
Leisure Centre Fees and Charges 2019

Committee considering report: Council on 6 December 2018

Portfolio Member: Councillor Rick Jones

Date Portfolio Member agreed report: 15 October 2018

Report Author: Jim Sweeting

Forward Plan Ref: C3657

1. Purpose of the Report

- 1.1 To implement the contractual requirement for an annual price review for 2019 for the leisure contractor to come into effect from 1st January 2019.

2. Recommendation

- 2.1 That Council approve the proposed increase in Fees and Charges as outlined in Appendix D for the leisure management contract.

3. Implications

- 3.1 **Financial:** There are no direct implications to the Council's own budgets from the contractor implementing any increase in Fees and Charges. Within the terms of the Leisure Contract, the contractor retains all income. An income share arrangement is specified within the contract should end of year surpluses be above a certain threshold
- 3.2 **Policy:** The Leisure contract was changed in 2010/11 to accommodate a review of Fees and Charges prior to January of the following and subsequent years. This now forms a condition of the contract between West Berkshire Council and Legacy Leisure
- 3.3 **Personnel:** None
- 3.4 **Legal:** Agreement to any increase in the maximum core leisure contract Fees and Charges will be formally recorded through an exchange of letters and will be included in the Council's published schedule of Fees and Charges for 2019/20
- 3.5 **Risk Management:** None
- 3.6 **Property:** None
- 3.7 **Other:** None

4. Other options considered

- 4.1 The Fees and Charges for the Leisure Centres are set by the leisure contractor, the proposals outlined are those which have been presented by Legacy Leisure for the maximum fees for identified Core activity, as part of their Business Plan for the West Berkshire contract for 2019.
- 4.2 Consideration is given both to achieving standard tariffs across all centres and to the level of fees and charges set by local competitors in the industry and nearby Local Authority facilities in neighbouring districts and boroughs.

Executive Summary

5. Introduction / Background

- 5.1 In establishing their proposed maximum fees and charges for core activity at leisure centres for 2019 the contractor has outlined the standard (non-card holder) prices as outlined in Appendix D. Once discounts as set out in 5.2 are applied it results in an average increase of 2.9% in the charges applied to West Berkshire Card holders, this is below the benchmark level provided by the Retail Price Index at the end of the Contract year (3.4% - June 2018) when rounded to the nearest 5p.
- 5.2 To make it simpler for customers to understand the benefits of being a West Berkshire Card holder it was agreed in December 2015 that the discount applied to West Berkshire Card holders would change from a basic 10% to flat rates applied as follows:
- (a) £1.00 for adult activity
 - (b) £0.50p for junior activity
 - (c) £5.00 for team sports

It is not proposed by the contractor to change the level of discount received by West Berkshire Card Holders in 2019.

- 5.3 Benchmarking against other authorities indicates that the discounts applied for West Berkshire card holders are in line with other Local Authority leisure centres in the neighbouring areas

6. Proposals

- 6.1 The fees and charges for 2019 for core activity at West Berkshire Leisure Centres are outlined in Appendix D.
- 6.2 Members asked if the contractor would review the classification of a Junior to include those aged up to 18. The contractor has identified some financial risks of a blanket policy but is constructively working with officers and Public Health colleagues to introduce a range of activity available for young people aged 14 to 18 at special rates.

7. Conclusion

- 7.1 When the proposed fees and charges are benchmarked against surrounding Local Authority owned facilities it is seen that charges in West Berkshire are at the lower end of the comparison thus representing good value for money to West Berkshire residents.

8. Appendices

- 8.1 Appendix A – Data Protection Impact Assessment
- 8.2 Appendix B – Equalities Impact Assessment
- 8.3 Appendix C – Supporting Information

8.4 Appendix D – Proposed Maximum Core charges for Leisure Centres for 2019

Appendix A

Data Protection Impact Assessment – Stage One

The General Data Protection Regulations require a Data Protection Impact Assessment (DPIA) for certain projects that have a significant impact on the rights of data subjects.

Should you require additional guidance in completing this assessment, please refer to the Information Management Officer via dp@westberks.gov.uk

Directorate:	Economy and Environment
Service:	Public Protection and Culture
Team:	Sport and Leisure Team
Lead Officer:	Jim Sweeting
Title of Project/System:	Leisure Centre Fees and Charges 2019
Date of Assessment:	12/10/2018

Do you need to do a Data Protection Impact Assessment (DPIA)?

	Yes	No
Will you be processing SENSITIVE or “special category” personal data? Note – sensitive personal data is described as “data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person’s sex life or sexual orientation”	<input type="checkbox"/>	√
Will you be processing data on a large scale? Note – Large scale might apply to the number of individuals affected OR the volume of data you are processing OR both	<input type="checkbox"/>	√
Will your project or system have a “social media” dimension? Note – will it have an interactive element which allows users to communicate directly with one another?	<input type="checkbox"/>	√
Will any decisions be automated? Note – does your system or process involve circumstances where an individual’s input is “scored” or assessed without intervention/review/checking by a human being? Will there be any “profiling” of data subjects?	<input type="checkbox"/>	√
Will your project/system involve CCTV or monitoring of an area accessible to the public?	<input type="checkbox"/>	√
Will you be using the data you collect to match or cross-reference against another existing set of data?	<input type="checkbox"/>	√
Will you be using any novel, or technologically advanced systems or processes? Note – this could include biometrics, “internet of things” connectivity or anything that is currently not widely utilised	<input type="checkbox"/>	√

If you answer “Yes” to any of the above, you will probably need to complete [Data Protection Impact Assessment - Stage Two](#). If you are unsure, please consult with the Information Management Officer before proceeding.

Appendix B

Equality Impact Assessment - Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity as set out in the Public Sector Equality Duty (Section 149 of the Equality Act), which states:

- “(1) A public authority must, in the exercise of its functions, have due regard to the need to:***
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;***
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; this includes the need to:***
 - (i) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;***
 - (ii) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;***
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, with due regard, in particular, to the need to be aware that compliance with the duties in this section may involve treating some persons more favourably than others.***
- (2) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.***
- (3) Compliance with the duties in this section may involve treating some persons more favourably than others.”***

The following list of questions may help to establish whether the decision is relevant to equality:

- Does the decision affect service users, employees or the wider community?
- (The relevance of a decision to equality depends not just on the number of those affected but on the significance of the impact on them)
- Is it likely to affect people with particular protected characteristics differently?
- Is it a major policy, or a major change to an existing policy, significantly affecting how functions are delivered?
- Will the decision have a significant impact on how other organisations operate in terms of equality?
- Does the decision relate to functions that engagement has identified as being important to people with particular protected characteristics?
- Does the decision relate to an area with known inequalities?
- Does the decision relate to any equality objectives that have been set by the council?

Please complete the following questions to determine whether a full Stage Two, Equality Impact Assessment is required.

What is the proposed decision that you are asking the Executive to make:	To agree the Core Maximum Leisure Centre Fees and Charges for 2019.
Summary of relevant legislation:	N/a
Does the proposed decision conflict with any of the Council's key strategy priorities?	No
Name of assessor:	Jim Sweeting
Date of assessment:	12/10/2018

Is this a:		Is this:	
Policy	No	New or proposed	No
Strategy	No	Already exists and is being reviewed	Yes
Function	Yes	Is changing	No
Service	No		

1 What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
Aims:	To consider the fees and charges proposed by the leisure contractor for 2019
Objectives:	To agree the maximum core fees and charges with the leisure contractor for 2019
Outcomes:	Maximum Fees and Charges agreed and published prior to coming into effect on January 1 st 2019.
Benefits:	Consistent charging policy across facilities in West Berkshire.

2 Note which groups may be affected by the proposed decision. Consider how they may be affected, whether it is positively or negatively and what sources of information have been used to determine this.		
(Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation.)		
Group Affected	What might be the effect?	Information to support this
Further Comments relating to the item:		
None of the listed groups are affected more positively or negatively than others by the		

proposed changes. For those on low incomes in which ever group access to a concessionary programme is available which provides reduced admission during off peak times. Bespoke schemes have also been commissioned by Public Health and the Communities Directorate to provide further support towards programmes.

3 Result

Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?

No

Please provide an explanation for your answer:

Benchmarking suggests that the charges levied at West Berkshire's leisure centres compare very favourably with other similar types of facilities in the area. Access is by both pay and play and membership so participants can access the facility on a pay as you go basis rather than having to commit to a monthly membership or contract

Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?

No

Please provide an explanation for your answer:

Benchmarking suggests that the charges levied at West Berkshire's leisure centres compare very favourably with other similar types of facilities in the area. Access is by both pay and play and membership so participants can access the facility on a pay as you go basis rather than having to commit to a monthly membership or contract

If your answers to question 2 have identified potential adverse impacts and you have answered 'yes' to either of the sections at question 3, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.

If a Stage Two Equality Impact Assessment is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the [Equality Impact Assessment guidance and Stage Two template](#).

4 Identify next steps as appropriate:

Stage Two required

No

Owner of Stage Two assessment:

Timescale for Stage Two assessment:

Name: Jim Sweeting

Date: 12/10/2018

Please now forward this completed form to Rachel Craggs, Principal Policy Officer (Equality and Diversity) (rachel.craggs@westberks.gov.uk), for publication on the WBC website.