

The table below provides details of any potential impact the revised pricing schedule could have upon users of the facilities.

Type of User	Proposed Standard Charges	Impact	Comments
Centre Management Committees	No charge Monday to Friday. £5 per room per hour at weekends/council holidays.	Typically meet Mon – Fri at present so will still have free use.	<ul style="list-style-type: none"> <li>Committees would be asked to demonstrate that they were meeting local community needs and seeking opportunities to promote the centre to all local communities in the area.</li> </ul>
<p>Community Meetings Covers: Communities of interest group meetings, community engagement meetings, community forums and surgeries for Councillors and MPs.</p> <p>Examples: tenants and residents associations, Black and Minority Ethnic groups, disabled people's groups, neighbourhood watch, Parish Councils, political meetings of registered political groups.</p>	<p>£3 or £4.50 per room per hour Monday to Friday for small and medium rooms.</p> <p>£6.50 per room per hour for large rooms</p> <p>add £5 for weekend/council holiday usage of rooms.</p>	<p>Much of this type of activity currently isn't charged but depends in some cases what groups have put on lettings forms.</p> <p>Groups meeting frequently could approach the Area Committees for support and request a discount if they don't have the means to pay charges.</p> <p>Some groups don't meet very often e.g. every two months, every quarter so amount to pay is very low.</p> <p>Existing use for members surgeries and political meetings is quite low.</p>	<ul style="list-style-type: none"> <li>Links to City Council/Leeds Initiative policy to support community engagement and civic renewal.</li> <li>Recognises that many groups have modest funds.</li> <li>Some groups charge a membership fee and undertake fundraising activities.</li> <li>City Councillor surgeries to be booked and paid by Member Services.</li> <li>Groups would be able to approach the Area Committee for support through their small grants scheme if not able to pay a modest contribution to centre running costs.</li> <li>Relevant legislation applies for political meetings close to elections.</li> </ul> <p><b>Example of charge: Bi-monthly meeting in a small room, 2 hours 6 x 2 x £3 = £36 p.a.</b></p>
Commercial Use	Standard charges	Very little commercial business use at present	<ul style="list-style-type: none"> <li>Could look at encouraging commercial businesses to consider using community centres as an</li> </ul>

			operational base – this would therefore generate additional income and be able to be used to subsidise lettings further. Sufficient space for community activities still to take place would have to be ensured.
<p>Council Departments/ Other Agencies</p> <p>Covers: Delivery of council services not covered in other categories of use.</p> <p>Examples: Polling Stations, Delivery of educational programmes out of school settings, PCT, Sure Start, police</p>	Standard charges	There is currently a charge for polling station use – this would be apportioned at a flat rate of £250.	<ul style="list-style-type: none"> <li>• Not clearly included in current policies.</li> <li>• Use by the Area Management Team would be charged</li> </ul>
<p>Lifestyle and leisure groups run on a commercial or semi-commercial basis.</p> <p>Examples: dance clubs, games clubs, diet and fitness where users pay a charge for the session.</p>	Standard charges.	<p>Some of these groups currently pay standard charges so will not see a significant difference (mainly those using previous Leisure Service centres and weekend use).</p> <p>Many of these groups are private providers e.g. Weightwatchers, Slimming World and have benefited from free use of some centres.</p> <p>There will be winners and losers in this group because of the way the current policies work.</p> <p>Standard charges are</p>	<p>Some groups pay and are content with charges and the need for review.</p> <ul style="list-style-type: none"> <li>• Some groups feel that their current charge is high or have concerns about paying to use rooms.</li> <li>• Some private operators could be benefiting from the current policy for some centres which makes them much cheaper or free compared with other venues.</li> </ul> <p><b>Example of Charge:</b> Weekly 2 hour session over 50 weeks in a medium room 50 x 2 x £18 = £180 Based on a session with 10 participants this works out £1.80 per person per session</p>

Note: 0-19 activities and older peoples' groups (60+) are covered by separate categories.		competitive with non-council providers.  Activities for younger people and older people are not affected by these charges – reflecting corporate priorities.	
Older Peoples' groups (60+)  Examples: luncheon clubs, games sessions	If free to participants - no charge Monday to Friday.  £5 per room weekends/council holidays.  If participants charged per hour - £3 for small room and £4.50 for medium room  Add £5 for weekends	Will mainly stay the same without any charges.  A small number of groups meet at weekends so will have to pay, request a reduction from the Area Committee or move activities to another day.	<ul style="list-style-type: none"> <li>• The group would be asked to demonstrate how the activity was meeting local needs for older people.</li> <li>• These arrangements would also apply to intergenerational activities which bring young (0-18) and old people (60+) together.</li> <li>• Games activities involving prize giving – e.g. Bingo – will need appropriate licences.</li> </ul>
Performances & rehearsals  Covers: Amateur productions by community and voluntary organisations.	Performances charged at the hourly room rate.  Rehearsals charged at 50% of the hourly room rate.	No significant change. Some large rooms will be a bit cheaper.	City-wide arrangements.
Private functions  Covers: Weddings, Funerals, Parties	Fixed rate for weddings of £450 for first 5 hours, subsequent hours at £17 per booking plus the actual costs of cleaning and caretaking if applicable.  Standard charges for room hire for other functions. Additional charges as appropriate based on costs of any extra services needed for the function – security, caretaking and cleaning.	Parties, fashion shows, weddings etc will generally pay more as costs will seek to cover the full costs of services provided.	Prices will be based on standard room charges and will seek to cover the full costs of any additional services provided e.g. for large wedding functions when additional caretaking and cleaning is required.
Young people – Under 19.	£3 or £4.50 per room per hour	Not always clear at the moment	<ul style="list-style-type: none"> <li>• Wide variations in pricing at present.</li> </ul>

<p>Charged activities.</p> <p>Examples: playgroups, out of school clubs, sports, scouts and brownies</p>	<p>Monday to Friday for small and medium rooms.</p> <p>£6.50 per room per hour for large rooms Add £5 for weekend/council holiday usage of rooms.</p>	<p>if there is a charge for users. It is known that there are a number of private providers benefiting from free room hire but charging children for activities e.g. sports, martial arts.</p> <p>Charges per hour kept low to reflect that some providers, e.g. playgroups meeting several days per week, are trying to keep costs low for families.</p> <p>If groups don't feel they could pass on these modest room hire charges they could approach the area committee for support.</p>	<ul style="list-style-type: none"> <li>• Some groups are charging for activities in rooms which are currently being provided without charge.</li> <li>• Each group would need to ensure it has a child protection policy.</li> <li>• Some groups which currently have free usage expressed concern about being charged to use rooms during the consultation.</li> <li>• Groups could approach the relevant Area Committee for support.</li> </ul> <p><b>Example of charge:</b> Monday to Friday 2 hour sessions over 50 weeks, in a medium size room</p> <p><math>50 \times 2 \times £4.50 = £450 \text{ p.a.}</math></p> <p>Based on a session with 10 participants , the cost is 90p per session</p>
<p>Young people – Under 19. Non-charged activities (e.g. pre-school activities, youth service programmes, voluntary/community organisations running programmes which do not incur any session charges to users).</p>	<p>No charge Monday to Friday. £5 per room at weekends/council holidays.</p>	<p>There is much use of this type and mainly Mon – Fri at present so will not incur any charges.</p>	<ul style="list-style-type: none"> <li>• Youth service and many voluntary organisations do not have specific budgets to pay for room hire.</li> <li>• Organisation would need to demonstrate it has child protection policies and meet local youth provision needs.</li> <li>• If youth service are using community centres as an operational office base, a service charge will be apportioned based on square metreage of space used. A formal agreement would also be drawn up for the use of the space as an office base.</li> </ul>

## Inner East Leeds Community Centres Letting Policy – schedule of charges and discounts

Room Band	Current Standard Charge in Leeds City Council Directly Managed Buildings across the city	Proposed Standard Charge for Leeds City Council Directly Managed Buildings in Inner East Leeds
Band A - Large, typically up to 40ft X 40ft (1600 sq ft)	£17.00 - £30.00	50% =£12.50 75%=£18.75 ->pay £6.25 <b>standard 100% = £25.00</b>
Band B - Medium, typically up to 30ft x 30 ft (900 sq ft)	£10.00 - £17.00	50% = £9 75% = £13.50 -> pay £4.50 <b>Standard 100% = £18</b>
Band C - Small, typically up to 20ft x 20ft (400sq ft)	£5.00 - £10.00	50% = £6 75% = 9 -> pay £3 <b>standard 100% =£12.00</b>
Band D - Kitchens	Variable	£5.00
Band E – Store rooms	Some centres apply charges	Subject to negotiation

The list below outlines the proposals for discounts for community centres pricing and lettings policy in Inner East Leeds. These would form the core of the “price list” for each community centre

## 1. General rules:

- Weekend use – add £5 flat charge to any hourly rate.
- Charge for polling station use - £250 (city wide rate)
- Weddings and other large, private functions - £450 for first 5 hours; subsequently, £17 per hour, £9 for use of kitchens plus the actual charge for cleaning
- Some charge will be levied on activities where participants themselves pay.
- Any appeals will be dealt with by the Area Management staff, whose decision will be final

## 2. Commercial use – standard charges

## 3. Council Departments, other statutory and arms-length organisations – standard charges

4. Large charities working under contract to statutory organisations – standard charges for meetings; 50% discounts available to organisations for activities.
5. Activities for children (0-19) – in voluntary sector and youth services:
  - free Monday to Friday
  - £5 weekends
  - £75% subsidy, if children charged
6. Activities for older people (over 60), activities for disabled people, activities for BME groups
  - free Monday to Friday
  - £5 weekends
  - £75% subsidy, if participants charged
7. Adult learning, use by colleges (city wide rate):
  - £2.50 per hour Monday to Friday
  - weekend use £5
  - block bookings – charge based on proportion of space taken (city wide rate)