

## **CABINET MEMBER FOR CULTURE, LIFESTYLE, SPORT AND TOURISM**

**Venue: Town Hall, Moorgate  
Street, Rotherham. S60  
2TH**

**Date: Tuesday, 8th March, 2011**

**Time: 10.00 a.m.**

### **A G E N D A**

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
3. Minutes of the previous meeting held on 18th February, 2011 (herewith) (Pages 1 - 2)
4. Yorkshire Libraries and Information (report attached) (Pages 3 - 5)
5. Culture and Leisure Services: Fees and Charges 2011/12 (report herewith) (Pages 6 - 24)

**CABINET MEMBER FOR CULTURE, LIFESTYLE, SPORT AND TOURISM  
18th February, 2011**

Present:- Councillor St. John (in the Chair); Councillor Falvey.

**F53. MINUTES OF THE PREVIOUS MEETINGS HELD ON 8TH FEBRUARY, 2011**

Consideration was given to the minutes of the previous meeting of the Cabinet Member for Culture, Lifestyle, Sport and Tourism held on 8<sup>th</sup> February, 2011.

Resolved:- That the minutes of the meeting of the Cabinet Member held on 8<sup>th</sup> February, 2011, be signed as a true record.

**F54. BOWLING GREENS BUDGET SAVINGS**

Consideration was given to the report introduced by Andy Lee, Green Spaces Operations Manager, which sought approval to consult bowling green users, Parish Councils and Coalfields (CISWO) etc. regarding the ceasing of maintenance of eight bowling greens during 2011 and a further eight bowling greens during 2012 in order to make savings needed to help meet available budgets for 2011/12 and 2012/13.

The selection of greens proposed for cessation of maintenance had principally taken into account the availability of other greens within the same geographical area. However, the usage levels at the Council sites, the number of greens at each site and the quality of ancillary facilities (such as pavilions) that were available were taken into account when identifying where reductions could be made.

If these proposals were approved, then the decision would be communicated with all clubs using the Council's operated greens, CISWO and affected Parish Councils as quickly as possible. It was also proposed that each club be invited to submit expressions of interest should they believe themselves to be in a position to take on responsibility for the maintenance of greens at their own expense.

To date no consultation had been undertaken with either users, Ward Members, CISWO or Parish Councils.

Resolved:- [1] That consultation take place regarding the cessation of maintenance of the following Council managed greens from 1st June 2011:-

- Two greens at Rawmarsh Leisure (Barbers Avenue).
- One green at Barkers Park.
- One green at Boston Park.
- One green at Wath Park.
- One Green at Greasbrough Park.
- One Green at Bradgate Park.

[2] That consultation take place regarding the cessation of maintenance of the bowling green at Wickersley Christian Institute from 1st June, 2011.

(3) That consultation takes place with the Parish Councils below regarding the cessation of maintenance of their bowling greens at the Borough Council's expense from 1st January, 2012:-

- Aston Parish Council
- Wales Parish Council.
- Treeton Parish Council.
- North Anston Parish Council.
- Catcliffe Parish Council.

(4) That consultation takes place with CISWO regarding the cessation of maintenance of their bowling greens at the Council's expense from 1st January, 2012 for:-

- Cortonwood Miners Welfare.
- Silverwood Miners Welfare.
- Maltby Miners Welfare.

(5) That invitations be issued to bowling clubs or other suitable and interested parties at affected greens operated by the Council, to express interest in taking over responsibility for maintenance of greens at their own expense.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member for Culture, Lifestyle, Sport &amp; Tourism Delegated Powers meeting</b>
<b>2.</b>	<b>Date:</b>	<b>8<sup>th</sup> March 2011</b>
<b>3.</b>	<b>Title:</b>	<b>Yorkshire Libraries &amp; Information</b>
<b>4.</b>	<b>Programme Area:</b>	Environment & Development Services

**5. Summary**

Yorkshire Libraries & Information (YLI), of which Rotherham is a member, is a regional community of public libraries working together to offer cost effective, quality services to partners. Its responsibilities include the maintenance of i) a section (authors N-S) of the National Joint Fiction Reserve and ii) a regional Music & Drama loan collection. YLI proposes to discontinue and dispose of the Fiction Reserve collection and to review delivery of the Music & Drama collection.

Additionally several library authorities are considering withdrawing from the Music & Drama service which could increase the costs for those which remain. The YLI constitution requires a full 12 months notice of withdrawal, which means that notice of intent to pull out of the service in the year 2012-13 must be received by YLI by 31<sup>st</sup> March 2011.

**6. Recommendations**

**i) That Rotherham endorses the ending of the YLI Fiction Reserve collection and its sale to a book dealer and/or a salvage company for the best price available.**

**ii) That Rotherham gives notice to withdraw from the YLI Music & Drama collection as of 1<sup>st</sup> April 2012, with the proviso that efforts are made by the YLI consortium to find alternative ways for groups to access the resources they need.**

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## **7. Proposals and Details**

### **i) Fiction Reserve**

Members of YLI have questioned the continuing value of the joint fiction reserve in the light of severe budgetary pressures.

The YLI collection represents authors of new editions of Adult, Children's and Large Print titles by authors N-S as allocated across participant authorities in England in 1962. (Separate Fiction Reserves exist in Scotland and Ireland.)

The total cost of maintaining the collection is £57,313 p.a. of which Rotherham's contribution is £3,200. In the year 2009-10 a total of 570 loans were made, equating to £100 per loan.

The YLI Committee has made the decision to discontinue adding to the stock and proposes to dispose of the collection by sale to a book dealer with any remainder sold to a salvage company.

RMBC legal department have verbally advised that if the collection belongs to the subscribing members and the members wish to dispose of it then there are no legal restrictions. An enquiry has been made as to whether there is any obligation to any national body attached to discontinuing the N-S section of the collection.

### **ii) Music and Drama collection**

YLI members are also questioning the sustainability of the Music and Drama collection; several participating library authorities have expressed their intention to withdraw, which in turn could have cost implications for any which continue to support the service. Rotherham currently pays £6,727.74 p.a. plus some smaller service charges to help maintaining the service. The latest report is that 18 local groups within Rotherham make use of the service.

Rotherham Library & Information Service has very little contact with the groups which contact and receive sets directly from the service at Wakefield. The service is not considered by YLI Committee members to be an essential service under the terms of the 1964 Libraries & Museums Act and the issues to groups are not added to any statistics of use by the library. Currently it is estimated that only 25% of the Music and Drama collection is used.

A small working group of YLI Committee has been tasked to investigate alternative ways of delivering the service – alternative sources of music and drama sets and different service delivery models. The working group will also consider a fully traded model where the groups would have to pay the full costs without the substantial subsidy from library authorities.

YLI Committee has proposed to increase the hire charges to groups substantially in the coming year and it is unknown whether this will reduce the number of subscribing groups as they obtain the material by other means.

The YLI Constitution requires a full 12 months notice prior to any authority pulling out, which gives a deadline of 31<sup>st</sup> March 2011 to withdraw from the service in 2012-13. Given that some authorities are likely to withdraw and thus increase costs for others, Rotherham

LIS proposes to announce its intention to withdraw. It is understood that if the situation alters during the course of the year, it would be possible to opt back into the scheme.

## **8. Finance**

i) Disposal of YLI Joint Fiction Reserve will create savings to Rotherham as a subscribing member of YLI:

- a) Part year saving for fee already paid for 2011-12
- b) £3,200 p.a. charge to keep collection maintained in future
- c) Share of income from sale of collection

ii) If Rotherham remains in the Music and Drama scheme there is likely to be a substantial increase on the current £6,727 annual charge as the number of participating authorities decreases. If the service becomes fully traded to groups their expenses will be substantially higher, the more so if groups drop out.

## **9. Risks and Uncertainties**

RMBC legal advice is that YLI own the collection and if agreed can dispose of it. Enquiries are still in progress with regard to disposal of a section of a national collection

The decision to continue or terminate the Joint Fiction Reserve has to be unanimous; Rotherham is in favour of its disposal.

The Music and Drama collection is increasingly expensive to maintain. If we do not withdraw prior to the 31<sup>st</sup> March 2011 deadline then we will face an unknown and greatly increased cost in 2012.

If the Music and Drama collection becomes wholly or in part a traded service to groups then the risk will be borne by the groups themselves; i.e. costs and the number of participants will be inter-linked

## **10. Policy and Performance Agenda Implications**

YLI consider that neither the Fiction Reserve or the regional Music and Drama collection can be considered as a legal requirement under the terms of the "comprehensive and efficient" phrase in the 1964 Act.

## **11. Background Papers and Consultation**

Copies of papers giving more information on the costs can be provided.

**Contact Name :** *Mark Heaton, Library Service Design & Development Manager, (01709) 823619; mark.heaton@rotherham.gov.uk*

**ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS**

<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member for Culture, Lifestyle, Sport and Tourism</b>
<b>2.</b>	<b>Date:</b>	<b>8<sup>th</sup> March, 2011</b>
<b>3.</b>	<b>Title:</b>	<b>Culture and Leisure Services: Fees and Charges 2011/12</b>
<b>4.</b>	<b>Directorate:</b>	<b>Environment and Development Services</b>

**5. Summary**

The report outlines the annual review of Culture and Leisure fees and charges for 2011/12.

**6. Recommendations**

6.1 That the fees and charges set out at Appendix A be approved.

## **7. Proposals and Details**

The annual review of fees and charges for Culture and Leisure has recently taken place in line with the Service's Pricing Policy adopted in 2005. Where appropriate, charges have been increased by at least the rate of inflation. Where charges have been increased by less than inflation rate or remain the same, this is because either increasing a price would incur additional costs (e.g. for changing ticket/photocopying machines) or where managers feel that an increase would affect customer levels.

It should be noted that several core services still remain essentially free of charge, e.g. public library service, museum service, archives and local studies service and casual access to green spaces and children's play areas. Where there is a charge there is often a concessionary rate and, particularly related to leisure activities, a junior Rothercard rate. Concessionary customers are not restricted to access at off-peak times as is the case in many other local authorities.

The charges for allotments are for financial year 2012/13. This is because allotment holders have to receive 12 months' statutory notice of any increase in line with Allotment Act Legislation. These charges are still below comparable local authorities and it is the intention to carry on increasing them above inflation each year until we reach a comparable rate.

The proposed charges are with effect from 1st April, 2011 (26th March, 2011, for Country Parks and 1st September, 2011, for Civic Theatre).

## **8. Finance**

The impact of the charges will be closely monitored to ensure that income targets are being reached and that prices are reviewed throughout the year as demand dictates.

## **9. Risks and Uncertainties**

Where income targets are already stretched decisions have been taken to either leave the charge the same or increase by inflation rate only.

However, activities and services will still offer good value for money.

Service Managers will continue to act on customer feedback when appropriate.

## **10. Policy and Performance Agenda Implications**

**Sustainability:** The proposals outlined will make a contribution to the sustainability of the service.

**Corporate Priorities:** The services/activities provided meet the Council priorities of improving lifestyle, health and skills and contribute to creating safe and healthy communities.



## **11. Background Papers and Consultation**

The charges have been developed in consultation with the Cultural Services Manager and Leisure Services Manager and Service Managers across the Service.

Appendix A – Proposed Fees and Charges 2011/12.

Appendix B – Fees and Charges Front Sheet 2011/12.

**Contact Name: Marie Hayes, Events and Promotions Service Manager, 01709 336883, [marie.hayes@rotherham.gov.uk](mailto:marie.hayes@rotherham.gov.uk).**

**CULTURE AND LEISURE**

**APPENDIX A**

**PROPOSED FEES AND CHARGES FOR 2011/2012**

**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
<b>ARTS CENTRE</b>				
<b>ROOM HIRE (non-vatable unless hired for sporting activity)</b>				
(Block book 12 meetings in one calendar year and get 12th free Mon-Fri between 5 pm and 10 pm)				
Meeting Room 1 Hire (Category C) (Mon-Fri 9.00 a.m.-5.00 p.m.) per hour	£15.30	£9.95	£15.80	£9.95
Meeting Room 1 Hire (Category C) (Mon-Fri 5.00 p.m. - 10.00 p.m. & all day Saturday) per hour	£17.90	£11.65	£18.55	£11.65
Meeting Room 2 Hire (Category B) (Mon. to Fri. 9 a.m.-5 p.m.) per hour	£23.20	£15.10	£24.00	£15.10
Meeting Room 2 Hire (Category B) (Mon. to Fri. 5 p.m.-10 p.m.) and all day Saturday per hour	£27.05	£17.60	£28.00	£17.60
Art Studio Hire (Mon-Fri 9.00 a.m. - 5.00 p.m.) per hour	£23.50	£15.30	£24.30	£15.30
Art Studio Hire (Mon-Fri 5.00 p.m. - 10.00 p.m. & all day Saturday) per hour	£28.20	£18.35	£29.20	£18.35
Studio as Meeting Room (Mon-Fri 9.00 a.m. - 5.00 p.m.) per hour (Category C)	£15.30	£9.95	£15.85	£9.95
Studio as Meeting Room (Mon-Fri 5.00 p.m. - 10.00 p.m. & all day Saturday) per hour (Category C)	£17.90	£11.65	£18.55	£11.65
Studio Theatre Hire for non-performance work (Mon-Fri 9.00 a.m. - 5.00 p.m.) per hour	£40.40	£26.25	N/A	N/A
Studio Theatre Hire (part) for non-performance work (Mon-Fri 9.00 a.m. - 5.00 p.m.) per hour	N/A	N/A	£32.30	£21.00
Studio Theatre Hire for non-performance work (Mon-Fri 5.00 p.m. - 10.00 p.m. & all day Saturday) per hour	£45.70	£29.70	N/A	N/A
Studio Theatre Hire (part) for non-performance work (Mon-Fri 5.00 p.m. - 10.00 p.m. & all day Saturday)	N/A	N/A	£36.55	£23.75
Cafe Hire (meeting space only capacity as Mtg Room 1)	£17.90	£11.65	£18.55	£11.65
Entrance Foyer Display Facilities per day	£10.50	£6.80	£10.85	£7.05
<b>STAFFING COSTS</b>				
Front of House/Stage Manager/Technicians/Crew (for non-performances) per hour each	£17.10	£11.10	£17.70	£11.50
Stewards, Box Office staff, Security staff (for non-performances) per hour each	£13.50	£8.75	£14.00	£9.05
<b>DEPOSITS/CANCELLATIONS</b>				
Deposit for Hirers	25%	25%	25%	25%
Cancellation Fee for all spaces except room bookings:				
In Week of Event	100%	100%	100%	100%
Within a Month	80%	80%	80%	80%
Cancellation of Room Bookings:				
Charge for room booking cancelled on day	100%	100%	100%	100%
Charge for room booking cancelled within the week	80%	80%	80%	80%
Charge for room booking cancelled within the month	50%	50%	50%	50%

**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
<b>EQUIPMENT</b>				
Basic Sound Rig (Main Hall) per hour (2 speakers, mixing desk, CD player, speakers on stand, 1 x mic on stand) set, 4 x open white profiles from front rig)	£17.10	£11.20	£17.70	£11.60
Overhead Projector per hour	£5.00	£3.30	£5.15	£3.40
Overhead Projector full day (9 a.m.-5 p.m.)	£11.70	£11.70	£12.10	£12.10
Flip Chart Stand (including pad) per session	£7.80	£7.80	£8.05	£8.05
Television and Video per hour	£5.70	£5.70	£5.90	£5.90
Hire of Steinway Piano (subject to availability)	£34.15	£22.25	£35.35	£23.05
Piano Tuning	At cost + 10%	At cost + 10%	At cost + 20%	At cost + 20%
<b>Equipment Specials for use in Arts Centre only</b>				
Radio Microphones per session	£16.80	£11.00	£17.40	£11.40
Gaffer Tape per roll	£6.00	£6.00	£6.20	£6.20
Small White Screen (approx. 16 x 7 ft) per hour	Free	Free	Free	Free
Epsom T1000 projector hire plus DVD player + screen (per 3 hour session)	£41.30	£26.90	£42.75	£27.85
Epsom T1000 projector hire plus DVD player + screen (9 hrs or less over 3 days)	£77.50	£50.40	£79.70	£52.15
<b>MISCELLANEOUS</b>				
PAT Test per item	£3.50	£3.50	£3.60	£3.60
Commission of Sales (Art/Craft Works)	15% prof./amateur	15% prof./amateur	15% prof./amateur	15% prof./amateur
Workshops/Holiday Activities/Masterclass (non-VAT)	Variable to at least cover costs + 10%	Variable to at least cover costs	Variable to at least cover costs + 10%	Variable to at least cover costs + 10%
<b>COMMUNITY ARTS (non-VAT)</b>				
Workshops/Holiday Activities/Masterclasses	Variable to at least cover costs + 10%	N/A	Variable to at least cover costs + 10%	Variable to at least cover costs + 10%
<b>THEATRE (1st September 2011-31st August 2012)</b>				
<b>THEATRE HIRE (non-VAT)</b>				
Theatre Hire per night (10% discount on week's hire) 6 pm-10.30 pm Mon-Sat (2 crew, 1 duty manager, 1 box office)	£482.70	£381.90	£531.00	£420.10
Theatre Hire per night 6pm-10.30 pm Sunday (2 crew, 1 duty manager, 1 box office)	£705.00	£534.55	£775.50	£588.10
Additional Matinee or other day hire	£373.40	£286.00	£410.75	£314.60
Theatre hire per night 6-10pm for rehearsals (2 crew only)	£410.80	£303.90	£431.35	£319.10
Non-performance hire (for meetings, etc.) (3 hours) (excludes events requiring staffing)	£150.00	£120.00	£180.00	£144.00
Non-performance hire additional hours or part thereof	£60.00	£50.00	£72.00	£60.00
Commercial Hire	Negotiable	Negotiable	Negotiable	Negotiable
Annexe Rehearsal Rooms per 4 hour session each room (double rate on Sundays)	£50.20	£32.65	£50.20	£32.65
Bar Extensions	£45.00	£45.00	£45.00	£45.00
Hire of Bar	On application	On application	On application	On application

**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
<b>STAFFING COSTS</b>				
Additional support staff (casual staff at this rate only) per hour	£11.00	£8.50	£11.00	£10.00
Charge per hour or part hour made to all Societies for Sunday use, get-in and rehearsal: (2 members of staff only, additional staff extra)	£43.60	£43.60	£47.95	£47.95
Charge per hour or part hour made to all Societies for weekday use, get-in and rehearsal: (Mon-Fri 9 am-5 pm) (2 members of staff only, additional staff extra)	£26.00	£26.00	£40.00	£40.00
Staff FOH, stage manager, technician, etc., per person per hour	£18.70	£18.70	£18.70	£18.70
Specialist staff as speakers/enablers (staff going out)(non-vatable) per hour	£26.00	£26.00	£40.00	£40.00
<b>DEPOSITS/CANCELLATIONS</b>				
Deposit for Hirers	25%	25%	25%	25%
Cancellation Fee:				
In Week of Event	100%	100%	100%	100%
Within a Month	80%	80%	80%	80%
<b>EQUIPMENT</b>				
Hire of Yamaha Piano	£28.75	£18.65	£29.75	£19.30
Piano Tuning	At cost + 10%	At cost + 10%	At cost + 20%	At cost + 20%
Mirror Ball per week	£18.20	£11.80	£18.85	£12.20
U.V. Lamps per week	£16.70	£10.90	£17.30	£11.30
Strobe per week	£16.70	£10.90	£17.30	£11.30
Hire of Fancy Drapes per week	£40.50	£40.50	£41.90	£41.90
Repair of Drapes	Variable to include cost of replacement	Variable to include cost of replacement	Variable to include cost of replacement	Variable to include cost of replacement
Replacement of drapes if damaged beyond repair	Cost of replacement	Cost of replacement	cost of replacement	cost of replacement
Fibre Optic Star Cloth	£13.10 per day £40.00 per week	£13.10 per day £40.00 per week	£13.55 per day £41.40 per week	£13.55 per day £41.40 per week
Smoke Machine per day	£15.30	£10.00	£15.85	£10.35
Smoke or Haze Machine Fluid as required	At cost + 10%	At cost + 10%	At cost + 20%	At cost + 20%
Smoke Machine per week	£45.90	£30.00	£47.50	£31.05
Haze Machine per day	£17.00	£12.00	£17.60	£12.40
Haze Machine per week	£50.00	£35.00	£51.75	£36.25
Rope Light per week	£30.00	£30.00	£31.05	£31.05
Radio Microphone per session (per mic)	£16.80	£11.00	£17.40	£11.40
Gaffer Tape per roll	£6.00	£6.00	£6.20	£6.20
Pyrotechnic Detonator System per week	£29.25	£29.25	£30.25	£30.25
Orchestra Pit Hire	£42.00	£42.00	£43.45	£43.45
<b>BOX OFFICE/MARKETING</b>				
Publicity & Promotion of Booked Events at request of hirer per advert minimum (inc. design, advert space)	£45.00	£45.00	£50.00	£50.00
Booking fee for credit/debit card transactions	£0.50	£0.50	£0.50	£0.50
Ticket Printing per ticket	£0.20	£0.15	£0.22	£0.17
Posting Tickets	£0.60	£0.60	£0.60	£0.60

**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
Ticket commission	17%	7%	17%	7%
Ticket commission where theatre sells all tickets	10%	£0.42 per ticket	10%	£0.45 per ticket
<b>STORAGE (non-VAT)</b>				
Storage Charge (for equipment, scenery, costumes, materials, etc.) per day per 10m <sup>2</sup>	£29.70	£19.40	£32.70	£21.35
<b>MISCELLANEOUS</b>				
PAT Test per item	£3.50	£3.50	£3.60	£3.60
Performing Rights Society Licence (where RMBC makes returns)	On application charged quarterly in arrears	On application charged quarterly in arrears	On application charged quarterly in arrears	On application charged quarterly in arrears
Theatre Tours (Schools and Specialist Groups) outside Rotherham Borough & private schools non-vatable	£63.30	£42.20	£69.65	£46.40
Workshops/Holiday Activities/Masterclasses	Variable to at least cover costs + 10%	Variable to at least cover costs	Variable to at least cover costs + 20%	Variable to at least cover costs + 20%
Shops - Mark up	Variable	Variable	Variable	Variable
Merchandising	Plus 15-20% or set fee negotiable on request	Plus 15-20% or set fee negotiable on request	Plus 15-20% or set fee negotiable on request	Plus 15-20% or set fee negotiable on request
<b>CLIFTON PARK MUSEUM, YORK AND LANCASTER REGIMENTAL MUSEUM &amp; ART GALLERY</b>				
<b>ROOM HIRE (non-VAT)</b>				
Hire of Museum (Special Conditions apply)	On application	On application	On application	On application
Courtyard Hire (Category B) during normal Museum public opening hours (Mon-Thurs) per hour	£23.20	£15.10	£24.00	£15.10
Courtyard Hire (Category B) (Mon. to Thurs. 9 a.m. - 10 a.m.) per hour	£23.20 + caretaking cost	£15.10 + caretaking cost	£24.00 + caretaking cost	£15.10 + caretaking cost
Courtyard Hire (Category B) Fridays 9 a.m. - 4.30 p.m. per hour	£23.20 + caretaking cost	£15.10 + caretaking cost	£24.00 + caretaking cost	£15.10 + caretaking cost
Courtyard Hire (Category B) Saturday and Sunday and outside normal public opening hours	£27.65 + caretaking cost	£27.65 + caretaking cost	£28.60 + caretaking cost	£28.60 + caretaking cost
Caretaking cost per hour	£13.05	£13.05	£13.50	£13.50
Courtyard Hire to non RMBC organisations(same criteria as RMBC except hourly rate)	Minimum £25.50	Minimum £25.50	Minimum £26.50	Minimum £26.50
Cancellation of Room Bookings:				
Charge for room booking cancelled on day	100%	100%	100%	100%
Charge for room booking cancelled within the week	80%	80%	80%	80%
Charge for room booking cancelled within the month	50%	50%	50%	50%
Hospitality/Refreshments	On application	On application	On application	On application
Licensing applications	Cost plus 20%	Cost plus 20%	Cost plus 20%	Cost plus 20%
Overhead Projector per hour	£5.00	£3.30	£5.15	£3.40
Overhead Projector full day (9 a.m.-5 p.m.)	£11.70	£11.70	£12.10	£12.10
Flip Chart Stand (including pad) per session	£7.80	£7.80	£8.05	£8.05
Television and Video per hour	£5.70	£5.70	£5.90	£5.90
Powerpoint Projector per hour	£5.70	£5.70	£5.90	£5.90
Powerpoint Projector full day 9 am - 5 pm	£16.25	£16.25	£16.80	£16.80
Laptop per hour	£5.70	£5.70	£5.90	£5.90
Laptop full day 9 am - 5 pm	£16.25	£16.25	£16.80	£16.80
<b>BOX OFFICE/MARKETING</b>				
Ticket Printing per ticket	£0.20	£0.15	£0.22	£0.17
Posting Tickets	£0.60	£0.60	£0.60	£0.60
Box Office Service - all events at Museum must sell tickets through Museum	13% commission	7% commission	17% commission	13% commission

**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
Publicity & Promotion of Booked Events at request of hirer per advert minimum (inc. design, advert space and handling charge)	£45.00	£45.00	£50.00	£50.00
Booking fee for card payments under £5.00	N/A	N/A	£0.50	£0.50
<b>STORAGE (non-VAT)</b>				
Storage Charge (for equipment, scenery, costumes, materials, etc.) per day per 10m <sup>2</sup>	£29.70	£19.40	£30.75	£20.10
Archaeology Box fees	N/A	N/A	Price on application	Price on application
<b>Object Loans (Special conditions apply) (non-VAT)</b>				
Per Item up to 4 excl. delivery	£6.90	£6.90	£7.30	£7.30
Per Item up to 4 excl. delivery Rotherham LEA Schools only	Free	Free	Price on application	Price on application
5-6 Items inclusive excl. delivery	£33.70	£33.70	£35.90	£35.90
5-6 Items inclusive excl. delivery Rotherham LEA Schools only	Free	Free	Price on application	Price on application
Reminiscence Box excl. delivery	£14.50	£14.50	£15.50	£15.50
Display Cases	Price by negotiation to at least cover costs	Price by negotiation to at least cover costs	Price by negotiation to at least cover costs	Price by negotiation to at least cover costs
Transport of Display Cases				
Installation of Display Cases				
Display Boards	Price on application	Price on application	Price on application	Price on application
<b>Object Identification/Research Enquiries*:</b>				
In person up to 1hour	Free	Free	Free	Free
Over 1 hour in person	£24.00	£24.00	£25.00	£25.00
Research enquiries by post, e-mail or fax up to half an hour	£13.00	£13.00	£13.70	£13.70
Research enquiries by post, e-mail or fax per hour or part thereof	£24.00	£24.00	£25.00	£25.00
<b>York &amp; Lancs Research Enquiries*:</b>				
Basic research (up to 15 minutes)	£6.50	£6.50	£6.90	£6.90
Research up to half an hour	£13.00	£13.00	£13.70	£13.70
Research per hour or part hour thereafter	£24.00	£24.00	£25.00	£25.00
Handling charge - e-mail, fax, postal and telephone orders (1-5 copies)	£3.00	£3.00	£3.20	£3.20
Handling charge - e-mail, fax, postal and telephone orders (6-10 copies)	£5.00	£5.00	£5.30	£5.30
Handling charge - e-mail, fax, postal and telephone orders (11-20 copies)	£7.50	£7.50	£7.90	£7.90
Handling charge - e-mail, fax, postal and telephone orders (21-30 copies)	£10.00	£10.00	£10.50	£10.50
Handling charge - e-mail, fax, postal and telephone orders (Over 31 copies)	£13.00	£13.00	£13.70	£13.70
<b>Postage*</b>				
A4 1-10 copies up to 100 grams	£0.65	£0.65	£0.70	£0.70
A4 11-30 copies up to 200 grams	£1.00	£1.00	£1.10	£1.10
A4 larger orders to be calculated according to weight of package	Costed on request	Costed on request	Costed on request	Costed on request
A3 1-5 copies up to 100 grams	£0.65	£0.65	£0.70	£0.70
A3 6-15 copies up to 200 grams	£1.00	£1.00	£1.10	£1.10
Larger orders (UK) to be calculated according to weight of package	Costed on request	Costed on request	Costed on request	Costed on request
Overseas orders mark as airmail small packet (Europe):				
A4 1-10 copies up to 100g	£1.50	£1.50	£1.60	£1.60
A3 1-5 copies up to 100g	£1.50	£1.50	£1.60	£1.60
A3 6-10 copies up to 200g	£2.10	£2.10	£2.20	£2.20
Larger orders (Europe) to be calculated according to weight of package	Costed on request	Costed on request	Costed on request	Costed on request
Overseas orders mark as airmail small packet (Australia, USA, Canada):				
A4 1-10 copies up to 100g	£1.90	£1.90	£2.00	£2.00
A3 1-5 copies up to 100g	£1.90	£1.90	£2.00	£2.00
A3 6-10 copies up to 200g	£3.20	£3.20	£3.40	£3.40
Larger orders (Australia, USA, Canada) to be calculated according to weight of package	Costed on request	Costed on request	Costed on request	Costed on request
Digital Copies:				
In jiffy bag per CD Rom up to 250g (UK)	£2.00	£2.00	£2.10	£2.10
Overseas Orders - mark as airmail small packet				
A4 Colour	£1.70	£1.70	£1.80	£1.80
A3 Colour	£2.50	£2.50	£2.60	£2.60

**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
<b>Photocopies by staff*:</b>				
A3 Black and White	£0.55	£0.55	£0.60	£0.60
A4 Black and White	£0.35	£0.35	£0.40	£0.40
A4 Colour	£1.70	£1.70	£1.80	£1.80
A3 Colour	£2.50	£2.50	£2.60	£2.60
<b>Digital Copies - Other*:</b>				
Black & White Paper	£0.65	£0.65	£0.70	£0.70
Colour Paper	£1.10	£1.10	£1.15	£1.15
<b>Photo Quality Copies*:</b>				
6" x 4" Black & White/Colour	£4.70	£4.70	£4.70	£4.70
7" x 5" Black & White/Colour	£5.10	£5.10	£5.10	£5.10
8" x 6" Black & White/Colour	£5.70	£5.70	£5.70	£5.70
10" x 8" Black & White/Colour	£6.20	£6.20	£6.20	£6.20
A4 Black & White/Colour	£6.70	£6.70	£7.00	£7.00
<b>Photographic Digital Files Standard*:</b>				
Each File (Standard 1-4 jpeg files ordered)	£2.00	£2.00	£2.10	£2.10
Each File (Standard if 5+ jpeg files ordered)	£1.80	£1.80	£1.90	£1.90
Photo Files on CD Rom	£1.00	£1.00	£1.10	£1.10
Photo editing if non-standard requirements (per 15 minutes)	£6.00	£6.00	£6.50	£6.50
<b>Reproduction Fee*:</b>				
Scholarly/educational/non-profit making books, journals, part works, CD roms, film/broadcast: world, 1 language or world, 1 programme 1 transmission	£10.45	£10.45	£11.00	£11.00
Scholarly/educational/non-profit making books, journals, part works, CD roms, film/broadcast: world, all languages or world, 1 programme, unlimited use	£20.80	£20.80	£22.00	£22.00
Scholarly/educational/non-profit making websites (one-off licence fee) (non-VAT)	£25.00	£25.00	£26.50	£26.50
Commercial books, journals, part works, CD roms, film/broadcast: world, 1 language or world, 1 programme, 1 transmission	£20.80	£20.80	£22.00	£22.00
Commercial books, journals, part works, CD roms, film/broadcast: world, 1 language or world, 1 programme, unlimited use	£51.85	£51.85	£54.50	£54.50
Commercial websites (one off licence fee) (non-VAT)	£75.00	£75.00	£80.00	£80.00
<b>Transparency Reproduction Fee*: Special Images</b>				
Photography by request	Price on application	Price on application	Price on application	Price on application
<b>GENERAL</b>				
Assisted Visits from Rotherham LEA Schools to Museums (non-VAT)	Free (+ cost of material where appropriate)	Free (+ cost of material where appropriate)	Price on application	Price on application
Assisted Visits from schools outside RMBC LEA and grant maintained independent schools (non-VAT)	Price on application	Price on application	Price on application	Price on application
Specialist staff as enablers (staff going out) to schools, colleges, etc., within Rotherham Metropolitan Borough per hour (non-VAT)	£24.60	£24.60	£27.00	£27.00
Specialist staff as enablers (staff going out) to schools, colleges, etc., outside Rotherham Metropolitan Borough per hour (non-VAT)	£38.50 + travel exp.	£38.50 + travel exp.	£42.30 + travel exp.	£42.30 + travel exp.

**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
<b>Fees for Consultancy Work*:</b>				
Unskilled staff per day	£60.95	£60.95	£60.95	£60.95
Skilled staff per day	£183.35	£183.35	£183.35	£183.35
Professional staff per day	£426.50	£426.50	£426.50	£426.50
Talk by staff/Guided Tours ( <b>non-VAT</b> ) (up to 2 hours including preparation)	Minimum of £36.00	Minimum of £36.00	Minimum of £38.00	Minimum of £38.00
Workshops/Holiday Activities/Masterclasses	Variable to at least cover costs + 10%	Variable to at least cover costs	Variable to at least cover costs + 10%	Variable to at least cover costs
Commission on Sales (Art/Craft/Exhibits)	Min. 20% prof./amateur	Min. 20% prof./amateur	Min. 20% prof./amateur	Min. 20% prof./amateur
PAT Testing	£3.50 per item	£3.50 per item	£3.60 per item	£3.60 per item
Use of Gallery in Museum for background photos	£40.00	£40.00	£45.00	£45.00
Shops - Mark-up	33%-100%	33%-100%	33%-100%	33%-100%
<b>Art Gallery</b>				
Art Gallery Hire (special conditions apply) (Category B) during normal gallery public opening hours (Monday to Saturday)	£23.20	£15.10	£24.00	£15.10
Art Gallery Hire (special conditions apply) (Category B) outside normal opening hours	£26.65 + caretaking cost	£17.70 + caretaking cost	£28.60 + caretaking cost	£18.30 + caretaking cost
Cancellation of Room Bookings:				
Charge for room bookings cancelled on day	100%	100%	100%	100%
Charge for room bookings cancelled within the week	80%	80%	80%	80%
Charge for room bookings cancelled within the month	50%	50%	50%	50%
Overhead Projector per hour	£5.00	£5.00	£5.15	£5.15
Overhead Projector full day (9 a.m.-5 p.m.)	£11.70	£11.70	£12.10	£12.10
Flip Chart Stand (including pad) per session	£7.80	£7.80	£8.05	£8.05
Television and Video per hour	£5.70	£5.70	£5.90	£5.90
Powerpoint Projector per hour	£5.70	£5.70	£5.90	£5.90
Powerpoint Projector full day 9 am - 5 pm	£16.25	£16.25	£16.80	£16.80
Laptop per hour	£5.70	£5.70	£5.90	£5.90
Laptop full day 9 am - 5 pm	£16.25	£16.25	£16.80	£16.80
Hospitality/Refreshments	On application	On application	On application	On application
<b>LIBRARIES AND INFORMATION SERVICES</b>				
<b>Books (non-VAT)</b>				
Overdue Charges per day open (Under 18s and over 60s exempt)	£0.15	£0.15	£0.15	£0.15
Overdue Charges maximum (Under 18s and over 60s exempt)	£6.00	£6.00	£6.00	£6.00
<b>Talking Books (non-VAT)</b>				
Hire Charges per week or part	Free	Free	Free	Free
Overdue Charges per day per title (Under 18s and over 60s exempt)	£0.15	£0.15	£0.15	£0.15
Overdue Charges maximum (Under 18s and over 60s exempt)	£6.00	£6.00	£6.00	£6.00
<b>Compact Discs*</b>				
Hire Charges per week or part	£0.50	£0.30	£0.55	£0.35
Overdue Charges per day open	£0.30	£0.30	£0.35	£0.35
Overdue Charges maximum	£7.50	£7.50	£7.50	£7.50
<b>Video &amp; DVDs:*</b>				
Feature Films hire per 2 days	£2.00	£1.30	£2.00	£1.30
Feature Films Overdue per day	£1.25	£1.25	£1.25	£1.25
Overdue Charges maximum	N/A	N/A	£15.00	£15.00
Central Library Intermediate Band hire per week	£1.00	£0.75	£1.00	£0.75
Community Lib. Intermediate Band hire per week	£1.00	£0.75	£1.00	£0.75
Intermediate Band Overdue per day	£0.25	£0.25	£0.25	£0.25
Overdue Charges maximum	N/A	N/A	£12.00	£12.00
Disc Repair Service per disc	N/A	N/A	£1.00	£1.00



**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
<b>Overdue Notices (under 18s &amp; over 60s exempt): (non-VAT)</b>				
Central and Community Library Services	£0.50	£0.50	£0.55	£0.55
<b>Reservations (non-VAT)</b>				
Book items (reservations of initial 10 items free of charge)	£0.50	£0.50	N/A	N/A
Book items (reservations of initial 3 items free of charge)	N/A	N/A	£0.50	£0.50
Non-books per item	£0.50	£0.50	£0.50	£0.50
Inter-Library Loans	£6.00	£5.00	£6.20	£5.20
<b>Lost &amp; Irreparably Damaged Books, etc.: (non-VAT)</b>				
Lost books/non-books - a suitable replacement copy provided by the borrower may be accepted as a replacement				
Adult Fiction Paperback	£4.00	£4.00	£6.00	£5.00
Adult Fiction Hardback	£8.00	£8.00	£10.00	£8.00
Adult Non-Fiction	£8.00	£8.00	£10.00	£8.00
Children's Fiction	£2.00	£2.00	£4.00	£3.00
Children's Non-Fiction	£5.00	£5.00	£6.00	£5.00
<b>Lost/Irreparably Damaged Talking Books (non-VAT)</b>				
Abridged Version	£4.00	£4.00	£6.00	£5.00
Unabridged Version	£15.00	£15.00	£20.00	£18.00
<b>Lost/Irreparably Damaged CD-Roms &amp; Compact Discs:</b>				
Compact Discs	£4.00	£4.00	£6.00	£5.00
DVDs	£10.00	£10.00	£12.00	£10.00
<b>Lost Library Tickets: (non-VAT)</b>	£1.05	£1.05	£1.10	£1.10
<b>Discarded Library Books/CDs/Videos (non-VAT) (recommended charges but staff may use their discretion)</b>				
Children's	£0.50	£0.50	£0.50	£0.50
AF hardback	£0.65	£0.65	£0.65	£0.65
ANF	£1.05	£1.05	£1.05	£1.05
or % original price whichever is greatest	15%	15%	15%	15%
Paperbacks	£0.30	£0.30	£0.30	£0.30
Discarded Compact Discs	£2.10	£2.10	£2.10	£2.10
Discarded Videos	£3.15	£3.15	£3.15	£3.15
<b>Canvas Book Bags*</b>	N/A	N/A	£1.00	£1.00
<b>Photocopying:*</b>				
A4	£0.10	£0.10	£0.10	£0.10
A3	£0.30	£0.30	£0.30	£0.30
<b>Photocopying Colour:*</b>				
A4	£0.60	£0.60	£0.80	£0.80
A3	£1.50	£1.50	£2.00	£2.00
<b>Copies from microfilm*</b>	£0.45	£0.45	£0.50	£0.50
<b>Visibility - Charge for Braille Material (non-VAT):</b>				
Individuals	Free	Free	Free	Free
Private Companies/Council Departments per sheet	£1.10 first sheet 65p subsequent sheets	£1.10 first sheet 65p subsequent sheets	£1.20 first sheet 70p subsequent sheets	£1.20 first sheet 70p subsequent sheets
<b>Hire of Rooms (Wath ) (non-VAT):</b>				
In opening hours per hour	£7.50	£7.50	£7.80	£7.80
Outside opening hours	Hourly rate + caretaking	Hourly rate + caretaking	Hourly rate + caretaking	Hourly rate + caretaking
<b>Hire of Rooms (Maltby) (non-VAT):</b>				
In opening hours per hour	£7.50	£7.50	£7.80	£7.80
Outside opening hours	Hourly rate + caretaking	Hourly rate + caretaking	Hourly rate + caretaking	Hourly rate + caretaking
<b>Hire of Rooms (Swinton) (non-VAT):</b>				
In opening hours per hour	£7.50	£7.50	£7.80	£7.80
Outside opening hours	Hourly rate + caretaking	Hourly rate + caretaking	Hourly rate + caretaking	Hourly rate + caretaking

**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
<b>Other Branches (non-VAT):</b>				
In opening hours per hour	£7.50	£7.50	£7.80	£7.80
Outside opening hours	Hourly rate + caretaking	Hourly rate + caretaking	Hourly rate + caretaking	Hourly rate + caretaking
<b>Display Cases*:</b>				
Promotional Displays per month (insurance)	£11.30	£11.30	£11.60	£11.60
Promotional Displays per week	£2.90	£2.90	£3.00	£3.00
Commercial	Negotiable	Negotiable	Negotiable	Negotiable
<b>IT Facilities*:</b>				
Printing Black & White per copy A4	£0.10	£0.10	£0.10	£0.10
Printing Colour per copy A4	£0.60	£0.60	£0.80	£0.80
Internet user per hour/half hour	Free	Free	Free	Free
IT support material	£2.20	£1.40	N/A	N/A
<b>Use of ICT Centres*:</b>				
Band A (libraries that can accommodate 12+ learners)	£22.40 per session	£22.40 per session	£23.00 per session	£23.00 per session
Band B (libraries that can accommodate 6-11 learners)	£11.20 per session	£11.20 per session	£11.50 per session	£11.50 per session
Band C libraries that can accommodate up to 6 learners)	£5.60 per session	£5.60 per session	£5.75 per session	£5.75 per session
<b>Information Services*:</b>				
List of companies per company name/detailed list per company name	£0.10 - £0.30	£0.10 - £0.30	£0.10 - £0.35	£0.10 - £0.35
Printouts from locally held (per company)	£0.30	£0.30	£0.35	£0.35
Printouts from British Standards (per copy)	£0.45	£0.45	£0.50	£0.50
Companies House Searches	Company House Charge plus £1.15 handling charge	Company House Charge plus £1.15 handling charge	Company House Charge plus £1.20 handling charge	Company House Charge plus £1.20 handling charge
British Standards	Voucher Charge plus £1.15 handling charge	Voucher Charge plus £1.15 handling charge	Voucher Charge plus £1.20 handling charge	Voucher charge plus £1.20 handling charge
Microfilm/Reader Printer	£0.45	£0.45	£0.50	£0.50
<b>FAX Messages*:</b>				
UK outgoing per A4 page	£1.00	£1.00	£1.00	£1.00
Plus handling charge	Free	Free	Free	Free
UK incoming per A4 page	£0.50	£0.50	£0.50	£0.50
Rest of World outgoing per A4 page	£2.00 first sheet	£2.00 first sheet	£2.00 first sheet	£2.00 first sheet
	£1.00 subsequent sheets	£1.00 subsequent sheets	£1.00 subsequent sheets	£1.00 subsequent sheets
<b>ARCHIVES &amp; LOCAL STUDIES</b>				
<b>Photocopies* - by staff</b>				
A4 Black & White	£0.35	£0.35	£0.40	£0.40
A3 Black & White	£0.55	£0.55	£0.60	£0.60
A4 Colour	£1.70	£1.70	£1.80	£1.80
A3 Colour	£2.50	£2.50	£2.60	£2.60
<b>Copies from microfilm/microfiche*:</b>				
A4 Black & White	£0.45	£0.45	£0.50	£0.50
A3 Black & White	£0.65	£0.65	£0.70	£0.70
<b>Digital Copies - Maps &amp; Aerial Photos*</b>				
Black & White	£0.65	£0.65	£0.70	£0.70
Colour	£1.10	£1.10	£1.15	£1.15
<b>Digital Copies - Other*</b>				
Printing Black & White per copy	£0.10	£0.10	£0.10	£0.10
Printing Colour per copy	£0.60	£0.60	£0.80	£0.80
Internet user per hour/half hour	Free	Free	Free	Free
<b>Viewfinder Copies* (if ordered from Clifton Park Museum or Community Libraries handling charge applies)</b>				
Black & White A4 normal	£0.65	£0.65	£0.70	£0.70
Black & White A4 normal, 5 copies	£3.00	£3.00	£3.20	£3.20
Colour A4 normal	£1.10	£1.10	£1.15	£1.15

**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
<b>Photographic Digital Files Standard*</b>				
Each File (standard 1-4 JPEG files ordered)	£2.00	£2.00	£2.10	£2.10
Each File (standard 5+ JPEG files ordered)	£1.80	£1.80	£1.90	£1.90
Photo files on CD-Rom	£1.00	£1.00	£1.10	£1.10
Photo editing if non-standard requirements (per 15 minutes)	£6.00	£6.00	£6.50	£6.50
<b>Photo Quality copies*</b>				
6" x 4"	£4.70	£4.70	£4.70	£4.70
7" x 5"	£5.10	£5.10	£5.10	£5.10
8" x 6"	£5.70	£5.70	£5.70	£5.70
10" x 8"	£6.20	£6.20	£6.20	£6.20
12" x 10"	£6.70	£6.70	£7.00	£7.00
<b>Reproduction Fee*</b>				
Scholarly/educational/non-profit making books, journals, part works, CD roms, film/broadcast: world, 1 language or world, 1 programme 1 transmission	£10.45	£10.45	£11.00	£11.00
Scholarly/educational/non-profit making books, journals, part works, CD roms, film/broadcast: world, all languages or world, 1 programme, unlimited use	£20.80	£20.80	£22.00	£22.00
Scholarly/educational/non-profit making websites (one off licence fee) <b>(non-VAT)</b>	£25.00	£25.00	£26.50	£26.50
Commercial books, journals, part works, CD roms, film/broadcast: world, 1 language or world, 1 programme, 1 transmission	£20.80	£20.80	£22.00	£22.00
Commercial books, journals, part works, CD roms, film/broadcast: world, 1 language or world, 1 programme, unlimited use	£51.85	£51.85	£54.50	£54.50
Commercial websites (one off licence fee) <b>(non-VAT)</b>	£75.00	£75.00	£80.00	£80.00
Handling Charge - Postal & Telephone orders (1-5 copies)	£3.00	£3.00	£3.20	£3.20
Handling Charge - Postal & Telephone orders (6-10 copies)	£5.00	£5.00	£5.30	£5.30
Handling Charge - Postal & Telephone orders (11-20 copies)	£7.50	£7.50	£7.90	£7.90
Handling Charge - Postal & Telephone orders (21-30 copies)	£10.00	£10.00	£10.50	£10.50
Handling Charge - Postal & Telephone orders (over 31 copies)	£13.00	£13.00	£13.70	£13.70
<b>Research*</b>				
Basic Research up to 15 minutes	£6.50	£6.50	£6.90	£6.90
Research up to half an hour	£13.00	£13.00	£13.70	£13.70
Research per hour or part hour thereafter	£24.00	£24.00	£25.00	£25.00
Talk by staff <b>(non-VAT)</b> (up to 2 hours including preparation)	Minimum £36.00	Minimum £36.00	Minimum £38.00	Minimum £38.00
Transcriptions/Translations	£24.00	£24.00	£25.00	£25.00
<b>Postage*</b>				
A4 1-10 copies up to 100g	£0.65	£0.65	£0.70	£0.70
A4 11-30 copies up to 200g	£1.00	£1.00	£1.10	£1.10
Larger orders (A4) to be calculated according to weight of package	Costed on request	Costed on request	Costed on request	Costed on request
A3 1-5 copies up to 100g	£0.65	£0.65	£0.70	£0.70
A3 6-15 copies up to 200g	£1.00	£1.00	£1.10	£1.10
Larger orders (UK) to be calculated according to weight of package	Costed on request	Costed on request	Costed on request	Costed on request
Overseas orders mark as airmail small packet (Europe):				
A4 1-10 copies up to 100g	£1.50	£1.50	£1.60	£1.60
A3 1-5 copies up to 100g	£1.50	£1.50	£1.60	£1.60
A3 6-10 copies up to 200g	£2.10	£2.10	£2.20	£2.20

**SERVICE: CULTURAL SERVICES**

Activity	2010/11 Full	2010/11 Conc. Rothercard	2011/12 Full	2011/12 Conc. Rothercard
Larger orders (Europe) to be calculated according to weight of package	Costed on request	Costed on request	Costed on request	Costed on request
Overseas orders mark as airmail small packet (Australia, USA, Canada):				
A4 1-10 copies up to 100g	£1.90	£1.90	£2.00	£2.00
A3 1-5 copies up to 100g	£1.90	£1.90	£2.00	£2.00
A3 6-10 copies up to 200g	£3.20	£3.20	£3.40	£3.40
Larger orders (Australia, USA, Canada) to be calculated according to weight of package	Costed on request	Costed on request	Costed on request	Costed on request
Digital Copies:				
In jiffy bag per CD Rom up to 250g (UK)	£2.00	£2.00	£2.10	£2.10
In jiffy bag per CD Rom up to 250g (Europe)	£2.50	£2.50	£2.60	£2.60
In jiffy bag per CD Rom up to 250g (Australia, USA, Canada)	£3.40	£3.40	£4.20	£4.20
Photo quality copies to be calculated according to weight of package	Costed on request	Costed on request	Costed on request	Costed on request
<b>EXHIBITIONS, TECHNICAL &amp; CONSERVATION UNIT</b>				
Design, construction and advisory work carried out outside Cultural Services but within RMBC:				
Materials	At cost + 30%	At cost + 30%	At cost + 30%	At cost + 30%
Hired Equipment	At cost + 30%	At cost + 30%	At cost + 30%	At cost + 30%
Use of Hired Van	At cost + fuel + 30%	At cost + fuel + 30%	At cost + fuel + 30%	At cost + fuel + 30%
<b>ROTHERHAM VISITOR CENTRE</b>				
Window Cancellation Charges (non-VAT):				
21 days or more	£10.00	£10.00	£10.00	£10.00
20-14 days	£15.00	£15.00	£15.00	£15.00
Less than 13 days	£20.00	£20.00	£20.00	£20.00
Credit Card Transactions (non-VAT)	£0.50	£0.50	£0.50	£0.50
Shops Mark Up	Variable	N/A	Variable	N/A
<b>Photocopying*:</b>				
A4 per sheet	£0.20	£0.20	£0.25	£0.25
A3 per sheet	£0.40	£0.40	£0.50	£0.50
<b>Faxing*:</b>				
United Kingdom 1st sheet	£1.00	£1.00	£1.10	£1.10
United Kingdom 2nd sheet	£0.50 per additional sheet	£0.50 per additional sheet	£0.55 per additional sheet	£0.55 per additional sheet
Europe 1st sheet	£2.00	£2.00	£2.20	£2.20
Europe 2nd sheet	£1.00 per additional sheet	£1.00 per additional sheet	£1.10 per additional sheet	£1.10 per additional sheet
International 1st sheet	£3.00	£3.00	£3.30	£3.30
International 2nd sheet	£1.25 per additional sheet	£1.25 per additional sheet	£1.30 per additional sheet	£1.30 per additional sheet
Commission on sales	Variable	Variable	Variable	Variable

**CULTURE AND LEISURE**

**APPENDIX A**

**PROPOSED FEES AND CHARGES FOR 2011/2012**

**SERVICE: LEISURE AND GREEN SPACES**

Activity	2010/11 Full	2010/11 Conc/Rothercard	2010/11 Jnr. Rothercard	2011/12 Full	2011/12 Conc/Rothercard	2011/12 Jnr. Rothercard
<b>ALLOTMENTS (applicable from 2012/13) (non-VAT)</b>						
Site per acre	£218.50	£218.50	N/A	£262.20	£262.20	N/A
Plot (plus water rates) - Statutory Site	£21.85	£21.85	N/A	£26.22	£22.62	N/A
Plot (plus water rates) - Temporary Site	£21.85	£21.85	N/A	£26.22	£26.22	N/A
Tool Shed	£11.50	£11.50	N/A	£13.80	£13.80	N/A
<b>BOWLS*</b>						
Season Ticket (April-September)	£62.00	£40.00	£34.00	£66.00	£43.00	£36.00
Season Ticket (October-February)	£31.00	£21.45	£18.15	£34.50	£22.50	£20.25
One Hour	£3.20	£2.05	£1.75	£3.50	£2.30	£1.90
<b>NOVELTY GOLF*</b>						
Novelty Golf	£1.40	£0.90	£0.75	£1.50	£1.00	£0.85
<b>PAVILION HIRE*</b>						
Commercial Hire	On application	On application	N/A	On application	On application	N/A
Canklow/Greenlands Park/Barkers Park/Wath Pavilion Room	£25 plus £5.00 ph	£25.00 plus £3.25 ph	N/A	On application	On application	N/A
<b>CLIFTON PARK</b>						
<b>Room Hire (non-VAT unless hired for sporting activity)</b>						
Clifton Bowls Pavilion per hour (Category D)	£9.65	£6.30	N/A	£7.80	£7.80	N/A
Clifton Bowls Pavilion outside normal building operating hours per hour	£9.65 + caretaking cost	£9.65 + caretaking cost	N/A	£7.80 + caretaking cost	£7.80 + caretaking cost	N/A
Clifton Garden Room per hour (Category B)	£23.20	£23.20	N/A	£24.00	£24.00	N/A
Clifton Garden Room and Sunspace per hour (Category A)	£36.50	£23.75	N/A	£34.00	£34.00	N/A
Clifton Garden Room outside normal operating hours per hour	£23.20 + caretaking cost	£23.20 + caretaking cost	N/A	£24.00 + caretaking cost	£24.00 + caretaking cost	N/A
Clifton Garden Room & Sunspace outside normal operating hours per hour	£36.50 + caretaking cost	£36.50 + caretaking cost	N/A	£34.00 + caretaking cost	£34.00 + caretaking cost	N/A
Clifton Garden House Courtyard	On application	On application	N/A	On application	On application	N/A
Clifton Garden House Courtyard Marquee per day	£150.00	£150.00	N/A	£150.00	£150.00	N/A
Caretaking costs outside normal building operation times per hour	£18.20	£18.20	N/A	£19.00	£19.00	N/A
Giant Chess per half hour*	£1.50	£1.00	£0.85	£1.50	£1.00	£0.85
Petanque per half hour*	£1.50	£1.00	£0.85	£1.50	£1.00	£0.85
Petanque/Bowls/Tennis Raquet/Chess Deposit (non-VAT)	£5.00	£5.00	N/A	£5.00	£5.00	£5.00
Water Play exclusive use outside normal operation per hour*	£50.00	£50.00	N/A	£75.00	£75.00	N/A
Educational Visits per pupil	£2.00	£2.00	N/A	£2.00	£2.00	N/A
<b>PLAYING PITCHES*</b>						
Regular bookings that meet criteria - exempt VAT						
Returnable bond per season per team	N/A	N/A	N/A	£150.00	£100.00	N/A
<b>Class "A"</b> Football/Rugby/Cricket (incl. Changing & Showering facilities)	£54.65(£46.50 VAT exempt)	N/A	N/A	£58.20(£48.50 VAT exempt)	N/A	N/A
Official "Under 18 Leagues"	N/A	£35.55(£30.25 VAT exempt)	N/A	N/A	£37.86(£31.55 VAT exempt)	N/A
<b>Class "B"</b> Football/Rugby (incl. Changing Facilities but no services)	£46.50(£39.55 VAT exempt)	N/A	N/A	£49.50(£41.25 VAT exempt)	N/A	N/A
Official "Under 18 Leagues"	N/A	£30.25(£25.75 VAT exempt)	N/A	N/A	£32.22(£26.85 VAT exempt)	N/A
<b>Class "C"</b> Football/Rugby/Cricket						
Wicket (without Changing & Showering facilities)	£41.70(£35.50 VAT exempt)	N/A	N/A	£44.40(£37.00 VAT exempt)	N/A	N/A
Official "Under 18 Leagues"	N/A	£27.15(£23.10 VAT exempt)	N/A	N/A	£28.90(£24.08 VAT exempt)	N/A
Administration Fee (Use of unbooked pitch)	Pitch Fee + £50	Pitch Fee + £32.50	N/A	Pitch Fee + £50.00	Pitch Fee + £32.50	N/A

**SERVICE: LEISURE AND GREEN SPACES**

Activity	2010/11 Full	2010/11 Conc/Rothercard	2010/11 Jnr. Rothercard	2011/12 Full	2011/12 Conc/Rothercard	2011/12 Jnr. Rothercard
<b>PITCH AND PUTT*</b>						
Per Round	£2.60	£1.65	£1.40	£2.70	£1.75	£1.50
Deposit on equipment (non-VAT)	£5.00	£5.00	N/A	£5.00	£5.00	N/A
<b>TENNIS*</b>						
Tennis - Season Ticket (April-September)	£40.00	£26.00	£22.00	£42.50	£27.65	£23.40
Tennis - Season Ticket (October-March)	£20.00	£13.00	£11.00	£22.00	£14.30	£12.10
Per Person, Per Hour (3rd and 4th player free)	£2.90	£1.90	£1.60	£3.10	£2.00	£1.70
<b>CLIFTON PARK PARKING*</b>						
Up to 1 hour	£0.30	£0.30	N/A	£0.40	£0.40	N/A
Up to 2 hours	£0.60	£0.60	N/A	£0.80	£0.80	N/A
Up to 3 hours	£1.00	£1.00	N/A	£1.30	£1.30	N/A
Up to 4 hours	£2.00	£2.00	N/A	£3.00	£3.00	N/A
Up to 5 hours	£3.00	£3.00	N/A	£4.50	£4.50	N/A
All Day	£4.00	£4.00	N/A	£6.80	£6.80	N/A
<b>OUTDOOR EVENTS (non-VAT)</b>						
Administration Fee (Events Safety Pack)	£15.00	£15.00	N/A	£15.50	£15.50	N/A
Park Hire-Community/Voluntary Grps per hr. per 0.5 Ha or part thereof	£8.15	£8.15	N/A	£8.95	£8.95	N/A
Park Hire-Community Groups Approved Public Events	Free on application	Free on application	N/A	Free on application	Free on application	N/A
Park Hire - Commercial Groups	On application	N/A	N/A	On application	N/A	N/A
<b>Rotherham Show Trade Stands (non-VAT)</b>						
Rotherham Show Trade Stand 5m x 5m	£204.00	£204.00	N/A	£210.00	£210.00	N/A
Rotherham Show Trade Stand 7m x 7m	£260.00	£260.00	N/A	£269.00	£269.00	N/A
Rotherham Show Trade Stand 10m x 10m	£350.00	£350.00	N/A	£362.00	£362.00	N/A
Rotherham Show Trade Stand 15m x 15m	£495.00	£495.00	N/A	£510.00	£510.00	N/A
Rotherham Show Trade Stand B Site 5m x 5m	£135.00	£135.00	N/A	£139.00	£139.00	N/A
Rotherham Show Charity Stand A Site	£83.00	£83.00	N/A	£86.00	£86.00	N/A
Rotherham Show Charity Stand B Site	£72.00	£72.00	N/A	N/A	N/A	N/A
<b>COUNTRY PARKS</b>						
<b>THRYBERGH COUNTRY PARK</b>						
<b>FLY FISHING* (includes car parking fee)</b>						
5 hours (2 fish)	£9.50	£7.50	N/A	N/A	N/A	N/A
4 hours (2 fish)	N/A	N/A	N/A	£10.50	£8.50	N/A
Full day (4 fish)	£13.00	£10.00	N/A	N/A	N/A	N/A
Full day (2 fish)	N/A	N/A	N/A	£13.00	£11.00	N/A
Season Permit (2 fish, 50 visits)(1 free child under 16 can be included on Permit but must share catch)	£190.00	£152.80	N/A	£200.00	£165.00	N/A
Season Permit Additional Child (2 fish, 50 visits)	N/A	£35.30	N/A	N/A	£40.00	N/A
Season Permit (2 fish, 30 visits)	£135.00	£135.00	N/A	£150.00	£150.00	N/A
Top Up to 30 or 50 visit Season Permit (2 fish, 10 visits)	£50.00	£50.00	N/A	£50.00	£50.00	N/A
<b>FLOAT TUBING*</b>						
Season Permit Float Tube Launch	£30.00	£30.00	N/A	£30.00	£30.00	N/A
Day Ticket Float Tube Launch	£2.50	£2.50	N/A	£3.00	£3.00	N/A
<b>CARAVAN/CAMPING*</b>						
Fishing/Caravan 2 day consecutive package (for 1 person, per unit)	£33.00	£33.00	N/A	£33.00	£33.00	N/A
Fishing/Caravan 2 day consecutive package additional person	£13.00	£13.00	N/A	£13.00	£13.00	N/A
Backpack Tent per night	Pitch Fee £8.00 Plus £1.20 per person	Pitch Fee £8.00 Plus £1.20 per person	N/A N/A	Pitch Fee £9.00 Plus £1.50 per person	Pitch Fee £9.00 Plus £1.50 per person	N/A
Family Tent per night	Pitch Fee £8.00 Plus £1.20 (adults) £0.60 (children)	Pitch Fee £8.00 Plus £1.20 (adults) £0.60 (children)	N/A	Pitch Fee £9.00 Plus £1.50 (adults) £0.60 (children)	Pitch Fee £9.00 Plus £1.50 (adults) £0.60 (children)	N/A
Caravans, trailer tents & motorhomes per unit per night	Pitch Fee £10.50 (first 2 people inc. + additional persons Child (5-15) £0.65 Over 16 £1.30	Pitch Fee £10.50 (first 2 people inc. + additional persons Child (5-15) £0.65 Over 16 £1.30	N/A	Pitch Fee £11.50 (first 2 people inc. + additional persons Child (5-15) £0.65 Over 16 £1.50	Pitch Fee £11.50 (first 2 people inc. + additional persons Child (5-15) £0.65 Over 16 £1.50	N/A
Awning	£1.60	£1.60	N/A	£1.70	£1.70	N/A
Additional Vehicles per overnight stay	£2.60	£2.60	N/A	£3.00	£3.00	N/A

**SERVICE: LEISURE AND GREEN SPACES**

Activity	2010/11 Full	2010/11 Conc/Rothercard	2010/11 Jnr. Rothercard	2011/12 Full	2011/12 Conc/Rothercard	2011/12 Jnr. Rothercard
Rally Rate per night	£8.50 plus awnings (no additional charge per person)	£8.50 plus awnings (no additional charge per person)	N/A	£9.00 plus awnings (no additional charge per person)	£9.00 plus awnings (no additional charge per person)	N/A
Long Stay (up to 21 days)	Full rate per night	Full rate per night	N/A	Full rate per night	Full rate per night	N/A
<b>OTHER ACTIVITIES</b>						
School Visits (per pupil)	£2.00	£2.00	N/A	£2.00	£2.00	N/A
Hire of Multi-purpose Room (1 hour) (Category D) (non-VAT unless hired for a sporting activity)	N/A	N/A	N/A	£7.80	£5.10	N/A
<b>CAR PARKING*</b>						
All Year Round per day	£0.70	£0.70	N/A	£0.70	£0.70	N/A
Minibus Day Rate	£1.50	£1.50	N/A	£1.60	£1.60	N/A
Car Parking - Season Ticket	£25.50	£25.50	N/A	£27.50	£27.50	N/A
Park and Shower - Season Ticket	N/A	N/A	N/A	£35.00	£35.00	N/A
<b>ULLEY COUNTRY PARK</b>						
<b>COARSE FISHING*</b>						
Season Ticket	£53.50	£35.00	N/A	£55.00	£36.00	N/A
Day Ticket Full	£3.50	£2.50	N/A	£3.50	£2.50	N/A
<b>OTHER ACTIVITIES</b>						
Hire of Multi-purpose Room (1 Hour) (Category C) (non-VAT unless hired for a sporting activity)	£15.30	£9.95	N/A	£15.80	£9.95	N/A
School Visits (per pupil)	£1.50	£1.50	N/A	£2.00	£2.00	N/A
<b>CAR PARKING*</b>						
Car Parking	£0.50	£0.50	N/A	£0.60	£0.60	N/A
Car Parking - Season Ticket	£25.50	£25.50	N/A	£27.50	£27.50	N/A
<b>HERRINGTHORPE ATHLETICS STADIUM*</b>						
Arena Hire full or half day	Price on application	Price on application	N/A	Price on application	Price on application	N/A
Athletics	£2.90	£2.00	£1.60	£3.05	£2.20	£1.70
Season Ticket	£90.00	£60.00	£46.00	£120.00	£75.00	£55.00
Season Ticket Monthly (annual adjustment fee 2009/10 only)	£7.50 per month	£5.00 per month	£3.85 per month	N/A	N/A	N/A
Season Ticket - Family	£190.00	£125.00	N/A	£250.00	£175.00	N/A
Season Ticket Family Monthly (annual adjustment fee 2009/10 only)	£15.85 per month	£10.45 per month	£10.45 per month	N/A	N/A	N/A
Season Ticket - Summer (individual only) April to September	£60.00	£41.00	£33.00	£75.00	£51.00	£38.00
Season Ticket - Winter (individual only) October to March	£35.00	£22.00	£18.00	£50.00	£32.00	£23.00
Regular bookings that meet criteria - exempt VAT:						
Track Centre Pitch	£79.00	£79.00	£79.00	£86.40(£72.00 VAT exempt)	£86.40(£72.00 VAT exempt)	N/A
Track Centre Pitch with lights	£105.00	£105.00	£105.00	£114.00(£95.00 VAT exempt)	£114.00(£95.00 VAT exempt)	N/A
Single 5-a-side Pitch	£26.50	£26.50	£26.50	£29.10(£24.20 VAT exempt)	£29.10(£24.20 VAT exempt)	N/A
Single 5-a-side Pitch with lights	£35.00	£35.00	£35.00	£37.80(£31.50 VAT exempt)	£37.80(£31.50 VAT exempt)	N/A
Admission of athletics/events spectators (chargeable events only)	£0.75	£0.75	£0.75	£0.80	£0.80	£0.80
Children's Activities (variable) (exempt VAT)	£1.00	£1.00	£1.00	£1.00	£1.00	£1.00
Walking/Jogging	£1.00	£1.00	£1.00	£1.00	£1.00	£1.00
Multi-sports	N/A	£2.90	£2.10	N/A	£2.90	£2.10
Rockets	N/A	£2.90	£2.10	N/A	£2.50 for 1½ hours	£2.00 for 1 hour
Fitness Activities e.g. Yoga/Aerobics	£3.60	£2.35	N/A	£3.60	£2.35	N/A
Courses	£3.60	£2.90	£2.10	£3.60	£2.90	£2.10
School Visits (per pupil)	N/A	£1.50	£1.50	N/A	£1.50	£1.50
Birthday Party	Price on application	Price on application	N/A	Price on application	Price on application	N/A
Training/Meeting Room (Category D) per hour	£8.00	£8.00	N/A	£7.80	£7.80	N/A
Training/Meeting Room (Category D) per hour with refreshments	£15.00	£15.00	N/A	£15.00	£15.00	N/A
Training/Meeting Room (Category D) per hour commercial rate	N/A	N/A	N/A	£15.00	£15.00	N/A
Training/Meeting Room (Category D) per hour commercial rate with refreshments	N/A	N/A	N/A	£20.00	£20.00	N/A
Overhead Projector per hour	£4.90	£4.90	N/A	£5.20	£5.20	N/A
Flip Chart Stand including Pad per session	£5.85	£5.85	N/A	£6.25	£6.25	N/A
Powerpoint Projector per hour	£5.85	£5.85	N/A	£6.25	£6.25	N/A
Laptop per hour	£5.85	£5.85	N/A	£6.25	£6.25	N/A

**SERVICE: LEISURE AND GREEN SPACES**

Activity	2010/11 Full	2010/11 Conc/Rothercard	2010/11 Jnr. Rothercard	2011/12 Full	2011/12 Conc/Rothercard	2011/12 Jnr. Rothercard
<b>Equipment Hire:</b>						
Ropes and Pins per 100m per day	£5.00	£5.00	N/A	£5.30	£5.30	N/A
Tables per table per day	£1.50	£1.50	N/A	£1.60	£1.60	N/A
Bunting	£0.65	£0.65	N/A	£0.70	£0.70	N/A
Loud Hailer per event	£6.00	£6.00	N/A	£6.40	£6.40	N/A
Equipment Hire (general items)	£1.00	£1.00	£1.00	£1.05	£1.05	£1.00
Deposit on equipment (non-VAT)	£5.00	£3.50	N/A	£5.00	£3.50	N/A
<b>Cancellation of Room/Hall bookings:</b>						
Charge for room booking cancelled on day	100%	100%	100%	100%	100%	100%
Charge for room booking cancelled within the week	80%	80%	80%	80%	80%	80%
Charge for room booking cancelled within the month	50%	50%	50%	50%	50%	50%



**ROTHERHAM METROPOLITAN BOROUGH COUNCIL**

**APPENDIX B**

**CULTURE AND LEISURE**

**SCHEDULE OF FEES AND CHARGES**

**APRIL 2011 – MARCH 2012**

Charges are for non-profit making bodies based in Rotherham Metropolitan Borough only. Organisations may apply for concessionary use subject to completion of an application form where the hirer can demonstrate that the activity helps to meet the strategic objectives of RMBC's Culture & Leisure Service or where an event is held in aid of the Mayor's Charity.

Commercial fees and charges where stated on application.

All charges will be rounded up to the full hour (except where stated).

All charges are exclusive of VAT except where indicated (\*) where price includes VAT.

All charges are subject to any changes in VAT Regulations.

Individuals eligible for the concessionary rate are as follows:

- \* Individuals who are holders of Rothercard (for individual services – e.g. tickets, equipment hire, etc., not on behalf of an organisation), juniors (under 16 years of age), persons aged 60 years and above, and schools and registered youth groups within Rotherham Metropolitan Borough.
- \* Carers/Personal Assistants accompanying people with special needs to sports facilities/activities will be entitled to free admission (check with facility for details of eligibility). Carers/Personal Assistants acting on behalf of a Rothercard holder (who produce both the Rothercard and the Rothercard holder's library ticket) are also eligible for the concessionary rate in Libraries and Information Services. Carers/Personal Assistants will also be entitled to concessionary rates at Rotherham Theatres.