



Title of meeting:	Culture, Leisure and Sport Decision Meeting
Date of meeting:	7 December 2018
Subject:	Parks, Seafront and Events Fees and Charges
Report by:	Director of Culture and City Development
Wards affected:	All
Key decision:	No
Full Council decision:	No

1. Purpose of report

- 1.1 To seek approval for changes to the fees and charges levied for the use of Parks, Recreation and Seafront facilities for 2019-20.

2. Recommendations

- 2.1 **That the Cabinet Member approves the fees and charges in accordance with the attached schedules (Appendix 1 - Schedule A).**
- 2.2 **That the Cabinet Member agrees for reduction of hire of event equipment and to retain a limited event hire stock to reflect usage and storage.**
- 2.3 **That the Cabinet Member agrees, that except for the months of the high season, the hire of the weekly beach huts will be offered to visitors to the city.**

3. Background

- 3.1 In line with Audit Commission recommendations and Financial Rules the fees and charges have been reviewed and market rates applied where appropriate. See Appendix 1 Charges for 2019 /20.

3.2 Hire of Seafront Equipment

- 3.2.1 Equipment is available for those smaller and medium organisers who may need to hire event equipment to support their event. However, over the last few years not all equipment has been utilised therefore the proposal this year is to reduce the range of hire equipment and to retain a limited event hire stock to reflect current usage and storage.
- 3.2.2 The intention in 2018 /19 is to apply the rate of inflation to the remaining seafront hire equipment of 2.4% CPI (rounded).

3.3 Site Fees

- 3.3.1 We are proposing that the community events be added to the 'Charity event' fees and a set criteria is established between charity, community and commercial. This will allow for a fair and consistent pricing structure.
- 3.3.2 Following a benchmarking exercise the proposal is an increase the base rate charges of all site fees by CPI only which is 2.4% (rounded). This is to incrementally increase charges to be in line with other local authority pricing. The exception to this is the minimum deposit for charity events which will not receive an increase and we will retain this charge at £300.00.

3.4 Poster Sites

- 3.4.1 Research tells us that one of the best ways organisations can connect with the public is to use a medium such as poster boards, to raise their profile and to manage their campaign messaging.
- PCC manage advertising sites located at strategic points across the city, to capture over 200,000 Portsmouth residents, 6,500 city businesses and almost 23,000 students and to connect with over 9.4 million annual visitors.
- 3.4.2 There are 34 A1 poster board sites and 7 "entrance to city" boards all of which have recently been replaced and repaired to ensure they are of a high quality and clearly visible .
- 3.4.3 The intention in 2018/19 is to apply the rate of inflation across all categories of Poster sites of 2.4% CPI (rounded).
- 3.4.4 We continue to work with three Parks and Opens Spaces services to proactively encourage the use of poster sites by actively discouraging flyposting and stickering across our parks and open spaces. This enforcement supports the promotion of the poster sites but more importantly helps to make the city cleaner and a more attractive environment for residents and visitors.

3.5 Beach Huts

- 3.5.1 The recommendation in 2019 is to maintain the annual hire charging schedule and to increase annual hire by CPI only which is 2.4% (rounded).
- 3.5.2 Following an internal and external survey of all 3 beach hut sites annually, a maintenance programme was completed developed and the larger repairs to all 3 sites are below:

Eastney

- Major shiplap repairs to 8 huts, thresholds replaced and repaired, hinges replaced and 1 new door fitted following extensive vandalism in February and April:

- Padlocks replaced on 13 huts and new keys issued to tenants.
- 2 new doors fitted, major repair work to doors and panels on 10 huts. Metal bracket lock protectors fitted to all huts. Steel backing plates fitted to back of door locks (contractor). All huts re-painted.

Lumps Fort

- 3 new doors, frames and 5 thresholds fitted, 2 doors planned and re-hung, Hinges replaced. Major subsidence repair to huts 28/29 involving fixing of steel helibars and resin bonding walls.
- All the external partitions for this site will be replaced early next year to tackle ASB and also to replace the poor quality partitioning that is currently on site. This will continue early in the New Year ready for the start of the season in 2019.

St Georges

- 15 new back panels fitted, All huts re-sheeted at front and painted, 3 new thresholds fitted, 3 new doors, decking and door repairs.
- All beach huts on all sites have been painted and the carpentry, security, rendering and painting work will continue early in the New Year ready for the start of the season in 2019.
- All huts have electricity sockets and all sites have been PAT tested.

3.5.3 A complete refurbishment of the two weekly beach huts was completed as part of the winter maintenance programme early in 2017. In order to encourage bookings and to maximise income we have introduced, as a trial last year, the ability for residents to book the weekly beach huts in the PCC housing stock areas extended to P010. Despite this change, the bookings were not maximised. The proposal for 2019 is that in high season the beach huts remain ring-fenced for residents in P01 to P010, but for the remainder of the year we will offer both weekly huts to visitors to the city. This opportunity will be advertised via the Visit Portsmouth website. This will also support secondary spend in the area.

3.5.4 The recommendation for the uplift on all beach huts weekly and annually in 2019/20 is to increase annual hire by CPI only, which is 2.4%.

3.5.5 Leisure card holder discount will remain throughout the season for all new charges, set at 40% discount, to continue to encourage use from lower income families and the weekly huts will be marketed to the Leisure Card database. Please refer to Appendix 1 Schedule A for details of all annual and weekly beach hut charges.

3.6 Parks Site Fees and Fitness Operator Fees

3.6.1 The recommendation is to increase fees and charges for site hire by CPI only which is 2.4% (rounded).

3.7 Sports Pitches

- 3.7.1 Football, cricket and rugby pitch hire charges are competitive with neighbouring authority charges and the recommendation is to increase fees and charges by the CPI inflation rate (figures rounded to the nearest £0.05). This is with the exception of cricket at Langston Harbour which is to be bought in line with the charge for cricket at Farlington and Rugby Camp.
- 3.7.2 Currently cricket teams are charged £10 for a set of keys to a pavilion. This does not cover the cost of the keys and is little incentive for them to be returned at the end of each season. The refundable deposit charge for issue of a set of pavilion keys is proposed to increase to £25 from 1 June 2019.
- 3.7.3 Portsmouth City Council currently provides a sports attendant at pavilions for football pitch bookings. In line with several neighbouring authorities, it is proposed to revise this arrangement so that demand and reliance on staff employed for additional hours at enhanced salary rates is reduced. In summary the proposal is to introduce the following changes:
- Inspection of pitches and assessment of whether fit to play will continue to be undertaken by the Parks Team but may be done on a Friday as opposed to the morning of play. The match referee will carry out a further assessment at the time of the match.
 - Pavilion keys will be issued to teams on deposit of £25, available from the Mountbatten Centre when making bookings. It is proposed this one key will work on all pavilions to allow for bookings at different venues.
 - Teams will be allocated changing rooms upon confirmation of the weekly bookings and by a notice placed in the communal entrance area of the pavilion.
 - Teams will provide their own padlocks for their allocated changing room.
 - Teams will put out and return the corner flags provided in their changing room.
 - Teams will be responsible for cleaning their allocated changing room.
 - A fine of £25 will be administered to teams for not cleaning the allocated changing room, causing any damage, not clearing litter on their allocated pitch, or not returning flags to their allocated changing room.
 - A roving groundsman will be on duty on match days to inspect pitches, check buildings are locked at the end of the day and for emergencies, such as access through height-barriers for an ambulance.
 - The duty groundsman will have a dedicated phone with the telephone number issued to teams and posted in the pavilion.
- 3.7.4 The Portsmouth Football Association have been consulted on the proposal and asked to further consult with the teams in the local leagues they represent. One response has been received from representative of the youth league. The majority of youth team bookings are without use of changing room facilities, so the proposal is not considered to be one that will greatly change current arrangements and the remaining concerns will be subject to managing and monitoring the successful implementation of this change.

3.7.5 It is proposed to introduce this revised arrangement for the 2019/20 season. Some minor modification will need to be made to each pavilion access to enable clubs to be responsible for unlocking and locking using newly issued keys.

3.8 Great Salterns Golf Course

3.8.1 Great Salterns Golf Course continues to produce a net income for the council. Golfers pay for their round either by purchasing a season ticket, or by purchasing a 'pay-and-play' green fee.

3.8.2 It is the view of the course professional that charges are broadly at the 'correct rate' that the market will bear, taking into account the offer at Great Salterns Golf Course within the local market. Course participation and income generated is broadly at the maximum sustainable level for the course.

3.8.3 It is recommended that, rather than applying inflationary increases, any increases are carefully targeted where opportunities are identified. Green fees have been unchanged since April 2016 and it is recommended that adult and senior citizen weekday fees are increased by £1 and weekend fees are increased by £2. It is not proposed to increase junior fees.

Green Fees	2018/19	2019/20
Adult weekday	£17	£18
Adult weekend	£22	£24
Senior citizen weekday	£14	£15
Senior citizen weekend	£18	£20

3.8.4 Consideration will be given to trialling new promotional offers in the spring that are aimed at non-players to attract them into golf. Officers will work with the golf professional to look at a competitive package that would include tuition on the driving range, tuition on the course, unlimited play off peak for the first month and that the cost of this package would be deductible from the purchase of a flexi-ticket or maxi-ticket.

4. Reasons for recommendations

4.1 Charges have been reviewed and adjusted, where appropriate, to reflect the rates currently being charged in the market, maximising income, but also ensuring value for money and retaining discounted rates where possible to charitable organisations and Leisure card holders.

4.2 Site fees have been reviewed to ensure that a commercially appropriate fee for the hire of PCC land is charged.

5. Equality impact assessment (EIA)

5.1 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. The reasons are:

- The fees and charges schedule is not going to disproportionately impact on a specific group.
- It is envisaged that people of all ages and backgrounds will be engaged with these services fee and charges.
- We do not anticipate that the proposed activities will have a detrimental effect on any of the equality group.
- The leisure card discount remains the same.

6. Legal comments

6.1 There are no legal implications arising directly from the recommendations in this report.

7. Director of Finance comments

7.1 The fees and charges have been reviewed to improve clarity for customers and have taken into account the need to maximise income whilst ensuring that services remain competitive.

.....
Signed by:
Stephen Baily
Director of Culture and City Development

Appendices:

Appendix 1 - Schedule A - Seafront, sports pitch and site hire charges 2019
/20

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 December 2019

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