

Review of Charges 2022/23
Adult Services

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Daytime Support	1:1 Support (3 hour session)	3 hour Session	65.00	66.30	2%	01/04/2022	Discretionary	NB	
	1:2 Active Support (3 hour session)	3 hour Session	31.00	31.62	2%	01/04/2022	Discretionary	NB	
	1:6 Respite & prevention (3 hour session)	3 hour Session	21.00	21.42	2%	01/04/2022	Discretionary	NB	
	2:1 Support (3 hour session)	3 hour Session	116.00	118.00	2%	01/04/2022	Discretionary	NB	
	Hire of Room (no equipment provided)	per hour	20.50	20.91	2%	01/04/2022	Discretionary	ZR	
	Hire of Sensory Room	per hour	3.45	3.52	2%	01/04/2022	Discretionary	NB or SR	
	Hourly cost of attendance outside of core hours	per hour	24.00	25.50	6%	01/04/2022	Discretionary	NB	
	Lunchtime meal	per meal	2.35	2.40	2%	01/04/2022	Discretionary	SR	
	Music, Art and Boom Groups	per session	6.00	6.10	2%	01/04/2022	Discretionary	NB or SR	
	Service User Transport (single or return journey) where this is part of assessed need	Single or Return Journey	20.00	25.00	25%	01/04/2022	Discretionary	NB	
	SMILE	per session	6.00	6.10	2%	01/04/2022	Discretionary	NB or SR	
Money Management	Court of Protection income	Annual Management Fee Yr 1	775.00	775.00	0%	01/04/2022	Statutory	NB	The MoJ decide when the uprating takes place and the new rates. This then has to be agreed via the Lord Chancellor so requires parliamentary time. No scheduled increase has yet been announced. This has again been taken up by APAD as there hasn't been an increase since 2017, the court fees that the MOJ charge have been adjusted this year so it's likely an increase may be agreed but it won't be agreed by April 2022. Any increase will be made from the date of the Practice Direction and not the start of the financial year.
		Category 3 Property Management	300.00	300.00	0%	01/04/2022	Statutory	NB	As above
		Category 4 Annual report	216.00	216.00	0%	01/04/2022	Statutory	NB	As above
		Deputy for Health & Welfare	555.00	555.00	0%	01/04/2022	Statutory	NB	As above
		Preparation of basic HMRC income tax return	70.00	70.00	0%	01/04/2022	Statutory	NB	As above
		Preparation of complex HMRC income tax return	140.00	140.00	0%	01/04/2022	Statutory	NB	As above
		Section 12, Fixed cost direction of travel	40.00	40.00	0%	01/04/2022	Statutory	NB	As above
		Work up to court order date	745.00	745.00	0%	01/04/2022	Statutory	NB	As above
		Yr2 & subsequent yrs	650.00	650.00	0%	01/04/2022	Statutory	NB	As above
		Maximum charge per hour for work in relation to estates of deceased clients	per hour	115.00	115.00	0%	01/04/2022	Discretionary	SR

Adult Services

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Urgent Response and Telecare Service: telecare equipment and monitoring form a call centre.	URTS service - telecare level 1	Weekly	5.00	5.00	0%	01/04/2022	Discretionary	ZR or SR	
	URTS service - telecare level 2	Weekly	10.00	10.00	0%	01/04/2022	Discretionary	ZR or SR	
Arrangement fees	Annual charge for arranging homecare support for people who fund their own care	Annual	148.00	151.00	2%	01/04/2022	Discretionary	SR	
	Weekly charge for arranging home care support for people who fund their own care.	Weekly	4.22	4.30	2%	01/04/2022	Discretionary	SR	

Other Adult Social Care Services are governed by the Care and Support Statutory Guidance issued under the Care Act 2014 and the Council's Adult Social Care Contributions Policy which is available on the Council's website through the link below:

[Adult social care services we charge for | Oxfordshire County Council](#)

Review of Charges 2022/23
Children's Services

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
Corporate Parenting - ATTACH	Additional Hours	per hour	65.00	Deleted	n/a		Discretionary	SR
	Assessment	Per Assessment	640.00	900.00	41%	01/04/2022	Discretionary	SR
	Foundations for Attachment Group	Per Intervention	820.00	1,000.00	22%	01/04/2022	Discretionary	SR
	Non-Violent Resistance Group	Per Intervention	1,020.00	1,500.00	47%	01/04/2022	Discretionary	SR
	Nurturing Attachments Group	Per Intervention	1,275.00	1,750.00	37%	01/04/2022	Discretionary	SR
	Stories for Attachment Group	Per Intervention	550.00	700.00	27%	01/04/2022	Discretionary	SR
	Telephone Appointment	Per Half Hour	62.00	75.00	21%	01/04/2022	Discretionary	SR
	Therapy	per hour	128.00	150.00	17%	01/04/2022	Discretionary	SR
	VIG	Per Intervention	1,275.00	1,500.00	18%	01/04/2022	Discretionary	SR
	Compassion focused therapy group	Per Intervention	1,100.00	1,500.00	36%	01/04/2022	Discretionary	SR
	Additional Hours	per hour	244.58	150.00	-39%	01/04/2022	Discretionary	SR
	Assessment	Per Assessment	222.56	Deleted	n/a	01/04/2022	Discretionary	SR
Corporate Parenting - Riverside Centre	Climbing wall (tower) hire for one day within Oxfordshire	Per Day	800.00	800.00	0%	01/04/2022	Discretionary	SR
	First Staff member per half day (up to 3.5 hours).	Half day	230.00	230.00	0%	01/04/2022	Discretionary	SR
	First Staff member per whole day (3.5hrs- 7hrs)	Full day	300.00	300.00	0%	01/04/2022	Discretionary	SR
	Hire of Premises (cost of the building per day)	Per Day	100.00	100.00	0%	01/04/2022	Discretionary	SR
	Minibus hire to OCC approved groups	Per Day	90.00	90.00	0%	01/04/2022	Discretionary	SR
	Minibus per mile after first 100 miles per day	Per mile	0.30	0.30	0%	01/04/2022	Discretionary	SR
	Recharge rate for SEND & Meadowbrook Schools	per hour	27.50	27.50	0%	01/04/2022	Discretionary	SR
	Second staff member per half day	Half day	170.00	170.00	0%	01/04/2022	Discretionary	SR
	Second Staff member per whole day	Full day	240.00	240.00	0%	01/04/2022	Discretionary	SR

Children's Services

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
Home to School Transport	Contributions To School Transport (Per annum)	Over 3 Miles Pre and Post-16 Students	719.00	733.00	2%	01/09/2022	Discretionary	ZR
		Under 3 Miles Pre and Post-16 Students	386.00	394.00	2%	01/09/2022	Discretionary	ZR
Education Staff	Charging for work of officers in Education service to other organisations	Group Manager		717.00	NEW	01/04/2022	Discretionary	SR
		Team Leader		645.00	NEW	01/04/2022	Discretionary	SR
		Principal Officer		527.00	NEW	01/04/2022	Discretionary	SR
		Officer		409.00	NEW	01/04/2022	Discretionary	SR
		Assistant		326.00	NEW	01/04/2022	Discretionary	SR
		Large meeting (up to 5 Officers in attendance)		1,440.00	NEW	01/04/2022	Discretionary	SR
		Small meeting (2-3 Officers in attendance)		720.00	NEW	01/04/2022	Discretionary	SR

Review of Charges 2022/23
Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Commons Registration Authority Charges	Common searches	Per additional land parcel	1.32	1.35	2%	01/04/2022	Discretionary	NB	
	Common searches (new Con290 form due 14/15 or after)	Initial Search	43.00	44.00	2%	01/04/2022	Discretionary	NB	
	Corrective applications additional inquiry stage para 6	Per application	3,500.00	3,600.00	3%	01/04/2022	Discretionary	NB	
	Corrective applications additional inquiry stage para 7	Per application	2,900.00	2,960.00	2%	01/04/2022	Discretionary	NB	
	Corrective applications additional inquiry stage para 8	Per application	3,400.00	3,470.00	2%	01/04/2022	Discretionary	NB	
	Corrective applications additional inquiry stage para 9	Per application	3,500.00	3,570.00	2%	01/04/2022	Discretionary	NB	
	Corrective applications under Commons Act 2006 Schedule 2 (standard, no inquiry)	Per application	1,110.00	1,150.00	4%	01/04/2022	Discretionary	NB	
	Supply of Highway (rights of way) related information	Written response to extensive enquiry	72.00	75.00	4%	01/04/2022	Discretionary	SR	
	Supply of Highway (rights of way) related information	Written response to standard enquiry	52.00	55.00	6%	01/04/2022	Discretionary	SR	
	Landowner Deposits: Highways Act 1980 section 31(6)	Receipt and processing of deposited map and statement OR declaration for a single parcel (of any size)		290.00	NEW	01/04/2022	Discretionary	EX	
	Landowner Deposits: Highways Act 1980 section 31(6)	Additional fee for each additional unconnected land parcel		20.00	NEW	01/04/2022	Discretionary	EX	
	Landowner Deposits: Highways Act 1980 section 31(6)	Receipt and processing of declaration that follows an initial deposited map and statement if made within 60 days of the Council's acceptance of initial deposit.		50.00	NEW	01/04/2022	Discretionary	EX	
	Landowner Deposits: Commons Act 2006 s15(a)(1) Landowner Statement (or combined s31(6) and s15(a)(i) deposit)	Receipt and processing of deposited map and statement OR declaration for a single parcel (of any size)		350.00	NEW	01/04/2022	Discretionary	EX	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Landowner Deposits: Commons Act 2006 s15(a)(1) Landowner Statement (or combined s31(6) and s15(a)(i) deposit)	Additional fee for each additional unconnected land parcel		25.00	NEW	01/04/2022	Discretionary	EX	
	Landowner statements and declarations (public rights of way)	Additional parcels beyond 7	80.00	Replaced and deleted	n/a		Discretionary	EX	
	Landowner statements and declarations (public rights of way)	Fee per application (3-4 land parcels)	325.00	Replaced and deleted	n/a		Discretionary	EX	
	Landowner statements and declarations (public rights of way)	Fee per application (5-7 land parcels)	370.00	Replaced and deleted	n/a		Discretionary	EX	
	Landowner statements and declarations (public rights of way)	Standard fee per application (incl up to 2 land parcels)	300.00	Replaced and deleted	n/a		Discretionary	EX	
Definitive Map and Commons	As made, the Local Authorities (Recovery of Costs for Public Path Orders) Regulations 1993 http://modgov.sefton.gov.uk/moderngov/Data/Cabinet%20Member%20-%20Technical%20Services%20(meeting)/20051109/Agenda/Item%2005.pdf Recovery of costs under DoE Circular 11/1996	Orders confirmed unopposed	3,600.00	3,700.00	3%	01/04/2022	Statutory	NB	
		Orders confirmed - objections withdrawn OR Orders opposed - not proceeded with	4,100.00	4,200.00	2%	01/04/2022	Statutory	NB	
		Orders opposed - submitted to SoS	5,225.00	5,330.00	2%	01/04/2022	Statutory	NB	
	Merged with record above as they are now the same work. [As made, the Local Authorities (Recovery of Costs for Public Path Orders) Regulations 1993]	Orders opposed - not proceeded with	4325	Deleted			Statutory	NB	
Excess Charges/ Penalty Notices/ Enforcement	Bus Lane Camera Enforcement	Fines paid after 14 & up to 28 days	60.00	60.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Fines paid within 14 days	30.00	30.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
	Penalty Charge Notices - higher contraventions	Fines paid after 14 & up to 28 days	70.00	70.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Fines paid within 14 days	35.00	35.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
	Penalty Charge Notices - lower contraventions	Fines paid after 14 & up to 28 days	50.00	50.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Fines paid within 14 days	25.00	25.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Highways	Agreement for temporary traffic counter on highway		36.00	38.00	6%	01/04/2022	Discretionary	NB	
	Approving traffic Management plans and signage schedules	per hour	60.00	65.00	8%	01/04/2022	Discretionary	NB	
	Private access protection road markings	Per application	150.00	153.00	2%	01/04/2021	Discretionary	NB	
	Directional Signage - New Developments	Agreement and authorisation/approval of sites and signs (per hour)	65.00	66.00	2%	01/04/2022	Discretionary	SR	
		Design Services (per hour)	65.00	66.00	2%	01/04/2022	Discretionary	SR	
		Installation Supervision (per hour)	65.00	66.00	2%	01/04/2022	Discretionary	SR	
	Charge to public utilities for outstaying prescribed and/or reasonable periods for their works in the highway.	Fixed under NRSWA.	Various as per scale of charges	Various as per scale of charges	n/a	01/04/2022	Statutory	NB	
	Commutated fee for licence of private apparatus in the highway, including the admin cost of maintaining the licence record (S50)		£1,070 inspection fee (including the first 200m and then £172 for every 200m or part thereof.	£1095 inspection fee (including the first 200m) and then £176 for every additional 200m of part thereof.	n/a	01/04/2022	Statutory	NB	
	Fixed Penalty Notice income from statutory undertakers for non-compliance with Sections 54, 55, 57, 70, 74 of the New Roads and Street Works Act (NRSWA)	Per Notice	120.00	120.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Discounted Rate	80.00	80.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
	Hoarding Consents	Initial Licence - one month occupation	141.00	180.00	28%	01/04/2022	Discretionary	NB	
		Renewal - one month occupation	141.00	180.00	28%	01/04/2022	Discretionary	NB	
		Retrospective Licence	£230 + hourly enforcement rate	235.00	n/a	01/04/2022	Discretionary	NB	
	Oversailing Consents - structures oversailing the highway	Licence	365.00	375.00	3%	01/04/2022	Discretionary	NB	
		Retrospective Licence	£573 + hourly enforcement rate	585.00	n/a	01/04/2022	Discretionary	NB	
	Providing Pre contract information on CTMP and general requirements	per hour	60.00	Replaced and deleted	n/a		Discretionary	NB	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Reinstatement of Trenches - Site Supervision by Highways Inspectors (Fixed charge under NRSWA)	Standard Charge for Defect Inspections set by Statutory Regulation.	50.00	50.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Standard Charge for Sample Inspections set by Statutory Regulation.	50.00	50.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
	Vehicle Crossings	Residential Non-classified Roads	164.00	205.00	25%	01/04/2022	Discretionary	NB	
		Residential Classified Roads	275.00	320.00	16%	01/04/2022	Discretionary	NB	
		Multiple access and commercial use Non-classified Roads	515.00	565.00	10%	01/04/2022	Discretionary	NB	
		Multiple access and commercial use Classified Roads	680.00	730.00	7%	01/04/2022	Discretionary	NB	
		Temporary vehicle crossing to allow access to a new development in advance of formal S278 sign off	950.00	1,010.00	6%	01/04/2022	Discretionary	NB	
		Enforcement for non-compliance with vehicle crossing (non-applications, not to specification).	At Cost	At Cost	n/a	At Cost	Discretionary	NB	
	Design Work on Street Lighting for New Developments	1 - 5 Columns (Minimum Charge)	840.00	856.00	2%	01/04/2022	Discretionary	SR	
		6 - 15 Columns (Minimum Charge)	1,175.00	1,198.00	2%	01/04/2022	Discretionary	SR	
		16 - 25 Columns (Minimum Charge)	1,475.00	1,504.00	2%	01/04/2022	Discretionary	SR	
		26 - 50 Columns (Minimum Charge)	1,765.00	1,800.00	2%	01/04/2022	Discretionary	SR	
		Over 50 Columns (Minimum Charge)	2,350.00	2,397.00	2%	01/04/2022	Discretionary	SR	
	Re-submission of Design Work on Street Lighting	1 - 25 columns	630.00	642.00	2%	01/04/2022	Discretionary	SR	
		Above 25 columns	840.00	856.00	2%	01/04/2022	Discretionary	SR	
	Filming Policy - On or in the vicinity of the Highway - Application Fee for permission to film	Advertising, maintenance of notices and exceptional staff time	Charge per hour at cost	Charge per hour at cost	n/a	01/04/2022	Discretionary	SR	
		Small - 1 - 10 crew	£77 to £306 depending on the number of days filming and complexity of the project.	£80 to £320 depending on the number of days and complexity of the project.	n/a	01/04/2022	Discretionary	SR	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Medium - 11 - 29 crew	£306 to £1,244 depending on the number of days filming and complexity of project.	£320 TO £1270 depending on the number of days and complexity of the project.	n/a	01/04/2022	Discretionary	SR	
		Large - 20 - 40 crew	£510 - £2,040 depending on the number of days filming and complexity of project.	£525 TO £2080 depending on the number of days and complexity of the project.	n/a	01/04/2022	Discretionary	SR	
		Large Plus - 41+ crew	£2,040 minimum fee (fees above this level are subject to negotiation)	£2,080 minimum fee (fees above this level are subject to negotiation)	n/a	01/04/2022	Discretionary	SR	
	Oxfordshire Permit Scheme - Permit Fees	Permit fee for working on the highway network.	Various as per scale of charges	Various as per scale of charges	n/a	01/04/2022	Discretionary	NB	
	Application fee for S278 works (non statutory works promoters) to book space on the highway.	Per application - Works involving excavation £245	245.00	250.00	2%	01/04/2022	Discretionary	NB	
		Retrospective Permit	320.00	330.00	3%	01/04/2022	Discretionary	NB	
	Experimental Traffic Regulation Order	Standard Experimental Traffic Regulation Order	3,255.00	3,320.00	2%	01/04/2022	Discretionary	NB	
	Temporary Traffic Regulation Orders (Please note no refunds are available for cancelled TTROs)	Routine Temporary TRO	2,080.00	2,130.00	2%	01/04/2022	Discretionary	NB	
		Emergency Notice	885.00	910.00	3%	01/04/2022	Discretionary	NB	
		Special Events - basic order	2,080.00	2,130.00	2%	01/04/2022	Discretionary	NB	
		Advertising, maintenance of notices and exceptional staff time.	At cost	At cost	n/a	At Cost	Discretionary	NB	
	Traffic Regulation Orders	Standard Traffic Regulation Order	3,255.00	3,320.00	2%	01/04/2022	Discretionary	NB	
		Other consultation not requiring placing of a newspaper notice	1,675.00	1,708.00	2%	01/04/2022	Discretionary	NB	
		Other Consultation Requiring placing of a single newspaper notice and no input from legal team - includes pedestrian crossings; traffic calming schemes and incorporating road humps	1,880.00	1,917.00	2%	01/04/2022	Discretionary	NB	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Parking permit exclusions requiring Traffic Regulation Order amendment arising from planning permission for a new development	2,300.00	2,346.00	2%	01/04/2022	Discretionary	NB	
		Advertising, maintenance of notices and exceptional staff time	At cost	At cost	n/a	At Cost	Discretionary	NB	
	Cranes	Licence	420.00	470.00	12%	01/04/2022	Discretionary	NB	
		Retrospective Licence	£572 + hourly enforcement rate	585.00	n/a	01/04/2022	Discretionary	NB	
	Scaffolding Licences	Initial Licence - one month occupation	150.00	190.00	27%	01/04/2022	Discretionary	NB	
		Renewal - one month occupation	150.00	190.00	27%	01/04/2022	Discretionary	NB	
	Scaffolding Licences	Retrospective Licence	£250 + at cost staff time	300.00	n/a	01/04/2022	Discretionary	NB	
	Tower Scaffolding Licences/Cherry Picker / Small Lift	Initial Licence 2 days occupation	116.00	155.00	34%	01/04/2022	Discretionary	NB	
		Renewal - 2 days occupation	116.00	155.00	34%	01/04/2022	Discretionary	NB	
		Retrospective Licence	£250 + at cost staff time	300.00	n/a	01/04/2022	Discretionary	NB	
	Highway Material Storage Licence	Enforcement for non-compliance / No consent for all licence fees that do not have existing prescribed enforcement fees. Change fee to "At cost"	At Cost	At Cost	n/a	At Cost	Discretionary	NB	
		Licence	100.00	140.00	40%	01/04/2022	Discretionary	NB	
		Retrospective Licence	£150 + enforcement costs	190.00	n/a	01/04/2022	Discretionary	NB	
	Skip Licence	Late renewal (more than 5 working days to be classed as new application)	75.00	115.00	53%	01/04/2022	Discretionary	NB	
		Licence	100.00	140.00	40%	01/04/2022	Discretionary	NB	
		Licence Renewal	100.00	140.00	40%	01/04/2022	Discretionary	NB	
		One day Licence	69.00	100.00	45%	01/04/2022	Discretionary	NB	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Retrospective Licence	£160 + hourly er	200.00	n/a	01/04/2022	Discretionary	NB	
	Removal of unauthorised signs	Signs over 0.5 sq. metre in area	280.00	285.00	2%	01/04/2022	Discretionary	NB	
		Signs under 0.5 sq. metre in area	210.00	215.00	2%	01/04/2022	Discretionary	NB	
	Tourism Signs	Assessing application and detailed site assessment	320.00	326.00	2%	01/04/2022	Discretionary	NB	
		Design, manufacture & erection	Cost +20%	Cost +20%	n/a	At Cost	Discretionary	SR	
		Maintenance & removal	2/3 x (b) above	2/3 x (b) above	n/a	At Cost	Discretionary	SR	
	Provision of CCTV coverage for legal/judicial proceedings (excluding requests in relation to the prevention or prosecution of crime)	Per request	60.00	70.00	17%	01/04/2022	Discretionary	EX	
	Supply of Automatic Traffic Count (ATC) Data to commercial organisations	Data from first ATC/year in request (this can contain between 1 and 52 weeks worth of flow data)	160.00	164.00	3%	01/04/2022	Discretionary	SR	
		Data from additional years (per year)	33.00	34.00	3%	01/04/2022	Discretionary	SR	
		Data from additional ATC in same request (first year)	88.00	90.00	2%	01/04/2022	Discretionary	SR	
		Collating Data from Multiple sites	57.00	59.00	4%	01/04/2022	Discretionary	SR	
	Supply of Conveyancing 29 Highway Search Information		9,180.00	9,364.00	2%	01/04/2022	Discretionary	NB	
	Supply of Highway related information, including Personal Search Fees	Con29 property search	64.00	66.00	3%	01/04/2022	Discretionary	SR	
		Extensive highway boundary extent	155.00	160.00	3%	01/04/2022	Discretionary	SR	
		Highway extent	64.00	66.00	3%	01/04/2022	Discretionary	SR	
		Highway extent per additional question	15.00	16.00	7%	01/04/2022	Discretionary	SR	
		Highway Extent research/survey	640.00	660.00	3%	01/04/2022	Discretionary	SR	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Supply of Manual Traffic Survey Data (when a commercial request to purchase historical survey data is received)	Large Survey (e.g. OD survey, turning count with queues etc)	670.00	684.00	2%	01/04/2022	Discretionary	SR	
		Medium Survey (e.g. turning count)	444.00	453.00	2%	01/04/2022	Discretionary	SR	
		Small Survey (e.g. link count)	282.00	288.00	2%	01/04/2022	Discretionary	SR	
	Supply of traffic accident data (planning matter or other professional purpose)	first location / date range	164.00	168.00	2%	01/04/2022	Discretionary	SR	
		search of records to establish if there is any relevant data	47.00	49.00	4%	01/04/2022	Discretionary	SR	
		second and each subsequent location / date range	94.00	96.00	2%	01/04/2022	Discretionary	SR	
	Section 50 works - EV charging gullies licence to install.	Per licence (Price to be confirmed)		300.00	NEW	01/04/2022	Discretionary	EX	
	Egully licence for the installation of a cross channel gully in the footway.	Per licence		300.00	NEW	01/04/2022	Discretionary	EX	
	Monthly/Annual user subscription for training cables into Egullies. Monthly £10 per month and annual charge of £100 (provisional and needs to be confirmed).	per gully		100.00	NEW	01/04/2022	Discretionary	EX	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Pre-Permit advice and support (Oxfordshire Permit Scheme) to developers and other non-utility third parties for development and traffic management purposes	Scheme duration up to 1 year		1,000.00	NEW	01/04/2022	Discretionary	EX	
		Scheme duration 12 months to 24 months		3,000.00	NEW	01/04/2022	Discretionary	EX	
		Scheme duration beyond 24 months		5,000.00	NEW	01/04/2022	Discretionary	EX	
	Supply of Manual Traffic Survey Data (when a commercial request to purchase historical survey data is received)	Collating Multiple Sets of Data		59.00	NEW	01/04/2022	Discretionary	EX	
	Service Charge to Arrange Survey Through 3rd Party Survey Companies	Single Survey		60.00	NEW	01/04/2022	Discretionary	EX	
		Single Survey		60.00	NEW	01/04/2022	Discretionary	EX	
	Providing Pre contract information on CTMP and general requirements	per hour	60.00	Replaced and deleted	n/a		Discretionary	NB	
On-Street Parking - Pay and Display	Abingdon 8am-6pm (excl. Sundays, B Hols.) 1984 Act	1 hour	0.80	1.00	25%	01/04/2022	Discretionary	NB	
		2 hours (the maximum)	1.20	1.40	17%	01/04/2022	Discretionary	NB	
		Visitor permit (24 hours)	1.20	1.40	17%	01/04/2022	Discretionary	NB	
	Henley 8am-6pm (excl. Sundays, B Hols.)	1 hour	0.80	1.00	25%	01/04/2022	Discretionary	NB	
		2 hours (the maximum)	1.20	1.40	17%	01/04/2022	Discretionary	NB	
		Visitors permit (24 hours)	1.20	1.40	17%	01/04/2022	Discretionary	NB	
	Oxford City Centre - Central Area	1 hour	5.70	6.00	5%	01/04/2022	Discretionary	NB	
		2 hours	8.90	12.00	35%	01/04/2022	Discretionary	NB	
		Saturday 1 hour	5.70	6.00	5%	01/04/2022	Discretionary	NB	
		Saturday 2 hours	8.90	12.00	35%	01/04/2022	Discretionary	NB	
		Saturday evenings	5.70	6.00	5%	01/04/2022	Discretionary	NB	
		Sunday - Friday evenings	5.70	6.00	5%	01/04/2022	Discretionary	NB	
		1 hour	3.90	6.00	54%	01/04/2022	Discretionary	NB	
		3 hours	5.00	18.00	260%	01/04/2022	Discretionary	NB	
		Evenings/Sundays	3.90	6.00	54%	01/04/2022	Discretionary	NB	
	Vehicle Removal Charge		105.00	120.00	14%	01/04/2022	Discretionary	NB	
	Wallingford 8am-6pm (excl. Sundays, Bank holidays)	1.5 hours (the maximum)	0.50	0.60	20%	01/04/2022	Discretionary	NB	
	Parking bay suspension (non Pay and Display) - charge for the suspension of a parking bay	Cost is per bay for the first day and £10 per bay for each consecutive day	30.00	30.00	0%	01/04/2022	Discretionary	EX	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Suspension of Parking Bay - Pay and Display	per bay charged at £30 for first day and £10 for each subsequent day + loss of income for each bay determined by income level for the previous 12 months.	30.00	30.00	0%	01/04/2022	Discretionary	EX	
	Design and implmentation of new Controlled Parking Zones (including TRO) and amendments to existing TRO's to support new parking schemes in Oxfordshire.	10% of basic costs (excluding TRO costs).		10% of basic costs (excluding TRO costs).	NEW	01/11/2021	Discretionary	EX	
	Abingdon - Excess Charge Notices	Excess Charge fees for contravention of parking regulations	£60 discounted to £30	Deleted	n/a		Discretionary		
	Henley - Excess Charge Notices	Excess Charge fees for contravention of parking regulations	£60 discounted to £30	Deleted	n/a		Discretionary	NB	
	Wallingford - Excess Charge Notices	Excess Charge fees for contravention of parking regulations	£60 discounted to £30	Deleted	n/a		Discretionary	NB	
Park and Ride	Park and Ride Car Park charges - Thornhill & Water Eaton only	Up to 1 hr	free	free	n/a	01/04/2022	Discretionary	NB	
		1-11 hrs	2.00	2.00	0%	01/04/2022	Discretionary	NB	
		11-24 hrs	4.00	4.00	0%	01/04/2022	Discretionary	NB	
		24-48 hrs	8.00	8.00	0%	01/04/2022	Discretionary	NB	
		48-72 hrs	12.00	12.00	0%	01/04/2022	Discretionary	NB	
		Annual Season ticket	300.00	300.00	0%	01/04/2022	Discretionary	NB	
		Excess Notices - Fines paid after 14 & up to 28 days	100.00	100.00	0%	01/04/2022	Discretionary	NB	
		Excess Notices - Fines paid within 14 days	50.00	50.00	0%	01/04/2022	Discretionary	NB	
		Monthly Season ticket	30.00	30.00	0%	01/04/2022	Discretionary	NB	
		Quarterly Season Ticket	85.00	85.00	0%	01/04/2022	Discretionary	NB	
Parking Permits	Abingdon Residents Parking (per annum)	Parking permit	120.00	120.00	0%	01/04/2022	Discretionary	NB	
		Visitors permits - First 25	free	free	n/a	01/04/2022	Discretionary	NB	
		Visitors permits - 2nd 25 (total cost)	25.00	25.00	0%	01/04/2022	Discretionary	NB	
	Henley Residents Parking (per annum)	Parking permit	100.00	100.00	0%	01/04/2022	Discretionary	NB	
		Visitors permits - First 25	free	free	n/a	01/04/2022	Discretionary	NB	
		Visitors permits - 2nd 25 (total cost)	25.00	25.00	0%	01/04/2022	Discretionary	NB	
	Oxford (per annum)	Business Permits - 3 months	40.00	40.00	0%	01/04/2022	Discretionary	NB	
		Business Permits - 6 months	75.00	75.00	0%	01/04/2022	Discretionary	NB	
		Business Permits - 9 months	115.00	115.00	0%	01/04/2022	Discretionary	NB	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Business permits - Annual	150.00	150.00	0%	01/04/2022	Discretionary	NB	
		Business Permits - Change of Vehicle	15.00	20.00	33%	01/04/2022	Discretionary	NB	
		Oxford residents (excl. Kassam stadium) 1st & 2nd Car	65.00	65.00	0%	01/04/2022	Discretionary	NB	
		Oxford residents (excl. Kassam stadium) 3rd Car	130.00	130.00	0%	01/04/2022	Discretionary	NB	
		Oxford residents (excl. Kassam stadium) 4th Car	200.00	200.00	0%	01/04/2022	Discretionary	NB	
		Oxford residents (Kassam stadium area)	16.00	16.00	0%	01/04/2022	Discretionary	NB	
		Traders permits per week	25.00	25.00	0%	01/04/2022	Discretionary	NB	
		Visitors permits - First 25	free	free	n/a	01/04/2022	Discretionary	NB	
		Visitors permits - 2nd 25 (total cost)	25.00	25.00	0%	01/04/2022	Discretionary	NB	
Supported Transport	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Exclusive use - Five mile journey	8.50	8.50	0%	01/04/2022	Discretionary	NB	
	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Organisations/groups - Per hour	25.00	25.00	0%	01/04/2022	Discretionary	NB	
	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Shared travel - Five mile journey	4.00	4.00	0%	01/04/2022	Discretionary	NB	
	Home to School Transport - DBS Vetting and Safeguard Training	Per application	119.00	119.00	0%	01/04/2022	Discretionary	NB	
	Home to School Transport - Missed DBS Appointments	Per Missed Appointment	25.00	25.00	0%	01/04/2022	Discretionary	NB	
Waste Management	Chargeable waste scheme at Household Waste Recycling Centres	Disposal of Large Scale DIY Waste	1.50	1.50	0%	01/04/2022	Discretionary	SR	
		Plaster/plasterboard per bag	2.50	2.50	0%	01/04/2022	Discretionary	SR	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Plasterboard sheet up to 2m x 1m	10.00	10.00	0%	01/04/2022	Discretionary	SR	
		Standard motorcycle and car tyres	5.00	5.00	0%	01/04/2022	Discretionary	SR	
Pre-Application Charges for Highways Advice	Local Lead Flood Authority PRE-APP <10 dwellings	Additional Written Response	340.00	345.00	1%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP <10 dwellings	Meeting/Site Visit + Additional Written Response	690.00	705.00	2%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 10-24 Dwellings	Additional Written Response	340.00	345.00	1%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 10-24 Dwellings	Meeting/Site Visit + Additional Written Response	690.00	705.00	2%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 25-49 Dwellings	Additional Written Response	340.00	345.00	1%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 25-49 Dwellings	Meeting/Site Visit + Additional Written Response	690.00	705.00	2%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 50-99 Dwellings	Additional Written Response	690.00	705.00	2%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 50-99 Dwellings	Meeting/Site Visit + Additional Written Response	1,030.00	1,050.00	2%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 100-199 Dwellings	Additional Written Response	690.00	705.00	2%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 100-199 Dwellings	Meeting/Site Visit Additional Written Response	1,030.00	1,050.00	2%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 200-399 Dwellings or 1,000m ² -4,999m ² B1-B8 (Business) or 1,000-3,499m ² A1 (Retail) Use	Additional Written Response	1,030.00	1,050.00	2%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 200-399 Dwellings or 1,000m ² -4,999m ² B1-B8 (Business) or 1,000-3,499m ² A1 (Retail) Use	Meeting/Site Visit Additional Written Response	1,580.00	1,610.00	2%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 400 or more Dwellings or 5,000m ² or more B1-B8 (Business) or 3,500m ² or more A1 (Retail) Use	Additional Written Response	1,440.00	1,470.00	2%	01/04/2022	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 400 or more Dwellings or 5,000m ² or more B1-B8 (Business) or 3,500m ² or more A1 (Retail) Use	Meeting/Site Visit + Additional Written Response	2,130.00	2,175.00	2%	01/04/2022	Discretionary	SR	
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Each written response following up additional meeting/site visit	250.00	255.00	2%	01/04/2022	Discretionary	SR	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Follow up 1 hour meeting	250.00	255.00	2%	01/04/2022	Discretionary	SR	
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Follow up site meeting	500.00	510.00	2%	01/04/2022	Discretionary	SR	
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Development proposal up to highway scheme value up to £500k 2 hour Meeting/scheme review/short report	3,500.00	3,570.00	2%	01/04/2022	Discretionary	SR	
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Development proposal up to highway scheme value greater than £500k 2 hour Meeting/scheme review/short report	5,000.00	5,100.00	2%	01/04/2022	Discretionary	SR	
	To recover costs associated with providing additional meetings/site visits/written reports over and above standard Pre-application charges for Highway Advice.	Follow up meeting	250.00	255.00	2%	01/04/2022	Discretionary	SR	
	To recover costs associated with providing additional meetings/site visits/written reports over and above standard Pre-application charges for Highway Advice.	Follow up site meeting	500.00	510.00	2%	01/04/2022	Discretionary	SR	
	To recover costs associated with providing additional meetings/site visits/written reports over and above standard Pre-application charges for Highway Advice.	Written response additional to follow up meeting/site meeting	250.00	255.00	2%	01/04/2022	Discretionary	SR	
	< 10 dwellings	Meeting/Site Visit + Additional Written Response	310.00	320.00	3%	01/04/2022	Discretionary	SR	
	10-24 Dwellings:	Additional Written Response	370.00	380.00	3%	01/04/2022	Discretionary	SR	
	10-24 Dwellings:	Meeting/Site Visit + Additional Written Response	600.00	610.00	2%	01/04/2022	Discretionary	SR	
	25-49 Dwellings	Additional Written Response	615.00	630.00	2%	01/04/2022	Discretionary	SR	
	25-49 Dwellings	Meeting/Site Visit + Additional Written Response	920.00	940.00	2%	01/04/2022	Discretionary	SR	
	50-99 Dwellings	Additional Written Response	1,225.00	1,250.00	2%	01/04/2022	Discretionary	SR	
	50-99 Dwellings	Meeting/Site Visit + Additional Written Response	1,840.00	1,880.00	2%	01/04/2022	Discretionary	SR	
	100-199 Dwellings	Additional Written Response	2,145.00	2,190.00	2%	01/04/2022	Discretionary	SR	
	100-199 Dwellings	Meeting/Site Visit + Additional Written Response	2,755.00	2,810.00	2%	01/04/2022	Discretionary	SR	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	200-399 Dwellings or 1,000m2-4,999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Additional Written Response	3,060.00	3,120.00	2%	01/04/2022	Discretionary	SR	
	200-399 Dwellings or 1,000m2-4,999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Meeting/Site Visit + Additional Written Response	3,680.00	3,750.00	2%	01/04/2022	Discretionary	SR	
	400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Additional Written Response	4,290.00	4,375.00	2%	01/04/2022	Discretionary	SR	
	401 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Meeting/Site Visit + Additional Written Response	5,200.00	5,305.00	2%	01/04/2022	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Group Manager	705.00	717.00	2%	01/04/2022	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Team Leader	572.00	645.00	13%	01/04/2022	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Principal Officer	534.00	527.00	-1%	01/04/2022	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Officer	426.00	409.00	-4%	01/04/2022	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Assistant		326.00	NEW	01/04/2022	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Large meeting (up to 5 Officers in attendance)		1,440.00	NEW	01/04/2022	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Small meeting (2-3 Officers in attendance)		720.00	NEW	01/04/2022	Discretionary	SR	
Planning Regulation	Charging administration fee for managing & monitoring S.106 agreements relating to planning permissions	Up to £10,000	120.00	125.00	4%	01/04/2022	Discretionary	NB	
		£10,001 - £25,000	300.00	310.00	3%	01/04/2022	Discretionary	NB	
		£150,001 - £500,000	4,500.00	4,600.00	2%	01/04/2022	Discretionary	NB	
		£25,001 - £50,000	600.00	615.00	3%	01/04/2022	Discretionary	NB	
		£50,001 - £150,000	1,800.00	1,850.00	3%	01/04/2022	Discretionary	NB	
		£500,001-£1,000,000	6,000.00	6,150.00	3%	01/04/2022	Discretionary	NB	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		£1,000,001 - £2,000,000	0.6% of contribution cost	0.7%	n/a	01/04/2022	Discretionary	NB	
		Over £2,000,000 - need to increase the fees as below and also increase the percentage to the same levels as those for between £1m and £2m - 0.07% in 22/23; 0.08% in 23/24 and 0.09% in 24/25	£12,000 plus 0.06% of any contribution in excess of £2m	12,250.00	n/a	01/04/2022	Discretionary	NB	
	Charging for Monitoring of Minerals Sites	Active Sites	397.00	397.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Dormant Sites	132.00	132.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
	Cover Administration and Supervision Costs for S.38 & S.278 agreements relating to new developments	Minimum Charge	2,250.00	2,295.00	2%	01/04/2022	Discretionary	NB	
		Percentage of Capital cost	10%	10%	0%	01/04/2022	Discretionary	NB	
	Protected Species Advice - Specialist Officer	Hourly Rate	59.95	55.30	-8%	01/04/2022	Discretionary	SR	
	To contribute to cost of deciding on minerals and waste development control application & County Council's own developments.	Extended Searches	95.00	97.00	2%	01/04/2022	Discretionary	NB	
	To contribute to cost of deciding on minerals and waste development control application & County Council's own developments.	Standard Searches	56.50	58.00	3%	01/04/2022	Discretionary	NB	
	To contribute to cost of providing pre- application advice to applicants/developers - Minor Developments	Meeting at Council offices and follow-up written response	500.00	510.00	2%	01/04/2022	Discretionary	NB	
		Written response	350.00	357.00	2%	01/04/2022	Discretionary	NB	
	To contribute to cost of providing pre- application advice to applicants/developers - Minor Developments	Meeting on-site and follow-up written response	750.00	765.00	2%	01/04/2022	Discretionary	NB	
		Follow-up meeting	25.00	Discontinued	n/a		Discretionary	NB	
				255.00 NEW		01/04/2022	Discretionary	NB	
		Meeting and follow-up written response	1,000.00	1,020.00	2%	01/04/2022	Discretionary	NB	
		Written response	700.00	714.00	2%	01/04/2022	Discretionary	NB	
		Meeting on-site and follow-up written response	1,500.00	1,530.00	2%	01/04/2022	Discretionary	NB	
		Follow-up meeting	250.00	255.00	2%	01/04/2022	Discretionary	NB	
	To contribute to cost of providing the development control service	Clearance of conditions on planning permissions	116.00	116.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	To recover the actual reasonable cost of Historic Environment Record (HER) consultations	Charge for digitised HER data to commercial organisations based on approved charging policy. Minimum Charge (no maximum charge)	107.00	140.00	31%	01/04/2022	Discretionary	NB	
	To recover the actual reasonable cost of monitoring fieldwork.	Charge for monitoring of archaeological fieldwork based upon the number of visits . Minimum charge for half a day. No upper limit.	235.00	240.00	2%	01/04/2022	Discretionary	NB	
	Specialist advice from Environment and Heritage officers to third parties and projects	Group Manager	745.00	717.00	-4%	01/04/2022	Discretionary	SR	
		Team Leader		645.00	NEW	01/04/2022	Discretionary	SR	
		Principal Officer	474.00	527.00	11%	01/04/2022	Discretionary	SR	
		Officer	410.00	409.00	0%	01/04/2022	Discretionary	SR	
		Assistant		326.00	NEW	01/04/2022	Discretionary	SR	
		Large meeting (up to 5 Officers in attendance)		1,440.00	NEW	01/04/2022	Discretionary	SR	
		Small meeting (2-3 Officers in attendance)		720.00	NEW	01/04/2022	Discretionary	SR	
	Charging for work of officers in Environment and Place for bespoke Planning Performance Agreements and other bespoke agreements	Group Manager		717.00	NEW	01/04/2022	Discretionary	SR	
		Team Leader	606.00	645.00	6%	01/04/2022	Discretionary	SR	
		Principal Officer	480.00	527.00	10%	01/04/2022	Discretionary	SR	
		Officer		409.00	NEW	01/04/2022	Discretionary	SR	
		Assistant		326.00	NEW	01/04/2022	Discretionary	SR	
		Large meeting (up to 5 Officers in attendance)		1,440.00	NEW	01/04/2022	Discretionary	SR	
		Small meeting (2-3 Officers in attendance)		720.00	NEW	01/04/2022	Discretionary	SR	
	To recover the actual reasonable cost of monitoring fieldwork.		126.00	Deleted	n/a		Discretionary	NB	
	Specialist advice from Environment and Heritage officers to third parties and projects	Principal Officer Section Leader - Day Rate	530.00	Deleted	n/a		Discretionary	NB	
	To contribute to cost of providing pre-application advice to applicants/developers - Minor Developments	Specialist officers to attend meetings (per additional officers)	76.50	Deleted	n/a		Discretionary	NB	
	To contribute to cost of providing pre-application advice to applicants/developers -Major Developments	Specialist officers to attend meetings (per additional officers)	76.50	Deleted	n/a		Discretionary	NB	

Environment & Place

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Travel Plans	Charging for monitoring of Travel Plan Guidance. Overall fee for the monitoring of the travel plan for a period of 5 years post occupation	Small developments (as defined in OCC travel plan document)	1,455.00	1,484.00	2%	01/04/2022	Discretionary	SR	
		Large developments (as defined in OCC travel plan document)	2,395.00	2,443.00	2%	01/04/2022	Discretionary	SR	

Review of Charges 2022/23

Commercial Development, Assets and Investment

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Educational Appeals	Academies - Admissions - Lodged	Per hour if exceeds 25 hours	41.00	42.00	2%	01/04/2022	Discretionary	SR	
		per appeal	20.00	21.00	5%	01/04/2022	Discretionary	SR	
	Academies - Admissions - Lodged & Listed	per appeal	102.00	104.00	2%	01/04/2022	Discretionary	SR	
	Academies - Exclusions	Per exclusion up to 25 hours	1,293.00	1,319.00	2%	01/04/2022	Discretionary	SR	
	Academies -Admissions- Full Service including Clerking	For each appeal per day	199.00	203.00	2%	01/04/2022	Discretionary	SR	
Governance	Councillor Complaints - South Northants	per hour	100.00	Deleted	n/a		Discretionary	SR	
Information Management	Information advice	per hour	50.00	51.00	2%	01/04/2022	Discretionary	SR	
	Risk Assessments	Per assessment (est 10hrs)	500.00	510.00	2%	01/04/2022	Discretionary	SR	
	Information Sharing Agreement	Per assessment (est 15hrs)	750.00	765.00	2%	01/04/2022	Discretionary	SR	
Legal Services	Academies	Hour	153.00	153.00	0%		Discretionary	SR	To be reviewed through the Business Management & Monitoring Report
	Legal Hub (OUTS)	Hour	100.00	100.00	0%		Discretionary	SR	To be reviewed through the Business Management & Monitoring Report
	Legal Hub (OUTS) - apprentices	Hour	85.00	85.00	0%	01/04/2022	Discretionary	SR	
	Litigation costs	Hour	195.00	201.00	3%	01/04/2022	Discretionary	SR	
	Schools	Hour	90.00	90.00	0%		Discretionary	SR	To be reviewed through the Business Management & Monitoring Report
	Section 106 and other Charges (OUTS)	Hour	195.00	195.00	0%		Statutory & Discretionary	SR	To be reviewed through the Business Management & Monitoring Report
	Town Councils	Hour	95.00	95.00	0%		Discretionary	SR	To be reviewed through the Business Management & Monitoring Report
	West Berks/Probation, Thames, Henley TC	Hour	95.00	95.00	0%		Discretionary	SR	To be reviewed through the Business Management & Monitoring Report

Commercial Development, Assets and Investment

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Fire and Rescue Service	Fire Reports	Insurance Interviews	91.00	93.00	2%	01/04/2022	Discretionary	NB	
		Preparation of a Fire Investigation Report - full report or one involving extensive enquiries, photographs etc	440.00	449.00	2%	01/04/2022	Discretionary	NB	
		Preparation of a Fire Investigation Report - full report or one on major incidents requiring extensive protracted investigation etc	645.00	658.00	2%	01/04/2022	Discretionary	NB	
		Preparation of a Fire Investigation Report - short or extracted	330.00	337.00	2%	01/04/2022	Discretionary	NB	
		Preparation of Fire Report	free	free	n/a	01/04/2022	Discretionary	NB	
	Special Services	Aerial Ladder Platform per hour or part hour excluding petrol	269.50	274.89	2%	01/04/2022	Discretionary	SR	
		Personnel, regardless of rank, per hour or part hour.	19.55	19.94	2%	01/04/2022	Discretionary	SR	
		Vehicles/appliances exceeding 2 tons (unladen) per hour or part hour	179.00	182.58	2%	01/04/2022	Discretionary	SR	
		Vehicles/appliances NOT exceeding 2 tons (unladen) per hour or part hour	70.50	71.91	2%	01/04/2022	Discretionary	SR	
Gypsy & Traveller Service	Rent for nine additional plots at Redbridge	Weekly site rental	106.00	108.00	2%	01/04/2022	Discretionary	EX	
	Weekly rent of plot to site resident (there are 89 plots across the 6 Oxfordshire sites).	Weekly site rental	81.00	82.00	1%	01/04/2022	Discretionary	EX	
Trading Standards - Licenses	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed (Explosive Goods Act 1875 and 1923)	1 year	109.00	111.00	2%	01/04/2022	Statutory	NB	
		2 years	141.00	144.00	2%	01/04/2022	Statutory	NB	
		3 years	173.00	177.00	2%	01/04/2022	Statutory	NB	
		4 years	206.00	211.00	2%	01/04/2022	Statutory	NB	
		5 years	238.00	243.00	2%	01/04/2022	Statutory	NB	
	Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed	1 year	185.00	189.00	2%	01/04/2022	Statutory	NB	
	Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed (Explosive Goods Act 1875 and 1923)								
		2 years	243.00	248.00	2%	01/04/2022	Statutory	NB	

Commercial Development, Assets and Investment

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		3 years	304.00	311.00	2%	01/04/2022	Statutory	NB	
		4 years	374.00	382.00	2%	01/04/2022	Statutory	NB	
		5 years	423.00	432.00	2%	01/04/2022	Statutory	NB	
	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed (Explosive Goods Act 1875 and 1923)	1 year	86.00	88.00	2%	01/04/2022	Statutory	NB	
		2 years	147.00	150.00	2%	01/04/2022	Statutory	NB	
		3 years	206.00	211.00	2%	01/04/2022	Statutory	NB	
		4 years	266.00	272.00	2%	01/04/2022	Statutory	NB	
		5 years	326.00	333.00	2%	01/04/2022	Statutory	NB	
		1 year	54.00	55.00	2%	01/04/2022	Statutory	NB	
		2 years	86.00	88.00	2%	01/04/2022	Statutory	NB	
		3 years	120.00	123.00	3%	01/04/2022	Statutory	NB	
		4 years	152.00	155.00	2%	01/04/2022	Statutory	NB	
		5 years	185.00	189.00	2%	01/04/2022	Statutory	NB	
	Statutory Charge for issuing a licence to store petroleum under Dangerous Substances and Explosive Atmospherics Regulations 2002	Not exceeding 2,500 litres	44.00	45.00	2%	01/04/2022	Statutory	NB	
		Exceeding 2,500 litres but less than 50,000 litres	60.00	61.00	2%	01/04/2022	Statutory	NB	
		Over 50,000 litres	125.00	128.00	2%	01/04/2022	Statutory	NB	

Commercial Development, Assets and Investment

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Varying a licence under Explosive Goods Act 1875 and 1923	Varying name or address	36.00	37.00	3%	01/04/2022	Statutory	NB	
		Transfer of licence/registration	36.00	37.00	3%	01/04/2022	Statutory	NB	
		Replacement of licence/registration	36.00	37.00	3%	01/04/2022	Statutory	NB	
Trading Standards - Other	Achieving Best Evidence (ABE) Interview Service - Income received from other local authorities requesting this Service to carryout ABE interviews on their behalf	Time charged per hour, per officer	74.00	76.50	3%	01/04/2022	Discretionary	SR	
	Additional Business Support (per hour)		74.00	76.50	3%	01/04/2022	Discretionary	SR	
	Buy with Confidence Trader Approval scheme	First year total for 1-5 employees	450.00	450.00	0%	01/04/2022	Discretionary	SR	
		First year total for 20-49 employees	850.00	850.00	0%	01/04/2022	Discretionary	SR	
		First year total for 6-20 employees	650.00	650.00	0%	01/04/2022	Discretionary	SR	
		Renewal Fee (from 2018/19) for 1-5 employees	300.00	300.00	0%	01/04/2022	Discretionary	SR	
		Renewal Fee (from 2018/19) for 20-49 employees	600.00	600.00	0%	01/04/2022	Discretionary	SR	
		Renewal Fee (from 2018/19) for 6-20 employees	450.00	450.00	0%	01/04/2022	Discretionary	SR	
		Renewal Fee (members prior to April 2017) for 1-5 employees	180.00	220.00	22%	01/04/2022	Discretionary	SR	
		Renewal Fee (members prior to April 2017) for 20-49 employees	360.00	440.00	22%	01/04/2022	Discretionary	SR	
		Renewal Fee (members prior to April 2017) for 6-20 employees	265.00	320.00	21%	01/04/2022	Discretionary	SR	
	Carrying Agent for imported dogs, cats and other mammals: Includes local authorities within TSSE region (excl Isle of Wight), Warwickshire, Gloucestershire, Northamptonshire and Wiltshire where the pick-up and destination locations are within the areas identified above	Bank Holidays	552.00	563.00	2%	01/04/2022	Discretionary	NB	
		Monday to Friday	276.00	281.00	2%	01/04/2022	Discretionary	NB	
		Saturday and Sunday	414.00	422.00	2%	01/04/2022	Discretionary	NB	
	Hire of cattle crush (mobile unit taken to farms / sites for the safe handling of cattle when conducting welfare checks):	Oxfordshire businesses - First day	310.00	316.00	2%	01/04/2022	Discretionary	SR	
		Non-Oxfordshire businesses - Additional fee for re-location per hour	19.00	19.50	3%	01/04/2022	Discretionary	SR	
		Non-Oxfordshire businesses - First day	370.50	378.00	2%	01/04/2022	Discretionary	SR	
		Non-Oxfordshire businesses - Subsequent days	92.75	94.50	2%	01/04/2022	Discretionary	SR	

Commercial Development, Assets and Investment

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Oxfordshire businesses - Additional fee for re-location per hour	19.00	19.50	3%	01/04/2022	Discretionary	SR	
		Oxfordshire businesses - Subsequent days	94.50	96.50	2%	01/04/2022	Discretionary	SR	
	Petroleum Environmental Searches		148.00	153.00	3%	01/04/2022	Discretionary	SR	
	Petroleum Vapour Recovery Services (TBC). Income received from those local authorities where an agreement exists for the provision of vapour recovery services by the Council. Based on a percentage of the relevant permit fee	Annual Subsistence Charge - PVR Stage 1 (low risk)	63.20	63.20	0%	01/04/2022	Discretionary	NB	
		Annual Subsistence Charge - PVR Stage 1 and 2 (low risk)	90.40	90.40	0%	01/04/2022	Discretionary	NB	
		Application - PVR Stage 1	124.00	124.00	0%	01/04/2022	Discretionary	NB	
		Application - PVR Stage 1 and 2	205.60	205.60	0%	01/04/2022	Discretionary	NB	
		Transfer - Standard Process Partial Transfer	397.60	397.60	0%	01/04/2022	Discretionary	NB	
		Transfer - Standard Process Transfer	135.20	135.20	0%	01/04/2022	Discretionary	NB	
	Primary Authority agreement	10 hours support and registration fee	814.00	840.00	3%	01/04/2022	Discretionary	NB	
	Carrying out any of the following activities which produce products which are placing on the market for use in feed - processing of crude vegetable oil, oleochemical manufacturing of fatty acids, manufacturing of biodiesel, fat blending		451.00	451.00	0%	01/04/2022	Discretionary	NB	
	Manufacture, or manufacture and placing on the market of additives and/or premixtures		451.00	451.00	0%	01/04/2022	Discretionary	NB	
	Placing on the market of additives and/or premixtures		226.00	226.00	0%	01/04/2022	Discretionary	NB	

Commercial Development, Assets and Investment

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments	
Trading Standards - Verifying weights and measures	Capacity measures	Average quantity measures	32.60	33.25	2%	01/04/2022	Discretionary	SR		
		Average quantity templates - First item	56.00	57.00	2%	01/04/2022	Discretionary	SR		
		Cubic ballast measures	Second and subsequent items	200.00	204.00	2%	01/04/2022	Discretionary	SR	
				22.10	22.50	2%	01/04/2022	Discretionary	SR	
	Length measures	1 litre or less - First item	7.45	7.60	2%	01/04/2022	Discretionary	SR		
		3 metres or less - First item	11.85	12.10	2%	01/04/2022	Discretionary	SR		
		Second and subsequent items	5.95	6.10	3%	01/04/2022	Discretionary	SR		
	Measuring instruments - Intoxicating liqueur	150ml or less - First item	19.50	19.90	2%	01/04/2022	Discretionary	SR		
		Above 150ml - First item	23.90	24.40	2%	01/04/2022	Discretionary	SR		
		Second and subsequent items	15.95	16.25	2%	01/04/2022	Discretionary	SR		
	Measuring instruments for Liquid fuel and Lubricants	Per Nozzle - First item	134.00	136.70	2%	01/04/2022	Discretionary	SR		
		Second and subsequent items on same site	83.75	85.50	2%	01/04/2022	Discretionary	SR		
		Testing of credit card acceptor (per unit, regardless of number of nozzles etc)	91.25	93.00	2%	01/04/2022	Discretionary	SR		
		Testing peripheral electronic equipment on a separate visit (per site)	91.25	93.00	2%	01/04/2022	Discretionary	SR		
	Pharmaceutical measures at manufacturers premises	6 graduations	2.55	2.60	2%	01/04/2022	Discretionary	SR		
		7 to 10 graduations	3.60	3.70	3%	01/04/2022	Discretionary	SR		
		0-50 items - 5 graduations	3.25	3.30	2%	01/04/2022	Discretionary	SR		
		100+ items - 5 graduations	2.45	2.50	2%	01/04/2022	Discretionary	SR		
		50-100 items - 5 graduations	2.60	2.65	2%	01/04/2022	Discretionary	SR		
	Surcharge for testing outside normal hours (Outside 8:30-17:00, Monday to Friday and on Saturday)	Non Trading Standards Officer, per hour	9.50	9.70	2%	01/04/2022	Discretionary	SR		
		Trading Standards Officer, per hour	14.15	14.40	2%	01/04/2022	Discretionary	SR		
	Surcharge for testing outside normal hours (Sunday and Bank Holidays)	Non Trading Standards Officer, per hour	19.00	19.40	2%	01/04/2022	Discretionary	SR		
		Trading Standards Officer, per hour	27.25	27.80	2%	01/04/2022	Discretionary	SR		
Testing fees - weights and measures	Hourly Rate	91.20	93.00	2%	01/04/2022	Discretionary	SR			
	Weighing instruments	49Kg or less - First item	91.20	93.00	2%	01/04/2022	Discretionary	SR		
Over 1,000kg to 10t - First item		243.75	248.75	2%	01/04/2022	Discretionary	SR			
Over 10t to 60t - First item		405.75	413.90	2%	01/04/2022	Discretionary	SR			
Over 50Kg to 1,000kg - First item		118.00	120.50	2%	01/04/2022	Discretionary	SR			
Reduced fee for 3 items or more		70.90	72.30	2%	01/04/2022	Discretionary	SR			
	Reduced fee for second item	196.00	200.00	2%	01/04/2022	Discretionary	SR			

Commercial Development, Assets and Investment

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Weights	500mg - 5Kg - First item	7.45	7.60	2%	01/04/2022	Discretionary	SR	
		Below 500mg and above 5KG - First item	11.80	12.05	2%	01/04/2022	Discretionary	SR	
		Second and subsequent items	6.15	6.25	2%	01/04/2022	Discretionary	SR	
School Meals	Adults	per meal	3.40	3.35	-1%	01/04/2022	Discretionary	SR	
	Pupils	per meal	2.40	Replaced and deleted	n/a		Discretionary	NB	
	Charge for paid meal	Per meal		2.34	NEW	01/04/2022	Discretionary	EX	
	Free School Meal	Per Meal		2.35	NEW	01/04/2022	Discretionary	EX	
	Universal Infant Free School Meal	Per Meal		2.34	NEW	01/04/2022	Discretionary	EX	
Property Staff	Charging for work of officers in Property Service to other organisations	Group Manager		717.00	NEW	01/04/2022	Discretionary	SR	
		Team Leader		645.00	NEW	01/04/2022	Discretionary	SR	
		Principal Officer		527.00	NEW	01/04/2022	Discretionary	SR	
		Officer		409.00	NEW	01/04/2022	Discretionary	SR	
		Assistant		326.00	NEW	01/04/2022	Discretionary	SR	
		Large meeting (up to 5 Officers in attendance)		1,440.00	NEW	01/04/2022	Discretionary	SR	
		Small meeting (2-3 Officers in attendance)		720.00	NEW	01/04/2022	Discretionary	SR	

Review of Charges 2022/23

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Coroner's Service	Coroners Fees for disclosure after inquest	Document disclosed by a coroner as a paper copy: - additional charge for each subsequent page	0.50	0.50	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Document disclosed by a coroner as a paper copy: - document of 10 pages or less	5.00	5.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Document disclosed in any other medium, other than by email or as a paper copy - fee per document	5.00	5.00	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		No fee shall be payable where a document is disclosed by email by a coroner to an interested person	free	-	n/a	01/04/2022	Statutory	NB	
		Transcription of an inquest hearing: - copy consisting of 360 words or less	6.20	6.20	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Transcription of an inquest hearing: - copy consisting of between 1,440 words or more - each additional 72 words or part thereof	0.70	0.70	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Transcription of an inquest hearing: - copy consisting of between 1,440 words or more - first 1,440 words	13.10	13.10	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Transcription of an inquest hearing: - copy consisting of between 361 words and up to and including 1,439 words	13.10	13.10	0%	01/04/2022	Statutory	NB	To be updated in line with national guidance
		Administrative Charge	Minimum charge for providing an invoice for any service	30.00	31.00	3%	01/04/2022	Discretionary	SR
	Certificates	Per Copy - Baptism Certificates	14.00	14.00	0%	01/04/2022	Discretionary	NB	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Per Copy - Electoral register search certified letter	14.00	14.00	0%	01/04/2022	Discretionary	SR	
		Per Copy - Marriage Certificates	14.00	14.00	0%	01/04/2022	Discretionary	NB	
		Per Copy - Motor Vehicle Registration copies	14.00	14.00	0%	01/04/2022	Discretionary	SR	
	Computer Printouts	Self Service Copying - per A3 copy	0.60	0.60	0%	01/04/2022	Discretionary	SR	
		Self Service Copying - per A4 copy	0.30	0.30	0%	01/01/2022	Discretionary	SR	
		Staff Operated Copying - per A3 copy	0.90	0.90	0%	01/04/2022	Discretionary	SR	
		Staff Operated Copying - per A4 copy	0.90	0.90	0%	01/04/2022	Discretionary	SR	
	Copies of Recordings	From Oral History (per CD)	19.00	19.00	0%	01/04/2022	Discretionary	SR	
	Digital Imaging	Plain paper Digital Prints (pre-existing image) - per copy on A4	8.00	8.00	0%	01/04/2022	Discretionary	SR	
		Digital copying permit (per day)	8.00	8.00	0%	01/04/2022	Discretionary	SR	
		Digital copying permit (per week)	23.00	23.00	0%	01/04/2022	Discretionary	SR	
		Plain paper Digital Prints (pre-existing image) - per copy on A3	8.00	8.00	0%	01/04/2022	Discretionary	SR	
		Electronic files (automated scan of Archive, microform, or delicate sources) - per sheet scanned	1.70	1.80	6%	01/04/2022	Discretionary	SR	
		Electronic files (automated scan, Local Studies sources) - per sheet scanned	0.90	0.90	0%	01/04/2022	Discretionary	SR	
		Electronic files (created to order, compressed) - per image 2500 pixels	12.00	12.00	0%	01/04/2022	Discretionary	SR	
		Electronic files (created to order, uncompressed) - per image 3200 pixels and above	16.00	16.00	0%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Electronic files (digitised Tithe Maps) - per image	16.00	16.00	0%	01/04/2022	Discretionary	SR	
		Electronic files (pre-existing image, compressed) - per image 2250 pixels	8.00	8.00	0%	01/04/2022	Discretionary	SR	
		Electronic files (pre-existing image, compressed) - per image 700 pixels	1.70	1.80	6%	01/04/2022	Discretionary	SR	
		Electronic files (pre-existing image, uncompressed) - per image 3200 pixels and above	12.00	12.00	0%	01/04/2022	Discretionary	SR	
		Photo paper Digital Prints (created to order) - per copy on A3 paper	16.00	16.00	0%	01/04/2022	Discretionary	SR	
		Photo paper Digital Prints (created to order) - per copy on A4 (or smaller)	16.00	16.00	0%	01/04/2022	Discretionary	SR	
		Photo paper Digital Prints (pre-existing image) - per copy A3	12.00	12.00	0%	01/04/2022	Discretionary	SR	
		Photo paper Digital Prints (pre-existing image) - per copy A4	12.00	12.00	0%	01/04/2022	Discretionary	SR	
		Plain paper Digital Prints (created to order) - per copy on A3	12.00	12.00	0%	01/04/2022	Discretionary	SR	
		Plain paper Digital Prints (created to order) - per copy on A4	12.00	12.00	0%	01/04/2022	Discretionary	SR	
		Transfer to CD-R	6.50	6.50	0%	01/04/2022	Discretionary	SR	
	Microform Copying	a) Self Service Copying - per A3 copy	0.90	0.90	0%	01/04/2022	Discretionary	SR	
		a) Self Service Copying - per A4 copy	0.90	0.90	0%	01/04/2022	Discretionary	SR	
		b) Copying by Staff - per A3 copy	1.70	1.80	6%	01/04/2022	Discretionary	SR	
		b) Copying by Staff - per A4 copy	1.70	1.80	6%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Minimum charge for providing copies	6.00	6.00	0%	01/04/2022	Discretionary	SR	
	Oxfordshire History Service Lecture Fees plus travel at current OCC rates	Per event	66.00	66.00	0%	01/04/2022	Discretionary	SR	
	Photocopies	All Archive Documents and Delicate Documents- per A4 or A3 copy	1.70	1.80	6%	01/04/2022	Discretionary	SR	
		Local Studies - Staff operated copying - per A4 copy	0.90	0.90	0%	01/04/2022	Discretionary	SR	
		Local Studies - Staff operated copying- per A3 copy	0.90	0.90	0%	01/04/2022	Discretionary	SR	
		Self Service Copying - per A3 copy	0.60	0.60	0%	01/04/2022	Discretionary	SR	
		Self Service Copying - per A4 copy	0.30	0.30	0%	01/04/2022	Discretionary	SR	
	Postage & Packing	Reinforced Envelope in reinforced C4 envelope	3.50	3.50	0%	01/04/2022	Discretionary	SR	
		Air Mail - additional to basic cost	3.50	3.50	0%	01/04/2022	Discretionary	SR	
		Cardboard Tube - Copies supplied in 450mm cardboard tube	7.00	7.00	0%	01/04/2022	Discretionary	SR	
		Disc Mailer - CR-ROM supplied in disc mailer	7.00	7.00	0%	01/04/2022	Discretionary	SR	
	Reproduction Fees	Broadcast Media (multi-platform, including streaming and online catchup servers) One programme, unlimited transmissions, one country (EU = one country) - per image used, 0-6 years	79.00	81.00	3%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Broadcast Media (multi-platform, including streaming and online catchup servers) One programme, unlimited transmissions, one country (EU = one country) - per image used, in perpetuity	131.00	134.00	2%	01/04/2022	Discretionary	SR	
		Broadcast Media (multi-platform, including streaming and online catchup servers) One programme, unlimited transmissions, worldwide - per image used, 0-6 years	198.00	202.00	2%	01/04/2022	Discretionary	SR	
		Broadcast Media (multi-platform, including streaming and online catchup servers) One programme, unlimited transmissions, worldwide - per image used, in perpetuity	324.00	331.00	2%	01/04/2022	Discretionary	SR	
		Publication Commercial - Per extra instance of an image	19.50	20.00	3%	01/04/2022	Discretionary	SR	
		Publication Commercial - Per image	46.00	47.00	2%	01/04/2022	Discretionary	SR	
		Publication Commercial Internal Use Commercial -For use within organisation	26.00	27.00	4%	01/04/2022	Discretionary	SR	
		Publication Commercial Internal Use Commercial -Use on a website (per year) - per image	63.30	65.00	3%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (11-15 images)	7.20	7.40	3%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Publication: academic - Per image used (16-20 images)	6.40	6.60	3%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (1st image)	15.10	15.40	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (2 images)	11.40	11.70	3%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (21-40 images)	4.00	4.10	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (3 images)	10.10	10.30	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (4 images)	9.40	9.60	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (41-60 images)	3.20	3.30	3%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (5 images)	9.10	9.30	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (61 or more images)	2.80	2.90	4%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (6-10 images)	8.40	8.60	2%	01/04/2022	Discretionary	SR	
		Publication: local individuals, organisations and partners - Per use of one or more images	20.00	20.00	0%	01/04/2022	Discretionary	SR	
	Research Enquires	Higher rate for businesses and profit-making organisations - per hour (or pro-rata) Minimum 30 minutes £30. Maximum 2 hours £120.	70.00	72.00	3%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Written reply to each enquiry - per hour (or pro-rata) Minimum 30 minutes £20, Maximum 2 hours £80.	40.00	42.00	5%	01/04/2022	Discretionary	SR	
	USB memory sticks	per 4Bb-8Gb stick	7.00	7.00	0%	01/04/2022	Discretionary	SR	
	Use of Premises	Location fee for use of Oxfordshire History Centre premises for film / TV / broadcast purposes - per hour or part hour	70.00	70.00	0%	01/04/2022	Discretionary	SR	
	Certificates	Per Copy - Magistrates Court records certified copies		14.00	NEW	01/04/2022	Discretionary	EX	
Library Service	Audio Visual Hire Charges	a) DVDs (Per Week) - Band 1	1.60	1.60	0%	01/04/2022	Discretionary	NB	
		a) DVDs (Per Week) - Band 3	3.00	3.00	0%	01/04/2022	Discretionary	NB	
		a) DVDs (Per Week) - Band 4	4.50	4.50	0%	01/04/2022	Discretionary	NB	
		d) Music CDs (per Week) - Band 1	1.60	1.60	0%	01/04/2022	Discretionary	NB	
		d) Music CDs (per Week) - Band 2 & 3	4.80	4.80	0%	01/04/2022	Discretionary	NB	
		g) Audio Books and Language Packs on CD (3 weeks): - Band 1	1.80	1.80	0%	01/04/2022	Discretionary	NB	
		g) Audio Books and Language Packs on CD (3 weeks): - Band 2 & 3	3.20	3.20	0%	01/04/2022	Discretionary	NB	
		g) Audio Books and Language Packs on CD (3 weeks): - Children in care, foster carers and people with reading impairment are exempt	Exempt	Exempt	n/a	01/04/2022	Discretionary	NB	
		j) CD-ROM (per Week) - Band 1	2.00	2.00	0%	01/04/2022	Discretionary	NB	
		Charge for lost/damaged AV	Various	Various	n/a	01/04/2022	Discretionary	SR	
	Audio CDs late return charge	Weekly charge - Band 1 (maximum charge per item £5.40)	1.60	1.60	0%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		weekly charge - Band 2/3 (maximum charge per item £9.60)	3.20	3.20	0%	01/04/2022	Discretionary	SR	
	CD-ROM late return charge	weekly charge (maximum charge per item £6.00)	2.00	2.00	0%	01/04/2022	Discretionary	SR	
	DVDs late return charge	weekly charge - Band 1 (maximum per item £4.80)	1.60	1.60	0%	01/04/2022	Discretionary	SR	
		weekly charge - Band 2/3 (maximum per item £9)	3.00	3.00	0%	01/04/2022	Discretionary	SR	
		weekly charge - Band 4 (maximum per item £13.50)	4.50	4.50	0%	01/04/2022	Discretionary	SR	
	Music CDs late return charge	weekly charge - (Band 1) (maximum charge per item £4.80)	1.60	1.60	0%	01/04/2022	Discretionary	SR	
		weekly charge - (Band 2/3) (maximum charge per item £4.80)	3.00	4.80	60%	01/04/2022	Discretionary	SR	
	Hire of Accommodation	Hire of space Full day commercial use	110.00	110.00	0%	01/04/2022	Discretionary	EX	
		Hire of space Full day community use	55.00	55.00	0%	01/04/2022	Discretionary	EX	
		Hire of space Half day commercial use	75.00	75.00	0%	01/04/2022	Discretionary	EX	
		Hire of space Half day community use	30.00	30.00	0%	01/04/2022	Discretionary	EX	
	Internet Service	A3 BW & Colour	0.60	0.60	0%	01/04/2022	Discretionary	SR	
		A4 BW & Colour	0.30	0.30	0%	01/04/2022	Discretionary	SR	
		Sales of headphones	2.55	2.55	0%	01/04/2022	Discretionary	SR	
		Sales of memory sticks	7.00	7.00	0%	01/04/2022	Discretionary	SR	
	Library Overdue Charges for Static Libraries	Adults - per day library open during first week (daily rate)	0.35	0.35	0%	01/04/2022	Discretionary	NB	
		Adults - maximum per item	6.50	6.50	0%	01/04/2022	Discretionary	NB	
		Charge for lost/damaged books (Recommended retail price plus processing fee where applicable)	Various	Various	n/a	01/04/2022	Discretionary	NB	
		Children - maximum per item	2.90	2.90	0%	01/04/2022	Discretionary	NB	
		Children - per day library open during first week (daily rate)	0.06	0.06	0%	01/04/2022	Discretionary	NB	
		Children in public care	Exempt	Exempt	n/a	01/04/2022	Discretionary	NB	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Institutions - maximum per item	6.50	6.50	0%	01/04/2022	Discretionary	NB	
		Institutions - per day library open during first week (daily rate)	0.35	0.35	0%	01/04/2022	Discretionary	NB	
	Library Reservation Fees	a) Book / Audio Books Reservations - Standard charge	1.30	1.30	0%	01/04/2022	Discretionary	NB	
		a) Book / Audio Books Reservations - Under 18s (Incl children in public care)	Exempt		n/a	01/04/2022	Discretionary	NB	
		b) Items supplied from outside Oxfordshire - Standard charge	10.00	10.00	0%	01/04/2022	Discretionary	NB	
		c) Audio Visual Reservations (excluding Audio Books): - Concessionary rate	0.65	0.65	0%	01/04/2022	Discretionary	NB	
		c) Audio Visual Reservations (excluding Audio Books): - Standard charge	1.30	1.30	0%	01/04/2022	Discretionary	NB	
		Items supplied by the British Library and Universities	20.00	20.00	0%	01/04/2022	Discretionary	NB	
	Microform Copying	a) self service copying	0.90	0.90	0%	01/04/2022	Discretionary	SR	
		b) staff service	1.70	1.70	0%	01/04/2022	Discretionary	SR	
	Photocopying	A3 BW & Colour	0.60	0.60	0%	01/04/2022	Discretionary	SR	
		A4 BW& Colour	0.30	0.30	0%	01/04/2022	Discretionary	SR	
	Replacement of Library Tickets	per ticket	3.15	3.15	0%	01/04/2022	Discretionary	NB	
	Vocal/Orchestral Play sets	- Orchestral Sets Non Oxfordshire Borrowers	51.00	51.00	0%	01/04/2022	Discretionary	NB	
		- Orchestral Sets Oxfordshire Borrowers	40.00	40.00	0%	01/04/2022	Discretionary	NB	
		- Play Sets	6.00	6.00	0%	01/04/2022	Discretionary	NB	
		a) Booking Fee per 4 month loan Oxfordshire Borrowers - per score with performance time of 5 minutes or less	0.90	0.90	0%	01/04/2022	Discretionary	NB	
		a) Booking Fee per 4 month loan Oxfordshire Borrowers - per score with performance time of more than 5 minutes	2.20	2.20	0%	01/04/2022	Discretionary	NB	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		a) Booking Fee per 4 month loan Non Oxfordshire Borrowers - per score with performance time of more than 5 minutes	3.60	3.60	0%	01/04/2022	Discretionary	NB	
		a) Booking Fee per 4 month loan Non Oxfordshire Borrowers - per score with performance time of 5 minutes or less	1.70	1.70	0%	01/04/2022	Discretionary	NB	
		b) Overdue charge - per playset, per day library open during first week (daily rate) (maximum £5.70)	0.35	0.35	0%	01/04/2022	Discretionary	NB	
		b) Overdue charge - per week or part week, per loan, vocal or orchestral	15.00	15.00	0%	01/04/2022	Discretionary	NB	
		c) Administration fee for performance sets supplied from outside Oxfordshire.	8.00	8.00	0%	01/04/2022	Discretionary	NB	
Museum Service	Conservation & Exhibition Services	a) MRC Remedial conservation - per hour	65.00	67.00	3%	01/04/2022	Discretionary	SR	
		c) Specialist Climate Controlled Collections Storage and Care per year - Large Item (c.0.5 cubic meters)	450.00	460.00	2%	01/04/2022	Discretionary	SR	
		c) Specialist Climate Controlled Collections Storage and Care per year - Medium Item (c 20x20x20cm)	256.00	262.00	2%	01/04/2022	Discretionary	SR	
		c) Specialist Climate Controlled Collections Storage and Care per year - Small Item (c.10x10x10cm)	129.00	132.00	2%	01/04/2022	Discretionary	SR	
		d) General Collections storage and Care per year - Large Item	512.00	523.00	2%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		e) Environmental Monitoring (per month) - for 3 thermohygrographs	60.50	62.00	2%	01/04/2022	Discretionary	SR	
		f) Conservation Advice per hour	60.50	62.00	2%	01/04/2022	Discretionary	SR	
		f) Conservation Advice per hour - per day	483.00	493.00	2%	01/04/2022	Discretionary	SR	
		f) Conservation Advice per hour - per half-day	242.00	247.00	2%	01/04/2022	Discretionary	SR	
		g) Museum Pest Management plus materials - per day	483.00	493.00	2%	01/04/2022	Discretionary	SR	
		g) Museum Pest Management plus materials - per half day	242.00	247.00	2%	01/04/2022	Discretionary	SR	
		g) Museum Pest Management plus materials - per hour	60.50	62.00	2%	01/04/2022	Discretionary	SR	
		h) Hire of display equipment - arrangement charge for not for profit heritage & arts organisations	22.00	23.00	5%	01/04/2022	Discretionary	SR	
		h) Hire of display equipment - Cases - per month	230.00	235.00	2%	01/04/2022	Discretionary	SR	
		h) Hire of display equipment - Cases - per week	104.50	107.00	2%	01/04/2022	Discretionary	SR	
		i) Training - per day	483.00	493.00	2%	01/04/2022	Discretionary	SR	
		i) Training - per half day	242.00	247.00	2%	01/04/2022	Discretionary	SR	
		k) Documentation and storage of archaeological archives - per archaeological storage box (0.022m3)	70.00	72.00	3%	01/04/2022	Discretionary	SR	
		k) Documentation and storage of archaeological archives-site archive up to 3 archaeological storage boxes ((0.022m3)	107.00	110.00	3%	01/04/2022	Discretionary	SR	
		Loan of datalogger and printout per period up to 2 months	60.50	62.00	2%	01/04/2022	Discretionary	SR	
	Hire of Accommodation	a) Oxfordshire Museum - Exhibition Gallery - per week	215.00	220.00	2%	01/04/2022	Discretionary	EX	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		b) Brewhouse - Exhibition Gallery - 1/2 day Commercial Use	72.00	74.00	3%	01/04/2022	Discretionary	EX	
		b) Brewhouse - Exhibition Gallery - 1/2 day Community Use	28.50	29.50	4%	01/04/2022	Discretionary	EX	
		b) Brewhouse - Exhibition Gallery - per day - Commercial Use	109.00	112.00	3%	01/04/2022	Discretionary	EX	
		b) Brewhouse - Exhibition Gallery - per day - Community Use	54.00	55.50	3%	01/04/2022	Discretionary	EX	
		b) Brewhouse - Exhibition Gallery - per month	278.00	284.00	2%	01/04/2022	Discretionary	EX	
		c) Coachhouse - 1/2 day Commercial Use	86.00	88.00	2%	01/04/2022	Discretionary	EX	
		c) Coachhouse - 1/2 day Community Use	40.00	41.00	3%	01/04/2022	Discretionary	EX	
		c) Coachhouse - per day - Commercial Use	150.00	153.00	2%	01/04/2022	Discretionary	EX	
		c) Coachhouse - per day - Community Use	66.50	68.00	2%	01/04/2022	Discretionary	EX	
		d) MRC Education Lecture Room - 1/2 day Community Use	28.50	29.00	2%	01/04/2022	Discretionary	EX	
		d) MRC Education Lecture Room - per day - Community Use	54.00	55.00	2%	01/04/2022	Discretionary	EX	
		e) Provision of staff to support - activities of hirer per hour - during Museum open hours	23.00	23.50	2%	01/04/2022	Discretionary	SR	
		e) Provision of staff to support - activities of hirer per hour - out of Museum open hours	36.00	37.00	3%	01/04/2022	Discretionary	SR	
		f) Coach House charge for use outside normal hours plus staffing as necessary Commercial use up to 3 hours	79.00	81.00	3%	01/04/2022	Discretionary	EX	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		f)Coach House charge for use outside normal hours plus staffing as necessary Education use up to 3 hours	53.00	54.00	2%	01/04/2022	Discretionary	EX	
		Location fee for use of Oxfordshire Museum/Museums Resource Centre or Swalcliffe Barn premises for film / TV / broadcast purposes per hour or part hour	64.00	66.00	3%	01/04/2022	Discretionary	SR	
	Learning & Access	Facilitated Community Group Visits to The Oxfordshire Museum - per group during normal opening hours	27.50	28.00	2%	01/04/2022	Discretionary	NB	
		Family Learning Drop In at The Oxfordshire Museum - per child costs supported by Friends of Museum	2.00	2.00	0%	09/04/2022	Discretionary	NB	
		Family Learning Drop In at The Oxfordshire Museum - per family of up to 3 children Costs supported by Friends of Museum	5.00	5.00	0%	09/04/2022	Discretionary	NB	
		Outreach School Sessions KS1 (approximately 1.25 hours) - up to 30 children	101.50	104.00	2%	25/04/2022	Discretionary	NB	
		Outreach School Sessions KS2 (approximately 1.5 hours) - up to 30 children	123.00	126.00	2%	25/04/2022	Discretionary	NB	
		Reminiscence Box Loans - per 2 week loan	24.50	25.00	2%	01/04/2022	Discretionary	NB	
		Reminiscence sessions - Maximum 15 participants	24.50	25.00	2%	01/04/2022	Discretionary	NB	
		School Box Loans - per term	36.00	37.00	3%	25/04/2022	Discretionary	NB	
		School Sessions at The Oxfordshire Museum - up to 30 children	87.00	89.00	2%	25/04/2022	Discretionary	NB	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Microform Copying	Copying by Staff - per A3 copy	1.70	0.90	-47%	01/04/2022	Discretionary	SR	
		Copying by Staff - per A4 copy	1.70	0.90	-47%	01/04/2022	Discretionary	SR	
	MRC Digital Imaging	Plain paper Digital Prints (pre-existing image) - per copy on A3	8.00	8.00	0%	01/04/2022	Discretionary	SR	
		Electronic files (pre-existing image, compressed) - per image 700 pixels	1.70	1.80	6%	01/04/2022	Discretionary	SR	
		'- Use of Digital Camera/USB Memory Stick per day	8.00	8.15	2%	01/04/2022	Discretionary	SR	
		'- Use of Digital Camera/USB Memory Stick per week	23.00	23.50	2%	01/04/2022	Discretionary	SR	
		Electronic files (automated scan or pre-existing scans) - per sheet scanned	1.70	1.75	3%	01/04/2022	Discretionary	SR	
		Electronic files (photographed to order, uncompressed) - per image 3200 pixels and above	28.00	28.50	2%	01/04/2022	Discretionary	SR	
		Electronic files (photographed to order, compressed) - per image 2500 pixels	24.00	24.50	2%	01/04/2022	Discretionary	SR	
		Electronic files (pre-existing image, compressed) - per image 2250 pixels	8.00	8.20	2%	01/04/2022	Discretionary	SR	
		Electronic files (pre-existing image, uncompressed) - per image 3200 pixels and above	12.00	12.20	2%	01/04/2022	Discretionary	SR	
		Internal Use Commercial -For use within organisation	26.60	27.15	2%	01/04/2022	Discretionary	SR	
		Photo paper Digital Prints (photographed to order) - per copy on A3 paper	28.00	28.50	2%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Photo paper Digital Prints (photographed to order) - per copy on A4 (or smaller)	28.00	28.50	2%	01/04/2022	Discretionary	SR	
		Photo paper Digital Prints (pre-existing image) - per copy A3	12.00	12.25	2%	01/04/2022	Discretionary	SR	
		Photo paper Digital Prints (pre-existing image) - per copy A4	12.00	12.25	2%	01/04/2022	Discretionary	SR	
		Plain paper Digital Prints (photographed to order) - per copy on A4	24.00	24.50	2%	01/04/2022	Discretionary	SR	
		Plain paper Digital Prints (photographed to order) - per copy on A3	24.00	24.50	2%	01/04/2022	Discretionary	SR	
		Plain paper Digital Prints (pre-existing image) - per copy on A4	8.00	8.20	2%	01/04/2022	Discretionary	SR	
		Publication Commercial - Per extra instance of an image	19.50	20.00	3%	01/04/2022	Discretionary	SR	
		Publication Commercial - Per image	46.00	47.00	2%	01/04/2022	Discretionary	SR	
		Transfer to CD-R	6.20	6.50	5%	01/04/2022	Discretionary	SR	
	MRC Reproduction Fees	One programme, unlimited transmissions, one country (EU = one country) - per image used, 0-6 years	79.00	81.00	3%	01/04/2022	Discretionary	SR	
		One programme, unlimited transmissions, one country (EU = one country) - per image used, in perpetuity	131.00	134.00	2%	01/04/2022	Discretionary	SR	
		One programme, unlimited transmissions, worldwide - per image used, 0-6 years	198.00	202.00	2%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		One programme, unlimited transmissions, worldwide - per image used, in perpetuity	324.00	331.00	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (11-15 images)	7.20	7.40	3%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (16-20 images)	6.40	6.50	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (1st image)	15.10	15.40	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (2 images)	11.40	11.70	3%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (21-40 images)	4.00	4.10	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (3 images)	10.10	10.30	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (4 images)	9.40	9.60	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (41-60 images)	3.20	3.30	3%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (5 images)	9.10	9.30	2%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (61 or more images)	2.80	2.90	4%	01/04/2022	Discretionary	SR	
		Publication: academic - Per image used (6-10 images)	8.40	8.60	2%	01/04/2022	Discretionary	SR	
		Publication: local individuals, organisations and partners - Per use of one or more images	20.00	20.00	0%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Museums Service Research Enquires	- higher rate for businesses and profit-making organisations - per hour (or pro-rata) Minimum 30 minutes £35. Maximum 2 hours £140.	70.00	72.00	3%	01/04/2022	Discretionary	SR	
		- written reply to each enquiry - per hour (or pro-rata) Minimum 30 minutes £20, Maximum 2 hours £80.	40.00	42.00	5%	01/04/2022	Discretionary	SR	
	Oxfordshire Museum Lecture Fees plus travel at current OCC rates	Per event	66.00	66.00	0%	01/04/2022	Discretionary	SR	
	Postage & Packing	Disc Mailer - CR-ROM supplied in disc mailer	7.00	7.15	2%	01/04/2022	Discretionary	SR	
		Air Mail - additional to basic cost	3.50	3.60	3%	01/04/2022	Discretionary	SR	
		Cardboard Tube - Copies supplied in 450mm cardboard tube	7.00	7.00	0%	01/04/2022	Discretionary	SR	
		Reinforced Envelope in reinforced C4 envelope	3.50	3.50	0%	01/04/2022	Discretionary	SR	
	Administrative Charge	Minimum charge for providing an invoice for any service	30.00	31.00	3%	01/04/2022	Discretionary	SR	
	Use of Oxfordshire Museum Garden for Wedding Photography	Per event	97.00	98.00	1%	01/04/2022	Discretionary	EX	
	Virtual workshop for schools	per session		35.00	NEW	25/04/2022	Discretionary	EX	
		per session		35.00	NEW	25/04/2022	Discretionary	EX	
	Virtual workshop with loan box for schools	per session		56.00	NEW	25/04/2022	Discretionary	EX	
Customer Service Centre	Concessionary Fares	Card issue and admin	10.00	10.00	0%	01/04/2022	Discretionary	NB	
	Disabled Parking	Card issue and admin, assessment service	10.00	10.00	0%	01/04/2022	Discretionary	NB	
Human Resources	Job Evaluations for Academies	Ad-Hoc/ Re-evaluation of a Role per hour up to 25 hours	164.00	164.00	0%	01/04/2022	Discretionary	SR	
		Rate per hour if it takes more than 25 hours per role	246.00	246.00	0%	01/04/2022	Discretionary	SR	

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Innovation Hub	Charging for work of officers in Innovation and research projects to other organisations	Group Manager	594.00	717.00	21%	01/04/2022	Discretionary	SR	
		Team Leader	474.00	645.00	36%	01/04/2022	Discretionary	SR	
		Principal Officer	431.50	527.00	22%	01/04/2022	Discretionary	SR	
		Officer	401.00	409.00	2%	01/04/2022	Discretionary	SR	
		Assistant		326.00	NEW	01/04/2022	Discretionary	SR	
		Large meeting (up to 5 Officers in attendance)		1,440.00	NEW	01/04/2022	Discretionary	SR	
		Small meeting (2-3 Officers in attendance)		720.00	NEW	01/04/2022	Discretionary	SR	

Review of Charges 2022/23

Approved by Cabinet on 21st September 2021, for information only

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Date effective from	Discretionary or Statutory	VAT Class	
Music Service	Charges to Schools	Curriculum (per hour)	65.00	65.00	0%	01/09/2021	Discretionary	EX	
		First Access (60 or 45 minutes)	1,550.00	1,470.00	-5%	01/09/2021	Discretionary	EX	
		Play On (1 hour or 45 min)	1,850.00	1,680.00	-9%	01/09/2021	Discretionary	EX	
		Play On (30 minutes)	930.00	No longer offered		01/09/2021	Discretionary	EX	
		Play On (40 minutes)	1,230.00	No longer offered		01/09/2021	Discretionary	EX	
		Summer fun	118.00	Various		01/09/2021	Discretionary	EX	
		Transport Zone 1	100.00	Various		01/09/2021	Discretionary	EX	
		Transport Zone 2	85.00	Various		01/09/2021	Discretionary	EX	
		Transport Zone 3	70.00	Various		01/09/2021	Discretionary	EX	
		Transport Zone 4	45.00	Various		01/09/2021	Discretionary	EX	
		workshops	13.00	Various		01/09/2021	Discretionary	EX	
		Ensembles	Choir Primary	45.00	No longer offered		01/09/2021	Discretionary	EX
			CMS Pass	159.00	No longer offered		01/09/2021	Discretionary	EX
			County Level Ensemble 1 hrs groups of 10 (individual price £4.80)	50.00	48.00	-4%	01/09/2021	Discretionary	EX
			County Level Ensemble 1.5 hrs groups of 10 (individual price £7.20)	60.00	72.00	20%	01/09/2021	Discretionary	EX
			County Level Ensemble 2 hrs Groups of 10 (individual price £9.60)	87.00	96.00	10%	01/09/2021	Discretionary	EX
	Full Membership / 2.5hr ensemble Group of 10 (individual price £12)	105.00	120.00	14%	01/09/2021	Discretionary	EX		
	OCMS Full Membership / 3.5hr ensemble group 15 (Individual price £11)	76.00	165.00	117%	01/09/2021	Discretionary	EX		

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Date effective from	Discretionary or Statutory	VAT Class
		Secondary Choir Activity	55.00	No longer offered		01/09/2021	Discretionary	EX
		Single ensemble - OCMS lessons	55.00	No longer offered		01/09/2021	Discretionary	EX
	Group Tuition	Group of 2 (20 minutes)	10.20	10.20	0%	01/09/2021	Discretionary	EX
		Group of 2 (30 minutes)	15.00	No longer offered		01/09/2021	Discretionary	EX
		Group of 3 or more (variables of 20 minutes)	7.20	6.20	-14%	01/09/2021	Discretionary	EX
		Adult Group of 10 (Individual price £11.80)	118.00	118.00	0%	01/09/2021		EX
	Hire	Hire of Instruments (All other instruments on offer)	48.00	50.00	4%	01/09/2021	Discretionary	EX
		Hire of Instruments (Violin, Viola and Guitars only)	27.00	30.00	11%	01/09/2021	Discretionary	EX
		Instrument Purchase Charge	75.00	75.00	0%	01/09/2021	Discretionary	SR
		Oxfordshire County Youth orchestra	799.00	Various		01/09/2021	Discretionary	EX
		Oxfordshire schools orchestra	575.00	Various		01/09/2021	Discretionary	EX
		Oxfordshire Schools Symphony Orchestra	875.00	Various		01/09/2021	Discretionary	EX
		Oxfordshire Youth Music Theatre	500.00	Various		01/09/2021	Discretionary	EX
	Individual Tuition	Individual 40 minutes	39.00	36.40	-7%	01/09/2021	Discretionary	EX
		Individual 20 minutes - Multiples of 20 minutes only	19.20	18.20	-5%	01/09/2021	Discretionary	EX
		Individual 30 Minutes	29.00	No longer offered		01/09/2021	Discretionary	EX
		Individual 45 minutes	44.00	No longer offered		01/09/2021	Discretionary	EX
		Individual 60 minutes	59.00	54.60	-7%	01/09/2021	Discretionary	EX
	Late cancellation Charge	Late Cancellation fee	45.00	45.00	0%	01/09/2021	Discretionary	EX
	Extra late cancellation Charge	Very late cancellation fee	55.00	55.00	0%	01/09/2021	Discretionary	EX
	Other Charges	Key stage 1 festival	4.00	Various		01/09/2021	Discretionary	EX
		launchpad band	13.00	Various		01/09/2021	Discretionary	EX
		Primary Pop	4.00	Various		01/09/2021	Discretionary	EX

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2022/23 £	Change %	Date effective from	Discretionary or Statutory	VAT Class
		spotlight talent	4.00	Various		01/09/2021	Discretionary	EX
	Own teacher accompanist	Accompanist own teacher	30.00	Various		01/09/2021	Discretionary	EX
	Not own teacher accompanist	Accompanist Oxfordshire County Music Service teacher	45.00	Various		01/09/2021	Discretionary	EX

Review of Charges 2022/23

Customers, Organisational Development & Resources

Approved by Cabinet on 19th January 2021, for information only

Service Area	Charge	Unit	Proposed Charge 2021/22 £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
Registration Service	Amendment Fee for all Marriage and Civil partnership ceremonies	per amendment	60.00	60.00	0%	01/04/2022	Discretionary	NB
	Amendment Fee for other Civil ceremonies- If the fee for other civil ceremonies attracts VAT so does the amendment fee	per amendment	60.00	60.00	0%	01/04/2022	Discretionary	SR
	Births, Deaths Certificates (Marriage inc line 24-46)	from a current register	11.00	11.00	0%	01/04/2022	Statutory	NB
		from a deposited register	11.00	11.00	0%	01/04/2022	Statutory	NB
		on day of registration	11.00	11.00	0%	01/04/2022	Statutory	NB
	Short Birth Certificate	from a current register	11.00	11.00	0%	01/04/2022	Statutory	NB
		from a deposited register	11.00	11.00	0%	01/04/2022	Statutory	NB
		on day of registration	11.00	11.00	0%	01/04/2022	Statutory	NB
	Space 17 addition	Per application	40.00	40.00	0%	01/04/2022	Statutory	NB
	Commemorative Certificates	per certificate	10.00	10.00	0%	01/04/2022	Statutory	SR
	Consideration for a correction	Per application	75.00	75.00	0%	01/04/2022	Statutory	NB
	Consideration for a correction (RG involvement)	Per application	90.00	90.00	0%	01/04/2022	Statutory	NB
	Consideration of Foreign Divorce	Per application	50.00	50.00	0%	01/04/2022	Statutory	NB
	Consideration of Foreign Divorce (RG involvement)	Per application	75.00	75.00	0%	01/04/2022	Statutory	NB
	Conversion of a Civil Partnership into Marriage	Standard Service	45.00	45.00	0%	01/04/2022	Statutory	NB
		Two stage procedure on other premises - completing the declaration	27.00	27.00	0%	01/04/2022	Statutory	NB
		Two stage procedure on other premises -signing the declaration in a religious registered for marriage of same sex couples	91.00	91.00	0%	01/04/2022	Statutory	NB
	Statutory Priority Certificate	Per application	35.00	35.00	0%	01/04/2022	Statutory	SR
	Licence for approved premises	3 year licence	2,250.00	2,325.00	3%	01/04/2022	Discretionary	NB

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Proposed Charge 2021/22 £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
	Marriage & Civil partnership fees at former Register Office Marriage rooms Monday - Friday during office hours and Saturday mornings between 9.00am and 12 noon. (Includes the cost of one certificate)	Abingdon- Roysse Court (Mon -Fri)	325.00	335.00	3%	01/04/2022	Discretionary	NB
		Attending chapel	97.00	97.00	0%	01/04/2022	Statutory	NB
		Banbury Bodicote House	325.00	335.00	3%	01/04/2022	Discretionary	NB
		Bicester - Garth Park	325.00	335.00	3%	01/04/2022	Discretionary	NB
		Dexter Room Sat AM	325.00	335.00	3%	01/04/2022	Discretionary	NB
		Dexter Room Tues-Fri	325.00	335.00	3%	01/04/2022	Discretionary	NB
		Didcot - Broadway Room	325.00	335.00	3%	01/04/2022	Discretionary	NB
		Henley - Regatta Court	325.00	335.00	3%	02/04/2022	Discretionary	NB
		Witney - Windrush Rooms	325.00	335.00	3%	01/04/2022	Discretionary	NB
		Oxford - Tidmarsh Lane	325.00	335.00	3%	01/04/2022	Discretionary	
		RO (Tues only)	57.00	57.00	0%	01/04/2022	Statutory	NB
		Total for all district Offices (Sat pm)	600.00	650.00	8%	01/04/2022	Discretionary	NB
		Total for all district Offices (Sun and BH)	665.00	690.00	4%	01/04/2022	Discretionary	NB
	Non refundable booking fee	Per Ceremony	150.00	175.00	17%	01/04/2022	Discretionary	EX
	Marriages and Civil Partnerships at Approved Venues (9.00am to 5.30pm)	Monday - Saturday	630.00	650.00	3%	01/04/2022	Discretionary	NB
		Sunday & Bank Holiday	665.00	690.00	4%	01/04/2022	Discretionary	NB
	Marriages at Approved Venues (on or after 6pm)	Monday - Saturday	705.00	730.00	4%	01/04/2022	Discretionary	NB
		Sunday & Bank Holiday	765.00	790.00	3%	01/04/2022	Discretionary	NB
	Notice of Marriages and Civil Partnership	Extended 70 day Notice for foreign Nationals (for 1 person)	47.00	47.00	0%	01/04/2022	Statutory	NB
		Notice of Marriage/Civil Partnership (for 1 person)	35.00	35.00	0%	01/04/2022	Statutory	NB
	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices	Individual Citizenship Ceremonies (Oxford Register Office only)	285.00	295.00	4%	01/04/2022	Discretionary	SR

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Proposed Charge 2021/22 £	Proposed Charge 2022/23 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
		Monday - Friday	280.00	290.00	4%	01/04/2022	Discretionary	SR
		Saturday	315.00	325.00	3%	01/04/2022	Discretionary	SR
		Sunday & Bank Holiday	325.00	335.00	3%	01/04/2022	Discretionary	SR
	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Approved venues	Monday - Friday	280.00	290.00	4%	01/04/2022	Discretionary	SR
		Saturday	315.00	325.00	3%	01/04/2022	Discretionary	SR
		Sunday & Bank Holiday	325.00	335.00	3%	01/04/2022	Discretionary	SR
	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council	Group Citizenship Ceremony at County Hall	80.00	80.00	0%	01/04/2022	Statutory	NB
		Monday - Friday	410.00	425.00	4%	01/04/2022	Statutory	SR
		Saturday	420.00	435.00	4%	01/04/2022	Statutory	SR
		Sunday & Bank Holiday	430.00	445.00	3%	01/04/2022	Statutory	SR
		Your day your way ceremony	755.00	760.00	1%	01/04/2022	Statutory	NB/SR
	Searches in indexes	General Search	18.00	18.00	0%	01/04/2022	Statutory	NB

Review of Charges 2023/24

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Agreed Charge 2022/23 £	Proposed Charge 2023/24 £2	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
Registration Service	Amendment Fee for all Marriage and Civil partnership ceremonies.	per amendment	60.00	60.00	0%	01/04/2023	Discretionary	NB
	Amendment Fee for other Civil ceremonies- If the fee for other civil ceremonies attracts VAT so does the amendment fee. Fee already at limit so no increase	per amendment	60.00	60.00	0%	01/04/2023	Discretionary	SR
	Births, Deaths Certificates (Marriage inc line 24-46)	from a current register	11.00	11.00	0%	01/04/2023	Statutory	NB
		from a deposited register	11.00	11.00	0%	01/04/2023	Statutory	NB
		on day of registration	11.00	11.00	0%	01/04/2023	Statutory	NB
	Short Birth Certificate	from a current register	11.00	11.00	0%	01/04/2023	Statutory	NB
		from a deposited register	11.00	11.00	0%	01/04/2023	Statutory	NB
		on day of registration	11.00	11.00	0%	01/04/2023	Statutory	NB
	Space 17 addition	Per application	40.00	40.00	0%	01/04/2023	Statutory	NB
	Commemorative Certificates	per certificate	10.00	10.00	0%	01/04/2023	Statutory	SR
	Consideration for a correction	Per application	75.00	75.00	0%	01/04/2023	Statutory	NB
	Consideration for a correction (RG involvement)	Per application	90.00	90.00	0%	01/04/2023	Statutory	NB
	Consideration of Foreign Divorce	Per application	50.00	50.00	0%	01/04/2023	Statutory	NB
	Consideration of Foreign Divorce (RG involvement)	Per application	75.00	75.00	0%	01/04/2023	Statutory	NB
	Conversion of a Civil Partnership into Marriage	Standard Service	45.00	45.00	0%	01/04/2023	Statutory	NB
		Two stage procedure on other premises - completing the declaration	27.00	27.00	0%	01/04/2023	Statutory	NB
		Two stage procedure on other premises -signing the declaration in a religious registered for marriage of same sex couples	91.00	91.00	0%	01/04/2023	Statutory	NB
	Statutory Priority Certificate	Per application	35.00	35.00	0%	01/04/2023	Statutory	SR

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Agreed Charge 2022/23 £	Proposed Charge 2023/24 £2	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
	Licence for approved premises. No increase proposed as already at limit (from benchmarking undertaken).	3 year licence	2,325.00	2,325.00	0%	01/04/2023	Discretionary	NB
	Marriage & Civil partnership fees at former Register Office Marriage rooms Monday - Friday during office hours and Saturday mornings between 9.00am and 12 noon. (Includes the cost of one certificate)	Abingdon- Roysse Court (Mon -Fri)	335.00	350.00	4%	01/04/2023	Discretionary	NB
		Attending chapel	97.00	97.00	0%	01/04/2023	Statutory	NB
		Banbury Bodicote House	335.00	350.00	4%	01/04/2023	Discretionary	NB
		Bicester - Garth Park	335.00	335.00	0%	01/04/2023	Discretionary	NB
		Dexter Room Sat AM	335.00	350.00	4%	01/04/2023	Discretionary	NB
		Dexter Room Tues-Fri	335.00	350.00	4%	01/04/2023	Discretionary	NB
		Didcot - Broadway Room	335.00	350.00	4%	01/04/2023	Discretionary	NB
		Henley - Regatta Court	335.00	350.00	4%	01/04/2023	Discretionary	NB
		Witney - Windrush Rooms	335.00	350.00	4%	01/04/2023	Discretionary	NB
		Oxford - Tidmarsh Lane	335.00	350.00	4%	01/04/2023	Discretionary	NB
		RO (Tues only)	57.00	57.00	0%	01/04/2023	Statutory	NB
		Total for all district Offices (Sat pm)	650.00	450.00	-31%	01/04/2023	Discretionary	NB
		Total for all district Offices (Sun and BH)	690.00	550.00	-20%	01/04/2023	Discretionary	NB
	Non refundable booking fee. Fee very high compared to other Local Authorities and difficult to justify. Reduction in fee proposed as a result.	Per Ceremony	175.00	100.00	-43%	01/04/2023	Discretionary	EX
	Marriages and Civil Partnerships at Approved Venues (9.00am to 5.30pm)	Monday - Saturday	650.00	680.00	5%	01/04/2023	Discretionary	NB
		Sunday & Bank Holiday	690.00	720.00	4%	01/04/2023	Discretionary	NB
	Marriages at Approved Venues (on or after 6pm)	Monday - Saturday	730.00	750.00	3%	01/04/2023	Discretionary	NB
		Sunday & Bank Holiday	790.00	795.00	1%	01/04/2023	Discretionary	NB

Customers, Organisational Development & Resources

Service Area	Charge	Unit	Agreed Charge 2022/23 £	Proposed Charge 2023/24 £2	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
	Notice of Marriages and Civil Partnership	Extended 70 day Notice for foreign Nationals (for 1 person)	47.00	47.00	0%	01/04/2023	Statutory	NB
		Notice of Marriage/Civil Partnership (for 1 person)	35.00	35.00	0%	01/04/2023	Statutory	NB
	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices	Individual Citizenship Ceremonies (Oxford Register Office only)	295.00	310.00	5%	01/04/2023	Discretionary	SR
		Monday - Friday	290.00	300.00	3%	01/04/2023	Discretionary	SR
		Saturday	325.00	350.00	8%	01/04/2023	Discretionary	SR
		Sunday & Bank Holiday	335.00	350.00	4%	01/04/2023	Discretionary	SR
	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Approved venues	Monday - Friday	290.00	300.00	3%	01/04/2023	Discretionary	SR
		Saturday	325.00	350.00	8%	01/04/2023	Discretionary	SR
		Sunday & Bank Holiday	335.00	350.00	4%	01/04/2023	Discretionary	SR
	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council	Group Citizenship Ceremony at County Hall	80.00	80.00	0%	01/04/2023	Statutory	NB
		Monday - Friday	425.00	400.00	-6%	01/04/2023	Statutory	SR
		Saturday	435.00	450.00	3%	01/04/2023	Statutory	SR
		Sunday & Bank Holiday	445.00	450.00	1%	01/04/2023	Statutory	SR
		Your day your way ceremony	760.00	760.00	0%	01/04/2023	Statutory	NB/SR
	Searches in indexes	General Search	18.00	18.00	0%	01/04/2023	Statutory	NB