

FORM 1

NOTICE OF DELEGATION OF DECISION TO CABINET MEMBER BY STRONG LEADER

Section 15(4) of the Local Government Act 2000, the senior executive member may discharge any of the functions that are the responsibility of the Cabinet or may arrange for them to be discharged by another member of the Cabinet or Officer. On 1st December 2010, the Council adopted the Strong Leader Model for Corporate Governance 2011 as required under Part 3 of The Local Government and Public Involvement in Health Act 2007 (The 2007 Act).

I, Cllr Marcus Hart, as Strong Leader, delegate the decision:

The Cultural Services Manager in consultation with the relevant Cabinet Member be authorised to amend the fees and charges for Kidderminster Town Hall for 2015 -16 to take effect on the 1st April 2015 and future charges to provide improved flexibility and a more commercial approach to the Cabinet Member detailed below:

Cabinet Member for Community Well Being, Cllr A Hingley

Dated:

14th April 2015

Signed:


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Leader of the Council

FORM 2


NOTICE OF DECISION OF CABINET MEMBER

Pursuant Section 15(4) of the Local Government Act 2000, as amended by section 63 of the Local Government and Public Involvement in Health Act 2007, the senior executive member may discharge any of the functions that are the responsibility of the Cabinet or may arrange for them to be discharged by another member of the Cabinet or Officer. On 1st December 2010, the Council adopted the Strong Leader Model for Corporate Governance 2011 as required under Part 3 of The Local Government and Public Involvement in Health Act 2007 (The 2007 Act).

In accordance with the authority delegated to me / by the Leader (delete as appropriate), I have made the following decision:

Subject	Decision	Reason for decision	Date for Decision to be taken
Town hall fees and charges	The Cultural Services Manager in consultation with the relevant Cabinet Member be authorised to amend the fees and charges for Kidderminster Town Hall for 2015 - 16 to take effect on the 1 st April 2015 and future charges to provide improved flexibility and a more commercial approach.	To provide improved flexibility and a more commercial approach.	April 14 th 2015

I confirm that the appropriate statutory officer consultation has taken place with regard to this decision.

Dated: 14.04.15
 Signed: 
 Councillor: A Hingley
 Cabinet Member

WYRE FOREST DISTRICT COUNCIL

STRONG LEADER CABINET REPORT

April 2015

Fees and charges Kidderminster Town Hall

OPEN	
CABINET MEMBER:	Cllr Anne Hingley
RESPONSIBLE OFFICER	Director of Community Environment and Well Being
CONTACT OFFICER:	Kay Higman ext 2902
APPENDIX:	Proposed Fees and charges for Town Hall 2015 -16

1. PURPOSE OF REPORT

- 1.1 To delegate authority to the Cultural Services Manager in consultation with the relevant Cabinet Member to amend fees and charges for Kidderminster Town Hall for 2015 -16 and future charges to provide flexibility and a more commercial approach.

2. RECOMMENDATION

- 2.1 The Cultural Services Manager in consultation with the relevant Cabinet Member be authorised to amend the fees and charges for Kidderminster Town Hall for 2015 -16 to take effect on the 1st April 2015 and future charges to provide improved flexibility and a more commercial approach.

3. BACKGROUND

- 3.1 The fees and charges for the Town Hall are approved annually by Cabinet as part of the budget process.
- 3.2 The staff at the town hall have been working hard over the last 12 months to develop a more commercial approach and to streamline procedures
- 3.3 A business plan is being updated which will establish a more commercial approach and identify suitable options for the future.

4. KEY ISSUES

- 4.1 The flexibility of setting fees and charges are important for the future development of the Town Hall in accordance with the medium term financial strategy and a wider commercial approach.
- 4.2 The fees and charges will still be banded for peak and off peak and will also protect community groups. It is a priority to increase weekly daytime usage of the facility in particular.
- 4.3 The principle of the fees and charges incorporating the % Council annual increase will form the basis of the fee levels but the flexibility for setting the annual fees needs to

be reserved to reflect the business plan development of the Town Hall. This will also remove the need to annually have approval from Council.

5. FINANCIAL IMPLICATIONS

- 5.1 The delegation of authority to set the new fees and charges will enable the Council to adopt a more commercial and flexible approach which will increase income at the Town Hall and encourage off peak usage.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 There are no identifiable legal or policy implications.

7. RISK MANAGEMENT

- 7.1 There are no risk management issues.

8. EQUALITY IMPACT ASSESSMENT

- 8.1 An equality impact assessment has been carried out and there are no significant issues to consider.

9. CONCLUSION

- 9.1 The delegation of authority to amend fees and charges for 2015 -16 and for the future should be agreed for the future development of the Town Hall.

10. CONSULTEES

- 10.1 Cabinet Member for Community Well Being
10.2 CLT
10.3 All Members for Strong Leader Report

11. BACKGROUND PAPERS

- 11.1 None



(Costs Per Hour)

TYPE OF FUNCTION	MUSIC ROOM			CORN EXCHANGE ONLY			MUSIC ROOM & CORN EXCHANGE			KING CHARLES ROOM, COURT ROOM OR COUNCIL CHAMBER		
	Off Peak	Mid Peak	Peak Rate	Off Peak	Mid Peak	Peak Rate	Off Peak	Mid Peak	Peak Rate	Off Peak	Mid Peak	Peak Rate
General Bookings, Meetings, Rehearsals and set ups.	24.00	35.00	48.00	18.00	27.00	38.00	35.00	50.00	62.00	20.00	33.00	47.00
Dances, Concerts, Parties without Technical Support	32.00	37.00	55.00	23.00	34.00	44.00	47.00	58.00	82.00	21.00	34.00	48.00
Performances with Technical Support	62.00	67.00	85.00	53.00	64.00	74.00	77.00	88.00	112.00	N/A	N/A	N/A
Wedding Ceremonies	60 Minute Ceremony – £200			N/A			N/A			King Charles Room only 30 Minute Ceremony – £100 60 Minute Ceremony – £200		

<p>OFF PEAK – Monday to Friday – 8.00am till 4.00pm MID PEAK – Monday to Thursday – 4.00pm till 12.00am PEAK – Friday to Sunday – 4.00pm Friday till 12.00am All day Saturday & Sunday</p> <p>Hire charges for commercial organisations are available upon request</p> <ul style="list-style-type: none"> • All facilities – hourly rate will double after midnight and on all Bank Holidays • For certain events, an additional charge for Council employed casual labour could be added to room costs – this would be agreed before the date of hire • Booking times must inc. preparation and clearing up <p>Debit card/credit card for tickets Over the phone – Booking fee when paying by debit card - £1.50 plus VAT In person – Booking fee when paying by debit card – Free Over the phone – Booking fee when paying by credit card £1.50 plus VAT Over the phone – Credit card charge 1.75% of ticket price In person – Credit card charge 1.75% of ticket price</p>	<ul style="list-style-type: none"> • Bar charges - £20.00 plus VAT charge will apply to the Hirer when booking the services of the bar • Health & Safety Check - £35.00 plus VAT charge may apply to the Hirer. NB Functions that require Technical support e inclusive of the health and safety check. • Refreshments: Tea/coffee with biscuit £1.25 per serving plus VAT • Additional hours outside normal operating times will be charged for accordingly • Performing Rights Society fees are in addition to the above charges • Wi-Fi is available to Hirers free of charge • Hire of Steinway Grand Piano £120.00 including tuning per event
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