendix 3.
- 2.4 That the committee approves the fees and charges for Sports Facilities for 2015/16 in Appendix 4.
- 2.5 That the committee approves the fees and charges for the Brighton Centre for 2015/16 in Appendix 5
- 2.6 That the committee approves the fees and charges for Outdoor Events for 2015/16 in Appendix 6
- 2.7 That the committee grants delegated authority for officers to negotiate hire fees where commercially necessary outside the approved fees & charges.

### **3. CONTEXT/ BACKGROUND INFORMATION**

3.1 The fees and charges proposed in the attached appendices have been increased by the base line of 2.0% (or 2.63% in the case of sports facilities) unless indicated otherwise. However, the amounts have been rounded for ease of administration and therefore the actual percentage increase is often not exactly 2.0% or 2.63%. Where a percentage increase above inflation is proposed an explanation is given in this main report.

#### **3.2 LIBRARIES & INFORMATION SERVICES (please see Appendix 1)**

3.2.1 Brighton & Hove Libraries provide unique free to use public spaces and services open and available to all communities of all ages:

- Free to join at any age
- Free to go into and spend time in
- Free loan of books and 'e' books
- Free access to consult books, read newspapers and magazines
- Free access to information
- Free unlimited wi-fi use
- Free story times
- Free class visits
- Free space for community run activities
- Free promotion/outreach to schools and other community partners

3.2.2 Charges are currently made for a range of facilities and services.

- There are concessions on charges based on low income or disability
- There are commercial and community rates around the hire of spaces.

3.2.3 Current charges for facilities and services are:

- Overdue charges for late return of books and other materials
- Loan of audio-visual materials - audio books, music compact discs, films on DVD, music score sets

- Reserving stock
- Photo-copying and printing
- Room hire and exhibition spaces

### **Proposals for 2015 – 2016**

- 3.2.4 As many Library Service charges are only a few pence it is not possible to increase them annually by inflation. Instead, most prices are left unchanged for a number of years until an increase in real prices can be adopted. For this reason, many of the fees and charges are remaining the same, and where increases have been proposed, they are above the rate of inflation.
- 3.2.5 In order to meet the annual increase in income targets for inflation and to help address the budget gap for the coming year, a number of existing charges are proposed to be increased, and a number of new charges are proposed to be introduced.
- 3.2.6 Additional income will also be achieved through increased commercial activity and actively seeking donations from the public.
- 3.2.7 All of these changes will enable Library Services to achieve an additional £52,000 of income next year, bring the total income target for Library Services for 2015-16 to £493,100. After taking account of the inflation uplift, this will mean a contribution of £43,000 toward the meeting the budget gap.

### **Maintenance of concessionary rates and exemptions:**

- 3.2.8 The comprehensive range of concessionary and exemption arrangements for disadvantaged borrowers will be maintained:
- 3.2.9 Concessions on charges - usually half price will be available to:
- People receiving job seekers allowance, employment and support allowance, income support and pension credit. This will be expanded to cover Universal Credit when this is introduced.
  - People receiving disability living allowance, personal independence payment or with other verification of long standing disability.
- 3.2.10 People with learning disabilities, for example Compass Card holders, are exempt from charges. There will continue to be no charges for children and young people for fines and reservations.

### **3.2.11 Summary of the changes to fees and charges:**

Change	Current	Proposed	% increase
Increase in charges for hire of Jubilee Library conference rooms (discount rates):			
Conference room 1 full day	£180	£190	5.5%
Conference room 1 half day	£110	£115	4.5%
Conference room 3 full day	£150	£165	10%
Conference room 3 half day	£ 90	£ 95	5.5%
Evening supplement for all hires per hour	£25	£30	20%

Increase exhibition space hire per week (commercial) (discount)	£100 £50	£150 £100	50% 100%
Increase in hire charge for community library rooms (Coldean, Hangleton, Hove, Patcham, Whitehawk, Woodingdean) - Discount rate	£25	£40	60%
Increase in hire charge for community library rooms (Hollingbury, Moulsecoomb, Portslade, Rottingdean, Saltdean, Westdene) – Discount rate	£25	£30	20%
Increase in charges for computer printing per sheet A4 black & white / colour A3 black & white / colour	10p/15p 50p/£1	12p/20p 60p/£1	20% / 33% 20% / 0%
Increase in photocopier charges A4 black & white / colour	10p/15p	12p/20p	20% / 33%
Increase reader printer charges per sheet	25p	50p	100%
Increase in reservation charges BHCC stock Full price / concessionary price	50p/25p	90p/45p	80%
Increase in fines for adults for late return of books & CDs	20p	25p	25%
Increase hire charge for DVD box sets p.w.	£3	£5	66%
Music Score Sets: Stop borrowing in scores from other services as very expensive to administer Remaining sets in BHCC stock to be available for hire at a flat rate for all groups to cover costs	£15	£60	300%
Increase in income from the Booklover Store	Estimated to achieve additional £10,000		
Actively seeking public donations	Aiming to achieve £3,000 in first year		

3.2.12 Music score sets will no longer be borrowed from other authorities as this is a very expensive service to provide, and the remaining sets in BHCC stock will continue to be hired out at an increased charge to cover costs. Many authorities have also stopped providing this service for cost reasons, including West Sussex and Surrey. The service is only used by 15 groups, one third of which are outside the city but with a local member. The groups using this service will be signposted to other library authorities who still provide this service.

3.2.13 The proposed increase to the reservations charges is to reflect the true administration costs of providing this service. All of the remaining increases are to charges that have not been increased for at least four years and in some cases no change has been made since 2000. Appendix 1a shows the dates all Library charges were last increased.

### 3.2.14 New charges to be introduced:

New Charge	Detail																		
For additional hours (above one hour of free use) of library computers	<table> <tr> <td>First hour</td> <td>Free</td> </tr> <tr> <td>Additional hour</td> <td>£1 per hour</td> </tr> <tr> <td><i>Concessions</i></td> <td><i>First two hours free</i></td> </tr> </table>	First hour	Free	Additional hour	£1 per hour	<i>Concessions</i>	<i>First two hours free</i>												
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Additional hour	£1 per hour																		
<i>Concessions</i>	<i>First two hours free</i>																		
For events and activities in libraries	<p><u>Events and activities for adults</u></p> <table> <tr> <td>Coffee mornings</td> <td>£1 for coffee and biscuits</td> </tr> <tr> <td>Talks/events/performances</td> <td>Usual charge £3-£5 per person</td> </tr> <tr> <td>Book and writing groups (in house)</td> <td>£5 per person p.a.</td> </tr> <tr> <td>Book and writing groups (external)</td> <td>£30 per group p.a.</td> </tr> <tr> <td><i>Concessions</i></td> <td><i>half price</i></td> </tr> </table> <p><u>Events and activities for children</u></p> <table> <tr> <td>Baby boogie</td> <td>Donations – suggested £1</td> </tr> <tr> <td>Craft activities</td> <td>Charge to cover cost. Minimum £1</td> </tr> <tr> <td>Talks/events/performances</td> <td>Charge to cover cost. Minimum £1 per person</td> </tr> <tr> <td><i>Concessions</i></td> <td><i>half price</i></td> </tr> </table>	Coffee mornings	£1 for coffee and biscuits	Talks/events/performances	Usual charge £3-£5 per person	Book and writing groups (in house)	£5 per person p.a.	Book and writing groups (external)	£30 per group p.a.	<i>Concessions</i>	<i>half price</i>	Baby boogie	Donations – suggested £1	Craft activities	Charge to cover cost. Minimum £1	Talks/events/performances	Charge to cover cost. Minimum £1 per person	<i>Concessions</i>	<i>half price</i>
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3.2.15 There will still be free access to library IT facilities for one hour per day, and additional free access and targeted support will be provided to people who are identified as digitally excluded e.g. job seekers need longer than one hour to complete job applications or apply for benefits. There will also be additional supported free sessions for job seekers to help them find work or access benefits.

3.2.16 People with learning disabilities, for example Compass Card holders are exempt from charges so will be able to attend the activities and events for free.

3.2.17 There will still be some events and activities that Libraries will put on for free as part of special projects, for instance, to reach vulnerable people. There may be special circumstances where the cost of putting on a high profile event will require a higher charge.

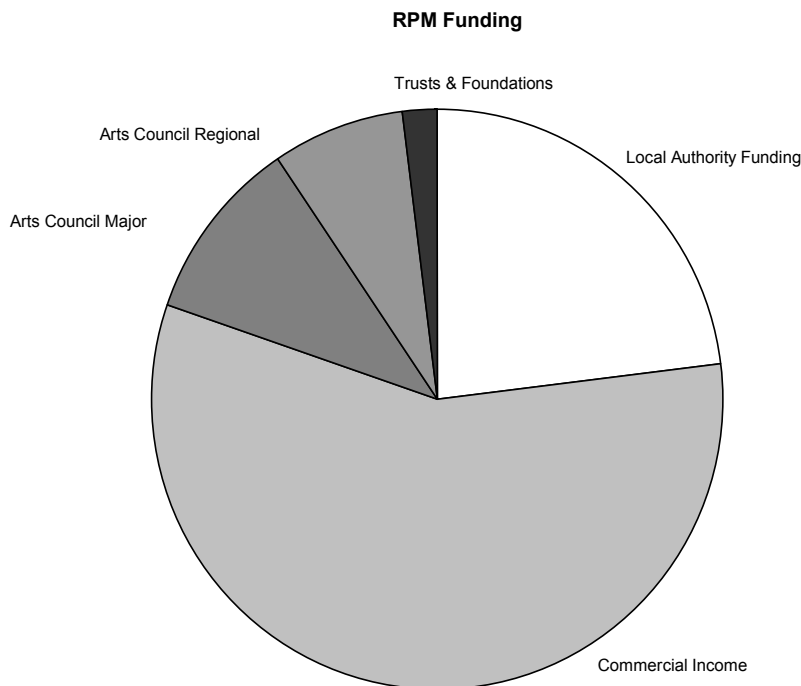
3.2.18 A full list of all Libraries fees and charges is in Appendix 1a. All changes have been highlighted.

3.2.19 A table of comparisons with other authorities is in Appendix 1b.

### 3.3 **ROYAL PAVILION & MUSEUMS (please see Appendix 2)**

3.3.1 The Royal Pavilion & Museums (RPM) currently covers 57% of its own running costs through fees and charged activity, catering and retail. A further 20% is secured through grants and trusts including Major Partner Museum Funding from the Arts Council and the work of the Royal Pavilion Foundation. The BHCC contribution is 23% of an annual turnover of £6.9million.





### Admission Charges Royal Pavilion & Preston Manor

- 3.3.2 Admission charges for the Royal Pavilion, Preston Manor and charged exhibitions were approved by Economic Development and Culture Committee in January 2014. Approval was at that time given for prices up to March 2016. The income target for 14/15 for the Royal Pavilion alone is £2,480,266, and, in line with the corporate budget inflationary uplift of 2.0% on income targets, this will increase by £49,605 for the financial year 15/16 and an additional £50,597 in 16/17 i.e. £100,202 inflationary uplift in two years. As a result, this means that there is very limited scope to generate additional income from Royal Pavilion admissions to offset reductions in core budgets.
- 3.3.3 Travel Trade and group bookings in 2013/14 made up 40% of business to the Royal Pavilion, bringing in excess of 139,000 visitors and over £900,000 worth of income. Due to booking timescales, marketing strategies and pricing for travel trade must be planned a year to 18 months in advance to fit in with industry press offers. It is therefore imperative that prices are agreed well in advance to maximise coverage in industry press, and provide correct information at trade fairs to secure bookings to allow sufficient planning for this key business area.
- 3.3.4 Attached in Appendix 2 are agreed prices to March 2016 and proposed prices to March 2017.
- 3.3.5 The % increases shown in Appendix 6 relate to the inflation of prices from 15/16 to 16/17. Prices have again been inflated above 2.0% particularly on ticket prices where the larger proportions of visitors are admitted e.g. group rates. The group business has been flourishing over recent years and many groups are entitled to trade rates below the

advertised group rate due to the number of visitors they bring to the venues. This strategy has been adopted to maximise potential income growth in line with expectations around level of budget savings required for 15/16 and beyond.

- 3.3.6 The charging practices and visitor trends of comparable paid for visitor attractions are kept under review on a continuous basis and are shown in the table below. Royal Pavilion comparators are other Historic houses/castles from Visit England's top attractions monitor plus leading attractions in 45 minute drive time. Preston Manor comparators are historic houses/castles of similar scale within 45 minute drive time:-.

<b>Prices 2014/15</b>			
	<b>CHILD</b>	<b>ADULT</b>	<b>CONCESSION</b>
<b>Royal Pavilion 14/15</b>	<b>£6.00</b>	<b>£11.00</b>	<b>£9.00</b>
Royal Pavilion Previously agreed 15/16	£6.20	£11.50	£9.50
Arundel Castle	£9.00	£16.00	£13.50
Buckingham Palace	£11.25	£19.75	£18.00
Hampton Court Palace & Gardens	£9.10	£18.20	£15.40
Leeds Castle	£16.00	£24.00	£21.00
Petworth House & Park	£6.20	£12.50	NA
The Roman Baths, Bath	£8.80	£13.50	£11.75
Waddesdon Manor & Gardens	£9.00	£18.00	N/A
Warwick Castle	£21.00	£24.00	£16.80
Windsor Castle	£11.00	£18.50	£16.75
<b>Preston Manor 14/15</b>	<b>£3.40</b>	<b>£6.40</b>	<b>£5.20</b>
Preston Manor previously agreed 15/16	£3.50	£6.50	£5.40
Anne of Cleves House	£2.10	£5.20	£4.80
Charleston	£6.00	£11.00	£10.00
Michelham Priory	£4.20	£7.80	£6.80
Parham Park	£5.00	£10.00	£9.00

Please note 15/16 prices for other attractions listed here will be increasing but amounts are not all in the public domain at this time.

- 3.3.7 Visitor research shows that the attractions are perceived as providing good value for money. In 2014/15 for the period April - Sept, 74% of visitors to the Pavilion rated it as excellent or good value for money, with figures of 85% at Preston Manor.

Admission Charges, Brighton Museum,

- 3.3.8 In support of the 2015/16 budget strategy and the need to deliver savings, it is proposed to introduce admission charges for the first time to Brighton Museum. A full-year saving of £200,000 has been proposed and reported to Policy & Resources Committee on 4<sup>th</sup> December 2014. Charges will be introduced from 1 May 2015.

- 3.3.9 Proposed charges are set out in Appendix 2 and are in line with the existing pricing structure for the Royal Pavilion & Preston Manor. As such, concessions are available to students, seniors and unemployed and carers accompanying disabled visitors are admitted free. Brighton & Hove residents and their children will continue to enjoy free admission.
- 3.3.10 RPM also has a number of free and discounted admission arrangements for various disadvantaged groups such as looked after children, disability groups, home schooled children, armed forces members as well as a heavily discounted charity rate. All of these rates will be available at the Museum. All children attending in a school group will enjoy free admission regardless of whether their school is within Brighton & Hove.
- 3.3.11 It is proposed to offer saver joint tickets to the Royal Pavilion & Brighton Museum to encourage visits across the sites.
- 3.3.12 It is anticipated for the purposes of calculating income potential that Museum visitor numbers will drop by 50% following the introduction of admission charges. This has been the pattern with the National museums.
- 3.3.13 The introduction of charges for Brighton Museum will have a negative effect on other income streams within the Museum namely donations and exhibition income. Income targets for both will be revised and the separate charges for one exhibition a year at Brighton Museum dropped for fee paying visitors. Brighton & Hove resident adults will continue to be charged a reduced rate for visiting the major exhibition each year.
- 3.3.14 The Royal Pavilion & Museums Foundation membership scheme, now with in excess of 4,300 members, will continue to offer free entry year round to all charged sites within RPM.
- 3.3.15 The admission charges of a number of local museums and some other local authority museums have been considered in setting proposed rates.

<b>Proposed Prices 2015/16</b>	<b>Adult</b>
<b>Brighton Museum</b>	<b>£5.00</b>
Brighton Toy and model Museum	£4.50
Ditchling Museum	£6.50
Lewes Castle Museum	£7.00
Hastings Jerwood	£8.00
Seaford Museum	£2.00
Newhaven Fort	£2.00
Norwich Castle	£7.95
Bath Museum & Assembly Rooms	£8.00
Dulwich	£6.00
Pallant House	£8.50

Corporate Hire & Weddings

- 3.3.16 Broadly speaking a 2.5% rise has been added to all Functions and Private hire prices with prices being rounded. Prices have remained static since 2009/10 when both the corporate hire and wedding business were severely hit by the recession nationally. Business for 2013/14 reached 91% of pre re-recession levels which had dropped as low as 69%. A comprehensive weddings and events benchmarking exercise was carried out in Summer 2014 which has informed the price setting for the coming year.
- 3.3.17 The major change proposed for 2015-16, is the introduction of a 15% surcharge for events held on a Saturday and Sunday throughout the year. This has been introduced to reflect the higher staffing costs for weekend events. The Council's Pay and Allowances Modernisation introduced in October 2013 has increased staffing costs for evenings and weekends. These increased costs cannot be covered within existing budgets and therefore need to be passed on to clients.
- 3.3.18 As prices for Weddings are commonly higher at weekends across venues in the City and further afield, RPM will publicise both weekday and weekend rates, as opposed to high season (April –Sept) and low season (Sept - March) previously publicised.
- 3.3.19 In addition from 1 April internal events that are hosted at RPM that fall into the category of 'free hires', subventions or in-kind contributions will need to have all 'at cost' charges met by the department booking the event, i.e staffing, security, admin.

#### Image Reproduction

- 3.3.20 Following our successful free release of over 380 hi-res assets relating to WW1 under a non-commercial Creative Commons licence, we will extend this across our digital collections. This will support our commitment to open data, and support our aim of using our digital assets to support learning initiatives across the city. It also follows the widely recognised success of the Rijksmuseum's recent decision to promote similarly free access to its digitised collections.
- 3.3.21 We will no longer be offering a print reproduction service and as a result these fees have been removed. This change reflects the ongoing decline in print image sales across the heritage sector.

#### Services to schools & Booking Fees for groups

- 3.3.22 Charges are made for taught school sessions at RPM sites. These have not increased since 2009. In order to meet the increased costs of running these sessions caused by an increase in fees to our facilitators, we propose to raise all charges by £1.00. This brings charges into line with other providers in the south east so the charge will remain competitive. It will also ensure full cost recovery on these sessions. See Appendix 2.
- 3.3.23 Brighton & Hove schools will continue to have free admission to Pavilion, Preston Manor. Admission for all school groups visiting Brighton Museum, Hove Museum & the Booth Museum will be free.
- 3.3.24 All RPM telephone bookings and general enquiries are handled through the RPM bookings office. The office also books school and group visits on behalf of a number of other heritage attractions throughout the city. A booking fee of £1.50 is charged on all bookings through the office whether that be a single ticket for a lecture of £5 for a

multiple group booking of in excess of £500. It is proposed from 1 April to charge a booking fee of £3.50 for group bookings. Individual bookings will remain at £1.50.

### 3.4 **SEAFRONT (please see Appendix 3)**

#### Volks Railway Fees & Charges

3.4.1 The proposal for 2015/16 is to increase the Senior Citizen single journey rate by 30p to £2.10. All other single journey ticket prices are around 75% of the price of a return ticket except for the Senior rate which is slightly lower at 67%. This increase will bring the percentage relationship for single/return tickets in line with the other age categories. The VERA special rate has remained at 50p for the past few years and has not been increased. The proposal for 2015/16 is to increase it by 10p which is a 20% increase. In reality, this increase will only affect a handful of customers as those VERA members who regularly help at the railway generally travel for free.

#### Beach Chalets

3.4.2 There are 105 brick built beach chalets in Brighton & Hove which are owned by the council and rented for an annual fee by tenants. The council is responsible for the on-going maintenance costs of the chalets and utility charges. The demand for beach chalets is extremely strong and the waiting lists have been closed since 2003 with some people having been on the lists for over 10 years.

3.4.3 In April 2011, to assist with the reduction in the waiting lists, it was agreed that all new tenants have 5 year fixed term tenancies and must be residents of the city, a pricing differential was introduced between residents and non-residents, and prices increased from a low base of 10% (with an inflationary increase in 2013/14). This has resulted in a small number of new tenants (4 or 5 each year) but not sufficient to re-open the waiting lists. Therefore, the following proposals are aimed at both generating additional income as a budget saving, meeting increased costs e.g. utilities, and increasing the turnover of tenants to enable more residents to enjoy these most sought after amenities.

3.4.4 The proposal is for a 50% increase on the current price spread over the next 2 years, starting with a 25% increase in 2015 /16 with the remaining 25% the following year. For fixed term tenancies in Saltdean & Rottingdean this equates to a charge of £1.77 per day or approximately £10 per month extra in year one, with a further £10 per month increase in year 2. For fixed term tenancies in Hove this equates to a charge of £3.03 per day or approximately £18 per month extra in year one, with a further £18 per month increase in year 2. This stepped increase will enable chalet tenants to make an informed decision over next summer as to whether they are maximising the use and value of their chalet. This also allows for the tenant to hand the chalet back before the final 25% increase the following year.

3.4.5 Comparisons with chalets in other seafront locations and with a similar type of facility are not easy to make. The best comparator that has been identified are the brick built chalets in Worthing which have water but no electricity supply. The charge for these beach chalets is £1,160 per annum for the current financial year. The proposed increased charge for 2015/16 for the Hove chalets compares very favourably with Worthing, as the Hove chalets have an electricity supply met by the council.

### **3.5 SPORTS FACILITIES (please see Appendix 4)**

- 3.5.1 Six council sports facilities are operated on behalf of the council by Freedom Leisure. Under the terms of the contract, Freedom Leisure retain the income generated and are responsible for all of the operational costs associated with the delivery of the service.
- 3.5.2 The fees and charges that Freedom Leisure implement are controlled by the contract which allows for an annual maximum uplift in line with inflation. The All Items Retail Prices Index Excluding Mortgage Interest Payments (RPIX) is used to provide the relevant percentage uplift.
- 3.5.3 Proposed charges for the sports facilities for 2015/16 are included in Appendix 4. The majority of fees and charges for the sports facilities operated by Freedom Leisure on behalf of the council are proposed to be increased by the contractual rate of 2.63%. Charges for health & fitness memberships are proposed to be held at the current year's level.

### **3.6 BRIGHTON CENTRE (please see Appendix 5)**

- 3.6.1 Proposed charges for the Brighton Centre for 2015/16 are included in Appendix 5. These proposed charges are required to achieve the corporate rate of inflation of 2% plus additional VFM savings included in the 2015-16 Revenue Budget.
- 3.6.2 The Brighton & Hove Schools Concert will continue to receive favourable rates as in previous years to minimise the risk to Brighton & Hove Music Service for this important annual event.

### **3.7 OUTDOOR EVENTS (please see Appendix 6)**

- 3.7.1 Proposed charges for Outdoor Events for 2015/16 are included in Appendix 6. These proposed charges are primarily in line with the corporate rate of inflation having been uplifted by 2.0%.
- 3.7.2 An above inflation increase is proposed for the "Enthusiast" category of events on Madeira Drive which are the motorised vehicle rallies in order that a greater value can be achieved from these events. In addition, significant increases are proposed for the charges for Commercial Promotions i.e. poster sites, due to the strong demand for these advertising locations.

## **4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

- 4.1 The rationale for the proposed increases in the fees and charges are indicated in the body of the report.

## **5. COMMUNITY ENGAGEMENT & CONSULTATION**

- 5.1 There has been public consultation on the proposed new charges in Libraries. All but three of the proposals received majority support from the respondents, so most of the proposed new charges remain unchanged. The main area of concern was the introduction and level of charges for children's events and activities, and the

book/writing group charges. However there was a general willingness from many respondents to making a small payment to cover costs, and a concern to ensure that those on low incomes were not put off coming to libraries.

5.2 There were 308 responses to the consultation. The majority of respondents supported the proposed new charges for computer use and for events and activities for adults, with the exception of the book/writing group charges. The majority of respondents did not support the level of charges proposed for children's activities and events, with the exception of a charge for Baby Boogie, although staff have raised concerns over how this charge might be administered in an open library setting.

5.3 The following changes have been made to the proposals as a result:

- All concessions and exemptions will be better advertised so that those on low incomes or who are disabled get the concessionary half price rate, or free if they are entitled to an exemption. This also applies to children of adults with those concessions or exemptions.
- Baby Boogie will not have a fixed charge. Instead there will be an active collection of donations at every event, with a suggested rate of £1 per child. This will be much easier for staff to administer and more acceptable to participants as it can be built into the activity itself.
- Children's events and craft activities will be charged at a rate to cover the cost of delivering the event, with a minimum charge of £1 per child per event or activity.
- Book/writing groups will be charged at an annual rate of £30 per group for external groups and £5 per person p.a. for library run groups. The costs will cover the costs of administration of the service.

5.4 Consultation has been undertaken with Freedom Leisure in relation to the Sports Facilities charges. Customers are used to the annual uplifts and are notified of them at least one month in advance of them being implemented.

## **6. CONCLUSION**

6.1 The proposed fees and charges across the six service areas are considered proportionate and reasonable. Where charges are proposed for increases above inflation there are sound business reasons.

## **7. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

7.1 The fees and charges included in this report have been reviewed in accordance with the Corporate Fees and Charges policy and are expected to achieve the income targets included in the draft 2015/16 budget strategy.

*Finance Officer Consulted: Michael Bentley*

*Date: 18/12/14*

### Legal Implications:

The Fees and Charges Policy has been properly applied and the proposals in the report are considered to be reasonable, proportionate and appropriate.

*Lawyer Consulted: Bob Bruce*

*Date: 18/12/14*

### Equalities Implications:

- 7.2 When fees and charges are proposed, a balance needs to be found to ensure services remain financially sustainable whilst still providing value for money. The proposed fees and charges provide a range of flexible pricing to minimise price being a barrier to participation.

### Sustainability Implications:

- 7.3 In order to assist with the long-term sustainability of services and to continue providing a quality service, it is necessary that the charges be set at an appropriate level.

### Any Other Significant Implications:

- 7.4 None

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Appendix 1a – Libraries Fees & Charges 2015/16
- 1a. Appendix 1b – Comparisons with other authorities
2. Appendix 2 – Royal Pavilion & Museums Fees & Charges 2015/16
3. Appendix 3 – Seafront Fees & Charges 2015/16
4. Appendix 4 – Sports Facilities Fees & Charges 2015/16
5. Appendix 5 – Brighton Centre Fees & Charges 2015/16
6. Appendix 6 – Outdoor Events Fees & Charges 2015/16

### **Documents in Members' Rooms**

None

### **Background Documents**

None



## APPENDIX 1A

### LIBRARY SERVICE PROPOSED FEES AND CHARGES 2015-16

(Proposed changes are highlighted)

<b>SUMMARY OF CHARGES:</b>	Current	Date Last Changed	Proposed
<b>RESERVATION CHARGES</b>			
<b>Items in stock in Brighton &amp; Hove</b>	<b>50p</b>	<b>2008</b>	<b>90p</b>
Inter-library loans from outside Brighton & Hove and the SELMS Consortium	£3.50	2013	£7.00
Inter-library loans from authorities in the SELMS Consortium	£2.00	2013	£3.00
Print Disabled card holders – print and talking books	Free	Pre 1997	Free
Print Disabled card holders – all other materials incl AV	Half price	2008	Half price
Exempt card holders (people with learning disabilities) – All materials	Free	2008	Free
Concessionary Card Holders	Half price	Pre 1997	Half price
Children and young people's reservations	Free		Free
<b>LOST ITEMS - CHARGES</b>			
Books and other resources (all members)	Replacement cost	Pre 1997	Replacement cost
Computer ticket replacement (all members)	£1.00	Pre 2000	£1.00
<b>TALKING BOOKS CHARGES</b>			
Spoken word recordings (abridged editions) Single Issue Fee per 3 week loan	80p	Pre 2000	80p
Spoken word recordings (unabridged editions) Single Issue Fee per 3 week loan	£1.50	Pre 2000	£1.50
Spoken word loans to Print Disabled card holders	Free	Pre 1997	Free
Spoken word loans to Exempt card holders (people with learning disabilities)	Free	Pre 1997	Free
Spoken word loans to Concessionary card holders	Half price	Pre 1997	Half price
Language courses per 3 weeks (all members)	£2.00	Pre 2000	£2.00
<b>AUDIO VISUAL AND MUSIC CHARGES</b>			
Annual Subscription (enabling free CD loan and half price DVDs)	£30.00	2008	£30.00

Quarterly subscription (enabling free CD loan and half price DVDs)	£10.00	2008	£10.00
Music recordings Single Issue Fee for one week loan	£1.00	2008	£1.00
Scores per set – BHCC sets only	£15.00	2013	£60.00
DVD box set loans to adults – Hire charge per week	£3.00	2008	£5.00
DVD loans to adults – Hire charge per week for premium films	£3.00	2008	£3.00
DVD loans to adults – Hire charge per week for other DVDs	£2.00	2010	£2.00
DVD loans to children and young people – Hire charge per week	£1.50	2008	£1.50
All audio-visual loans to print disabled and concessionary card holders	Half price	2008	Half price
All audio-visual loans to Exempt Card Holders (people with learning disabilities)	Free	2009	Free
<b>OVERDUE CHARGES</b>	Current		Proposed
Books on loan to adults - overdue charge per book per day with maximum charge of £8 per loan	20p	2010	25p
Books on loan to children and young people - overdue charge per day	No charge	2008	No charge
Music CDs on loan to adults - overdue charge per CD per day – (all members)	20p	2008	25p
Toys - overdue charge per day	No charge	2008	No charge
DVDs on loan to adults – overdue charge per day – (all adult members)	60p	2008	60p
DVDs on loan to children and young people – overdue charge per day	30p	2005	30p
Books and talking books on loan to print disabled card holders – overdue charges	Free	Pre 1997	Free
All loans, including loans of audio-visual material, to Exempt card holders (people with learning difficulties)	Free	2009	Free
<b>USE OF COMPUTERS</b>			
First hour per day	Free		Free
Additional hours – per hour or part of hour	Free		£1
Concessions – first two hours	Free		Free
Concessions – additional hours	Free		£1
Children and young people (0-19)	Free		Free
<b>PRINTING, COPYING AND SENDING FAXES</b>			
<b>All charges apply to all library users:</b>			
Printing from IT equipment A4 black & white	10p	2002	12p

A3 black & white	15p	2002	20p
A4 colour	50p	2000	60p
A3 colour	£1	2000	£1
Photocopier charges A4 black and white	10p	2000	12p
A3 black and white	15p	2000	20p
A4 colour	£1.00	2000	£1.00
A3 colour	£1.50	2000	£1.50
Reader printer (Jubilee and Hove Libraries) per A4 sheet	25p	2000	50p
Fax – sending - per page	£1.00	2001	£1.00
Fax – receiving - per page	10p plus £2 handling charge	2008	10p plus £2 handling charge
<b>SUMMARY OF FEES FOR ADDITIONAL SERVICES:</b>	Current	Last changed	Proposed
<b>RESEARCH FEES</b>			
Research carried out by Library staff for private individual - flat rate fee per hour, plus any online fees, copying or printing costs.	£20	2010	£20
Research carried out by Library staff for business/commercial user - flat rate fee per hour, plus any online fees, copying or printing costs.	£40	2010	£40
<b>EXHIBITIONS</b>	Current		Proposed
Jubilee Library – commercial hire – fee per week	£100	2008	£150
Jubilee Library – discount - fee per week	£50	2008	£100
Hove Library – fee per week	£20	2008	£20
Hove Library - Hire of display cabinets – fee per week per cabinet	£10	2008	£10
Above costs are within core library opening hours. Additional Facilities Management costs apply if access required outside these hours.			
<b>HIRE OF LIBRARY PREMISES</b>			
Charge per Session for Coldean, Hangleton, Hove, Patcham, Whitehawk and Woodingdean libraries. These libraries have good IT and other facilities which are included in the room hire.			
Commercial hire Morning	£80	2012	£80
Afternoon	£80	2012	£80
Evening	£80	2012	£80

Discount rate: Morning	£25	2012	£40
Afternoon	£25	2012	£40
Evening	£25	2012	£40
Charge per Session for Hollingbury, Moulsecoomb, Portslade, Rottingdean, Saltdean and Westdene libraries.			
Commercial hire Morning	£60	2012	£60
Afternoon	£60	2012	£60
Evening	£60	2012	£60
Discount rate: Morning	£25	2012	£30
Afternoon	£25	2012	£30
Evening	£25	2012	£30
Hire cost includes use of all facilities including IT at no extra cost.			
Library reserves right to pass on any additional costs incurred as a result of use, e.g. cleaning.			
<b>HIRE OF JUBILEE LIBRARY CONFERENCE ROOMS</b>			
Standard Hire:			
Conference Hall - full day	£575	2008	£575
Conference Hall – half day	£380	2008	£380
Conference room 1 - full day	£290	2008	£290
Conference room 1 - half day	£180	2008	£180
Conference room 2 - full day	£320	2008	£320
Conference room 2 - half day	£220	2008	£220
Conference room 3 – full day	£250	2008	£250
Conference room 3 – half day	£150	2008	£150
Discount rate:			
Conference Hall - full day	£400	2008	£400
Conference Hall - half day	£290	2008	£290
Conference room 1 - full day	£180	2008	£190
Conference room 1 - half day	£110	2008	£115
Conference room 2 - full day	£220	2008	£220
Conference room 2 - half day	£140	2008	£140
Conference room 3 – full day	£150	2008	£165
Conference room 3 – half day	£90	2008	£95
Evening supplement for all hires per hour	£25	2008	£30
Activity space in children’s library – hire per hour	£25	2008	£25
Library main hall – available for hire	POA		POA
Hire costs (exclusive of V.A.T.) includes use of all facilities including presentation and IT equipment at no extra cost.			

Above costs are within core library opening hours. Additional Facilities Management costs apply outside these hours.

## EVENTS AND ACTIVITIES

For Adults:

Coffee mornings including

Free

New

£1

Talks / events / performances – usual charge

Free

"

£3-£5

Book and writing groups – external group fee p.a.

Free

"

£30

Book and writing groups – in-house group fee per person p.a.

Free

"

£5

Concessions

Free

"

Half price

For Children (up to age 19):

Baby boogie per child

Free

New

Donation suggest  
£1

Craft Activities

Free

"

Cost of activity  
minimum  
£1

Talks / events / performances – usual charge

Free

"

Cost of Event  
minimum  
£1

Concessions

Free

"

Half price

People with learning disabilities, for example Compass Card holders are exempt from charges so will be able to attend the activities and events for free.

There will still be some events and activities that Libraries will put on for free as part of special projects, for instance, to reach vulnerable people.

There may be special circumstances where the cost of putting on a high profile event will require a higher charge.

## MISCELLANEOUS

Tours of Jubilee Library

£25

2008

£25

## IMAGE REQUESTS – SERVICE FEES

See  
separate  
list

2006

See  
separate  
list

## REPRODUCTION CHARGES

See  
separate  
list

2006

See  
separate  
list



<b>SUMMARY OF CONCESSIONS AND EXEMPTIONS</b>	
<b>CONCESSIONARY CARD HOLDERS</b>	
Concessionary cards are for <b>people on low income</b> or for <b>people with disabilities</b> . Suitable proof of entitlement is required. (See list of accepted proofs)	
<b>Card holder entitlement:</b>	
Audio-visual materials, talking books, - hire charges	Half price
Reservations – all materials	Half price
All overdue charges	Full price
Events and activities	Half price
Computer use – First two hours per day	Free
Computer use – additional hours per day	£1
Language courses – hire charges and overdue charges	Full price
All other fees and charges	Full price
<b>SENIOR CITIZENS DISCOUNT SUBSCRIPTION CARD</b>	
<b>People aged 60 or over</b> can purchase an audio-visual discount card that will entitle them to half price audio-visual loans. Suitable proof of entitlement is required. (See list of accepted proofs)	
Annual or quarterly subscription card entitles holder to: Free CD loans Half price DVD loans (maximum 4 items at any one time)	Half price
<b>PRINT DISABLED CARD HOLDERS</b>	
Print disabled cards are only available for <b>people who cannot use standard print</b> – e.g. people with visual impairment, or people with dyslexia, or those with a physical disability that prevents them holding a book. Suitable proof of entitlement is required. (See list of accepted proofs)	
<b>Card holder entitlement:</b>	
Talking books – issues and overdue charges	Free
Reservations – print and talking books	Free
Reservations – all other materials	Half price
Audio-visual materials – hire	Half price
Audio-visual materials – overdue charges	Full price
Language courses – hire charges and overdue charges	Full price
All other fees and charges	Full price

<b>EXEMPT CARD HOLDERS (PEOPLE WITH LEARNING DISABILITIES)</b>	
Exempt cards are available for adults with learning disabilities, children with learning disabilities and special needs. Suitable proof of entitlement is required. (See list of accepted proofs)	
<b>Card holder entitlement:</b>	
Overdue charges - all materials	Free
Reservations – all materials	Free
Talking books – issues	Free
Audio-visual materials – hire	Free
Computer use	Free
Events and activities	Free
Language courses – hire charges and overdue charges	Full price
All other fees and charges	Full price



## Appendix 1b - Comparisons with other authorities

Information taken sourced from Fines and Charges in Public Libraries in England and Wales 2014.

- DVD hire length varies between 2/3/7 days

Neighbouring Authority	Adult fines per day	Reserve fee for local stock adult and child	DVD hire	Music score loans	Photocopy charges	Computer printout charges	PC hire
Brighton & Hove	20p CD 20p	50p Child free	£3.00/£2.00	£25.00 (£15.00 local groups) per set per month	A4b/w 10p A3b/w 15p A4col £1.00 A3col £1.50	A4b/w 10p A4col 15p	Free
East Sussex	17p CD loan charge	80p Child free	£3.50/£2.50	£30 per set for first three months, then +£30 per extra month	A4b/w 10p A3b/w 15p A4col £1.00 A3col £1.50	A4b/w 20p A4col 50p	Free
West Sussex	20p CD 20p	75p 60p online Child free	£3.00/£2.00	N/A	A4b/w 10p A3b/w 15p A4col 50p A3col £1.00	A4b/w 15p A4col 50p	£30 annual £2.50 phr
Surrey	20p CD 20p	£1.20 Online 60p Child free	£2.00-£6.00	£5-8 per month per set of 20 ( £7-10 outside Surrey)	A4b/w 10p A3b/w 20p A4col £1.00 A3col £1.50	A4b/w 20p A4col£1.00	Free but £2 phr for non-members and extra time

<b>SELMS Authority</b>	<b>Adult fines per day</b>	<b>Reserve fee for local stock adult and child</b>	<b>DVD hire</b>	<b>Music score loans</b>	<b>Photocopy charges</b>	<b>Computer printout charges</b>	<b>PC hire</b>
Buckinghamshire	25p CD 40p	free	£1.50-£2.80	£15 per set	A4b/w 15p A3b/w 20p A4col 50p A3col 75p	A4b/w 15p A4col 20p	Members 1hr free the 50p per 15mins Non-members 50p per 15mins
Camden	30p CD 30p	82p Child free	£3.00/£2.00 conc	N/A	A4b/w 20p A3b/w n/a A4col 25p A3col n/a	A4b/w 20p A4col£1.00	Free £1.50 phr guests
Hertfordshire	20p CD loan charge	60p Child free	£2.00-£3.00	£7 per set per month	A4b/w 10p A3b/w 20p A4col n/a A3col n/a	A4b/w 15p A4col 50p	Free 1hr then £2.40 phr
Kent	15p CD loan charge	35p Child free	£5.00/£1.00	£10 per set per month / £4 for local groups Small sets £2.00 per set per month/£2.00 for local groups	A4b/w 10p A3b/w 15p A4col £1.00 A3col £1.00	A4b/w 10p A4col£1.00	Free to members Non-members variable
Medway	20p/5p over 60s CD n/a	free	£1.10/£2.50	N/A	A4b/w 10p A3b/w 20p A4col 75p A3col £1.00	A4b/w 10p A4col 20p	free

Milton Keynes	26p CD26p	80p Child free	£2.75 £5.50 boxed set	£11 per set	A4b/w 20p A3b/w 30p A4col £1.20 A3col £1.60	A4b/w 25p A4col 75p	Free 0.5hr for members Non-members and extra 0.5hr £1.30
Richmond Upon Thames	20p CD loan charge	free	£5.25/£1.00	£16 for every 25 copies or part thereof	A4b/w 10p A3b/w 20p A4col £1.00 A3col £1.50	A4b/w 10p A4col£1.00	free
Slough	15p CD15p	50p Child free	£1.70/2.70	N/A	A4b/w 10p A3b/w 20p A4col n/a A3col n/a	A4b/w 20p A4col 50p	free
West Berkshire	20p CD 60p	free	£3.00/£2.00	£15 per set per month / £12 for local groups	A4b/w 10p A3b/w 30p A4col £1.00 A3col £1.60	A4b/w 10p A4col£1.00	free
Windsor & Maidenhead	20p CD 20p	free	£2.40/£2.95	Price on application	A4b/w 15p A3b/w 30p A4col 30p A3col 60p	A4b/w 15p A4col 30p	Free 45mins then £1.00 phr

<b>Comparator Group Authority</b>	<b>Adult fines per day</b>	<b>Reserve fee for local stock adult and child</b>	<b>DVD hire</b>	<b>Music score loans</b>	<b>Photocopy charges</b>	<b>Computer printout charges</b>	<b>PC hire</b>
Bath & NE Somerset	15p CD 15p	£1.00 Child free (AV £1.00)	£2.00	£25.00/50.00 (registered groups)	A4b/w 10p A3b/w 20p	A4b/w 10p A4col 50p	Free 30mins then £3 phr (£3.60 non- members)

					A4col 80p A3col £1.50		Concessions 90mins free then £1.80 phr
Bedford	26p CD loan charge	£1.25 Child free	£2.90	£13.50/£27.00	A4b/w 10p A3b/w 20p A4col£1.00 A3col £1.50	A4b/w 10p A4col 45p	Free 1 <sup>st</sup> 0.5hr then £1.20 per 0.5hr Concessions 60p U16 free
Blackpool	20p CD n/a	60p Child free	N/A	N/A	A4b/w 10p A3b/w 75p A4col £1.00 A3col £1.20	A4b/w 10p A4col 75p	free
Bournemouth	18p CD 15p	£1.10 Child free	£1.00/£2.50	£6.00/£18.00	A4b/w 10p A3b/w 20p A4col 50p A3col £1.00	A4b/w 15p A4col 50p	free
Bristol	15p CD loan charge	£1.00 Child free (AV £1.00)	£1.00/£2.80	£18 per set	A4b/w 10p A3b/w 20p A4col £1.00 A3col£2.00	A4b/w 10p A4col 60p (child 25p)	free
North Tyneside	15p CD 15p	Free (Premier card) others 50p Child free	£1.30	N/A	A4b/w 10p A3b/w 20p A4col £1.00 A3col £1.50	A4b/w 10p A4col 30p	Premier free, other members 3hrs per week free then £1phr Guests £1.50 phr
Plymouth	13p CD 25p	free	£0.70/£3.00	£1.70 per month per copy (local) £3.00-£3.50 (outside Plymouth)	A4b/w 10p A3b/w 20p A4col £1.00 A3col £1.50	A4b/w 10p A4col £1.0	Residents free Visitors £1.0 per 15mins

Portsmouth	17p CD 30p	free	£2.50/£3.50	£15 per set of 40	A4b/w 10p A3b/w 20p A4col £1.00 A3col £1.50	A4b/w 50p A4col £1.00	Free up to 4hrs per day
Reading	25p CD 40p	50p Child free	£2.00/£4.00	£4.00/6.00/+12.00 (booking fee)	A4b/w 10p A3b/w 20p A4col n/a A3col n/a	A4b/w 15p A4col n/a	free
Sefton	12p for first 12 days then 20p CD loan charge	free	£2.50	N/A	A4b/w 10p A3b/w 25p A4col 50p A3col £1.00	A4b/w 10p A4col 15p	Free for 2 hrs daily
Southampton	15p CD 25p	free	£1.00/2.00 £4 box set	£20 per set of 40 not in stock	A4b/w 10p A3b/w 20p A4col 50p A3col £1.00	A4b/w 10p A4col 50p	free
Southend-on-Sea	15p CD 15p	free	£2.50	50p per copy per 4 week period/£6.00 for sets.	A4b/w A3b/w A4col A3col All at local market rate	A4b/w 30p A4col n/a	Free 1hr then £1.50phr
Torbay	16p CD 16p	60p Child free	£2.60/£2.00	£1.70 per month per copy	A4b/w 10p A3b/w 20p A4col 50p A3col 75p	A4b/w 10p A4col 20p	Free 1hr then £1 per 0.5hr or £2 non- members

Trafford	12p CD n/a	free	£2.00	£40/£35/£30/£25	A4b/w 10p A3b/w 15p A4col 50p A3col £1.00	A4b/w 10p A4col 15p	Free 1hr then 50p per 0.5hr
York (York Libraries are now an Industrial Provident Society)	15p CD loan charge	free	N/A	N/A	A4b/w 10p A3b/w 20p A4col 60p A3col £1.00	A4b/w 10p A4col 70p	Free 2hrs for members then £1 phr Non-members £1 phr

NB. No other authorities identify a separate reader printer charge

## Fees & Charges 15/16

### Appendix 3 – Seafront

Seafront	Current Price 2014/2015 Incl VAT	2% increase for 2015/2016 Incl VAT	Proposed 2015/16 (rounded to nearest 50p)	Increase £	Increase %
Beach Hut Licence Hove Prom	314.75	321.05	321.05	£ 6.30	2.0%
Beach Hut Transfer Administration Fee (see 3.4.4 in main report)	77.00	78.54	78.50	£ 1.50	1.9%
Winch or Capstan Site	25.50	26.01	26.00	£ 0.50	2.0%
Beaching Permit for pleasure/sailing/rowing boat	34.00	34.68	34.50	£ 0.50	1.5%
Beach Lock Site – small (self build)	25.50	26.01	26.00	£ 0.50	2.0%
Beach Lock Site – large (self build)	50.50	51.51	51.50	£ 1.00	2.0%
Beach Locker – (locker owned by council)	84.50	86.19	86.00	£ 1.50	1.8%
Beach Volleyball (court hire - peak)	23.50	23.97	24.00	£ 0.50	2.1%
Beach Volleyball (court hire – off peak)	15.50	15.81	16.00	New	New
Beach Basketball Court	Free	Free	Free	Free	Free

Beach Chalets	Current Price 2014/2015 (incl VAT)	50% increase over 2 years - Proposed 2015/16	50% increase over 2 years - Proposed 2016/17	Year 1 Increase £	Increase %	Total Increase by year 2 £	Increase %
<b>Tenants of Brighton &amp; Hove</b>							
Hove	928.86	1,161.08	1,393.29	£ 232.22	25%	464.43	50%
Madeira Drive	637.55	796.94	956.33	£ 159.39	25%	318.78	50%
Saltdean	541.25	676.56	811.88	£ 135.31	25%	270.63	50%
Rottingdean	541.25	676.56	811.88	£ 135.31	25%	270.63	50%
Ovingdean	604.85	756.06	907.28	£ 151.21	25%	302.43	50%
<b>Non-Tenants of Brighton &amp; Hove</b>							
Hove	1114.61	1,393.26	1,671.92	£ 278.65	25%	557.31	50%
Madeira Drive	765.11	956.39	1,147.67	£ 191.28	25%	382.56	50%
Saltdean	649.54	811.93	974.31	£ 162.39	25%	324.77	50%
Rottingdean	649.54	811.93	974.31	£ 162.39	25%	324.77	50%
Ovingdean	725.80	907.25	1,088.70	£ 181.45	25%	362.90	50%
<b>Tenants Fixed Term Tenancies</b>							
Hove	883.45	1,104.31	1,325.18	£ 220.86	25%	441.73	50%
Madeira Drive	608.59	760.74	912.89	£ 152.15	25%	304.30	50%
Saltdean	516.65	645.81	774.98	£ 129.16	25%	258.33	50%
Rottingdean	516.65	645.81	774.98	£ 129.16	25%	258.33	50%
Ovingdean	577.33	721.66	866.00	£ 144.33	25%	288.67	50%



<b>Volks Railway</b>	<b>Current Price 2014/2015</b>	<b>2% increase for 2015/2016</b>	<b>Proposed 2015/2016 (rounded up to nearest 10p)</b>	<b>Increase £</b>	<b>Increase %</b>	
Adult single	2.70	2.75	2.80	£ 0.10	3.7%	
Adult return	3.60	3.67	3.70	£ 0.10	2.8%	
Child single	1.60	1.63	1.70	£ 0.10	6.3%	
Child return	2.10	2.14	2.20	£ 0.10	4.8%	
Senior single	1.80	1.84	2.10	£ 0.30	16.7%	This brings the percentage relationship for single/return tickets in line with the other age categories.
Senior return	2.70	2.75	2.80	£ 0.10	3.7%	
Family single	6.90	7.04	7.10	£ 0.20	2.9%	
Family return	9.30	9.49	9.50	£ 0.20	2.2%	
Adult group return	2.60	2.65	2.70	£ 0.10	3.8%	
Child group return + talk	2.70	2.75	2.80	£ 0.10	3.7%	
Child group return	1.70	1.73	1.80	£ 0.10	5.9%	
Halfway Adult single	1.60	1.63	1.70	£ 0.10	6.3%	
Halfway child single	1.00	1.02	1.10	£ 0.10	10.0%	
VERA Members	0.50	0.51	0.60	£ 0.10	20.0%	
Special	1.00	1.00	1.00	Keep the same	0.0%	

<b>Bandstand Ceremony Hire Fees</b>	<b>Current Price already approved for 2014 &amp; 2015 seasons (April - September)</b>	<b>Proposed 2016 &amp; 2017 seasons booking fees (set for 2 years)</b>	<b>Proposed 2016 &amp; 2017 seasons booking fees rounded up to nearest £5 (set for 2 years)</b>	<b>Increase £</b>	<b>Increase %</b>
Bandstand (top deck)	£550	605.00	605.00	£ 55.00	10.0%
Bandstand + west wing	£750	825.00	825.00	£ 75.00	10.0%

# Fees & Charges 15/16

## Appendix 4 – Sports Facilities

Main Heading	Type	Current 2014/2015	Proposed 2015/2016	% increase
<b>Admission</b>	Adult	£ 1.45	£ 1.50	3.45%
	Junior	£ 1.05	£ 1.10	4.76%
<b>Badminton &amp; Table Tennis</b>	Adult Peak	£ 7.40	£ 7.60	2.70%
	Adult Peak Leisure Card	£ 4.45	£ 4.55	2.25%
	Adult Off Peak	£ 3.50	£ 3.60	2.86%
	Adult Off Peak Leisure Card	£ 2.10	£ 2.15	2.38%
	Adult Off Peak Non Member	£ 3.80	£ 3.90	2.63%
	Adult Off Peak Non Member Leisure Card	£ 2.30	£ 2.35	2.17%
	Junior Off Peak	£ 1.90	£ 1.95	2.63%
	Junior Off Peak Leisure Card	£ 1.15	£ 1.20	4.35%
<b>Table Tennis</b>	Adult Peak	£ 4.45	£ 4.55	2.25%
	Adult Peak Leisure Card	£ 2.65	£ 2.70	1.89%
	Adult Off Peak	£ 2.10	£ 2.15	2.38%
	Adult Off Peak Leisure Card	£ 1.25	£ 1.30	4.00%
	Adult Off Peak Non Member	£ 2.30	£ 2.35	2.17%
	Adult Off Peak Non Member Leisure Card	£ 1.40	£ 1.45	3.57%
	Junior Off Peak	£ 1.15	£ 1.20	4.35%
	Junior Off Peak Leisure Card	£ 0.70	£ 0.70	0.00%
<b>Fitness Suite</b>	Peak Casual Session	£ 4.75	£ 4.85	2.11%
	Off Peak Casual Session	£ 2.80	£ 2.85	1.79%
	Peak Casual Leisure Card	£ 2.85	£ 2.90	1.75%
	Off Peak Casual Leisure Card	£ 1.70	£ 1.75	2.94%
	Casual Induction	£ 21.75	£ 22.30	2.53%
	Casual Induction Leisure Card	£ 13.05	£ 13.40	2.68%
	Membership - 6 site DD	£ 48.50	£ 48.50	0.00%
	Membership SDLC & MSLC Single DD	£ 34.60	£ 35.50	2.60%

	Membership Off Peak DD	£	24.15	£	24.80	2.69%
	Membership SDLC & MSLC Single DD Leisure Card	£	20.35	£	20.90	2.70%
	Membership Off Peak DD Leisure Card	£	14.20	£	14.60	2.82%
<b>Main Hall Hire</b>	Whole Hall Peak	£	45.05	£	46.25	2.66%
	Whole Hall Off Peak	£	20.15	£	20.70	2.73%
	Half Hall Hire Peak	£	23.85	£	24.50	2.73%
	Half Hall Hire Off Peak	£	9.85	£	10.10	2.54%
	Function (ie 9am till 13.30)	£	200.00	£	205.25	2.63%
	Function (ie 12 till)	£	401.30	£	411.85	2.63%
<b>Bar</b>	None Function per hour	£	17.65	£	18.10	2.55%
	Function	£	212.00	£	217.60	2.64%
<b>Pool Room</b>	Hire Per Hour	£	17.60	£	18.05	2.56%
<b>Haven Suite</b>	None Function per hour	£	17.60	£	18.05	2.56%
	Function	£	212.00	£	217.60	2.64%
<b>Birthday Parties</b>	First Hour	£	36.15	£	37.10	2.63%
<b>Coaching per Session</b>	Adult	£	4.25	£	4.35	2.35%
	Junior	£	4.25	£	4.35	2.35%
<b>Outside Multicourt Whole Pitch</b>	Peak	£	22.35	£	22.95	2.68%
	Off Peak	£	11.70	£	12.00	2.56%
	Peak With Lights	£	26.05	£	26.75	2.69%
	Off Peak With Lights	£	14.15	£	14.50	2.47%
<b>Racket Sports Membership (Annual Payment)</b>	Adult	£	11.75	£	12.05	2.55%
	Adult Ass	£	23.55	£	24.15	2.55%
	Junior	£	3.55	£	3.65	2.82%
	Family	£	14.05	£	14.40	2.49%
	Family Ass	£	47.00	£	48.25	2.66%

# Fees & Charges 15/16

## Appendix 5 – Brighton Centre

	2014/15	2015/16	% increase
<b>Auditorium 1</b>			
* Open Days	£ 11,400.00	£ 11,700.00	2.6
* Prep / Clearing Days	£ 7,400.00	£ 7,600.00	2.6
<b>Per hour charge after 1800pm</b>			
* 1800pm - 0100am	£ 430.00	£ 440.00	2.3
* 0100am - 0800pm	£ 540.00	£ 550.00	1.8
<b>Auditorium 2</b>			
* Open Days	£ 3,900.00	£ 4,000.00	2.5
* Prep / Clearing Days	£ 2,650.00	£ 2,720.00	2.6
<b>Per hour charge after 1800pm</b>			
* 1800pm - 0100am	£ 200.00	£ 205.00	2.4
* 0100am - 0800pm	£ 235.00	£ 240.00	2.1
<b>Syndicate 1,2,3,4</b>			
* Open Days	£ 2,000.00	£ 2,050.00	2.4
* Prep / Clearing Days	£ 1,250.00	£ 1,280.00	2.3
<b>The Restaurant</b>	£ 1,250.00	£ 1,280.00	2.3
<b>MASS MEDIA AREA</b>			
* Open Days	£ 1,575.00	£ 1,610.00	2.2
* Prep / Clearing Days	£ 1,050.00	£ 1,075.00	2.3
<b>Meeting Room 1</b>			
* Open Days	£ 1,200.00	£ 1,230.00	2.4
* Prep / Clearing Days	£ 820.00	£ 840.00	2.4
<b>Office 2</b>	£ 240.00	£ 245.00	2.0
<b>Meeting Rooms/Office 3-5</b>			
Meeting Room 3	£ 660.00	£ 675.00	2.2
Office 4	£ 240.00	£ 245.00	2.0
Meeting Room 5	£ 475.00	£ 485.00	2.1
<b>Entire Suite</b>			
- Per day up to 4 days	£ 695.00	£ 710.00	2.1
- Per day for additional days	£ 310.00	£ 315.00	1.6
<b>Meeting Rooms/Office 6-8</b>			
Meeting Room 6	£ 240.00	£ 245.00	2.0
Office 7	£ 160.00	£ 165.00	3.0
Meeting Room 8	£ 240.00	£ 245.00	2.0
<b>Entire Suite</b>			
- Per day up to 4 days	£ 575.00	£ 590.00	2.5
- Per day for additional days	£ 290.00	£ 295.00	1.7

<b>Meeting Rooms/Offices 9-13</b>	£ 620.00	£ 635.00	2.4
<b>Meeting Room 14</b>	£ 240.00	£ 245.00	2.0
<b>Meeting Room 15</b>	£ 235.00	£ 240.00	2.1
<b>FOYER DISPLAY AREAS</b>			
* Open Days per m2	£ 11.20	£ 11.50	2.6
* Prep / Clearing per m2	£ 9.65	£ 9.85	2.0
<b>TEMP BANK</b>	£ 205.00	£ 210.00	2.4
<b>MEZZANINE BARS</b>	£ 565.00	£ 580.00	2.6
<b>First Aid</b>	£ 17.00	£ 17.45	2.6

**Notes:**

Stewarding costs are charged separately from Hire Fees

Normal Working Day : 0800am – 1800pm

Brighton Centre charges are all shown net of VAT.

## Fees & Charges 15/16

### Appendix 6 – Outdoor Events

Outdoor Events	Current 2014/2015	Proposed 2015/2016	Increase £	Increase %
<b>Application Fee</b>				
Commercial	£100.00	£100.00	£0.00	0.0%
Charity (National)	£75.00	£75.00	£0.00	0.0%
Enthusiast	£50.00	£50.00	£0.00	0.0%
Community	£0.00	£0.00	£0.00	0.0%
<b>Hire of Parks &amp; Open Spaces</b>				
<b>Commercial</b>				
Small	£1,000.00	£1,020.00	£20.00	2.0%
Medium	£2,000.00	£2,040.00	£40.00	2.0%
Large	Negotiable	Negotiable	Negotiable	Negotiable
<b>Charity</b>				
Small	£500.00	£510.00	£10.00	2.0%
Medium	£1,000.00	£1,020.00	£20.00	2.0%
Large	£2,000.00	£2,040.00	£40.00	2.0%
<b>Community</b>				
Small	£125.00	£125.00	£0.00	0.0%
Medium	£250.00	£255.00	£5.00	2.0%
Large	£500.00	£510.00	£10.00	2.0%
<b>Hire Of Madeira Drive (per day including road closure 6am-6pm)</b>				
Commercial	£8,365.00	£8,535.00	£170.00	2.0%
Charity	£2,680.00	£2,735.00	£55.00	2.1%
Enthusiast	£1,580.00	£1,738.00	£158.00	10.0%
Community*	£1,500.00	£1,530.00	£30.00	2.0%
<b>Commercial Promotions</b>				
Per day (weekends)	£1,250.00	£1,500.00	£250.00	20.0%
Per day (weekdays)	£1,000.00	£1,250.00	£250.00	25.0%

<b>Reinstatement Deposit</b>				
Commercial	£5,000.00	£5,000.00	£0.00	0.0%
Charity/Community	£500.00	£500.00	£0.00	0.0%
<b>Advertising Sites</b>				
Poster Sites 10 Day Period	£5.00	£5.10	£0.10	2.0%

\*Community events may be eligible for a full or partial waiver of the hire fee. Refer to the council's Outdoor Events Policy.

