

# AGENDA ITEM 8

## COMMUNITY AND SOCIAL AFFAIRS COMMITTEE

25 JANUARY 2011

### REPORT OF HEAD OF COMMUNITIES

#### FEES & CHARGES ADJUSTMENTS 2011-12

##### 1.0 PURPOSE OF REPORT

1.1 To seek Members determination in regards to three proposed fees and charges changes for 2011/12, for which further investigation and or information was requested by a previous meeting of this committee and that were not approved as part of the programmed fee and charge annual review process.

##### 2.0 RECOMMENDATIONS

2.1 That Members approve the proposed fees and charges for 2011/12 for:

- (i) Pitch hire as set out in paragraph 3.3;
- (ii) Cemetery record searches as set out in paragraph 3.8 and ;
- (iii) Community Centre room charges as set out in paragraph 3.9.2.

##### 3.0 KEY ISSUES

3.1 At the Community and Social Affairs committee meeting on 21 September 2010 members did not approve the proposed 2011/12 charges for football pitches or the search fee for cemetery records and requested that the Items be bought back to committee for further consideration.

3.2 Further they requested that the Community Centre hire charges be investigated as the hire charge should be encouraging longer usage.

3.3 In respect of the football pitch charge proposed, members may wish to consider the following additional information that resulted in the proposed minimal inflation annual increase in charges:

- There are a number of alternative sports pitches for hire in Melton, including King Edward VII School and the Town Estate.
- Town Estate pitches are fully patronised with annual agreements with various local clubs for seasonal block bookings and currently have no spare block bookings or any single use hire pitches available.
- King Edward VII currently charges £44 per single hire (inclusive of washing and changing facilities).
- Negotiations and agreement for leasing Melton Borough Council's sports pitch at Thorpe Road are expected to conclude shortly. The pitch is to be leased to a local football league that are intending to undertake their own maintenance and upkeep for a number of consecutive seasons and therefore will not be included in the annual fee and charge process.
- The proposed 2011/12 charge for Melton Country Park pitch hire is the one that prompted members to request this report with additional supporting information.
- The Council's Environmental Maintenance Team is currently bringing a third pitch in Melton Country Park up to standard in order that a rest period for the two in current use can be programmed in.

- The proposed further, yet still modest, increased charge for 2011/ 12 reflects and looks to balance the fact that whilst we do get a number of enquiries annually regarding facility availability, refurbishment of the available basic changing facility is well overdue.
- Accordingly, the table below provides the 2010 charge, the previously proposed increase for 2011/12 a and a new revised proposal for 2011/12:

Melton Country Park sports pitch & changing room hire	Current 2010/11 charge	Original proposal 2011/12	Revised proposal 2011/12
Block booking	£220 per season	£230 per season	<b>£250 per season</b>
Casual Booking	£ 20 + VAT	£ 21 + VAT	<b>£25 + VAT</b>

- 3.4 The proposed increased charge for 2011/12 for pitch hire at Melton Country Park is expected to increase the current income from around £650 per season to £750.
- 3.5 In respect of the proposed new charge for carrying out cemetery record searches a charge of £28.00 per hour with a minimum charge of £28.00 was originally proposed.
- 3.6 This charge was based on covering all internal oncosts, searching through a number of electronic and hard copy records, a personal appointment with the customer (on site if required) and the provision of a hard copy of the information requested including a location plan if required.
- 3.7 Members may wish to approve a revised lower proposed charge for this service in order that it becomes established and accessed.
- 3.8 Accordingly the table below provides the unapproved charge and a newly revised 2011/12 proposal:

Thorpe Rd Cemetery	Current 2010/11 charge	Original proposal 2011/12	Revised proposal 2011/12
Records search	N/A	£28.00 per hour (1 hr min charge)	<b>£20.00 per hour +VAT (1 hr min charge)</b>

### 3.9 **Community/Children Centre Charges**

- 3.91 Monies collected from charges for the Halls and Rooms at the Children/Community centres, are re-invested into the community and are also used to offset costs incurred for some of the activities.
- 3.9.2 Members are asked to approve the charges agreed at the recent Community Centre Management Committee meeting. Increases have been incorporated to reflect some real costs incurred, however, to still incentivise community use. The details of the proposals are attached as appendix A

### 4.0 **POLICY AND CORPORATE IMPLICATIONS**

- 4.1 Each charging policy meets corporate and service objectives, these vary according to the service provided.

### 5.0 **FINANCIAL AND OTHER RESOURCE IMPLICATIONS**

- 5.1 If the proposed charges for sports pitch hire in Melton Country Park are approved then an additional £100 per year of income can be expected.

5.2 In regards to the charges for the Community/children centres, officers will also develop a robust control policy for cash collection and handling. A commercial rate has been identified, which equates to double the amount charged for the community room rate.

## 6.0 LEGAL IMPLICATIONS/POWERS

6.1 Local Authorities have certain limited freedoms to charge for discretionary services under the Local Government Act 2003.

## 7.0 COMMUNITY SAFETY

7.1 There are no specific issues of community safety that relate to this report.

## 8.0 EQUALITIES

8.1 An equalities impact assessment has been completed for the charging policy previously agreed by the Policy, Finance and Admin Committee.

## 9.0 RISKS

Probability



Very High A				
High B				
Significant C				
Low D		2		
Very Low E			1	
Almost Impossible F				
	IV Negligible	III Marginal	II Critical	I Catastrophic

Impact →

Risk No.	Description
1	The increased charge for pitch hire balanced against the minimal changing facility that are included within the charge are not acceptable to customers
2	The lower proposed new charge for cemetery record searches does not help to establish and encourage its use

## 10.0 CLIMATE CHANGE

10.1 There are no specific issues relating to climate change as part of this report.

## 11.0 CONSULTATION

11.1 There has been no direct consultation regarding the charges for pitch hire but as general interest is not significant the proposed modest charge increase should help ensure continued customers for the pitches as well as offer a competitively priced public facility.

## 12.0 WARDS AFFECTED

12.1 No wards are specifically affected as a direct result of this report

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Contact Officer: Raman Selvon/Ronan Browne  
Date: 10 December 2011  
Appendices: Appendix A – Children's & Community Centre Room Charges  
Background Papers: CSA Committee Report/Minutes – 21-9-10  
Reference: X: Committees/CSA/2011/25-1-11/Fees & Charges Adjustments 2011-12