



**Performance & Corporate Services Overview &
Scrutiny Committee
Thursday, 19 January 2023**

ADDENDA

**5. Updated Strategic Plan and Funding and Budget Proposals
2023/24 - 2025/26 (Pages 1 - 70)**

The Performance and Corporate Services Committee is invited to consider and comment on the following reports set out in this addendum:

- Capital Prioritisation Framework
- Priority Pipeline Capital Schemes
- Review of Charges

These reports are dated December 2022 and have since been updated. Members will be alerted if discussing something which has been subsequently amended.

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Capital Prioritisation Framework

OCC Capital Prioritisation Framework 2022/23 (and medium term 2-5yrs):

Principles:

- o For **all** projects, the funding cannot exceed the budget allocation. Where cost increases occur, value engineering and/or de-scoping will be required (or additional external funding secured)
- o any new inclusion of projects and/or approval of exceptions/change requests will require an equivalent reduction in schemes or funding (one in, one out principle)
- o all projects demonstrate benefits realisation, clearly setting out direct and indirect benefits linked to the nine corporate priorities
- o where schemes fall outside these categories but are well progressed (ie have approved full business case) and have RAG status of green for deliverability* can be considered for inclusion, where funding is available
- o schemes with major proportion (80% or more) of the capital from external sources which will be lost if the project fails to go ahead but subject to consideration of future revenue requirements can be considered
- o Major Infrastructure schemes align to OXIS prioritisation
- o All projects undertake equality and climate impact assessments (and carbon accounting when methodology is available), considering impact on deprivation, health and wellbeing in any given area
- o Projects that do not demonstrate alignment to these priorities will be stopped/paused
- o All mainstream school expansions/new schools be managed within basic need grant and available S106 contributions supported by the basic need programme and growth contingency provision
- o Major Infrastructure schemes be considered under five sub categories:
 - o HIF1
 - o A40 Corridor (inc HIF2)
 - o A423 Improvement Programme (Kennington Bridge)
 - o Active Travel Tranche 3
 - o Housing & Growth Deal

Categories

Category 1 Projects:

Enable compliance with the council's minimum statutory duties relating to health and safety and schools. For projects in this category, there is still a need to justify the cost level.

Category 2 Projects:

Generate revenue savings (and/or cost avoidance) through the delivery of a new business strategy or service transformation proposals (inc children's homes and supported living). For projects in this category, there is still a need to explore whether or not they could be self-financing, for example through prudential borrowing.

Category 3 Projects:

Facilitate **(ie majority of the scheme)** climate action or active travel commitments of the Council, as articulated in the strategic plan.

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High priority capital schemes to which indicative funding is proposed to be allocated

Prioritisation Category	OCC Funding (estimates subject to business case)	Self-financing (estimates subject to business case)
1: Statutory health & safety & school placements	£15.3m	
2: Generate revenue savings or cost avoidance/reduction	£11.2 - £12.2m	£11m
3: Climate action or active travel	£3m	upto £19.6m
Total	upto £30.5m	upto £30.6m

Prioritisation Category 1: Statutory Health & Safety and statutory school placements	OCC Funding (estimates subject to business case)	Self-financing (estimates subject to business case)	Other funding sources	Current status/comments
Urgent Health & Safety works arising from school condition survey	£2m		Potential to be met in full or partly from School Condition Allocation	Awaiting condition survey – estimated costs may change School Maintenance Programme £3m underspend could be utilised to support works arising from condition survey
Replacement Mortuary	£5m			Thames Valley Partnership approach being adopted. Initial business case expected Spring 2023.
Gypsy & Traveller site improvements	£1m			Improvements to sanitary areas to bring them up to minimum standards (covers all sites across Oxfordshire)
Fire compartmentation survey & remedial works	£0.8m			Full fire compartmentation survey of the council's estate, expected Autumn 2022, remedial actions Summer 2023 and expected to be completed over a 2-3 year programme.
Thames towpath, Oxford – Bank repair & reconstruction programme	£1.5m			The Thames towpath bank is failing in several sections along the Folly Bridge – Donnington Bridge section, approx., 1.5km in length. There are visible cracks in the footpath surface and several sections are now barriered to prevent injury to the public – links with active travel/safe cycle/pedestrian routes.
Vision Zero (Road Safety & Accessibility Programme)	£5m			Funding allows for £1m in 2023/24 & 2024/25 & £3m in 2025/26
Total Category 1	£15.3m			

Prioritisation Category 2: Generate revenue savings or cost avoidance/reduction	OCC Funding (estimates subject to business case)	Self-financing (estimates subject to business case)	Other funding sources	Current status/comments
Expansion of Oxfordshire Special School Capacity (phase 1a, 1b, 2)	£8m		Potential DfE High Needs Capital Grant	<p>External funding being sought. Phase 1a = two new schools expected to be delivered by the Education and Skills Funding Agency (Bloxham Grove & Faringdon).</p> <p>Phase 1b & Phase 2, total cost of £37m less funding from SEN High Needs Capital Grant of £19.2m for 2021/22-2023/24, plus future yrs 2024/25 (not announced) and other funding sources. Total funding currently estimated at £29m. Also dependent on one more Free School bid being secured. OCC funding is based on gap between £37m cost and estimated funding of £29m.</p>
Children's Homes	£3m-£4m		External bid being sought	Initial business case expected late 2022/23. External funding being sought. (2 small homes to support 1-2 children each or one home to support four children)
Supported Living (Charlbury) Adults with complex needs	£0.2m			Charlbury Supported Living Development - £0.3m already approved previously (Young Dementia Extra Care Housing Scheme). To be met within existing Specialist Housing & Financial Assistance Programme
Central Oxford Property Strategy		£11m	Capital receipts from disposal of Oxford accommodation	The councils' Property Strategy requires investment to realise future savings
Total	£11.2m-£12.2m	£11m		

Prioritisation Category 3: Climate Action or Active Travel	OCC Funding (estimates subject to business case)	Self-financing (estimates subject to business case)	Funding sources	Current status/comments
Fleet Replacement Programme (not including Fire Rescue Service)		Up to £18m depending on savings achievable	Savings from reduced vehicle hire	Project proposes to replace current lease scheme, purchasing electric vehicles with potential revenue savings.
Low Carbon Business Travel Project (grey fleet)		£0.8m	Savings in travel costs – reduced car mileage	Purchase 25 electric cars (£0.7m) and chargers (£0.1m) Revenue savings of c.£0.025m per annum for three years vs. payment of mileage claims for 25 employees with annual business mileage claims in excess of 10,000 miles per annum. Due to the high mileages travelled it will be cheaper for the council to provide new electric cars than to continue paying mileage claims for these staff members.
Energy Efficiency Recycling Fund for OCC Maintained Schools		£0.8m	Needs upfront funding but would be repaid by schools	A low-cost loan scheme for council maintained schools to finance installation of energy saving measures that are not eligible under currently available finance schemes. Initially two energy efficiency measures (solar PV and LED lighting) Potential £85,000 of annual savings.
Climate with the option of trees	£3m			Options to be considered will include a Tree Planting scheme - in line with the council's Tree Policy a minimum of 1,120 trees need to be planted annually to replace removed trees
Total	£3m	Upto £19.6m		

Proposed Additions to Capital Pipeline

Schemes that were temporarily 'paused' as a result of the capital prioritisation exercise	OCC funding required	Priority Category	Funding sources	Comments
Carterton Fire Station (Community Safety Centre)	£5.6m	-	OCC + Section 106	Initial business case. £3.6m + Section 106 - Original £3.6m remaining before funding pressure
Blackbird Leys Library	TBC	-	OCC	Project paused – further engagement with partners and community to determine need and develop business case
Edcot Library	TBC	-	Section 106	Project paused – Section 106 funding to be determined
Mill Lane Primary School, Chinnor	£0.6m	-	Basic Need/Section 106	Initial Business Case (Gate 0) for kitchen/hall (non statutory works), project paused – pending full school condition survey (already allocated Basic Need & S106) Basic Need Contingency could be used
Bloxham Primary School	£1.1m	-	Basic Need/Section 106	Initial Business Case (Gate 0) for temporary accommodation replacement (non statutory works) project paused – pending full condition survey (already allocated S106) Basic need contingency (wait condition survey)

Proposals which align to Priority Framework Categories	OCC funding required	Priority Category	Funding sources	Current status/comments
Expansion of Oxfordshire Special School Capacity (phase 3)	£40m	Category 2		2 new 150 pupil place schools
Additional Children's Homes	£6m	Category 2	OCC + external bid	In addition to 2 small/1 larger home included in high priority schemes External funding will be sought
Decarbonisation of the council's buildings - Phase 1	£5m	Category 3	OCC	Currently £3.7m in capital programme + external bid (energy revenue savings of £0.5m per year) (Project inc installation of renewables (solar PV), Heat Pumps, Insulation)
Decarbonisation of the council's buildings - Phase 2	£19m	Category 3	OCC	Currently £3.7m in capital programme + external bid (energy revenue savings of £0.5m per year) (Project inc installation of renewables (solar PV), Heat Pumps, Insulation)

Proposals where there is no direct alignment to priority framework categories	OCC funding required	Priority Category	Funding sources	Current status/comments
ERP system replacement or upgrade	£10m	-	OCC	Business critical systems
Highways Maintenance 2025/26 onwards	£70m	-	OCC	Cliff edge in existing funding from 2025/26 (DFT funding 2022/23 - 2024/25). Includes pothole funding £9m per year (£10m each year from 2025/26)
Bridge Structures	£82m	-	OCC	Top 10 structures identified for works (breakdown provided), The provisional level of funding for the Structures Maintenance programme over the next 5 years is approximately £13m, whereas the estimated need is £95m.
Household Waste Recycling Centres (replacements)	£26m	-	OCC	Funding for the implementation of the Waste Strategy
Household Waste Recycling Centres (condition survey works)	£4m	-	OCC	HWRC works including maintenance work at Redbridge site. From 2023/24 for 5 years.

Review of Charges 2023/24
Adult Services

Assume
01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Daytime Support	1:1 Support (3 hour session)	3 hour Session	66.30	72.93	10%	01/04/2023	Discretionary	NB	
	1:2 Active Support (3 hour session)	3 hour Session	31.62	34.78	10%	01/04/2023	Discretionary	NB	
	1:6 Respite & prevention (3 hour session)	3 hour Session	21.42	23.56	10%	01/04/2023	Discretionary	NB	
	2:1 Support (3 hour session)	3 hour Session	118.00	129.80	10%	01/04/2023	Discretionary	NB	
	Hire of Room (no equipment provided)	per hour	20.91	23.00	10%	01/04/2023	Discretionary	ZR	
	Hire of Sensory Room	per hour	3.52	3.87	10%	01/04/2023	Discretionary	NB or SR	
	Hourly cost of attendance outside of core hours	per hour	25.50	28.05	10%	01/04/2023	Discretionary	NB	
	Lunchtime meal	per meal	2.40	2.64	10%	01/04/2023	Discretionary	SR	
	Music, Art and Boom Groups	per session	6.10	6.71	10%	01/04/2023	Discretionary	NB or SR	
	Service User Transport (single or return journey) where this is part of assessed need	Single or Return Journey	25.00	27.50	10%	01/04/2023	Discretionary	NB	
	SMILE	per session	6.10	6.71	10%	01/04/2023	Discretionary	NB or SR	
Money Management	Court of Protection income	Annual Management Fee Yr 1	775.00	775.00	0%	01/04/2023	Statutory	NB	
		Category 3 Property Management	300.00	300.00	0%	01/04/2023	Statutory	NB	
		Category 4 Annual report	216.00	216.00	0%	01/04/2023	Statutory	NB	
		Deputy for Health & Welfare	555.00	555.00	0%	01/04/2023	Statutory	NB	
		Preparation of basic HMRC income tax return	70.00	70.00	0%	01/04/2023	Statutory	NB	
		Preparation of complex HMRC income tax return	140.00	140.00	0%	01/04/2023	Statutory	NB	
		Section 12, Fixed cost direction of travel	40.00	40.00	0%	01/04/2023	Statutory	NB	
		Work up to court order date	745.00	745.00	0%	01/04/2023	Statutory	NB	
	Yr2 & subsequent yrs	650.00	650.00	0%	01/04/2023	Statutory	NB		
	Maximum charge per hour for work in relation to estates of deceased clients	per hour	115.00	115.00	0%	01/04/2023	Discretionary	SR	Actual charge is £105 per hour (in line with legal solicitor's charge currently £90 per hour). RoC uses £115 as a maximum hourly rate.

Adult Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Urgent Response and Telecare Service: telecare equipment and monitoring form a call centre.	URTS service - telecare level 1	Weekly	5.00	5.50	10%	01/04/2023	Discretionary	ZR or SR	
	URTS service - telecare level 2	Weekly	10.00	11.00	10%	01/04/2023	Discretionary	ZR or SR	
Arrangement fees	Annual charge for arranging support for people who fund their own care	Annual	151.00	166.10	10%	01/04/2023	Discretionary	SR	
	Weekly charge for arranging support for people who fund their own care.	Weekly	4.30	4.73	10%	01/04/2023	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 2023/24
Children's Services

Assume
01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Corporate Parenting - ATTACH	Assessment	Per Assessment	900.00	990.00	10%	01/04/2023	Discretionary	SR	
	Foundations for Attachment Group	Per Intervention	1,000.00	1,100.00	10%	01/04/2023	Discretionary	SR	
	Non-Violent Resistance Group	Per Intervention	1,500.00	1,650.00	10%	01/04/2023	Discretionary	SR	
	Nurturing Attachments Group	Per Intervention	1,750.00	1,925.00	10%	01/04/2023	Discretionary	SR	
	Stories for Attachment Group	Per Intervention	700.00	770.00	10%	01/04/2023	Discretionary	SR	
	Telephone Appointment	Per Half Hour	75.00	82.00	9%	01/04/2023	Discretionary	SR	
	Therapy	per hour	150.00	165.00	10%	01/04/2023	Discretionary	SR	
	VIG	Per Intervention	1,500.00	1,650.00	10%	01/04/2023	Discretionary	SR	
	Compassion focused therapy group	Per Intervention	1,500.00	1,650.00	10%	01/04/2023	Discretionary	SR	
	Additional Hours	per hour	150.00	165.00	10%	01/04/2023	Discretionary	SR	
Corporate Parenting - Riverside Centre	Climbing wall (tower) hire for one day within Oxfordshire	Per Day	800.00	880.00	10%	01/04/2023	Discretionary	SR	These are income areas that are historic and unlikely to be used due to the changed nature of business delivery
	First Staff member per half day (up to 3.5 hours).	Half day	230.00	253.00	10%	01/04/2023	Discretionary	SR	These are income areas that are historic and unlikely to be used due to the changed nature of business delivery
	First Staff member per whole day (3.5hrs- 7hrs)	Full day	300.00	330.00	10%	01/04/2023	Discretionary	SR	These are income areas that are historic and unlikely to be used due to the changed nature of business delivery
	Hire of Premises (cost of the building per day)	Per Day	100.00	120.00	20%	01/04/2023	Discretionary	SR	
	Minibus hire to OCC approved groups	Per Day	90.00	110.00	22%	01/04/2023	Discretionary	SR	
	Minibus per mile after first 100 miles per day	Per mile	0.30	0.45	50%	01/04/2023	Discretionary	SR	
	Recharge rate for SEND & Meadowbrook Schools	per hour	27.50	32.50	18%	01/04/2023	Discretionary	SR	
	Second staff member per half day	Half day	170.00	187.00	10%	01/04/2023	Discretionary	SR	These are income areas that are historic and unlikely to be used due to the changed nature of business delivery
Second Staff member per whole day	Full day	240.00	264.00	10%	01/04/2023	Discretionary	SR	These are income areas that are historic and unlikely to be used due to the changed nature of business delivery	

Children's Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Home to School Transport	Contributions To School Transport (Spare Seat Scheme) (Per annum)	Over 3 Miles Pre and Post-16 Students	733.00	806.30	10%	01/09/2023	Discretionary	ZR	10% inflationary uplift (costs of fuel and labour) from September 2023. Note, a wider review of home to school transport policy in readiness for the 2023/24 school year, may mean further changes to the scheme and its pricing structure.
		Under 3 Miles Pre and Post-16 Students	394.00	433.40	10%	01/09/2023	Discretionary	ZR	10% inflationary uplift (costs of fuel and labour) from September 2023. Note, a wider review of home to school transport policy in readiness for the 2023/24 school year, may mean further changes to the scheme and its pricing structure.
Education Staff	Charging for work of officers in Education service to other organisations	Group Manager	717	792	10%	01/04/2023	Discretionary	SR	Standardise across Children, E&P iHUB, Property
		Team Leader	645	710	10%	01/04/2023	Discretionary	SR	Standardise across Children, E&P iHUB, Property
		Principal Officer	527	585	11%	01/04/2023	Discretionary	SR	Standardise across Children, E&P iHUB, Property
		Officer	409	459	12%	01/04/2023	Discretionary	SR	Standardise across Children, E&P iHUB, Property
		Assistant	326	370	13%	01/04/2023	Discretionary	SR	Standardise across Children, E&P iHUB, Property
		Large meeting (up to 5 Officers in attendance)	1440	1602	11%	01/04/2023	Discretionary	SR	Standardise across Children, E&P iHUB, Property
		Small meeting (2-3 Officers in attendance)	720	799	11%	01/04/2023	Discretionary	SR	Standardise across Children, E&P iHUB, Property

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Commons Registration Authority Charges	Common searches	Per additional land parcel	1.36	1.50	10%	01/04/2023	Discretionary	SR	
	Common searches (new Con290 form due 14/15 or after)	Initial Search	44.00	50.00	14%	01/04/2023	Discretionary	SR	
	Corrective applications additional inquiry stage para 6	Per application	3,600.00	3,960.00	10%	01/04/2023	Discretionary	NB	
	Corrective applications additional inquiry stage para 7	Per application	2,960.00	3,260.00	10%	01/04/2023	Discretionary	NB	
	Corrective applications additional inquiry stage para 8	Per application	3,470.00	3,820.00	10%	01/04/2023	Discretionary	NB	
	Corrective applications additional inquiry stage para 9	Per application	3,570.00	3,930.00	10%	01/04/2023	Discretionary	NB	
	Corrective applications under Commons Act 2006 Schedule 2 (standard, no inquiry)	Per application	1,150.00	1,265.00	10%	01/04/2023	Discretionary	NB	
	Supply of Highway (rights of way) related information	Written response to extensive enquiry	75.00	84.00	12%	01/04/2023	Discretionary	SR	
	Supply of Highway (rights of way) related information	Written response to standard enquiry	55.00	62.00	13%	01/04/2023	Discretionary	SR	
	Landowner Deposits: Highways Act 1980 section 31(6)	Receipt and processing of deposited map and statement OR declaration for a single parcel (of any size)	290.00	320.00	10%	01/04/2023	Discretionary	SR	
	Landowner Deposits: Highways Act 1980 section 31(6)	Additional fee for each additional unconnected land parcel	20.00	22.00	10%	01/04/2023	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.	50.00	55.00	10%	01/04/2023	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)	350.00	385.00	10%	01/04/2023	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	25.00	28.00	12%	01/04/2023	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	3,700.00	4,070.00	10%	01/04/2023	Statutory	NB	

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Orders confirmed - objections withdrawn OR Orders opposed - not proceeded with	4,200.00	4,620.00	10%	01/04/2023	Statutory	NB	
		Orders opposed - submitted to SoS	5,330.00	5,870.00	10%	01/04/2023	Statutory	NB	
Excess Charges/ Penalty Notices/ Enforcement	Bus Lane Camera Enforcement	Fines paid after 14 & up to 28 days	60.00	60.00	0%	01/04/2023	Statutory	NB	PRF Approved
		Fines paid within 14 days	30.00	30.00	0%	01/04/2023	Statutory	NB	PRF Approved
	Penalty Charge Notices - higher contraventions	Fines paid after 14 & up to 28 days	70.00	70.00	0%	01/04/2023	Statutory	NB	PRF Approved
		Fines paid within 14 days	35.00	35.00	0%	01/04/2023	Statutory	NB	PRF Approved
	Penalty Charge Notices - lower contraventions	Fines paid after 14 & up to 28 days	50.00	50.00	0%	01/04/2023	Statutory	NB	PRF Approved
		Fines paid within 14 days	25.00	25.00	0%	01/04/2023	Statutory	NB	PRF Approved
Highways	Agreement for temporary traffic counter on highway		38.00	42.00	11%	01/04/2023	Discretionary	NB	
	Approving traffic Management plans and signage schedules	per hour	65.00	80.00	23%	01/04/2023	Discretionary	NB	
	Private access protection road markings	Per application	153.00	168.00	10%	01/04/2023	Discretionary	NB	PRF Approved
	Directional Signage - New Developments	Agreement and authorisation/approval of sites and signs (per hour)	66.00	80.00	21%	01/04/2023	Discretionary	SR	
		Design Services (per hour)	66.00	80.00	21%	01/04/2023	Discretionary	SR	Increased to be consistent with Highways hourly rate in row 28 above
		Installation Supervision (per hour)	66.00	80.00	21%	01/04/2023	Discretionary	SR	Increased to be consistent with Highways hourly rate in row 28 above
	Charge to public utilities for outstaying prescribed and/or reasonable periods for their works in the highway.	Fixed under NRSWA.	Various as per scale of charges	Various as per scale of charges	n/a	01/04/2023	Statutory	NB	At maximum levels. PRF Approved
	Commuted fee for licence of private apparatus in the highway, including the admin cost of maintaining the licence record (S50)		£1095 inspection fee (including the first 200m) and then £176 for every additional 200m of part thereof.	£1,210 inspection fee (including the first 200m) and then £200 for every additional 200m of part thereof.	n/a	01/04/2023	Statutory	NB	
	Fixed Penalty Notice income from statutory undertakers for non-compliance with Sections 54, 55, 57, 70, 74 of the New Roads and Street Works Act (NRSWA)	Per Notice	120.00	120.00	0%	01/04/2023	Statutory	NB	
		Discounted Rate	80.00	80.00	0%	01/04/2023	Statutory	NB	
	Hoarding Consents	Initial Licence - one month occupation	180.00	210.00	17%	01/04/2023	Discretionary	NB	
		Renewal - one month occupation	180.00	210.00	17%	01/04/2023	Discretionary	NB	
		Retrospective Licence	235.00	300.00	28%	01/04/2023	Discretionary	NB	
	Oversailing Consents - structures oversailing the highway	Licence	375.00	435.00	16%	01/04/2023	Discretionary	NB	
		Retrospective Licence	585.00	685.00	17%	01/04/2023	Discretionary	NB	

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Reinstatement of Trenches - Site Supervision by Highways Inspectors (Fixed charge under NRSWA)	Standard Charge for Defect Inspections set by Statutory Regulation.	50.00	50.00	0%	01/04/2023	Statutory	NB	
		Standard Charge for Sample Inspections set by Statutory Regulation.	50.00	50.00	0%	01/04/2023	Statutory	NB	
	Vehicle Crossings	Residential Non-classified Roads	205.00	230.00	12%	01/04/2023	Discretionary	NB	
		Residential Classified Roads	320.00	360.00	13%	01/04/2023	Discretionary	NB	
		Multiple access and commercial use Non-classified Roads	565.00	625.00	11%	01/04/2023	Discretionary	NB	
		Multiple access and commercial use Classified Roads	730.00	800.00	10%	01/04/2023	Discretionary	NB	
		Temporary vehicle crossing to allow access to a new development in advance of formal S278 sign off	1,010.00	1,200.00	19%	01/04/2023	Discretionary	NB	
		Enforcement for non-compliance with vehicle crossing (non-applications, not to specification).	At Cost	At Cost	n/a	01/04/2023	Discretionary	NB	
	Design Work on Street Lighting for New Developments	1 - 5 Columns (Minimum Charge)	856.00	942.00	10%	01/04/2023	Discretionary	SR	
		6 - 15 Columns (Minimum Charge)	1,198.00	1,318.00	10%	01/04/2023	Discretionary	SR	
		16 - 25 Columns (Minimum Charge)	1,504.00	1,655.00	10%	01/04/2023	Discretionary	SR	
		26 - 50 Columns (Minimum Charge)	1,800.00	1,980.00	10%	01/04/2023	Discretionary	SR	
		Over 50 Columns (Minimum Charge)	2,397.00	2,637.00	10%	01/04/2023	Discretionary	SR	
	Re-submission of Design Work on Street Lighting	1 - 25 columns	642.00	706.00	10%	01/04/2023	Discretionary	SR	
		Above 25 columns	856.00	961.00	12%	01/04/2023	Discretionary	SR	
	Filming Policy - On or in the vicinity of the Highway - Application Fee for permission to film	Advertising, maintenance of notices and exceptional staff time	Charge per hour at cost	Charge per hour at cost	n/a	01/04/2023	Discretionary	SR	
		Small - 1 - 10 crew	£80 to £320 depending on the number of days and complexity of the project.	£100 to £350 depending on the number of days and complexity of the project.	n/a	01/04/2023	Discretionary	SR	
		Medium - 11 - 29 crew	£320 TO £1270 depending on the number of days and complexity of the project.	£350 to £1400 depending on the number of days and complexity of the project.	n/a	01/04/2023	Discretionary	SR	

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Large - 20 - 40 crew	£525 TO £2080 depending on the number of days and complexity of the project.	£600 TO £2230 depending on the number of days and complexity of the project.	n/a	01/04/2023	Discretionary	SR	
		Large Plus - 41+ crew	£2,080 minimum fee (fees above this level are subject to negotiation)	£2,230 minimum fee (fees above this level are subject to negotiation)	n/a	01/04/2023	Discretionary	SR	
	Oxfordshire Permit Scheme - Permit Fees	Permit fee for working on the highway network.	Various as per scale of charges	Various as per scale of charges	n/a	01/04/2023	Discretionary	NB	
	Application fee for S278 works (non statutory works promoters) to book space on the highway.	Per application - Works involving excavation £245	250.00	275.00	10%	01/04/2023	Discretionary	NB	
		Retrospective Permit	330.00	365.00	11%	01/04/2023	Discretionary	NB	
	Experimental Traffic Regulation Order	Standard Experimental Traffic Regulation Order	3,320.00	3,652.00	10%	01/04/2023	Discretionary	NB	
	Temporary Traffic Regulation Orders (Please note no refunds are available for cancelled TTROs)	Routine Temporary TRO	2,130.00	2,343.00	10%	01/04/2023	Discretionary	NB	
		5 days Notice	1,490.00	1,639.00	10%	01/04/2023	Discretionary	NB	
		Emergency Notice	910.00	1,001.00	10%	01/04/2023	Discretionary	NB	
		Special Events - basic order	2,130.00	2,343.00	10%	01/04/2023	Discretionary	NB	
		Advertising, maintenance of notices and exceptional staff time.	At cost	at cost	n/a	01/04/2023	Discretionary	NB	
	Traffic Regulation Orders	Standard Traffic Regulation Order	3,320.00	3,652.00	10%	01/04/2023	Discretionary	NB	
		Other consultation not requiring placing of a newspaper notice	1,708.00	1,879.00	10%	01/04/2023	Discretionary	NB	
		Other Consultation Requiring placing of a single newspaper notice and no input from legal team - includes pedestrian crossings; traffic calming schemes and incorporating road humps	1,917.00	2,099.00	9%	01/04/2023	Discretionary	NB	
		Parking permit exclusions requiring Traffic Regulation Order amendment arising from planning permission for a new development	2,346.00	2,580.00	10%	01/04/2023	Discretionary	NB	
		Advertising, maintenance of notices and exceptional staff time	At cost	at cost	n/a	01/04/2023	Discretionary	NB	
	Cranes	Licence	470.00	540.00	15%	01/04/2023	Discretionary	NB	
		Retrospective Licence	585.00	670.00	15%	01/04/2023	Discretionary	NB	

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Scaffolding Licences	Initial Licence - one month occupation	190.00	220.00	16%	01/04/2023	Discretionary	NB	
		Renewal - one month occupation	190.00	220.00	16%	01/04/2023	Discretionary	NB	
	Scaffolding Licences	Retrospective Licence	300.00	350.00	17%	01/04/2023	Discretionary	NB	
	Tower Scaffolding Licences/Cherry Picker / Small Lift	Initial Licence 2 days occupation	155.00	180.00	16%	01/04/2023	Discretionary	NB	
		Renewal - 2 days occupation	155.00	180.00	16%	01/04/2023	Discretionary	NB	
		Retrospective Licence	300.00	400.00	33%	01/04/2023	Discretionary	NB	
	Highway Material Storage Licence	Enforcement for non-compliance / No consent for all licence fees that do not have existing prescribed enforcement fees. Change fee to "At cost"	At Cost	At Cost	n/a	01/04/2023	Discretionary	NB	
		Licence	140.00	160.00	14%	01/04/2023	Discretionary	NB	
		Retrospective Licence	190.00	250.00	32%	01/04/2023	Discretionary	NB	
	Skip Licence	Late renewal (more than 5 working days to be classed as new application)	115.00	130.00	13%	01/04/2023	Discretionary	NB	
		Licence	140.00	160.00	14%	01/04/2023	Discretionary	NB	
		Licence Renewal	140.00	160.00	14%	01/04/2023	Discretionary	NB	
		One day Licence	100.00	115.00	15%	01/04/2023	Discretionary	NB	
		Retrospective Licence	200.00	300.00	50%	01/04/2023	Discretionary	NB	
	NEW CHARGE - Bus stop suspensions	Per request	n/a	180.00	NEW	01/04/2023	Discretionary	NB	
	Removal of unauthorised signs	Signs over 0.5 sq. metre in area	285.00	310.00	9%	01/04/2023	Discretionary	NB	
		Signs under 0.5 sq. metre in area	215.00	235.00	9%	01/04/2023	Discretionary	NB	
	Tourism Signs	Assessing application and detailed site assessment	326.00	358.00	10%	01/04/2023	Discretionary	NB	
		Design, manufacture & erection	Cost +20%	Cost +20%	n/a	01/04/2023	Discretionary	SR	
		Maintenance & removal	2/3 x (b) above	2/3 x (b) above	n/a	01/04/2023	Discretionary	SR	
	Provision of CCTV coverage for legal/judicial proceedings (excluding requests in relation to the prevention or prosecution of crime)	Per request	70.00	80.00	14%	01/04/2023	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)	164.00	182.00	11%	01/04/2023	Discretionary	SR	
		Data from additional years (per year)	34.00	38.00	12%	01/04/2023	Discretionary	SR	
		Data from additional ATC in same request (first year)	90.00	100.00	11%	01/04/2023	Discretionary	SR	
		Collating Data from Multiple sites	59.00	65.00	10%	01/04/2023	Discretionary	SR	
	Supply of Conveyancing 29 Highway Search Information		9,364.00	10,300.00	10%	01/04/2023	Discretionary	NB	
	Supply of Highway related information, including Personal Search Fees	Con29 property search	66.00	73.00	11%	01/04/2023	Discretionary	SR	

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Extensive highway boundary extent	160.00	176.00	10%	01/04/2023	Discretionary	SR	
		Highway extent	66.00	73.00	11%	01/04/2023	Discretionary	SR	
		Highway extent per additional question	16.00	18.00	13%	01/04/2023	Discretionary	SR	
		Highway Extent research/survey	660.00	726.00	10%	01/04/2023	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)	684.00	750.00	10%	01/04/2023	Discretionary	SR	
		Medium Survey (e.g. turning count)	453.00	500.00	10%	01/04/2023	Discretionary	SR	
		Small Survey (e.g. link count)	288.00	320.00	11%	01/04/2023	Discretionary	SR	
	Supply of traffic accident data (planning matter or other professional purpose)	first location / date range	168.00	185.00	10%	01/04/2023	Discretionary	SR	
		search of records to establish if there is any relevant data	49.00	54.00	10%	01/04/2023	Discretionary	SR	
		second and each subsequent location / date range	96.00	106.00	10%	01/04/2023	Discretionary	SR	
	Section 50 works - EV charging gullies licence to install.	Per licence (Price to be confirmed)	300.00	300.00	0%	01/04/2023	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	0%	01/04/2023	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 (provisional and needs to be confirmed).	per gully	100.00	100.00	0%	01/04/2023	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	1,000.00	2,000.00	100%	01/04/2023	Discretionary	SR	Costs increased as the volume of work required has increased as the scheme has developed.
		Scheme duration 12 months to 24 months	3,000.00	5,000.00	67%	01/04/2023	Discretionary	SR	
		Scheme duration beyond 24 months	5,000.00	10,000.00	100%	01/04/2023	Discretionary	SR	
	Supply of Manual Traffic Survey Data (commercial request to purchase historical survey data is received)	Collating Multiple Sets of Data	59.00	65.00	10%	01/04/2023	Discretionary	SR	
	Service Charge to Arrange Survey Through 3rd Party Survey Companies	Single Survey	60.00	66.00	10%	01/04/2023	Discretionary	SR	
On-Street Parking - Pay and Display	Abingdon 8am-6pm (excl. Sundays, B Hols.) 1984 Act	1 hour	1.00	1.10	10%	01/04/2023	Discretionary	NB	
		2 hours (the maximum)	1.40	1.50	7%	01/04/2023	Discretionary	NB	
		Visitor permit (24 hours)	1.40	1.50	7%	01/04/2023	Discretionary	NB	
	Henley 8am-6pm (excl. Sundays, B Hols.)	1 hour	1.00	1.10	10%	01/04/2023	Discretionary	NB	
		2 hours (the maximum)	1.40	1.50	7%	01/04/2023	Discretionary	NB	
		Visitors permit (24 hours)	1.40	1.50	7%	01/04/2023	Discretionary	NB	

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments		
Oxford City Centre - Central Area Zone 1		1 hour	6.00	6.60	10%	01/04/2023	Discretionary	NB			
		2 hours	12.00	13.20	10%	01/04/2023	Discretionary	NB			
		Saturday 1 hour	6.00	6.60	10%	01/04/2023	Discretionary	NB			
		Saturday 2 hours	12.00	13.20	10%	01/04/2023	Discretionary	NB			
		Saturday evenings	6.00	6.60	10%	01/04/2023	Discretionary	NB			
		Sunday - Friday evenings	6.00	6.60	10%	01/04/2023	Discretionary	NB			
		Oxford City Centre - Zone 2 (including Jericho)		1 hour	5.00	5.50	10%	01/04/2023	Discretionary	NB	
				3 hours	15.00	16.50	10%	01/04/2023	Discretionary	NB	
				Evenings/Sundays	5.00	5.50	10%	01/04/2023	Discretionary	NB	
		Vehicle Removal Charge		120.00	120.00	0%	01/04/2023	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)	0.60	0.70	17%	01/04/2023	Discretionary	NB				
Parking bay suspension (non Pay and Display) - charge for the suspension of a parking bay	Cost is per bay for the first day and £10 per bay for each consecutive day	30.00	33.00	10%	01/04/2023	Discretionary	EX				
Suspension of Parking Bay - Pay and Display	per bay charged at £30 for first day and £10 for each subsequent day + loss of income for each bay determined by income level for the previous 12 months.	30.00	33.00	10%	01/04/2023	Discretionary	EX				
Design and implementation of new Controlled Parking Zones (including TRO) and amendments to existing TRO's to support new parking schemes in Oxfordshire.	10% of basic costs (excluding TRO costs).	10% of basic costs	10% of basic costs (NEW)		01/04/2023	Discretionary	SR				
Park and Ride	Park and Ride Car Park charges - Thornhill & Water Eaton only	Up to 1 hr	free	free	n/a	01/04/2023	Discretionary	NB			
		1-11 hrs	2.00	Deleted		01/04/2023	Discretionary	NB			
		11-24 hrs	4.00	Deleted		01/04/2023	Discretionary	NB			
		1-16 hours	2.00	2.00	0%	01/04/2023	Discretionary	NB			
		16-24 hours	4.00	4.00	0%	01/04/2023	Discretionary	NB			
		24-48 hrs	8.00	8.00	0%	01/04/2023	Discretionary	NB			
		48-72 hrs	12.00	12.00	0%	01/04/2023	Discretionary	NB			
		Annual Season ticket	300.00	300.00	0%	01/04/2023	Discretionary	NB			
		Excess Notices - Fines paid after 14 & up to 28 days	100.00	100.00	0%	01/04/2023	Discretionary	NB			
		Excess Notices - Fines paid within 14 days	50.00	50.00	0%	01/04/2023	Discretionary	NB			
		Monthly Season ticket	30.00	30.00	0%	01/04/2023	Discretionary	NB			
		Quarterly Season Ticket	85.00	85.00	0%	01/04/2023	Discretionary	NB			
		Combined Park & Bus	OCC contribution reduced from £2 to £1.20	2.00	2.00	0%	01/04/2023	Discretionary	NB		
Combined Park & Bus	OCC contribution reduced from £2 to £1.20	2.00	2.00	0%	01/04/2023	Discretionary	NB				
Parking Permits	Abingdon Residents Parking (per annum)	Parking permit	120.00	132.00	10%	01/04/2023	Discretionary	NB			
		Visitors permits - First 25	free	10.00	n/a	01/04/2023	Discretionary	NB			
		Visitors permits - 2nd 25 (total cost)	25.00	27.50	10%	01/04/2023	Discretionary	NB			

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Henley Residents Parking (per annum)	Parking permit	100.00	110.00	10%	01/04/2023	Discretionary	NB	
		Visitors permits - First 25	free	10.00	n/a	01/04/2023	Discretionary	NB	
		Visitors permits - 2nd 25 (total cost)	25.00	27.00	8%	01/04/2023	Discretionary	NB	
	Oxford (per annum)	Business Permits - 3 months	40.00	44.00	10%	01/04/2023	Discretionary	NB	
		Business Permits - 6 months	75.00	82.50	10%	01/04/2023	Discretionary	NB	
		Business Permits - 9 months	115.00	126.50	10%	01/04/2023	Discretionary	NB	
		Business permits - Annual	150.00	165.00	10%	01/04/2023	Discretionary	NB	
		Business Permits - Change of Vehicle	20.00	22.00	10%	01/04/2023	Discretionary	NB	
		Oxford residents (excl. Kassam stadium) 1st & 2nd Car	65.00	70.00	8%	01/04/2023	Discretionary	NB	
		Oxford residents (excl. Kassam stadium) 3rd Car	130.00	140.00	8%	01/04/2023	Discretionary	NB	
		Oxford residents (excl. Kassam stadium) 4th Car	200.00	215.00	8%	01/04/2023	Discretionary	NB	
		Oxford residents (Kassam stadium area)	16.00	17.50	9%	01/04/2023	Discretionary	NB	
		Traders permits per week	25.00	27.50	10%	01/04/2023	Discretionary	NB	
		Visitors permits - First 25	free	10.00	n/a	01/04/2023	Discretionary	NB	
		Visitors permits - 2nd 25 (total cost)	25.00	27.50	10%	01/04/2023	Discretionary	NB	
Supported Transport	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Exclusive use - Five mile journey	8.50	8.50	0%	01/04/2023	Discretionary	NB	Charges proposed to be held at current level
	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Organisations/groups - Per hour	25.00	25.00	0%	01/04/2023	Discretionary	NB	Charges proposed to be held at current level
	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Shared travel - Five mile journey	4.00	4.00	0%	01/04/2023	Discretionary	NB	Charges proposed to be held at current level
	Home to School Transport - DBS Vetting and Safeguard Training	Per application	119.00	£131.00	10%	01/04/2023	Discretionary	NB	Increased cost in staff time, materials and postage. The charge has not changed since inception. The new Safeguarding and Disability Awareness training contract is currently being procured and it is forecast that the cost of training will increase line with the increase in the cost of living.
	Home to School Transport - Missed DBS Appointments	Per Missed Appointment	25.00	27.50	10%	01/04/2023	Discretionary	NB	As above
Waste Management	Chargeable waste scheme at Household Waste Recycling Centres	Disposal of Large Scale DIY Waste	1.50	2.00	33%	01/04/2023	Discretionary	SR	This charge is part of an ongoing discussion with the contractor, and is subject to change. Income from DIY charging accrues to the contractor and not the council. The only exception to this is Dix Pit HWRC which is run by a different contractor at this site 90% accrues to OCC.
		Plaster/plasterboard per bag	2.50	3.50	40%	01/04/2023	Discretionary	SR	Waste charging as above

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Plasterboard sheet up to 2m x 1m	10.00	10.00	0%	01/04/2023	Discretionary	SR	Waste charging as above
		Standard motorcycle and car tyres	5.00	6.00	20%	01/04/2023	Discretionary	SR	Waste charging as above
Pre-Application Charges for Highways Advice	Local Lead Flood Authority PRE-APP <10 dwellings	Additional Written Response	345.00	380.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP <10 dwellings	Meeting/Site Visit + Additional Written Response	705.00	776.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 10-24 Dwellings	Additional Written Response	345.00	380.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 10-24 Dwellings	Meeting/Site Visit + Additional Written Response	705.00	776.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 25-49 Dwellings	Additional Written Response	345.00	380.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 25-49 Dwellings	Meeting/Site Visit + Additional Written Response	705.00	776.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 50-99 Dwellings	Additional Written Response	705.00	776.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 50-99 Dwellings	Meeting/Site Visit + Additional Written Response	1,050.00	1,155.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 100-199 Dwellings	Additional Written Response	705.00	776.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 100-199 Dwellings	Meeting/Site Visit Additional Written Response	1,050.00	1,155.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 200-399 Dwellings or 1,000m ² -4,999m ² B1-B8 (Business) or 1,000-3,499m ² A1 (Retail) Use	Additional Written Response	1,050.00	1,155.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 200-399 Dwellings or 1,000m ² -4,999m ² B1-B8 (Business) or 1,000-3,499m ² A1 (Retail) Use	Meeting/Site Visit Additional Written Response	1,610.00	1,771.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 400 or more Dwellings or 5,000m ² or more B1-B8 (Business) or 3,500m ² or more A1 (Retail) Use	Additional Written Response	1,470.00	1,617.00	10%	01/04/2023	Discretionary	SR	
	Local Lead Flood Authority PRE-APP 400 or more Dwellings or 5,000m ² or more B1-B8 (Business) or 3,500m ² or more A1 (Retail) Use	Meeting/Site Visit + Additional Written Response	2,175.00	2,393.00	10%	01/04/2023	Discretionary	SR	
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Each written response following up additional meeting/site visit	255.00	280.00	10%	01/04/2023	Discretionary	SR	
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Follow up 1 hour meeting	255.00	280.00	10%	01/04/2023	Discretionary	SR	
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Follow up site meeting	510.00	560.00	10%	01/04/2023	Discretionary	SR	

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	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	3,570.00	3,930.00	10%	01/04/2023	Discretionary	SR	
	Provision of Pre-Submission advice service to Section 38 and 278 agreements.	Development proposal up to highway scheme value greater than £500k 2 hour Meeting/scheme review/short report	5,100.00	5,610.00	10%	01/04/2023	Discretionary	SR	
	To recover costs associated with providing additional meetings/site visits/written reports over and above standard Pre-application charges for Highway Advice.	Follow up meeting	255.00	280.00	10%	01/04/2023	Discretionary	SR	
	To recover costs associated with providing additional meetings/site visits/written reports over and above standard Pre-application charges for Highway Advice.	Follow up site meeting	510.00	560.00	10%	01/04/2023	Discretionary	SR	
	To recover costs associated with providing additional meetings/site visits/written reports over and above standard Pre-application charges for Highway Advice.	Written response additional to follow up meeting/site meeting	255.00	280.00	10%	01/04/2023	Discretionary	SR	
	< 10 dwellings	Meeting/Site Visit + Additional Written Response	320.00	350.00	9%	01/04/2023	Discretionary	SR	
	10-24 Dwellings:	Additional Written Response	380.00	420.00	11%	01/04/2023	Discretionary	SR	
	10-24 Dwellings:	Meeting/Site Visit + Additional Written Response	610.00	670.00	10%	01/04/2023	Discretionary	SR	
	25-49 Dwellings	Additional Written Response	630.00	695.00	10%	01/04/2023	Discretionary	SR	
	25-49 Dwellings	Meeting/Site Visit + Additional Written Response	940.00	1,035.00	10%	01/04/2023	Discretionary	SR	
	50-99 Dwellings	Additional Written Response	1,250.00	1,375.00	10%	01/04/2023	Discretionary	SR	
	50-99 Dwellings	Meeting/Site Visit + Additional Written Response	1,880.00	2,070.00	10%	01/04/2023	Discretionary	SR	
	100-199 Dwellings	Additional Written Response	2,190.00	2,410.00	10%	01/04/2023	Discretionary	SR	
	100-199 Dwellings	Meeting/Site Visit + Additional Written Response	2,810.00	3,090.00	10%	01/04/2023	Discretionary	SR	
	200-399 Dwellings or 1,000m2-4,999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Additional Written Response	3,120.00	3,430.00	10%	01/04/2023	Discretionary	SR	
	200-399 Dwellings or 1,000m2-4,999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Meeting/Site Visit + Additional Written Response	3,750.00	4,125.00	10%	01/04/2023	Discretionary	SR	
	400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Additional Written Response	4,375.00	4,810.00	10%	01/04/2023	Discretionary	SR	

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	401 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Meeting/Site Visit + Additional Written Response	5,305.00	5,835.00	10%	01/04/2023	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Group Manager	717.00	792.00	10%	01/04/2023	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Team Leader	645.00	710.00	10%	01/04/2023	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Principal Officer	527.00	585.00	11%	01/04/2023	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Officer	409.00	459.00	12%	01/04/2023	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Assistant	326.00	370.00	13%	01/04/2023	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Large meeting (up to 5 Officers in attendance)	1,440.00	1,602.00	11%	01/04/2023	Discretionary	SR	
	Charging for work of officers in Environment and Place for Highways Advice, other than specific highways preapplication fees	Small meeting (2-3 Officers in attendance)	720.00	799.00	11%	01/04/2023	Discretionary	SR	
Planning Regulation	Charging administration fee for managing & monitoring S.106 agreements relating to planning permissions	Up to £10,000	125.00	130.00	4%	01/04/2023	Discretionary	NB	
		£10,001 - £25,000	310.00	320.00	3%	01/04/2023	Discretionary	NB	
		£150,001 - £500,000	4,600.00	4,700.00	2%	01/04/2023	Discretionary	NB	
		£25,001 - £50,000	615.00	635.00	3%	01/04/2023	Discretionary	NB	
		£50,001 - £150,000	1,850.00	1,910.00	3%	01/04/2023	Discretionary	NB	
		£500,001-£1,000,000	6,150.00	6,350.00	3%	01/04/2023	Discretionary	NB	
		£1,000,001 - £2,000,000	0.7%	0.8%	n/a	01/04/2023	Discretionary	NB	
		Over £2,000,000 - need to increase the fees as below and also increase the percentage to the same levels as those for between £1m and £2m - 0.07% in 22/23; 0.08% in 23/24 and 0.09% in 24/25	12,250.00	16,000 + 0.08% of any contribution in excess of £2m	n/a	01/04/2023	Discretionary	NB	

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	NEW PROPOSED CHARGE Request for confirmation as to whether all S106 obligations have been satisfied	Per agreement	n/a	150.00	NEW	01/04/2023	Discretionary	NB	New charge proposed
	NEW PROPOSED CHARGE Request for a copy of S106 agreement/Deed of Variation/Unilateral Undertaking	Per copy	n/a	50.00	NEW	01/04/2023	Discretionary	NB	New charge proposed
	NEW PROPOSED CHARGE Request for a statement of account (where this is not required by the S106 agreement/DOV)	Per statement	n/a	150.00	NEW	01/04/2023	Discretionary	NB	New charge proposed
	Charging for Monitoring of Minerals Sites	Active Sites	397.00	397.00	0%	01/04/2023	Statutory	NB	
		Dormant Sites	132.00	132.00	0%	01/04/2023	Statutory	NB	
	Cover Administration and Supervision Costs for S.38 & S.278 agreements relating to new developments	Minimum Charge	2,295.00	2,525.00	10%	01/04/2023	Discretionary	NB	
		Percentage of Capital cost	10%	10%	0%	01/04/2023	Discretionary	NB	
	Protected Species Advice—Specialist-Officer Charge to be removed – covered in row 256	Hourly Rate	55.30	DELETE		01/04/2023			
	To contribute to cost of deciding on minerals and waste development control application & County Council's own developments.	Extended Searches	97.00	107.00	10%	01/04/2023	Discretionary	NB	
	To contribute to cost of deciding on minerals and waste development control application & County Council's own developments.	Standard Searches	58.00	64.00	10%	01/04/2023	Discretionary	NB	
	To contribute to cost of providing pre-application advice to applicants/developers - Minor Developments	Meeting at Council offices and follow-up written response	510.00	561.00	10%	01/04/2023	Discretionary	NB	
		Written response	357.00	393.00	10%	01/04/2023	Discretionary	NB	
	To contribute to cost of providing pre-application advice to applicants/developers - Minor Developments	Meeting on-site and follow-up written response	765.00	842.00	10%	01/04/2023	Discretionary	NB	
		Follow Up meeting	255.00	281.00	NEW	01/04/2023	Discretionary	SR	
		Meeting and follow-up written response	1,020.00	1,122.00	10%	01/04/2023	Discretionary	NB	
		Written response	714.00	842.00	18%	01/04/2023	Discretionary	NB	
		Meeting on-site and follow-up written response	1,530.00	1,683.00	10%	01/04/2023	Discretionary	NB	
	To contribute to cost of providing the development control service	Clearance of conditions on planning permissions	116.00	116.00	0%	01/04/2023	Statutory	NB	

Environment & Place

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	To recover the actual reasonable cost of Historic Environment Record (HER) consultations	Charge for digitised HER data to commercial organisations based on approved charging policy. Minimum Charge (no maximum charge)	140.00	154.00	10%	01/04/2023	Discretionary	NB	VAT not charged as data cannot be sourced from other body.
	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.	240.00	264.00	10%	01/04/2023	Discretionary	NB	
	Specialist advice from Environment and Heritage officers to third parties and projects	Group Manager	717.00	792.00	10%	01/04/2023	Discretionary	SR	
		Team Leader	645.00	710.00	10%	01/04/2023	Discretionary	SR	
		Principal Officer	527.00	585.00	11%	01/04/2023	Discretionary	SR	
		Officer	409.00	459.00	12%	01/04/2023	Discretionary	SR	
		Assistant	326.00	370.00	13%	01/04/2023	Discretionary	SR	
		Large meeting (up to 5 Officers in attendance)	1,440.00	1,602.00	11%	01/04/2023	Discretionary	SR	
		Small meeting (2-3 Officers in attendance)	720.00	799.00	11%	01/04/2023	Discretionary	SR	
	Charging for work of officers in Environment and Place for bespoke Planning Performance Agreements and other bespoke agreements	Group Manager	717.00	792.00	10%	01/04/2023	Discretionary	SR	Matching proposed charge for Pre-Planning Advice for Highways above
		Team Leader	645.00	710.00	10%	01/04/2023	Discretionary	SR	Matching proposed charge for Pre-Planning Advice for Highways above
		Principal Officer	527.00	585.00	11%	01/04/2023	Discretionary	SR	Matching proposed charge for Pre-Planning Advice for Highways above
		Officer	409.00	459.00	12%	01/04/2023	Discretionary	SR	Matching proposed charge for Pre-Planning Advice for Highways above
		Assistant	326.00	370.00	13%	01/04/2023	Discretionary	SR	Matching proposed charge for Pre-Planning Advice for Highways above
		Large meeting (up to 5 Officers in attendance)	1,440.00	1,602.00	11%	01/04/2023	Discretionary	SR	Matching proposed charge for Pre-Planning Advice for Highways above
		Small meeting (2-3 Officers in attendance)	720.00	799.00	11%	01/04/2023	Discretionary	SR	Matching proposed charge for Pre-Planning Advice for Highways above
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)	1,484.00	1,890.00	27%	01/04/2023	Discretionary	NB	Realigning the charging fee to match PPA agreement levels. Based on a Grade 10/11 rate (£61 per hour). Current charge based on £40 per hour and RPI applied to it from 2014. Proposed charge approved by J Disley 11.10.22.
		Large developments (as defined in OCC travel plan document)	2,443.00	3,110.00	27%	01/04/2023	Discretionary	NB	Realigning the charging fee to match PPA agreement levels. Based on a Grade 10/11 rate (£61 per hour). Current charge based on £40 per hour and RPI applied to it from 2014. Proposed charge approved by J Disley 11.10.22.

Review of Charges 2023/24
Community Safety

Assume
01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Fire and Rescue Service	Fire Reports	Insurance Interviews	93.00	102.30	10%	01/04/2023	Discretionary	NB	Change in line with 10% inflationary pressure
		Preparation of a Fire Investigation Report - full report or one involving extensive enquiries, photographs etc	449.00	493.90	10%	01/04/2023	Discretionary	NB	Change in line with 10% inflationary pressure
		Preparation of a Fire Investigation Report - full report or one on major incidents requiring extensive protracted investigation etc	658.00	723.80	10%	01/04/2023	Discretionary	NB	Change in line with 10% inflationary pressure
		Preparation of a Fire Investigation Report - short or extracted	337.00	370.70	10%	01/04/2023	Discretionary	NB	Change in line with 10% inflationary pressure
		Preparation of Fire Report	free	free	n/a	01/04/2023	Discretionary	NB	Change in line with 10% inflationary pressure
	Special Services	Aerial Ladder Platform per hour or part hour excluding petrol	274.89	302.40	10%	01/04/2023	Discretionary	SR	Change in line with 10% inflationary pressure
		Personnel, regardless of rank, per hour or part hour.	19.94	21.90	10%	01/04/2023	Discretionary	SR	Change in line with 10% inflationary pressure
		Vehicles/appliances exceeding 2 tons (unladen) per hour or part hour	182.58	200.80	10%	01/04/2023	Discretionary	SR	Change in line with 10% inflationary pressure
	Vehicles/appliances NOT exceeding 2 tons (unladen) per hour or part hour	71.91	79.10	10%	01/04/2023	Discretionary	SR	Change in line with 10% inflationary pressure	
Gypsy & Traveller Service	Rent for nine additional plots at Redbridge	Weekly site rental	108.00	108.00	0%	01/04/2023	Discretionary	EX	Currently being reviewed - an update will be included in the January reports.
	Weekly rent of plot to site resident (there are 89 plots across the 6 Oxfordshire sites).	Weekly site rental	82.00	82.00	0%	01/04/2023	Discretionary	EX	Currently being reviewed - an update will be included in the January reports.

Community Safety

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
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	111.00	0%	01/04/2023	Statutory	NB	Set by statute. Could change by 01/04/23
		2 years	144.00	144.00	0%	01/04/2023	Statutory	NB	
		3 years	177.00	177.00	0%	01/04/2023	Statutory	NB	
		4 years	211.00	211.00	0%	01/04/2023	Statutory	NB	
		5 years	243.00	243.00	0%	01/04/2023	Statutory	NB	
	Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed 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	189.00	0%	01/04/2023	Statutory	NB	
		2 years	248.00	248.00	0%	01/04/2023	Statutory	NB	
		3 years	311.00	311.00	0%	01/04/2023	Statutory	NB	
		4 years	382.00	382.00	0%	01/04/2023	Statutory	NB	
		5 years	432.00	432.00	0%	01/04/2023	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	88.00	0%	01/04/2023	Statutory	NB	
		2 years	150.00	150.00	0%	01/04/2023	Statutory	NB	
		3 years	211.00	211.00	0%	01/04/2023	Statutory	NB	
		4 years	272.00	272.00	0%	01/04/2023	Statutory	NB	
		5 years	333.00	333.00	0%	01/04/2023	Statutory	NB	
		1 year	55.00	55.00	0%	01/04/2023	Statutory	NB	
		2 years	88.00	88.00	0%	01/04/2023	Statutory	NB	
		3 years	123.00	123.00	0%	01/04/2023	Statutory	NB	
		4 years	155.00	155.00	0%	01/04/2023	Statutory	NB	
		5 years	189.00	189.00	0%	01/04/2023	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	45.00	0%	01/04/2023	Statutory	NB	Set by statute. Could change by 01/04/23
		Exceeding 2,500 litres but less than 50,000 litres	61.00	61.00	0%	01/04/2023	Statutory	NB	
		Over 50,000 litres	128.00	128.00	0%	01/04/2023	Statutory	NB	
	Varying a licence under Explosive Goods Act 1875 and 1923	Varying name or address	37.00	37.00	0%	01/04/2023	Statutory	NB	

Community Safety

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Transfer of licence/registration	37.00	37.00	0%	01/04/2023	Statutory	NB	
		Replacement of licence/registration	37.00	37.00	0%	01/04/2023	Statutory	NB	
Trading Standards - Other	Achieving Best Evidence (ABE) Interview Service - Income received from other local authorities requesting this Service to carryout ABE interviews on their behalf	Time charged per hour, per officer	76.50	82.50	8%	01/04/2023	Discretionary	SR	
	Additional Business Support (per hour)		76.50	82.50	8%	01/04/2023	Discretionary	SR	
	Buy with Confidence Trader Approval scheme	First year total for 1-5 employees	450.00	392.00	-13%	01/04/2023	Discretionary	SR	Reset to meet those of national scheme provider fees. May change before 01/04/23
		First year total for 6-20 employees	650.00	751.00	16%	01/04/2023	Discretionary	SR	As above
		First year total for 21-49 employees	850.00	572.00	-33%	01/04/2023	Discretionary	SR	As above
		Renewal Fee (from 2018/19) for 1-5 employees	300.00	257.00	-14%	01/04/2023	Discretionary	SR	As above
		Renewal Fee (from 2018/19) for 6-20 employees	450.00	513.00	14%	01/04/2023	Discretionary	SR	As above
		Renewal Fee (from 2018/19) for 21-49 employees	600.00	385.00	-36%	01/04/2023	Discretionary	SR	As above
		Renewal Fee (members prior to April 2017) for 1-5 employees	220.00	250.00	14%	01/04/2023	Discretionary	SR	Higher increase to match national fee, overtime
		Renewal Fee (members prior to April 2017) for 6-20 employees	320.00	500.00	56%	01/04/2023	Discretionary	SR	As above
		Renewal Fee (members prior to April 2017) for 21-49 employees	440.00	365.00	-17%	01/04/2023	Discretionary	SR	As above
	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	563.00	608.00	8%	01/04/2023	Discretionary	SR	
		Monday to Friday	281.00	303.00	8%	01/04/2023	Discretionary	SR	
		Saturday and Sunday	422.00	455.00	8%	01/04/2023	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	316.00	340.00	8%	01/04/2023	Discretionary	SR	

Community Safety

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Non-Oxfordshire businesses - Additional fee for re-location per hour	19.50	21.00	8%	01/04/2023	Discretionary	SR	
		Non-Oxfordshire businesses - First day	378.00	408.00	8%	01/04/2023	Discretionary	SR	
		Non-Oxfordshire businesses - Subsequent days	94.50	102.00	8%	01/04/2023	Discretionary	SR	
		Oxfordshire businesses - Additional fee for re-location per hour	19.50	21.00	8%	01/04/2023	Discretionary	SR	
		Oxfordshire businesses - Subsequent days	96.50	104.00	8%	01/04/2023	Discretionary	SR	
	Petroleum Environmental Searches		153.00	165.00	8%	01/04/2023	Discretionary	SR	
	Petroleum Vapour Recovery Services (TBC). Income received from those local authorities where an agreement exists for the provision of vapour recovery services by the Council. Based on a percentage of the relevant permit fee	Annual Subsistence Charge - PVR Stage 1 (low risk)	63.20	63.20	0%	01/04/2023	Discretionary	NB	Set by statute. Could change by 01/04/23
		Annual Subsistence Charge - PVR Stage 1 and 2 (low risk)	90.40	90.40	0%	01/04/2023	Discretionary	NB	
		Application - PVR Stage 1	124.00	124.00	0%	01/04/2023	Discretionary	NB	
		Application - PVR Stage 1 and 2	205.60	205.60	0%	01/04/2023	Discretionary	NB	
		Transfer - Standard Process Partial Transfer	397.60	397.60	0%	01/04/2023	Discretionary	NB	
		Transfer - Standard Process Transfer	135.20	135.20	0%	01/04/2023	Discretionary	NB	
	Primary Authority agreement	10 hours support and registration fee	840.00	910.00	8%	01/04/2023	Discretionary	NB	
	Carrying out any of the following activities which produce products which are placing on the market for use in feed - processing of crude vegetable oil, oleochemical manufacturing of fatty acids, manufacturing of biodiesel, fat blending		451.00	451.00	0%	01/04/2023	Discretionary	NB	
	Manufacture, or manufacture and placing on the market of additives and/or premixtures		451.00	451.00	0%	01/04/2023	Discretionary	NB	
	Placing on the market of additives and/or premixtures		226.00	226.00	0%	01/04/2023	Discretionary	NB	

Community Safety

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	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	93.00	100.00	8%	01/04/2023	Discretionary	SR	This hourly rate now includes testing for all types of weights and measures other than where listed separately
	Surcharge for testing outside normal hours (Outside 8:30-17:00, Monday to Friday and on Saturday)	Non Trading Standards Officer, per hour	9.70	10.50	8%	01/04/2023	Discretionary	SR	
		Trading Standards Officer, per hour	14.40	15.50	8%	01/04/2023	Discretionary	SR	
	Surcharge for testing outside normal hours (Sunday and Bank Holidays)	Non Trading Standards Officer, per hour	19.40	20.90	8%	01/04/2023	Discretionary	SR	
		Trading Standards Officer, per hour	27.80	29.90	8%	01/04/2023	Discretionary	SR	
	Capacity measures	Average quantity measures	33.25			01/04/2023	Discretionary	SR	DELETE
		Average quantity templates – First item	57.00			01/04/2023	Discretionary	SR	DELETE
		Cubic ballast measures	204.00			01/04/2023	Discretionary	SR	DELETE
		Second and subsequent items	22.50			01/04/2023	Discretionary	SR	DELETE
	Length measures	1 litre or less – First item	7.60			01/04/2023	Discretionary	SR	DELETE
		3 metres or less – First item	12.10			01/04/2023	Discretionary	SR	DELETE
		Second and subsequent items	6.10			01/04/2023	Discretionary	SR	DELETE
	Length measures	Less than 10m	18.60	20.00	8%	01/04/2023	Discretionary	SR	NEW Combines current fees for length measures into single fee
	Measuring instruments – Intoxicating liqueur	150ml or less – First item	19.90			01/04/2023	Discretionary	SR	DELETE
		Above 150ml – First item	24.40			01/04/2023	Discretionary	SR	DELETE
		Second and subsequent items	16.25			01/04/2023	Discretionary	SR	DELETE
	Measuring instruments for Liquid fuel and Lubricants	Per Nozzle - First item	136.70	147.00	8%	01/04/2023	Discretionary	SR	
		Second and subsequent items on same site	85.50	92.00	8%	01/04/2023	Discretionary	SR	
		Testing of credit card acceptor (per unit, regardless of number of nozzles etc)	93.00	100.00	8%	01/04/2023	Discretionary	SR	
		Testing peripheral electronic equipment on a separate visit (per site)	93.00	100.00	8%	01/04/2023	Discretionary	SR	
	Pharmaceutical measures at manufacturers premises	6 graduations	2.60			01/04/2023	Discretionary	SR	DELETE
		7 to 10 graduations	3.70			01/04/2023	Discretionary	SR	DELETE
		0-50 items – 5 graduations	3.30			01/04/2023	Discretionary	SR	DELETE
		100+ items – 5 graduations	2.50			01/04/2023	Discretionary	SR	DELETE
		50-100 items – 5 graduations	2.65			01/04/2023	Discretionary	SR	DELETE
	Weighing instruments	49Kg or less - First item	93.00	100.00	8%	01/04/2023	Discretionary	SR	

Community Safety

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Over 50Kg to 1,000kg - First item	120.50	130.00	8%	01/04/2023	Discretionary	SR	
		Over 1,000kg to 10t - First item	248.75	268.00	8%	01/04/2023	Discretionary	SR	
		Over 10t to 60t - First item	413.90	445.00	8%	01/04/2023	Discretionary	SR	
		Reduced fee for subsequent items - based on hourly rate	93.00	100.00	8%	01/04/2023	Discretionary	SR	Combines the two rows below
		Reduced fee for 3 items or more	72.30			01/04/2023	Discretionary	SR	DELETE
		Reduced fee for second item	200.00			01/04/2023	Discretionary	SR	DELETE
	Weights	500mg – 5Kg – First item	7.60			01/04/2023	Discretionary	SR	DELETE
		Below 500mg and above 5KG – First item	12.05			01/04/2023	Discretionary	SR	DELETE
		Second and subsequent items	6.25			01/04/2023	Discretionary	SR	DELETE
	Weights	500mg - 5kg	6.25	6.75	8%	01/04/2023	Discretionary	SR	NEW Update current fee structure for weights
		Below 500mg or above 5kg	9.20	9.90	8%	01/04/2023	Discretionary	SR	NEW Update current fee structure for weights

Review of Charges 2023/24
Customers, Culture & Corporate Services

Assume
01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Educational Appeals	Academies - Admissions - Lodged	Per hour if exceeds 25 hours	42.00	44.00	5%	01/04/2023	Discretionary	SR	
		per appeal	21.00	22.00	5%	01/04/2023	Discretionary	SR	
	Academies - Admissions - Lodged & Listed	per appeal	104.00	110.00	6%	01/04/2023	Discretionary	SR	
	Academies - Exclusions	Per exclusion up to 25 hours	1,319.00	1,400.00	6%	01/04/2023	Discretionary	SR	
	Academies -Admissions- Full Service including Clerking	For each appeal per day	203.00	215.00	6%	01/04/2023	Discretionary	SR	
Information Management	Information advice	per hour	51.00	53.00	4%	01/04/2023	Discretionary	SR	
	Risk Assessments	Per assessment (est 10hrs)	510.00	530.00	4%	01/04/2023	Discretionary	SR	
	Information Sharing Agreement	Per assessment (est 15hrs)	765.00	795.00	4%	01/04/2023	Discretionary	SR	
Legal Services	Academies	Hour	153.00	168.00	10%	01/04/2023	Discretionary	SR	
	Legal Hub (OUTS)	Hour	100.00	120.00	20%	01/04/2023	Discretionary	SR	
	Legal Hub (3rd Party rate)	Hour	NEW	£175	n/a	01/04/2023	Discretionary	SR	
	Legal Hub (OUTS) – apprentices	Hour	85.00			01/04/2023	Discretionary	SR	DELETE
	Litigation costs	Hour	201.00			01/04/2023	Discretionary	SR	DELETE
	Internal Clients Maintained Schools	Hour	90.00	95.00	6%	01/04/2023	Discretionary	SR	
	Section 106 and other Charges (OUTS)	Hour	195.00	201.00	3%	01/04/2023	Statutory & Discretionary	SR	
	Town & Parish Councils	Hour	95.00	120.00	26%	01/04/2023	Discretionary	SR	
	West Berks/Probation, Thames, Henley TG	Hour	95.00			01/04/2023	Discretionary	SR	Combined with the line above DELETE ROW
Property Staff	Charging for work of officers in Property Service to other organisations	Group Manager	717.00	792.00	10%	01/04/2023	Discretionary	SR	Standardise across Children E&P iHUB Property
		Team Leader	645.00	710.00	10%	01/04/2023	Discretionary	SR	Standardise across Children E&P iHUB Property
		Principal Officer	527.00	585.00	11%	01/04/2023	Discretionary	SR	Standardise across Children E&P iHUB Property
		Officer	409.00	459.00	12%	01/04/2023	Discretionary	SR	Standardise across Children E&P iHUB Property
		Assistant	326.00	370.00	13%	01/04/2023	Discretionary	SR	Standardise across Children E&P iHUB Property
		Large meeting (up to 5 Officers in attendance)	1,440.00	1,602.00	11%	01/04/2023	Discretionary	SR	Standardise across Children E&P iHUB Property
		Small meeting (2-3 Officers in attendance)	720.00	799.00	11%	01/04/2023	Discretionary	SR	Standardise across Children E&P iHUB Property
School Meals	Adults	per meal	3.35	3.35	0%	01/04/2023	Discretionary	SR	No change from current charge
	Charge for paid meal, OCC maintained schools	Per meal	2.34	2.34	0%	01/04/2023	Discretionary	NB	No change from current charge
	Free School Meal, OCC maintained schools	Per Meal	2.35	2.35	0%	01/04/2023	Discretionary	NB	No change from current charge
	Universal Infant Free School Meal, OCC maintained schools	Per Meal	2.34	2.40	3%	01/04/2023	Discretionary	NB	Reflects increase in funding to schools

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Charge for paid meal, Academies	Per meal	2.34	2.34	0%	01/04/2023	Discretionary	SR	No change from current charge
	Free School Meal, Academies	Per Meal	2.35	2.35	0%	01/04/2023	Discretionary	SR	No change from current charge
	Universal Infant Free School Meal, Academies	Per Meal	2.34	2.34	0%	01/04/2023	Discretionary	SR	No change from current charge
Coroner's Service	Coroners Fees for disclosure after inquest	Document disclosed by a coroner as a paper copy: - additional charge for each subsequent page	0.50	0.50	0%	01/04/2023	Statutory	NB	
		Document disclosed by a coroner as a paper copy: - document of 10 pages or less	5.00	5.00	0%	01/04/2023	Statutory	NB	
		Document disclosed in any other medium, other than by email or as a paper copy - fee per document	5.00	5.00	0%	01/04/2023	Statutory	NB	
		No fee shall be payable where a document is disclosed by email by a coroner to an interested person	-	No charge	n/a	01/04/2023	Statutory	NB	
		Transcription of an inquest hearing: - copy consisting of 360 words or less	6.20	6.20	0%	01/04/2023	Statutory	NB	
		Transcription of an inquest hearing: - copy consisting of between 1,440 words or more - each additional 72 words or part thereof	0.70	0.70	0%	01/04/2023	Statutory	NB	
		Transcription of an inquest hearing: - copy consisting of between 1,440 words or more - first 1,440 words	13.10	13.10	0%	01/04/2023	Statutory	NB	
		Transcription of an inquest hearing: - copy consisting of between 361 words and up to and including 1,439 words	13.10	13.10	0%	01/04/2023	Statutory	NB	
History Service	Administrative Charge	Minimum charge for providing an invoice for any service	31.00	34.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Certificates	Per Copy - Baptism Certificates	14.00	16.00	14%	01/04/2023	Discretionary	NB	INCREASE - Set by Church of England Parochial Fees 2022
		Per Copy - Electoral register search certified letter	14.00	16.00	14%	01/04/2023	Discretionary	SR	INCREASE - In line with Baptism certificate charge
		Per Copy - Marriage Certificates	14.00				Discretionary	NB	DELETE - following The Marriage (Keeping of Records in Churches and Chapels) Regulations 2021
		Per Copy - Motor Vehicle Registration copies	14.00	16.00	14%	01/04/2023	Discretionary	SR	INCREASE - In line with Baptism certificate charge
	Computer Printouts	Self Service Copying - per A3 copy	0.60	0.70	17%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise, and need to generate greater income
		Self Service Copying - per A4 copy	0.30	0.35	17%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise, and need to generate greater income
		Staff Operated Copying - per A3 copy	0.90	1.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Staff Operated Copying - per A4 copy	0.90	1.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
	Copies of Recordings	From Oral History (per CD)	19.00	20.00	5%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
	Digital Imaging	Plain paper Digital Prints (pre-existing image) - per copy on A4	8.00				Discretionary	SR	DELETE - fee not used, post launch of new Picture Oxon service
		Digital copying permit (per day)	8.00	9.00	13%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Digital copying permit (per 5 visits in 1 calendar month)	23.00	25.00	9%	01/04/2023	Discretionary	SR	Change unit text: delete "per week"; and to change to: "(per 5 visits in 1 calendar month)".
		Plain paper Digital Prints (pre-existing image) - per copy on A3	8.00				Discretionary	SR	DELETE - fee not used, post launch of new Picture Oxon service
		Electronic files (automated scan of Archive, microform, or delicate sources) - per sheet scanned	1.80	2.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Electronic files (automated scan, Local Studies sources) - per sheet scanned	0.90	1.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Electronic files (created to order, compressed) - per image 2500 pixels	12.00	13.00	8%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Electronic files (created to order, uncompressed) - per image 3200 pixels and above	16.00	17.00	6%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Electronic files (digitised Tithe Maps) - per image	16.00	17.00	6%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Electronic files (pre-existing image, compressed) - per image 2250 pixels	8.00	9.00	13%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Electronic files (pre-existing image, compressed) - per image 700 pixels	1.80	2.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Electronic files (pre-existing image, uncompressed) - per image 3200 pixels and above	12.00	13.00	8%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Photo paper Digital Prints (created to order) - per copy on A3 paper	16.00				Discretionary	SR	DELETE - fee not used, post launch of new Picture Oxon service
		Photo paper Digital Prints (created to order) - per copy on A4 (or smaller)	16.00				Discretionary	SR	DELETE - fee not used, post launch of new Picture Oxon service
		Photo paper Digital Prints (pre-existing image) - per copy A3	12.00				Discretionary	SR	DELETE - fee not used, post launch of new Picture Oxon service
		Photo paper Digital Prints (pre-existing image) - per copy A4	12.00				Discretionary	SR	DELETE - fee not used, post launch of new Picture Oxon service
		Plain paper Digital Prints (created to order) - per copy on A3	12.00	13.00	8%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Plain paper Digital Prints (created to order) - per copy on A4	12.00	13.00	8%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Transfer to CD-R	6.50				Discretionary	SR	DELETE - obsolete service
	Microform Copying	a) Self Service Copying - per A3 copy	0.90	1.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		a) Self Service Copying - per A4 copy	0.90	1.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		b) Copying by Staff - per A3 copy	1.80	2.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		b) Copying by Staff - per A4 copy	1.80	2.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Minimum charge for providing copies	6.00	7.00	17%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
	Oxfordshire History Service Lecture Fees plus travel at current OCC rates	Per event	66.00	72.50	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
	Photocopies	All Archive Documents and Delicate Documents- per A4 or A3 copy	1.80	2.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Local Studies - Staff operated copying - per A4 copy	0.90	1.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Local Studies - Staff operated copying- per A3 copy	0.90	1.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Self Service Copying - per A3 copy	0.60	0.70	17%	01/04/2023	Discretionary	SR	INCREASE - Low use in History Service, and bringing into line with Libraries
		Self Service Copying - per A4 copy	0.30	0.35	17%	01/04/2023	Discretionary	SR	INCREASE - Low use in History Service, and bringing into line with Libraries
	Postage & Packing	UK postage	3.50	3.50	0%	01/04/2023	Discretionary	SR	NO CHANGE - Suggest no change (16.7% increase in 2021/22). Change Unit description to "UK postage", to simplify application of charge.
		Air Mail postage	3.50	7.00	100%	01/04/2023	Discretionary	SR	INCREASE - Simplified air mail charge. Change Unit description to "Air Mail postage".
		Cardboard Tube – Copies supplied in 450mm cardboard tube	7.00				Discretionary	SR	DELETE - absorbed into simplified postage charge above
		Disc Mailer – CR-ROM supplied in disc mailer	7.00				Discretionary	SR	DELETE - absorbed into simplified postage charge above

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Reproduction Fees	Broadcast Media (multi-platform, including streaming and online catchup servers) One programme, unlimited transmissions, one country (EU = one country) - per image used, 0-6 years	81.00	89.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Broadcast Media (multi-platform, including streaming and online catchup servers) One programme, unlimited transmissions, one country (EU = one country) - per image used, in perpetuity	134.00	147.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Broadcast Media (multi-platform, including streaming and online catchup servers) One programme, unlimited transmissions, worldwide - per image used, 0-6 years	202.00	222.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Broadcast Media (multi-platform, including streaming and online catchup servers) One programme, unlimited transmissions, worldwide - per image used, in perpetuity	331.00	364.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Publication Commercial - Per extra instance of an image	20.00	22.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Publication Commercial - Per image	47.00	51.00	9%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Publication Commercial Internal Use Commercial -For use within organisation	27.00	30.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Publication Commercial Internal Use Commercial -Use on a website (per year) - per image	65.00	71.00	9%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Publication: academic - Per image used (11-15 images)	7.40	8.00	8%	01/04/2023	Discretionary	SR	INCREASE - Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%
		Publication: academic - Per image used (16-20 images)	6.60	7.00	6%	01/04/2023	Discretionary	SR	INCREASE -Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%
		Publication: academic - Per image used (1st image)	15.40	16.00	4%	01/04/2023	Discretionary	SR	INCREASE -Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%
		Publication: academic - Per image used (2 images)	11.70	13.00	11%	01/04/2023	Discretionary	SR	INCREASE -Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%
		Publication: academic - Per image used (21-40 images)	4.10	5.00	22%	01/04/2023	Discretionary	SR	INCREASE -Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%
		Publication: academic - Per image used (3 images)	10.30	12.00	17%	01/04/2023	Discretionary	SR	INCREASE -Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%
		Publication: academic - Per image used (4 images)	9.60	11.00	15%	01/04/2023	Discretionary	SR	INCREASE - Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%
		Publication: academic - Per image used (41-60 images)	3.30	4.00	21%	01/04/2023	Discretionary	SR	INCREASE - Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%
		Publication: academic - Per image used (5 images)	9.30	10.00	8%	01/04/2023	Discretionary	SR	INCREASE - Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Publication: academic - Per image used (61 or more images)	2.90	3.00	3%	01/04/2023	Discretionary	SR	INCREASE - Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%
		Publication: academic - Per image used (6-10 images)	8.60	9.00	5%	01/04/2023	Discretionary	SR	INCREASE - Charge rounded to whole £, but in relation to complete scale of academic charges. Average increase is 10.8%
		Publication: local individuals, organisations and partners - Per use of one or more images	20.00	20.00	0%	01/04/2023	Discretionary	SR	NO CHANGE - Suggest no increase in context of cost of living crisis. Charge has a specific community focus and impacts on local history engagement.
	Research Enquires	Higher rate for businesses and profit-making organisations - per hour (or pro-rata) Minimum 30 minutes £40. Maximum 2 hours £160.	72.00	80.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise and Change of Unit text to "Higher rate for businesses and profit-making organisations - per hour (or pro-rata) Minimum 30 minutes £40. Maximum 2 hours £160."
		Written reply to each enquiry - per hour (or pro-rata) Minimum 30 minutes £21, Maximum 2 hours £92.	42.00	46.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise and Change of Unit text to "Written reply to each enquiry - per hour (or pro-rata) Minimum 30 minutes £21, Maximum 2 hours £92."
	USB memory sticks	per 4Bb-8Gb stick	7.00	7.00	0%	01/04/2023	Discretionary	SR	NO CHANGE - Suggest no increase. 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	70.00	80.00	14%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
	Certificates	Per Copy - Magistrates Court records certified copies	14.00	16.00	14%	01/04/2023	Discretionary	SR	INCREASE - In line with Baptism certificate charge
Library Service	Audio Visual Hire Charges	a) DVDs (Per Week)	1.60	2.00	25%	01/04/2023	Discretionary	NB	INCREASE / CHANGE - Introducing one single hire charge. No longer banded according to no. of CDs in pack or new release: Simplifying for customers, stock becoming aged and irreplaceable, aim to increase borrowing with better affordability
		a) DVDs (Per Week) - Band 3	3.00				Discretionary	NB	DELETE - See above
		a) DVDs (Per Week) - Band 4	4.50				Discretionary	NB	DELETE - See above

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		d) Music CDs (per Week)	1.60	2.00	25%	01/04/2023	Discretionary	NB	INCREASE / CHANGE - Introducing one single hire charge. No longer banded according to no. of CDs in pack or new release: Simplifying for customers, stock becoming aged and irreplaceable, aim to increase borrowing with better affordability
		d) Music CDs (per Week) - Band 2 & 3	4.80				Discretionary	NB	DELETE - See above
		g) Audio Books and Language Packs on CD (3 weeks)	1.80	2.00	11%	01/04/2023	Discretionary	NB	INCREASE / CHANGE - Introducing one single hire charge for Audio Books and a separate category for Language Packs. Audio Books no longer banded according to no. of CDs in pack or new release: Simplifying for customers, aim to increase borrowing with better affordability. Change Unit description to "g) Audio Books on CD (3 weeks)"
		g) Language Packs on CD (3 weeks)	3.20	3.50	9%	01/04/2023	Discretionary	NB	CHANGE Unit description to "g) Language Packs on CD (3 weeks)" - See above
		g) Audio Books and Language Packs on CD (3 weeks): - Children in care, foster carers and people with reading impairment are exempt	Exempt		n/a	01/04/2023	Discretionary	NB	NO CHANGE
		j) CD-ROM (per Week) - Band 1	2.00	2.20	10%	01/04/2023	Discretionary	NB	INCREASE - Inflationary rise
		Charge for lost/damaged AV	Various	2.20	n/a	01/04/2023	Discretionary	SR	NO CHANGE
	Audio CDs late return charge	Weekly charge - Band 1 (maximum charge per item £5.40)	1.60	2.00	25%	01/04/2023	Discretionary	SR	INCREASE - Reflects increased charge per 3 weeks and cap limit (see above)
	Language Packs on CD late return charge	Language Packs on CD late return charge	3.20	3.50	9%	01/04/2023	Discretionary	SR	CHANGE Unit description to "Language Packs on CD late return charge" - See above
	CD-ROM late return charge	weekly charge (maximum charge per item £6.00)	2.00	2.20	10%	01/04/2023	Discretionary	SR	INCREASE - Reflects increased charge per week and cap limit (see above)
	DVDs late return charge	weekly charge - Band 1 (maximum per item £4.80)	1.60	2.00	25%	01/04/2023	Discretionary	SR	INCREASE - Reflects increased charge per week and cap limit (see above)
		weekly charge - Band 2/3 (maximum per item £9)	3.00				Discretionary	SR	DELETE - See above

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		weekly charge - Band 4 (maximum per item £13.50)	4.50				Discretionary	SR	DELETE - See above
	Music CDs late return charge	weekly charge - (Band 1) (maximum charge per item £4.80)	1.60	2.00	25%	01/04/2023	Discretionary	SR	INCREASE - Reflects increased charge per week and cap limit (see above)
		weekly charge - (Band 2/3) (maximum charge per item £4.80)	4.80				Discretionary	SR	DELETE - See above
	Hire of Accommodation	Hire of space Full day- commercial use	110.00				Discretionary	EX	DELETE - Proposing to move to a new charging model that better reflects spaces available and market relevance. Also, will allow OCC to continue to support voluntary and community sector partners helping us meet our priority areas.
		Hire of space Full day- community use	55.00				Discretionary	EX	DELETE - See above
		Hire of space Half day- commercial use	75.00				Discretionary	EX	DELETE - See above
		Hire of space Half day- community use	30.00				Discretionary	EX	DELETE - See above
	Hire of Accommodation	Library Service Partners: Conference Room (21-30 people) per hour		-	NEW	01/04/2023	Discretionary	EX	NO CHARGE - See above
		Library Service Partners: Seminar Room (5-20 people) per hour		-	NEW	01/04/2023	Discretionary	EX	NO CHARGE - See above
		Library Service Partners: Interview Room (2-4 people) per hour		-	NEW	01/04/2023	Discretionary	EX	NO CHARGE - See above
		Community Group use: Conference Room (21-30 people) per hour		25.00	NEW	01/04/2023	Discretionary	EX	NEW CHARGE - See above
		Community Group use: Seminar Room (5-20) per hour		20.00	NEW	01/04/2023	Discretionary	EX	NEW CHARGE - See above
		Community Group use: Interview Room (2-4) per hour		12.50	NEW	01/04/2023	Discretionary	EX	NEW CHARGE - See above
		Commercial entity use: Conference Room (21-30 people) per hour		50.00	NEW	01/04/2023	Discretionary	EX	NEW CHARGE - See above

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Commercial entity use: Seminar Room (5-20) per hour		40.00	NEW	01/04/2023	Discretionary	EX	NEW CHARGE - See above
		Commercial entity use: Interview Room (2-4) per hour		25.00	NEW	01/04/2023	Discretionary	EX	NEW CHARGE - See above
	Internet Service	A3 BW & Colour	0.60	0.70	17%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise, income generation
		A4 BW & Colour	0.30	0.35	17%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise, income generation
		Sales of headphones	2.55	3.00	18%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise, income generation
		Sales of memory sticks	7.00	8.00	14%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise, income generation
	Library Overdue Charges for Static Libraries	Adults - per day library open during first week (daily rate)	0.35	0.35	0%	01/04/2023	Discretionary	NB	NO CHANGE - Hold as is, in light of cost of living crisis and general accessibility
		Adults - maximum per item	6.50	5.25	-19%	01/04/2023	Discretionary	NB	DECREASE - Maximum limit reduced to encourage earlier returns
		Charge for lost/damaged books (Recommended retail price plus processing fee where applicable)	Various		n/a	01/04/2023	Discretionary	NB	NO CHANGE
		Children - maximum per item	2.90	1.50	-48%	01/04/2023	Discretionary	NB	DECREASE - Maximum limit reduced to encourage earlier returns, increase affordability and encourage reading
		Children - per day library open during first week (daily rate)	0.06	0.05	-17%	01/04/2023	Discretionary	NB	DECREASE - Limit reduced to encourage earlier returns, increase affordability and encourage reading
		Children in public care	Exempt		n/a	01/04/2023	Discretionary	NB	NO CHANGE
		Institutions - maximum per item	6.50	7.50	15%	01/04/2023	Discretionary	NB	INCREASE - Inflationary rise
		Institutions - per day library open during first week (daily rate)	0.35	0.40	14%	01/04/2023	Discretionary	NB	INCREASE - Inflationary rise
	Library Reservation Fees	a) Book / Audio Books Reservations - Standard charge	1.30	1.30	0%	01/04/2023	Discretionary	NB	NO CHANGE - Hold as is, in light of cost of living crisis and general accessibility
		a) Book / Audio Books Reservations - Under 18s (Incl children in public care)			n/a	01/04/2023	Discretionary	NB	NO CHANGE - Hold as is, in light of cost of living crisis and general accessibility

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		b) Items supplied from outside Oxfordshire - Standard charge	10.00	10	0%	01/04/2023	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%	01/04/2023	Discretionary	NB	NO CHANGE - Hold as is, in light of cost of living crisis and general accessibility
		c) Audio Visual Reservations (excluding Audio Books): - Standard charge	1.30	1.30	0%	01/04/2023	Discretionary	NB	NO CHANGE - Hold as is, in light of cost of living crisis and general accessibility
		Items supplied by the British Library and Universities	20.00	20.00	0%	01/04/2023	Discretionary	NB	NO CHANGE - Market rate
	Microform Copying	a) self service copying	0.90	1.00	11%	01/04/2023	Discretionary	SR	INCREASE - in line with History Centre
		b) staff service	1.70	2.00	18%	01/04/2023	Discretionary	SR	INCREASE - in line with History Centre
	Photocopying	A3 BW & Colour	0.60	0.70	17%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise, income generation
		A4 BW& Colour	0.30	0.35	17%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise, income generation
	Replacement of Library Tickets	per ticket	3.15			01/04/2023	Discretionary	NB	REMOVE CHARGE - Remove fee to encourage customers to continue using library service and reduce barriers to access
	Vocal/Orchestral Play sets	- Orchestral Sets Non Oxfordshire Borrowers	51.00	60.00	18%	01/04/2023	Discretionary	NB	INCREASE - Inflationary rise, income generation
		- Orchestral Sets Oxfordshire Borrowers	40.00	45.00	13%	01/04/2023	Discretionary	NB	INCREASE - Inflationary rise, income generation
		- Play Sets	6.00	6.80	13%	01/04/2023	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	0.90	1.00	11%	01/04/2023	Discretionary	NB	INCREASE - Inflationary rise, income generation
		a) Booking Fee per 4 month loan Oxfordshire Borrowers - per score with performance time of more than 5 minutes	2.20	2.40	9%	01/04/2023	Discretionary	NB	INCREASE - Inflationary rise, income generation
		a) Booking Fee per 4 month loan Non Oxfordshire Borrowers - per score with performance time of more than 5 minutes	3.60	4.00	11%	01/04/2023	Discretionary	NB	INCREASE - Inflationary rise, income generation

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		a) Booking Fee per 4 month loan Non Oxfordshire Borrowers - per score with performance time of 5 minutes or less	1.70	1.80	6%	01/04/2023	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%	01/04/2023	Discretionary	NB	NO CHANGE - Hold as is to encourage return of items and in line with general overdue fee
		b) Overdue charge - per week or part week, per loan, vocal or orchestral	15.00	16.00	7%	01/04/2023	Discretionary	NB	INCREASE - Inflationary rise, income generation
		c) Administration fee for performance sets supplied from outside Oxfordshire.	8.00	10.00	25%	01/04/2023	Discretionary	NB	INCREASE - Inflationary rise, income generation
Museum Service	Conservation & Exhibition Services	a) MRC Remedial conservation - private / commercial (per hour)	67.00	67.00	0%	01/04/2023	Discretionary	SR	NO CHANGE - Propose that we retain the current rate of £67 for commercial / private work - this is in line with external, commercially-charged rates. Suggest we add a new charge line for loans, as below, to facilitate better access to the collections especially for small organisations. NB. we have a separate local charge for our three museum partners not included here agreed in service agreements with them directly. Change of Unit text to "a) MRC Remedial conservation - Private / commercial (per hour)"
		a) MRC Remedial conservation - Loans (per hour)	NEW	50.00		01/04/2023			NEW - See above
		c) Specialist Climate Controlled Collections Storage and Care per year - Large Item (c.0.5 cubic meters)	460.00	505.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		c) Specialist Climate Controlled Collections Storage and Care per year - Medium Item (c 20x20x20cm)	262.00	288.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		c) Specialist Climate Controlled Collections Storage and Care per year - Small Item (c.10x10x10cm)	132.00	145.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		d) General Collections storage and Care per year - Large Item	523.00	575.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		e) Environmental Monitoring (per month) - for 3 thermohygrographs	62.00	67.00	8%	01/04/2023	Discretionary	SR	INCREASE - Proposal to increase by 8% to bring into line with Remedial conservation hourly charge
		f) Conservation Advice per hour	62.00	67.00	8%	01/04/2023	Discretionary	SR	INCREASE - Proposal to increase by 8% to bring into line with Remedial conservation hourly charge
		f) Conservation Advice per hour - per day	493.00	496.00	1%	01/04/2023	Discretionary	SR	INCREASE - Proposal of only 1% increase as based on hourly rate of Remedial conservation (so pro rata with the daily rate, as above)
		f) Conservation Advice per hour - per half-day	247.00	248.00	0%	01/04/2023	Discretionary	SR	INCREASE - Proposal to slightly increase fee amount as based on hourly rate of Remedial conservation pro rata to half day rate (see above)
		g) Museum Pest Management plus materials - per day	493.00	496.00	1%	01/04/2023	Discretionary	SR	INCREASE - Proposal of only 1% increase as based on hourly rate of Remedial conservation pro rata to day rate (see above)
		g) Museum Pest Management plus materials - per half day	247.00	248.00	0%	01/04/2023	Discretionary	SR	INCREASE - Proposal of slight increase as based on hourly rate of Remedial conservation pro rata to day rate (see above)
		g) Museum Pest Management plus materials - per hour	62.00	67.00	8%	01/04/2023	Discretionary	SR	INCREASE - Proposal of 8% so in line with Remedial conservation hourly charge (see above)
		h) Hire of display equipment - arrangement charge for not for profit heritage & arts organisations	23.00	25.25	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		h) Hire of display equipment - Cases - per month	235.00	258.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		h) Hire of display equipment - Cases - per week	107.00	118.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		i) Training - per day	493.00	496.00	1%	01/04/2023	Discretionary	SR	INCREASE - Proposal of only 1% increase as based on hourly rate of Remedial conservation pro rata to day rate (see above)
		i) Training - per half day	247.00	248.00	0%	01/04/2023	Discretionary	SR	INCREASE - Proposal of only 1% increase as based on hourly rate of Remedial conservation pro rata to day rate (see above)
		k) Documentation and storage of archaeological archives - Administration charge	NEW	65.00		01/04/2023			NEW - Proposal to introduce new admin fee for allocating accession number. In line with sector practise
		k) Documentation and storage of archaeological archives - per archaeological storage box (0.022m3)	72.00	79.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		k) Documentation and storage of archaeological archives-site archive up to 3 archaeological storage boxes ((0.022m3)	110.00	121.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Loan of datalogger and printout per period up to 2 months	62.00	67.00	8%	01/04/2023	Discretionary	SR	INCREASE - Proposal of 8% so in line with Remedial conservation hourly charge (see above)
	Hire of Accommodation	a) Oxfordshire Museum - Exhibition Gallery - per week	220.00	230.00	5%	01/04/2023	Discretionary	EX	INCREASE - Proposing a modest 5% uplift as we don't want to make hire by community groups prohibitive. NB we also have an associated charge for selling exhibitions of 20% commission on sales, which we will retain.
		b) Brewhouse - Commercial Use (half day)	74.00	80.00	8%	01/04/2023	Discretionary	EX	INCREASE - Proposing a 8% uplift as we don't want to make hire by small business or enterprises prohibitive. Change of Unit text to "b) Brewhouse - Commercial Use (half day)"
		b) Brewhouse - Community Use (half day)	29.50	32.00	8%	01/04/2023	Discretionary	EX	INCREASE - Change of Unit text to "b) Brewhouse - Community Use (half day)"

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		b) Brewhouse - Commercial Use (per day)	112.00	125.00	12%	01/04/2023	Discretionary	EX	INCREASE - Inflationary rise. Change of Unit text to "b) Brewhouse - Commercial Use (per day)"
		b) Brewhouse - Community Use (per day)	55.50	60.00	8%	01/04/2023	Discretionary	EX	INCREASE - Change of Unit text to "b) Brewhouse - Community Use (per day)"
		b) Brewhouse - Community Use (per month)	284.00	300.00	6%	01/04/2023	Discretionary	EX	INCREASE - Change of Unit text to "b) Brewhouse - Community Use (per month)"
		c) Coachhouse - Commercial Use (half day)	88.00	100.00	14%	01/04/2023	Discretionary	EX	INCREASE - Propose 14% increase for commercial use charge. Change of Unit text to "c) Coachhouse - Commercial Use (half day)"
		c) Coachhouse - Community Use (half day)	41.00	45.00	10%	01/04/2023	Discretionary	EX	INCREASE - Inflationary rise. Change of Unit text to "c) Coachhouse - Community Use (half day)"
		c) Coachhouse - Commercial Use (per day)	153.00	170.00	11%	01/04/2023	Discretionary	EX	INCREASE - Propose 11% increase for commercial use charge. Change of Unit text to "c) Coachhouse - Commercial Use (per day)"
		c) Coachhouse - Community Use (per day)	68.00	75.00	10%	01/04/2023	Discretionary	EX	INCREASE - Inflationary rise. Change of Unit text to "c) Coachhouse - Community Use (per day)"
		d) MRC Education Lecture Room - Community Use (half day)	29.00	41.00	41%	01/04/2023	Discretionary	EX	INCREASE - proposal to bring in line with Oxfordshire Museum fees
		d) MRC Education Lecture Room - Community Use (per day)	55.00	60.00	9%	01/04/2023	Discretionary	EX	INCREASE - proposal to bring in line with Oxfordshire Museum fees
		e) Provision of staff to support - activities of hirer per hour - during Museum open hours	23.50	25.75	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		e) Provision of staff to support - activities of hirer per hour - out of Museum open hours	37.00	42.00	14%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise. NB we have a local arrangement to charge the Museum Friends specifically for cover for Friends evening lectures only

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		f)Coach House charge for use outside normal hours plus staffing as necessary Commercial use up to 3 hours	81.00	90.00	11%	01/04/2023	Discretionary	EX	INCREASE - Inflationary rise
		f)Coach House charge for use outside normal hours plus staffing as necessary Education use up to 3 hours	54.00	54.00	0%	01/04/2023	Discretionary	EX	NO CHANGE - Suggest no increase to encourage educational use.
		Location fee for use of Oxfordshire Museum/Museums Resource Centre or Swalcliffe Barn premises for film / TV / broadcast purposes per hour or part hour	66.00	80.00	21%	01/04/2023	Discretionary	SR	INCREASE - Fee would / does not include any additional costs such as staffing which would need to be negotiated on a case by case basis.
	Learning & Access	Facilitated Community Group Visits to The Oxfordshire Museum - per group during normal opening hours	28.00	30.00	7%	01/04/2023	Discretionary	NB	INCREASE - NB we also charge £1.50 pp for tea/coffee etc.
		Family Learning Drop In at The Oxfordshire Museum - per child costs supported by Friends of Museum	2.00	2.00	0%	01/04/2023	Discretionary	NB	NO CHANGE - Suggest no increase to encourage educational use.
		Family Learning Drop In at The Oxfordshire Museum - per family of up to 3 children Costs supported by Friends of Museum	5.00	5.00	0%	01/04/2023	Discretionary	NB	NO CHANGE - Suggest no increase to encourage educational use.
		Outreach School Sessions KS1 (approximately 1.25 hours) - up to 30 children	104.00	110.00	6%	01/04/2023	Discretionary	NB	INCREASE - Schools budgets are stretched so propose modest uplift in charge.
		Outreach School Sessions KS2 (approximately 1.5 hours) - up to 30 children	126.00	133.00	6%	01/04/2023	Discretionary	NB	INCREASE - As above, suggest % uplift is in line with KS1. Suggested rate also keeps price per head under £4.50
		Reminiscence Box Loans - per 2 week loan	25.00	25.00	0%	01/04/2023	Discretionary	NB	NO CHANGE - Propose no uplift as community groups already struggling to afford such services.

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Reminiscence sessions - Maximum 15 participants	25.00	25.00	0%	01/04/2023	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	NEW	35.00		01/04/2023			NEW - In line with above entries, we are suggesting a modest fee to accommodate groups of over 15 participants.
		School Box Loans - per term	37.00	39.00	5%	01/04/2023	Discretionary	NB	INCREASE - Propose 5% uplift - keeps the total under £40
		School Sessions at The Oxfordshire Museum - up to 30 children	89.00	93.00	4%	01/04/2023	Discretionary	NB	INCREASE - Propose small increase to take into account the rising cost of travel that falls on schools to get to the Oxfordshire Museum for the session. Also - priority area to build more school visits on site.
	Microform Copying	Copying by Staff - per A3 copy	0.90	1.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Copying by Staff - per A4 copy	0.90	1.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
	MRC Digital Imaging	Administrative Charge	NEW	67.00		01/04/2023			NEW - Propose introduction of administrative charge to cover additional staff time required to produce Digital Images. Will apply only where appropriate, and pro rata depending on amount of work required. Change Unit description to "Administrative Charge for preparation of Digital Images (per hour)."
		Plain paper Digital Prints (pre-existing image) - per copy on A3	8.00	9.00	13%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Electronic files (pre-existing image, compressed) - per image 700 pixels	1.80	2.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		'- Use of Digital Camera/USB Memory Stick per day	8.15	9.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		'- Use of Digital Camera/USB Memory Stick per week	23.50	26.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Electronic files (automated scan or pre-existing scans) - per sheet scanned	1.75	2.00	14%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Electronic files (photographed to order, uncompressed) - per image 3200 pixels and above	28.50	17.00	-40%	01/04/2023	Discretionary	SR	DECREASE - to bring into line with History Centre
		Electronic files (photographed to order, compressed) - per image 2500 pixels	24.50	13.00	-47%	01/04/2023	Discretionary	SR	DECREASE - to bring into line with History Centre
		Electronic files (pre-existing image, compressed) - per image 2250 pixels	8.20	9.00	10%	01/04/2023	Discretionary	SR	INCREASE - to bring into line with History Service
		Electronic files (pre-existing image, uncompressed) - per image 3200 pixels and above	12.20	13.00	7%	01/04/2023	Discretionary	SR	INCREASE - to bring into line with History Service
		Internal Use Commercial -For use within organisation	27.15	30.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Photo paper Digital Prints (photographed to order) - per copy on A3 paper	28.50	17.00	-40%	01/04/2023	Discretionary	SR	DECREASE - to bring into line with History Centre
		Photo paper Digital Prints (photographed to order) - per copy on A4 (or smaller)	28.50	17.00	-40%	01/04/2023	Discretionary	SR	DECREASE - to bring into line with History Centre
		Photo paper Digital Prints (pre-existing image) - per copy A3	12.25	13.00	6%	01/04/2023	Discretionary	SR	INCREASE - to bring into line with History Service
		Photo paper Digital Prints (pre-existing image) - per copy A4	12.25	13.00	6%	01/04/2023	Discretionary	SR	INCREASE - to bring into line with History Service
		Plain paper Digital Prints (photographed to order) - per copy on A4	24.50	13.00	-47%	01/04/2023	Discretionary	SR	DECREASE - to bring into line with History Centre

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Plain paper Digital Prints (photographed to order) - per copy on A3	24.50	13.00	-47%	01/04/2023	Discretionary	SR	DECREASE - to bring into line with History Centre
		Plain paper Digital Prints (pre-existing image) - per copy on A4	8.20	9.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Publication Commercial - Per extra instance of an image	20.00	22.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Publication Commercial - Per image	47.00	51.00	9%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		Transfer to CD-R	6.50			01/04/2023	Discretionary	SR	DELETE - obsolete service
	MRC Reproduction Fees	New item: propose a flat admin fee for any staff time per hour needed to prepare files - not applicable in all cases	£0	67.00	n/a	01/04/2023	Discretionary	SR	NEW - Propose introduction of charge for admin where additional staff time or preparation is needed. Will apply pro rata up or down depending on amount of work required. Allows for the different set up in OMS compared to the History Centre.
		One programme, unlimited transmissions, one country (EU = one country) - per image used, 0-6 years	81.00	90.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		One programme, unlimited transmissions, one country (EU = one country) - per image used, in perpetuity	134.00	150.00	12%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		One programme, unlimited transmissions, worldwide - per image used, 0-6 years	202.00	225.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
		One programme, unlimited transmissions, worldwide - per image used, in perpetuity	331.00	370.00	12%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		Publication: Academic (per image used)	7.40	8.50	15%	01/04/2023	Discretionary	SR	INCREASE - Propose one flat fee of £8.50 per image to simplify charges in this area.. Change of Unit text to "Publication: Academic (per image used)"
		Publication: academic - Per image used (16-20 images)	6.50				Discretionary	SR	REMOVE - See above
		Publication: academic - Per image used (1st image)	15.40				Discretionary	SR	REMOVE - See above
		Publication: academic - Per image used (2 images)	11.70				Discretionary	SR	REMOVE - See above
		Publication: academic - Per image used (21-40 images)	4.10				Discretionary	SR	REMOVE - See above
		Publication: academic - Per image used (3 images)	10.30				Discretionary	SR	REMOVE - See above
		Publication: academic - Per image used (4 images)	9.60				Discretionary	SR	REMOVE - See above
		Publication: academic - Per image used (41-60 images)	3.30				Discretionary	SR	REMOVE - See above
		Publication: academic - Per image used (5 images)	9.30				Discretionary	SR	REMOVE - See above
		Publication: academic - Per image used (61 or more images)	2.90				Discretionary	SR	REMOVE - See above
		Publication: academic - Per image used (6-10 images)	8.60				Discretionary	SR	REMOVE - See above
		Publication: local individuals, organisations and partners - Per use of one or more images	20.00	5.50	-73%	01/04/2023	Discretionary	SR	DECREASE / CHANGE - Propose to change model to charge per image at a reduced rate for non commercial or non academic use. For benefit of access to collections - especially non income generating publications

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Museums Service Research Enquires	- higher rate for businesses and profit-making organisations - per hour (or pro-rata) Minimum 40 minutes £35. Maximum 2 hours £160.	72.00	80.00	11%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise. Change Unit description to "Research enquiries - Businesses and profit-making organisations (per hour or pro-rata - Minimum 30 minutes £40. Maximum 2 hours £160)."
		- written reply to each enquiry - per hour (or pro-rata) Minimum 30 minutes £20, Maximum 2 hours £80.	42.00	42.00	0%	01/04/2023	Discretionary	SR	NO CHANGE - Propose that we retain current fee to encourage public non profit access to collections
	Oxfordshire Museum Lecture Fees plus travel at current OCC rates	Per event	66.00	72.50	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
	Postage & Packing	Disc Mailer – CR-ROM supplied in disc mailer	7.15				Discretionary	SR	DELETE - absorbed into simplified postage charge (see below)
		Air Mail postage	3.60	7.00	3%	01/04/2023	Discretionary	SR	INCREASE - Simplified air mail charge. Change Unit description to "Air Mail postage".
		Cardboard Tube – Copies supplied in 450mm cardboard tube	7.00				Discretionary	SR	DELETE - absorbed into simplified postage charge (see below)
		Reinforced Envelope in reinforced C4 envelope	3.50	3.50	0%	01/04/2023	Discretionary	SR	NO CHANGE - Suggest no change (16.7% increase in 2021/22). Change Unit description to "UK postage", to simplify application of charge.
	Administrative Charge	Minimum charge for providing an invoice for any service	31.00	34.00	10%	01/04/2023	Discretionary	SR	INCREASE - Inflationary rise
	Use of Oxfordshire Museum Garden for Wedding Photography	Per event	98.00	108.00	10%	01/04/2023	Discretionary	EX	INCREASE - Inflationary rise
	Virtual workshop for OCC controlled schools	per session	35.00	35.00	0%	01/04/2023	Discretionary	NB	NO CHANGE - This was a new item introduced in 2021/22 in response to the pandemic. At present, the market is still largely unknown and to date there has been little uptake. Suggest retaining charge and see what interest builds over 2022/23 and review next year. Also offers affordable alternative to schools who cannot access physically delivered sessions.

Customers, Culture & Corporate Services

01-Apr-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Virtual workshop for non-OCC controlled schools	per session	35.00	35.00	0%	01/04/2023	Discretionary	EX	NO CHANGE - See above
	Virtual workshop with loan box for OCC controlled schools	per session	56.00	56.00	0%	01/04/2023	Discretionary	NB	NO CHANGE - See above
	Virtual workshop with loan box for non-OCC controlled schools	per session	56.00	56.00	0%	01/04/2023	Discretionary	EX	NO CHANGE - See above
Customer Service Centre	Concessionary Fares	Card issue and admin	10.00	10.00	0%	01/04/2023	Discretionary	NB	No change to costs
	Disabled Parking	Card issue and admin, assessment service	10.00	10.00	0%	01/04/2023	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	164.00	180.00	10%	01/04/2023	Discretionary	SR	Assumed 10% increase
		Rate per hour if it takes more than 25 hours per role	246.00	270.00	10%	01/04/2023	Discretionary	SR	Assumed 10% increase
Innovation Hub	Charging for work of officers in Innovation and research projects to other organisations	Group Manager	717.00	792.00	10%	01/04/2023	Discretionary	SR	Standardise across Children, E&P, iHUB, Property
		Team Leader	645.00	710.00	10%	01/04/2023	Discretionary	SR	Standardise across Children, E&P, iHUB, Property
		Principal Officer	527.00	585.00	11%	01/04/2023	Discretionary	SR	Standardise across Children, E&P, iHUB, Property
		Officer	409.00	459.00	12%	01/04/2023	Discretionary	SR	Standardise across Children, E&P, iHUB, Property
		Assistant	326.00	370.00	13%	01/04/2023	Discretionary	SR	Standardise across Children, E&P, iHUB, Property
		Large meeting (up to 5 Officers in attendance)	1,440.00	1,602.00	11%	01/04/2023	Discretionary	SR	Standardise across Children, E&P, iHUB, Property
		Small meeting (2-3 Officers in attendance)	720.00	799.00	11%	01/04/2023	Discretionary	SR	Standardise across Children, E&P, iHUB, Property

Review of Charges 2023/24
Customers, Culture & Corporate Services - Music Annex

Assume
01-Sep-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Date effective from	Discretionary or Statutory	VAT Class	Comments	
Music Service	Charges to Schools	Curriculum (per hour)	65.00	65.00	0%	01/09/2023	Discretionary	EX		
		First Access (60 or 45 minutes)	1,470.00	1,544.00	5%	01/09/2023	Discretionary	EX		
		Play On (1 hour or 45 min)	1,680.00	1,764.00	5%	01/09/2023	Discretionary	EX		
		Summer fun	Various	N/A		01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)	
		Transport Zone 1	Various	N/A		01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)	
		Transport Zone 2	Various	N/A		01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)	
		Transport Zone 3	Various	N/A		01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)	
		Transport Zone 4	Various	N/A		01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)	
		workshops	Various	N/A		01/09/2023	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 £4.80)	48.00	48.00	0%	01/09/2023	Discretionary	EX	
			County Level Ensemble 1.5 hrs groups of 10 (individual price £7.20)	72.00	72.00	0%	01/09/2023	Discretionary	EX	
			County Level Ensemble 2 hrs Groups of 10 (individual price £9.60)	96.00	96.00	0%	01/09/2023	Discretionary	EX	
			Full Membership / 2.5hr ensemble Group of 10 (individual price £12)	120.00	120.00	0%	01/09/2023	Discretionary	EX	
			OCMS Full Membership / 3.5hr ensemble group 15 (Individual price £11)	165.00	135.00	-18%	01/09/2023	Discretionary	EX	
		Group Tuition	Group of 2 (20 minutes)	10.20	10.50	3%	01/09/2023	Discretionary	EX	
			Group of 3 or more (variables of 20 minutes)	6.20	6.40	3%	01/09/2023	Discretionary	EX	
		Adult Group of 10 (Individual price £11.80)	118.00		-100%	01/09/2023		EX		

Customers, Culture & Corporate Services - Music Annex

01-Sep-23

Service Area	Charge	Unit	Current Charge £	Proposed Charge 2023/24 £	Change %	Date effective from	Discretionary or Statutory	VAT Class	Comments
	Hire	Hire of Instruments (All other instruments on offer)	50.00		-100%	01/09/2023	Discretionary	EX	
		Hire of Instruments (Violin, Viola and Guitars only)	30.00		-100%	01/09/2023	Discretionary	EX	
		Instrument Purchase Charge	75.00		-100%	01/09/2023	Discretionary	SR	
		Oxfordshire County Youth orchestra	Various	N/A		01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
		Oxfordshire schools orchestra	Various	N/A		01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
		Oxfordshire Schools Symphony Orchestra	Various	N/A		01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
		Oxfordshire Youth Music Theatre	Various	N/A		01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
	Individual Tuition	Individual 40 minutes	36.40	37.00	2%	01/09/2023	Discretionary	EX	
		Individual 20 minutes - Multiples of 20 minutes only	18.20	18.50	2%	01/09/2023	Discretionary	EX	
		Individual 60 minutes	54.60	55.00	1%	01/09/2023	Discretionary	EX	
	Late cancellation Charge	Late Cancellation fee	45.00			01/09/2023	Discretionary	EX	Removal of late cancellation penalty as not cost effective to administer
	Extra late cancellation Charge	Very late cancellation fee	55.00			01/09/2023	Discretionary	EX	Removal of late cancellation penalty as not cost effective to administer
	Other Charges	Key stage 1 festival	Various			01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
		launchpad band	Various			01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
		Primary Pop	Various			01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
		spotlight talent	Various			01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
	Own teacher accompanist	Accompanist own teacher	Various			01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
	Not own teacher accompanist	Accompanist Oxfordshire County Music Service teacher	Various			01/09/2023	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)

Review of Charges 2023/24
Customers, Culture & Corporate Services - Registration Annex

ALREADY AGREED (Cabinet January 2022)
NEW CHARGES HIGHLIGHTED IN BOLD

Service Area	Charge	Unit	Agreed Charge 2023/24 £2	Proposed Charge 2023/24 £22	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	60.00	0%	01/04/2023	Discretionary	NB	
	Amendment Fee for other Civil ceremonies- If the fee for other civil ceremonies attracts VAT so does the amendment fee.	per amendment	60.00	60.00	0%	01/04/2023	Discretionary	SR	
	Births, Deaths, Marriage or Civil Partnership Certificates (Marriage inc line 19-46)	per certificate	11.00	11.00	0%	01/04/2023	Statutory	NB	
	Short Birth Certificate	per certificate	11.00	11.00	0%	01/04/2023	Statutory	NB	
	Space 17 addition	Per application	40.00	40.00	0%	01/04/2023	Statutory	NB	
	Commemorative Certificates	per certificate	10.00	10.00	0%	01/04/2023	Statutory	SR	
	Consideration for a correction	Per application	75.00	75.00	0%	01/04/2023	Statutory	NB	
	Consideration for a correction (RG involvement)	Per application	90.00	90.00	0%	01/04/2023	Statutory	NB	
	Consideration of Foreign Divorce	Per application	50.00	50.00	0%	01/04/2023	Statutory	NB	
	Consideration of Foreign Divorce (RG involvement)	Per application	75.00	75.00	0%	01/04/2023	Statutory	NB	
	Conversion of a Civil Partnership into Marriage	Standard Service	45.00	45.00	0%	01/04/2023	Statutory	NB	
		Two stage procedure on other premises - completing the declaration	27.00	27.00	0%	01/04/2023	Statutory	NB	
		Two stage procedure on other premises -signing the declaration in a religious registered for marriage of same sex couples	91.00	91.00	0%	01/04/2023	Statutory	NB	
	Statutory Priority Certificate	Per application	35.00	35.00	0%	01/04/2023	Statutory	SR	
	Licence for approved premises.	3 year licence	2,325.00	2,325.00	0%	01/04/2023	Discretionary	NB	

Customers, Culture & Corporate Services - Registration Annex

NEW CHARGES HIGHLIGHTED IN BOLD

Service Area	Charge	Unit	Agreed Charge 2023/24 £2	Proposed Charge 2023/24 £22	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Marriage & Civil partnership ceremony at former Register Office Ceremony rooms Monday - Friday during advertised hours 09:00 - 17:30 (Includes the cost of one certificate)	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms (Monday to Friday during advertised hours)	350.00	355.00	1%	01/04/2023	Discretionary	NB	Proposed increase for 2023/24 based on full cost recovery analysis, using rate card.
	Marriage & Civil partnership ceremony at former Register Office Ceremony rooms Monday - Friday outside of advertised hours 09:00 - 17:30 (Includes the cost of one certificate)	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms (Monday to Friday - outside advertised hours)	450.00	450.00	0%	01/04/2023	Discretionary	NB	
	Marriage & Civil partnership ceremony at former Register Office Ceremony rooms Saturday mornings only 09:00 - 12:00 (Includes the cost of one certificate)	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms (Saturday - during advertised hours)	350.00	430.00	23%	01/04/2023	Discretionary	NB	Proposed increase for 2023/24 based on full cost recovery analysis, using rate card, as well as increased staffing costs for Saturday enhancements

Customers, Culture & Corporate Services - Registration Annex

NEW CHARGES HIGHLIGHTED IN BOLD

Service Area	Charge	Unit	Agreed Charge 2023/24 £2	Proposed Charge 2023/24 £22	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Marriage & Civil partnership ceremony at former Register Office Ceremony rooms Saturday afternoons 13:00 - 17:30 (Includes the cost of one certificate)	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms (Saturday - outside advertised hours)	450.00	510.00	13%	01/04/2023	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
	Marriage & Civil partnership fees at former Register Office Ceremony rooms Sundays and Bank Holidays 09:00 - 17:30 (Includes the cost of one certificate)	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms (Sunday / Bank Holiday)	550.00	570.00	4%	01/04/2023	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	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms Monday - Sunday OOH	100.00	100.00	0%	01/04/2023	Discretionary	NB	
	Marriage & Civil Partnership and Register Premises (Church or Chapel)	Attending chapel / church	97.00	97.00	0%	01/04/2023	Discretionary	EX	
	Marriage & Civil Partnership fees in Oxford Register Office Statutory Room (Includes the cost of one certificate)	Statutory Marriage or Civil Partnership RO (Tues only)	57.00	57.00	0%	01/04/2023	Discretionary	NB	
	Non refundable booking fee.	Per Ceremony	100.00	100.00	0%	01/04/2023	Discretionary	NB	

Customers, Culture & Corporate Services - Registration Annex

NEW CHARGES HIGHLIGHTED IN BOLD

Service Area	Charge	Unit	Agreed Charge 2023/24 £2	Proposed Charge 2023/24 £22	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Marriages and Civil Partnerships at Approved Venues (9.00 - 17:30)	Monday - Friday	680.00	680.00	0%	01/04/2023	Discretionary	NB	
		Saturday	680.00	680.00	0%	01/04/2023	Discretionary	NB	
		Sunday & Bank Holiday	720.00	730.00	1%	01/04/2023	Statutory	NB	Proposed increase for 2023/24
	Marriages at Approved Venues Surcharge on top of standard fee for ceremony taking place OOH at 6pm or later	Monday - Sunday OOH	100.00	100.00	0%	01/04/2023	Statutory	NB	
	Notice of Marriages and Civil Partnership - Foreign Nationals	Extended 70 day Notice for foreign Nationals (for 1 person)	47.00	47.00	0%	01/04/2023	Discretionary	SR	
	Notice of Marriages and Civil Partnership	Notice of Marriage/Civil Partnership (for 1 person)	35.00	35.00	0%	01/04/2023	Discretionary	SR	
	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	300.00	300.00	0%	01/04/2023	Discretionary	SR	
		Register Office Ceremony Room Saturday	350.00	320.00	-9%	01/04/2023	Discretionary	SR	Fee high compared to SE benchmarking and above cost recovery, so slight reduction in proposed fee.
		Register Office Ceremony Room Sunday & Bank Holiday	350.00	360.00	3%	01/04/2023	Discretionary	SR	Proposed increase for 2023/24

Customers, Culture & Corporate Services - Registration Annex

NEW CHARGES HIGHLIGHTED IN BOLD

Service Area	Charge	Unit	Agreed Charge 2023/24 £2	Proposed Charge 2023/24 £22	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	300.00	320.00	7%	01/04/2023	Discretionary	SR	Proposed increase for 2023/24
		Approved Venue Saturday	350.00	350.00	0%	01/04/2023	Discretionary	SR	
		Approved Venue Sunday & Bank Holiday	350.00	360.00	3%	01/04/2023	Statutory	NB	Proposed increase for 2023/24
	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	400.00	0%	01/04/2023	Statutory	SR	
		Venues not approved by Oxfordshire County Council Saturday	450.00	450.00	0%	01/04/2023	Statutory	SR	
		Venues not approved by Oxfordshire County Council Sunday & Bank Holiday	450.00	460.00	2%	01/04/2023	Statutory	SR	Proposed increase for 2023/24
	Marriage or Civil Partnership Ceremony and a non-statutory civil ceremony	Your day your way ceremony	760.00	760.00	0%	01/04/2023	Statutory	NB/SR	
	Other Civil Ceremonies - Group Citizenship Monday - Friday (09:00 - 15:00)	Group Citizenship Ceremony at County Hall	80.00	80.00	0%	01/04/2023	Statutory	NB	

Customers, Culture & Corporate Services - Registration Annex

NEW CHARGES HIGHLIGHTED IN BOLD

Service Area	Charge	Unit	Agreed Charge 2023/24 £2	Proposed Charge 2023/24 £22	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Other Civil Ceremonies - Individual Citizenship Monday - Friday (09:00 - 16:00)	Individual Ceremony at Oxford Register Office only	310.00	90.00	-71%	01/04/2023			Current fee well in excess of regional fee based on SE benchmarking and well in excess of full cost recovery. New proposed fees based on full cost recovery and SE benchmarking.
	Searches in indexes	General Search	18.00	18.00	0%	01/04/2023			

Review of Charges 2024/25
Customers, Culture & Corporate Services - Registration Annex

Assume
01-Apr-24

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge 2024/25 £2	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	60.00	0%	01/04/2024	Discretionary	NB	Fee already at limit compared to SE benchmarking, so no increase.
	Amendment Fee for other Civil ceremonies- If the fee for other civil ceremonies attracts VAT so does the amendment fee. Fee already at limit so no increase	per amendment	60.00	60.00	0%	01/04/2024	Discretionary	SR	Fee already at limit compared to SE benchmarking, so no increase. Inclusive of VAT.
	Births, Deaths Certificates (Marriage inc line 24-46)	per certificate	11.00	11.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review. Fee the same regardless of whether the certificate has been issued on the day, from a current register or from a deposited register
	Short Birth Certificate	per certificate	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	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review
	Commemorative Certificates	per certificate	10.00	10.00	0%	01/04/2024	Statutory	SR	No proposed date for statutory fee review
	Consideration for a correction	Per application	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	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review
	Consideration of Foreign Divorce	Per application	50.00	50.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review

Customers, Culture & Corporate Services - Registration Annex

01-Apr-24

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge 2024/25 £2	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	comments
	Consideration of Foreign Divorce (RG involvement)	Per application	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	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	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	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review
	Statutory Priority Certificate	Per application	35.00	35.00	0%	01/04/2024	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	2,325.00	2,325.00	0%	01/04/2024	Discretionary	NB	Fee already at limit compared to SE benchmarking, and falls within full cost recover, so no increase proposed.
	Marriage & Civil partnership ceremony at former Register Office Ceremony rooms Monday - Friday during advertised hours 09:00 - 17:30 (Includes the cost of one certificate)	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms (Monday to Friday during advertised hours)	355.00	375.00	6%	01/04/2024	Discretionary	NB	Proposed increase for 203/24 based on full cost recovery analysis, using rate card.

Customers, Culture & Corporate Services - Registration Annex

01-Apr-24

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge 2024/25 £2	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	comments
	Marriage & Civil partnership ceremony at former Register Office Ceremony rooms Monday - Friday outside of advertised hours 09:00 - 17:30 (Includes the cost of one certificate)	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms (Monday to Friday - outside advertised hours)	450.00	475.00	6%	01/04/2024	Statutory	NB	Proposed increase for 203/24 based on full cost recovery analysis, using rate card.
	Marriage & Civil partnership ceremony at former Register Office Ceremony rooms Saturday mornings only 09:00 - 12:00 (Includes the cost of one certificate)	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms (Saturday - during advertised hours)	430.00	460.00	7%	01/04/2024	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
	Marriage & Civil partnership ceremony at former Register Office Ceremony rooms Saturday afternoons 13:00 - 17:30 (Includes the cost of one certificate)	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms (Saturday - outside advertised hours)	510.00	540.00	6%	01/04/2024	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

Customers, Culture & Corporate Services - Registration Annex

01-Apr-24

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge 2024/25 £2	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	comments
	Marriage & Civil partnership fees at former Register Office Ceremony rooms Sundays and Bank Holidays 09:00 - 17:30 (Includes the cost of one certificate)	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms (Sunday / Bank Holiday)	570.00	605.00	6%	01/04/2024	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	Abingdon- Roysse Court Banbury - Bodicote House Bicester - Garth Park Didcot - Broadway Room Henley - Regatta Court Oxford - Dexter Room Witney - Windrush Rooms Monday - Sunday OOH	100.00	100.00	0%	01/04/2024	Discretionary	NB	
	Marriage & Civil Partnership and Register Premises (Church or Chapel)	Attending chapel / church	97.00	97.00	0%	01/04/2024	Discretionary	NB	No proposed date for statutory fee review
	Marriage & Civil Partnership fees in Oxford Register Office Statutory Room (Includes the cost of one certificate)	Statutory Marriage or Civil Partnership RO (Tues only)	57.00	57.00	0%	01/04/2024	Discretionary	NB	No proposed date for statutory fee review
	Non refundable booking fee.	Per Ceremony	100.00	100.00	0%	01/04/2024	Discretionary	EX	Fee already at limit compared to SE benchmarking, so no increase.
	Marriages and Civil Partnerships at Approved Venues (9.00 - 17:30)	Monday - Friday	680.00	700.00	3%	01/04/2024	Discretionary	NB	Fee already at limit compared to SE benchmarking. Cost analysis shows slightly over cost recovery.

Customers, Culture & Corporate Services - Registration Annex

01-Apr-24

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge 2024/25 £2	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	comments
		Saturday	680.00	740.00		01/04/2024			Fee already at limit compared to SE benchmarking. Cost analysis shows slightly over cost recovery.
		Sunday & Bank Holiday	730.00	780.00	7%	01/04/2024	Discretionary	NB	Fee already at limit compared to SE benchmarking. Cost analysis shows slightly over cost recovery.
	Marriages at Approved Venues Surcharge on top of standard fee for ceremony taking place OOH at 6pm or later	Monday - Sunday OOH	100.00	100.00	0%	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	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	0%	01/04/2024	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	300.00	300.00	0%	01/04/2024	Discretionary	SR	Fee already at limit compared to SE benchmarking, so no increase. Fee within full cost recovery. Inclusive of VAT.
		Register Office Ceremony Room Saturday	320.00	340.00	6%	01/04/2024	Discretionary	SR	Fee high compared to SE benchmarking and above cost recovery, so slight reduction in proposed fee.

Customers, Culture & Corporate Services - Registration Annex

01-Apr-24

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge 2024/25 £2	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	comments
		Register Office Ceremony Room	360.00	380.00	6%	01/04/2024	Discretionary	SR	Inclusive of VAT.
		Sunday & Bank Holiday							
	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	330.00	3%	01/04/2024	Discretionary	SR	Inclusive of VAT.
		Approved Venue Saturday	350.00	370.00	6%	01/04/2024	Discretionary	SR	Inclusive of VAT.
		Approved Venue Sunday & Bank Holiday	360.00	380.00	6%	01/04/2024	Discretionary	SR	Inclusive of VAT.
	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	440.00	10%	01/04/2024	Discretionary	SR	No proposed date for statutory fee review. Inclusive of VAT.
		Venues not approved by Oxfordshire County Council Saturday	450.00	470.00	4%	01/04/2024	Statutory	NB	No proposed date for statutory fee review. Inclusive of VAT.
		Venues not approved by Oxfordshire County Council Sunday & Bank Holiday	460.00	480.00	4%	01/04/2024	Statutory	SR	No proposed date for statutory fee review. Inclusive of VAT.

Customers, Culture & Corporate Services - Registration Annex

01-Apr-24

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge 2024/25 £2	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	comments
	Marriage or Civil Partnership Ceremony and a non-statutory civil ceremony	Your day your way ceremony	760.00	800.00	5%	01/04/2024	Statutory	SR	No proposed date for statutory fee review. Inclusive of VAT.
	Other Civil Ceremonies - Group Citizenship Monday - Friday (09:00 - 15:00)	Group Citizenship Ceremony at County Hall	80.00	80.00	0%	01/04/2024	Statutory	SR	No proposed date for statutory fee review
	Other Civil Ceremonies - Individual Citizenship Monday - Friday (09:00 - 16:00)	Individual Ceremony at Oxford Register Office only	90.00	100.00	11%	01/04/2024	Statutory	NB/SR	Current fee well in excess of regional fee based on SE benchmarking and well in excess of full cost recovery. New proposed fees based on full cost recovery and SE benchmarking.
	Searches in indexes	General Search	18.00	18.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review

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