



**Date:** 20 November 2017  
**Title:** TACTIC Hire Charges  
**Purpose of the Report:** To trial TACTIC hire charges  
**Contact Officer:** Tracey Quinn, TACTIC Manager

Corporate Objective/s	LLTC Three Year Plan	
	14	Expand the reach of TACTIC by initiating a "hub & spoke" model across the town.
<b>Implications:</b>		
<b>Financial</b>		
<b>Human Resources</b>		
<b>Operational/Service delivery</b>	√	
<b>Procedural/Legal</b>		
<b>Risk/Health and Safety</b>		

## 1. RECOMMENDATION

- 1.1 To endorse TACTIC facility hire charges for local community, charity and voluntary organisations during non-service delivery hours.

## 2. BACKGROUND – TACTIC Hire Charges

- 2.1 The idea of utilising the TACTIC centre during the day was presented at the Culture and Economic Committee on 12th September 2016 and to this end, the part-time Community Organiser post was approved at Personnel Committee on 3rd October 2016.
- 2.2 As part of the overall development of TACTIC it is hoped to utilise the building more creatively during the daytime and periods outside of the core drop-in hours. With the creation of a temporary part time community officer role (ending March 2018) officers can now pilot the facilities for use by community groups and meeting spaces for other organisations. It is anticipated that this will generate a small and raise the profile of the facility within the community at large.

- 2.3 The facility is limited to space for large groups but is able to accommodate small community groups or small consultation/meeting rooms for organisations or individuals. A user guide, booking form and fess/charges has been designed to enable us to pilot this use from November 2017 to March 2018. This will be reviewed in late February including a user survey and if successful will be continued.
- 2.4 Hire charges/fees have been established so as these rates are affordable to local community/charity groups and are based on a summary of other LLTC pavilion charges and other local facilities that are available in the community.
- 2.5 TACTIC staff currently use the centre during the day for admin purposes, planning and 1-2-1 mentoring and support to partner agencies. The staff rota enables officers to cover community hire Monday – Friday within the existing staff resource. Weekend rates reflect an increase to cover staffs extra hours if required although we envisage weekend use to be minimal. This will therefore not have any financial implications for the centres budget.
- 2.6 Promoting TACTIC for use by the wider community can enable officers to share the work done with young people and build community relations with a wider audience.

### **3. Attachments**

- a) **User Guide – see attached**  
b) **Booking form – see attached**  
c) **Fees and Charges – see attached**

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