

Meeting of the Finance & Audit Sub Committee of ANGUSalive

Friday 31 January 2020

Report by Chief Executive Kirsty Hunter

Charging and Pricing Structure Review

This report seeks the approval of the recommendations following a review of ANGUSalive charges for the financial year 2020/21.

1 RECOMMENDATION

It is recommended the Sub Committee:

- i note the main findings of the review of ANGUSalive charges as outlined in paragraph 4;
- ii agree there is no increase to charges other than those listed in paragraph 4;
- iii agree the new charges and changes to charges as outlined in paragraph 4;
- iv agree all charges are effective from 01 April 2020 or at the start of any seasonal operations;
- v note the review of charges for 2020/21 will be submitted to Angus Council's Communities Meeting on 25 February 2020 for noting;
- vi note a review of our bACTIVE membership offering has been undertaken. The findings and recommendations will be considered by the Finance & Audit Sub Committee at its meeting on 31 January 2020 (report 05_20_FS refers); and
- vii note the ANGUSalive Pricing Policy, bACTIVE Terms and Conditions and Venue Hire Terms and Conditions will be updated, as appropriate, to reflect the agreed changes.

2 CONTRIBUTION TO STRATEGIC AIMS

- 2.1 Our strategic aims are aligned to our status with OSCR (Office of the Scottish Charity Regulator) and our Articles of Association. This report contributes to the following ANGUSalive strategic aim(s):

Strategic Aim 1: Ensure strong, transparent governance and demonstrate community benefit

3 REVIEW OF CHARGES

- 3.1 An annual review of our pricing structure has been undertaken in accordance with paragraph 7.8 of Financial Regulations which states:

“Not less frequently than once per year scales of charges or tariffs (not fixed by statute) shall be reviewed for inclusion in the Revenue Budget of the following year. Any such review shall to comply with The Company’s Budget Strategy as submitted to Angus Council as part of the Business Plan process”

- 3.2 As part of the review business units have considered a number of key questions including:
- What do we charge for already?
 - What don't we charge for that we could?
 - Who do we charge?
 - How much do we charge and what can be reviewed?
 - What are the cross service/ANGUSalve/membership benefits?
 - What do other trusts, organisations, competitors do?
- 3.3 The Charges for Sports Facilities: Scotland 2018/19 report produced by **sportscotland** provides an overview of charges for the use of indoor, outdoor and swimming facilities across Scottish local authorities and their associated leisure trusts (see Appendix 2 – separate document). This was used as a point of reference in the review of charges for our Sport & Leisure facilities and activities.
- 3.4 It was recognised a few specific areas within the Sport & Leisure business unit required further research, data analysis and/or discussion with partner organisations to ensure our offering is competitive and responsive to the changing environment in which we operate whilst at the same time meeting our aim of encouraging participation for all.
- 3.5 It would be appropriate for the new programming team to lead on these areas for review. Given the team has only recently formed and two of the leads will take up post in February 2020 it is recommended reports on the charges for the following be brought to a future meeting of the Finance & Sub Committee for consideration:
- Personal Training
 - Private Swimming Lessons
 - Holiday Camps
 - Outdoor Education – review of all charges
 - Countryside Adventure:
 - Towdabout
 - Car Parking
- 3.6 The prices for sports membership have not been considered as part of the 2020/21 charges as a review of our bACTIVE membership offering has been undertaken. The findings and recommendations will be considered by the Finance & Audit Sub Committee at its meeting on 31 January 2020 (report 05_20_FS refers).

4 PROPOSED CHANGES

- 4.1 It is proposed there is no change to charges other than those listed below.
- 4.2 This means there is no inflationary percentage increase across all ANGUSalve charges for the financial year 01 April 2020 to 31 March 2021.
- 4.3 Customers who use our services choose to allocate a proportion of their discretionary spend to activities and events with ANGUSalve. An increase in prices may therefore impact income given the challenging economic climate with multiple uncertainties in which we currently operate.
- 4.4 The sub-committee is asked to approve the implementation of the new charges or change to charges as outlined below. These will be effective from 01 April 2020 or at the start of any seasonal operations.

Business Area	Summary of Change
Across ANGUSalive	<ul style="list-style-type: none"> • Birthday parties – increased • The term ‘Commercial’ where used has been changed to ‘Standard’ for consistency across ANGUSalive charges • Across all business units small increases have been applied to round up to nearest £pound or 50pence to reduce change requirements.
Sport & Leisure	<p>Sports</p> <ul style="list-style-type: none"> • All Area Charges aligned to adult activity rate resulting in an increase for most although a slight reduction for fitness suites • Activity rates standardised and increased to: <ul style="list-style-type: none"> - Coached: Adult £6 and Concession £4 - Uncoached: Adult £5 and Concession £3 • Swim as a second activity removed • Concessionary Entitlement Card increased • Birthday Party – removed Floats and Toys • Equipment Hire – standardised to single charge • Stage Unit hire - removed • Club & Area Charges: <ul style="list-style-type: none"> - moved to single charge (i.e. no separate charge for clubs) - aligned to adult activity rate - mixed (i.e. adult and junior) charges removed <p>Whilst this results in a reduction in charges for some and an increase for others it does provide a consistent approach across ANGUSalive. However, it is expected clubs will make more bookings as a result based on engagement with them.</p> • Synthetic Pitches: <ul style="list-style-type: none"> - removed quarter pitch charges - moved to single charge (i.e. no separate charge for clubs) - introduced 90 minutes charge to accommodate club training <p>Whilst this results in a reduction in charges for some and an increase for others it does provide a consistent approach across ANGUSalive. However, the main aim is to encourage more use of our synthetic pitches.</p> <p>See Appendix 1a for list of charges</p> <p>Outdoor Education</p> <ul style="list-style-type: none"> • Schools session increased • Moved to single community charge <p>See Appendix 1b for list of charges</p> <p>Countryside Adventure</p> <ul style="list-style-type: none"> • Sailing etc. with instruction delivered as two hour sessions - description and prices updates to reflect this • Seasonal Storage to include Seasonal Launch – prices updated to reflect this • Equipment hire – moved to a single charge • High/Low Ropes are delivered as two hour sessions - description and prices updates to reflect this • Activity rates aligned to sports activity rates • Talks for groups aligned to ANGUSalive staff charges • Traffic Cone Hire – removed

	See Appendix 1c for list of charges
Libraries, Customer & Culture	<ul style="list-style-type: none"> • Exhibition Charges – description updated to put emphasis on commission (not on use of spaces) • Permission to take photographs of archival material – removed per day over 20 items • Printed copies of photographs from the collection – changed to price on application • Research charges –aligned to staff costs resulting in increase • Activity Charges – aligned to sports charges • Talks for groups: <ul style="list-style-type: none"> - streamlined from 12 listings to four - Talks and guided tours for groups & Tailored guided tours/talks/workshops - concession charge added - There will be no charge for Angus school groups • IT Training – removed the following: <ul style="list-style-type: none"> - ECDL (advanced) - Design & Print in 3D for Angus Extra - Design & Print 3D levelling up for Angus Extra • IT Training Sessions – new charge • Photocopying Charges – increased • Printing Charges – increased • Payment for requests for items not in stock – new charge <p>See Appendix 1d for list of charges</p>
Theatre & Venues	<p>Webster Memorial Theatre</p> <ul style="list-style-type: none"> • Hire increased • Equipment hire – moved to single charge. All weekly charges aligned so based on 5 x daily rate which is consistent with sports area charges <p>See Appendix 1e for list of charges</p> <p>Venue Hire</p> <ul style="list-style-type: none"> • Hire increased • Additional charges – moved to a single charge • LED sign - increased • Stage Unit hire – removed • Portable Barbecue/Urn hire – removed <p>See Appendix 1f for list of charges</p>
Staff, Transport & Filming Charges	<ul style="list-style-type: none"> • Staff costs - increased • Transport charges: <ul style="list-style-type: none"> - removed with exception of fuel re-charge and charge per mile which have a small increase. - note: the minibus will be removed from the ANGUSalive vehicle fleet by 31/03/2020 due to low usage, age of vehicle and associated maintenance costs • Filming Charges – increased <p>See Appendices 1g, h & i for list of charges</p>

Kirsty Hunter
Chief Executive

SPORTS & LEISURE	2019/20	2020/21
SPORTS CHARGES		
Activity Charges - racket sports & swimming		
Adult activity - per hour	£ 4.80	£ 5.00
Concession activity - per hour	£ 2.70	£ 3.00
Adult activity - per 1/2 hour	£ 2.40	£ 2.50
Concession activity - per 1/2 hour	£ 1.40	£ 1.50
Swim Family (2 Adults and up to 3 children)	£ 12.30	£ 13.00
Health Suite - Adult per 2 hours	£ 5.90	£ 6.00
Health Suite - Concessionary users per 2 hours	£ 3.30	£ 4.00
Fitness Suite - Adult	£ 5.90	£ 5.00
Fitness Suite - Concession	£ 3.30	£ 3.00
Fitness Suite - Full Induction - Adult (active start)	£ 11.80	£ 10.00
Fitness Suite - Full Induction - Concession	£ 6.60	£ 6.00
Personal Training Session per hour	£ 28.60	£ 30.00
Personal Training Session per hour - bACTIVE	£ 21.40	£ 20.00
Personal Training - area rental per hour (excluding client)	£ 13.20	£ 15.00
Personal Training Session additional person charge per hour	£ 14.30	£ 5.00
One to One Swimming lessons per half hour	£ 14.30	£ 15.00
One to One Swimming lessons per half hour bACTIVE	£ 10.70	£ 10.00
Private Swimming lessons area rental per hour (max 1 client)	£ 13.20	£ 15.00
Additional person charge (max 1)	£ 4.30	£ 5.00
Shower - Adult	£ 2.40	£ 2.50
Shower - Concession	£ 1.40	£ 1.50
Schools per hour per person	£ 2.70	£ 3.00
Coached & Special Activities		
Coached class - Adult	£ 5.90	£ 6.00
Coached class - Concession	£ 4.30	£ 4.00
Group Fitness Class Cancellation Fee	£ 2.00	£ 2.00
Swim Lesson - Adult	£ 5.90	£ 6.00
Swim Lesson - Concession	£ 4.30	£ 4.00
Swim Lesson - Parent and child	£ 4.30	£ 4.00
Awards - Certificates	£ 1.50	£ 2.00
Gold Club - per 2 hours	£ 5.50	£ 6.00
Holiday Club per 2 hours	£ 5.50	£ 6.00
Holiday Camps (per hour)	£ 4.00	£ 4.00
Holiday Camps (bACTIVE) per hour	£ 3.00	£ 3.00
Concessionary Entitlement Card	£ 15.50	£16.00
GP Referral/Long term conditions	£ 3.60	£ 4.00
B-Active - GP Referral (max 3 months)	£ 13.00	£ 13.00
B-Active - Adult (monthly pass)	£ 50.00	£ 50.00
Climbing Wall		
Adult	£ 5.90	£ 6.00
Concessionary	£ 3.30	£ 4.00
Equipment hire	£ 2.50	£ 2.00
Putting / Crazy Golf / Pitch and Putt (Per Round)		
Adult	£ 3.00	£ 3.00
Concession	£ 2.00	£ 2.00

Birthday Parties		
Birthday Party	£ 68.00	£ 70.00
Pool Party (Inflatable)	£110.00	£ 110.00
Swimming Pool - Private Hire/Gala - per hour (includes 2 lifeguards)		
	£ 96.00	£ 100.00
Area Charges (per hour)		
Main Hall (Adult)	£ 67.00	£ 50.00
Main Hall (Junior)	£ 38.50	£ 30.00
Half Main Hall/Large Hall/Large Meeting Room/Athletic Track/Climbing Wall (Adult)	£ 33.50	£ 25.00
Half Main Hall/Large Hall/Large Meeting Room/Athletic Track/Climbing Wall (Junior)	£ 19.00	£ 15.00
Swimming Pool (Adult)	£ 67.00	£ 50.00
Swimming Pool (Junior)	£ 38.50	£ 30.00
Swimming Pool - Studio (Adult)	£ 33.50	£ 25.00
Swimming Pool - Studio (Junior)	£ 19.00	£ 15.00
Swimming Pool Lane / Badminton Court /Grass Area (Adult)	£ 17.00	£ 12.50
Swimming Pool Lane / Badminton Court / Grass Area (Junior)	£ 9.50	£ 7.50
Hire of Equipment		
Racquet and Ball hire - Adult charge only	£ 1.20	£ 2.00
Chairs - each	£ 2.00	£ 2.00
Tables - each	£ 5.00	£ 5.00
Grass Pitches - Natural Grass Pitches (per game max 2 hours)		
Pitch only permit - Adult	£ 38.00	£ 38.00
Pitch only permit - Concession	£ 19.00	£ 19.00
Changing Room - Adult	£ 21.50	£ 21.50
Changing Room - Concession	£ 14.00	£ 14.00
Pitch and Changing - Adult	£ 59.50	£ 59.50
Pitch and Changing - Concession	£ 33.00	£ 33.00
Seasonal Club - Adult	£361.00	£ 361.00
Seasonal Club - Concession	£182.00	£ 182.00
Seasonal Club Changing Room - Adult	£204.00	£ 204.00
Seasonal Club Changing Room - Concession	£130.00	£ 130.00
Seasonal Club Pitch and Changing - Adult	£565.00	£ 565.00
Seasonal Club Pitch and Changing - Concessionary	£312.00	£ 312.00
Synthetic Pitches Charges		
Webster Sports Centre - Half pitch (60 minutes)	£ 34.50	£ 18.75
Webster Sports Centre - Half pitch (90 minutes)	£ -	£ 22.50
Webster Sports Centre - Full pitch (60 minutes)	£ 19.50	£ 37.50
Webster Sports Centre - Full pitch (90 minutes)	£ -	£ 45.00
Half Pitch Adult (60 minutes)	£ 48.50	£ 37.50
Half Pitch Adult (90 minutes)	£ -	£ 45.00
Half Pitch Concessionary (60 minutes)	£ 27.50	£ 22.50
Half Pitch Concessionary (90 minutes)	£ -	£ 27.00
Full Pitch Adult (60 minutes)	£ 76.00	£ 75.00
Full Pitch Adult (90 minutes)	£ -	£ 90.00
Full Pitch Concessionary (60 minutes)	£ 43.00	£ 45.00
Full Pitch Concessionary (90 minutes)	£ -	£ 54.00
Match Adult (11-a-side - 2 hours)	£101.50	£ 80.00
Match Concessionary (11-a-side - 2 hours)	£ 57.50	£ 45.00
ADMINISTRATIVE CHARGES		
Replacement Card	£ 3.60	£ 3.60
Admin Fee (e.g. request for paper invoice)	£10.00	£ 10.00

OUTDOOR EDUCATION	2019/20	2020/21	2019/20	2020/21
	Community		Standard	
Schools per hour per person	£ 2.70	£ 3.00	£ -	£ -
Equipment hire per person (session with Outdoor Education Staff)	£ 4.00	£ 4.00	£ -	£ -
Equipment Hire - Boots, Waterproofs, Sleeping Bag, Rucksack, Cooker.	£ 4.00	£ 4.00	£ 8.40	£ 8.40
Tents (Available in 2 or 3 man)	£ 8.50	£ 8.50	£ -	£ -
Hi Vis Vests	£ 1.00	£ 1.00	£ 2.00	£ 2.00
Hire Equipment - Roll Mat & Gaiters	£ 2.00	£ 2.00	£ -	£ -
DoE Clothing Kit (Includes Boots, Waterproofs, Rucksack & Hi Vis Vest)	£ 12.50	£ 12.50	£ -	£ -
DoE Camping Kit (Includes Tent, Sleeping Bag with Liner, Roll Mat & Trangia Cooker)	£ 17.00	£ 17.00	£ -	£ -
Doe Full Kit (Both Clothing and Camping Kit above)	£ 27.50	£ 27.50	£ -	£ -
Equipment Charged Per Day of Expedition				
Equipment Charge Per Day - Box, Big Bike, Trailers	£ 31.50	£ 32.00	£ 31.50	POA
Equipment Hire - Kayak & Canoe	£ 14.70	£ 15.00	£ -	POA
Wetsuit	£ 6.10	£ 6.00	£ 6.50	POA
Equipment hire - Wetsuit Boots & Canoe Helmets	£ 3.50	£ 3.50	£ 3.50	POA
Buoyancy Aid	£ 6.10	£ 6.00	£ 6.50	POA
Mountain Bike	£ 16.80	£ 17.00	£ 17.00	POA
Bobkat Trailer / Bags & Flags	£ 7.40	£ 8.00	£ 7.50	POA
Hire Equipment - Helmet & Hi Viz Cycle Jacket	£ 3.20	£ 3.50	£ 5.50	POA
Mountain Bike Kit - (Helmet, High Viz Jacket, Gloves includes Bike)	£ 26.30	£ 26.50	£ 26.50	POA

COUNTRYSIDE ADVENTURE	2019/20			2020/21		
	Adult	Concession	Family	Adult	Concession	Family
<i>Note: Watersports & High Ropes sessions include the hire of all safety equipment. Family hire - children up to 16 years of age)</i>						
Watersport Hire (Windsurfing, Kayaking, Sailing, Canoeing, Paddleboarding)						
1 Hour hire	£ 10.50	£ 6.50	£ -	£ 11.00	£ 7.00	£ -
Family Hire 1 hour (2 Adults and up to 3 children)	£ -	£ -	£27.50	£ -	£ -	£ 28.00
Sailing, Windsurfing, Kayaking,, Canoeing, Paddleboarding with Instruction						
Two hour	£ 15.00	£ 7.50	£ -	£ 30.00	£ 15.00	
Family Two hour (2 Adults and up to 3 children)	£ -	£ -	£36.50			£ 74.00
RYA 2 Day Course	£ 94.00	£ 47.00	£ -	£ 94.00	£ 47.00	
RYA 1 Day Course (concessions only)	£ -	£ 28.00	£ -		£ 28.00	
T15 Windsurfing Club	£ -	£ 9.50	£ -		£ 10.00	
Other Watersports						
RYA Power Boat Course (2 days, 6 hours per day) Age 16+	£190.00	£ -	£ -	£190.00	£ -	£ -
Rafting Sessions (2 hours)	£ 18.00	£ 9.00	£ -	£ 18.00	£ 9.00	£ -
Open Water Swimming	£ 4.80	£ 2.70	£ -	£ 5.00	£ 3.00	£ -
Launching and Storage Fees						
Day Launch per craft	£ 7.50	£ 3.70	£ -	£ 8.00	£ 4.00	£ -
Seasonal Launch (Own craft, valid 6 months)	£ 63.00	£ 31.50	£ -	£ 64.00	£ 32.00	£ -
Seasonal Storage / Seasonal Launch (Own craft, valid 6 months)	£ 39.00	£ 19.50	£ -	£110.00	£ 55.00	£ -
Equipment Hire (per Session)						
Wetsuit	£ 3.20	£ 1.60	£ -	£ 2.00	£ -	£ -
Buoyancy Aid	£ 3.20	£ 1.60	£ -	£ 2.00	£ -	£ -
High and Low Ropes Course						
Adult High and Low Ropes Course - per two hour session	£ 14.70	£ 7.40	£ -	£ 30.00	£ 15.00	£ -
Family two hour (2 Adults and up to 3 children)	£ -	£ -	£36.80	£ -	£ -	£ 74.00
Zip Line (Two trips)	£ 6.00	£ -	£ -	£ 10.00	£ 10.00	£ -
Other Outdoor Activities / Courses						
Team Building (per session)	£ 18.00	£ 9.00	£ -	£ 18.00	£ 9.00	£ -
Orienteering Courses & Trails (per sheet)	£ 0.50	£ 0.50	£ -	£ 0.50	£ 0.50	£ -
Junior Instructed Activity (per hour)				£ -	£ 4.00	£ -
Holiday Club Activities per two hours (concession only)	£ -	£ 5.50	£ -	£ -	£ 6.00	£ -
Little Acorns per hour (concession only)	£ -	£ 2.00	£ -	£ -	£ 3.00	£ -
Environmental Activities (pond dipping, minibests hunt, etc) per group	£ -	£ 23.00	£ -	£ -	£ 30.00	£ -
Other Charges						
Running Events (per person charge - Commercial Organisations)	£ 2.20	£ 2.20	£ -	£ 2.20	£ 2.20	£ -
Festive fun, Santa & Grinch Grotto	£ -	£ 5.00	£ -	£ -	£ 5.00	£ -
Advance workshops (per hour)	£ 11.80	£ 8.60	£ -	£ 12.00	£ 8.00	£ -
Standard Workshop (per hour)	£ 5.90	£ 4.30	£ -	£ 6.00	£ 4.00	£ -
Guided walks (up to 2 hours)	£ 4.80	£ 2.70	£ -	£ 5.00	£ 3.00	£ -
Talks for groups within core hours (maximum 2 hours, inc travel time)	£ 18.00	£ -	£ -	£ 24.00	£ -	£ -
Talks for groups outwith core hours (maximum 2 hours, inc travel time)	£ 36.00	£ -	£ -	£ 48.00	£ -	£ -
Event Charge	POA	POA	POA	POA	POA	POA
Hire of Misc Equipment						
Hire of Towdabout at Crombie or Monikie per day	£ 39.00	£ -	£ -	£ 39.00	£ -	£ -
External Hire of Towdabout - Community	£ 96.50	£ -	£ -	£ 96.50	£ -	£ -
External Hire of Towdabout - Commercial	£193.00	£ -	£ -	£193.00	£ -	£ -
Car Parking Charges - Crombie and Monikie Country Parks						
Vehicle Parking charge - Daily	£ 2.80	£ -	£ -	£ 2.80	£ -	£ -
Vehicle Parking charge - Season Ticket	£ 69.50	£ -	£ -	£ 70.00	£ -	£ -
Vehicle Parking charge - Season Ticket - Resident	£ 34.50	£ -	£ -	£ 35.00	£ -	£ -
Wildfowling Permits - Montrose Basin						
Seasonal - Angus residents only	£ 25.00	£ -	£ -	£ 25.00	£ -	£ -
Visitor per day	£ 21.00	£ -	£ -	£ 21.00	£ -	£ -

LIBRARIES, CUSTOMER & CULTURE	2019/20		2020/21	
	Standard	Concession	Standard	Concession
	EXHIBITION CHARGES			
Commission on sales for exhibitions within the visual arts programme	40% inc VAT	£ -	40% inc VAT	£ -
Commission on sales for all other exhibitions	30% inc VAT	£ -	30% inc VAT	£ -
Use of spaces for exhibitions professional and community	No charge	£ -	No charge	£ -
Open Submission exhibitions entry	£ 5.00	£ -	£ 5.00	£ -
Open Submission exhibitions hanging	£ 5.00	£ -	£ 5.00	£ -
RETAIL CHARGES				
Sale or return items professional - commission on sales	40% inc VAT	£ -	40% inc VAT	£ -
Sale or return items community - commission on sales	30% inc VAT	£ -	30% inc VAT	£ -
COLLECTION CHARGES				
Provision of image and reproduction rights of collection objects, including fine art & archive images, for publication, digital reproduction or filming				
Provision of image already digitally held	£ 5.00	£ -	£ 5.00	£ -
Provision of image not already digitally held - plus £POA for set-up	£ 5.00	£ -	£ 5.00	£ -
Licence for printed reproduction (print run up to 2,000)	£60 for up to five (5) images + donation of one (1) copy of the publication	£30 for up to five (5) images + donation of one (1) copy of the publication	£60 for up to five (5) images + donation of one (1) copy of the publication	£30 for up to five (5) images + donation of one (1) copy of the publication
Licence for printed reproduction (print run over 2,000)	£120 for up to five (5) images + donation of one (1) copy of the publication	£60 for up to five (5) images + donation of one (1) copy of the publication	£120 for up to five (5) images + donation of one (1) copy of the publication	£60 for up to five (5) images + donation of one (1) copy of the publication
Licence for digital reproduction	POA	£ -	POA	£ -
Licence for TV/film reproduction	POA	£ -	POA	£ -
Provision of image of collection objects, including fine art images, for publication, digital reproduction or filming for personal use and research use	No Charge	£ -	No Charge	£ -
Printed copies of archive photographs from the collection for personal & research use	£ -	£ -	POA	POA
6" x 4" digital file of archive image delivered electronically of photographs from the collection for personal & research use	£ 5.00	£ -	£ 5.00	£ -
Permission to take photograph copies of archival material for personal & research use				
per image up to 20	£ 1.00	£ -	£ 1.00	£ -
per day up to 20 items	£ 5.00	£ -	£ 20.00	£ -
RESEARCH CHARGES - Family and Local History				
Locating a specific identified article, object, file, photograph	No Charge	£ -	No Charge	£ -
Locating resources about an object, event, person, location (up to 30 minutes)	No Charge	£ -	No Charge	£ -
Researching an object, event, person, location - per hour (minimum charge - one hour)	£ 23.00	£ -	£ 24.00	£ -
Exclusive 1-2-1 assisted research - per hour (minimum charge - one hour)	£ 23.00	£ -	£ 24.00	£ -
Family History assisted research surgeries (up to four people) - per person, per hour	£ 6.00	£ -	£ 6.00	£ -
ACTIVITY CHARGES				
Guided walks (up to 2 hours)	£ 4.80	£ 2.70	£ 5.00	£ 3.00
Meet the artist, Meet the author, Meet the enthusiast, Meet the expert (1-2 hours)	£ 4.80	£ 2.70	£ 5.00	£ 3.00
Special events (arranged by L,C & C staff)				
Children's activities (per hour)	£ -	£ 2.70	£ -	£ 3.00
Children's birthday party	£ -	£ 68.00	£ -	£70.00
Guided tours/talks/workshops for groups (maximum two hours, including any travel time)	£ 18.00	£ -	£48.00	£24.00
Guided tours/talks/workshops for groups established for the purpose of supporting ANGUSalive, eg friends groups, up to a maximum of four per year	No Charge	£ -	No Charge	£ -
Tailored guided tours/talks/workshops (maximum two hours, including any travel time)	£ 90.00	£ -	£ 120.00	£ 60.00
Guided tours/talks/workshops for Angus school groups	No Charge	£ -	No Charge	£ -

IT TRAINING CHARGES				
ECDL (European Computer Driving Licence) (core)	£ 200.00	£ -	£ 200.00	£ -
CSCS (Construction Skills Certification Scheme)	£ 200.00	£ -	£ 200.00	£ -
First Steps series choice of four modules - per module	£ 25.00	£ 20.00	£ 25.00	£ 20.00
HiPad	£ 25.00	£ 20.00	£ 25.00	£ 20.00
Taster Sessions (computing for newbies)	No Charge	£ -	£ -	£ -
IT Training Sessions (per hour) (material charges and minimal numbers apply)	£ -	£ -	£ 6.00	£ 3.00
PHOTOCOPYING CHARGES (per page)				
Black and white A3 or A4	£ 0.10	£ -	£0.20	£ -
Black and white onto A4 card - additional cost to photocopying above	£ 0.10	£ -	£0.20	£ -
Black and white onto A3 card - additional cost to photocopying above	£ 0.20	£ -	£0.40	£ -
PRINTING CHARGES (per page/sheet)				
Black and white A4	£ 0.10	£ -	£ 0.20	£ -
Colour A4	£ 0.30	£ -	£ 0.60	£ -
Black and white or colour onto A4 card - additional cost to photocopying above	£ 0.10	£ -	£ 0.20	£ -
Laminating A4	£ 1.00	£ -	£ 1.00	£ -
INTER-LIBRARY LOANS				
Books	£ 9.50	£ -	£ 9.50	£ -
Photocopied material	£ 8.50	£ -	£ 8.50	£ -
Music scores	POA	£ -	POA	£ -
ADMINISTRATIVE CHARGES				
Replacement library card	£ 3.60	£ -	£ -	£ 3.60
Raising of account for non-returned library items	£ 10.00	£ -	£ -	£ 10.00

Appendix 1e

WEBSTER MEMORIAL THEATRE	2019/20	2020/21	2019/20	2020/21
	Community		Standard	
Theatre per hour - Performances and Meetings	£ 24.00	£ 25.00	£ 48.00	£ 50.00
Theatre per day - Performances and Meetings	£ 288.00	£ 250.00	£ 576.00	£ 500.00
Theatre per week	£ 1,440.00	£ 1,250.00	£ 2,880.00	£ 2,500.00
Assembly Hall per hour - Performances and Meetings	£ 12.00	£ 13.00	£ 24.00	£ 25.00
Assembly Room per day - Performances and Meetings	£ 120.00	£ 130.00	£ 240.00	£ 250.00
Assembly Room per week	£ 600.00	£ 650.00	£ 1,200.00	£ 1,250.00
The Studio per hour - Meetings and Rehearsals	£ 10.50	£ 11.00	£ 21.00	£ 22.00
The Studio per day - Meetings and Rehearsals	£ 105.00	£ 110.00	£ 210.00	£ 220.00
The Studio per week	£ 525.00	£ 550.00	£ 1,050.00	£ 1,100.00
Hire of Follow Spot per day	£ 21.00	£ 22.00	£ 21.00	£ 22.00
Hire of Follow Spot per week	£ 84.00	£ 110.00	£ 84.00	£ 110.00
Use of Grand Piano (including tune) - additional transport costs may apply	£ 147.00	£ 150.00	£ 147.00	£ 150.00
First Aid Admin Charge	£ 16.00	£ 16.00	£ 16.00	£ 16.00
Head Mics per day	£ 16.00	£ 16.00	£ 16.00	£ 16.00
Head Mics per week	£ 47.50	£ 80.00	£ 47.50	£ 80.00
Hazer (smoke machine incl 5lts) - per day	£ 37.00	£ 40.00	£ 37.00	£ 40.00
Hazer (smoke machine incl 5lts) - per week	£ 184.00	£ 200.00	£ 184.00	£ 200.00
PAT Testing (per item)	£ 5.50	£ 5.00	£ 5.50	£ 5.00
Sponsor a Seat	POA		POA	POA

FACILITY & ROOM HIRE	2019/20	2020/21	2019/20	2020/21
	Community		Standard	
FORFAR REID HALL, MONTROSE TOWN HALL, BRECHIN & FORFAR COMMUNITY CAMPUS' THEATRES				
Main Hall - per hour	£ 24.00	£ 25.00	£ 48.00	£ 50.00
Main Hall - per day	£ 240.00	£ 250.00	£ 480.00	£ 500.00
Main Hall - per week	£ 1,200.00	£ 1,250.00	£ 2,425.00	£ 2,500.00
Committee Room - per hour	£ 10.50	£ 11.00	£ 21.00	£ 22.00
Committee Room - per day	£ 105.00	£ 110.00	£ 210.00	£ 220.00
Committee Room - per week	£ 525.00	£ 550.00	£ 1,050.00	£ 1,100.00
Reid Hall - Lesser Hall - per hour	£ 12.50	£ 13.00	£ 25.00	£ 25.00
Reid Hall - Lesser Hall - per day	£ 125.00	£ 130.00	£ 250.00	£ 250.00
Reid Hall - Lesser Hall - per week	£ 625.00	£ 650.00	£ 1,250.00	£ 1,250.00
ARBROATH COMMUNITY CENTRE, EDZELL INGLIS MEMORIAL HALL, KIRRIEMUIR TOWN HALL				
Main Hall - per hour	£ 16.00	£ 18.00	£ 32.00	£ 36.00
Main Hall - per day	£ 160.00	£ 180.00	£ 320.00	£ 360.00
Main Hall - per week	£ 800.00	£ 900.00	£ 1,600.00	£ 1,800.00
Lesser Hall / Committee Room - per hour	£ 10.50	£ 11.00	£ 21.00	£ 22.00
Lesser Hall / Committee Room - per day	£ 105.00	£ 110.00	£ 210.00	£ 220.00
Lesser Hall / Committee Room - per week	£ 525.00	£ 550.00	£ 1,050.00	£ 1,100.00
SPORTS CENTRES (per hour)				
Main Hall	£ 48.00	£ 50.00	£ 96.00	£ 100.00
Half Main Hall/Small Hall/Large Meeting Room	£ 24.00	£ 25.00	£ 48.00	£ 50.00
Small Meeting Room - Maximum 20 people	£ 12.00	£ 12.50	£ 24.00	£ 25.00
Green Room - Maximum 5 people	£ 6.00	£ 6.00	£ 12.00	£ 12.00
COUNTRYSIDE ADVENTURE (per hour)				
Marquee Hire (Saturday/Sunday)	£ 24.00	£ 25.00	£ 48.00	£ 50.00
Marquee Hire (Monday - Friday)	£ 12.00	£ 12.50	£ 24.00	£ 25.00
Hire of Cabin or Classroom (Saturday/Sunday)	£ 24.00	£ 25.00	£ 48.00	£ 50.00
Hire of Cabin or Classroom (Monday - Friday)	£ 12.00	£ 12.50	£ 24.00	£ 25.00
LIBRARIES, MUSEUMS & ARCHIVES (per hour)				
Large Gallery	£ 12.00	£ 12.50	£ 24.00	£ 25.00
Small Gallery	£ 10.50	£ 11.00	£ 21.00	£ 22.00
Activity Area	£ 6.00	£ 6.00	£ 12.00	£ 12.00
IT Suite	£ 10.50	£ 11.00	£ 21.00	£ 22.00
Pod/Interview Room	£ 6.00	£ 6.00	£ 12.00	£ 12.00
ADDITIONAL CHARGES				
Kitchen - per day	£ 23.00	£ 25.00	£ 46.00	£ 50.00
Bar - per day	£ 112.50	£ 115.00	£ 112.50	£ 115.00
Refreshments - tea/coffee/biscuits - per head (meetings & conferences)	£ 1.50	£ 1.50	£ 1.50	£ 1.50
Events - tea/coffee/tray bakes - per head (ANGUSalive events)	£ 2.00	£ 2.00	£ 2.00	£ 2.00
LED Sign (2 weeks display)	£ 79.00	£ 85.00	£ 79.00	£ 85.00
Chairs - each	£ 2.00	£ 2.00	£ 2.00	£ 2.00
Tables - each	£ 5.00	£ 5.00	£ 5.00	£ 5.00
PRS to be charged when music is played		POA		POA

Appendix 1g

ANGUSalve STAFF COSTS	2019/20	2020/21
Staff Costs per hour (standard)	£ 11.50	£ 12.00
Staff Costs per hour (professional)	£ 18.00	£ 24.00
Staff Costs (consultancy)	£ 23.00	POA

Appendix 1h

ANGUSalve TRANSPORT CHARGES	2019/20	2020/21
Fuel re-charge per mile	£ 0.55	£ 0.60
Charge - per mile	£ 0.25	£ 0.30

ANGUSalive FILMING CHARGES	2019/20 Standard	2019/20 Concession	2020/21 Standard	2020/21 Concession
Small-scale filming with hand-held equipment for news/weather/tourism	FOC	£ -	FOC	£ -
Small production (1-9 crew) for documentaries or pieces to camera under 3 hours	£ 75.60	£ 37.80	£ 80.00	£ 40.00
Small production (1-9 crew) for documentaries or pieces to camera over 3 hours	£ 151.20	£ 75.60	£ 160.00	£ 80.00
Television drama series/advert/feature film	POA	£ -	POA	£ -
Student pieces	Concession rate applies		Concession rate applies	
Staff time outside opening hours	As for hire of spaces		As for hire of spaces	