

AWEN CULTURAL TRUST
REPORT OF THE DIRECTOR OF OPERATIONS
LIBRARY ROOM HIRE CHARGES
FEBRUARY 2016

1.0 Purpose of report

1.1 The purpose of this report is to inform BCBC of proposals to amend room hire charges in libraries and to explain the rationale behind these changes.

2.0 Background

2.1 As part of its role in supporting activities within the community, Awen Cultural Trust (the Trust) hires out space and rooms to individuals and groups at Pyle Library and, on a smaller scale, at Y Llynfi and Ty'r Ardd Libraries.

2.2 Over the years a patchwork of charges has been developed with little consistency regarding levels of charges and eligibility for concessionary rates.

3.0 Current position

3.1 The Trust wishes to establish a logical pricing framework for the spaces it rents out in libraries, ensuring that there is a consistent approach with community centre rates. Although some historically low prices will be increased, many prices will be reduced in order to maximize community usage of these facilities. It should be noted that room hire charges at Pyle Library have remained unchanged for at least nine years.

3.2 A summary of the proposed changes is as follows:

Pyle Library (non-ICT usage):

Current cost per hr	Room	Proposed cost per hr	Room
£8.24; £3.40-£4.12 (conc.)	All rooms	£10; £6 (conc.)	Halls/Large Rooms (after 4:30pm only)
		£8.50; £4.50 (conc.)	Meeting Rooms (inc. Training Room 2)

Y Llynfi & Ty'r Ardd (non-ICT usage) - NEW:

Current cost per hr	Room	Proposed cost per hr	Room
--	--	£8.50; £4.50 (conc.)	IT suite & The Gallery (Y Llynfi); IT suite (Ty'r Ardd)

Training Room Hire Charges (ICT Usage): Pyle, Y Llynfi, Ty'r Ardd

Current			
Customer	Purpose of Hire	Number of Sessions	Cost
BCBC Users	staff training	One session*	£75 (£61.88 Exc. VAT)
		Two consecutive sessions on same day	£115 (£94.88 Exc. VAT)
		All day (3 consecutive sessions)	£152 (£125.40 Exc. VAT)
Schools, BCBC Adult Classes, Voluntary Groups and Non-BCBC	free training for the public	One session	£38 (£31.35 Exc. VAT)
		Two consecutive sessions on same day	£58 (£47.85 Exc. VAT)
		All day (3 consecutive sessions)	£75 (£61.88 Exc. VAT)
Non-BCBC users	Paid for training for the public	One session	£115 (£94.88 Exc. VAT)
		Two consecutive sessions on same day	£178 (£146.85 Exc. VAT)
		All day (3 consecutive sessions)	£230 (£189.75 Exc. VAT)
Non-BCBC users	Commercial Use	One session	£190 (£156.75 Exc. VAT)
		Two consecutive sessions on same day	£305 (£251.63 Exc. VAT)
		All day (3 consecutive sessions)	£380 (£313.50 Exc. VAT)
ACL	Free & paid for training for the public	One session	£33 (plus 50% reduction)
		Two consecutive sessions on same day	£50 (plus 50% reduction)
		All day (3 consecutive sessions)	£65 (plus 50% reduction)

Proposed	
Time	Cost
Full Day	£60; £40 (conc.)
Half Day/Evening	£30; £20 (conc.)
Hourly	£10; £6 (conc.)

3.3 Current charges for room hire at the Trust's community centres are indicated at Appendix 1 to illustrate the consistency of approach across the Trust. Community centre charges are unaffected by the current proposals.

3.4 It is proposed that the revised charges are implemented from 1st April 2016.

4.0 Financial Implications

4.1 The financial implications of the proposed changes will be minor but positive. Small increases in rates for non-ICT room hire are unlikely to affect the level of hires; reducing the complex web of unrealistic charges for the ICT suites should improve the occupancy rate of these rooms and hence increase income.

5.0 Recommendations

5.1 It is recommended that BCBC notes and supports these proposed changes.

Richard Bellinger

Director of Operations

February 2016

Current Charges for Awen Community Centres

No changes proposed

** NO VAT CHARGE APPLICABLE**

DURATION WILL BE PER HOUR OR PART OF THE HOUR

Awel Y Mor Community Centre (5127)

Facility	Time	Hourly Charge	Status
Main Hall & Stage	Morning / Afternoon	£13.50	Profit making group/private gain
Main Hall & Stage	Morning / Afternoon	£8.50	NPO/individual
Main Hall & Stage	Evening	£14.00	Profit making group/private gain
Main Hall & Stage	Evening	£9.00	NPO/individual
Committee Room	Morning / Afternoon	£7.00	Profit making group/private gain
Committee Room	Morning / Afternoon	£6.00	NPO/individual
Committee Room	Evening	£9.50	Profit making group/private gain
Committee Room	Evening	£7.00	NPO/individual

Coity & Litchard Higher Community Centre (5127)

Time	Hourly Charge	Status
Morning / Afternoon	£7.00	Profit making group/private gain
Morning / Afternoon	£6.00	NPO/Individual
Evening	£9.50	Profit making group/private gain
Evening	£7.00	NPO/Individual

Betws Life Centre Centre (5127)

	Time	Hourly Charge	Status
(Main Hall / IT Suite etc)	Morning / Afternoon	£13.00	Profit making group/private gain
	Morning / Afternoon	£5.00	NPO/Individual
	Creche	£1,050.00	Per Month (Private Gain)

Bryngarw Visitor Centre (5143)

Time	Charges	Status
Full Day	£80.00	
Half day	£40.00	

Hourly Rate	£20.00	Profit making group/private gain
Hourly Rate	£10.00	NPO/Individual

Discounted rates for non commercial groups & organisations or no private gain

Blaengarw Workingmens Hall (5006)

Facility	Time	Hourly Charge	Status
Main Hall & Stage	Morning / Afternoon	£13.00	Profit making group/private gain
Main Hall & Stage	Morning / Afternoon	£8.00	NPO/individual
Main Hall & Stage	Evening	£14.00	Profit making group/private gain
Main Hall & Stage	Evening	£9.00	NPO/individual
All other Rooms	Morning / Afternoon	£8.00	Profit making group/private gain
All other Rooms	Morning / Afternoon	£6.00	NPO/individual
All other Rooms	Evening	£10.00	Profit making group/private gain
All other Rooms	Evening	£7.00	NPO/individual
Tea & Coffee		£3.00	Per session profit making /private gain group
Tea & Coffee		<i>Free to NPO's</i>	Per session
Weekly charge for nurseries		£25.00	Profit making group/private gain
Daily charge for Mum & Toddler groups		£5.00	NPO/individual

Free first two weeks introductory promotion for NPO groups

Concessions

Those eligible for concessions will be:

- Charities
- Community Interest Companies (CICs)
- Not for Profit organisations, Limited by Guarantee
- Clubs (where the profits go to the club bank account, not an individual)

You can check a company's status using the following websites:

Companies House - <https://beta.companieshouse.gov.uk/>

The Charity Commission - <https://www.gov.uk/government/organisations/charity-commission>

If a group or individual cannot give proof of their status as a not-for-profit, a final decision will be made by the Manager.