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# NOTICE OF MEETING

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**CABINET MEMBER FOR CULTURE, LEISURE AND SPORT**

**FRIDAY, 7 FEBRUARY 2014 AT 3.00 PM**

**THE EXECUTIVE MEETING ROOM - THIRD FLOOR, THE GUILDHALL**

Telephone enquiries to Lisa Gallacher 023 9283 4056

Email: [lisa.gallacher@portsmouthcc.gov.uk](mailto:lisa.gallacher@portsmouthcc.gov.uk)

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**CABINET MEMBER FOR CULTURE, LEISURE AND SPORT**

Councillor Lee Hunt (Liberal Democrat)

## **Group Spokespersons**

Councillor David Horne, Labour

Councillor Steve Wemyss, Conservative

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(NB This Agenda should be retained for future reference with the minutes of this meeting.)

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

**Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendations). Email requests are accepted.**

## A G E N D A

**1 Apologies for Absence**

**2 Declarations of Members' Interests**

**3 Portsmouth BookFest Report (Pages 1 - 6)**

Purpose of report: To inform the Cabinet Member of the success of the 2013 Portsmouth BookFest and to make recommendations for some changes to the festival.

**RECOMMENDED**

**(1) That the 2014 BookFest focusses on two or three larger scale events with bestselling authors and celebrities and smaller scale events organised with help from the community.**

**(2) That an online ticketing system is identified as a matter of urgency for the 2014 Bookfest.**

**(3) That involvement with the planning and the running of the festival from the local community and previous event attendees is continued.**

**(4) That BookFest actively seeks external funding and sponsorship to deliver events by specified authors.**

**4 Library and Archives Fines and Charges Review 2014 (Pages 7 - 14)**

Purpose of report: To review all library fines and charges levied by Portsmouth Library Service. This should ensure that charges cover the cost of service delivery and where practical are in line with those charged by neighbouring authorities.

**RECOMMENDED:**

**(1) That the following charges should increase from 1<sup>st</sup> April 2014 by the amounts indicated:**

<b>Fines/charges</b>	<b>Existing 2013/2014 charge</b>	<b>Charge from 1<sup>st</sup> April 2014</b>
For the late return of books and audio books (adult)	16p per day to a maximum of £8.50	17p per day to a maximum of £8.50
CD hire charge	£1.00 Single, £1.50 Set	£1.50 all CD hire
DVD hire charge	£3.00 new releases £2.00 all other stock	£3.50 new releases £2.50 all other stock
CD late return charge per	25p per day to a	30 per day to a

day (adults and children)	maximum of £8.50	maximum of £8.50
DVD late return charge per day (adult)	50p per day to a maximum of £8.50	60p per day to a maximum of £8.50
DVD late return charge per day ( (under 16)	25p per day to a maximum of £8.50	30p per day to a maximum of £8.50
Reservation fees Items not in stock	£3.00	£3.50
Reservation fees - international loans	£10.50	At cost
Replacement library tickets under 16's	30p	50p
Fax	EU £1.50 per A4 sheet	EU £2.00 per A4 sheet
<b>Fines/charges</b>	<b>Existing 2013/2014 charge</b>	<b>Charge from 1<sup>st</sup> April 2014</b>
Research fees (PHC)	30 mins £12.50 60 mins £25.00	30 mins £13.50 60 mins £27.00
Scanning and photography (PHC)	Scanning £5.50 Photographic prints 7x5 £4.50 8x6 £5.50 10x8 £6.50 12x10 £10.00	Combined scanning and photographic: 7x5 £5.00 8x6 £6.00 10x8 £7.00 12x10 £10.50
Scan on CD Rom	£5.50	Add images to CD £3.00
E mail images (PHC) First image Subsequent images	£10.00 £2.00	All images £5.00
Postage (PHC)	UK £3.50 International £5.00	£5.00 minimum charge additional charge at cost

(2) That the cost of printing from the public access computers, currently 10p A4 black and white and 50p colour comes in line with photocopy costs, i.e. 10p A4 black and white and £1.00 colour.

(3) That the following charges should remain unchanged for the year beginning 1<sup>st</sup> April 2014 from those set for 1<sup>st</sup> April 2013

<b>Fines/charges</b>	<b>Existing charge</b>
Photocopies	A4 b&w 10p A3 b&w 20p A4 colour £1.00 A3 colour £1.50
Replacement library tickets - adult	£1.50
Reservation fees	Books in stock £1.00 Sets of music £15.00
Translation from Braille	£3.50 A4 for core copy 60p per sheet additional copy NB the service is free for any individual resident

	with vision impairment
Patent documents	Copies obtained from other libraries at cost
Laminating	A4 £1.50 A3 £2.00
Fax	UK £1.00 per A4 sheet Elsewhere in the world £2.00 per A4 Sheet Receipt of fax 50p per A4 sheet
Prints from microfiche or fiche (PHC)	A4 £0.50p A3 £1.00
Transcription from the vehicle registration log (PHC)	£12.50
Certificates of Baptism, Marriage, Confirmation and similar (PHC)	£12.00

**5 First World War; Portsmouth Museums Centenary Programme (Pages 15 - 18)**

Purpose of report: To update Members on the First World War Centenary plans pertaining to recipients of the Victoria Cross and the special viewing planned for the *Lest We Forget* exhibition at Portsmouth City Museum.

**RECOMMENDED**

- (1) That Portsmouth Museums' First World War Project Coordinator establishes a small working group, including external partners, to develop the proposal for the commemoration of Victoria Cross recipients including liaison with the Department for Communities and Local Government.**
- (2) That the working group also assess the feasibility for the recognition of an additional four recipients of the Victoria Cross who, although not born in Portsmouth, had strong connections with the city.**
- (3) That the First World War Project Coordinator arranges a special preview of the Lest We Forget Exhibition on the 4th August 2014 as part of the commemorative events planned for this day to recognise the community contribution to the Centenary.**

**6 Parks, Recreation and Seafront Charges for 2014- 2015 (Pages 19 - 34)**

**Purpose of report**

The purpose of this report is to propose revised fees and charges for Parks, Recreation and Seafront activities for 2014-15

**RECOMMENDED**

- (1) That the fees and charges be approved in accordance with the attached schedules.**
- (2) That the changes to golf charges are approved for the 2014/15 financial year as a trial. Officers will report again in a year with the outcomes of the trial, and with recommendations for future prices.**
- (3) That approval is given to terminate the trial at any point in the year if it becomes apparent that income from golf charges is consistently declining further than would be expected, taking into account the overall decline in the current golf market.**

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# Agenda Item 3



Portsmouth  
CITY COUNCIL

Agenda item:

**Title of meeting:** Culture, Leisure and Sport Decision Meeting

**Date of meeting:** 7 February 2014

**Subject:** Portsmouth BookFest Report

**Report by:** Head of City Development and Cultural Services

**Wards affected:** All

**Key decision:** No

**Full Council decision:** No

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## 1. Purpose of report

1.1 To inform the Cabinet Member of the success of the 2013 Portsmouth BookFest and to make recommendations for some changes to the festival.

## 2. Recommendations

- 2.1 **That the 2014 BookFest focusses on two or three larger scale events with bestselling authors and celebrities and smaller scale events organised with help from the community.**
- 2.2 **That an online ticketing system is identified as a matter of urgency for the 2014 Bookfest.**
- 2.3 **That involvement with the planning and the running of the festival from the local community and previous event attendees is continued.**
- 2.4 **That BookFest actively seeks external funding and sponsorship to deliver events by specified authors**

## 3. Background

3.1 Portsmouth BookFest has now been running for three years and has become a significant feature of the Portsmouth Cultural calendar. 2013 was the most successful year yet in terms of audience numbers with 1,150 people attending the public events and 1,477 children attending the schools events. The schools events also saw their biggest numbers of book sales with 534 books sold (0.36 books bought per child). This success can be attributed mainly to three high profile events with popular authors- Michael

Morpurgo (which generated an audience of 800), Dame Jacqueline Wilson (audience of 300) and CSI Portsmouth (audience of 120, which could have sold much more).

- 3.2** The festival has generated much publicity for the City both locally and further afield over the last three years. This year 91% of audiences came from Portsmouth area (postcode PO so this does include Gosport, Waterlooville etc.) and 9% of audiences from further afield. Jacqueline Wilson, Michael Morpurgo and CSI Portsmouth were the most successful in attracting audiences from outside the area with audiences coming from Surrey, Essex, Hertfordshire, London and Wales for these events. 16% of the CSI audience came from outside the PO area.
- 3.3** Attracting local residents to book events remains an important aim of BookFest and although numbers were smaller for other events, it was very encouraging to see different groups at these events and this was attributed mainly to publicising by the groups who ran the events. Dave Allen's two events- Pompey Pop and History of Hampshire County Cricket - saw more men at book events than in previous years. The Firestation Bookswap on Tour also saw more local younger people attending and the Portsmouth Writers' Hub Day of the Dead - an evening of ghost stories at the Square Tower- saw a mixed audience with again more young people attending. The key to attracting more mixed local audiences is in involving the community in the organisation and publicity of the events themselves. Although 91% of audiences came from the PO area, areas of inner Portsmouth (such as Charles Dickens area and Landport) were very poorly represented so it is important to build on these local contacts to encourage access. The Portsmouth Writers' Hub were very successful in generating audiences for their event with their local contacts. Dr Dave Allen's contacts also promoted the events and Dr Allen himself became a strong advocate for the festival.
- 3.4** Involving the local community also involved promoting local writing talent more and BookFest was particularly successful with this aspect in 2013. BookFest was proud to promote Will Sutton- formerly a dedicated audience member and now a published author. Will was guest author at Firestation Bookswap and Day of the Dead and his enthusiasm for the Festival saw him write a song for the launch, be one of the judges for the first Portsmouth First Fiction Award and promote the festival tirelessly. The promotion of local writing is key to making residents feel more involved in the festival and in encouraging talent to flourish.
- 3.5** Audience satisfaction with events and venues was very high with 96% rating events as 'excellent' and 0% as 'poor'. Audiences also enjoyed the opportunity to experience different local venues. The Square Tower remains a popular venue for medium sized events, the National Museum of the Royal Navy were very generous in their support of CSI Portsmouth this year - it was the first time we hosted the event in the Museum and it received much positive feedback. We struggle to host more events in the north of the city as there is a lack of larger sized venues there.



- 3.6** 69% of audience members who returned evaluations are library members and this is encouraging because it demonstrates that libraries are proving a good medium for promotion and it confirms a link between library use and attendance at literary events.
- 3.7** Some of the medium scale events were harder to sell and as a result we made a small net loss of £800 after all of the costs were paid. The medium scale events- published, fairly known authors- are very difficult to sell in Portsmouth and we recommend keeping these to a minimum in future so that we do not pay lots of costs on events that do not pay for themselves. Both the celebrity authors and the local authors sell well because the publicising in the case of the celebrity authors is very easy as these are such big names and in the case of local writers they have their own local contacts for publicity. As a festival we have also recognised that we have some work to do on making the festival more visible in the city. Online booking is also crucial in enabling people to buy tickets at a time that is convenient to them.

#### **4. Reasons for recommendations**

- 4.1** Over the last three years we have found that events with big name authors sell very well and that local community events are also popular because of the involvement of the community. Of the big name authors Jacqueline Wilson (800 people over 2 visits), Michael Morpurgo (800 people) and Andy McNab (over 100) have been our biggest selling single author events. Local community events such as this year's Day of the Dead- arranged and publicised by the Portsmouth Writers' Hub- attracted an audience of approx. fifty. It is much harder to sell medium popularity authors so with this in mind we recommend focussing on two or three big names for 2014 with small scale events organised by local people/groups. This will enable the committee to put their energies into securing bigger names and making sure the Festival is widely publicised.
- 4.2** It is vital that an online ticketing system is identified for BookFest as a matter of priority. Currently our tickets are sold over the telephone (which can only be manned Monday-Friday 9-5) and in libraries which have much longer opening hours but rely on the customer living in the city or being able to visit a library. We wish to maintain the flexibility of offering both telephone and sales in libraries (this also helps fulfil the aim of increasing library use) but in a time when people expect to be able to book tickets from the comfort of their own home at a time convenient to them, not having an online booking system is causing a hindrance and making the festival seem old fashioned. This year we received feedback on Twitter from customers and authors confused about why they could not find a link to buy tickets from the BookFest website. In order to increase ticket sales and move the festival into the future an online booking offer must be available.
- 4.3** 2013 was the first year we involved the local community more actively in BookFest. A group was made up of previous event attendees who had expressed an interest in helping at future festivals. Learning and Engagement

Manager Dave Percival met with the group on a regular basis to give support in generating ideas for events, writing pitches to publishers and planning the events. This help and input has proved very valuable as it has meant that local authors have been able to showcase their work. These group members often have a wide range of contacts so can spread the word about the festival and they also bring valuable help and expertise to the events themselves.

- 4.4 As identified in 3.7 and in 7.1 a small loss was made this year. By attracting sponsorship for specified events we will avoid a future loss. Sponsorship will also help the festival secure larger name authors and celebrities because they often require a fee. CSI Portsmouth has seen successful sponsorship for two years which has helped with costs.

## 5. **Equality impact assessment (EIA)**

- 5.1 An equality impact assessment is not required as recommendation does not have a negative impact on any of the protected characteristics as described in the Equality Act 2010.

## 6. **Legal Implications**

- 6.1 To ensure adequate Public and Employee Liability Insurance in place to protect against compensation claims made by attending public (as well as employee, helper or volunteer) for accidental bodily injury and damage to the event.

With regards to the online ticketing system, consideration be given to the Distance Selling Regulation under the Consumer Protection (Distance Selling) Regulation 2000 where there is a requirement to provide information about the services to customers and their cancellation rights. Although some contract for services such as event tickets cannot be cancelled by customers simply because they change their mind.

## 7. **Head of Finance Comments**

- 7.1 The 2014 Book Fest event generated income of £6,200 and incurred expenditure of £7,000. The projected net outturn at this stage is a loss of £800 which has been funded from the Library budget. This does not take into account the staff and support service costs associated with the event or the secondary income generated.

Research is being carried out to identify an online booking system that can manage the complexities of the BookFest events. Early research indicates that a commission charge of 6% would be payable on each ticket, however, other suppliers to the one currently being explored may charge differently. The cost of online ticket sales will be recovered through an increase in ticket prices.

It is anticipated that the proposed introduction of the online facility for the purchase of tickets, the revised format for next year's event and increased promotion will enable the event to realise a surplus in 2014.

.....  
Signed by:  
**Stephen Baily**  
**Head of City Development and Cultural Services**

**Appendices:       None**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by the Cabinet Member for Culture, Leisure and Sport on 7 February 2014

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Signed by:  
**Cabinet Member for Culture, Leisure and Sport**

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# Agenda Item 4



Portsmouth  
CITY COUNCIL

Agenda item:

**Title of meeting:** Culture, Leisure and Sport Decision Meeting

**Date of meeting:** 7 February 2014

**Subject:** Library and Archives Fines and Charges Review 2014

**Report by:** Head of City Development and Cultural Services

**Wards affected:** All

**Key decision:** No

**Full Council decision:** No

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## 1. Purpose of report

- 1.1 To review all library fines and charges levied by Portsmouth Library Service. This should ensure that charges cover the cost of service delivery and where practical are in line with those charged by neighbouring authorities.

## 2. Recommendations

- 2.1 That the following charges should increase from 1<sup>st</sup> April 2014 by the amounts indicated:

Fines/charges	Existing 2013/2014 charge	Charge from 1 <sup>st</sup> April 2014
For the late return of books and audio books (adult)	16p per day to a maximum of £8.50	17p per day to a maximum of £8.50
CD hire charge	£1.00 Single, £1.50 Set	£1.50 all CD hire
DVD hire charge	£3.00 new releases £2.00 all other stock	£3.50 new releases £2.50 all other stock
CD late return charge per day (adults and children)	25p per day to a maximum of £8.50	30 per day to a maximum of £8.50
DVD late return charge per day (adult)	50p per day to a maximum of £8.50	60p per day to a maximum of £8.50
DVD late return charge per day ( (under 16)	25p per day to a maximum of £8.50	30p per day to a maximum of £8.50
Reservation fees Items not in stock	£3.00	£3.50
Reservation fees - international loans	£10.50	At cost
Replacement library tickets under 16's	30p	50p
Fax	EU £1.50 per A4 sheet	EU £2.00 per A4 sheet



<b>Fines/charges</b>	<b>Existing 2013/2014 charge</b>	<b>Charge from 1<sup>st</sup> April 2014</b>
Research fees (PHC)	30 mins £12.50 60 mins £25.00	30 mins £13.50 60 mins £27.00
Scanning and photography (PHC)	Scanning £5.50 Photographic prints 7x5 £4.50 8x6 £5.50 10x8 £6.50 12x10 £10.00	Combined scanning and photographic: 7x5 £5.00 8x6 £6.00 10x8 £7.00 12x10 £10.50
Scan on CD Rom	£5.50	Add images to CD £3.00
E mail images (PHC) First image Subsequent images	£10.00 £2.00	All images £5.00
Postage (PHC)	UK £3.50 International £5.00	£5.00 minimum charge additional charge at cost

**2.2 That the cost of printing from the public access computers, currently 10p A4 black and white and 50p colour comes in line with photocopy costs, i.e. 10p A4 black and white and £1.00 colour.**

**2.3 That the following charges should remain unchanged for the year beginning 1<sup>st</sup> April 2014 from those set for 1<sup>st</sup> April 2013**

<b>Fines/charges</b>	<b>Existing charge</b>
Photocopies	A4 b&w 10p A3 b&w 20p A4 colour £1.00 A3 colour £1.50
Replacement library tickets - adult	£1.50
Reservation fees	Books in stock £1.00 Sets of music £15.00
Translation from Braille	£3.50 A4 for core copy 60p per sheet additional copy NB the service is free for any individual resident with vision impairment
Patent documents	Copies obtained from other libraries at cost
Laminating	A4 £1.50 A3 £2.00
Fax	UK £1.00 per A4 sheet Elsewhere in the world £2.00 per A4 Sheet Receipt of fax 50p per A4 sheet
Prints from microfiche or fiche (PHC)	A4 £0.50p A3 £1.00
Transcription from the vehicle registration log (PHC)	£12.50
Certificates of Baptism, Marriage, Confirmation and similar (PHC)	£12.00

### **3. Background**

3.1 The aim of the Libraries and Archives fines and charges review is to ensure that charges must, where practical represent an inflation rise and must be at a level that covers the cost of service delivery. Particular attention has been given to processes which have an impact on staff time, to ensure this has been factored into the charge. Direct inflation increases are not always practical and costs must be "rounded" to produce sensible amounts which can be charged and managed by our equipment.

#### **3.2 Review of charges by neighbouring authorities**

A further consideration is a review and comparison with the charges levied by neighbouring authorities to ensure our costs are reasonable and in line with local expectation. This is to ensure that residents and visitors are not dissuaded from using our services and encouraged to go elsewhere.

3.2.1 Key issues raised by this comparison are that our adult daily fines are greater than Hampshire and Southampton, who currently charge 15p per day but less than the Isle of Wight and West Sussex who charge 20p. IOW. West Sussex and Southampton, like Portsmouth, do not charge fines on the tickets of children. Hampshire levy a modest 5p per day fine.

3.2.2 The Portsmouth charge for in-house reservations is already higher than neighbouring authorities as is our charge for adult ticket replacement. Neither would stand an increase at this time. Our proposal to increase the cost of child replacement tickets also makes us the highest charger in this category, but Portsmouth are the only service in the group to provide automatic membership to all school age children, so replacement costs are potentially more of a pressure on our budgets. All library services in the group have held the cost of A4 copying and printing at 10p per sheet for some time and this is line with or greater than high street prices. Portsmouth charges for A3 and colour copying are also already high and could not take an increase.

3.2.3 It has proved more complex to find clear price comparisons for the Portsmouth History Centre and Archive related costs, as these services are delivered differently by other authorities. Overall our charges appear similar to or a little higher than neighbouring authorities, arguing for no increase in the coming financial year. However, our research fee for enquiries taking longer than 15 minutes requires adjustment to ensure that salary costs are appropriately covered and the value of the expertise is recognised.

3.2.4 History Centre postage costs are also low and do not reflect the staff input. A £5.00 minimum is proposed. Scanning, photographic and emailed images are also simplified for administrative purposes and ease of public use.

### **4. Reasons for recommendation**

4.1 The recommendations have been developed in order to meet the following aims:

- Ensure that charges are sufficient to cover costs, ensuring there is no additional strain on existing Library budgets
- Changes in fines are fair and in line with neighbouring authorities.
- Increases are not so severe that they could deter use of services. Needs of vulnerable groups have been considered.

A rationale is provided for each decision to increase charges and for each decision to hold the charge at the present level

#### 4.2 Recommendation to increase charges

<b>Fines/charges</b>	<b>Existing 2013/2014 charge</b>	<b>Charge from 1<sup>st</sup> April 2014</b>	<b>Rationale for the revised charge</b>
For the late return of books and audio books (adult)	16p per day to a maximum of £8.50	17p per day to a maximum of £8.50	Increase above inflation but to reflect impact on staff time and to achieve return of stock
CD hire charge	£1.00 Single, £1.50 Set	£1.50 all CD hire	To simplify charging due to small size of the collection
DVD hire charge	£3.00 new releases £2.00 all other stock	£3.50 new releases £2.50 all other stock	Increase above inflation but to reflect impact on staff time and to achieve return of stock
CD late return charge per day (adults and children)	25p per day to a maximum of £8.50	30 per day to a maximum of £8.50	Increase above inflation but to reflect impact on staff time and to achieve return of stock
DVD late return charge per day (adult)	50p per day to a maximum of £8.50	60p per day to a maximum of £8.50	Increase above inflation but to reflect impact on staff time and to achieve return of stock
DVD late return charge per day (under 16)	25p per day to a maximum of £8.50	30p per day to a maximum of £8.50	Increase above inflation but to reflect impact on staff time and to achieve return of stock
Reservation fees Items not in stock	£3.00	£3.50	This above inflation rise is to reflect the complexity of the process and impact on staff time
Reservation fees - international loans	£10.50	At cost	Items can be well below the current cost or well above. The change avoids customer dissatisfaction or a pressure on budgets
Replacement library tickets under 16's	30p	50p	The increase is to cover the cost of the card and staff time administering the process



<b>Fines/charges</b>	<b>Existing 2013/2014 charge</b>	<b>Charge from 1<sup>st</sup> April 2014</b>	<b>Rationale for the revised charge</b>
Fax	EU £1.50 per A4 sheet	EU £2.00 per A4 sheet	The cost of EU and rest of the world faxing is the same, so this is now recognised in the charge
Research fees (PHC)	30 mins £12.50 60mins £25.00	30 mins £13.50 60 mins £27.00	Increase to ensure staff costs are covered (band 6 - band 9) and a charge for the work undertaken
Scanning and photography (PHC)	Scanning £5.50 Photographic prints 7x5 £4.50 8x6 £5.50 10x8 £6.50 12x10 £10.00	Combined scanning and photographic: 7x5 £5.00 8x6 £6.00 10x8 £7.00 12x10 £10.50  Add images to CD £3.00	Above inflation increase but to bring in line with charges by neighbouring authorities
E mail images (PHC) First image Subsequent images	£10.00 £2.00	All images £5.00	Simplification of charges to reflect the cost/staff time for each process
Postage (PHC)	UK £3.50 International £5.00	£5.00 minimum charge	Minimum charge to cover staff time. Larger packages and overseas at cost

- 4.3** That the cost of printing from the public access computers, currently 10p for A4 black and white and 50p colour comes in line with photocopy costs, 10p A4 black and white and £1.00 colour.

This recommendation is made to resolve an anomaly that computer printing has been charged at a reduced rate compared to photocopying, although the cost is the same to the business and has created a modest budget pressure

- 4.4** Recommendation to retain charges at current level

<b>Fines/charges</b>	<b>Existing charge</b>	<b>Rationale for retaining existing charge</b>
For the late return of books and audio books (under 16)	None	This absence of a charge supports literacy and learning for all children. Essential in order to deliver the Universal Library card offer. 3 of the 4 neighbouring authorities do not make a charge

<b>Fines/charges</b>	<b>Existing charge</b>	<b>Rationale for retaining existing charge</b>
Photocopies	A4 b&w 10p A3 b&w 20p A4 colour £1.00 A3 colour £1.50	Current charges in line with or greater than neighbouring authorities and will not stand an increase
Replacement library tickets - adult	£1.50	Already higher charge than all neighbouring authorities
Reservation fees	Books in stock £1.00	Already higher charge than all neighbouring authorities
Reservation fees	Sets of music £15.00	Mid range with neighbouring authorities and covers costs
Translation from Braille	£3.50 A4 for core copy 60p per sheet additional copy NB the service is free for any individual resident with vision impairment	No comparison available as other authorities do not offer this service. Currently comparative with the market place
Patent documents	Copies obtained from other libraries at cost	Increases in cost and variation are managed by charging the full amount of the enquiry
Laminating	A4 £1.50 A3 £2.00	This is little used and under review. Prices similar to other Authorities
Fax	UK £1.00 per A4 sheet Elsewhere in the world £2.00 per A4 Sheet Receipt of fax 50p per A4 sheet	Similar in cost to neighbouring authorities. Little used but an important service for a limited number of residents.
Prints from microfiche or fiche (PHC)	A4 £0.50p A3 £1.00	Similar or higher than those offered by neighbouring authorities
Transcription from the vehicle registration log (PHC)	£12.50	Similar or higher than those offered by neighbouring authorities
Certificates of Baptism, Marriage or Confirmation (PHC)	£12.00	Similar or higher than those offered by neighbouring authorities
Prints from microfiche or fiche (PHC)	A4 £0.50p A3 £1.00	In line with charges by neighbouring authorities

<b>Fines/charges</b>	<b>Existing charge</b>	<b>Rationale for retaining existing charge</b>
Transcription from the vehicle registration log (PHC)	£12.50	Already slightly higher than other neighbouring authorities
Certificates of Baptism, Marriage, Confirmation and similar (PHC)	£12.00	The same or slightly higher than other neighbouring authorities

## 5. Equality impact assessment (EIA)

- 5.1 An equality impact assessments is not required as recommendation does not have a negative impact on any of the protected characteristics as described in the Equality Act 2010.

## 6. Legal Implications

- 6.1 There are no specific legal implications. The Public Libraries and Museums Act 1964, as amended by the Library Charges Regulations 1991, provide for charges to be levied for library services. However, the Council must ensure that the service provided is comprehensive and efficient. The Council also have a duty to promote the service and to encourage people to use it.

## 7. Finance Comments

- 7.1 Income received by the library for the period to 31 December, 2013 is as follows;

<b>Income Stream</b>	<b>£</b>
Grant Income	20,854
Fees and Charges	97,034
Commercial Rents	1,040
Miscellaneous Income - includes receipts from printing services	27,782
Schools Income	161,407
Income received from other PCC departments	23,340
<b>Total</b>	<b>331,457</b>

The proposed changes to the fees and charges structure detailed in this report will not have a significant impact on the income received but will ensure that the city council is better able to recover the costs of services provided. The charges have been revised to ensure that they remain comparable with other neighbouring authorities, whilst still being accessible to all.

The library service is under significant pressure and is projected to have a budget overspend at year end of approximately £100,000. A contributing factor is that income received is projected to be £27,000 less than budgeted at the end of the

financial year. This overspend will be funded from surpluses in other areas of the Culture, Leisure and Sport Portfolio.

.....  
Signed by:  
**Stephen Baily**  
**Head of City Development and Cultural Services**

**Appendices:           None**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by Cabinet Member for Culture, Leisure and Sport on 7 February 2014.

.....  
Signed by:  
**Cabinet Member for Culture, Leisure and Sport**

# Agenda Item 5



Portsmouth  
CITY COUNCIL

Agenda item:

**Title of meeting:** Culture, Leisure and Sport Decision Meeting

**Date of meeting:** 7 February 2014

**Subject:** First World War; Portsmouth Museums Centenary Programme

**Report by:** Head of City Development and Cultural Services

**Wards affected:** All

**Key decision:** No

**Full Council decision:** No

---

## 1. Purpose of report

- 1.1 To update Members on the First World War Centenary plans pertaining to recipients of the Victoria Cross and the special viewing planned for the *Lest We Forget* exhibition at Portsmouth City Museum.

## 2. Recommendations

- 2.1 **That Portsmouth Museums' First World War Project Coordinator establishes a small working group, including external partners, to develop the proposal for the commemoration of Victoria Cross recipients including liaison with the Department for Communities and Local Government.**
- 2.2 **That the working group, also assess the feasibility for the recognition of an additional four recipients of the Victoria Cross who, although not born in Portsmouth, had strong connections with the city.**
- 2.3 **That the First World War Project Coordinator arranges a special preview of the Lest We Forget Exhibition on the 4<sup>th</sup> August 2014 as part of the commemorative events planned for this day to recognise the community contribution to the Centenary.**

## 3. Background

- 3.1 2014 marks 100 years since the outbreak of the First World War. One hundred years on, we are all connected to the First World War, either through our own family history the heritage of our local communities or because of its long-term impact on society and the world we live in today.
- 3.2 Portsmouth Museums Service is a member of the First World War Centenary Partnership, led by the Imperial War Museum. The partnership will present a global

programme of cultural events and activities from 2014-2018 to commemorate the centenary.

<http://www.iwm.org.uk/centenary/partnership>

- 3.3 On November 13<sup>TH</sup> 2013, as part of the First World War Centenary Commemoration programme, Communities Secretary Eric Pickles, announced the design of the paving stone to commemorate recipients of the Victoria Cross during the First World War
- <https://www.gov.uk/government/news/winner-of-first-world-war-victoria-cross-paving-stone-design-competition-unveiled>
- 3.4 Stones will be set within the 400 communities where the Victoria Cross recipients were born.
- 3.5 Portsmouth was the birthplace of four recipients of the Victoria Cross. A further four men with strong local ties were also awarded the Victoria Cross.
- 3.6 The Heritage Lottery Fund has also awarded Portsmouth Museums Service a grant of £97,000 for Lest We Forget - a community project which will commemorate the anniversary of the start of the First World War.
- 3.7 The starting point for this project is the people who took part at home and overseas, whose stories are represented by the museum and archive collections.
- 3.8 The Lest We Forget Exhibition will open in Portsmouth City Museum on the 19<sup>th</sup> July 2014 and run to the 25<sup>th</sup> January 2015.
- 3.9 A Project Coordinator has been appointed by Portsmouth City Museums to deliver the project.

#### **4. Reasons for recommendations**

- 4.1 Over 6,000 people from Portsmouth were killed during the conflict and a further 18,000 wounded.
- 4.2 With over 24,000 casualties, this represents about 40% of Portsmouth men of military age. Over 10%, therefore, were killed and the impact on the city as a whole must have been immense. We should remember them.

#### **5. Equality impact assessment (EIA)**

- 5.1 An equality impact assessment is not required as the recommendation does not have a negative impact on any of the protected characteristics as described in the Equality Act 2010.

**6. Legal Implications**

6.1 No specific legal comment.

**7. Finance Comments**

7.1 The proposals contained within the recommendations in this report will be funded from the Heritage Lottery grant of £97,400 awarded for the Lest We Forget project.

.....  
Signed by:  
**Stephen Baily**  
**Head of City Development and Cultural Services**

**Appendices:       None**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

<b>Title of document</b>	<b>Location</b>
Commonwealth War Graves Commission	<a href="http://www.cwgc.org/">http://www.cwgc.org/</a>
Portsmouth World War One Heroes James Daly	Publication

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by the Cabinet Member for Culture, Leisure and Sport on 7 February 2014.

.....  
Signed by:  
**Cabinet Member for Culture, Leisure and Sport**

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# Agenda Item 6



Portsmouth  
CITY COUNCIL

Agenda item:

**Title of meeting:** Culture, Leisure and Sport Decision Meeting

**Date of meeting:** 7 February 2014

**Subject:** Parks, Recreation and Seafront Charges for 2014-15

**Report by:** Head of Transport and Environment  
Head of City Development and Cultural Services

**Wards affected:** All

**Key decision:** No

**Full Council decision:** No

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**1. Purpose of report**

The purpose of this report is to propose revised fees and charges for Parks, Recreation and Seafront activities for 2014-15

**2. Recommendations**

- 2.1 That the fees and charges be approved in accordance with the attached schedules.**
- 2.2 That the changes to golf charges are approved for the 2014/15 financial year as a trial. Officers will report again in a year with the outcomes of the trial, and with recommendations for future prices.**
- 2.3 That approval is given to terminate the trial at any point in the year if it becomes apparent that income from golf charges is consistently declining further than would be expected, taking into account the overall decline in the current golf market.**

**3. Background**

In line with Audit Commission recommendations and Financial Rules our fees and charges have been reviewed and market rates applied where appropriate. The attached schedule sets out the current charges and details of the proposed changes.

**3.1 Inflation index**

Parks, Recreation and Seafront charges have until now been inflated where appropriate using the Retail Prices Index excluding mortgage interest payments (RPIX).

In accordance with the Statistics and Registration Service Act 2007, the Retail Prices Index and its derivatives have been assessed against the Code of Practice for Official Statistics and found not to meet the required standard for designation as National Statistics.

Accordingly, it is proposed that when fees and charges are to be inflated, that the Consumer Prices Index (CPI) is used.

### **3.2 Sports Pitches**

It is proposed to increase fees by the current rate of CPI inflation of 2.1%.

### **3.3 Seafront and Site Hire Fees**

Following budget savings approval in November 2013, sun hut charges are to increase by 9%.

The current minimum for ETC boards that clients have to book is 7 ETC boards for a week, the total cost of this is £288 and this may be putting clients off as the cost of producing artwork for ETC boards is quite high whereas one-offs can be less expensive. It is recommended that the minimum number of ETC boards that can be hired at any one time is reduced to one and that the A1 boards remain the same cost of £4.80 each for a booking of 10 or more and £6 each for a minimum booking of 5 posters. The overall effect of this change will be cost neutral but will make the promotion much more flexible.

It is proposed to increase all other fees by the current rate of CPI inflation of 2.1%.

### **3.4 Non-seafront Site Hire Fees**

It is proposed to introduce a schedule of fees for the hire of parks and open spaces for events that are not included in the seafront schedule.

A number of events take place across the city that are not part of the programme of seafront events. Many of these are small local events or small charity events that are currently not charged, and it is not proposed to change this arrangement. There are also from time to time larger events that should incur charges. A schedule of charges for these events is proposed that is significantly less than charges on the seafront.

An exception is Victoria Park, for which higher charges will apply.

### **3.5 Golf**

Great Salterns Golf Course continues to produce a net income for the council; however income has been below target for four of the last five years. The wider golf market is in decline. Industry estimates are currently around a 10% reduction per year. Competition from other venues remains strong.

Golfers pay for their round either by purchasing a season ticket, or by purchasing a 'pay-and-play' green fee.

### **3.5.1 Season tickets**

Market research carried out by the golf professional at Great Salterns and independent golf consultants suggests that the season ticket prices are well placed in comparison with our local competitors - i.e. lower than most, reflecting the course's position at the lower end of the market. The recommendation is to apply CPI inflation only to the season tickets, with some rounding to bring prices just below significant price thresholds (e.g. £599 for a 7-day maxi ticket, £499 for a 5-day maxi ticket).

### **3.5.2 Green Fees**

Officers have consulted with the golf professional at Great Salterns Golf Course and propose significant alterations to the fees to bring Great Salterns Golf Course more in line with its position in the market.

Officers have also commissioned a report from independent golf consultants who have endorsed the proposed strategy of reducing prices to drive up participation and income.

Market research by those consulted suggests that the cost of green fees is higher than would be expected from the golf course's position in the market. The off-peak green fees (generally available after 2pm, times vary through the year) attract more players and in 2013 the income from the lower off-peak tickets exceeded the income from the full price tickets. It was suggested that lower green fees were trialled to gauge the effect on participation and income at peak times.

Accordingly, lower prices were trialled all day during the 3 bank holidays in May and August 2013, and participation on these days was increased compared with previous years. Income was higher on these days compared with previous years.

It is therefore recommended that peak-time green fees are reduced from £23.00 to £20.00 at weekends and from £19.50 to £16.00 on weekdays. The off-peak tickets remain the same at £11.00 (7 days a week). Senior citizen and junior rates are reduced in line with the rates above.

## **4. Reasons for recommendations**

To ensure that fees and charges are set at the appropriate level.

## **5. Equality impact assessment (EIA)**

An equality impact assessment is not required as the recommendations do not have a negative impact on any of the protected characteristics as described in the Equality Act 2010.

## **6. Legal Implications**

- 6.1 Under the City Council's Financial Rules, Strategic Directors and Heads of Service are required to review any fees and charges for goods and services under their control at least annually.
- 6.2 The level of the charges determined must be in accordance with any agreed Cabinet and Council budget decisions and policies as relevant and must be agreed by the Head of Financial Services/Section 151 Officer.
- 6.3 Any new charges proposed must additionally be agreed with the City Council's Monitoring Officer to ensure that the Council has the power to make the charge.
- 6.4 The delegated power of Heads of Service to determine increases in existing charges is limited to proposed increases in line with RPI, However, the Cabinet Member for Culture, Leisure and Sport has power to approve the recommendations in this report.
- 6.5 The City Solicitor and Monitoring Officer is satisfied that the Council has power to make to the new charges proposed in this report in relation to Parks (non-seafront) Sites.

## **7. Head of finance's comments**

- 7.1 The attached schedules have been reviewed by Finance following assessments and proposals by the relevant service managers.
- 7.2 In general, fees have been inflated by CPI of 2.1% with the exception of sun huts, poster sites and golf income.
- 7.3 The introduction of non seafront site charges will be brought in from 2014/15 and will ensure that the council is able to recover fees where applicable.
- 7.4 Golf fees and charges have been reviewed, and recommendations made by the golf professional at Great Salterns Golf course to bring charges in line with its position in the market. The recommendations made by the golf professional have been supported by an independent consultant.

There are 2 significant changes to the pricing structure for golf.

7.4.1 Green fees - Recommendation to reduce the current green fees for casual rounds.

- The income budget for green fees in 2013/14 is £238,000. For the last 2 years there has been a significant reduction in participation of rounds played and currently expectations suggest a £55,000 shortfall against

budget this financial year. This shortfall is being met from the Parks, gardens and open spaces budget for 2013/14.

- The current golf market remains in decline and there is further risk that income may again be lower in 2014/15. Inflating the green fees by CPI alone may only result in an additional £4,000 assuming that participation does not decrease any further. This suggests that further intervention is required with the aim of increasing income.
- A trial over the May and August Bank Holidays, whereby green fees were reduced with the aim to attract more users to the golf club proved successful with an increase of 75% and 48% against the same days in 2012 and 2011 respectively. There has been no apparent displacement from the Saturday and Sunday leading up to the three trial days. It should be noted that participation is undoubtedly affected by environmental factors, and therefore the increase experienced may not be solely as an effect of the price reductions.

By extending the trial across all sessions the expectation is that it will replicate the increased participation to weekends and weekdays. An 11.5% increase in the number of rounds is required to match this years income level. In order to achieve the £238,000 budget participation needs to increase by at least 40%.

- Due to the unknown impact of price on demand, the underlying decline in the golf market and environmental factors all affecting participation, then close monitoring of participation and income is required. If necessary, the trial should be stopped if it does not appear to be improving the income position.

7.4.2 Senior Citizen Flexi ticket - Recommendation to increase the annual flexi ticket cost for senior citizens and reducing the start fee for each round played.

- Based on a flexi ticket holder undertaking a weekly round of golf there is a small positive effect on the income PCC receives from introducing this alternative charge.

.....  
Signed by:  
**Stephen Baily**  
**Head of City Development and Cultural Services**  
**Simon Moon**  
**Head of Transport and Street Management**

**Appendices:**

Appendix A - Fees Schedule

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
PORTSMOUTH CITY COUNCIL: INDEPENDENT REVIEW OF THE COUNCIL'S TWO GOLF COURSES	W:\CUL\Parks\Golf\Golf Review 2013

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by the Cabinet Member for Culture, Leisure and Sport on 7 February 2014.

.....  
Signed by:  
**Cabinet Member for Culture, Leisure and Sport**

**PORTSMOUTH CITY COUNCIL  
GREAT SALTERNS GOLF COURSE CHARGES**

**1ST APRIL 2014 - 31ST MARCH 2015**

CHARGES FOR 2014/15

(To be operative from 1 April 2014 unless otherwise stated)

SEASON TICKETS	1st April 2013 - 31st March 2014 (Inclusive of VAT @ 20%)			1st April 2014 - 31st March 2015 (Inclusive of VAT @ 20%)		
	Start Fees			Start Fees		
	Ticket Cost	Weekday	Weekend	Ticket Cost	Weekday	Weekend
<b>MAXI TICKETS</b>						
<b>Offers unlimited play</b>						
Adult 7 Day	£585.00	N/A	N/A	£599.00	N/A	N/A
Adult 5 Day	£485.00	N/A	N/A	£499.00	N/A	N/A
Senior Citizen 5 Day	£395.00	N/A	N/A	£399.00	N/A	N/A
Intermediate (18 -23 years)	£340.00	N/A	N/A	£350.00	N/A	N/A
Junior Maxi	£135.00	N/A	N/A	£135.00	N/A	N/A
<b>FLEXI TICKETS</b>						
<b>Offers a reduced annual fee plus a Start Fee per round</b>						
Adult 7 Day	£300.00	£4.50	£5.00	£300.00	£4.50	£5.00
Adult 5 Day	£240.00	£4.50	N/A	£240.00	£4.50	N/A
Senior Citizen 5 Day	£185.00	£4.50	N/A	£240.00	£3.50	N/A
Off Peak Start Fee (Available with Flexi Ticket, times as advertised)		£3.50	£3.50		£3.50	£3.50
Junior Off Peak	£35.00	£2.00	£2.50	£35.50	£2.00	£2.50

5 Day Tickets allow play Monday - Friday excluding Bank Holidays

A Direct Debit scheme is available to those who wish to spread payments, at 3% handling charge. (Not Junior Off Peak)

Junior Off Peak Monday-Friday after 10.00am & After 3.00pm Saturday, Sunday & Bank Holidays.

All Season Ticket prices include an amount for Golfers' Insurance, Adult £9.00, Juniors £7.00.

GREEN FEES	1st April 2013 - 31st March 2014		1st April 2014 - 31st March 2015	
	Weekday	Weekend	Weekday	Weekend
<b>Standard</b>				
Adult	£19.50	£23.00	£16.00	£20.00
Senior Citizen	£16.50	£20.50	£13.00	£16.00
Junior	£10.00	£13.50	£10.00	£12.00
<b>Off Peak</b>				
Adult	£11.00	£11.00	£11.00	£11.00
Senior Citizen	£8.00	£8.00	£8.00	£8.00
Junior	£6.00	£6.00	£6.00	£6.00
<b>Reduced Course Ticket</b>				
Adult	£14.00	£16.00	£13.00	£15.00
Senior Citizen	£11.00	£13.00	£10.00	£12.00
Junior	£7.00	£8.00	£7.00	£8.00

**Leisure Card Holders 40% Discount on Green Fees**

Off Peak Ticket: Available as advertised (Times vary through the year)

Reduced Course Ticket Applicable when only 12 - 17 holes available for play. If less than 12 holes Off Peak Ticket applies

All Green Fees include an amount for Golfers' Insurance of 28p (Reduced Course Tickets 20p).

**Penalty Charge: For use of Golf Course without current ticket £20.00 in addition to Green Fee or Start Fee charge.**

**Junior Rates Apply to under 18 years of age**

**Intermediate Rates Apply to 18 to 23 years of age**

**Senior Citizen Rates Apply if aged 65 or over on 1st April 2014 for both men & women**

**Bank Holidays Weekend rates and conditions apply**

**CANCELLATIONS WITH LESS THAN 6 HOURS NOTICE MAY BE SUBJECT TO A CANCELLATION FEE**

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**SCHEDULE A                      CULTURAL SERVICES**

CHARGES FOR 2014/15

(To be operative from 1 April 2014 unless otherwise stated)

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**CHARGES  
2014/15**

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**Base rate**

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PARKS MANAGEMENT - SITE FEES

Local Event for local People                      FREE

Small free community / charity event (less than 100 people)                      FREE

Small event which charges for entry

Non Charity - Victoria Park                      344.00

Non Charity - other                      172.00

Charity - Victoria Park                      172.00

Charity - other                      86.00

Larger event (over 100 people)

Non Charity - Victoria Park                      344.00

Non Charity - other                      172.00

Charity - Victoria Park                      172.00

Charity - other                      86.00

Deposit                      250.00

A deposit is often not required. Whether or not to charge a refundable deposit is based on the likelihood of the event causing damage taking into account the following factors:

- Size of the event
- Weather conditions / time of year
- Vehicles driving onto site

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**SCHEDULE A CULTURAL SERVICES**

CHARGES FOR 2014/15

(To be operative from 1 April 2014 unless otherwise stated)

	CHARGES 2013/14		CHARGES 2014/15	
	Base rate	Base rate + 20.0% VAT	Base rate	Base rate + 20.0% VAT
<u>SEAFRONT MANAGEMENT CHARGES</u>				
<u>SUN HUTS</u>				
ANNUAL SUN HUTS (Eastney) RESIDENT	550.00	660.00	599.17	719.00
ANNUAL SUN HUTS (St George's Road) RESIDENT	550.00	660.00	599.17	719.00
ANNUAL SUN HUTS (Lumps Fort) RESIDENT	550.00	660.00	599.17	719.00
ANNUAL SUN HUTS (Eastney) NON RESIDENT	1000.00	1,200.00	1090.00	1,308.00
ANNUAL SUN HUTS (St George's Road) NON RESIDENT	1000.00	1,200.00	1090.00	1,308.00
ANNUAL SUN HUTS (Lumps Fort) NON RESIDENT	1000.00	1,200.00	1090.00	1,308.00
WEEKLY SUN HUT (Lumps Fort) RESIDENT	75.00	90.00	81.67	98.00
SUN HUT REFRIGERATOR CHARGE (annual, all sites)	20.83	25.00	21.25	25.50
<u>HIRE OF SEAFRONT MANAGEMENT EQUIPMENT FOR CHARITY EVENTS</u>				
<u>PER DAY</u>				
Trestle Tables - each	6.08	7.30	6.21	7.45
Chairs - each	2.50	3.00	2.54	3.05
Deckchairs - each	2.75	3.30	2.79	3.35
Pins (10)	4.46	5.35	4.54	5.45
Tape - 100 ft	4.25	5.10	4.33	5.20
Crowd Barriers - each	4.00	4.80	4.08	4.90
Generator	26.83	32.20	27.38	32.85
Traffic Cones - each	0.75	0.90	0.75	0.90
Dais	34.92	41.90	35.67	42.80
Marquee 20x40	367.92	441.50	375.83	451.00
Marquee 20x30	325.00	390.00	331.67	398.00

LEISURE CARD CHARGES
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58.80  
Maximum Hire  
of 2 weeks  
in any calendar year

**SCHEDULE A CULTURAL SERVICES**

CHARGES FOR 2014/15

(To be operative from 1 April 2014 unless otherwise stated)

CHARGES 2013/14		CHARGES 2014/15		
Base rate	Base rate + 20.0% VAT	Base rate	Base rate + 20.0% VAT	
<u>SEAFRONT MANAGEMENT CHARGES (cont)</u>				
<u>SITE FEES - PER DAY (CHARITY EVENTS)</u>				
Castle Field/Southsea Common/Bandstand - per day	340.00	NOT VATABLE	347.00	NOT VATABLE
Deposit per Event (Minimum)	280.00	NOT VATABLE	286.00	NOT VATABLE
<u>SITE FEES - PER DAY (COMMERCIAL EVENTS)</u>				
Castle Field/Southsea Common/Bandstand/Skatepark - per day	On application	NOT VATABLE	On application	NOT VATABLE
Seafront - promotional events - per day (Minimum)	1930.00	NOT VATABLE	1,971.00	NOT VATABLE
Deposit per Event (Minimum)	On application	NOT VATABLE	On application	NOT VATABLE
<u>HELICOPTERS - Landing Charge</u>	187.00	224.40	190.83	229.00
<u>POSTERS</u>				
A1 - per poster per week (booking of 10+)	4.00	4.80	4.00	4.80
A1 - per poster per week (booking of 5 - 9)	5.00	6.00	5.00	6.00
Entrance to City boards- per poster per week	240	288	34.17	41.00

LEISURE CARD CHARGES
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**SCHEDULE A CULTURAL SERVICES**

CHARGES FOR 2014/15

(To be operative from 1 April 2014 unless otherwise stated)

CHARGES 2013/14		CHARGES 2014/15		LEISURE CARD		LEISURE CARD
Base rate	Base rate + 20.0% VAT	Base rate	Base rate + 20.0% VAT	Base rate	Base rate + 20.0% VAT	

CRICKET

<b>ST HELENS FIELD</b>						
All Day	107.50	129.00	109.75	131.70		
" " (Colts)	64.50	77.40	65.88	79.05		
Half Day	85.00	102.00	86.79	104.15		
" " (Colts)	51.00	61.20	52.08	62.50		
" " (Colts) Mornings only	34.00	40.80	34.71	41.65		
After 6.00 pm	57.50	69.00	58.71	70.45		
" " " (Colts)	34.50	41.40	35.21	42.25		
All Weather Pitch	32.50	39.00	33.17	39.80		
All Weather Pitch - juniors	19.50	23.40	19.92	23.90		

<b>PRAYTON PARK</b>						
All Day	76.67	92.00	78.29	93.95		
" " (Colts)	46.00	55.20	46.96	56.35		
Half Day	60.00	72.00	61.25	73.50		
" " (Colts)	36.00	43.20	36.75	44.10		
" " (Colts) Mornings only	24.00	28.80	24.50	29.40		
After 6.00 pm	41.67	50.00	42.54	51.05		
" " " (Colts)	25.00	30.00	25.54	30.65		
All Weather Pitch	28.33	34.00	28.92	34.70		
All Weather Pitch - juniors	17.00	20.40	17.38	20.85		

**SCHEDULE A CULTURAL SERVICES**

CHARGES FOR 2014/15

(To be operative from 1 April 2014 unless otherwise stated)

	CHARGES 2013/14		CHARGES 2014/15		LEISURE CARD		LEISURE CARD
	Base rate	Base rate + 20.0% VAT	Base rate	Base rate + 20.0% VAT	Base rate	Base rate + 20.0% VAT	
<b>FARLINGTON NOS 1, 2 &amp; 3 and RUGBY CAMP</b>							
All Day	69.17	83.00	70.63	84.75			
" " (Colts)	41.50	49.80	42.38	50.85			
Half Day	53.33	64.00	54.46	65.35			
" " (Colts)	32.00	38.40	32.67	39.20			
" " (Colts) Mornings only	21.33	25.60	21.79	26.15			
After 6.00 pm	37.50	45.00	38.29	45.95			
" " " (Colts)	22.50	27.00	22.96	27.55			
Schools per match Monday to Friday finish by 6.00 p.m.	31.25	37.50	31.92	38.30			
<b>LANGSTONE HARBOUR SPORTS FIELD</b>							
All Day	66.67	80.00	68.08	81.70			
" " (Colts)	40.00	48.00	40.83	49.00			
Half Day	48.33	58.00	49.33	59.20			
" " (Colts)	29.00	34.80	29.63	35.55			
" " (Colts) Mornings only	19.33	23.20	19.75	23.70			
After 6.00 pm	31.67	38.00	32.33	38.80			
" " " (Colts)	19.00	22.80	19.42	23.30			

**SCHEDULE A CULTURAL SERVICES**

CHARGES FOR 2014/15

(To be operative from 1 April 2014 unless otherwise stated)

	CHARGES 2013/14		CHARGES 2014/15		LEISURE CARD		LEISURE CARD
	Base rate	Base rate + 20.0% VAT	Base rate	Base rate + 20.0% VAT	Base rate	Base rate + 20.0% VAT	
<u>FOOTBALL (from 1 June)</u>							
Per Pitch -Full facilities - Adults	41.67	50.00	42.54	51.05			
" " " " " - Juniors	25.00	30.00	25.54	30.65			
" " -Reduced facilities - Adults	25.00	30.00	25.54	30.65			
" " " " " - Juniors	15.00	18.00	15.33	18.40			
Double Banked Match - Full facilities - Adults	66.67	80.00	68.08	81.70			
" " " " " - Juniors	40.00	48.00	40.83	49.00			
Double Banked Match - Reduced facilities - Adults	40.00	48.00	40.83	49.00			
" " " " " - Juniors	24.00	28.80	24.50	29.40			
Schools - per Pitch per Hour - Full facilities	15.83	19.00	16.17	19.40			
" " " " " - Reduced facilities	9.50	11.40	9.71	11.65			
<u>MINI SOCCER (from 1 June)</u>							
Per Pitch Per Match Full Facilities	10.83	13.00	11.04	13.25			
Per Pitch Per Match Reduced Facilities	8.13	9.75	8.29	9.95			
<u>RUGBY (from 1 June)</u>							
Per Pitch	41.67	50.00	42.54	51.05			
Off Pitch training session - 50% of Pitch fee per session							
Per Pitch - Juniors	25.00	30.00	25.54	30.65			
Off Pitch training session - 50% of Pitch fee per session - Juniors							
<u>ROUNDERS</u>							
Per Pitch - Per Match	9.58	11.50	9.79	11.75			
<u>BASEBALL AND SOFTBALL</u>							
Per Pitch - Per Match	25.00	30.00	25.54	30.65			

**SCHEDULE A CULTURAL SERVICES**

CHARGES FOR 2014/15

(To be operative from 1 April 2014 unless otherwise stated)

CHARGES 2013/14		CHARGES 2014/15		LEISURE CARD		LEISURE CARD
Base rate	Base rate + 20.0% VAT	Base rate	Base rate + 20.0% VAT	Base rate	Base rate + 20.0% VAT	

**BRANSBURY PARK**

<u>NETBALL</u>						
Per Court - Per 1 1/4 Hours	9.58	11.50	9.79	11.75		
" " " " " - Juniors	5.75	6.90	5.88	7.05		
Charge per 1 1/4 Hours for Floodlights.	9.58	11.50	9.79	11.75		

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<u>9-A-SIDE FOOTBALL (from 1 April)</u>						
Per pitch - per Hour	17.92	21.50	18.29	21.95		
" " " " " Juniors	10.75	12.90	10.96	13.15		
Charge per Hour for Floodlights (in addition to Hire Charge)	7.92	9.50	8.08	9.70		

<u>TENNIS</u>						
Per Court per Hour	4.58	5.50	4.67	5.60		
" " " " " - Jnr/SC	2.88	3.45	2.92	3.50		
Charge for Floodlights per Court per Hour (in addition to Hire Charge)	3.58	4.30	3.67	4.40		
Reservation Fee for Block Booking of Tennis Courts - 20% of Court Fee (Leisure Service Committee, 4 June 1990)						

3.30	3.30	40%
2.05	2.07	40%
2.60	2.58	40%