

Charges and Pricing Structure Review 2022/2023

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ANNEX 1

Executive Summary

Context

A review of charges and pricing structure is undertaken each year to comply with ANGUSalive's Financial Regulations (paragraph 7.8).

Questions this paper addresses

1. What was considered in the review?
2. What changes are proposed?
3. What happens next?

Conclusions

1. Several factors were taken into consideration by the leadership team when making the decisions about proposals as outlined in section 1 of the report.
2. We propose to make changes to some of the charges as outlined in section 2 of the report.
3. We are seeking Board approval for the changes to charges that have been outlined.
4. Most charges have been held for 2022/23. However, there is a need for a comprehensive review of charges across all ANGUSalive services for 2023/24 given the ongoing financial viability of the charity, to be aligned with the Transformation Project, where appropriate.

Input Sought

1. Agree the changes to charges and pricing structure listed in section 2 of the report;
2. Agree the full list of charges contained in Appendix 1;
3. Agree all charges are effective from 01 April 2022 or at the start of any seasonal operations;
4. Note the review of charges for 2022/23 will be submitted to Angus Council's Special Budget Meeting on Thursday 3 March 2022 for approval; and
5. Note the ANGUSalive Pricing Policy, bACTIVE Terms & Conditions and Venue Hire Terms & Conditions will be updated, as appropriate, to reflect the agreed changes.

Input Received

The ANGUSalive leadership team reviewed the current list of charges and submitted the outcome of this review to the Senior Leadership Team for consideration.

Employees were engaged as part of this process and the proposed changes to charging and pricing take their suggestions into account.

The Report

What is the need or opportunity and why now?

This annual review of charges and pricing structure is required to comply with ANGUSalve's Financial Regulations, paragraph 7.8 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 comply with The Company's Budget Strategy as submitted to Angus Council as part of the Business Plan process'*.

In accordance with the current Services Agreement between Angus Council and ANGUSalve, *'any changes to the level of charges of the policies will be required to be approved the by Council in writing in advance'* (para 7.1 refers). The report is required now so the changes can be submitted to Angus Council's Special Budget Meeting on Thursday 3 March 2022 for approval. This will allow the revised charges to be effective from the financial year commencing 01 April 2022 or at the start of any seasonal operations during the 2022/23 financial year.

1. What was considered in the review?

The leadership team were asked to review their service charges and consider the following:

- 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?

Our customers were also at the forefront of our considerations, particularly as customers who use our services choose to allocate a proportion of their discretionary spend to activities and events with ANGUSalve. A very challenging economic climate and multiple uncertainties are now faced by individuals, families and organisations due to the Coronavirus pandemic as well as the increase in the cost of living due to inflation, taxes and energy bills. The level of discretionary spend available within our communities has already been reduced and the situation is expected to continue.

All of the above was also considered together with the charity's ongoing financial viability as well as our aim to continue to inspire our communities to make healthy, active and creative lifestyle choices.

2. What is proposed?

Taking the factors outlined in section 1 above into account, the overarching decisions reached in relation to the proposed charges for 2022/23 were:

- There would be no inflationary percentage increase applied across all ANGUSalve charges for the financial year 01 April 2022 to 31 March 2023.
- Charges would be reviewed on an individual basis.
- Sports pitches and sports and membership would not be reviewed. New pricing models were introduced in April 2020 & January 2021 respectively but due the pandemic these only came into full operation when services resumed in September 2020 and April 2021.

As a result, most charges have been held for 2022/23. A summary of the amendments is noted below together with the reason for the change, addition or removal of a charge.

The detailed breakdown of the pricing structure for 2022/23 is contained in Appendix 1. Also, as part of the review, the decision was taken to update the names of some charges to better reflect the customer offering. Other existing charges which were not previously included on the list have now been added so there is a single, comprehensive list of charges.

Summary of Amendments to Charges for 2022/23

1. ANGUSalive (Appendix 1a refers)

- a Family rate standardised across all services. To consist of two adults & two children at cost based on two adults & one child. This will be included in the Pricing Policy.
- b Staff Costs increased to reflect cost of employee resource (Appendix 1a refers):
 - Standard per hour from £12 to £13.
 - Professional per hour from £24 to £26
- c Added new Staff Cost charge to recognise additional employee costs if before 9am and after midnight (unsocial hours) (Appendix 1a refers):
 - Standard per hour £19.50
 - Professional per hour £39

2. Countryside Adventure (Appendix 1b refers)

A comprehensive review of Countryside Adventure charges was undertaken. The revised financial model for Countryside Adventure charges includes:

- a Move to a single charge per person which is standard in the outdoor adventure market place this service operates in.
- b Streamlined charges to simplify the pricing structure and ensure charges reflect the service delivered and are aligned to the wider sector.
- c Removed some redundant charges where there is no longer demand.
- d Removal of car parking charges for Monikie & Crombie Country Parks. It was recognised the use of car park attendants was resource intensive in terms of recruitment and management. Other key costs associated to car parking include the cost of uniforms and the staff time involved with cash up and banking procedures in addition to the resource. It was also recognised there is no car parking charge at Forfar Loch Country Park. Also, by removing car parking charges will make these country parks more accessible and more attractive to visitors by not having this additional charge. It will also contribute to the relationship with residents of Monikie.
- e New charges added such as the hire of bikes (including e bikes) and Aquapark sessions to be launched in 2022/23.

3. Libraries, Customer & Culture (Appendix 1c refers)

- a Meet the artist, Meet the author, Meet the enthusiast, Meet the expert (1-2 hours) increased to Standard £6 and Concession £4 so aligned with sports coached activity
- b Children's activities description changed to Activities and to align with sports coached activity:
 - Standard charge of £6 added
 - Concession charge increased from £3 to £4
- c Photocopying/Printing charges increased to reflect increase in cost of materials:
 - Black & White A4 increased from 0.20p to 0.25p
 - Black & White A3 increased to 0.50p
 - Colour A4 increased from 0.60p to 0.80p
- d Administration charge for non return of items increased to £13 based on change to Staff Costs outlined in section 1b above.
- e Guided walks (up to 2 hours) increased to Standard £6 and Concession £4 so aligned with sports coached activity.

4. **Sport & Leisure** (Appendix 1d refers)

Membership

- a Bolt on membership covering access to online classes for existing bACTIVE members to be included as a bACTIVE Membership Benefit (i.e. no additional charge).
- b Where a discount is to be applied to an activity or event for bACTIVE members, this will be up to a maximum of 20%. This will be included in the Pricing Policy.
- c Standalone Virtual Membership only (covering online classes) reduced from £15 to £10 to encourage participation.

Sports Facilities

- a Personal Training Session charges deleted due to Personal training now being delivered through a new partnership with Your Personal Training.
- b Fitness Suite Induction Charge removed to encourage access and remain competitive in the market place
- c One to One Swimming lessons - per half hour bACTIVE increased from £10 to £12.00. (20% of non-bACTIVE charge of £15). Aligned to 20% for bACTIVE members as per para 4 b above).
- d Coached & Special Activities – added Adult Group Fitness half hour charge of £4.00 (2/3 of Standard recognising coached class). Taken on board customer and coach feedback where being charged an hour for half hour class to encourage attendance.
- e Gold Club entry removed from list as classes now one hour and based on group class charge
- f B-Active - Adult (monthly pass) deleted and replaced with Gift of Fitness (one month gift voucher) £30.
- g Qualification Charges added to list (not previously included) no change to charge.
- h Swimming Pool - Private Hire/Gala - per hour increased from £100 to £110 to be consistent with pool party hire.
- i Administrative Fee increased to £13 based on Staff Costs 1 hour (section 1b above).

5. **Theatre & Venues** (Appendix 1e refers)

Webster Memorial Theatre

- a First Aid Admin Charge increased from £16 to £20 to align with market:
- b Head Mics increased to align with market:
 - from £16 to £20 per day
 - from £80 to £100 per day
- c Added to the charges list 'Commission on tickets' (previously not included). 15% for Standard & 7.5% for Community – no change to commission charge.

Venue Hire

- f Events - tea/coffee/tray bakes - per head (ANGUSalive events) charge (£1.50 per head) removed.
- g Kitchen hire per day increased to cover costs of use of utilities. Commercial from £50 to £100 and Community from £25 to £50.
- h Bar per day increased from £115 to £120 (5% inflationary increase)

3. **What happens next?**

The report will be submitted to Angus Council's Special Budget Meeting on Thursday 3 March 2022 for approval.

Following approval by Angus Council, all charges will be effective from 01 April 2022 or at the start of any seasonal operations during the financial year 2022/23.

The ANGUSalive Pricing Policy and any terms and conditions will be updated, as required. Systems, the website and other marketing material will be also be updated.

The charity has held the majority of charges for a further year. A percentage increase was applied, in the main, at an average of 5% for ANGUSalive charges 2018/19. In the subsequent three years no inflationary percentage increase has been applied across all ANGUSalive charges. For the last two financial years this has been in recognition of the pressure on household finances due to the Coronavirus pandemic and to ensure customers have continued access in these challenging times to the activities, events and services we provide.

However, given the ongoing financial viability of the charity, a comprehensive review of charges across all ANGUSalive services will be undertaken for 2023/24 and will be aligned with the Transformation Project, where appropriate.

Appendix 1a

ANGUSalive FILMING CHARGES	2021/22		2022/23	
	Standard	Concession	Standard	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	£ 80.00	£ 40.00	£ 80.00	£ 40.00
Small production (1-9 crew) for documentaries or pieces to camera over 3 hours	£ 160.00	£ 80.00	£ 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	

ANGUSalive STAFF COSTS	2021/22		2022/23	
	Standard	Professional	Standard	Professional
Staff Costs per hour 9am-midnight	£ 12.00	£ 24.00	£ 13.00	£ 26.00
Staff Costs per hour (standard) before 9am and after midnight			£ 19.50	£ 39.00
Staff Costs (consultancy)		POA		POA

ANGUSalive TRANSPORT CHARGES	2021/22	2022/23
Fuel re-charge per mile	£ 0.60	£ 0.60
Charge - per mile	£ 0.30	£ 0.30

COUNTRYSIDE ADVENTURE		2022/23
Adventure Activities		
1 hour hire	£	12.00
Orienteering Courses & Trails (per sheet)	£	1.00
Adventure Activities with Instructor		
Adult per hour	£	16.00
Junior per hour	£	8.00
RYA 2 Day Course (6hrs per day)	£	192.00
RYA Power Boat Course (2 days, 6 hours per day) Age 16+	£	192.00
T15 Windsurfing Club	£	12.00
Rafting Sessions (2 hours) per 12 people	£	96.00
Aquapark per session (50 min) per person	£	16.00
Open Water Swimming	£	5.00
Team Building (per session) per person per 2 hours	£	24.00
Equipment Hire (per session)		
Wetsuit	£	3.00
Buoyancy Aid	£	3.00
Bike		
Bike per hour	£	5.00
Bike per half day	£	12.50
Bike per day	£	25.00
Launching and Storage Fees		
Day Launch per craft	£	9.00
Other Charges		
Running Events (per person charge - Commercial Organisations)	£	3.00
Festive fun, Santa & Grinch Grotto	£	6.00
Advance workshops (per hour) practical and materials	£	12.00
Standard Workshop (per hour) Instruction only	£	6.00
Guided walks (up to 2 hours)	£	6.00
Talks for groups within core hours (maximum 2 hours, inc travel time)	£	26.00
Talks for groups outwith core hours (maximum 2 hours, inc travel time)	£	52.00
Wildfowling Permits - Montrose Basin		
Seasonal - Angus residents only	£	28.00
Visitor per day	£	24.00
Angus Schools Instruction		
Angus schools primary instructor half day session	£	210.00
Angus schools primary instructor full day session	£	420.00
Angus schools additional instructor half day session	£	105.00
Angus schools additional instructor full day session	£	210.00

LIBRARIES, CUSTOMER & CULTURE	2021/22		2022/23	
	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
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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	POA	POA
Permission to take photograph copies of archival material for personal & research use				
per image up to 20	£ 1.00	£ -	£ 1.00	£ -
per day over 20 images	£ 20.00	£ -	£ 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	£ -
Commissioned/Assisted research - per hour (minimum one hour)	£ 24.00	£ -	£ 24.00	£ -
Family History Workshop (minimum of 4 people) - per person, per hour	£ 6.00	£ -	£ 6.00	£ -
ACTIVITY CHARGES				
Guided walks (up to 2 hours)	£ 5.00	£ 3.00	£ 6.00	£ 4.00
Meet the artist, Meet the author, Meet the enthusiast, Meet the expert (1-2 hours)	£ 5.00	£ 3.00	£ 6.00	£ 4.00
Special events (arranged by L,C & C staff)				
Activities (per hour)	£ -	£ 3.00	£ 6.00	£ 4.00
Children's birthday party	£ -	£ 70.00	£ -	£ 70.00
Guided tours/talks/workshops for groups (maximum two hours, including any travel time)	£ 48.00	£ 24.00	£ 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)	£ 120.00	£ 60.00	£ 120.00	£ 60.00
Guided tours/talks/workshops for Angus school groups	No Charge	£ -	No Charge	£ -
PHOTOCOPYING/PRINTING CHARGES (per page)				
Black and white A4	£ 0.20	£ -	£ 0.25	£ -
Black and white A3			£ 0.50	
Colour A4			£ 0.80	
LAMINATING A4	£ 1.00	£ -	£ 1.00	£ -
INTER-LIBRARY LOANS				
Books	POA	£ -	POA	£ -
Photocopied material	POA	£ -	POA	£ -
Music scores	POA	£ -	POA	£ -
ADMINISTRATIVE CHARGES				
Replacement library card	£ 3.60	£ -	£ 3.60	£ -
Administration charge for non return of items	£ 10.00	£ -	£ 13.00	£ -

SPORT & LEISURE	2021/22			2022/23		
	Standard	Junior	Concession	Standard	Junior	Concession
MEMBERSHIPS						
Annual Up Front	£ 330.00	£ 264.00	£ 264.00	£ 330.00	£ 264.00	£ 264.00
Monthly - 1 Year	£ 30.00			£ 30.00		
Monthly - Rolling	£ 35.00	£ 24.00	£ 24.00	£ 35.00	£ 24.00	£ 24.00
Add On - Annual	£ 264.00	£ 121.00		£ 264.00	£ 121.00	
Add On - Monthly	£ 24.00	£ 11.00		£ 24.00	£ 11.00	
Off Peak (Mon-Fri up to 4pm, Sat & Sun)						
Annual Up Front	£ 264.00			£ 264.00		
Monthly	£ 24.00			£ 24.00		
Add On - Annual	£ 231.00			£ 231.00		
Add On - Monthly	£ 21.00			£ 21.00		
Online Classes through App and Website						
Pay As You Go	£ 3.00			£ 3.00		
Bolt on membership covering access to online classes for existing bACTIVE members	£ 5.00			FOC		
Standalone Virtual Membership only covering online classes	£ 15.00			£ 10.00		
SPORTS CHARGES						
Activity Charges Uncoached						
Per hour	£ 5.00		£ 3.00	£ 5.00		£ 3.00
Per 1/2 hour	£ 2.50		£ 1.50	£ 2.50		£ 1.50
Swim Family (2 Adults & 2 children)	£ 13.00			£ 13.00		
Health Suite per 2 hours	£ 6.00		£ 4.00	£ 6.00		£ 4.00
Fitness Suite per hour	£ 5.00		£ 3.00	£ 5.00		£ 3.00
Shower	£ 2.50		£ 1.50	£ 2.50		£ 1.50
Schools per hour per person	£ 3.00			£ 3.00		
Coached & Special Activities						
Per Hour	£ 6.00		£ 4.00	£ 6.00		£ 4.00
Adult Group Fitness Class per half hour				£ 4.00		
Sports Activities Cancellation Fee (group fitness, fitness suit, swim, health suite)	£ 2.00			£ 2.00		
One to One Swimming lessons per half hour	£ 15.00			£ 15.00		
One to One Swimming lessons per half hour bACTIVE	£ 10.00			£ 12.00		
Private Swimming lessons area rental per hour (max 1 client)	£ 15.00			£ 15.00		
Private area rental additional person charge	£ 5.00			£ 5.00		
Holiday Club per 2 hours	£ 6.00			£ 6.00		
Holiday Camps (per hour)	£ 4.00			£ 4.00		
Holiday Camps (bACTIVE) per hour	£ 3.00			£ 3.00		
Concessionary Entitlement Card	£ 16.00			£ 16.00		
GP Referral/Long term conditions	£ 4.00			£ 4.00		
B-Active - GP Referral (max 3 months)	£ 13.00			£ 13.00		
Gift of Fitness (one month gift voucher)				£ 30.00		
Putting / Crazy Golf / Pitch and Putt Per Round	£ 3.00		£ 2.00	£ 3.00		£ 2.00
Racquet and Ball hire - Adult charge only	£ 2.00			£ 2.00		
Learn to Swim Award Certificates	£ 2.00			£ 2.00		
Birthday Parties						
Birthday Party	£ 70.00			£ 70.00		
Pool Party (Inflatable)	£ 110.00			£ 110.00		
Swimming Pool - Private Hire/Gala - per hour (includes 2 lifeguards)	£ 100.00			£ 110.00		
Area Charges (per hour)						
Main Hall	£ 50.00	£ 30.00		£ 50.00	£ 30.00	
Half Main Hall/Large Hall/Large Meeting Room/Athletic Track/Climbing Wall	£ 25.00	£ 15.00		£ 25.00	£ 15.00	
Swimming Pool	£ 50.00	£ 30.00		£ 50.00	£ 30.00	
Swimming Pool - Studio	£ 25.00	£ 15.00		£ 25.00	£ 15.00	
Swimming Pool Lane / Badminton Court /Grass Area	£ 12.50	£ 7.50		£ 12.50	£ 7.50	
Grass Pitches - Natural Grass Pitches (per game max 2 hours)						
Pitch only permit	£ 38.00		£ 19.00	£ 38.00		£ 19.00
Changing Room	£ 21.50		£ 14.00	£ 21.50		£ 14.00
Pitch and Changing	£ 59.50		£ 33.00	£ 59.50		£ 33.00
Seasonal Club	£ 361.00		£ 182.00	£ 361.00		£ 182.00
Seasonal Club Changing Room	£ 204.00		£ 130.00	£ 204.00		£ 130.00
Seasonal Club Pitch and Changing	£ 565.00		£ 312.00	£ 565.00		£ 312.00
Synthetic Pitches Charges						
Webster Sports Centre - Half pitch (60 minutes)	£ 18.75		£ 16.90	£ 18.75		£ 16.90
Webster Sports Centre - Half pitch (90 minutes)	£ 22.50		£ 20.25	£ 22.50		£ 20.25
Webster Sports Centre - Full pitch (60 minutes)	£ 37.50		£ 22.50	£ 37.50		£ 22.50
Webster Sports Centre - Full pitch (90 minutes)	£ 45.00		£ 27.00	£ 45.00		£ 27.00
Half Pitch (60 minutes)	£ 37.50		£ 22.50	£ 37.50		£ 22.50
Half Pitch (90 minutes)	£ 45.00		£ 27.00	£ 45.00		£ 27.00
Full Pitch (60 minutes)	£ 75.00		£ 45.00	£ 75.00		£ 45.00
Full Pitch (90 minutes)	£ 90.00		£ 54.00	£ 90.00		£ 54.00
Match (11-a-side - 2 hours)	£ 80.00		£ 45.00	£ 80.00		£ 45.00

SPORT & LEISURE	2021/22			2022/23		
	Standard	Junior	Concession	Standard	Junior	Concession
QUALIFICATIONS						
National Pool Lifeguard Qualification				£ 250.00		
First Aid Course				POA		
Automated External Defibrillator Qualification				£ 35.00		£ 25.00
ADMINISTRATIVE CHARGES						
Replacement Card	£ 3.60			£ 3.60		
Administration Fee (e.g. request for paper invoice)	£ 10.00			£ 13.00		

FACILITY & ROOM HIRE	2021/22		2022/23	
	Standard	Community	Commercial	Community
FORFAR REID HALL, MONTROSE TOWN HALL, BRECHIN & FORFAR COMMUNITY CAMPUS' THEATRES				
Main Hall - per hour	£ 50.00	£ 25.00	£ 50.00	£ 25.00
Main Hall - per day	£ 500.00	£ 250.00	£ 500.00	£ 250.00
Main Hall - per week	£ 2,500.00	£ 1,250.00	£ 2,500.00	£ 1,250.00
Committee Room - per hour	£ 22.00	£ 11.00	£ 22.00	£ 11.00
Committee Room - per day	£ 220.00	£ 110.00	£ 220.00	£ 110.00
Committee Room - per week	£ 1,100.00	£ 550.00	£ 1,100.00	£ 550.00
Reid Hall - Lesser Hall - per hour	£ 25.00	£ 13.00	£ 25.00	£ 13.00
Reid Hall - Lesser Hall - per day	£ 250.00	£ 130.00	£ 250.00	£ 130.00
Reid Hall - Lesser Hall - per week	£ 1,250.00	£ 650.00	£ 1,250.00	£ 650.00
ARBROATH COMMUNITY CENTRE, EDZELL INGLIS MEMORIAL HALL, KIRRIEMUIR TOWN HALL				
Main Hall - per hour	£ 36.00	£ 18.00	£ 36.00	£ 18.00
Main Hall - per day	£ 360.00	£ 180.00	£ 360.00	£ 180.00
Main Hall - per week	£ 1,800.00	£ 900.00	£ 1,800.00	£ 900.00
Lesser Hall / Committee Room - per hour	£ 22.00	£ 11.00	£ 22.00	£ 11.00
Lesser Hall / Committee Room - per day	£ 220.00	£ 110.00	£ 220.00	£ 110.00
Lesser Hall / Committee Room - per week	£ 1,100.00	£ 550.00	£ 1,100.00	£ 550.00
SPORTS CENTRES (per hour)				
Main Hall	£ 100.00	£ 50.00	£ 100.00	£ 50.00
Half Main Hall/Small Hall/Large Meeting Room	£ 50.00	£ 25.00	£ 50.00	£ 25.00
Small Meeting Room - Maximum 20 people	£ 25.00	£ 12.50	£ 25.00	£ 12.50
Green Room - Maximum 5 people	£ 12.00	£ 6.00	£ 12.00	£ 6.00
COUNTRYSIDE ADVENTURE (per hour)				
Marquee Hire (Saturday/Sunday)	£ 50.00	£ 25.00	£ 50.00	£ 25.00
Marquee Hire (Monday - Friday)	£ 25.00	£ 12.50	£ 25.00	£ 12.50
Hire of Cabin or Classroom (Saturday/Sunday)	£ 50.00	£ 25.00	£ 50.00	£ 25.00
Hire of Cabin or Classroom (Monday - Friday)	£ 25.00	£ 12.50	£ 25.00	£ 12.50
LIBRARIES, MUSEUMS & ARCHIVES (per hour)				
Large Gallery	£ 25.00	£ 12.50	£ 25.00	£ 12.50
Small Gallery	£ 22.00	£ 11.00	£ 22.00	£ 11.00
Activity Area	£ 12.00	£ 6.00	£ 12.00	£ 6.00
IT Suite	£ 22.00	£ 11.00	£ 22.00	£ 11.00
Pod/Interview Room	£ 12.00	£ 6.00	£ 12.00	£ 6.00
WEBSTER MEMORIAL THEATRE				
Theatre per hour - Performances and Meetings	£ 50.00	£ 25.00	£ 50.00	£ 25.00
Theatre per day - Performances and Meetings	£ 500.00	£ 250.00	£ 500.00	£ 250.00
Theatre per week	£ 2,500.00	£ 1,250.00	£ 2,500.00	£ 1,250.00
Assembly Hall per hour - Performances and Meetings	£ 25.00	£ 13.00	£ 25.00	£ 13.00
Assembly Room per day - Performances and Meetings	£ 250.00	£ 130.00	£ 250.00	£ 130.00
Assembly Room per week	£ 1,250.00	£ 650.00	£ 1,250.00	£ 650.00
The Studio per hour - Meetings and Rehearsals	£ 22.00	£ 11.00	£ 22.00	£ 11.00
The Studio per day - Meetings and Rehearsals	£ 220.00	£ 110.00	£ 220.00	£ 110.00
The Studio per week	£ 1,100.00	£ 550.00	£ 1,100.00	£ 550.00
Commission on tickets	15%	7.50%	15%	7.50%
Hire of Follow Spot per day	£ 22.00	£ 22.00	£ 22.00	£ 22.00
Hire of Follow Spot per week	£ 110.00	£ 110.00	£ 110.00	£ 110.00
Use of Grand Piano (including tune) - additional transport costs may apply	£ 150.00	£ 150.00	£ 150.00	£ 150.00
First Aid Admin Charge	£ 16.00	£ 16.00	£ 20.00	£ 20.00
Head Mics per day	£ 16.00	£ 16.00	£ 20.00	£ 20.00
Head Mics per week	£ 80.00	£ 80.00	£ 100.00	£ 100.00
Hazer (includes fluid) - per day	£ 40.00	£ 40.00	£ 40.00	£ 40.00
Hazer (includes fluid) - per week	£ 200.00	£ 200.00	£ 200.00	£ 200.00
PAT Testing (per item)	£ 5.00	£ 5.00	£ 5.00	£ 5.00
Sponsor a Seat	POA	POA	POA	POA
ADDITIONAL FACILITY HIRE CHARGES				
Kitchen - per day	£ 50.00	£ 25.00	£ 100.00	£ 50.00
Bar - per day	£ 115.00	£ 115.00	£ 120.00	£ 120.00
Refreshments - tea/coffee/biscuits - per head (meetings & conferences)	£ 1.50	£ 1.50	£ 1.50	£ 1.50
LED Sign (2 weeks display)	£ 85.00	£ 85.00	£ 85.00	£ 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	POA	POA