

Report



Cabinet Member for Skills & Work and Newport LIVE

Part 1

Date: May 2015

Item No: 3

Subject Fees and Charges – Newport Museums & Heritage Service

Purpose The purpose of this report is to seek Cabinet Member approval for the proposed charging structure for the chargeable services provided by Newport Museums & Heritage Service for the financial year 2015/16.

Author Museums and Heritage Officer

Ward General

Summary The report sets out the range of services that Museum and Heritage Service provides on a charged-for basis. The report sets out price rises that are recommended for these activities.

Proposal To approve the prices for charged for activities as set out in this report.

Action by Head of Regeneration, Investment and Housing

Timetable Immediate

This report was prepared after consultation with:

- Head of Finance
- Head of Law and Regulations
- Head of People and Business Change

Signed

1. Background

- 1.1 The Museum and Art Gallery and the Newport Ship Project provide a range of services that are charged for. The Museum and Art Gallery provides images of objects and works of art from the collection. These are generally for private use and are supplied as a digital image. Occasionally the request is for commercial use and these attract a higher charge to reflect usage rights.
- 1.2 The Curator at the Newport Ship project is occasionally asked to provide consultancy and training service. These activities are charged for on either an hourly or daily rate.
- 1.3 The Ship project also occasionally rents its FARO digitising arm, but this is only on a very occasional basis.
- 1.4 In previous years the project has also rented out storage tanks space, however now the project has moved to a much smaller premises this will no longer be possible so this charging category can be disregarded.

Museum & Art Gallery income - Various			
Educational Publications UK Rights	£16.00	£17.00	6%
" " World Rights	£32.00	£33.50	5%
Commercial Publications & Websites UK Rights	£32.00	£34.00	6%
Commercial Publications & Websites World Rights	£65.00	£70.00	8%
Publication Jacket, Covers & Homepages UK Rights	£75.00	£80.00	7%
Publication Jacket, Covers & Homepages World Rights	£155.00	£165.00	6%
Television Flash Fees UK Rights	£75.00	£80.00	7%
Television Flash Fees World Rights	£150.00	£160.00	7%
Digital Image 300 dpi	£5.50	£6.00	9%
Ship Project			
Staff Consultancy & Training services Hourly Rate	£35 per hour	£37.00	6%
Staff Consultancy & Training services Day Rate	£250 per day	£260.00	4%
Faro Arm Rental	£70 per day	£73.00	4%

- 1.5 Museums in Wales set their own rates for reproduction charges. Our charging structure follows that set by the National Museum of Wales although individual prices might vary.

2. The benefits expected

- 2.1 The price increases will make a modest contribution to the overall budget for the Museums and Heritage Service.

3. Legal Implications

- 3.1 There are no legal implications as the Council has the right to vary charges of this nature

4. Timescales

4.1 The new prices can be implemented immediately for maximum benefit

5. Staffing issues

5.1 There are no staffing implications associated with this decision.

6. Financial Summary

6.1 Income earned through photography and consultation services does not follow a regular pattern and it is not possible to predict the amount of income earned in the way in the coming financial year

7. Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Potential income not realised if prices not raised	L	L	Prices raised across all categories of charged for activities	Open Learning and Heritage Manager.

8. Links to Council Policies and Priorities

8.1 A key outcome of the “Fairer City” strand in the corporate plan is for the Council to maximise its resources. Ensuring that charged-for activities are priced at reasonable level will contribute to this goal.

9. Options Available

9.1 There are two options to consider; one is to apply a price rises across all categories of charged for activities or prices at the current level.

10. Preferred Option and Why

10.1 The preferred option is increase the prices of charged for activities across all categories.

11. Comments of Chief Financial Officer

11.1 The range of increases suggested within the report are in line or go beyond the requirements within the Councils Medium Term Revenue Plan at 4%.

12. Comments of Monitoring Officer

12.1 The Council has a discretionary power to impose reasonable charges in respect of the Museums Service under the Public Libraries and Museums Act 1964. In addition, the Council has a general power to charge for discretionary services under Section 93 of the Local government act 2003, provided that this is on a cost-recovery basis only. The proposed increases are considered to be reasonable, although any “consultancy” services being provided by staff should only be on the basis of spare capacity and reflect the cost to the Council of providing the services, as there is no power to trade and make a “profit” out of these services.

13. Staffing Implications: Comments of Head of People and Business Change

13.1 There are no direct Human Resources implications contained within this report.

14. Comments of Cabinet Member

14.1 Cabinet Member has approved the report for consultation.

15. Comments of Non-Executive Members

None received.

16. Equalities Impact Assessment

15.1 N/A

Dated: 14 May 2015