

Inner North West Community Centre Pricing Policy (directly managed centres)

Appendix 1

Room Band	Hourly Standard Charge
Band A – Large Room, typically up to 40ft x 40ft (1600 sq ft)	£25.00
Band B – Medium Room, typically up to 30ft x 30ft (900 sq ft)	£18.00
Band C – Small Room, typically up to 20ft x 20ft (400 sq ft)	£12.00
Band D - Kitchens	£5.00

Category	Main Groups/Type of User	Sub Group	Previous Position	Revised Position (Feb 2010)
1.	Adult Learning / Educational Classes (Includes provision for under 19s) (Includes colleges)	<p>Colleges: per rates agreed corporately (£2.50 per hr 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.</p> <p>Schools: core business delivery 4-19yrs 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</p> <p>WEA (Workers Education Association)</p>	<p>£2.50 per room per hour Monday to Friday for small and medium rooms.</p> <p>College block bookings would incur a charge based on proportion of space taken.</p> <p>£10.00 per room per hour for large rooms and weekend/council holiday usage of rooms.</p>	<p>Colleges: £2.50 per room for all rooms. This rate applies up to 2000 hrs use). The charging year for colleges runs from Sept-Aug. Above 2000 hrs Neighbourhood Services Team to calculate annual charge for college block bookings.</p> <p>Schools: £2.50 per room for all rooms.</p> <p>WEA: £2.50 per hour where WEA charge users, free use if they do not charge users.</p>

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2.	Centre Management Committees / User Groups	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 discuss centre issues.	No charge Monday to Friday. £10.00 per room per hour at weekends/council holidays.	No charge Monday to Friday. £5.00 per room per hour at weekends/council holidays
		Management Committee activities e.g. fund raising for community centre improvements	New sub group.	No charge 7 days per week.
3.	Meetings of Community Benefit	i.e. Pubwatch, TARA, N'hood Watch Community Forums, Crime Reduction advice, fire safety advice, 'In Bloom', Friends if Groups, Faith Groups (not prayers) disability groups.	£5.00 per room per hour Monday to Friday for small and medium rooms. £10.00 per room per hour for large rooms and weekend/council holiday usage of rooms.	No Charge Monday to Friday. £5.00 per room per hour for weekend/council holiday usage of rooms. No charge 7 days per week for non-profit making community cafes.
		ADP (Area Delivery Plan) Priority events. Groups which fall under this category will only be put forward by area management, lettings will not asses groups against this criteria, they will be advised by AMT.	New sub group	No Charge Monday to Friday. £5.00 per room per hour for weekend/council holiday usage of rooms.
4.	Commercial Use	General sale of goods – including gold, jewellery, carpets, clothing and auctions.	No Commercial business at present.	Standard charge + 50% seven days per week.

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		TV Filming	New sub group	£1000 per day
		Public Performances	New sub group	£250 per half day (four hours)
5.	Council Departments of Statutory Agencies	Internal / inter agency meetings, public meetings, consultations, hosting of open days (recruitment, new service being launched), WYP Authority meetings (officer meetings).	Standard charges.	Standard charges to be applied seven days per week. Use by the Area Management Team would be free of charge.
6.	Lifestyle and Leisure Groups	Lifestyle and Leisure Groups – charged activity income reinvested in the service (no profit).	No charge.	No charge Monday to Friday. 50% charges at weekends and Council Bank Holidays. Consider no charge at weekends and Council Bank Holidays for keyholders.
		Lifestyle and Leisure Groups – charged activity, income not reinvested (profit).	Standard charges.	Standard charges seven days per week
		Lifestyle and Leisure Groups – free activity.	No charge Monday to Friday. £10.00 per room per hour at weekends and Council Bank Holidays.	No charge Monday to Friday. £5.00 per hour charges at weekends and Council Holidays. Consider no charge at weekends and Council Bank Holidays for keyholders.

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7.	Older People's Groups	Older People's Groups (60+) free activity.	No charge Monday to Friday. £10.00 per room per hour at weekends and Council Holidays.	No charge Monday to Friday. £5.00 per hour charges at weekends and Council Bank Holidays.
		Older People's Groups (60+) charges activity, income reinvested (no profit).	No charge.	No charge Monday to Friday. 50% charges at weekends and Council Holidays.
		Older People's Groups (60+) charged activity, income not reinvested (profit).	£2.50 per room per hour Monday to Friday for small and medium rooms. £10.00 per room per hour for large rooms and weekend and Council Holiday usage.	50% charge Monday to Friday. Standard charges at weekends and Council Holidays.
8.	Amateur Productions by Community and Voluntary Organisations	Performances	Performances charged at the hourly standard room rate.	Standard Charge
		Rehearsals	Rehearsals charge at 50% of hourly room rate.	Rehearsals charged at 50% of hourly room rate.
		Set Building	New sub Group	No charge when building is already in use/ caretaker on site. Otherwise groups will have to pay caretaker charge.
9.	Private Functions	General functions e.g. conferences, seminars, presentations	Standard charges for room hire.	Standard charges for room hire. Additional charges as appropriate based on costs of any extra services needed for the function – security, caretaking and cleaning.

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		Wedding Ceremony	Wedding ceremony and reception previously grouped together and fixed rate of £650.00 per booking to cover all costs.	Standard room rate seven days per week.
		Wedding Reception	Wedding ceremony and reception previously grouped together and fixed rate of £650.00 per booking to cover all costs.	The wedding reception falls under charges for parties.
		Birthday parties under 13 yrs	New sub group	Children's parties (under 13) room rate only plus cost of cleaning.
		Parties up to 100 people.	New sub group	Standard room rate + £100.00 cleaning.
		Parties 101 – 299 people	New sub group.	£315 made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 2 stewards x 5 hours
		Parties 300 – 499 people	New sub group.	£405 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 4 stewards x 5 hours
		Parties 500 – 600	New sub group	£495 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 6 stewards x 5 hours

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10.	Not for profit organisations (changed from charities).	Charities, Company Limited by Guarantee, unregistered groups, Industrial societies or co-operatives carrying out charitable fundraising events (jumble sales, charity auctions etc).	50% discount on standard charge Monday to Friday. Standard charges at weekends/council holidays.	50% discount on standard charges seven days per week.
11.	Young People	Young People Under 19 charged activities, income reinvested – Breakfast clubs, after school clubs, play schemes, playgroups, uniformed services (scouts, guides, St John Ambulance).	No charge.	No charge Monday to Friday. 50% charges at weekends and Council Bank Holidays.
		Young People Under 19 charged activities income not reinvested – Martial arts, under 18 discos, dancing classes.	£2.50 per room per hour Monday to Friday for small and medium rooms. £10.00 per room per hour for large rooms and weekend/council holiday usage of rooms.	50% charge Monday to Friday. Standard charges at weekends and Council Bank Holidays.
		Young People Under 19 free activities – e.g. Youth Service provision.	No charge at anytime.	No charge Monday to Friday. £5.00 per hour charges at weekends and Council Bank Holidays.

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12.	Vulnerable Adults (Self Help and Support Groups)	Self help – Alcoholics Anonymous, Narcotics Anonymous, Mental Health Support Groups, Disable Groups (blind, deaf, physically impaired, learning disabilities), Counselling. Support – Mental Health support, Special Needs and Learning Disability Support, Physical Disability Support.	New category.	No charge Monday to Friday. £5.00 per room per hour for weekend and Council Bank Holidays.
13.	Political Meetings	Councillor & MPs surgeries	Previously under community meetings.	No charge seven days per week.
		Political Group meetings	Standard Charge	Standard Charge
		Town & Parish Councils	New sub group	If Town and Parish Councils do not have a building of their own, their use of community centres will be free for meeting. For any other use they will be charged the standard charge.
		Area committee Meetings	New sub group	No charge seven days per week.
14.	Changing Room Shower facilities	Changing and shower facilities cover the use of community centres by sports teams where changing and shower facilities are attached to pitches and playing fields.	New category	Not applicable in this area.

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15.	Existing Users and Usage		New category	Not applicable in this area only outer north east.
16.	Polling Stations	It is unconstitutional to charge a hire fee for polling centre use. The only charges that can be levied id for heating, lighting, caretaking (and for any damage that might be caused).	Standard charge.	Relevant charges apportioned in line with costs incurred.