

Members' Library Service Request Form

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| Document Title | Discretionary Discount/Subsidy Charges for Lets |

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Additional information:

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| Authorised By | Monica Patterson |
| Designation | Depute Chief Executive |
| Date | 09/04/19 |

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REPORT TO: Members' Library Service

MEETING DATE:

BY: Depute Chief Executive (Partnerships and Community Services)

SUBJECT: Discretionary Discount/ Subsidy Charges for Lets

1 PURPOSE

- 1.1 To inform elected members of a revision to the Council Charging Policy as it applies to discount/ subsidy for lets.

2 RECOMMENDATIONS

Elected members are asked to:

- 2.1 Note the revision to the Council Charging Policy in relation to discretionary discount/ subsidy charges for lets.

3 BACKGROUND

- 3.1 The Council Charging Policy has recently been revised and the revised policy was submitted to Members' Library in March 2019. The revised policy includes clarification of the policy in relation to the discount/ subsidy applied to different categories of organisations, events or activities.
- 3.2 Appendix 4 of the policy sets out four categories of organisations, events or activities and the level of discount/ subsidy that will apply to each category, from zero subsidy for commercial organisations and events to 50% subsidy for voluntary and charitable events or organisations; with Council events and activities being charged at a zero rate.
- 3.3 The Council is currently reviewing its policy, procedures and charges for lets of Council properties such as Haddington Corn Exchange, Community Centres and meetings rooms in Libraries etc. It is intended that the review will result in a coherent set of policies, procedures and charges for lets across all types of council venues and properties. Whilst the review is being carried out Appendix 4 of the Charging Policy will not apply to lets

and pre-existing discount rates for lets and facilities charges will remain in place until the review is concluded.

4 POLICY IMPLICATIONS

- 4.1 The revision to the Charging Policy whilst the review of policies, procedures and charges for let of council properties is being carried out will have no impact on Council policy as the pre-existing discount / subsidy rates for lets and facilities will remain in place until the review is concluded. The discount/ subsidy rates and categories of groups and activities detailed in Appendix 4 of the Charging Policy will remain in place for all other forms and categories of charges.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – the slight variation in income achieved from lets and facilities charges can be contained within budget.
- 6.2 Personnel – none.
- 6.3 Other – none.

7 BACKGROUND PAPERS

- 7.1 East Lothian Council Charging Policy 2019; Members' Library, March 2019

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| DATE | 8 th April 2019 |