

Review of Charges 2024/25
Adult Services

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments	
Daytime Support	1:1 Support (3 hour session)	3 hour Session	72.93	76.58	76.58	5%	01/04/2024	Discretionary	NB		
	1:2 Active Support (3 hour session)	3 hour Session	34.78	36.52	36.52	5%	01/04/2024	Discretionary	NB		
	1:6 Respite & prevention (3 hour session)	3 hour Session	23.56	24.74	24.74	5%	01/04/2024	Discretionary	NB		
	2:1 Support (3 hour session)	3 hour Session	129.80	136.29	136.29	5%	01/04/2024	Discretionary	NB		
	Hire of Room (no equipment provided)	per hour	23.00	24.15	24.15	5%	01/04/2024	Discretionary	ZR		
	Hire of Sensory Room	per hour	3.87	4.07	4.07	5%	01/04/2024	Discretionary	NB or SR		
	Hourly cost of attendance outside of core hours	per hour	28.05	29.45	29.45	5%	01/04/2024	Discretionary	NB		
	Lunchtime meal	per meal	2.64	2.77	3.33	5%	01/04/2024	Discretionary	SR		
	Music, Art and Boom Groups	per session	6.71	7.05	7.05	5%	01/04/2024	Discretionary	NB or SR		
	Service User Transport (single or return journey) where this is part of assessed need	Single or Return Journey	27.50	28.88	28.88	5%	01/04/2024	Discretionary	NB		
	SMILE	per session	6.71	7.05	7.05	5%	01/04/2024	Discretionary	NB or SR		
	Money Management	Court of Protection income	Annual Management Fee Yr 1	775.00	775.00	775.00	0%	01/04/2024	Statutory	NB	
			Category 3 Property Management	300.00	300.00	300.00	0%	01/04/2024	Statutory	NB	
		Category 4 Annual report	216.00	216.00	216.00	0%	01/04/2024	Statutory	NB		
		Deputy for Health & Welfare	555.00	555.00	555.00	0%	01/04/2024	Statutory	NB	The Association of Public Authority Deputies are in consultation with the Ministry of Justice for an increase but this is not yet agreed so this will need to be updated once that is agreed.	
		Preparation of basic HMRC income tax return	70.00	70.00	70.00	0%	01/04/2024	Statutory	NB		
		Preparation of complex HMRC income tax return	140.00	140.00	140.00	0%	01/04/2024	Statutory	NB		
		Section 12, Fixed cost direction of travel	40.00	40.00	40.00	0%	01/04/2024	Statutory	NB		
		Work up to court order date	745.00	745.00	745.00	0%	01/04/2024	Statutory	NB		
		Yr2 & subsequent yrs	650.00	650.00	650.00	0%	01/04/2024	Statutory	NB		
		Maximum charge per hour for work in relation to estates of deceased clients	per hour	115.00	115.00	115.00	0%	01/04/2024	Discretionary	SR	This charge will remain the same until the Legal Services hourly rate catches up with the charge
Urgent Response and Telecare Service: telecare equipment and monitoring form a call centre.	URTS service - telecare level 1	Weekly	5.50	5.78	5.78	5%	01/04/2024	Discretionary	ZR or SR		
	URTS service - telecare level 2	Weekly	11.00	11.55	11.55	5%	01/04/2024	Discretionary	ZR or SR		
Arrangement fees	Annual charge for arranging support for people who fund their own care	Annual	166.10	174.41	209.29	5%	01/04/2024	Discretionary	SR		
	Weekly charge for arranging support for people who fund their own care.	Weekly	4.73	4.97	5.96	5%	01/04/2024	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 2024/25

Children's Services

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Corporate Parenting - ATTACH	Assessment	Per Assessment	990.00	1,040.00	1,040.00	5%	01/04/2024	Discretionary	SR	
	Foundations for Attachment Group	Per Intervention	1,100.00	1,180.00	1,180.00	7%	01/04/2024	Discretionary	SR	
	Non-Violent Resistance Group	Per Intervention	1,650.00	1,732.00	1,732.00	5%	01/04/2024	Discretionary	SR	
	Nurturing Attachments Group	Per Intervention	1,925.00	2,016.00	2,016.00	5%	01/04/2024	Discretionary	SR	
	Stories for Attachment Group	Per Intervention	770.00	808.00	808.00	5%	01/04/2024	Discretionary	SR	
	Telephone Appointment	Per Half Hour	82.00	87.00	87.00	6%	01/04/2024	Discretionary	SR	
	Therapy	per hour	165.00	173.00	173.00	5%	01/04/2024	Discretionary	SR	
	VIG	Per Intervention	1,650.00	1,730.00	1,730.00	5%	01/04/2024	Discretionary	SR	
	Compassion focused therapy group	Per Intervention	1,650.00	1,732.00	1,732.00	5%	01/04/2024	Discretionary	SR	
	Additional Hours	per hour	165.00	173.00	173.00	5%	01/04/2024	Discretionary	SR	
Corporate Parenting - Riverside Centre	Hire of Premises (cost of the building per day)	Per Day	120.00	144.00	144.00	20%	01/04/2024	Discretionary	ZR	Exempt from VAT
	Minibus hire to OCC approved groups	Per Day	110.00	121.00	145.20	10%	01/04/2024	Discretionary	SR	VAT not charged to OCC, 20% SR charged to Non OCC.
	Minibus per mile after first 100 miles per day	Per mile	0.45	0.50	0.59	10%	01/04/2024	Discretionary	SR	VAT not charged to OCC, 20% SR charged to Non OCC.
NEW	OC&KC Affiliation (use of changing and storage)	Per Year	1,200.00	1,320.00	1,320.00	10%	01/04/2024	Discretionary	ZR	New
NEW	OC&KC Affiliation (use of equipment)	Per Year	250.00	275.00	330.00	10%	01/04/2024	Discretionary	SR	New
Home to School Transport	Contributions To School Transport (Spare Seat Scheme) (Per annum)	Over 3 Miles Pre and Post-16 Students	806.30	846.60	846.60	5%	01/09/2024	Discretionary	ZR	
		Under 3 Miles Pre and Post-16 Students	433.40	455.00	455.00	5%	01/09/2024	Discretionary	ZR	
Education Staff	Charging for work of officers in Education service for bespoke agreements	Group Manager / Operational Manager	792.00	910.80	1,092.96	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Team Leader	710.00	816.50	979.80	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Principal Officer / Technical Lead	585.00	672.75	807.30	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Officer	459.00	527.85	633.42	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Assistant	370.00	425.50	510.60	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Large meeting (up to 5 Officers in attendance)	1,602.00	1,842.30	2,210.76	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Small meeting (2-3 Officers in attendance)	799.00	918.85	1,102.62	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.

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Environment & Place

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Commons Registration Authority Charges	Common searches	Per additional land parcel	1.25	1.33	1.60	6%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	Common searches (new Con290 form due 14/15 or after)	Initial Search	41.67	44.17	53.00	6%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	Corrective applications additional inquiry stage para 6	Per application	3,960.00	4,158.00	4,989.60	5%	01/04/2024	Discretionary	NB	
	Corrective applications additional inquiry stage para 7	Per application	3,260.00	3,425.00	4,110.00	5%	01/04/2024	Discretionary	NB	
	Corrective applications additional inquiry stage para 8	Per application	3,820.00	4,015.00	4,818.00	5%	01/04/2024	Discretionary	NB	
	Corrective applications additional inquiry stage para 9	Per application	3,930.00	4,130.00	4,956.00	5%	01/04/2024	Discretionary	NB	
	Corrective applications under Commons Act 2006 Schedule 2 (standard, no inquiry)	Per application	1,265.00	1,330.00	1,596.00	5%	01/04/2024	Discretionary	NB	
	Supply of Highway (rights of way) related information	Written response to extensive enquiry	84.00	89.00	106.80	6%	01/04/2024	Discretionary	SR	
	Supply of Highway (rights of way) related information	Written response to standard enquiry	62.00	66.00	79.20	6%	01/04/2024	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)	320.00	336.00	403.20	5%	01/04/2024	Discretionary	SR	
	Landowner Deposits: Highways Act 1980 section 31(6)	Additional fee for each additional unconnected land parcel	22.00	23.20	27.84	5%	01/04/2024	Discretionary	SR	
	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.	55.00	58.00	69.60	5%	01/04/2024	Discretionary	SR	
	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)	385.00	405.00	486.00	5%	01/04/2024	Discretionary	SR	
	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	28.00	29.50	35.40	5%	01/04/2024	Discretionary	SR	
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	4,070.00	4,275.00	5,130.00	5%	01/04/2024	Statutory	NB	
		Orders confirmed - objections withdrawn OR Orders opposed - not proceeded with	4,620.00	4,855.00	5,826.00	5%	01/04/2024	Statutory	NB	
		Orders opposed - submitted to SoS	5,870.00	6,165.00	7,398.00	5%	01/04/2024	Statutory	NB	
Excess Charges/ Penalty Notices/ Enforcement	Bus Lane Camera Enforcement	Fines paid after 14 & up to 28 days	70.00	70.00	70.00	0%	31/05/2022	Statutory	NB	
		Fines paid within 14 days	35.00	35.00	35.00	0%	31/05/2022	Statutory	NB	
	Penalty Charge Notices - higher contraventions	Fines paid after 14 & up to 28 days	70.00	70.00	70.00	0%	31/05/2022	Statutory	NB	
		Fines paid within 14 days	35.00	35.00	35.00	0%	31/05/2022	Statutory	NB	
	Penalty Charge Notices - lower contraventions	Fines paid after 14 & up to 28 days	50.00	50.00	50.00	0%	31/05/2022	Statutory	NB	

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		Fines paid within 14 days	25.00	25.00	25.00	0%	31/05/2022	Statutory	NB	
Highways	Agreement for temporary traffic counter on highway		42.00	44.50	53.40	6%	01/04/2024	Discretionary	NB	
	Approving traffic Management plans and signage schedules	Per hour	80.00	100.00	100.00	25%	01/04/2024	Discretionary	NB	Unless part of the pre-permit advice listed below.
	Private access protection road markings	Per application	168.00	176.00	176.00	5%	01/04/2024	Discretionary	NB	
	Directional Signage - New Developments	Agreement and authorisation/approval of sites and signs (per hour)	80.00	84.00	100.80	5%	01/04/2024	Discretionary	SR	
		Design Services (per hour)	80.00	84.00	100.80	5%	01/04/2024	Discretionary	SR	
		Installation Supervision (per hour)	80.00	84.00	100.80	5%	01/04/2024	Discretionary	SR	
	NEW CHARGE - Highways Act 1980 Enforcement - S154	Gang attendance	n/a	Cost +20%	Cost +20%	n/a	01/04/2024	Statutory	SR	New chargeable item for enforcement, site attendance to undertake vegetation cutting works. This is already in existence as the council has the ability to undertake works and recharge where riparian owners have not reduced overgrowth within specified timeframe. There is an agreed and well established policy for this.
	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	Various as per scale of charges	n/a	01/04/2024	Statutory	NB	
	Commuted fee for licence of private apparatus in the highway, including the admin cost of maintaining the licence record (S50)		£1,210 inspection fee (including the first 200m) and then £200 for every additional 200m of part thereof.	£1,300 inspection fee (including the first 200m) and then £210 for every additional 200m of part thereof.	£1,300 inspection fee (including the first 200m) and then £210 for every additional 200m of part thereof.	n/a	01/04/2024	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	120.00	0%	01/04/2024	Statutory	NB	
		Discounted Rate	80.00	80.00	80.00	0%	01/04/2024	Statutory	NB	
	Hoarding Consents	Initial Licence - one month occupation	210.00	220.00	220.00	5%	01/04/2024	Discretionary	NB	
		Renewal - one month occupation	210.00	220.00	220.00	5%	01/04/2024	Discretionary	NB	
		Retrospective Licence	300.00	315.00	315.00	5%	01/04/2024	Discretionary	NB	
	Oversailing Consents - structures oversailing the highway	Licence	435.00	455.00	455.00	5%	01/04/2024	Discretionary	NB	
		Retrospective Licence	685.00	720.00	720.00	5%	01/04/2024	Discretionary	NB	
	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	50.00	0%	01/04/2024	Statutory	NB	
		Standard Charge for Sample Inspections set by Statutory Regulation.	50.00	50.00	50.00	0%	01/04/2024	Statutory	NB	
	Vehicle Crossings	Residential Non-classified Roads	230.00	240.00	240.00	4%	01/04/2024	Discretionary	NB	
		Residential Classified Roads	360.00	378.00	378.00	5%	01/04/2024	Discretionary	NB	
		Multiple access and commercial use Non-classified Roads	625.00	655.00	655.00	5%	01/04/2024	Discretionary	NB	
		Multiple access and commercial use Classified Roads	800.00	840.00	840.00	5%	01/04/2024	Discretionary	NB	
		Temporary vehicle crossing to allow access to a new development in advance of formal S278 sign off	1,200.00	1,260.00	1,260.00	5%	01/04/2024	Discretionary	NB	

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		Enforcement for non-compliance with vehicle crossing (non-applications, not to specification).	At Cost	At Cost	At Cost	n/a	01/04/2024	Discretionary	NB	
	Design Work on Street Lighting for New Developments	1 - 5 Columns (Minimum Charge)	942.00	989.00	1,186.80	5%	01/04/2024	Discretionary	SR	
		6 - 15 Columns (Minimum Charge)	1,318.00	1,384.00	1,660.80	5%	01/04/2024	Discretionary	SR	
		16 - 25 Columns (Minimum Charge)	1,655.00	1,738.00	2,085.60	5%	01/04/2024	Discretionary	SR	
		26 - 50 Columns (Minimum Charge)	1,980.00	2,079.00	2,494.80	5%	01/04/2024	Discretionary	SR	
		Over 50 Columns (Minimum Charge)	2,637.00	2,769.00	3,322.80	5%	01/04/2024	Discretionary	SR	
	Re-submission of Design Work on Street Lighting	1 - 25 columns	706.00	741.00	889.20	5%	01/04/2024	Discretionary	SR	
		Above 25 columns	961.00	1,009.00	1,210.80	5%	01/04/2024	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	Charge per hour at cost	n/a	01/04/2024	Discretionary	SR	
		Small - 1 - 10 crew	£100 to £350 depending on the number of days and complexity of the project.	£110 to £370 depending on the number of days and complexity of the project.	£132 to £444 depending on the number of days and complexity of the project.	n/a	01/04/2024	Discretionary	SR	
		Medium - 11 - 29 crew	£350 to £1400 depending on the number of days and complexity of the project.	£370 to £1470 depending on the number of days and complexity of the project.	£370 to £1470 depending on the number of days and complexity of the project.	n/a	01/04/2024	Discretionary	SR	
		Large - 30 - 40 crew	£600 to £2230 depending on the number of days and complexity of the project.	£1470 to £2350 depending on the number of days and complexity of the project.	£1764 to £2820 depending on the number of days and complexity of the project.	n/a	01/04/2024	Discretionary	SR	Unit description amended from Large 20 - 40 crew to Large 30 - 40 crew.
		Large Plus - 41+ crew	£2,230 minimum fee (fees above this level are subject to negotiation)	£2,350 minimum fee (fees above this level are subject to negotiation)	£2,820 minimum fee (fees above this level are subject to negotiation)	n/a	01/04/2024	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	Various as per scale of charges	n/a	01/04/2024	Discretionary	NB	At maximum - discretionary pricing to statutory limit

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	NEW CHARGE - Oxford Lane Rental Scheme - Lane Rental Fees	Lane Rental fee for working on the highway	n/a as new charge	Various as per scale of charges	Various as per scale of charges	n/a as new charge	01/10/2024	Discretionary	NB	New charge proposed to take effect from 01/10/24. Discretionary pricing to statutory limit. Some caps will be in place which need to be identified as part of the Scheme documentation.
	Application fee for S278 works (non statutory works promoters) to book space on the highway.	Per application - Works involving excavation £245	275.00	290.00	290.00	5%	01/04/2024	Discretionary	NB	
	NEW CHARGE - Alterations to existing agreements to S278 road space bookings	Per modification	n/a as new charge	100.00	100.00	n/a as new charge	01/04/2024	Discretionary	NB	New charge to cover additional administration costs.
	Experimental Traffic Regulation Order	Retrospective Permit	365.00	560.00	560.00	53%	01/04/2024	Discretionary	NB	
		Standard Experimental Traffic Regulation Order	3,652.00	3,835.00	3,835.00	5%	01/04/2024	Discretionary	NB	
	Temporary Traffic Regulation Orders (Please note no refunds are available for cancelled TTROs)	Routine Temporary TRO	2,343.00	2,465.00	2,465.00	5%	01/04/2024	Discretionary	NB	
		5 days Notice	1,639.00	1,725.00	1,725.00	5%	01/04/2024	Discretionary	NB	
		Emergency Notice	1,001.00	1,055.00	1,055.00	5%	01/04/2024	Discretionary	NB	
		Special Events - basic order	2,343.00	2,465.00	2,465.00	5%	01/04/2024	Discretionary	NB	
		Advertising, maintenance of notices and exceptional staff time.	at cost	at cost	at cost	n/a	01/04/2024	Discretionary	NB	
	Traffic Regulation Orders	Standard Traffic Regulation Order	3,652.00	3,840.00	3,840.00	5%	01/04/2024	Discretionary	NB	
		Other consultation not requiring placing of a newspaper notice	1,879.00	1,980.00	1,980.00	5%	01/04/2024	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	2,099.00	2,205.00	2,205.00	5%	01/04/2024	Discretionary	NB	
		Parking permit exclusions requiring Traffic Regulation Order amendment arising from planning permission for a new development	2,580.00	2,710.00	2,710.00	5%	01/04/2024	Discretionary	NB	
		Advertising, maintenance of notices and exceptional staff time	at cost	at cost	at cost	n/a	01/04/2024	Discretionary	NB	
	Cranes	Licence	540.00	565.00	565.00	5%	01/04/2024	Discretionary	NB	
		Retrospective Licence	670.00	705.00	705.00	5%	01/04/2024	Discretionary	NB	
	Scaffolding Licences	Initial Licence - one month occupation	220.00	230.00	230.00	5%	01/04/2024	Discretionary	NB	
		Renewal - one month occupation	220.00	230.00	230.00	5%	01/04/2024	Discretionary	NB	
	Scaffolding Licences	Retrospective Licence	350.00	370.00	370.00	6%	01/04/2024	Discretionary	NB	
		Tower Scaffolding Licences/Cherry Picker / Small Lift	Initial Licence 2 days occupation	180.00	190.00	190.00	6%	01/04/2024	Discretionary	NB
		Renewal - 2 days occupation	180.00	190.00	190.00	6%	01/04/2024	Discretionary	NB	
		Retrospective Licence	400.00	420.00	420.00	5%	01/04/2024	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	At Cost	n/a	01/04/2024	Discretionary	NB	
		Licence	160.00	170.00	170.00	6%	01/04/2024	Discretionary	NB	
		Retrospective Licence	250.00	260.00	260.00	4%	01/04/2024	Discretionary	NB	
	Skip Licence	Late renewal (more than 5 working days to be classed as new application)	130.00	135.00	135.00	4%	01/04/2024	Discretionary	NB	
			Licence	160.00	170.00	170.00	6%	01/04/2024	Discretionary	NB
		Licence Renewal	160.00	170.00	170.00	6%	01/04/2024	Discretionary	NB	
		One day Licence	115.00	120.00	120.00	4%	01/04/2024	Discretionary	NB	

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		Retrospective Licence	300.00	315.00	315.00	5%	01/04/2024	Discretionary	NB	
	Bus stop suspensions	Per request	180.00	190.00	190.00	6%	01/04/2024	Discretionary	NB	
	Removal of unauthorised signs	Signs over 0.5 sq. metre in area	310.00	326.00	326.00	5%	01/04/2024	Discretionary	NB	
		Signs under 0.5 sq. metre in area	235.00	247.00	247.00	5%	01/04/2024	Discretionary	NB	
	Tourism Signs	Assessing application and detailed site assessment	358.00	376.00	376.00	5%	01/04/2024	Discretionary	NB	
		Design, manufacture & erection	Cost +20%	Cost +20%	Cost +20%	n/a	01/04/2024	Discretionary	SR	
		Maintenance & removal	2/3 x (b) above	2/3 x (b) above	2/3 x (b) above	n/a	01/04/2024	Discretionary	SR	
	Provision of CCTV coverage for legal/judicial proceedings (excluding requests in relation to the prevention or prosecution of crime)	Per request	80.00	90.00	90.00	13%	01/04/2024	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)	182.00	192.00	230.40	5%	01/04/2024	Discretionary	SR	
		Data from additional years (per year)	38.00	40.00	48.00	5%	01/04/2024	Discretionary	SR	
		Data from additional ATC in same request (first year)	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR	
		Collating Data from Multiple sites	65.00	69.00	82.80	6%	01/04/2024	Discretionary	SR	
	Supply of Conveyancing 29 Highway Search Information		10,300.00	10,820.00	12,984.00	5%	01/04/2024	Discretionary	NB	
	Supply of Highway related information, including Personal Search Fees	Con29 property search	73.00	78.00	93.60	7%	01/04/2024	Discretionary	SR	
		Extensive highway boundary extent	176.00	185.00	222.00	5%	01/04/2024	Discretionary	SR	
		Highway extent	73.00	78.00	93.60	7%	01/04/2024	Discretionary	SR	
		Highway extent per additional question	18.00	19.00	22.80	6%	01/04/2024	Discretionary	SR	
		Highway Extent research/survey	726.00	764.00	916.80	5%	01/04/2024	Discretionary	SR	
	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)	750.00	790.00	948.00	5%	01/04/2024	Discretionary	SR	
		Medium Survey (e.g. turning count)	500.00	525.00	630.00	5%	01/04/2024	Discretionary	SR	
		Small Survey (e.g. link count)	320.00	336.00	403.20	5%	01/04/2024	Discretionary	SR	
	Supply of traffic accident data (planning matter or other professional purpose)	First location / date range	185.00	194.00	232.80	5%	01/04/2024	Discretionary	SR	
		Search of records to establish if there is any relevant data	54.00	57.00	68.40	6%	01/04/2024	Discretionary	SR	
		Second and each subsequent location / date range	106.00	111.00	133.20	5%	01/04/2024	Discretionary	SR	
	Section 50 works - EV charging gullies licence to install.	Per licence (Price to be confirmed)	300.00	300.00	300.00	0%	01/04/2024	Discretionary	EX	No uplift - relatively new charge relating to the transformation from carbon fuels to electric.
	Egully licence for the installation of a cross channel gully in the footway.	Per licence	300.00	300.00	300.00	0%	01/04/2024	Discretionary	EX	No uplift - relatively new charge relating to the transformation from carbon fuels to electric.
	Monthly/Annual user subscription for training cables into Egullies. Monthly £10 per month and annual charge of £100	Per gully	100.00	100.00	100.00	0%	01/04/2024	Discretionary	EX	No uplift - relatively new charge relating to the transformation from carbon fuels to electric.
	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	2,000.00	2,200.00	2,200.00	10%	01/04/2024	Discretionary	SR	Costs increased as the volume of work required has increased as the scheme has developed.

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Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Scheme duration 12 months to 24 months	5,000.00	5,250.00	5,250.00	5%	01/04/2024	Discretionary	SR	
		Scheme duration beyond 24 months	10,000.00	10,500.00	10,500.00	5%	01/04/2024	Discretionary	SR	
	Supply of Manual Traffic Survey Data (commercial request to purchase historical survey data is received)	Collating Multiple Sets of Data	65.00	69.00	82.80	6%	01/04/2024	Discretionary	SR	
	Service Charge to Arrange Survey Through 3rd Party Survey Companies	Single Survey	66.00	70.00	84.00	6%	01/04/2024	Discretionary	SR	
On-Street Parking - Pay and Display	Abingdon 8am-6pm (excl. Sundays, B Hols.) 1984 Act	1 hour	1.10	1.50	1.50	36%	01/04/2024	Discretionary	NB	Off street car parks are £1.50 for 2 hours. On-street should be considered at a higher rate.
		2 hours (the maximum)	1.50	2.00	2.00	33%	01/04/2024	Discretionary	NB	Off street car parks are £1.50 for 2 hours. On-street should be considered at a higher rate.
		Visitor permit (24 hours)	1.50	n/a - see notes	n/a - see notes	n/a	01/04/2024	Discretionary	NB	No visitor permits. Charge is not applicable.
	Henley 8am-6pm (excl. Sundays, B Hols.)	1 hour	1.10	1.30	1.30	18%	01/04/2024	Discretionary	NB	
		2 hours (the maximum)	1.50	2.00	2.00	33%	01/04/2024	Discretionary	NB	Off-street car park is currently more expensive for 2 hours at £1.80. Increases match off street price for Henley at this time
		Visitors permit (24 hours)	1.50	n/a - see notes	n/a - see notes	n/a	01/04/2024	Discretionary	NB	No visitor permits. Charge is not applicable.
	Oxford City Centre - Central Area Zone 1	1 hour	6.60	7.00	7.00	6%	01/04/2024	Discretionary	NB	
		2 hours	13.20	14.00	14.00	6%	01/04/2024	Discretionary	NB	
		Saturday 1 hour	6.60	7.00	7.00	6%	01/04/2024	Discretionary	NB	
		Saturday 2 hours	13.20	14.00	14.00	6%	01/04/2024	Discretionary	NB	
		Saturday evenings	6.60	7.00	7.00	6%	01/04/2024	Discretionary	NB	
		Sunday - Friday evenings	6.60	7.00	7.00	6%	01/04/2024	Discretionary	NB	
	Oxford City Centre - Zone 2 (including Jericho)	1 hour	5.50	6.00	6.00	9%	01/04/2024	Discretionary	NB	
		3 hours	16.50	18.00	18.00	9%	01/04/2024	Discretionary	NB	
		Evenings/Sundays	5.50	6.00	6.00	9%	01/04/2024	Discretionary	NB	
	Vehicle Removal Charge		120.00	120.00	120.00	0%	01/04/2024	Discretionary	NB	This is a set fee in a Thames Valley Police contract with the supplier.
	Wallingford 8am-6pm (excl. Sundays, Bank holidays)	1.5 hours (the maximum)	0.70	0.80	0.80	14%	01/04/2024	Discretionary	NB	
	NEW CHARGE - Woodstock Mon-Sun 8am to 6pm	1 hour	n/a as new charge	0.00	0.00	n/a as new charge	01/04/2024	Discretionary	NB	
		2 hours	n/a as new charge	1.00	1.00	n/a as new charge	01/04/2024	Discretionary	NB	
		3 hours	n/a as new charge	2.00	2.00	n/a as new charge	01/04/2024	Discretionary	NB	
		4 hours (maximum)	n/a as new charge	5.00	5.00	n/a as new charge	01/04/2024	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 £15 per bay for each consecutive day	33.00	35.00	35.00	6%	01/04/2024	Discretionary	EX	
	Suspension of Parking Bay - Pay and Display	per bay charged at £30 for first day and £15 for each subsequent day + loss of income for each bay determined by income level for the previous 12 months.	33.00	35.00	35.00	6%	01/04/2024	Discretionary	EX	
	Design and implementation of new Controlled Parking Zones (excluding 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).	10% of basic costs (excluding TRO costs).	10% of basic costs (excluding TRO costs).	n/a	01/04/2024	Discretionary	SR	

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Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Park and Ride	Park and Ride Car Park charges - Thornhill & Water Eaton only	Up to 1 hr	free	free	free	n/a	01/04/2024	Discretionary	NB	
		1-16 hours	2.00	2.50	2.50	25%	01/04/2024	Discretionary	NB	Suggestions from Oxford City Council on proposed charges are as follows: • 16 hours: £2.50 • 16-24 hours: £4.50 • 24-48 hours: £8.50 • 48-72 hours: £12.50
		16-24 hours	4.00	4.50	4.50	13%	01/04/2024	Discretionary	NB	As per above
		24-48 hrs	8.00	8.50	8.50	6%	01/04/2024	Discretionary	NB	As per above
		48-72 hrs	12.00	12.50	12.50	4%	01/04/2024	Discretionary	NB	As per above
		Annual Season ticket	300.00	300.00	300.00	0%	01/04/2024	Discretionary	NB	No price increases at Oxford City so price matching.
		Excess Notices - Fines paid after 14 & up to 28 days	100.00	100.00	100.00	0%	01/04/2024	Discretionary	NB	No price increases at Oxford City so price matching.
		Excess Notices - Fines paid within 14 days	50.00	50.00	50.00	0%	01/04/2024	Discretionary	NB	No price increases at Oxford City so price matching.
		Monthly Season ticket	30.00	30.00	30.00	0%	01/04/2024	Discretionary	NB	No price increases at Oxford City so price matching.
		Quarterly Season Ticket	85.00	85.00	85.00	0%	01/04/2024	Discretionary	NB	No price increases at Oxford City so price matching.
	Combined Park & Bus	OCC contribution reduced from £2 to £1.20 £1.35	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	As agreed Oxfordshire County Council contribution now £1.35.
	Combined Park & Bus	OCC contribution reduced from £2 to £1.20 £1.35	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	As agreed Oxfordshire County Council contribution now £1.35.
Parking Permits	Abingdon Residents Parking (per annum)	Parking permit	132.00	132.00	132.00	0%	01/04/2024	Discretionary	NB	No change as other permits in the County are cheaper. Need to work towards a consistent price.
		Visitors permits - First 25 (subject to approval following consultation)	10.00	10.00	10.00	n/a	01/04/2024	Discretionary	NB	Approved in 23/24 but not implemented due to an admin error. No increase as essentially a new charge.
		Visitors permits - 2nd 25 (total cost)	27.50	30.00	30.00	9%	01/04/2024	Discretionary	NB	Approved in 23/24 but not implemented due to an admin error. No increase as essentially a new charge.
	Henley Residents Parking (per annum)	Parking permit	110.00	110.00	110.00	0%	01/04/2024	Discretionary	NB	No change as other permits in the County are cheaper. Need to work toward a consistent price throughout the County.
		Visitors permits - First 25 (subject to approval following consultation)	10.00	10.00	10.00	n/a	01/04/2024	Discretionary	NB	Approved in 2023/24 but not implemented due to an administrative error. No increase proposed as this is essentially a new charge from 2024/25.
		Visitors permits - 2nd 25 (total cost)	27.00	30.00	30.00	11%	01/04/2024	Discretionary	NB	Approved in 2023/24 but not implemented due to an administrative error. No increase proposed as this is essentially a new charge from 2024/25.
	Oxford (per annum)	Business Permits - 3 months	44.00	48.00	48.00	9%	01/04/2024	Discretionary	NB	
		Business Permits - 6 months	82.50	90.00	96.00	9%	01/04/2024	Discretionary	NB	
		Business Permits - 9 months	126.50	138.00	138.00	9%	01/04/2024	Discretionary	NB	
		Business permits - Annual	165.00	180.00	180.00	9%	01/04/2024	Discretionary	NB	
		Business Permits - Change of Vehicle	22.00	25.00	25.00	14%	01/04/2024	Discretionary	NB	
		Oxford residents (excl. Kassam stadium) 1st & 2nd Car	70.00	75.00	75.00	7%	01/04/2024	Discretionary	NB	
		Oxford residents (excl. Kassam stadium) 3rd Car	140.00	150.00	150.00	7%	01/04/2024	Discretionary	NB	
		Oxford residents (excl. Kassam stadium) 4th Car	215.00	275.00	275.00	28%	01/04/2024	Discretionary	NB	
		Oxford residents (Kassam stadium area)	17.50	20.00	20.00	14%	01/04/2024	Discretionary	NB	
		Traders permits per week	27.50	30.00	30.00	9%	01/04/2024	Discretionary	NB	
		Visitors permits - First 25 (subject to approval following consultation)	10.00	10.00	10.00	n/a	01/04/2024	Discretionary	NB	
		Visitors permits - 2nd 25 (total cost)	27.50	30.00	30.00	9%	01/04/2024	Discretionary	NB	
	NEW CHARGE - Banbury and Bicester	Parking permit	66.00	70.00	70.00	6%	01/04/2024	Discretionary	NB	
		Visitors permits - First 25 (subject to approval following consultation)	n/a as new charge	10.00	10.00	n/a as new	01/04/2024	Discretionary	NB	

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		Visitors permits - 2nd 25 (total cost)	n/a as new charge	30.00	30.00	n/a as new charge	01/04/2024	Discretionary	NB	
	NEW CHARGE - Wantage	Parking permit	n/a as new charge	100.00	100.00	n/a as new charge	01/04/2024	Discretionary	NB	
		Visitors permits - First 25 (subject to approval following consultation)	n/a as new charge	10.00	10.00	n/a as new charge	01/04/2024	Discretionary	NB	
		Visitors permits - 2nd 25 (total cost)	n/a as new charge	25.00	25.00	n/a as new charge	01/04/2024	Discretionary	NB	
	NEW CHARGE - Wallingford	Parking permit	n/a as new charge	100.00	100.00	n/a as new charge	01/04/2024	Discretionary	NB	
		Visitors permits - First 25 (subject to approval following consultation)	n/a as new charge	10.00	10.00	n/a as new charge	01/04/2024	Discretionary	NB	
		Visitors permits - 2nd 25 (total cost)	n/a as new charge	25.00	25.00	n/a as new charge	01/04/2024	Discretionary	NB	
	NEW CHARGE - Woodstock	Parking permit	n/a as new charge	65.00	65.00	n/a as new charge	01/04/2024	Discretionary	NB	
		Visitors permits - First 25 (subject to approval following consultation)	n/a as new charge	10.00	10.00	n/a as new charge	01/04/2024	Discretionary	NB	
		Visitors permits - 2nd 25 (total cost)	n/a as new charge	25.00	25.00	n/a as new charge	01/04/2024	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 Cost per mile	£8.50 £1.50 per mile	1.58	1.58	5%	01/04/2024	Discretionary	NB	5% uplift to contribute towards inflationary pressures - additional 8p charge. The charge has not been increased since 1 April 2021.
	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Organisations/groups - Per hour	£26.00 £20.00	21.00	21.00	5%	01/04/2024	Discretionary	NB	5% uplift to contribute towards inflationary pressures - additional £1 charge. The charge has not been increased since 1 April 2021.
	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Shared travel - Five mile journey Cost per mile	£4.00 75p per mile	0.79	0.79	5%	01/04/2024	Discretionary	NB	5% uplift to contribute towards inflationary pressures - additional 4p charge. The charge has not been increased since 1 April 2021.
	Home to School Transport - DBS Vetting and Safeguard Training	Per application	131.00	132.79	132.79	1%	01/04/2024	Statutory	NB	The statutory DBS charge cannot be increased. Only the staffing, admin and stationary costs can be increased hence the charge will only increase by £1.79 to reflect inflation.
	Home to School Transport - Missed DBS Appointments	Per Missed Appointment	27.50	28.90	28.90	5%	01/04/2024	Discretionary	NB	
Pre-Application Charges for Lead Local Flood Authority	Local Lead Flood Authority (LLFA) PRE-APP <10 dwellings	Additional Written Response	380.00	486.00	583.00	28%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP <10 dwellings	Virtual meeting + additional written response -	776.00	607.00	729.00	-22%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories. The reduction in charges are due to charging categories being split out (site visits and virtual meeting were grouped together) so those that are virtual meetings were charged at the site visit rate as one category.

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Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Local Lead Flood Authority PRE-APP <10 dwellings	Site Visit/In person meeting + additional response -	776.00	930.00	1,116.00	20%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 10-24 Dwellings	Additional Written Response	380.00	486.00	583.00	28%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories. Backing documentation has been produced.
	Local Lead Flood Authority PRE-APP 10-24 Dwellings	Virtual meeting + additional written response	776.00	607.00	729.00	-22%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories. The reduction in charges are due to charging categories being split out (site visits and virtual meeting were grouped together) so those that are virtual meetings were charged at the site visit rate as one category.
	Local Lead Flood Authority PRE-APP 10-24 Dwellings	Site Visit/In person meeting + additional respons	776.00	930.00	1,116.00	20%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories. Backing documentation has been produced.
	Local Lead Flood Authority PRE-APP 25-49 Dwellings	Additional Written Response	380.00	607.00	729.00	60%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories. Backing documentation has been produced.
	Local Lead Flood Authority PRE-APP 25-49 Dwellings	Virtual meeting + additional written response	776.00	850.00	1,020.00	10%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 25-49 Dwellings	Site Visit/In person meeting + additional response -	776.00	1,052.00	1,262.00	36%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 50-99 Dwellings	Additional Written Response	776.00	972.00	1,166.00	25%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 50-99 Dwellings	Virtual meeting + additional written response -	1,155.00	1,215.00	1,458.00	5%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 50-99 Dwellings	Site Visit/In person meeting + additional response -	1,155.00	1,416.00	1,699.00	23%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 100-199 Dwellings	Additional Written Response	776.00	972.00	2,332.00	25%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 100-199 Dwellings	Virtual meeting + additional written response -	1,155.00	1,215.00	2,769.00	5%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 100-199 Dwellings	Site Visit/In person meeting + additional response	1,155.00	1,416.00	3,011.00	23%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.

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	Local Lead Flood Authority PRE-APP 200-399 Dwellings or 1,000m2-4, 999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Additional Written Response	1,155.00	1,943.00	2,332.00	68%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 200-399 Dwellings or 1,000m2-4, 999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Virtual meeting + additional written response -	1,771.00	2,308.00	2,769.00	30%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 200-399 Dwellings or 1,000m2-4, 999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Site Visit/In person meeting + additional response -	1,771.00	2,509.00	3,011.00	42%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Additional Written Response	1,617.00	2,186.00	2,624.00	35%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Virtual meeting + additional written response	2,393.00	2,551.00	3,061.00	7%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
	Local Lead Flood Authority PRE-APP 400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Site Visit/In person meeting + additional response	2,393.00	2,752.00	3,303.00	15%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.
Pre-Application Charges for Highways Advice	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Each written response following up additional meeting/site visit	280.00	294.00	294.00	5%	01/04/2024	Discretionary	NB	
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Follow up 1 hour meeting	280.00	294.00	294.00	5%	01/04/2024	Discretionary	NB	
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Follow up site meeting	560.00	588.00	588.00	5%	01/04/2024	Discretionary	NB	
	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	3,930.00	4,127.00	4,127.00	5%	01/04/2024	Discretionary	NB	
	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	5,610.00	5,891.00	5,891.00	5%	01/04/2024	Discretionary	NB	
	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	233.33	245.00	294.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	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	466.67	490.00	588.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	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	233.33	245.00	294.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	< 10 dwellings	Meeting/Site Visit + Additional Written Response	291.67	306.67	368.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	10-24 Dwellings:	Additional Written Response	350.00	367.50	441.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.

Review of Charges 2024/25
Environment & Place

Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	10-24 Dwellings:	Meeting/Site Visit + Additional Written Response	558.33	586.67	704.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	25-49 Dwellings	Additional Written Response	579.17	608.33	730.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	25-49 Dwellings	Meeting/Site Visit + Additional Written Response	862.50	905.83	1,087.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	50-99 Dwellings	Additional Written Response	1,145.83	1,203.33	1,444.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	50-99 Dwellings	Meeting/Site Visit + Additional Written Response	1,725.00	1,811.67	2,174.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	100-199 Dwellings	Additional Written Response	2,008.33	2,109.17	2,531.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	100-199 Dwellings	Meeting/Site Visit + Additional Written Response	2,575.00	2,704.17	3,245.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	200-399 Dwellings or 1,000m2-4,999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Additional Written Response	2,858.33	3,001.67	3,602.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	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	3,437.50	3,609.17	4,331.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Additional Written Response	4,008.33	4,209.17	5,051.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	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	4,862.50	5,105.83	6,127.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Group Manager/Operational Manager	792.00	910.80	1,092.96	15%	01/04/2024	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Team Leader	710.00	816.50	979.80	15%	01/04/2024	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Principal Officer/Technical Lead	585.00	672.75	807.30	15%	01/04/2024	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Officer	459.00	527.85	633.42	15%	01/04/2024	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Assistant	370.00	425.50	510.60	15%	01/04/2024	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)	1,602.00	1,842.30	2,210.76	15%	01/04/2024	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)	799.00	918.85	1,102.62	15%	01/04/2024	Discretionary	SR	
Planning Regulation	Charging administration fee for managing & monitoring S.106 agreements relating to planning permissions.	Up to £10,000	130.00	150.00	150.00	15%	01/04/2024	Discretionary	NB	

Review of Charges 2024/25
Environment & Place

Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		£10,001 - £25,000	320.00	370.00	370.00	16%	01/04/2024	Discretionary	NB	
		£25,001 - £50,000	635.00	730.00	730.00	15%	01/04/2024	Discretionary	NB	
		£50,001 - £150,000	1,910.00	2,200.00	2,200.00	15%	01/04/2024	Discretionary	NB	
		£150,001 - £500,000	4,700.00	5,410.00	5,410.00	15%	01/04/2024	Discretionary	NB	
		£500,001-£1,000,000	6,350.00	7,310.00	7,310.00	15%	01/04/2024	Discretionary	NB	
		£1,000,001 - £2,000,000	0.8%	0.9%	0.9%	0.1%	01/04/2024	Discretionary	NB	
		Over £2,000,000	16,000 + 0.08% of any contribution in excess of £2m	18,500 + 0.09% of any contribution in excess of £2M	18,500 + 0.09% of any contribution in excess of £2M	breakdown	01/04/2024	Discretionary	NB	
	Request for confirmation as to whether all S106 obligations have been satisfied up to the date of the request	Per agreement	150.00	160.00	160.00	7%	01/04/2024	Discretionary	NB	
	Request for a copy of S106 agreement/Deed of Variation/Unilateral Undertaking	Per copy	50.00	55.00	55.00	10%	01/04/2024	Discretionary	NB	
	Request for a statement of account (where this is not required by the S106 agreement/DOV)	Per statement	150.00	160.00	160.00	7%	01/04/2024	Discretionary	NB	
	NEW CHARGE - failure to notify when a S106 obligation trigger point is met	Per trigger point met if identified through monitoring activity	n/a as new charge	500.00	500.00	n/a as new charge	01/04/2024	Discretionary	NB	Whilst a new charge this reflects the amounts the council charges elsewhere for similar penalties that are incurred within S106 agreements. The charge is based on cost recovery in terms of officer time spent to enact the charge, which involves significant officer time in practice. The charge only applies where the stated breach has occurred.
	NEW CHARGE - failure to provide a Return, as required under the terms of the S106 agreement	Per return	n/a as new charge	500.00	500.00	n/a as new charge	01/04/2024	Discretionary	NB	Whilst a new charge this reflects the amounts the council charges elsewhere for similar penalties that are incurred within S106 agreements. The charge is based on cost recovery in terms of officer time spent to enact the charge, which involves significant officer time in practice. The charge only applies where the stated breach has occurred.
	Charging for Monitoring of Minerals Sites	Active Sites	397.00	496.00	496.00	25%	01/04/2024	Statutory	NB	This fee is set by central government and is set to rise by 25% in April 2024.
		Dormant Sites	132.00	165.00	165.00	25%	01/04/2024	Statutory	NB	This fee is set by central government and is set to rise by 25% in April 2024.
	Cover Administration and Supervision Costs for S.38 & S.278 agreements relating to new developments	Minimum Charge	2,525.00	2,651.00	2,651.00	5%	01/04/2024	Discretionary	NB	Adjusted based upon 5% pay inflation assumption given that fee is driven by officer time
		Percentage of Capital cost	10%	10%	10%	0%	01/04/2024	Discretionary	NB	No change required given parity of rate with peer authorities.
	To contribute to cost of deciding on minerals and waste development control application & County Council's own developments.	Extended Searches	89.17	111.67	134.00	25%	01/04/2024	Discretionary	SR	25% increase to ensure that the charge covers the cost of providing the service and consistent with the national increase in planning fees, as this charge is related functions to statutory planning functions. Current 23/24 charge now shown as exclusive of VAT.
	To contribute to cost of deciding on minerals and waste development control application & County Council's own developments.	Standard Searches	53.33	66.67	80.00	25%	01/04/2024	Discretionary	SR	25% increase to ensure that the charge covers the cost of providing the service and consistent with the national increase in planning fees, as this charge is related functions to statutory planning functions. Current 23/24 charge now shown as exclusive of VAT.

Review of Charges 2024/25
Environment & Place

Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	To contribute to cost of providing pre-application advice to applicants/developers - Minor Developments	Meeting at Council offices and follow-up written response	467.50	537.50	645.00	15%	01/04/2024	Discretionary	SR	Uplift comprises of 5% for inflation on staff salaries, and a further 10% to account for the adjustment in salaries budget (reflecting an increased cost to deliver this work). Current 23/24 charge now shown as exclusive of VAT.
		Written response	327.50	376.67	452.00	15%	01/04/2024	Discretionary	SR	As per above
	To contribute to cost of providing pre-application advice to applicants/developers - Minor Developments	Meeting on-site and follow-up written response	701.67	806.67	968.00	15%	01/04/2024	Discretionary	SR	As per above
		Follow Up meeting	234.17	269.17	323.00	15%	01/04/2024	Discretionary	SR	As per above
		Meeting and follow-up written response	935.00	1,075.00	1,290.00	15%	01/04/2024	Discretionary	SR	As per above
		Written response	701.67	806.67	968.00	15%	01/04/2024	Discretionary	SR	As per above
		Meeting on-site and follow-up written response	1,402.50	1,612.50	1,935.00	15%	01/04/2024	Discretionary	SR	As per above
	To contribute to cost of providing the development control service	Clearance of conditions on planning permissions	116.00	145.00	145.00	25%	01/04/2024	Statutory	NB	This fee is set by central government and is set to rise by 25% in April 2024.
Environment & Heritage	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)	154.00	169.40	169.40	10%	01/04/2024	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.	264.00	290.40	348.48	10%	01/04/2024	Discretionary	SR	
	Specialist advice from Environment and Heritage officers to third parties and projects	Group Manager	792.00	871.20	1,045.44	10%	01/04/2024	Discretionary	SR	
		Team Leader	710.00	781.00	937.20	10%	01/04/2024	Discretionary	SR	
		Principal Officer	585.00	643.50	772.20	10%	01/04/2024	Discretionary	SR	
		Officer	459.00	504.90	605.88	10%	01/04/2024	Discretionary	SR	
		Assistant	370.00	407.00	488.40	10%	01/04/2024	Discretionary	SR	
		Large meeting (up to 5 Officers in attendance)	1,602.00	1,762.20	2,114.64	10%	01/04/2024	Discretionary	SR	
		Small meeting (2-3 Officers in attendance)	799.00	878.90	1,054.68	10%	01/04/2024	Discretionary	SR	
	Charging for work of officers in Environment and Place for bespoke Planning Performance Agreements and other bespoke agreements	Group Manager / Operational Manager	792.00	910.80	1,092.96	15%	01/04/2024	Discretionary	SR	
		Team Leader	710.00	816.50	979.80	15%	01/04/2024	Discretionary	SR	
		Principal Officer / Technical Lead	585.00	672.75	807.30	15%	01/04/2024	Discretionary	SR	
		Officer	459.00	527.85	633.42	15%	01/04/2024	Discretionary	SR	
		Assistant	370.00	425.50	510.60	15%	01/04/2024	Discretionary	SR	
		Large meeting (up to 5 Officers in attendance)	1,602.00	1,842.30	2,210.76	15%	01/04/2024	Discretionary	SR	

Review of Charges 2024/25
Environment & Place

Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Small meeting (2-3 Officers in attendance)	799.00	918.85	1,102.62	15%	01/04/2024	Discretionary	SR	
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)	1,890.00	1,985.00	1,985.00	5%	01/04/2024	Discretionary	NB	Adjusted based upon 5% pay inflation assumption given that fee is driven by officer time - matching increase for PPA.
		Large developments (as defined in OCC travel plan document)	3,110.00	3,265.00	3,265.00	5%	01/04/2024	Discretionary	NB	Adjusted based upon 5% pay inflation assumption given that fee is driven by officer time - matching increase for PPA.
Waste Management	Chargeable waste scheme at Household Waste Recycling Centres	Disposal of Large Scale DIY Waste	1.67	1.92	2.30	15%	01/04/2024	Discretionary	SR	At 6 of the 7 HWRCs income accrues to contractor at the other 90% accrues to OCC. Over 5% due to contractual requirement. Government have announced DIY charge changes, which will result in some quantities becoming unchargeable potentially from January 2024. Current 2023/24 charge now showing as exclusive of VAT. Figure for inclusive of VAT is £2.00.
		Plaster/plasterboard per bag	2.92	3.33	4.00	14%	01/04/2024	Discretionary	SR	Waste charging as above
		Plasterboard sheet up to 2m x 1m	8.33	9.17	11.00	10%	01/04/2024	Discretionary	SR	Waste charging as above
		Standard motorcycle and car tyres	5.00	5.83	7.00	17%	01/04/2024	Discretionary	SR	Waste charging as above
Environment & Heritage	NEW CHARGE Supply bird hide key for Windrush Hides	Provide and post one key	n/a as new charge	15.00	18.00	n/a as new charge	01/04/2024	Discretionary	SR	
		Working days:								
	NEW CHARGE Monitoring Visit - prioritised 5 day turnaround	Standard timeframe is 10 days (£290)	n/a as new charge	1,200.00	1,320.00	n/a as new charge	01/04/2024	Discretionary	SR	
	NEW CHARGE Agreement of WSI (Written Scheme of Investigation) - prioritised 3 day turnaround	Standard timeframe is 21days (free)	n/a as new charge	800.00	880.00	n/a as new charge	01/04/2024	Discretionary	SR	
	NEW CHARGE Reviewing watching brief report - prioritised - 3 day turnaround	Standard timeframe is 21days (free)	n/a as new charge	800.00	880.00	n/a as new charge	01/04/2024	Discretionary	SR	
	NEW CHARGE Reviewing small evaluation report - prioritised - 3 day turnaround	Standard timeframe is 21days (free)	n/a as new charge	400.00	440.00	n/a as new charge	01/04/2024	Discretionary	SR	New charge 1-50 houses
	NEW CHARGE Reviewing medium eval report - prioritised - 3 day turnaround	Standard timeframe is 21days (free)	n/a as new charge	700.00	770.00	n/a as new charge	01/04/2024	Discretionary	SR	New charge 50-200
	NEW CHARGE Reviewing large eval report - prioritised - 3-5 day turnaround	Standard timeframe is 21days (free)	n/a as new charge	2,700.00	2,970.00	n/a as new charge	01/04/2024	Discretionary	SR	New charge 200+

Review of Charges 2024/25
Environment & Place

Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	NEW CHARGE Post excavation assessments - prioritised 5 day turnaround	Standard timeframe is 21days and more for larger sites (free)	n/a as new charge	3,600.00	3,960.00	n/a as new charge	01/04/2024	Discretionary	SR	New charge - needs prior discussion/arrangement to agree the details.

Review of Charges 2024/25
Community Safety

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Fire and Rescue Service	Fire Reports	Insurance Interviews	102.30	107.42	107.42	5%	01/04/2024	Discretionary	NB	
		Preparation of a Fire Investigation Report - full report or one involving extensive enquiries, photographs etc	493.90	518.60	518.60	5%	01/04/2024	Discretionary	NB	
		Preparation of a Fire Investigation Report - full report or one on major incidents requiring extensive protracted investigation etc	723.80	759.99	759.99	5%	01/04/2024	Discretionary	NB	
		Preparation of a Fire Investigation Report - short or extracted	370.70	389.24	389.24	5%	01/04/2024	Discretionary	NB	
		Preparation of Fire Report	free	free	free	n/a	01/04/2024	Discretionary	NB	
	Special Services	Aerial Ladder Platform per hour or part hour excluding petrol	302.40	317.52	381.02	5%	01/04/2024	Discretionary	SR	
		Personnel, regardless of rank, per hour or part hour.	21.90	23.00	27.60	5%	01/04/2024	Discretionary	SR	
		Vehicles/appliances exceeding 2 tons (unladen) per hour or part hour	200.80	210.84	253.01	5%	01/04/2024	Discretionary	SR	
		Vehicles/appliances NOT exceeding 2 tons (unladen) per hour or part hour	79.10	83.06	99.67	5%	01/04/2024	Discretionary	SR	
Gypsy & Traveller Service	Rent for nine additional plots at Redbridge	Weekly site rental	110.00	115.50	115.50	5%	01/04/2024	Discretionary	EX	The 2023/24 rate reflects changes made in April 2023
	Weekly rent of plot to site resident (there are 89 plots across the 6 Oxfordshire sites).	Weekly site rental	84.00	88.20	88.20	5%	01/04/2024	Discretionary	EX	The 2023/24 rate reflects changes made in April 2023
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	111.00	113.00	113.00	2%	01/04/2024	Statutory	NB	Set by statute. Will need to be amended once the statutory charge is updated.
		2 years	144.00	147.00	147.00	2%	01/04/2024	Statutory	NB	
		3 years	177.00	181.00	181.00	2%	01/04/2024	Statutory	NB	
		4 years	211.00	215.00	215.00	2%	01/04/2024	Statutory	NB	
		5 years	243.00	248.00	248.00	2%	01/04/2024	Statutory	NB	

Review of Charges 2024/25
Community Safety

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	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 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)	1 year	189.00	193.00	193.00	2%	01/04/2024	Statutory	NB	
		2 years	248.00	253.00	253.00	2%	01/04/2024	Statutory	NB	
		3 years	311.00	317.00	317.00	2%	01/04/2024	Statutory	NB	
		4 years	382.00	390.00	390.00	2%	01/04/2024	Statutory	NB	
		5 years	432.00	441.00	441.00	2%	01/04/2024	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	88.00	90.00	90.00	2%	01/04/2024	Statutory	NB	
		2 years	150.00	153.00	153.00	2%	01/04/2024	Statutory	NB	
		3 years	211.00	215.00	215.00	2%	01/04/2024	Statutory	NB	
		4 years	272.00	277.00	277.00	2%	01/04/2024	Statutory	NB	
		5 years	333.00	340.00	340.00	2%	01/04/2024	Statutory	NB	
		1 year	55.00	56.00	56.00	2%	01/04/2024	Statutory	NB	
		2 years	88.00	90.00	90.00	2%	01/04/2024	Statutory	NB	
		3 years	123.00	125.00	125.00	2%	01/04/2024	Statutory	NB	
		4 years	155.00	158.00	158.00	2%	01/04/2024	Statutory	NB	
		5 years	189.00	193.00	193.00	2%	01/04/2024	Statutory	NB	
	Statutory Charge for issuing a licence to store petroleum under Dangerous Substances and Explosive Atmospherics Regulations 2002	Not exceeding 2,500 litres	45.00	46.00	46.00	2%	01/04/2024	Statutory	NB	Set by statute. Will need to be updated later in the process.
		Exceeding 2,500 litres but less than 50,000 litres	61.00	62.00	62.00	2%	01/04/2024	Statutory	NB	
		Over 50,000 litres	128.00	131.00	131.00	2%	01/04/2024	Statutory	NB	
	Varying a licence under Explosive Goods Act 1875 and 1923	Varying name or address	37.00	38.00	38.00	3%	01/04/2024	Statutory	NB	
		Transfer of licence/registration	37.00	38.00	38.00	3%	01/04/2024	Statutory	NB	
		Replacement of licence/registration	37.00	38.00	38.00	3%	01/04/2024	Statutory	NB	

Review of Charges 2024/25
Community Safety

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
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	82.50	86.50	103.80	5%	01/04/2024	Discretionary	SR	
	Additional Business Support (per hour)		82.50	86.50	103.80	5%	01/04/2024	Discretionary	SR	
	Buy with Confidence Trader Approval scheme	First year total for 1-5 employees	415.00	440.00	528.00	6%	01/04/2024	Discretionary	SR	Fees set by national scheme provider
		First year total for 6-20 employees	605.00	645.00	774.00	7%	01/04/2024	Discretionary	SR	As above
		First year total for 21-49 employees	790.00	840.00	1,008.00	6%	01/04/2024	Discretionary	SR	As above
		Renewal Fee (from 2018/19) for 1-5 employees	270.00	285.00	342.00	6%	01/04/2024	Discretionary	SR	As above
		Renewal Fee (from 2018/19) for 6-20 employees	405.00	430.00	516.00	6%	01/04/2024	Discretionary	SR	As above
		Renewal Fee (from 2018/19) for 21-49 employees	540.00	570.00	684.00	6%	01/04/2024	Discretionary	SR	As above
		Renewal Fee (members prior to April 2017) for 1-5 employees	250.00	275.00	330.00	10%	01/04/2024	Discretionary	SR	Higher increase to match national fee, over time
		Renewal Fee (members prior to April 2017) for 6-20 employees	365.00	400.00	480.00	10%	01/04/2024	Discretionary	SR	As above
		Renewal Fee (members prior to April 2017) for 21-49 employees	500.00	550.00	660.00	10%	01/04/2024	Discretionary	SR	As above
		Additional premises fee		90.00	108.00	n/a	01/04/2024	Discretionary	SR	New fee
		Additional trading style		145.00	174.00	n/a	01/04/2024	Discretionary	SR	New fee
	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	608.00	638.50	766.20	5%	01/04/2024	Discretionary	SR	
		Monday to Friday	303.00	318.15	381.78	5%	01/04/2024	Discretionary	SR	
		Saturday and Sunday	455.00	477.75	573.30	5%	01/04/2024	Discretionary	SR	
	Hire of cattle crush (mobile unit taken to farms / sites for the safe handling of cattle when conducting welfare checks):	Oxfordshire businesses - First day	340.00	357.00	428.40	5%	01/04/2024	Discretionary	SR	
		Non-Oxfordshire businesses - Additional fee for re-location per hour	21.00	22.00	26.40	5%	01/04/2024	Discretionary	SR	
		Non-Oxfordshire businesses - First day	408.00	428.50	514.20	5%	01/04/2024	Discretionary	SR	
		Non-Oxfordshire businesses - Subsequent days	102.00	107.00	128.40	5%	01/04/2024	Discretionary	SR	
		Oxfordshire businesses - Additional fee for re-location per hour	21.00	22.00	26.40	5%	01/04/2024	Discretionary	SR	
		Oxfordshire businesses - Subsequent days	104.00	110.00	132.00	6%	01/04/2024	Discretionary	SR	

Review of Charges 2024/25
Community Safety

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Petroleum Environmental Searches		165.00	173.00	207.60	5%	01/04/2024	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	63.20	0%	01/04/2024	Discretionary	NB	Set by statute. Could change by 01/04/24
		Annual Subsistence Charge - PVR Stage 1 and 2 (low risk)	90.40	90.40	90.40	0%	01/04/2024	Discretionary	NB	As above
		Application - PVR Stage 1	124.00	124.00	124.00	0%	01/04/2024	Discretionary	NB	As above
		Application - PVR Stage 1 and 2	205.60	205.60	205.60	0%	01/04/2024	Discretionary	NB	As above
		Transfer - Standard Process Partial Transfer	397.60	397.60	397.60	0%	01/04/2024	Discretionary	NB	As above
		Transfer - Standard Process Transfer	135.20	135.20	135.20	0%	01/04/2024	Discretionary	NB	As above
	Primary Authority agreement	10 hours support and registration fee	910.00	955.00	955.00	5%	01/04/2024	Discretionary	NB	As above
	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	451.00	0%	01/04/2024	Discretionary	NB	
	Manufacture, or manufacture and placing on the market of additives and/or premixtures		451.00	451.00	451.00	0%	01/04/2024	Discretionary	NB	
	Placing on the market of additives and/or premixtures		226.00	226.00	226.00	0%	01/04/2024	Discretionary	NB	

Review of Charges 2024/25
Community Safety

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Trading Standards - Verifying weights and measures	Testing fees - weights and measures (inc capacity measures, measuring instruments, intoxicating liqueur and pharmaceutical measures)	Hourly Rate	100.00	105.00	126.00	5%	01/04/2024	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	10.50	11.00	13.20	5%	01/04/2024	Discretionary	SR	
		Trading Standards Officer, per hour	15.50	16.50	19.80	6%	01/04/2024	Discretionary	SR	
	Surcharge for testing outside normal hours (Sunday and Bank Holidays)	Non Trading Standards Officer, per hour	20.90	22.00	26.40	5%	01/04/2024	Discretionary	SR	
		Trading Standards Officer, per hour	29.90	31.50	37.80	5%	01/04/2024	Discretionary	SR	
	Length measures	Less than 10m	20.00	21.00	25.20	5%	01/04/2024	Discretionary	SR	
	Measuring instruments for Liquid fuel and Lubricants	Per Nozzle - First item	147.00	154.50	185.40	5%	01/04/2024	Discretionary	SR	
		Second and subsequent items on same site	92.00	97.00	116.40	5%	01/04/2024	Discretionary	SR	
		Testing of credit card acceptor (per unit, regardless of number of nozzles etc)	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR	
		Testing peripheral electronic equipment on a separate visit (per site)	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR	
	Weighing instruments	49Kg or less - First item	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR	
		Over 50Kg to 1,000kg - First item	130.00	136.50	163.80	5%	01/04/2024	Discretionary	SR	
		Over 1,000kg to 10t - First item	268.00	282.00	338.40	5%	01/04/2024	Discretionary	SR	
		Over 10t to 60t - First item	445.00	467.00	560.40	5%	01/04/2024	Discretionary	SR	
		Reduced fee for subsequent items - based on hourly rate	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR	
	Weights	500mg - 5kg	6.75	7.15	8.58	6%	01/04/2024	Discretionary	SR	
		Below 500mg or above 5kg	9.90	10.50	12.60	6%	01/04/2024	Discretionary	SR	

Review of Charges 2024/25

Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Educational Appeals	Academies - Admissions - Lodged	Per hour if exceeds 25 hours	44.00	44.00	44.00	0%	01/04/2024	Discretionary	SR	
		per appeal	22.00	22.00	22.00	0%	01/04/2024	Discretionary	SR	
	Academies - Admissions - Lodged & Listed	per appeal	110.00	110.00	110.00	0%	01/04/2024	Discretionary	SR	
		Academies - Exclusions	Per exclusion up to 25 hours	1,400.00	1,400.00	1,400.00	0%	01/04/2024	Discretionary	SR
	Academies -Admissions- Full Service including Clerking	For each appeal per day	215.00	215.00	215.00	0%	01/04/2024	Discretionary	SR	
Information Management	Information advice	per hour	53.00	55.65	66.78	5%	01/04/2024	Discretionary	SR	
	Risk Assessments	Per assessment (est 10hrs)	530.00	556.50	667.80	5%	01/04/2024	Discretionary	SR	
	Information Sharing Agreement	Per assessment (est 15hrs)	795.00	834.75	1,001.70	5%	01/04/2024	Discretionary	SR	
Legal Services	Academies	Hour	168.00	175.00	210.00	4%	01/04/2024	Discretionary	SR	% increase based on internal rate
	Legal Hub (OUTS)	Hour	120.00	120.00	120.00	0%	01/04/2024	Discretionary	NB	outside of OCC control to change
	Legal Hub (3rd Party rate)	Hour	175.00	£175	175.00	0%	01/04/2024	Discretionary	NB	outside of OCC control to change
	Internal Clients Maintained Schools	Hour	95.00	100.00	100.00	5%	01/04/2024	Discretionary	NB	To reflect full recovery of costs
	Section 106 and other Charges (OUTS)	Hour	201.00	215.00	215.00	7%	01/04/2024	Statutory & Discretionary	NB	% increase based on internal rate
	Town & Parish Councils	Hour	120.00	125.00	150.00	4%	01/04/2024	Discretionary	SR	
Property Staff	Charging for work of officers in Property Service for bespoke agreements	Group Manager / Operational Manager	792.00	910.80	1,092.96	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Team Leader	710.00	816.50	979.80	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Principal Officer / Technical Lead	585.00	672.75	807.30	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Officer	459.00	527.85	633.42	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Assistant	370.00	425.50	510.60	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Large meeting (up to 5 Officers in attendance)	1,602.00	1,842.30	2,210.76	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Small meeting (2-3 Officers in attendance)	799.00	918.85	1,102.62	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
School Meals	Adults	per meal	3.35	3.68	4.42	10%	01/04/2024	Discretionary	SR	Reflects increase in funding to schools
	Charge for paid meal, OCC maintained schools	Per meal	2.34	2.55	3.06	9%	01/04/2024	Discretionary	NB	Reflects increase in funding to schools
	Free School Meal, OCC maintained schools	Per Meal	2.35	2.53	2.53	8%	01/04/2024	Discretionary	NB	Reflects increase in funding to schools
	Universal Infant Free School Meal, OCC maintained schools	Per Meal	2.40	2.55	2.55	6%	01/04/2024	Discretionary	NB	Reflects increase in funding to schools
	Charge for paid meal, Academies	Per meal	2.34	2.55	3.06	9%	01/04/2024	Discretionary	SR	Reflects increase in funding to schools
	Free School Meal, Academies	Per Meal	2.35	2.53	3.04	8%	01/04/2024	Discretionary	SR	Reflects increase in funding to schools
	Universal Infant Free School Meal, Academies	Per Meal	2.34	2.55	3.06	9%	01/04/2024	Discretionary	SR	Reflects increase in funding to schools
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	0.50	0%	01/04/2024	Statutory	NB	No change

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Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Document disclosed by a coroner as a paper copy: - document of 10 pages or less	5.00	5.00	5.00	0%	01/04/2024	Statutory	NB	No change
		Document disclosed in any other medium, other than by email or as a paper copy - fee per document	5.00	5.00	5.00	0%	01/04/2024	Statutory	NB	No change
		No fee shall be payable where a document is disclosed by email by a coroner to an interested person	No charge	No charge	No charge	n/a	01/04/2024	Statutory	NB	No change
		Transcription of an inquest hearing: - copy consisting of 360 words or less	6.20	6.20	6.20	0%	01/04/2024	Statutory	NB	No change
		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	0.70	0%	01/04/2024	Statutory	NB	No change
		Transcription of an inquest hearing: - copy consisting of between 1,440 words or more - first 1,440 words	13.10	13.10	13.10	0%	01/04/2024	Statutory	NB	No change
		Transcription of an inquest hearing: - copy consisting of between 361 words and up to and including 1,439 words	13.10	13.10	13.10	0%	01/04/2024	Statutory	NB	No change
History Service	Administrative Charge	Minimum charge for providing an invoice for any service	34.00	30.00	36.00	6%	01/04/2024	Discretionary	SR	INCREASE - By 6% to create rational fee amount
	Certificates	Per Copy - Baptism Certificates	16.00	17.00	17.00	6%	01/04/2024	Discretionary	NB	INCREASE - Set by Church of England Parochial Fees 2023
		Per Copy - Electoral register search certified letter	16.00	14.17	17.00	6%	01/04/2024	Discretionary	SR	INCREASE - In line with Baptism certificate charge
		Per Copy - Motor Vehicle Registration copies	16.00	14.17	17.00	6%	01/04/2024	Discretionary	SR	INCREASE - In line with Baptism certificate charge
	Computer Printouts	Self Service Copying - per A3 copy	0.70	0.58	0.70	0%	01/04/2024	Discretionary	SR	NO CHANGE - 17% rise in 2023/24
		Self Service Copying - per A4 copy	0.35	0.29	0.35	0%	01/04/2024	Discretionary	SR	NO CHANGE - 17% rise in 2023/24
		Staff Operated Copying - per A3 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24. (Fee also little used).
		Staff Operated Copying - per A4 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24. (Fee also little used).
		Audio / Oral History collection catalogue Price per mp3 file	5.00	4.17	5.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - new charge only introduced in May 2023 (automated online payment); need more time to assess impact.
		Digital copying permit (per day)	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 13% rise in 2023/24
		Digital copying permit (per 5 visits in 1 calendar month)	25.00	20.83	25.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 9% rise in 2023/24
		Electronic files (automated scan of Archive, microform, or delicate sources) - per sheet scanned	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24
		Electronic files (automated scan, Local Studies sources) - per sheet scanned	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24
		Electronic files (created to order, compressed) - per image 2500 pixels	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base.

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		Electronic files (created to order, uncompressed) - per image 3200 pixels and above	17.00	14.17	17.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base.
		Electronic files (digitised maps) - per image	17.00	14.17	17.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 6% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base. CHANGED WORDING.
		Electronic files (pre-existing image, compressed) - per image 2250 pixels	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 13% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base.
		Electronic files (pre-existing image, compressed) - per image 700 pixels	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base.
		Electronic files (pre-existing image, uncompressed) - per image 3200 pixels and above	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base.
		Plain paper Digital Prints (created to order) - per copy on A3	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24
		Plain paper Digital Prints (created to order) - per copy on A4	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24
	Microform Copying	a) Self Service Copying - per A3 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24
		a) Self Service Copying - per A4 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24
		b) Copying by Staff - per A3 copy	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24
		b) Copying by Staff - per A4 copy	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24
		Minimum charge for providing copies	7.00	5.83	7.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 17% rise in 2023/24. This min charge also means that transactions for remote custoemrs start at £7, even for low unit value items.
	Oxfordshire History Service Lecture Fees plus travel at current OCC rates	Per event	72.50	64.17	77.00	6%	01/04/2024	Discretionary	SR	INCREASE - By 6% to create rational fee amount
	Photocopies	All Archive Documents and Delicate Documents- per A4 or A3 copy	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24, and charge is little used, as digital trend grows.
		Local Studies - Staff operated copying - per A4 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24, and charge is little used, as digital trend grows.
		Local Studies - Staff operated copying- per A3 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24, and charge is little used, as digital trend grows.
		Self Service Copying - per A3 copy	0.70	0.58	0.70	0%	01/04/2024	Discretionary	SR	NO CHANGE - 17% rise in 2023/24
		Self Service Copying - per A4 copy	0.35	0.29	0.35	0%	01/04/2024	Discretionary	SR	NO CHANGE - 17% rise in 2023/24
	Postage & Packing	UK postage	3.50	3.33	4.00	14%	01/04/2024	Discretionary	SR	INCREASE - Inflationary rise
		Air Mail postage	7.00	6.67	8.00	14%	01/04/2024	Discretionary	SR	INCREASE - Inflationary rise
	Reproduction Fees	Broadcast Media (all platforms, regions or countries) - per image used, 0-5 years	-	100.00	120.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - simplified structure, removing unenforceable distinctions between fees for different term lengths or geographical areas.
		Broadcast Media (all platforms, regions or countries) - per image used, in perpetuity	-	166.67	200.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - simplified structure, removing unenforceable distinctions between fees for different term lengths or geographical areas.
		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	89.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.

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Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	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	-147.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.
		Broadcast Media (multi-platform, including streaming and online catchup servers) One programme, unlimited transmissions, worldwide -per image used, 0-6 years	-222.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.
		Broadcast Media (multi-platform, including streaming and online catchup servers) One programme, unlimited transmissions, worldwide -per image used, in perpetuity	-364.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.
		Publication: Commercial -per use of 1- 5 images.	---	25.00	30.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE in simplified structure, removing previous distinctions between commercial charges that were difficult to define and enforce.
		Publication: Commercial -per use of 6 or more images.	---	50.00	60.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE in simplified structure, removing previous distinctions between commercial charges that were difficult to define and enforce.
		Publication-Commercial - Per extra instance of an image.	-22.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - Previous distinctions between commercial charges difficult to define and enforce.
		Publication-Commercial - Per extra instance of an image.	-51.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - Previous distinctions between commercial charges difficult to define and enforce.
		Publication-Commercial-Internal-Use- Commercial -For use within organisation	-30.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - Previous distinctions between commercial charges difficult to define and enforce.
		Publication-Commercial-Internal-Use- Commercial -Use on a website (per- year) - per image	-71.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - Previous distinctions between commercial charges difficult to define and enforce.
		Publication: Academic - per use of 1-5 images	-	12.50	15.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE , with simplified charging structure. Previous distinctions between academic charges little or nil used and difficult to enforce.
		Publication: Academic - per use of 6 or more images	-	25.00	30.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE , with simplified charging structure. Previous distinctions between academic charges little or nil used and difficult to enforce.
		Publication: academic - Per image- used (11-15 images)	-8.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE . Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.
		Publication: academic - Per image- used (16-20 images)	-7.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE . Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.
		Publication: academic - Per image- used (1st image)	-16.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE . Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.
		Publication: academic - Per image- used (2 images)	-13.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE . Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.

Review of Charges 2024/25

Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Publication: academic – Per image-used (21-40 images)	— 6.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.
		Publication: academic – Per image-used (3 images)	— 12.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.
		Publication: academic – Per image-used (4 images)	— 11.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.
		Publication: academic – Per image-used (41-60 images)	— 4.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.
		Publication: academic – Per image-used (6 images)	— 10.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.
		Publication: academic – Per image-used (61 or more images)	— 3.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.
		Publication: academic – Per image-used (6-10 images)	— 9.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.
		Publication: Local individuals, organisations and partners - per use of 1-5 images	—	8.33	10.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - to encourage fair re-use and publication. Charge has a specific community focus and impacts on local history engagement.
		Publication: Local individuals, organisations and partners - per use of 6 or more images	—	16.67	20.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - to encourage fair re-use and publication. Charge has a specific community focus and impacts on local history engagement.
		Publication: local individuals, organisations and partners – Per use of one or more images	— 20.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - replaced by new scale of charges above
	Research Enquires	Higher rate for businesses and profit-making organisations - per hour (or pro-rata) Minimum 30 minutes £40. Maximum 2 hours £160.	80.00	66.67	80.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - increased by 11% in 2023/4. Existing fee already higher than comparable archive providers
		Written reply to each enquiry - per hour (or pro-rata) Minimum 30 minutes £23, Maximum 2 hours £92.	46.00	38.33	46.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - increased by 10% in 2023/4. Existing fee already higher than comparable archive providers
	USB memory sticks	per 4Bb-8Gb stick	7.00	6.67	8.00	14%	01/04/2024	Discretionary	SR	INCREASE - To bring into line with Libraries. Although, in truth, very few sales, and commercial alternatives are cheaper.
	Use of Premises	Location fee for use of Oxfordshire History Centre premises for film / TV / broadcast purposes - per hour or part hour	80.00	70.00	84.00	5%	01/04/2024	Discretionary	SR	INCREASE - Inflationary rise
	Certificates	Per Copy - Magistrates Court records certified copies	16.00	14.17	17.00	6%	01/04/2024	Discretionary	SR	INCREASE - In line with Baptism certificate charge
Library Service	Audio Visual Hire Charges	a) DVDs (Per Week)	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Held 'as is' for the coming year, with a plan to review income level in 2023/24/25 and adjust in 2025. A move to simplify charges in this area was made in 2022/23 in an attempt to slow down declining interest

Review of Charges 2024/25

Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		d) Music CDs (per Week)	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Held 'as is' for the coming year, with a plan to review income level in 2023/24/25 and adjust in 2025. A move to simplify charges in this area was made in 2022/23 in an attempt to slow down declining interest
		g) Audio Books and Language Packs on CD (3 weeks)	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Held 'as is' for the coming year, with a plan to review income level in 2023/24/25 and adjust in 2025. A move to simplify charges in this area was made in 2022/23 in an attempt to slow down declining interest
		g) Language Packs on CD (3 weeks)	3.50	3.50	3.50	0%	01/04/2024	Discretionary	NB	NO CHANGE - Held 'as is' for the coming year, with a plan to review income level in 2023/24/25 and adjust in 2025. A move to simplify charges in this area was made in 2022/23 in an attempt to slow down declining interest
		g) Audio Books and Language Packs on CD (3 weeks): - Children in care, foster carers and people with reading impairment are exempt	Exempt	Exempt	Exempt	n/a	01/04/2024	Discretionary	NB	NO CHANGE - Accessibility and social value reasons linked to OCC Priority 2
		j) CD-ROM (per Week) - Band 1	2.20	2.30	2.30	5%	01/04/2024	Discretionary	NB	INCREASE - inflationary rise - However, likely to have minimal impact and reflects increased cost of replacement
		Charge for lost/damaged AV	2.20	2.08	2.50	14%	01/04/2024	Discretionary	SR	INCREASE - above inflationary rise - However, likely to have minimal impact and reflects increased cost of replacement
	Audio CDs late return charge	Weekly charge - Band 1 (maximum charge per item £5.40)	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Reflects charge per week and associated cap limit (see above)
	Language Packs on CD late return charge	Language Packs on CD late return charge (maximum charge per item £10.50)	3.50	2.92	3.50	0%	01/04/2024	Discretionary	SR	NO CHANGE - Reflects charge per week and associated cap limit (see above)
	CD-ROM late return charge	weekly charge (maximum charge per item £6.60)	2.20	1.92	2.30	5%	01/04/2024	Discretionary	SR	INCREASE - Reflects increased charge per week and cap limit (see above)
	DVDs late return charge	weekly charge - Band 1 (maximum per item £6.00)	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Reflects charge per week and associated cap limit (see above)
	Music CDs late return charge	weekly charge - (Band 1) (maximum charge per item £4.80)	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Reflects charge per week and associated cap limit (see above)
	Hire of Accommodation	Library Service Partners: Conference Room (21-30 people) per hour	25.00	25.00	25.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - Brought in competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation
		Library Service Partners: Seminar Room (5-20 people) per hour	20.00	20.00	20.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - Brought in competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation
		Library Service Partners: Interview Room (2-4 people) per hour	12.50	12.50	12.50	0%	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation
		Community Group use: Conference Room (21-30 people) per hour	-	-	-	#DIV/0!	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation
		Community Group use: Seminar Room (5-20) per hour	-	-	-	#DIV/0!	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation
		Community Group use: Interview Room (2-4) per hour	-	-	-	#DIV/0!	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation
		Commercial entity use: Conference Room (21-30 people) per hour	50.00	50.00	50.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation

Review of Charges 2024/25

Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Commercial entity use: Seminar Room (5-20) per hour	40.00	40.00	40.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation
		Commercial entity use: Interview Room (2-4) per hour	25.00	25.00	25.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation
	Internet Service	A3 BW & Colour	0.70	0.58	0.70	0%	01/04/2024	Discretionary	SR	NO CHANGE - Introduced significant rises in 2023 which appear to have stunted income growth in this area
		A4 BW & Colour	0.35	0.29	0.35	0%	01/04/2024	Discretionary	SR	NO CHANGE - Introduced significant rises in 2023 which appear to have stunted income growth in this area
		Sales of headphones	3.00	2.67	3.20	7%	01/04/2024	Discretionary	SR	INCREASE - Inflationary rise, income generation
		Sales of memory sticks	8.00	6.67	8.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Cheaper retail alternatives available and sell very few
	Library Overdue Charges for Static Libraries	Adults - per day library open during first week (daily rate)	0.35	0.35	0.35	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact
		Adults - maximum per item	5.25	5.25	5.25	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact
		Charge for lost/damaged books (Recommended retail price plus processing fee where applicable)	Various	Various	Various	n/a	01/04/2024	Discretionary	NB	NO CHANGE
		Children - maximum per item	1.50	1.50	1.50	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact
		Children - per day library open during first week (daily rate)	0.05	0.05	0.05	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact
		Children in public care	Exempt	Exempt	Exempt	n/a	01/04/2024	Discretionary	NB	NO CHANGE - social value and aligned to OCC Priority 2
		Institutions - maximum per item	7.50	7.80	7.80	4%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise
		Institutions - per day library open during first week (daily rate)	0.40	0.45	0.45	13%	01/04/2024	Discretionary	NB	INCREASE - above Inflationary rise for a sensible charge figure
	Library Reservation Fees	a) Book / Audio Books Reservations - Standard charge	1.30	1.30	1.30	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact
		a) Book / Audio Books Reservations - Under 18s (Incl children in public care)	n/a	Exempt	Exempt	n/a	01/04/2024	Discretionary	NB	NO CHANGE - Hold as is, in light of cost of living crisis and general accessibility; and alignment to OCC Priority 2 and 7
		b) Items supplied from outside Oxfordshire - Standard charge	10	10.00	10.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Hold as is, in light of cost of living crisis and general accessibility
		c) Audio Visual Reservations (excluding Audio Books) - Concessionary rate	0.65	0.65	0.65	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact
		c) Audio Visual Reservations (excluding Audio Books) - Standard charge	1.30	1.30	1.30	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact

Review of Charges 2024/25

Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Items supplied by the British Library and Universities	20.00	20.00	20.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Market rate from British Library
	Microform Copying	a) self service copying	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - encourage self-service
		b) staff service	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Centre
	Photocopying	A3 BW & Colour	0.70	-	-	-100%	01/04/2024	Discretionary	SR	INCREASE - in line with History Centre - encourage self-service
		A4 BW & Colour	0.35	-	-	-100%	01/04/2024	Discretionary	SR	INCREASE - Inflationary rise, income generation
	Vocal/Orchestral Play sets	Orchestral Sets - Non Oxfordshire Borrowers	60.00	65.00	65.00	8%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise, income generation from external libraries
		Orchestral Sets - Oxfordshire Borrowers	45.00	45.00	45.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - seeking to support local culture and mindful of cost of living crisis
		Play Sets	6.80	7.00	7.00	3%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise, income generation
		a) Booking Fee per 4 month loan Oxfordshire Borrowers - per score with performance time of 5 minutes or less	1.00	1.00	1.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - seeking to support local culture and mindful of cost of living crisis
		a) Booking Fee per 4 month loan Oxfordshire Borrowers - per score with performance time of more than 5 minutes	2.40	2.40	2.40	0%	01/04/2024	Discretionary	NB	NO CHANGE - seeking to support local culture and mindful of cost of living crisis
		a) Booking Fee per 4 month loan Non Oxfordshire Borrowers - per score with performance time of more than 5 minutes	4.00	4.50	4.50	13%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise, income generation
		a) Booking Fee per 4 month loan Non Oxfordshire Borrowers - per score with performance time of 5 minutes or less	1.80	2.00	2.00	11%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise, income generation
		b) Overdue charge - per playset, per day library open during first week (daily rate) (maximum £5.70)	0.35	0.35	0.35	0%	01/04/2024	Discretionary	NB	NO CHANGE - Keep in line with general overdue fee
		b) Overdue charge - per week or part week, per loan, vocal or orchestral	16.00	16.00	16.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Keep in line with general overdue fee
		c) Administration fee for performance sets supplied from outside Oxfordshire.	10.00	10.50	10.50	5%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise, income generation
		d) Administration fee for loss of/or damage to music scores	-	10.00	10.00	#DIV/0!	01/04/2024	Discretionary	NB	NEW - General admin fee introduced to cover staff time and resource required to manage loss and damage to scores (has been compromising viability of provision in the last year)
Museum Service	Conservation & Exhibition Services	a) MRC Remedial conservation - private / commercial (per hour)	67.00	60.00	72.00	7%	01/04/2024	Discretionary	SR	INCREASE - Slightly above standard 5% as commercial specific rate
		a) MRC Remedial conservation - Loans (per hour)	£50	43.33	52.00	4%	01/04/2024	Discretionary	SR	INCREASE - Less than standard 5% to encourage loans from smaller local museums
		c) Specialist Climate Controlled Collections Storage and Care per year - Large Item (c.0.5 cubic meters)	505.00	441.67	530.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		c) Specialist Climate Controlled Collections Storage and Care per year - Medium Item (c 20x20x20cm)	288.00	252.08	302.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise

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Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		c) Specialist Climate Controlled Collections Storage and Care per year - Small Item (c.10x10x10cm)	145.00	126.67	152.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		d) General Collections storage and Care per year -Large Item	575.00	504.17	605.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		e) Environmental Monitoring (per month) - for 3 thermohygrographs	67.00	58.75	70.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		f) Conservation Advice - per hour	67.00	58.75	70.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		f) Conservation Advice - per day	496.00	433.33	520.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		f) Conservation Advice - per half-day	248.00	216.67	260.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		g) Museum Pest Management plus materials - per day	496.00	433.33	520.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		g) Museum Pest Management plus materials - per half day	248.00	216.67	260.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		g) Museum Pest Management plus materials - per hour	67.00	58.33	70.00	4%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		h) Hire of display equipment - arrangement charge for not for profit heritage & arts organisations	25.25	22.08	26.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		h) Hire of display equipment (cases) - per month	258.00	225.00	270.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		h) Hire of display equipment (cases) - per week	118.00	103.33	124.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		i) Training - per day	496.00	433.33	520.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		i) Training - per half day	248.00	216.67	260.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		k) Documentation and storage of archaeological archives - Administration charge (specialist)	65.00	54.17	65.00	0%	01/04/2024		SR	NO CHANGE / CHANGE OF UNIT WORDING - As this was a new charge from 2023, we wish to retain the fee to allow it to 'bed in' with our users and it more than covers out internal costs
		k) Documentation and accessioning of archaeological archives -per additional archaeological storage box (0.022m3)	79.00	69.17	83.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		k) Documentation and accessioning of archaeological archives- site archive up to 3 archaeological storage boxes ((0.022m3)	121.00	105.83	127.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		Loan of datalogger and printout per period up to 2 months	67.00	58.75	70.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
	Hire of Accommodation	a) Oxfordshire Museum - Exhibition Gallery (per week)	230.00	241.00	241.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise
		b) Brewhouse - Commercial Use (half day)	80.00	84.00	84.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise
		b) Brewhouse - Community Use (half day)	32.00	33.50	33.50	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise
		b) Brewhouse - Commercial Use (per day)	125.00	131.00	131.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise
		b) Brewhouse - Community Use (per day)	60.00	63.00	63.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise
		b) Brewhouse - Community Use (per month)	300.00	315.00	315.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise
		c) Coachhouse - Commercial Use (half day)	100.00	105.00	105.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise

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Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		c) Coachhouse - Community Use (half day)	45.00	47.50	47.50	6%	01/04/2024	Discretionary	EX	INCREASE - rounded up from inflationary rise to create a rational fee amount
		c) Coachhouse - Commercial Use (per day)	170.00	178.00	178.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise
		c) Coachhouse - Community Use (per day)	75.00	79.00	79.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise
		d) MRC Education Lecture Room - Community Use (half day)	41.00	43.00	43.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise
		d) MRC Education Lecture Room - Community Use (per day)	60.00	63.00	63.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise
		e) Provision of staff to support - activities of hirer per hour - during Museum open hours	25.75	22.92	27.50	7%	01/04/2024	Discretionary	SR	INCREASE - Above standard inflationary rise
		e) Provision of staff to support - activities of hirer per hour (out of Museum open hours)	42.00	22.92	27.50	-35%	01/04/2024	Discretionary	SR	DECREASE - staff are not paid a higher rate for out of hours so proposed to bring this rate in line to in hours rate
		f) Coach House charge for use outside normal hours plus staffing as necessary - Commercial use (up to 3 hours)	90.00	95.00	95.00	6%	01/04/2024	Discretionary	EX	INCREASE - Above standard inflationary rise
		f) Coach House charge for use outside normal hours plus staffing as necessary - Community / Education use (up to 3 hours)	54.00	57.00	57.00	6%	01/04/2024	Discretionary	EX	INCREASE - Above standard inflationary rise
		Location fee for use of Oxfordshire Museum/Museums Resource Centre or Swalcliffe Barn premises for film / TV / broadcast purposes per hour or part hour plus staff time as required	80.00	70.83	85.00	6%	01/04/2024	Discretionary	SR	INCREASE - Above standard inflationary rise
	Learning & Access	Facilitated Community Group Visits to The Oxfordshire Museum - per group during normal opening hours	30.00	30.00	30.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Retain current fee for session, as many small groups struggle currently to afford session.
		Family Learning Drop In at The Oxfordshire Museum - per child costs supported by Friends of Museum	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Suggest no increase to encourage educational use. However, on holidays where Friends do not cover the cost, we will actively encourage donations to cover cost of materials (at suggested £2 pp)
		Family Learning Drop In at The Oxfordshire Museum - per family of up to 3 children. Costs supported by Friends of Museum	5.00	-	-	-100%	01/04/2024	Discretionary	NB	DELETE CHARGE - As not in use and covered by fee in line above
		Outreach School Sessions KS1 (approximately 1.25 hours) - up to 30 children	110.00	115.00	115.00	5%	01/04/2024	Discretionary	NB	INCREASE - Follow standard inflationary rise
		Outreach School Sessions KS2 (approximately 1.5 hours) - up to 30 children	133.00	140.00	140.00	5%	01/04/2024	Discretionary	NB	INCREASE - Follow standard inflationary rise
		Community Group: Box Loans - per 2 week loan	25.00	26.00	26.00	4%	01/04/2024	Discretionary	NB	INCREASE - Upped by 4% to make an even number
		Community Group session - Maximum 15 participants	25.00	25.00	25.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Retain current fee for session, as many small groups struggle currently to afford session. Suggest introducing second charging level for groups over 15. See below
		Reminiscence sessions - Over 15 participants	35.00	35.00		0%	01/04/2024			NO CHANGE - This is a new fee from last year, suggest retain at current rate to encourage more uptake

Review of Charges 2024/25

Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		School Box Loans - per term	39.00	39.00	39.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - See below, introducing new transport fee - free loan box fee to encourage uptake as we introduce additional logistical cost to the service
		NEW: delivery charge for Oxfordshire loan box delivery (inc. return collection)	8.00	8.00	8.00	0%	01/04/2024	Discretionary	NB	NEW - Propose we introduce transport fee as currently doing at own cost. Gives option to user to collect / return themselves and avoid the fee.
		NEW: non Oxfordshire School / commercial loan box fee (exc. delivery as will require customer to arrange/collect) per term / use	45.00	45.00	45.00	0%	01/04/2024	Discretionary	NB	NEW - Introducing a new fee to cover possibility of non OXON school requests or commercial requests
		School Sessions at The Oxfordshire Museum - up to 30 children	93.00	93.00	93.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Retain to attract more schools to the OM site (have levied increase for outreach sessions to balance income)
		NEW: Workshops for adults. Minimum of £10 pp per session (based on minimum of 7 participants to cover costs)	10.00	10.00	10.00	0%	01/04/2024	Discretionary	NB	NEW - Introducing minimum fee for charged for workshops - actual fee will depend on freelancer cost and materials etc.
	Microform Copying	Copying by Staff - per A3 copy	1.00	1.67	2.00	100%	01/04/2024	Discretionary	SR	INCREASE - To bring it into line with History Service
		Copying by Staff - per A4 copy	1.00	1.67	2.00	100%	01/04/2024	Discretionary	SR	INCREASE - To bring it into line with History Service
	MRC Digital Imaging	Administration fee - for any staff time per hour needed to prepare digital Museum files (not applicable in all cases)	67.00	54.17	65.00	-3%	01/04/2024	Discretionary	SR	DECREASE - To bring into line with Archaeology team admin fee
		Plain paper Digital Prints (pre-existing image) - per copy on A3	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Electronic files (pre-existing image, compressed) - per image 700 pixels	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Use of Digital Camera/USB Memory Stick - per day	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Following last year's increase and concerns around reducing in demand/income
		Use of Digital Camera/USB Memory Stick - per week	26.00	21.67	26.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Following last year's increase and concerns around reducing in demand/income
		Electronic files (automated scan or pre-existing scans) - per sheet scanned	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Electronic files (photographed to order, uncompressed) - per image 3200 pixels and above	17.00	14.17	17.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Electronic files (photographed to order, compressed) - per image 2500 pixels	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Electronic files (pre-existing image, compressed) - per image 2250 pixels	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Electronic files (pre-existing image, uncompressed) - per image 3200 pixels and above	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Internal Use Commercial - For use within organisation	30.00	26.25	31.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise

Review of Charges 2024/25

Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Photo paper Digital Prints (photographed to order) - per copy on A3 paper	17.00	14.17	17.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Photo paper Digital Prints (photographed to order) - per copy on A4 (or smaller)	17.00	14.17	17.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Photo paper Digital Prints (pre-existing image) - per copy A3	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Photo paper Digital Prints (pre-existing image) - per copy A4	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Plain paper Digital Prints (photographed to order) - per copy on A4	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Plain paper Digital Prints (photographed to order) - per copy on A3	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Plain paper Digital Prints (pre-existing image) - per copy on A4	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees
		Publication: Commercial –per use of 1- 5 images	—	25.00	30.00	#DIV/0!	01/04/2024	Discretionary	SR	INCREASE / CHANGE OF UNIT WORDING - To bring into line with History Centre fees
		Publication: Commercial –per use of 6 or more images.	—	50.00	60.00	#DIV/0!	01/04/2024	Discretionary	SR	INCREASE / CHANGE OF UNIT WORDING - To bring into line with History Centre fees
		Broadcast Media (all platforms, regions or countries) - per image used, 0-5 years	-	100.00	120.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - simplified structure, removing unenforceable distinctions between fees for different term lengths or geographical areas.
		Broadcast Media (all platforms, regions or countries) - per image used, in perpetuity	-	166.67	200.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - simplified structure, removing unenforceable distinctions between fees for different term lengths or geographical areas.
		One programme, unlimited transmissions, one country (EU = one country) - per image used, 0-6 years	90.00	83.33	100.00	11%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.
		One programme, unlimited transmissions, one country (EU = one country) - per image used, in perpetuity	150.00	133.33	160.00	7%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.
		One programme, unlimited transmissions, worldwide - per image used, 0-6 years	225.00	200.00	240.00	7%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.
		One programme, unlimited transmissions, worldwide - per image used, in perpetuity	370.00	333.33	400.00	8%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.
		Publication: Academic - per use of 1-5 images	-	12.50	15.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE , with simplified charging structure. Previous distinctions between academic charges little or nil used and difficult to enforce.
		Publication: Academic - per use of 6 or more images	-	25.00	30.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE , with simplified charging structure. Previous distinctions between academic charges little or nil used and difficult to enforce.
		Publication: Local individuals, organisations and partners - per use of 1-5 images	—	8.33	10.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - to encourage fair re-use and publication. Charge has a specific community focus and impacts on local history engagement.

Review of Charges 2024/25

Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Publication: Local individuals, organisations and partners - per use of 6 or more images	—	16.67	20.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - to encourage fair re-use and publication. Charge has a specific community focus and impacts on local history engagement.
		Publication: Academic (per image-used)	8.50	12.50	15.00	76%	01/04/2024	Discretionary	SR	DELETE CHARGE - To bring into line with equivalent charging by History Service
		Publication: Local individuals, organisations and partners - Per use of one or more images	5.50	8.33	10.00	82%	01/04/2024	Discretionary	SR	DELETE CHARGE - To bring into line with equivalent charging by History Service
	Museums Service Research Enquires	Higher rate for businesses and profit-making organisations - per hour (or pro-rata) Minimum 30 minutes £40. Maximum 2 hours £160.	80.00	66.67	80.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Consistent with History Service and competitors rates
		Written reply to each enquiry - per hour (or pro-rata) Minimum 30 minutes £21, Maximum 2 hours £92.	42.00	38.33	46.00	10%	01/04/2024	Discretionary	SR	INCREASE - To bring it into line with History Service fees
	Oxfordshire Museum Lecture Fees plus travel at current OCC rates	Per event	72.50	63.33	76.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise
		Air Mail postage	7.00	6.67	8.00	14%	01/04/2024	Discretionary	SR	INCREASE - By 7% to create rational fee amount
		Reinforced Envelope C4 envelope	3.50	3.33	4.00	14%	01/04/2024	Discretionary	SR	INCREASE - By 7% to create rational fee amount
	Administrative Charge	Minimum charge for providing an invoice for any service	34.00	30.00	36.00	6%	01/04/2024	Discretionary	SR	DECREASE - Bringing into line with History Service charging, so we are consistent across Heritage
	Use of Oxfordshire Museum Garden for Wedding Photography	Per event	108.00	115.00	115.00	6%	01/04/2024	Discretionary	EX	INCREASE - Commercial rate slightly higher than inflation 5%
	Virtual workshop for OCC controlled schools	Per session	35.00	35.00	35.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - We only do on average one a year and there is no change in real terms cost to deliver.
	Virtual workshop for non-OCC controlled schools	Per session	35.00	35.00	35.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - We only do on average one a year and there is no change in real terms cost to deliver.
	Virtual workshop with loan box for OCC controlled schools	Per session	56.00	56.00	56.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - We only do on average one a year and there is no change in real terms cost to deliver.
	Virtual workshop with loan box for non-OCC controlled schools	Per session	56.00	56.00	56.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - We only do on average one a year and there is no change in real terms cost to deliver.
Customer Service Centre	Concessionary Fares	Card issue and admin	10.00	10.00	10.00	0%	01/04/2024	Discretionary	NB	No change to costs
	Disabled Parking	Card issue and admin, assessment service	10.00	10.00	10.00	0%	01/04/2024	Discretionary	NB	No change to costs
Human Resources	Job Evaluations for Academies	Ad-Hoc/ Re-evaluation of a Role per hour up to 25 hours	180.00	180.00	216.00	0%	01/04/2024	Discretionary	SR	No change to the assumption
		Rate per hour if it takes more than 25 hours per role	270.00	270.00	324.00	0%	01/04/2024	Discretionary	SR	No change to the assumption
Innovation Hub	Charging for work of officers in Innovation and research projects for bespoke agreements	Group Manager / Operational Manager	792.00	910.80	1,092.96	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Team Leader	710.00	816.50	979.80	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Principal Officer / Technical Lead	585.00	672.75	807.30	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Officer	459.00	527.85	633.42	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.

Review of Charges 2024/25

Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Assistant	370.00	425.50	510.60	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Large meeting (up to 5 Officers in attendance)	1,602.00	1,842.30	2,210.76	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Small meeting (2-3 Officers in attendance)	799.00	918.85	1,102.62	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.

Review of Charges 2024/25

Music Service

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Date effective from	Discretionary or Statutory	VAT Class	Comments
Music Service	Charges to Schools	Curriculum (per hour)	65.00	68.00	68.00	5%	01/09/2024	Discretionary	EX	
		First Access (60 or 45 minutes)	1,544.00	1,600.00	1,600.00	4%	01/09/2024	Discretionary	EX	
		Play On (1 hour or 45 min)	1,764.00	1,800.00	1,800.00	2%	01/09/2024	Discretionary	EX	
		Summer fun	N/A		-		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
		workshops	N/A		-		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
	Ensembles	County Level Ensemble 1 hrs groups of 10 (individual price £5.20)	48.00	52.00	52.00	8%	01/09/2024	Discretionary	EX	
		County Level Ensemble 1.5 hrs groups of 10 (individual price £7.80)	72.00	78.00	78.00	8%	01/09/2024	Discretionary	EX	
		County Level Ensemble 2 hrs Groups of 10 (individual price £10.40)	96.00	104.00	104.00	8%	01/09/2024	Discretionary	EX	
		Full Membership / 2.5hr ensemble Group of 10 (individual price £12.80)	120.00	128.00	128.00	7%	01/09/2024	Discretionary	EX	
		OCMS Full Membership / 3.5hr ensemble group 15 (Individual price £14.30)	135.00	143.00	143.00	6%	01/09/2024	Discretionary	EX	
	Group Tuition	Group of 2 (20 minutes)	10.50	11.00	11.00	5%	01/09/2024	Discretionary	EX	
		Group of 3 or more (variables of 20 minutes)	6.40	6.80	6.80	6%	01/09/2024	Discretionary	EX	
		Adult Group of 10 (Individual price £11.80)	N/A	N/A	N/A		01/09/2024		EX	
	Hire	Hire of Instruments (All other instruments on offer)	50.00	55.00	55.00	10%	01/09/2024	Discretionary	EX	
		Hire of Instruments (Violin, Viola and Guitars only)	30.00	33.00	33.00	10%	01/09/2024	Discretionary	EX	
		Instrument Purchase Charge	N/A		-		01/09/2024	Discretionary	SR	
		Oxfordshire intermediate orchestra - 6 sessions (per session charge)	25.00	27.50	27.50	10%	01/09/2024	Discretionary	EX	
		Oxfordshire Youth Music Theatre	N/A		-		01/09/2024	Discretionary	EX	project - calculated at full cost recovery (on number of participants)
	Individual Tuition	Individual 40 minutes	37.00	39.00	39.00	5%	01/09/2024	Discretionary	EX	
		Individual 20 minutes - Multiples of 20 minutes only	18.50	19.50	19.50	5%	01/09/2024	Discretionary	EX	
		Individual 60 minutes	55.00	58.00	58.00	5%	01/09/2024	Discretionary	EX	
	Other Charges	Key stage 1 festival	N/A	N/A	N/A		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
		Massed Singing Festivals	N/A	N/A	N/A		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
	Own teacher accompanist	Accompanist own teacher	N/A	N/A	N/A		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
	Not own teacher accompanist	Accompanist Oxfordshire County Music Service teacher	N/A	N/A	N/A		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)

Review of Charges 2024/25
Registration Service 2024/25

ALREADY AGREED (Cabinet January 2024)

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge exclusive of VAT 2024/25 £	Proposed Charge inclusive of VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Registration Service	Amendment Fee for all Marriage and Civil partnership ceremonies.	per amendment	60.00	63.00	63.00	5%	01/04/2024	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	52.50	63.00	5%	01/04/2024	Discretionary	SR	Should attract VAT as this is a non-statutory fee.
	Births, Deaths, Marriage or Civil Partnership Certificates (Marriage inc line 19-46)	per certificate	11.00	11.00	11.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Short Birth Certificate	per certificate	11.00	11.00	11.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Space 17 addition	Per application	40.00	40.00	40.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Commemorative Certificates	per certificate	10.00	8.33	10.00	0%	01/04/2024	Discretionary	SR	Should attract VAT as this is a non-statutory fee.
	Consideration for a correction	Per application	75.00	75.00	75.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Consideration for a correction (RG involvement)	Per application	90.00	90.00	90.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Consideration of Foreign Divorce	Per application	50.00	50.00	50.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Consideration of Foreign Divorce (RG involvement)	Per application	75.00	75.00	75.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Conversion of a Civil Partnership into Marriage	Standard Service	45.00	45.00	45.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
		Two stage procedure on other premises - completing the declaration	27.00	27.00	27.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
		Two stage procedure on other premises -signing the declaration in a religious registered for marriage of same sex couples	91.00	91.00	91.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Statutory Priority Certificate	Per application	35.00	35.00	35.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Approved Premises license application fee	Per application for 3 year licence	2,325.00	2,425.00	2,425.00	4%	01/04/2024	Discretionary	NB	
	Approved Premises license amendment fee	Per amendment	n/a	125.00	150.00		01/04/2024	Discretionary	SR	New Fee. Should attract VAT as this is a non-statutory fee.
	Classic Marriage & Civil partnership ceremony at former Register Office Ceremony rooms at advertised times Monday - Friday	Registration Office Ceremony Room (Monday to Friday during advertised hours)	355.00	375.00	375.00	6%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
	Enhanced Marriage & Civil partnership ceremony at former Register Office Ceremony rooms outside of advertised times Monday - Friday	Registration Office Ceremony Room (Monday to Friday - outside advertised hours)	450.00	475.00	475.00	6%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
	Classic Marriage & Civil partnership ceremony at former Register Office Ceremony rooms on advertised Saturday mornings only 09:00 - 12:00	Registration Office Ceremony Room (Saturday - during advertised hours)	430.00	460.00	460.00	7%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.

Review of Charges 2024/25
Registration Service 2024/25

ALREADY AGREED (Cabinet January 2024)

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge exclusive of VAT 2024/25 £	Proposed Charge inclusive of VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Enhanced Marriage & Civil partnership ceremony at former Register Office Ceremony rooms outside of advertised times Saturday 09:00 - 17:30	Registration Office Ceremony Room (Saturday - outside advertised hours)	510.00	560.00	560.00	10%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately. Increase from previously agreed £540 to £560 to reflect full cost recovery of new hourly rate of pay model
	Enhanced Marriage & Civil partnership fees at former Register Office Ceremony rooms Sundays and Bank Holidays 09:00 - 17:30	Registration Office Ceremony Room (Sunday / Bank Holiday)	570.00	660.00	660.00	16%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately. Increase from previously agreed £605 to £660 to reflect full cost recovery of new hourly rate of pay model
	Enhanced Marriage & Civil partnership fees at former Register Office Ceremony rooms Monday to Sunday Surcharge on top of standard fee for ceremony taking place OOH at 6pm or later	Registration Office Ceremony Room Monday - Sunday OOH	100.00	105.00	105.00	5%	01/04/2024	Discretionary	NB	
	Marriage & Civil Partnership and Register Premises (Church or Chapel)	Attending chapel / church	97.00	97.00	97.00	0%	01/04/2024	Statutory	NB	
	Marriage & Civil Partnership fees in Oxford Register Office Statutory Room	Statutory Marriage or Civil Partnership RO (Tues only)	57.00	46.00	46.00	-19%	01/04/2024	Statutory	NB	Certificates (£11 each) no longer included and will be charged separately.
	Non refundable booking fee.	Per Ceremony	100.00	100.00	100.00	0%	01/04/2024	Discretionary	NB	
	Marriages and Civil Partnerships at Approved Venues (9.00 - 17:30)	Monday - Friday	680.00	700.00	700.00	3%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
		Saturday	680.00	740.00	740.00	9%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
		Sunday & Bank Holiday	730.00	850.00	850.00	16%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately. Increase from previously agreed £780 to £850 to reflect full cost recovery of new hourly rate of pay model
	Marriages at Approved Venues Surcharge on top of standard fee for ceremony taking place OOH at 6pm or later	Monday - Sunday OOH	100.00	105.00	105.00	5%	01/04/2024	Discretionary	NB	
	Notice of Marriages and Civil Partnership - Foreign Nationals	Extended 70 day Notice for foreign Nationals (for 1 person)	47.00	47.00	47.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Notice of Marriages and Civil Partnership	Notice of Marriage/Civil Partnership (for 1 person)	35.00	35.00	35.00	0%	01/04/2024	Discretionary	NB	No proposed date for statutory fee review.
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices (09:00 - 17:30)	Registration Office Ceremony Room Monday - Friday	300.00	250.00	300.00	0%	01/04/2024	Discretionary	SR	
		Registration Office Ceremony Room	320.00	291.67	350.00	9%	01/04/2024	Discretionary	SR	Increase from previously agreed £340 to £350 to reflect full cost recovery of new hourly rate of pay model
		Registration Office Ceremony Room	360.00	333.33	400.00	11%	01/04/2024	Discretionary	SR	Increase from previously agreed £380 to £400 to reflect full cost recovery of new hourly rate of pay model
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Approved venues (09:00 - 17:30)	Approved Venue Monday - Friday	320.00	275.00	330.00	3%	01/04/2024	Discretionary	SR	
		Approved Venue Saturday	350.00	308.33	370.00	6%	01/04/2024	Discretionary	SR	

Review of Charges 2024/25
Registration Service 2024/25

ALREADY AGREED (Cabinet January 2024)

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge exclusive of VAT 2024/25 £	Proposed Charge inclusive of VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Approved Venue Sunday & Bank Holiday	360.00	345.83	415.00	15%	01/04/2024	Discretionary	SR	Increase from previously agreed £380 to £415 to reflect full cost recovery of new hourly rate of pay model
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council (09:00 - 17:30)	Venues not approved by Oxfordshire County Council Monday - Friday	400.00	395.83	475.00	19%	01/04/2024	Discretionary	SR	Increase from previously agreed £440 to £475 to reflect full cost recovery of new hourly rate of pay model
		Venues not approved by Oxfordshire County Council	450.00	429.17	515.00	14%	01/04/2024	Discretionary	SR	Increase from previously agreed £470 to £515 to reflect full cost recovery of new hourly rate of pay model
		Venues not approved by Oxfordshire County Council	460.00	466.67	560.00	22%	01/04/2024	Discretionary	SR	Increase from previously agreed £480 to £560 to reflect full cost recovery of new hourly rate of pay model
	Marriage or Civil Partnership Ceremony and a non-statutory civil ceremony	Your day your way ceremony	760.00	800.00	800.00	5%	01/04/2024	Statutory	NB/SR	
	Other Civil Ceremonies - Group Citizenship Monday - Friday (09:00 - 15:00)	Group Citizenship Ceremony at County Hall	80.00	80.00	80.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Other Civil Ceremonies - Private Individual Citizenship Monday - Friday (09:00 - 16:00)	Private Individual Ceremony at a Registration Office only	90.00	95.83	115.00	28%	01/04/2024	Discretionary	SR	Increase from previously agreed £95 to £115 to reflect full cost recovery
	Other Civil Ceremonies - Private Individual Citizenship Saturday (09:00 - 12:00)	Individual Ceremony at a Registration Office only	N/A	116.67	140.00	N/A	01/04/2024	Discretionary	SR	New service. Should attract VAT as this is a non-statutory fee.
	Other Civil Ceremonies - Family Citizenship (2 adults and up to 3 children) Monday - Friday (09:00 - 16:00)	Individual Ceremony at Oxford Register Office only	N/A	240.00	288.00	N/A	01/04/2024	Discretionary	SR	New service. Should attract VAT as this is a non-statutory fee.
	Other Civil Ceremonies -Private Family Citizenship (2 adults and up to 3 children)	Individual Ceremony at Oxford Register Office only	N/A	275.00	330.00	N/A	01/04/2024	Discretionary	SR	New service. Should attract VAT as this is a non-statutory fee.
	Completion of PD2 Change of Name for Passport Form	Per form	N/A	25.00	30.00	N/A	01/04/2024	Discretionary	SR	New service. Should attract VAT as this is a non-statutory fee.
	Completion of Foreign Pension Proof of Life & Residence forms	Per form	N/A	25.00	30.00	N/A	01/04/2024	Discretionary	SR	New service. Should attract VAT as this is a non-statutory fee.
	Certificate Keepsake Folder	Per folder	N/A	2.50	3.00	N/A	01/04/2024	Discretionary	SR	New product. Should attract VAT as this is a non-statutory fee.
	Searches in indexes	General Search	18.00	18.00	18.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.

Review of Charges 2024/25
Registration Service 2025/26

Service Area	Charge	Unit	Agreed Charge 2024/25 £	Proposed Charge exclusive of VAT 2025/26 £	Proposed Charge inclusive of VAT 2025/26 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Registration Service	Amendment Fee for all Marriage and Civil partnership ceremonies.	per amendment	63.00	65.00	65.00	3%	01/04/2025	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	63.00	54.17	65.00	3%	01/04/2025	Discretionary	SR	
	Births, Deaths Certificates (Marriage inc line 24-46)	per certificate	11.00	11.00	11.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review.
	Short Birth Certificate	per certificate	11.00	11.00	11.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Space 17 addition	Per application	40.00	40.00	40.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Commemorative Certificates	per certificate	10.00	8.33	10.00	0%	01/04/2025	Discretionary	SR	
	Consideration for a correction	Per application	75.00	75.00	75.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Consideration for a correction (RG involvement)	Per application	90.00	90.00	90.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Consideration of Foreign Divorce	Per application	50.00	50.00	50.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Consideration of Foreign Divorce (RG involvement)	Per application	75.00	75.00	75.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Conversion of a Civil Partnership into Marriage	Standard Service	45.00	45.00	45.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
		Two stage procedure on other premises - completing the declaration	27.00	27.00	27.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
		Two stage procedure on other premises -signing the declaration in a religious registered for marriage of same sex couples	91.00	91.00	91.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Statutory Priority Certificate	Per application	35.00	29.17	35.00	0%	01/04/2025	Statutory	SR	No proposed date for statutory fee review
	Licence for approved premises. No increase proposed as already at limit (from benchmarking undertaken).	3 year licence	2,425.00	2,606.50	2,606.50	7%	01/04/2025	Discretionary	NB	
	Classic Marriage & Civil partnership ceremony at former Register Office Ceremony rooms at advertised times Monday - Friday	Registration Office Ceremony Room (Monday to Friday during advertised hours)	375.00	403.00	403.00	7%	01/04/2025	Discretionary	NB	

Review of Charges 2024/25
Registration Service 2025/26

Service Area	Charge	Unit	Agreed Charge 2024/25 £	Proposed Charge exclusive of VAT 2025/26 £	Proposed Charge inclusive of VAT 2025/26 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Enhanced Marriage & Civil partnership ceremony at former Register Office Ceremony rooms outside of advertised times Monday - Friday	Registration Office Ceremony Room (Monday to Friday - outside advertised hours)	475.00	510.00	510.00	7%	01/04/2025	Discretionary	NB	Proposed increase for 203/24 based on full cost recovery analysis, using rate card.
	Classic Marriage & Civil partnership ceremony at former Register Office Ceremony rooms on advertised Saturday mornings only 09:00 - 12:00	Registration Office Ceremony Room (Saturday - during advertised hours)	460.00	494.00	494.00	7%	01/04/2025	Discretionary	NB	Proposed increase for 203/24 based on full cost recovery analysis, using rate card, as well as increased staffing costs for Saturday enhancements
	Enhanced Marriage & Civil partnership ceremony at former Register Office Ceremony rooms outside of advertised times Saturday 09:00 - 17:30	Registration Office Ceremony Room (Saturday - outside advertised hours)	560.00	602.00	602.00	8%	01/04/2025	Discretionary	NB	Proposed increase for 203/24 based on full cost recovery analysis, using rate card, as well as increased staffing costs for Saturday enhancements
	Enhanced Marriage & Civil partnership fees at former Register Office Ceremony rooms Sundays and Bank Holidays 09:00 - 17:30	Registration Office Ceremony Room (Sunday / Bank Holiday)	660.00	709.00	709.00	7%	01/04/2025	Discretionary	NB	Proposed increase for 203/24 based on full cost recovery analysis, using rate card, as well as increased staffing costs for Sunday / Bank Hol enhancements
	Marriage & Civil partnership fees at former Register Office Ceremony rooms Monday to Sunday - Surcharge on top of standard fee for ceremony taking place OOH at 6pm or later	Registration Office Ceremony Room Monday - Sunday OOH	105.00	94.17	113.00	8%	01/04/2025	Discretionary	SR	
	Marriage & Civil Partnership and Register Premises (Church or Chapel)	Attending chapel / church	97.00	97.00	97.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Marriage & Civil Partnership fees in Oxford Register Office Statutory Room	Statutory Marriage or Civil Partnership RO (Tues only)	46.00	46.00	46.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Non refundable booking fee.	Per Ceremony	100.00	83.33	100.00	0%	01/04/2025	Discretionary	SR	
	Marriages and Civil Partnerships at Approved Venues (9.00 - 17:30)	Monday - Friday	700.00	583.33	700.00	0%	01/04/2025	Discretionary	SR	At limit of full cost recovery
		Saturday	740.00	648.33	778.00	5%	01/04/2025	Discretionary	SR	At limit of full cost recovery
		Sunday & Bank Holiday	850.00	761.67	914.00	8%	01/04/2025	Discretionary	SR	
	Marriages at Approved Venues Surcharge on top of standard fee for ceremony taking place OOH at 6pm or later	Monday - Sunday OOH	105.00	94.17	113.00	8%	01/04/2025	Discretionary	SR	
	Notice of Marriages and Civil Partnership - Foreign Nationals	Extended 70 day Notice for foreign Nationals (for 1 person)	47.00	47.00	47.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Notice of Marriages and Civil Partnership	Notice of Marriage/Civil Partnership (for 1 person)	35.00	35.00	35.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review

Review of Charges 2024/25
Registration Service 2025/26

Service Area	Charge	Unit	Agreed Charge 2024/25 £	Proposed Charge exclusive of VAT 2025/26 £	Proposed Charge inclusive of VAT 2025/26 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices (09:00 - 17:30)	Registration Office Ceremony Room Monday - Friday	300.00	268.33	322.00	7%	01/04/2025	Discretionary	SR	
		Registration Office Ceremony Room Saturday	350.00	313.33	376.00	7%	01/04/2025	Discretionary	SR	
		Registration Office Ceremony Room Sunday & Bank Holiday	400.00	358.33	430.00	8%	01/04/2025	Discretionary	SR	
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Approved venues (09:00 - 17:30)	Approved Venue Monday - Friday	330.00	295.00	354.00	7%	01/04/2025	Discretionary	SR	
		Approved Venue Saturday	370.00	330.83	397.00	7%	01/04/2025	Discretionary	SR	
		Approved Venue Sunday & Bank Holiday	415.00	371.67	446.00	7%	01/04/2025	Discretionary	SR	
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council (09:00 - 17:30)	Venues not approved by Oxfordshire County Council Monday - Friday	475.00	425.00	510.00	7%	01/04/2025	Discretionary	SR	
		Venues not approved by Oxfordshire County Council Saturday	515.00	460.83	553.00	7%	01/04/2025	Discretionary	SR	
		Venues not approved by Oxfordshire County Council Sunday & Bank Holiday	560.00	501.67	602.00	8%	01/04/2025	Discretionary	SR	
	Marriage or Civil Partnership Ceremony and a non-statutory civil ceremony	Your day your way ceremony	800.00	716.67	860.00	8%	01/04/2025	Discretionary	SR	

Review of Charges 2024/25
Registration Service 2025/26

Service Area	Charge	Unit	Agreed Charge 2024/25 £	Proposed Charge exclusive of VAT 2025/26 £	Proposed Charge inclusive of VAT 2025/26 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Other Civil Ceremonies - Group Citizenship Monday - Friday (09:00 - 15:00)	Group Citizenship Ceremony at County Hall	80.00	80.00	80.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review
	Other Civil Ceremonies - Private Individual Citizenship Monday - Friday (09:00 - 16:00)	Private Individual Ceremony at a Registration Office only	115.00	102.50	123.00	7%	01/04/2025	Discretionary	SR	
	Other Civil Ceremonies - Private Individual Citizenship Saturday (09:00 - 12:00)	Individual Ceremony at a Registration Office only	140.00	125.00	150.00	7%	01/04/2025	Discretionary	SR	
	Other Civil Ceremonies - Family Citizenship (2 adults and up to 3 children) Monday - Friday (09:00 - 16:00)	Individual Ceremony at Oxford Register Office only	288.00	257.50	309.00	7%	01/04/2025	Discretionary	SR	
	Other Civil Ceremonies -Private Family Citizenship (2 adults and up to 3 children) Saturday (09:00 - 12:00)	Individual Ceremony at Oxford Register Office only	330.00	295.00	354.00	7%	01/04/2025	Discretionary	SR	
	Completion of PD2 Change of Name for Passport Form	Per form	30.00	26.67	32.00	7%	01/04/2025	Discretionary	SR	
	Completion of Foreign Pension Proof of Life & Residence forms	Per form	30.00	26.67	32.00	7%	01/04/2025	Discretionary	SR	
	Certificate Keepsake Folder	Per folder	3.00	2.67	3.20	7%	01/04/2025	Discretionary	SR	
	Searches in indexes	General Search	18.00	18.00	18.00	0%	01/04/2025	Statutory	NB	No proposed date for statutory fee review

Review of Charges 2024/25
Registration Service 2026/27

Assume
01-Apr-26

Service Area	Charge	Unit	Agreed Charge 2025/26 inclusive of VAT £	Proposed Charge exclusive of VAT 2026/27 £	Proposed Charge inclusive of VAT 2026/27 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Registration Service	Amendment Fee for all Marriage and Civil partnership ceremonies.	per amendment	65.00	69.50	69.50	7%	01/04/2026	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	65.00	57.92	69.50	7%	01/04/2026	Discretionary	SR	
	Births, Deaths Certificates (Marriage inc line 24-46)	per certificate	11.00	11.00	11.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review.
	Short Birth Certificate	per certificate	11.00	11.00	11.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Space 17 addition	Per application	40.00	40.00	40.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Commemorative Certificates	per certificate	10.00	8.75	10.50	5%	01/04/2026	Discretionary	SR	
	Consideration for a correction	Per application	75.00	75.00	75.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Consideration for a correction (RG involvement)	Per application	90.00	90.00	90.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Consideration of Foreign Divorce	Per application	50.00	50.00	50.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Consideration of Foreign Divorce (RG involvement)	Per application	75.00	75.00	75.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Conversion of a Civil Partnership into Marriage	Standard Service	45.00	45.00	45.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
		Two stage procedure on other premises - completing the declaration	27.00	27.00	27.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
		Two stage procedure on other premises -signing the declaration in a religious registered for marriage of same sex couples	91.00	91.00	91.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Statutory Priority Certificate	Per application	35.00	29.17	35.00	0%	01/04/2026	Statutory	SR	No proposed date for statutory fee review
	Licence for approved premises. No increase proposed as already at limit (from benchmarking undertaken).	3 year licence	2,545.00	2,735.00	2,735.00	7%	01/04/2026	Discretionary	NB	
	Classic Marriage & Civil partnership ceremony at former Register Office Ceremony rooms at advertised times Monday - Friday	Registration Office Ceremony Room (Monday to Friday during advertised hours)	394.00	423.00	423.00	7%	01/04/2026	Discretionary	NB	
	Enhanced Marriage & Civil partnership ceremony at former Register Office Ceremony rooms outside of advertised times Monday - Friday	Registration Office Ceremony Room (Monday to Friday - outside advertised hours)	499.00	536.00	536.00	7%	01/04/2026	Discretionary	NB	Proposed increase for 203/24 based on full cost recovery analysis, using rate card.

Review of Charges 2024/25
Registration Service 2026/27

Assume
01-Apr-26

Service Area	Charge	Unit	Agreed Charge 2025/26 inclusive of VAT £	Proposed Charge exclusive of VAT 2026/27 £	Proposed Charge inclusive of VAT 2026/27 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Classic Marriage & Civil partnership ceremony at former Register Office Ceremony rooms on advertised Saturday mornings only 09:00 - 12:00	Registration Office Ceremony Room (Saturday - during advertised hours)	483.00	519.00	519.00	7%	01/04/2026	Discretionary	NB	Proposed increase for 203/24 based on full cost recovery analysis, using rate card, as well as increased staffing costs for Saturday enhancements
	Enhanced Marriage & Civil partnership ceremony at former Register Office Ceremony rooms outside of advertised times Saturday 09:00 - 17:30	Registration Office Ceremony Room (Saturday - outside advertised hours)	588.00	632.00	632.00	7%	01/04/2026	Discretionary	NB	Proposed increase for 203/24 based on full cost recovery analysis, using rate card, as well as increased staffing costs for Saturday enhancements
	Enhanced Marriage & Civil partnership fees at former Register Office Ceremony rooms Sundays and Bank Holidays 09:00 - 17:30	Registration Office Ceremony Room (Sunday / Bank Holiday)	693.00	745.00	745.00	8%	01/04/2026	Discretionary	NB	Proposed increase for 203/24 based on full cost recovery analysis, using rate card, as well as increased staffing costs for Sunday / Bank Hol enhancements
	Marriage & Civil partnership fees at former Register Office Ceremony rooms Monday to Sunday - Surcharge on top of standard fee for ceremony taking place OOH at 6pm or later	Registration Office Ceremony Room Monday - Sunday OOH	110.00	98.33	118.00	7%	01/04/2026	Discretionary	SR	
	Marriage & Civil Partnership and Register Premises (Church or Chapel)	Attending chapel / church	97.00	97.00	97.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Marriage & Civil Partnership fees in Oxford Register Office Statutory Room	Statutory Marriage or Civil Partnership RO (Tues only)	46.00	46.00	46.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Non refundable booking fee.	Per Ceremony	100.00	83.33	100.00	0%	01/04/2026	Discretionary	SR	
	Marriages and Civil Partnerships at Approved Venues (9.00 - 17:30)	Monday - Friday	700.00	626.67	752.00	7%	01/04/2026	Discretionary	SR	
		Saturday	760.00	680.83	817.00	8%	01/04/2026	Discretionary	SR	
		Sunday & Bank Holiday	892.00	798.33	958.00	7%	01/04/2026	Discretionary	SR	
	Marriages at Approved Venues Surcharge on top of standard fee for ceremony taking place OOH at 6pm or later	Monday - Sunday OOH	110.00	98.33	118.00	7%	01/04/2026	Discretionary	SR	
	Notice of Marriages and Civil Partnership - Foreign Nationals	Extended 70 day Notice for foreign Nationals (for 1 person)	47.00	47.00	47.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Notice of Marriages and Civil Partnership	Notice of Marriage/Civil Partnership (for 1 person)	35.00	35.00	35.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices (09:00 - 17:30)	Register Office Ceremony Room Monday - Friday	315.00	281.67	338.00	7%	01/04/2026	Discretionary	SR	
		Register Office Ceremony Room Saturday	367.00	328.33	394.00	7%	01/04/2026	Discretionary	SR	
		Register Office Ceremony Room Sunday & Bank Holiday	420.00	375.83	451.00	7%	01/04/2026	Discretionary	SR	

Review of Charges 2024/25
Registration Service 2026/27

Assume
01-Apr-26

Service Area	Charge	Unit	Agreed Charge 2025/26 inclusive of VAT £	Proposed Charge exclusive of VAT 2026/27 £	Proposed Charge inclusive of VAT 2026/27 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Approved venues (09:00 - 17:30)	Approved Venue Monday - Friday	347.00	310.83	373.00	7%	01/04/2026	Discretionary	SR	
		Approved Venue Saturday	389.00	348.33	418.00	7%	01/04/2026	Discretionary	SR	
		Approved Venue Sunday & Bank Holiday	435.00	389.17	467.00	7%	01/04/2026	Discretionary	SR	
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council (09:00 - 17:30)	Venues not approved by Oxfordshire County Council Monday - Friday	499.00	446.67	536.00	7%	01/04/2026	Discretionary	SR	
		Venues not approved by Oxfordshire County Council Saturday	540.00	483.33	580.00	7%	01/04/2026	Discretionary	SR	
		Venues not approved by Oxfordshire County Council Sunday & Bank Holiday	588.00	526.67	632.00	7%	01/04/2026	Discretionary	SR	
	Marriage or Civil Partnership Ceremony and a non-statutory civil ceremony	Your day your way ceremony	840.00	752.50	903.00	8%	01/04/2026	Discretionary	SR	
	Other Civil Ceremonies - Group Citizenship Monday - Friday (09:00 - 15:00)	Group Citizenship Ceremony at County Hall	80.00	80.00	80.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review
	Other Civil Ceremonies - Private Individual Citizenship Monday - Friday (09:00 - 16:00)	Private Individual Ceremony at a Registration Office only	120.00	102.50	123.00	3%	01/04/2026	Discretionary	SR	
	Other Civil Ceremonies - Private Individual Citizenship Saturday (09:00 - 12:00)	Individual Ceremony at a Registration Office only	147.00	131.67	158.00	7%	01/04/2026	Discretionary	SR	
	Other Civil Ceremonies - Family Citizenship (2 adults and up to 3 children) Monday - Friday (09:00 - 16:00)	Individual Ceremony at Oxford Register Office only	302.00	270.00	324.00	7%	01/04/2026	Discretionary	SR	
	Other Civil Ceremonies - Private Family Citizenship (2 adults and up to 3 children) Saturday (09:00 - 12:00)	Individual Ceremony at Oxford Register Office only	346.00	309.17	371.00	7%	01/04/2026	Discretionary	SR	
	Completion of PD2 Change of Name for Passport Form	Per form	31.50	28.33	34.00	8%	01/04/2026	Discretionary	SR	
	Completion of Foreign Pension Proof of Life & Residence forms	Per form	31.50	28.33	34.00	8%	01/04/2026	Discretionary	SR	
	Certificate Keepsake Folder	Per folder	3.15	2.83	3.40	8%	01/04/2026	Discretionary	SR	
	Searches in indexes	General Search	18.00	18.00	18.00	0%	01/04/2026	Statutory	NB	No proposed date for statutory fee review