

# REPORT TO EXECUTIVE

## PORTFOLIO AREA: COMMUNITY ACTIVITIES/HEALTH & WELL-BEING

Date of Meeting:	15 OCTOBER 2001		
Public			
Key Decision:	Yes	Recorded in Forward Plan:	Yes
Inside Policy Framework			

**Title:** REVIEW OF CHARGES 2002/03

**Report of:** DIRECTOR OF LEISURE & COMMUNITY DEVELOPMENT AND  
THE CITY TREASURER

**Report reference:** LCD 89/01 & FINANCIAL MEMO 2001/02 NO 98

### Summary:

This report reviews the existing charges for Tullie House, Bereavement Services, Parks & Recreation in the light of the recommendations of the City Council's Corporate Charging Policy.

### Recommendations:

The Executive is asked to approve the charges as set out in the appendices to the report.

**Contact Officer:** Euan Cartwright

**Ext:** 7350

## 1. BACKGROUND INFORMATION AND OPTIONS

1.1 Each service is required to carry out an annual review of its charges.

1.2 This report proposes the review of a number of charges in respect of Tullie House, Bereavement Services and Parks & Recreation. The report has been prepared in accordance with the principles set out under the Council's current Corporate Charging Policy.

1.3 Appendix A reviews the charges currently in place at Tullie House.

1.4 Appendices B and C are extracts from the charges booklet which show the current and proposed level of charge for Bereavement Services and Parks &

Recreation respectively.

## 2. CORPORATE CHARGING POLICY

2.1 The Corporate Charging Policy that was approved by Policy and Resources on 30 August 2001 sets an income target so as to produce an overall increase in income equal to inflation plus 1%.

2.2 Therefore for 2002/03 each service is required to achieve a corporate target for income generation of 3.5% (RPI 2.5% plus 1%) and the increases proposed have been set with this requirement in mind. In addition the policy requires Service Managers to investigate scope for charging for services that have not been traditional charging areas in the past.

## 3. CONSULTATION

Overview and Scrutiny as part of the budget process.

## 4. STAFFING/RESOURCES COMMENTS

Not applicable

## 5. FINANCIAL COMMENTS

The introduction of the charges proposed is forecast to generate income of £2,144,140 in 2002/03 and this summarised in the table below:

	<b>Original Estimate 2000/01</b>	<b>Estimate 2002/03</b>	<b>% Increase</b>
Bereavement Services:			
Cemeteries	152,690	164,670	7.8

Crematorium	488,240	521,570	6.8
Tullie House	73,300	73,300 *	0
Parks & Recreation:			
Pools	503,730	521,360	3.5
Parks/Recreation	296,850	307,240	3.5
Sands	537,200	556,000	3.5
<b>TOTAL</b>	<b>2,052,010</b>	<b>2,144,140</b>	<b>4.5%</b>

\* No increase has been assumed in the income level at Tullie House for the reasons set out in Appendix A. The effect of this on the overall Tullie House budgets will be reported to the Executive at their next meeting.

## 6. LEGAL COMMENTS

Not applicable

## 7. CORPORATE COMMENTS

Not applicable

## 8. RECOMMENDATIONS

8.1 The Executive is asked to approve the charges as set out in the appendices to the report.

## 9. REASONS FOR RECOMMENDATIONS

9.1 To ensure that the City Council's Corporate Charging Policy requiring an increase in income of 3.5% for 2002/03 is complied with.

D THOMAS E CARTWRIGHT

City Treasurer Director of Leisure &

Community Development

**Contact Officer:** Euan Cartwright

**Ext:** 7350

**Tullie House**

## Income and Charging Review 2002/2003

A new charging structure was introduced at Tullie house in August 2001 when the Millennium Gallery was opened to the Public. At the same time the Tullie Card was relaunched for the residents of Carlisle and District. There has been a large take up of the Tullie card scheme with over 7,500 card being issued in August and September. This has boosted the footfall to Tullie House, but it has not resulted in an increase in admission income. The visitor profile to the Museum has changed in the last few months as a result of the impact of foot and mouth on the tourist industry. The projected visitor profile for 2001/02 was

User Group	6%
Education rate	7%
Groups	2%
Free entries	13%
Tullie card	22%
Adult	22%
Concession	13%
Child	7%
Family	7%
Total	100%

The profile achieved over the last 6 months until October 1<sup>st</sup> was:

User Group	6%
Education rate	6%
Groups	1%
Free entries	10%
Tullie card	32%
Adult	17%
Concession	17%
Child	3%
Family	8%

Total	100%
-------	------

This change in profile will affect the admission income targets for this year, current projections estimate a £15,000 shortfall on admission income targets as a direct result of the foot and mouth crisis and the reduction in paying tourists. The admissions shortfall will be offset by approximately £5,000 from an increase in catering sales due to the increased footfall. We are projecting that we will also achieve shop income targets as the increased footfall of local visitors have used the shop resulting in a sharp increase in the number of shop transactions. Targets will not be exceeded as the spend per head has fallen as these are not tourist visitors who would normally have a higher spend per head.

We are not proposing any increase in admission charges for 2002/3 as the charges were raised in August of 2001 as shown below.

	2000/01	2001/02	% increase
Adult	£3.50	£5.00	43%
Child	£2.50	£2.50	0%
Concession	£2.50	£3.50	40%
Family	£10.00	£14.00	40%
Education Rate	£1.50	£2.00	33%
Group Rate	£1.50	£3.00	100%

The increases were made after research into admission prices at other visitor attractions in Cumbria. We would propose that we review prices again for the 2003/4 budget year when the above revised prices will have been in operation for just over a year.

Income generation at Tullie House has been erratic this year and has not followed any of the projected targets. The end of year position will not be clear until the whole income and expenditure profile can be assessed. The current climate makes it extremely difficult to project income targets for the next financial year. It is unclear at this time if tourist visits to Cumbria and Carlisle will have recovered by next year especially if the foot and mouth crisis continues. As to the international travel climate we can not begin to project the impact of the attack on New York on both international and domestic travel trends.

Income targets have been included in the Millennium Business plan based on a return to previous levels of tourist admissions to Tullie House with the above increased admission charges. On the basis of this years event these income targets and the millennium business plan now need to be reviewed. We have increased foot fall this year at a time of recession throughout Cumbria this has been due to the support of the local community for Tullie House and the varied programme of exhibitions and events provided by the Museums and Arts service which has ensured repeat visits. However increased admissions income is dependent on the numbers of tourists coming to Carlisle.

## Bereavement Services

Current Proposed Approx

Cemeteries Charge Charge Income

Interment fees (exempt VAT)

Interment of child (foetal remains to 1 month) 23.50 24.75 x 21 (5.3%) 519.75

Interment of child over 1 month to 17 years 45.00 47.00 x 3 (5.5%) 141.00

Interment of person 18 years + 236.00 246.00 x 230 (4.2%) 56580.00

Non resident of Carlisle District 258.00 280.00 x 33 (8.5%) 9240.00

Interment of cremated remains 66.00 70.00 x 212 (6.0%) 14840.00

Body Part, Slides and Blocks 25.00 x 4? 100.00

**81420.75**

Purchase of Exclusive Right of Burial

(50 years) exempt VAT **(change to 30 Years)**

For grave used for burial of child up to 17 years 31.00 35.00 x 5 (12.9%) 175.00

For grave used for burial of person 18 years + 249.00 270.00 x 170 (8.4%) 45900.00

For cremated remains grave (size 4' x 2') 91.00 100.00 x 100 (9.9%) 10000.00

**56075.00**

Annual Maintenance of Graves (exempt VAT)

Existing contracts only - Summer plants 20.00 21.00 x 5 (5%) 105.00

- Winter plants 20.00 21.00 x 3 (5%) 63.00

Erection of Memorials (exempt VAT)

For placing Headstone/Monument etc. 46.50 48.00 x 200 (3.2%) 9600.00

For placing additional inscriptions or vase 28.50 29.50 x 190 (3.5%) 5605.00

Use of Burial Chapel (secular or religious service)

Chapel at Richardson Street cemetery 42.00 50.00 x 52 (19%) 2600.00

Chapel at Stanwix cemetery, Kingstown Road 42.00 43.00 x 6 (2.3%) 258.00

Miscellaneous

Transfer of Grave Rights/Statutory Declaration 13.50 14.00 x 86 (3.7%) 1204.00

**19435.00**

## Environmental options (adult funerals only)

Woodland Grave

Exclusive Right of Burial (50 years) **(change to 30years)**

For 2 burials 249.00 258.00 x 28 (3.6%) 7224.00

For 1 burial 124.50 129.00 x 2 (3.6%) 258.00

For Cremated remains 124.50 129.00 x 2 (3.6%) 258.00

Interment - Resident 236.00 246.00

Non resident 258.00 280.00

Cremated remains 67.00 70.00

(Exempt VAT, except supply of trees)

Re-cycled Grave (One burial only)

Resident 236.00 246.00

Non resident 258.00 290.00

Environmental Cremation

(with bio-degradable coffin) 239.00 250.00

**7740.00**

## CREMATORIUM

Cremation fees (exempt VAT) Fee includes Medical

Referee, use of organ, cremation certificate, etc

Cremation Stillborn/child up to 1 month 38.50 40.50 x 4 (5.2%) 162.00

Cremation 1 month – 17 years 62.00 65.00 x 3 (4.8%) 195.00

Cremation 18 + 266.00 277.00 x 1657 (4.1%) 458989.00

Cremation Body Parts, Slides and Blocks 25.00 x ? 100.00

Inscriptions (VAT inclusive)

Book of Remembrance 2 lines 29.50 30.50 x 213 (3.4%) 6496.50

5 lines 56.50 58.50 x 78 (3.5%) 4563.00

5 lines with emblem etc. 80.50 84.50 x 65 (4.96%) 5492.50

8 lines 63.00 66.00 x 6 (4.7%) 396.00

8 lines with emblem etc. 93.50 98.50 x 19 (5.3%) 1871.50

Remembrance Cards 2 lines 17.00 18.00 x 13 (5.8%) 234.00

5 lines 31.50 33.00 x 2 (4.7%) 66.00

5 lines with emblem etc. 58.00 61.50 x 1 (6.0%) 61.50

8 lines 40.00 42.50 x 4 (6.2%) 170.00

8 lines with emblem etc. 66.50 70.00 x 3 (5.3%) 210.00

Baby Book of Remembrance per line 3.60 3.60 x 4 (nc) 14.40

Motif, flower, etc. 30.75 30.75 x 1 (nc) 30.75

Memorial Wall

Granite plaque with 2 lines – with niche 213.00 223.00

Without niche 182.00 192.00 x 5 (5.5%) 960.00

Granite plaque with 3 lines – with niche 235.00 247.00 x 3 (5.1%) 741.00

Without niche 204.00 215.00 x 14 (5.4%) 3010.00

Granite plaque with 4/5 lines – with niche 273.00 287.00

Without niche 241.00 253.00 x 18 (5%) 4554.00

Additional lines of inscription 36.00 37.50 x 15 (4.2%) 562.50

Bronze plaques with niche 166.00 174.00 x 2 (4.8%) 348.00

Without niche 135.00 142.00 x 28 (5.2%) 3976.00

Woodland Burial Sheepfold bronze plaques 167.00 175.00 x 23 (4.8%) 4025.00

Heather Sanctum 2000 plaque with base unit 453.00 453.00 (nc) x 11 4983.00

Garden Extra letters of figures 1.89 1.95 (3.1%) Replacement Plaque 108.50 108.50

Memorial Vase with tablet 243.00 243.00 x 8 (nc) 1944.00

Replacement Plaque 105.00 105.00

### **Other Charges (exempt VAT)**

Use of Chapel of Rest per 24 hours 6.50 7.00 x 2 (7.7%) 14.00

per 48 hours 13.00 ) per 13.50 x 4 (3.8%) 54.00

72 hours or over 16.50 ) day 17.00 x 7 (3.0%) 119.00

Placing cremated remains from other crematoria 25.00 26.00 x 20 (4%) 520.00

Transit of Cremated Remains by T.N.T (UK) 18.00 21.00 x 25 (16.6%) 525.00



Container Plastic urn 7.25 7.50 x 225 (3.5%) 1687.50

Metal urn 11.00 12.00 x 98 (9%) 1176.00

Casket 18.00 19.00 x 123 (5.5%) 2337.00

Provision of bearer at Cremation Service 7.25 7.50 x 672 (3.4%) 5040.00

Coffins (VAT incl) Standard coffin 146.00 148.00 x 1 (1.4%) 148.00

Compakta 70.00 72.00 x 23 (2.9%) 1656.00

Ecology (Peace Box) 128.00 130.00 x 8 (1.6%) 1040.00

Bamboo (new model) 145.00 145.00 x 4 (nc) 580.00

Shroud 142.00 145.00 x 7 (2.1%) 1015.00

Carlisle Coffin (and "Cocoon"

– a new addition) For use at funeral 97.00 99.00 x 15 (2%) 1485.00

Lining for same 11.00 11.00 x 2 (nc) 22.00

521574.15

**Cremation Income 521574.15**

**Cemetery Income 164670.75**

CITY POOLS		CURRENT	PROPOSED
		CHARGE	CHARGE
(All VAT Inc. except *)		£	£
Adult Swimmer per session		2.00	2.10
OAP and Child Swimmer		1.25	1.30
Season Ticket	- Adult	95.00	100.00
	- OAP and Child (includes	40.00	41.50

Leisure Access Card)			
* Pool Hire for General Use per Hour			
	- 10 metre pool	19.25	20.00
	- 20 metre pool	27.60	28.50
	- 33 1/3 metre pool	47.30	50.00
* Pool Hire for Swimming Clubs per Hour			
	- 10 metre pool	10.00	10.35
	- 20 metre pool	19.25	19.95
	- 33 1/3 metre pool	32.50	33.65
	- Early morning	10.00	10.35
	- Galas	38.50	40.00
Slipper Bath	- Adult	1.25	1.30
	- OAP	1.05	1.10
Victorian Health Suite	- Adult	4.15	4.30
	- OAP	2.25	2.35
Solarium		3.30	3.40
Towel Hire		1.15	1.15
* Plus Labour and VAT			

OUTDOOR AREAS			
		CURRENT	PROPOSED
		CHARGE	CHARGE
		£	£
PARKS AND RECREATION GROUNDS			
1.	Football and Rugby (VAT exclusive)		
	Senior Clubs - per match	29.40	30.4
	Junior Clubs - per match	11.70	12.1
* Pitch and Accommodation per season			

		- Senior	280.00	290.0
		- Junior	87.90	90.0
	Pitch only per season	- Senior	126.50	130.0
		- Junior	34.60	35.8
	Training Sessions	- Senior	13.30	13.7
		- Junior	6.90	7.1
* VAT exclusive. This charge includes floodlighting where necessary; use of showers and changing facilities; use of training room if available.				
2.	Cricket (VAT exclusive)			
	Senior Clubs	- Afternoon	29.40	30.4
		- Evening	29.40	30.4
		- All day	44.75	Delet
	Junior Clubs	- Afternoon	13.30	13.7
		- Evening	13.30	13.7
		- All day	17.30	Delet
	Net practice - per hour		4.00	4.1
3.	Hockey (VAT exclusive)			
	Senior Matches		29.40	30.4
	Junior Matches		11.70	12.1
	Training Session		13.30	13.7
4.	Rounders (VAT inclusive)			
	All Matches		11.20	Delet
			CURRENT	PROPOSED
			CHARGE	CHARGE
			£	£
5.	Sheepmount Athletics Track (VAT inclusive)			
	Individual Session	- Adult	1.40	1.4
		- Junior	0.65	0.6
	Season Ticket	- Adult	42.10	43.6
		- Junior	20.00	20.0

Hire of Track per hour	- Training	25.60	26.5
Hire of Track per hour	- Athletics Meeting		
* No admission charged	- First 4 hours	25.60	26.5
*	- Thereafter	19.25	19.9
* Admission charged		85.25	88.2

Use of P.A. System		25.60	26.5
--------------------	--	-------	------

Centre Pitch	- Without floodlights	43.10	45.0
	- With floodlights - Championship	59.30	61.5

\* VAT exclusive. This charge includes floodlighting where necessary; use of Shower and changing facilities; use of training room if available.

Season tickets are only usable when the track is not booked for meetings or for exclusive use for training purposes.

6.	Tennis (per court per hour) (VAT inclusive)		
	Adults	3.30	3.4
	Juniors	1.70	1.7

7.	Bowls (VAT inclusive)		
	Each player per hour	1.70	1.7
	Season Ticket (with locker)	35.10	36.3
	Season Ticket – OAP	16.50	17.0
	Club matches per season (VAT exclusive)	208.00	215.3

CURRENT	PROPOSED
CHARGE	CHARGE
£	£

8.	GOLF AND PUTTING (VAT inclusive)			
	Stony Holme			
	18 holes	- Adult	8.30	8.6
		- OAP and Junior	4.60	4.7
		- Adult (Weekend)	10.40	10.7

			- OAP and Junior (Weekend)	5.20	5.4
	9 holes		- Adult	5.60	5.8
			- OAP and Junior	3.55	3.7
			- Adult (Weekend)	6.70	6.9
			- OAP and Junior (Weekend)	4.40	4.5
	Season Ticket		- Adult	245.00	255.0
			- OAP	128.00	133.0
			- Junior	50.00	50.0
	Family Ticket (2 people)			400.00	415.0
	Day Ticket – Weekday		- Adult	14.40	15.0
			- Junior	7.75	8.0
	- Weekend		- Adult	17.20	18.0
			- Junior	8.80	9.0
	Temporary Green Rate		- Adult	6.35	6.6
			- Junior	4.00	4.1
	Practice Area			1.25	1.3
	Locker Rents			19.25	20.0
9.	Swifts Miniature Golf				
		Adult		2.00	2.1
		OAP & Junior		1.15	1.2
10.	Bitts Putting - 18 Hole				
		Adult		1.00	1.0
		Junior		0.75	0.8
11.	Bitts Crazy Golf				
		Adult		1.15	1.2
		Junior		0.75	0.8
				CURRENT	PROPOSED

			CHARGE	CHARGE
			£	£
12.	Sheepmount Pavilion (VAT inclusive)			
	Charge per hour	- with use of equipment	11.45	11.8
		- without use of equipment	7.15	7.4
	Season Ticket	- Adult	52.20	54.0
		- Junior	32.00	33.0
	Casual User	- Adult	1.40	1.4
		- Junior	0.85	0.9
13.	All Weather Play Area (St James Park) (VAT inclusive)			
	5 -a - side Soccer/Hockey/Netball/Tennis/Volleyball per court per hour			
	Seniors	- Without floodlighting	6.15	6.4
		- With floodlighting	12.80	13.2
	Juniors	- Without floodlighting	4.00	4.1
		- With floodlighting	6.15	6.4
14.	ALLOTMENTS			
	Plot Rents - per square metre per annum		0.10	0.1
	Charge for water supply per plot per annum		2.90	2.9
	(Plot rents are subject to a 50% rebate for OAP's)			

SANDS CENTRE			CURRENT	PROPOSE
			CHARGE	CHARGE
			£	£
(VAT inclusive)				
Booking Card Facility			4.00	4.00
Sports Hall				
Badminton	- Peak		5.40	5.60
	- Off peak/child		3.65	3.75

Recreation Team	- Peak		24.25	25.00
	- Off peak		14.15	14.65
Whole Hall	- Per hour		50.10	52.00
	- Per day		615.00	636.00
	- Youth Organisation	- per hour	30.10	31.00
		- per day	355.00	367.00
	- Recreation Use	- per hour	47.00	48.65
		- per day	500.00	520.00
	- Commercial	- per hour	105.00	108.60
		- per day	1,190.00	1235.00
Seating set up/down	- Circle		154.00	160.00
	- Circle/balcony		193.00	200.00
	- Circle/balcony/stalls		245.00	254.00
Sound System (Labour and VAT included)				
	- Front stage system	- Commercial	153.50	160.00
		- Non commercial	109.00	113.00
	- Basic system and mic for sports, dogs, cats, etc.		30.00	31.00
Lighting System (Labour and VAT included)				
	- Full rig	- Commercial	222.00	230.00
		- Non commercial	109.00	113.00
	- Basic rig		109.00	113.00
	- Follow spots		22.50	23.30
Squash 3/4 hour	- Peak		4.60	4.75
	- Off Peak		3.45	3.55
Secondary Hall	- Peak		17.00	17.60
	- Off peak		9.65	10.00
	- Commercial per day		410.00	425.00

Climbing Wall	- Adult		2.35	2.45
	- Child		1.40	1.45
			<u>CURRENT</u>	<u>PROPOSED</u>
			<u>CHARGE</u>	<u>CHARGE</u>
			£	£
Table Tennis	- Peak		2.65	2.75
	- Off peak		1.65	1.70
Studio			8.85	9.15
Sunbed 1/2 hour			3.40	3.50
Fitness Room			3.10	3.20
Meeting Room			8.85	9.15
Hire Equipment	- Squash racket		0.90	0.95
	- Badminton racket		0.90	0.95
	- 5-a-side football		0.95	1.00
	- Table tennis bat		0.55	0.65
Eden Suite	- Per hour		13.15	13.60
	- Commercial		24.10	25.00
Upper Foyer	- Per hour		10.95	11.35
	- Commercial		18.65	19.30
Upper Foyer	- Display per day		24.00	25.00
Lower Foyer	- Display per day		30.75	32.00
Illuminated Sign	- Full sign	- Commercial	160.00	165.00
		- Non commercial	80.00	83.00