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| <b>Room Band / Charges - Outer East</b>                 | <b>South Inner and Outer, Outer east</b>  |
| Band A £25  | <b>Key holders</b> will not have to pay any lettings fees or additional caretaking charges of £9ph - these charges come into force at weekends and bank holidays. |
| Band B £18  |   |
| Band C £12  |   |
| Band D £5 (only charge if kitchen booked for food prep) |   |
| Band E - negotiable                                     |   |

| Categories | Main Group   | Sub Group  | Outer East Discounts/ charges  | Comments from South East Area Management Team   |
|------------|--|--|--|---|
| Cat 1      | <b>Adult Learning / Educational Classes (inc. provision for under 19s) (inc. Colleges)</b> | Colleges as per rates agreed corporately (£2.50 ph under 2000 hrs, percentage of running costs above 2000. Colleges this applies to - Leeds City College (ex T Danby, P Lane, C of Technology) and Joseph Priestley. Colleges are invoiced at academic year end. | £2.50 per room for all rooms. (This rate applies up to 2000hrs use) The charging year for colleges runs from Sept-Aug. Above 2000 hrs NST to calculate annual charge for college block bookings.             |   |
|            |  | Schools - Core business delivery to 4 - 19yr during school hours 8.30 - 16.00. This applies to projects involving young people in statutory education who are not in mainstream school, at risk of exclusion etc   | £2.50 per room for all rooms   |   |
|            |  | WEA (Workers Education Association)  | Suggest £2.50 per hour where WEA charge users, free use if they do not charge users.   |   |
| Cat 2      | <b>Centre Management Committees / User Groups</b>  | Applies to meetings to discuss building related issues held either by the centre management committee or groups who are based in or use the centre and call a meeting to   | No charge Monday to Friday.<br>£5 per room per hour at weekends/council holidays.  | No changes<br>Reduced to £5ph for all rooms at weekends and bank holidays   |
|            |  |  |  |   |
| Cat 3      | <b>Meetings of Community Benefit</b>   | i.e. Pubwatch, TARA, N'hood Watch, Community Forums, crime reduction advice, fire safety advice, 'In Bloom', Friends of Groups, faith groups, disability groups, Christmas lights switch ons   | No charge Monday to Friday<br>£5 per room per hour for weekend/council holiday usage of rooms.   |   |
|            |  | Councillors & MPs surgeries  | No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms.  |   |
|            |  | ADP (Area Delivery Plan) Priority events Groups which fall under this category will only be put forward by Area Management, lettings will not assess groups against this criteria, they will be advised by AMT.  | No charge Monday to Friday £5 per room per hour for weekends / council holiday usage of rooms.   |   |
|            |  |  |  |   |
| Cat 4      | <b>Commercial use</b>  | General - sale of goods - including gold, jewellery, carpets clothing, auctions  | Standard charges + 50% seven days per week   | New charging rate established to cover this category  |
|            |  | TV Filming   | £1000 per day  |   |
|            |  | Public performance   | £250 per half day (four hours)   |   |
| Cat 5      | <b>Council Departments or Statutory Agencies</b>   | Internal / inter-agency meetings, public meetings, consultations, hosting of open days (recruitment, new service being launched), WYP Authority meetings   | Standard charges to be applied seven days per week. Use by the Area Management Team would be free of charge  | All meetings purely involving officers should be charged standard rate. Any meetings consulting or involving members of public to be charged at Cat 3 rates   |
|            |  | Town & Parish Councils   | If town and parish councils in your area do not have any buildings of their own, their use of our CCs will be free for meetings. For any other activity they can be charged so you'll need to agree a charge | Changes following advice from Legal Services  |
| Cat 6      | <b>Lifestyle and leisure groups</b>  | Lifestyle and leisure groups - charged activity, income reinvested in service (no profit)  | No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays   | Healthy Eating group, exercise classes, slimming clubs, arts and crafts, language classes, computer skills, poetry, art appreciation, domino groups, gamers, bingo, dog/cat appreciation societies, pagan groups, Tea dances, competitive festivals i.e. brass band/piano/dance |
|            |  | Lifestyle and leisure groups - charged activity income not reinvested (profit)   | Standard charges seven days per week   | Could include groups such as Slimmers World, bingo, dance classes, dog/cat appreciation societies, pagan groups, tea dances, competitive festivals i.e. brass band/piano/dance  |
|            |  | Lifestyle and leisure - free activity  | No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays  | Heart Attack / Stroke clubs, healthy lifestyle activities, Blood Donor Service  |
| Cat 7      | <b>Older Peoples Groups</b>  | Older Peoples' groups (60+) free activity  | No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays  | Social clubs and friendship groups  |
|            |  | Older Peoples' groups (60+), charged activity, income reinvested (no profit)   | No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays   | Luncheon Clubs  |
|            |  | Older Peoples' groups (60+), charged activity, income not reinvested (profit)  | 50% charge Monday - Friday. Standard charges at weekends and Council Bank Holidays   |   |
| Cat 8      | <b>Amateur Productions by by community and voluntary organisations.</b>                    | Performances   | Performances charged at the hourly room rate.  | From feedback from MTH users, they were only charged 90% but AMT hasn't been aware of this until recently. Tingley Brass Band has always been charged as a community group at £0, not rehearsals, so explains issues with new fees being implemented                            |
|            |  | Rehearsals   | Rehearsals charged at 50% of the hourly room rate.   |   |
|            |  | Set Building   | No charge when building is already in use / caretaker on site. Otherwise group will have to pay caretakers charge  |   |
| Cat 9      | <b>Private Functions</b>   | General functions e.g. conferences, seminars, presentations  | 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.                      |   |
|            |  | Wedding Ceremonies and Civil Partnerships  | £90 seven days per week  | Leeds Town Hall charges on average £140 for the room for the ceremony. Wedding receptions falls under charges for parties   |
|            |  | Wedding Reception  | The wedding reception falls under charges for parties  |   |
|            |  | Birthday parties under 13 yrs  | Children's Birthday parties (under 13) room rate only plus cost of cleaning  |   |
|            |  | Parties upto 100 people  | <b>Parties of up to 100 people</b><br>Room rate + £100 cleaning  |   |
|            |  | Parties upto 100 - 200 people  | <b>Parties 100-200 people</b> £315<br>made up of:<br>£25 room rate x 5 hours<br>£100 cleaning and skip<br>£9 x 2 stewards x 5 hours  |   |
|            |  | Parties upto 300 - 400 people  | <b>Parties 300 – 400 people</b> £405<br>made up of<br>£25 room rate x 5 hours<br>£100 cleaning & skip<br>£9 x 4 stewards x 5 hours   |   |
|            |  | Parties upto 500 - 600 people  | <b>Parties 500-600 people</b> £495<br>made up of<br>£25 room rate x 5 hours<br>£100 cleaning & skip<br>£9 x 6 stewards x 5 hours   |   |
|            |  |  |  |   |
|            |  |  |  |   |
| Cat 10     | <b>Not for profit organisations (Changed from Charities)</b>                               | Charities, Company Limited by Guarantee, un-registered groups, social enterprises, Industrial societies or co-operatives carrying out charitable fundraising events (jumble sales, charity auctions etc),  | 50% discount on standard charge seven days per week  | Reduced costs for users from previous schedule. No complaints received from charities in South East Leeds with regards to new pricing schedule  |

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|--------|--|--|---|--------------|
| Cat 11 | Young People                                     | <b>Young people – Under 19. Charged activities, income reinvested</b> - Breakfast clubs, after school clubs, playschemes, playgroups, uniformed services (scouts, guides, St John's Ambulance) | No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays                    |              |
|        |  | <b>Young people – Under 19. Charged activities income not reinvested</b> - Martial arts, Under 18 discos, Dancing classes  | 50% charge Monday - Friday. Standard charges at weekends and Council Bank Holidays              |              |
|        |  | <b>Young people – Under 19. free activities</b> - e.g. Youth Service provision   | No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays                   |              |
| Cat 12 | Vulnerable Adults (Self Help and Support Groups) | <b>Self - Help</b> Alcoholics Anonymous, Narcotics Anonymous, Mental Health Support Groups, Disabled groups (blind, deaf, physically impaired, learning disabilities), Counselling             | No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. | New category |
|        |  | <b>Suport</b> Mental Health Support, Special Needs and Learning Disability Support, Physical disability Support  | No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. |              |
|        |  | <b>Advice (free advice)</b> CAB, debt counselling , any other free advice type session   | No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. |              |
| Cat 13 | Democratic Structures                            | Political party group meetings   | Standard charges to be applied.   |              |
| Cat 14 | Changing Rooms/shower facilities                 | Changing and shower facilities. Covers the use of community centres by sports teams where changing and shower facilities are attached to pitches and playing fields.                           | £206 per season per junior team. £309 per season per adult team.                                |              |
| Cat 15 | Existing Users and Usage                         |  | Not applicable to this area, only to Outer North East   | n/a          |
| Cat 16 | Polling Station use                              | It is unconsitutional to charge a hire fee for polling centre use. The only charges that can be levied is for heating, lighting, caretaking (and for any damage that might be caused).         | Relevant chargers apportioned in line with costs incurred                                       |              |