

## 1. CEF - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
CEF2 -7	<u>EARLY INTERVENTION</u>										
CEF2-71	Early Intervention Hubs	D	Cost Recovery	<b>Concerts and Performances</b>	01/04/2015	At Cost				No planned increase due to service review of Children's Centres and Early Intervention Hubs	SR
		D	Cost Recovery	<b>Room Lettings</b>							
				Under 21 with supervision	01/04/2015	£5.00	01/04/2017	£5.00		see above	EX
				Over 21 no supervision	01/04/2015	£10.00	01/04/2017	£10.00		see above	
				<b>Banbury Hub</b>							
				<u>Commerical Units</u>							
				Main Hall	01/04/2015	£20.00	01/04/2017	£20.00		see above	EX
				Meeting room 1, 2 or 4	01/04/2015	£10.00	01/04/2017	£10.00		see above	
				Meeting rooms 1 and 2 combined	01/04/2015	£15.00	01/04/2017	£15.00		see above	
				Art and crafts area	01/04/2015	£10.00	01/04/2017	£10.00		see above	
				Workshop	01/04/2015	£10.00	01/04/2017	£10.00		see above	
				Outside multi use games area	01/04/2015	£10.00	01/04/2017	£10.00		see above	
				Gym	01/04/2015	£15.00	01/04/2017	£15.00		see above	
				kitchen (access to tea/coffee making facilities)	01/04/2015	£10.00	01/04/2017	£10.00		see above	
				Recording studio	01/04/2015	£15.00	01/04/2017	£15.00		see above	
				Music performance room 1	01/04/2015	£10.00	01/04/2017	£10.00		see above	
				Music performance room 2	01/04/2015	£10.00	01/04/2017	£10.00		see above	
				Lobby area	01/04/2015	£10.00	01/04/2017	£10.00		see above	
				<u>Community &amp; Voluntary Organisations</u>							
				Main Hall	01/04/2015	£10.00	01/04/2017	£10.00		see above	EX
				Meeting room 1, 2 or 4	01/04/2015	£5.00	01/04/2017	£5.00		see above	
				Meeting rooms 1 and 2 combined	01/04/2015	£7.50	01/04/2017	£7.50		see above	
				Art and crafts area	01/04/2015	£7.50	01/04/2017	£7.50		see above	
				Workshop	01/04/2015	£7.50	01/04/2017	£7.50		see above	
				Outside multi use games area	01/04/2015	£7.50	01/04/2017	£7.50		see above	
				Gym	01/04/2015	£7.50	01/04/2017	£7.50		see above	
				kitchen (access to tea/coffee making facilities)	01/04/2015	£5.00	01/04/2017	£5.00		see above	
				Recording studio	01/04/2015	£7.50	01/04/2017	£7.50		see above	
				Music performance room 1	01/04/2015	£5.00	01/04/2017	£5.00		see above	
				Music performance room 2	01/04/2015	£5.00	01/04/2017	£5.00		see above	
				Lobby area	01/04/2015	£5.00	01/04/2017	£5.00		see above	

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	Early Intervention Hubs continued			<b>Bicester Hub</b> <u>Commerical Use</u> Dance Studio Dance Studio + Café Performance Hall Performance Hall + Café Performance Hall + Café + Dance Studio Counselling Room Art Room Jesters Band Room 2 Large Meeting Room Digital media (meeting Room) Digital Media (Computers usage)	01/04/2015	£15.00	01/04/2017	£15.00		see above	EX
				<u>Reduced Rate</u> Dance Studio Dance Studio + Café Performance Hall Performance Hall + Café Performance Hall + Café + Dance Studio Counselling Room Art Room Jesters Band Room 2 Large Meeting Room Digital media (meeting Room) Digital Media (Computers usage)  <u>Band Room 2 Additional Fees</u> 4pm - 6:30pm Age 19+ Age 13-18 6:30pm - 9pm Age 19+ Age 13-18  <b>East Street</b> Week day half day Week day half day - Non Commercial - Maximum Charge Weekend half day Weekend half day (when simultaneous bookings)	01/04/2015	£10.00	01/04/2017	£10.00		see above	EX
				<u>Main Hall</u> Commerical Use Reduced rate	01/04/2015	£30.00	01/04/2017	£30.00		see above	EX
					01/04/2015	£15.00	01/04/2017	£15.00		see above	EX

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CEF2-73	Youth Riverside Centre	D	Cost Recovery	Climbing wall (tower) hire for one day within Oxfordshire	01/04/2015	£682.50	01/04/2017	£709.80	4.00%		SR
				Mountain Bikes per bike hired (per day)	01/04/2015	£10.50	01/04/2017	£12.00	10.00%		SR
				First Staff member per half day (up to 3.5 hours).	01/04/2015	£189.00	01/04/2017	£200.00	5.82%		SR
				Second staff member per half day	01/04/2015	£136.50	01/04/2017	£145.00	6.23%		SR
				First Staff member per whole day (3.5hrs- 7hrs)	01/04/2015	£252.00	01/04/2017	£265.00	5.16%		SR
				Second Staff member per whole day	01/04/2015	£199.50	01/04/2017	£210.00	5.26%		SR
				Food as part of a cooking session	01/04/2015	£3.50	01/04/2017	£4.00	14.29%		SR
				Minibus hire to OCC approved groups	01/04/2015	£65.00	01/04/2017	£70.00	7.69%		SR
				Hire of Premises (cost of the building per day)	01/04/2015	£31.00	01/04/2017	£40.00	29.03%		
CEF 1 - 4	Education										
CEF1-41	Schools & Learning Outdoor Education Centres Oxfordshire Schools and Groups Hill End	D	Cost recovery	Hill End							
		D		Robinson (42)	01/04/2016	£300.00	01/04/2017	£312.00	4.0%	The price increase still represent exceptionally good value when compared to similar accommodation locally and nationally. Often schools recharge parents so when this is divided by class sizes it is good value and still accessible.	NB
				North (28)	01/04/2016	£315.00	01/04/2017	£328.00	4.1%		NB
				High (46)	01/04/2016	£325.00	01/04/2017	£338.00	4.0%		NB
				Middle (54)	01/04/2016	£340.00	01/04/2017	£354.00	4.1%		
				Staff Bedroom (per night)	01/04/2016	£32.00	01/04/2017	£33.50	4.7%		NB
				Camping (per tent per night, kitchen not included)	01/04/2016	£15.00	01/04/2017	£15.50	3.3%		NB
				Day Guest (per person with residential)	01/04/2016	£8.00	01/04/2017	£8.50	6.3%		NB
				Blue Dragon - Meeting Room Full Day (9-5)	01/04/2016	£130.00	01/04/2017	£136.00	4.6%		NB
				Green Dragon - Meeting Room Full Day (9-5)	01/04/2016	£88.00	01/04/2017	£92.00	4.5%		NB
				Cookhouse and Barn Full Day	01/04/2016	£140.00	01/04/2017	£146.00	4.3%		NB
				Led Sessions (max 35 people) - Full Day	From	£460.00	01/04/2017	£480.00	4.3%		NB
				Educational specialist sessions e.g. WWII day	From	£380.00	01/04/2017	£396.00	4.2%		NB
				Site Only Visit		£60.00	01/04/2017	£62.50	4.2%		NB

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CEF1-41	Outdoor Education Centres Continued Hill End			<b>Commercial prices from:</b>						Prices are subject to fluctuation depending on seasonal demand and are subject to any additional requirements as per booking arrangement. Charges are designed to fully recover costs and may be varied during the year to reflect market demands and any increase in costs.	SR		
				NON Oxfordshire Schools and Groups bookings price for booking requests from groups, organisations or private hire									
				Robinson (42)	01/04/2016	£320.00	01/04/2017	£333.00	4.1%				
				North (28)	01/04/2016	£335.00	01/04/2017	£348.00	3.9%				
				High (46)	01/04/2016	£345.00	01/04/2017	£359.00	4.1%				
				Middle (54)	01/04/2016	£405.00	01/04/2017	£421.00	4.0%				
				Staff / Guest Bedroom (per night)	01/04/2016	£35.00	01/04/2017	£36.50	4.3%				
				Camping (per tent per night, kitchen not included)	01/04/2016	£16.00	01/04/2017	£16.50	3.1%				
				Day Guest (per person with residential)	01/04/2016	£10.00	01/04/2017	£10.50	5.0%				
				Whole Site - All Buildings - (Friday pm - Sunday am)	01/04/2016	£3,600.00	01/04/2017	£3,744.00	4.0%				
				Whole Site - All Buildings - (per 24 hours from 10.00am)	01/04/2016	£2,100.00	01/04/2017	£2,184.00	4.0%				
				Blue Dragon - Meeting Room Full Day	01/04/2016	£140.00	01/04/2017	£146.00	4.3%				
				Green Dragon - Meeting Room Full Day	01/04/2016	£95.00	01/04/2017	£99.00	4.2%				
				Cookhouse and Barn - Meeting Room Full Day	01/04/2016	£180.00	01/04/2017	£188.00	4.4%				
				Led Sessions (max 35 people) - Half Day	01/04/2016	£300.00	01/04/2017	£312.00	4.0%				
				Led Sessions (max 35 people) - Full Day	01/04/2016	£500.00	01/04/2017	£520.00	4.0%				
				Educational specialist sessions e.g. WWII day	01/04/2016	£450.00	01/04/2017	£468.00	4.0%				
Site Only Visit	01/04/2016	£61.00	01/04/2017	£63.50	4.1%								
				<b>Total Income CEF1-41</b>	<b>£105,500.00</b>		<b>£63,000.00</b>		OCC no longer receives the income from Out of County Outdoor Education Centres. Income budget adjusted accordingly.				
CEF1-5	School Organisation & Planning Home To School & College Transport	D		<b>Contributions To School Transport (Per Term i.e. 3 per year)</b>						Cabinet on 4th February 2014 agreed a five year charging mechanism based on distance, under/over 3 miles. The charges are to increase by 5% per annum.	ZR		
				Under 3 Miles Pre & Post-16 Students	01/09/2016	£106.72	01/09/2016	£112.06	5.0%				
				Over 3 Miles Pre & Post-16 Students	01/09/2016	£198.89	01/09/2016	£208.84	5.0%				
				<b>Total Income EE2-51B</b>	<b>£664,763.00</b>		<b>£688,812.00</b>						

## Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

## VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

## 2. ADULT SOCIAL CARE - S&CS - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
SCS1	ADULT SOCIAL CARE										
SCS1-1	Older People										
	Urgent Response and Telecare Service: telecare equipment and monitoring form a call centre. Level 1: contact nominated carer. Level 2: response team attend		URTS service - telecare level 1	Weekly charge	n/a	n/a	01/10/2016	£5.00		The Alert Service ceased to be provided in Oct 2016: replaced by the URTS service	NB
			URTS service - telecare level 2	Weekly charge	n/a	n/a	01/10/2016	£10.00			NB
	Care Homes	SA	Residents who are financially supported by the County Council in Residential and Nursing Homes are subject to a financial assessment under the Care Act 2014 guidelines.	Financially assessed contributions from clients in Care Homes	01/04/2015	Various				Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers.	NB
	Non Residential Care	SA	Since April 2015 all clients receiving non-residential services are subject to charging under the Care Act 2014 guidelines	Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly.	01/04/2015	Various					NB
			Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.	Home Care (including laundry, meals and shopping services)						Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers.	
		D	Day Care	Day Care, per day for older people, including meals							
				Charge per day (5 hours)	01/04/2015	£15.00		£0.00	replaced below		NB
				Charge per half day (3 hours)	01/04/2015	£9.00		£0.00	replaced below		NB
				Meal	01/04/2015	£5.00		£0.00	replaced below		NB
				Transport to day centre	01/04/2015	£5.00		£0.00	replaced below		NB
				Transport			01/10/2017	£10.00	New Charge		NB
				Respite & prevention (3 hour session)			01/10/2017	£19.00	New Charge		NB
				Active Support (3 hour session)			01/10/2017	£28.00	New Charge		NB
				1:1 Support (3 hour session)			01/10/2017	£62.00	New Charge		NB
				2:1 Support (3 hour session)			01/10/2017	£112.00	New Charge		NB
										New charge as part of the Daytime Support paper subject to approval elsewhere on the agenda.	NB

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SCS1-2	Learning Disabilities Residential External	SA	Statutory Requirement	Financially assessed contributions from clients in Care Homes Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly.	01/04/2015	Various			-	Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers.	NB	
	Non residential Care	SA	Since April 2015 all clients receiving non-residential services are subject to charging under the Care Act 2014 guidelines	Home Care & Day Care	01/04/2015	Various			-		NB	
				Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.	Supported Living	01/04/2015	Various			-	Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers	NB
					Adult Placements (including those for other client groups)	01/04/2015	Various			-		NB
				Supported living - additional support for client holidays	01/04/2015	Various			-			
SCS1-3	Mental Health Residential Services	SA	Statutory Requirement	Financially assessed contributions from clients in Care Homes	01/04/2015	Various			-	Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers.	NB	
		SP	Nil contribution for clients covered by S117	Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly.							NB	
	Drugs and Alcohol	SA		As above	01/04/2015	Various			-		NB	
	Non residential Care	SA	Since April 2015 all clients receiving non-residential services are subject to charging under the Care Act 2014 guidelines Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.		01/04/2015	various			-		NB	

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SCS1-4M	Money Management	SA	Statutory Requirement	Court of Protection income detail as follows:						Awaiting for the Ministry of Justice to approve an increase into Court of Protection charges.	NB
				<u>Category 1</u>							
				Work up to court order date	01/02/2011	£670.00	01/02/2011	£670.00	0.0%		
				<u>Category 2 Property &amp; Affairs</u>							
				Annual Management Fee Yr 1	01/02/2011	£700.00	01/02/2011	£700.00	0.0%		
				Yr2 & subsequent yrs	01/02/2011	£585.00	01/02/2011	£585.00	0.0%		
		or max 3% of net assets if less than £16,000									
Deputy for Health & Welfare	01/02/2011	£500.00	01/02/2011	£500.00	0.0%						
				<u>Category 3 Property Management</u>	01/02/2011	£270.00	01/02/2011	£270.00	0.0%		
				<u>Category 4 Annual report</u>	01/02/2011	£195.00	01/02/2011	£195.00	0.0%		
		D	Recovery of full cost	Charge per hour for work in relation to estates of deceased clients	01/04/2015	£105.00	01/02/2011	£105.00	0.0%	Hourly rate is already above what Legal Services charge. Therefore no planned increase given this is administrative work.	
SCS1-5	Physical Disabilities	SA	Statutory Requirement	Financially assessed contributions from clients in Care Homes Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly.	01/04/2015	Various				- Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers.	NB
	Care Homes										
	Non Residential Care	SA	Since April 2015 all clients receiving non-residential services are subject to charging under the Care Act 2014 guidelines Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.		01/04/2015	Various				- Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers.	NB

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### VAT Class

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## 3. FIRE &amp; RESCUE - S&amp;CS - Review of Charges 2017/18

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SCS3	<b>FIRE AND RESCUE &amp; EMERGENCY PLANNING</b>										
SCS3-1	Fire & Rescue Service	D	The charge is to cover the cost of an operational firefighter plus overheads.	<b>Special Services:</b> a) Personnel, regardless of rank, per hour or part hour.	01/04/2016	£46.80 <u>Inc VAT</u>		£48.72	4.1%		SR
			The charge compares with the hiring of a similar type of heavy plant such as a large mobile crane or Cherry Picker.	b) Aerial Ladder Platform per hour or part hour, excluding petrol.	01/04/2016	£241.20 <u>Inc VAT</u>		£250.92	4.0%		SR
			This charge compares with the hiring of smaller plant with multiple special tools.	c) Vehicles/appliances exceeding 2 tons (unladen) per hour or part hour	01/04/2016	£94.20 <u>Inc VAT</u>		£98.04	4.1%		SR
			The charge compares with the hiring of smaller self contained plant such as a small Cherry Picker.	d) Vehicles/appliances NOT exceeding 2 tons (unladen) per hour or part hour.	01/04/2016	£63.60 <u>Inc VAT</u>		£66.18	4.1%		SR
		D	Recovery of costs relevant to the retrieval of a Fire Report, copying/extract preparation and	<b>Fire Reports:</b> a) Preparation of Fire Report	01/04/2016	£39.00		£41.00	5.1%		NB
			Recovery of costs relevant to time spent investigating the fire, preparation of report and posting to client.	b) Preparation of a Fire Investigation Report	01/04/2016	£292.00		£305.00	4.5%		NB
				i) short or extracted	01/04/2016	£386.00		£410.00	6.2%		NB
				ii) full report or one involving extensive enquiries, photographs etc.	01/04/2016	£578.00		£600.00	3.8%		NB
				iii) full report or one on major incidents requiring extensive protracted investigation etc.	01/04/2016	£77.50		£85.00	9.7%		NB
		D	The charge is to cover the cost of an operational officer for an interview on one of the Fire Service site locations.	Insurance Interviews	01/04/2016	£77.50		£85.00	9.7%		NB
		D	Recovery of full cost	Charging third parties for the use of operational assets where we are able to charge							SR
	<b>Service Support</b> Service Support Management	D	Annual charge made to alarm receiver centres and users of dedicated dial in facilities in respect of unwanted fire alarms	<b>Direct Dial in Facilities</b> Charges made to alarm receiver centres & users of & users of dedicated dial in facilities	01/04/2016	£443.50 <u>Excl VAT</u>		£452.50	2.0%	Contract increase is RPI rate in Sept prior to April increase	SR
	Commercial Training Unit	D	Recovery of full cost	Fire prevention training - various courses		Various		Various			EX
<b>Total Income SCS3-1</b>						<b>£360,650.00</b>		<b>£367,862.00</b>			

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## 4. TRADING STANDARDS - S&amp;CS - Review of Charges 2017/18

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					Effective Date	Rate	Effective Date	Proposed Rate			
SCS3-4	TRADING STANDARDS	D	So that licence holders contribute towards the cost of the licencing system	Performing animal licences	01/04/2016	£40.00	01/04/2017	£41.60	4.0%		NB
		SA	Statutory Charge for issuing a licence to store explosives.	<p><b>Explosive Acts 1875 &amp; 1923:</b></p> <p>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</p> <p>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</p> <p>1 year 2 years 3 years 4 years 5 years</p> <p>Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed</p> <p>1 year 2 years 3 years 4 years 5 years</p> <p>Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed</p> <p>1 year 2 years 3 years 4 years 5 years</p> <p>Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed</p> <p>1 year 2 years 3 years 4 years 5 years</p> <p>e) Varying a licence - varying name or address - Transfer of licence/registration - Replacement of licence/registration</p>	<p>01/04/2011 £178.00 01/04/2011 £234.00 01/04/2011 £292.00</p> <p>01/04/2017 £185.00 01/04/2017 £243.00 01/04/2017 £304.00 01/04/2017 £374.00 01/04/2017 £423.00</p> <p>01/04/2011 £88.00 01/04/2011 £141.00 01/04/2011 £198.00</p> <p>01/04/2017 £86.00 01/04/2017 £147.00 01/04/2017 £206.00 01/04/2017 £266.00 01/04/2017 £326.00</p> <p>01/04/2011 £105.00 01/04/2011 £136.00 01/04/2011 £166.00</p> <p>01/04/2017 £109.00 01/04/2017 £141.00 01/04/2017 £173.00 01/04/2017 £206.00 01/04/2017 £238.00</p> <p>01/04/2011 £52.00 01/04/2011 £83.00 01/04/2011 £115.00</p> <p>01/04/2017 £54.00 01/04/2017 £86.00 01/04/2017 £120.00 01/04/2017 £152.00 01/04/2017 £185.00</p> <p>01/04/2011 £35.00 01/04/2011 £35.00 01/04/2011 £35.00</p> <p>01/04/2017 £36.00 01/04/2017 £36.00 01/04/2017 £36.00</p>	<p>3.9% 3.8% 4.1%</p> <p>-2.3% 4.3% 4.0%</p> <p>3.8% 3.7% 4.2%</p> <p>3.8% 3.6% 4.3%</p> <p>2.9% 2.9% 2.9%</p>	<p>CHARGES SET BY STATUTE</p>	<p>NB NB NB</p> <p>NB NB NB</p> <p>NB NB</p> <p>NB NB NB</p>			

## 4. TRADING STANDARDS - S&amp;CS - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
SCS3-4	Trading Standards Continued	SA	Statutory Charge for issuing a licence to store petroleum.	<b>Dangerous Substances and Explosive Atmospherics Regulations 2002:</b>						CHARGES SET BY STATUTE	
				a) Not exceeding 2,500 litres	01/04/2011	£42.00	01/04/2017	£44.00	4.8%		NB
				b) Exceeding 2,500 litres but less than 50,000 litres	01/04/2011	£58.00	01/04/2017	£60.00	3.4%		NB
				c) Over 50,000 litres	01/04/2011	£120.00	01/04/2017	£125.00	4.2%		NB
		D	So that fee payers contribute towards the costs of the tests.	<b>Testing fees - verifying weights and measures</b>							SR
				<b>Hourly rate</b>	01/04/2016	£79.12	01/04/2017	£82.50	4.3%		
				<b>Weighing instruments</b>							
				15k or less - First item	01/04/2016	£40.89	01/04/2017	£42.50	3.9%		
				- Reduced fee for second item	01/04/2016	£33.19	01/04/2017	£34.50	3.9%		
				- Reduced fee for 3 items or more	01/04/2016	£31.63	01/04/2017	£33.00	4.3%		
				Over 15Kq to 1,000kg - First item	01/04/2016	£68.85	01/04/2017	£71.50	3.9%		
				- Reduced fee for second item	01/04/2016	£54.72	01/04/2017	£57.00	4.2%		
				- Reduced fee for 3 items or more	01/04/2016	£51.87	01/04/2017	£54.00	4.1%		
				Over 1,000kg to 10t - First item	01/04/2016	£212.04	01/04/2017	£220.50	4.0%		
				- Reduced fee for second item	01/04/2016	£169.90	01/04/2017	£177.00	4.2%		
				- Reduced fee for 3 items or more							
				- Weights and labour provided							
				Over 10t to 60t - First item	01/04/2016	£352.56	01/04/2017	£367.00	4.1%		
				- Reduced fee for second item	01/04/2016	£282.31	01/04/2017	£293.50	4.0%		
				- Reduced fee for 3 items or more							
				- Weights and labour provided							
				<b>Testing outside normal hours</b>							
				Outside 8:30-17:00, Monday to Friday and on Saturday:							
				Trading Standards Officer, per hour	01/04/2016	£11.71	01/04/2017	£12.50	6.8%		
				Non Trading Standards Officer, per hour	01/04/2016	£8.19	01/04/2017	£8.50	3.8%		
				On Sundays and Bank Holidays							
				Trading Standards Officer, per hour	01/04/2016	£23.42	01/04/2017	£24.50	4.6%		
				Non Trading Standards Officer, per hour	01/04/2016	£16.39	01/04/2017	£17.00	3.7%		
				<b>Weights</b>							
				500mg- 5Kq - First item	01/04/2016	£6.39	01/04/2017	£6.70	4.8%		
				- Second and subsequent items	01/04/2016	£5.11	01/04/2017	£5.40	5.6%		
				Below 500mg and above 5Kq - First item	01/04/2016	£10.22	01/04/2017	£10.70	4.7%		
				- Second and subsequent items	01/04/2016	£7.65	01/04/2017	£8.00	4.5%		

## 4. TRADING STANDARDS - S&amp;CS - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
SCS3-4	Trading Standards Continued			<b>Measuring instruments for Liquid fuel and Lubricants</b>							
				Per Nozzle - First item	01/04/2016	£116.80	01/04/2017	£121.50	4.0%		
				- Second and subsequent items on same site	01/04/2016	£72.53	01/04/2017	£75.50	4.1%		
				<b>Testing peripheral electronic equipment on a separate visit (per site)</b>	01/04/2016	£79.12	01/04/2017	£82.50	4.3%		
				<b>Testing of credit card acceptor (per unit, regardless of number of nozzles etc)</b>	01/04/2016	£79.12	01/04/2017	£82.50	4.3%		
				<b>Measuring instruments - Intoxicating liqueur</b>							
				150ml or less - First item	01/04/2016	£16.59	01/04/2017	£17.50	5.5%		
				- Second and subsequent items	01/04/2016	£13.27	01/04/2017	£14.00	5.5%		
				Above 150ml - First item	01/04/2016	£20.43	01/04/2017	£21.50	5.2%		
				- Second and subsequent items	01/04/2016	£16.36	01/04/2017	£17.00	3.9%		
				<b>Length measures</b>							
				3 metres or less - First item	01/04/2016	£10.22	01/04/2017	£10.70	4.7%		
				- Second and subsequent items	01/04/2016	£7.65	01/04/2017	£8.00	4.5%		
				<b>Capacity measures</b>							
				1 litre or less - First item	01/04/2016	£6.39	01/04/2017	£6.70	4.8%		
				- Second and subsequent items	01/04/2016	£5.11	01/04/2017	£5.30	3.6%		
				Cubic ballast measures	01/04/2016	£173.71	01/04/2017	£181.00	4.2%		
				Average quantity measures	01/04/2016	£28.10	01/04/2017	£29.50	5.0%		
				Average quantity templates - First item	01/04/2016	£48.53	01/04/2017	£50.50	4.1%		
				- Second and subsequent items	01/04/2016	£19.15	01/04/2017	£20.00	4.4%		
				<b>Pharmaceutical measures at manufacturers premises</b>							
				0-50 items - 5 graduations	01/04/2016	£2.77	01/04/2017	£2.90	4.6%		
				- 6 graduations	01/04/2016	£2.94	01/04/2017	£3.10	5.4%		
				- 7 to 10 graduations	01/04/2016	£4.13	01/04/2017	£4.30	4.2%		
				50-100 items - 5 graduations	01/04/2016	£2.23	01/04/2017	£2.30	3.3%		
				- 6 graduations	01/04/2016	£2.35	01/04/2017	£2.50	6.3%		
				- 7 to 10 graduations	01/04/2016	£3.30	01/04/2017	£3.40	3.1%		
				100+ items - 5 graduations	01/04/2016	£2.08	01/04/2017	£2.20	5.8%		
				- 6 graduations	01/04/2016	£2.21	01/04/2017	£2.30	4.3%		
				- 7 to 10 graduations	01/04/2016	£3.09	01/04/2017	£3.20	3.7%		

## 4. TRADING STANDARDS - S&amp;CS - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
SCS3-4	Trading Standards Continued	D		<b>Hire of cattle crush</b> (mobile unit taken to farms / sites for the safe handling of cattle when conducting welfare checks): Oxfordshire businesses - First day - Subsequent days - Additional fee for re-location (per hour)  Non-Oxfordshire businesses - First day - Subsequent days - Additional fee for re-location (per hour)	01/04/2016	£269.46	01/04/2017	£280.00	3.9%		SR
					01/04/2016	£80.63	01/04/2017	£85.00	5.4%		
					01/04/2016	£16.16	01/04/2017	£17.00	5.2%		
					01/04/2016	£323.04	01/04/2017	£335.00	3.7%		
					01/04/2016	£80.63	01/04/2017	£84.00	4.2%		
					01/04/2016	£16.13	01/04/2017	£17.00	5.4%		
		D	To recover costs incurred administering the scheme	<b>Buy with Confidence Trader Approval scheme</b> First year total for 1-5 employees  First year total for 6-20 employees First year total for 20-49 employees Renewal Fee (from 2018/19) for 1-5 employees Renewal Fee (from 2018/19) for 6-20 employees Renewal Fee (from 2018/19) for 20-49 employees		New Charge	01/04/2017	£450.00		The Buy with Confidence scheme is a national scheme delivered locally by local authorities who wish to run the scheme in their area. It checks and approves local traders (home repairs and maintenance).  The new price more accurately reflects cost of the scheme, which had previously been subsidised by local authorities.	SR
		D	To recover costs incurred during meeting requests for environmental searches	<b>Petroleum Environmental Searches</b>	01/04/2016	£112.00	01/04/2017	£117.00	4.5%		NB
		D	To recover costs associated with providing additional business support and consultancy service	<b>Additional Business Support</b> (per hour)	01/04/2016	£45.00	01/04/2017	£47.00	4.4%		SR
		D	To recover costs incurred in administering the scheme	<b>Carrying Agent for imported dogs, cats and other mammals:</b> 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  - Monday to Friday - Saturday and Sunday - Bank Holidays	01/04/2015	£240.00	01/04/2017	£249.60	4.0%		
					01/04/2015	£360.00	01/04/2017	£374.40	4.0%		
					01/04/2015	£480.00	01/04/2017	£499.20	4.0%		

## 4. TRADING STANDARDS - S&amp;CS - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
SCS3-4	Trading Standards Continued			<p><b>Petroleum Vapour Recovery Services (TBC)</b> 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</p> <p>Application - PVR Stage 1 - PVR Stage 1 and 2 Annual Subsistence Charge - PVR Stage 1 (low risk) - PVR Stage 1 and 2 (low risk)</p> <p>Transfer - Standard Process Transfer - Standard Process Partial Transfer</p>							
		D	To recover the cost of providing service to another local authority	<p><b>Mobile Device Examination Service</b> Income received from other local authorities submitting mobile devices for forensic examination</p> <p>Single Phone and SIM SIM Only</p>	01/04/2016	135.00	01/04/2017	£140.40	4.0%	OCC has access to an ACESO machine. These are used by law enforcement agencies to download the content of electrical items such as phones for examination and possible court use.	SR
		D	To recover the cost of providing service to another local authority	<p><b>Achieving Best Evidence (ABE) Interview Service</b> Income received from other local authorities requesting this Service to carryout ABE interviews on their behalf</p> <p>Time charged per hour, per officer</p>	01/04/2016	45.00	01/04/2017	£46.80	4.0%		SR
<b>Total Income SCS3-4</b>						<b>£62,362.00</b>		<b>£62,589.00</b>			

**Legal Position on charging**

SP Statutory Prohibited  
SA Statutory Arrangements  
D Discretionary (LG Act 2003)

**VAT Class**

SR Standard Rate (20% 4 Jan 2011)  
ZR Zero Rated  
NB Non Business

## 5. GYPSY & TRAVELLER SERVICE - S&CS - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
SCS3-3	<b>GYPSY &amp; TRAVELLER SERVICES</b>										
	Oxfordshire sites	D	Recovery of full cost	Weekly rent of plot to site resident (there are 89 plots across the 6 Oxfordshire sites).	01/04/2016	£71.00	03/04/2017	£73.00	2.8%	<i>Sites to go up by £2.00 per week .</i>	EX
	Buckinghamshire sites	D	Recovery of full cost	Weekly rent of plot to site resident (Rents may be lower for particular plots - if there are problems with the electricity supply for example)	01/04/2016	£71.00	03/04/2017	£71.00	0.0%	<i>Sites being sold so we will not have these sites in 2017/18</i>	EX
		D	Recovery of full cost	Rent for nine additional plots at Redbridge	01/04/2016	£94.00	03/04/2017	£97.00	3.2%	<i>Plots to go up by £3.00 per week.</i>	EX
				<b>Total Income SCS3-3</b>		<b>£135,000.00</b>		<b>£137,700.00</b>			

### Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

### VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business

## 6. STRATEGY &amp; INFRASTRUCTURE - E&amp;E - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
EE1	<b>STRATEGY &amp; INFRASTRUCTURE</b>										
EE1-2	<b>Planning Regulation</b>	SA	To contribute to cost of deciding on minerals and waste development control application & County Council's own developments.	Planning Applications - Standard Searches - Extended Searches	01/10/2012 01/04/2016 01/04/2016	Various £48.00 £81.00		£50.00 £85.00	4.2% 4.9%	Statutory Fees not in Control of Council	NB
		D	To contribute to cost of providing pre-providing pre-app advice to applicants/developers	Pre - application advice  Written response (minor development) Meeting and follow-up written response (minor development) Specialist officers to attend meetings (per additional officers)  Written response (major developments) Meeting and follow-up written response (minor development) Specialist officers to attend meetings (per additional officers)  Bespoke charging for larger developments: Senior Planner - day rate Principal Planner - day rate Locality Manager - day rate	01/04/2016 01/04/2016 01/04/2016  01/04/2016 01/04/2016  25/10/2016 25/10/2016 25/10/2016	£184.00 £264.00 £66.00  £264.00 £526.00  £380.00 £417.00 £541.00		£192.00 £275.00 £69.00  £275.00 £547.00  £395.20 £433.68 £562.64	4.3% 4.2% 4.5%  4.2% 4.0%  4.0% 4.0% 4.0%		NB
		SA	To contribute to cost of providing the development control service	Clearance of conditions on planning permissions	01/10/2012	£97.00			-100.0%	Statutory fee not in control of County Council	NB
		SA	Recovery of costs	Charging for Monitoring of Minerals Sites - Active Sites  Charging for Monitoring of Minerals Sites - Dormant Sites	01/10/2012  01/10/2012	£331.00  £110.00			-100.0%  -100.0%	Statutory fee not in control of County Council  Statutory fee not in control of County Council	  NB
		D	Cover Administration and Supervision Costs for S.38 & S.278 agreements relating to new developments	Administration and Supervision Fees for highway works on new developments - Percentage of Capital cost - Minimum charge (from 1 April 2010)	01/04/2016	9% £2,000		9% £2,080	4.0%		NB NB
		D	Recovery of costs	Charging administration fee for managing & monitoring S.106 agreements relating to planning permissions	01/04/2016	Various		Various		Income from these fees will reduce due to the new Community Infrastructure Levy (CIL) regulations	NB

## 6. STRATEGY &amp; INFRASTRUCTURE - E&amp;E - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class		
					Effective Date	Rate	Effective Date	Proposed Rate					
EE1-2	Planning Regulation continued	D	Recovery of cost	Specialist Ecological Planning Advice for District Authorities (hourly rate, senior staff)	01/04/2016	£35.00	01/04/2017	£50.00	42.9%		NB		
		D	Recovery of cost	Protected Species Advice to District Authorities (hourly rate)	01/04/2016	£23.00	01/04/2017	£50.00	117.4%		NB		
		D	Recovery of cost	Specialist Ecological Planning Advice for District Authorities (hourly rate - normal)	01/04/2016	£25.00	01/04/2017	£50.00	100.0%		NB		
<b>Total Income EE1-2</b>						<b>£240,075.00</b>		<b>£244,877.00</b>					
		D	To recover the actual reasonable cost of Historic Environment Record (HER) consultations	Charge for digitised HER data to commercial organisations based on the recovery of costs and the number of records.	01/04/2016	£100 to £350	01/04/2017	£104 to £364	4.0%		NB		
		D	To recover the actual reasonable cost of monitoring fieldwork.	Charge for monitoring of archaeological fieldwork based upon the number of visits .	01/04/2016	£100 to £250	01/04/2017	£104 to £260	4.0%		NB		
EE1-4	Localities, Policies & Programmes	D	Recover Costs	Pre-Application Charges for Highways Advice									
				10-24 Dwellings:									
				Additional Written Response	01/04/2016	£220.00	01/04/2017	£228.80	4.0%	SR			
				Meeting/Site Visit + Additional Written Response	01/04/2016	£330.00	01/04/2017	£343.20	4.0%	SR			
				25-49 Dwellings:									
				Additional Written Response	01/04/2016	£440.00	01/04/2017	£457.60	4.0%	SR			
				Meeting/Site Visit + Additional Written Response	01/04/2016	£660.00	01/04/2017	£686.40	4.0%	SR			
				50-99 Dwellings									
				Additional Written Response	01/04/2016	£880.00	01/04/2017	£915.20	4.0%	SR			
				Meeting/Site Visit + Additional Written Response	01/04/2016	£1,320.00	01/04/2017	£1,372.80	4.0%	SR			
				100-199 Dwellings									
				Additional Written Response	01/04/2016	£1,100.00	01/04/2017	£1,144.00	4.0%	SR			
				Meeting/Site Visit + Additional Written Response	01/04/2016	£1,650.00	01/04/2017	£1,716.00	4.0%	SR			
				200-399 Dwellings or 1,000m2-4, 999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use									
Additional Written Response	01/04/2016	£1,320.00	01/04/2017	£1,372.80	4.0%	SR							
Meeting/Site Visit + Additional Written Response	01/04/2016	£1,980.00	01/04/2017	£2,059.20	4.0%	SR							
400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use													
Additional Written Response	01/04/2016	£1,650.00	01/04/2017	£1,716.00	4.0%	SR							
Meeting/Site Visit + Additional Written Response	01/04/2016	£2,200.00	01/04/2017	£2,288.00	4.0%	SR							
<b>Total Income EE1-4</b>						<b>£189,540.00</b>		<b>£203,131.00</b>					

## Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

## VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt



## 7. COMMERCIAL SERVICES - E&E - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
EE2-22	<b>Property &amp; Facilities Management</b> Corporate Properties Staff Housing Smallholdings Oxford Castle site (opted) Any provision for parking a motorcar - garage etc.	D D D	Recovery of full cost Recovery of full cost Recovery of full cost	Rents controlled by terms of the lease	01/04/2009 01/04/2009 01/04/2009	Various Various Various			- - -	Estate is rationalising and Acadamisation programme impact	EX EX EX SR SR
				<b>Total Income EE2-22</b>		<b>£43,163.00</b>		<b>£44,026.00</b>			
	School Meals	D	Cost of providing lunchtime meal	Pupils Adults	01/09/2014 01/09/2014	£2.10 £3.00	01/09/2017 01/09/2017	£2.20 £3.15	4.8% 5.0%	Income is collected by the contractor on behalf of schools	NB SR
EE2-51A	<b>Waste Management</b> General Site Costs	D D	Recover costs To recover costs of disposing of tyres	Disposal of Large Scale DIY Waste Standard motorcycle and car tyres Oversized car (no lorry tyres)	01/04/2011 01/04/2011 01/04/2011	£1.00 £2.50 £4.00			-100.0% -100.0% -100.0%	New contract from October 2017 and charging rates will be reviewed as part of this	NB NB NB
				<b>Total Income EE1-4</b>		<b>£109,429.00</b>		<b>£111,618.00</b>			

### Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

### VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

## 8. COMMERCIAL SERVICES - NETWORK &amp; ASSET MANAGEMENT - E&amp;E - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
EE2-3	<b>NETWORK &amp; ASSET MANAGEMENT</b>										
EE2-3	Network & Asset Management	D	Recover costs	Temporary Traffic Regulation Orders Basic Charges: - Routine Temporary TRO & Advertising Costs - Emergency Notice 1-5 Days - Emergency Notice 5-21 Days -Repeat Emergency Closure	01/04/2016 01/04/2016 01/04/2016 01/04/2016	£1,000.00 £500.00 £1,000.00 £1,000.00	01/04/2017 01/04/2017 01/04/2017 01/04/2017	£1,200.00 £550.00 £1,200.00 £1,200.00	20.0% 10.0% 20.0% 20.0%		NB NB NB NB
				Advertising, maintenance of notices and exceptional staff time at cost	01/04/2013	At cost - Min £40		At cost - Min £40			NB
		D	Recover Costs	Traffic Regulation Orders: Standard Traffic Regulation Order 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  Other consultation not requiring placing of a newspaper notice  Parking permit exclusions requiring Traffic Regulation Order amendment arising from planning permission for a new development	01/08/2015 01/08/2015  01/08/2015  01/08/2015	£2,500.00 750.00  £500.00  £2,000.00	01/04/2017 01/04/2017    01/04/2017	£2,600.00 £800.00  £500.00  £2,000.00	4.0% 6.7%  0.0%  0.0%	Note: these costs have recently been increased so further increase is considered unsustainable Note: these costs have recently been increased so further increase is considered unsustainable	
		D	Recover cost of sign removal	Removal of unauthorised signs (a) Signs under 0.5 sq. metre in area (b) Signs over 0.5 sq. metre in area	01/04/2016 01/04/2016	£105.60 £148.50	01/04/2017 01/04/2017	£150.00 £200.00	42.0% 34.7%		NB NB
		D		Tourism Signs - New charging framework from 2007: (a) Assessing application and detailed site assessment  (b) Design, manufacture & erection  (c) Maintenance & removal	01/04/2016  01/04/2016  01/04/2016	£270.00  Cost + 15%  2/3 x (b) above	01/04/2017    01/04/2017	£280.00  Cost + 15%  2/3 x (b) above	3.7%    		NB SR SR
		D		Private access protection road markings	01/04/2016	£85.00	01/04/2017	£100.00	17.6%		NB
		D	Recover costs of design work for new street lighting schemes.	Design Work on Street Lighting for New Developments - Percentage of capital cost - Minimum Charge - Maximum Charge	01/04/2016 01/04/2016 01/04/2016	5% £350.00 £2,000.00	01/04/2017 01/04/2017 01/04/2017	5% £400.00 No maximum	0.0% 14.3%	To cover payment admin Maximum charge removed	SR SR SR
		D	Recover costs of design work for new street lighting schemes.	Re-submission of Design Work on Street Lighting	01/04/2016	£225.00	01/04/2017	£300.00	33.3%	To cover payment admin	SR

## 8. COMMERCIAL SERVICES - NETWORK &amp; ASSET MANAGEMENT - E&amp;E - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class		
					Effective Date	Rate	Effective Date	Proposed Rate					
EE2-3	Network & Asset Management continued	D	Recover costs	Supply of traffic accident data (planning matter or other professional purpose)						New charge this year agreed by Cabinet in May 2016, therefore no proposed increase	SR		
				supply of accident data - first location / date range	24/05/2016	£140.00		£140.00	0.0%				
				supply of accident data - second and each subsequent location / date range	24/05/2016	£75.00		£75.00	0.0%				
				search of records to establish if there is any relevant data	24/05/2016	£40.00		£40.00	0.0%				
				Supply of traffic accident data (other purpose - town or parish council or educational)									
		search of records to establish if there is any relevant data	24/05/2016	no charge		no charge	0.0%						
		SA	Ensure reinstatement is undertaken	Reinstatement of Trenches Site Supervision by Highways Inspectors - Standard Charge for Defect Inspections set by Statutory Regulation				£47.50		£50.00	5.3%	Fixed charge under NRSWA	NB
		SA	Ensure reinstatement is undertaken	Reinstatement of Trenches Site Supervision by Highways Inspectors - Standard Charge for Sample Inspections set by Statutory Regulation				£50.00		£55.00	10.0%		NB
		SA	Recover costs	Commutated fee for licence of private apparatus in the highway, including the admin cost of maintaining the licence record				£675.00		£700.00	3.7%		NB
		SA	Recover costs	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) Discounted rate	12/05/2008	£120.00			£120.00	0.0%	Fixed charge under NRSWA	NB	
					12/05/2008	£80.00			£80.00	0.0%		NB	
		SA	Recover costs	Charge to public utilities for outstaying prescribed and/or reasonable periods for their works in the highway.	01/06/2001		Various As per Scale of charges					Fixed charge under NRSWA	NB
		D	Recover Costs	Attending site to switch off and then on traffic signals (Min £40)	01/04/2016	£40 per hour				£50.00	25.0%		
D	Recover costs	Filming Policy - On or in the vicinity of the Highway: - Application Fee for permission to film Crew Size 1-5 Crew Size 6-12 Crew Size 12-29 Crew Size 30 - 40 Crew Size 41+  - Further Associated charges (site visits, materials, alterations, clearance etc...). After one initial meeting . Charges per hour	01/04/2016	£60.00			£65.00	8.3%	NEW CHARGE	NB			
			01/04/2016	£120.00			£130.00	8.3%		NB			
			01/04/2016	£340.00			£400.00	17.6%		NB			
			01/04/2016	£1,250.00			£1,500.00	20.0%		NB			
			01/04/2016	£40.00 per hour		<b>NEW</b> 1500 + £50ph	£50.00 per hour	25.0%		NB			
D	Recover costs	Vehicle Crossings (residential)	01/04/2016	£100.00				£100.00	0.0%		NB		
D	Recover costs	Vehicle Crossings (multiple access and commercial use)	01/04/2016	£350.00				£400.00	14.3%		NB		

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Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate				
EE2-3	Network & Asset Management continued	D	Recover costs	Highway Material Storage Licence Retrospective Licence	01/04/2016	£60.00	NEW	£70.00 £100.00	16.7%	NEW CHARGE	NB	
		D	Recover costs	Skip Licences	01/04/2016	£60.00		£60.00	0.0%		NB	
		D	Recover costs	Skip Licence Renewals	01/04/2013	£30.00		£50.00	66.7%		NB	
			Recover costs	One day Skip Licence	01/04/2016	£30.00		£30.00	0.0%		NB	
			Recover costs	Late renewal (more than 5 working days to be classed as new application)	01/04/2016	£60.00		£60.00	0.0%		NB	
			Recover costs	Retrospective Licence			NEW	£100.00		0.0%	NEW CHARGE	NB
		D	Recover costs	Scaffolding Licences - one month occupation	01/04/2016	£115.00		£125.00	8.7%		NB	
		D	Recover costs	Scaffolding Licences Renewals - one month occupation	01/04/2016	£100.00		£110.00	10.0%		NB	
			Recover costs	Retrospective Licence			NEW	£200.00			NEW CHARGE	NB
		D	Recover costs	Tower Scaffolding Licences/Cherry Picker / Small Lift - 2 days occupation	01/04/2015	£75.00		£100.00	33.3%		NB	
			Recover costs	Retrospective Licence			NEW	£200.00			NEW CHARGE	NB
		D	Recover costs	Cranes Retrospective Licence	01/04/2016	£250		£300 £500	20.0%		NEW CHARGE	NB
		D	Recover costs	Scaffolding Licences Renewals - 2 days occupation	01/04/2015	£75.00		£10.00	-86.7%			NB
		D	Recover costs	Hoarding Consents - one month occupation	01/04/2016	£115.00		£125.00	8.7%		NB	
D	Recover costs	Hoarding Consents Renewals - one month occupation	01/04/2016	£100.00		£110.00	10.0%		NB			
	Recover costs	Retrospective Licence			NEW	£200.00			NEW CHARGE	NB		
D	Recover costs	Oversailing Consents - structures oversailing the highway Retrospective Licence	01/04/2014	£200.00		NEW	£300.00 £500.00	50.0%	NEW CHARGE	NB		
D	Recover costs	Table & Chairs Licence Annual charges - new framework Up to 2 tables & 8 seats For 3 to 4 tables & up to 16 seats For 5 to 10 tables & up to 40 seats For 11 or more tables & over 40 seats	01/04/2013	£200		£200	0.0%	Districts implement charges	NB			
	Recover costs	Approving traffic Management plans and signage schedules Approving temporary bus stop locations Providing Pre contract information on CTMP and general requirements Approving temporary traffic signals 2 way Approving temporary traffic signals multi phase	01/04/2013	£500		£500	0.0%		NB			
			01/04/2013	£900		£900	0.0%		NB			
			01/04/2013	£1,400		£1,400	0.0%		NB			
						NEW	£50 per hour			NB		
						NEW	£75			NB		
						NEW	£50 per hour		Awaiting benchmarking info Common practice by others	NB		
						NEW	£150			NB		
						NEW	£300			NB		

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Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate				
EE2-3	Network & Asset Management continued	D	Recover costs	Supply of Highway related information, including Personal Search Fees -:						Min 4% rounded up as above as above as above as above	SR	
				- Highway extent	01/04/2016	£31.50	01/04/2017	£33.00	4.8%			
				- Per additional question	01/04/2016	£10.00	01/04/2017	£10.50	5.0%			
				- Con29 property search	01/04/2016	£31.50	01/04/2017	£33.00	4.8%			
				- Per additional question	01/04/2016	£10.00	01/04/2017	£10.50	5.0%			
				- Extensive highway boundary extent	01/04/2016	£78.00	01/04/2017	£82.00	5.1%			
				- Highway Extent research/survey	01/04/2016	£108.00	01/04/2017	£114.00	5.6%			
				Verbal response to enquiries	23/04/2013	£0.00		£0.00	-			
		D	Recover costs	Supply of Conveyancing 29 Highway Search Information	01/04/2013	£9,000.00	01/04/2017	£9,000.00	0.0%		NB	
		D	Recover cost of photocopies at an actual cost per page basis	Supply of existing Traffic Survey data - Sale of Photocopies (per side)								SR
				A4 - black & white	23/04/2013	£0.02		£0.02	0.0%			
				A4 - colour	23/04/2013	£0.05		£0.05	0.0%			
				A3 - black & white	23/04/2013	£0.06		£0.06	0.0%			
				A3 - colour	23/04/2013	£0.09		£0.09	0.0%			
D	Recover costs	Supply of Manual Traffic Survey Data (when a commercial request to conduct a traffic survey is received)								SR		
		Small Manual Classified Count		£250.00		£260.00	4.0%					
		Medium Manual Classified Count		£400.00		£416.00	4.0%					
		Large Manual Classified Count		£600.00		£624.00	4.0%					
		Supply of Automatic Traffic Count Data to commercial organisations										
		One week's traffic count data (1st location)		£140.00		£146.00	4.3%					
		Each additional week		£25.00		£26.00	4.0%					
		One week's traffic count data (2nd and subsequent location)		£75.00		£78.00	4.0%					
		Search of records to find relevant data		£40.00		£41.50	3.8%					
		Supply of Radar Speed Data to commercial organisations										
		Speed Survey (one week's data)		£100.00		£110.00	10.0%					
		Each additional week (same location)		£25.00		£30.00	20.0%					
		Speed Survey (one week's data) second and subsequent location		£60.00		£75.00	25.0%					
		Search of records to find relevant data		£40.00		£50.00	25.0%					
D	Recover costs	Oversailing Consents - temporary traffic monitoring/CCTV oversailing the highway attached to OCC property Agreement for temporary traffic counter on highway		£30.00	01/04/2017	£35.00	16.7%			NB		
					01/04/2017	£30.00		NEW CHARGE				
		Recovery of costs relating to Sustainable use Directive as approved by DEFRA	Fees to be charged to developers in the first three years of implementation:							NB		
			Less than or equal to 0.5 hectares	15/04/2014	£350.00		£400.00	14.3%				
			Greater than 0.5 but less than 1 hectare	15/04/2014	£700.00		£800.00	14.3%				
			Greater than 1 and less than or equal to 5 hectares	15/04/2014	£950.00		£1,200.00	26.3%				
			Greater than 5 hectares	15/04/2014	£1,750.00		£2,000.00	14.3%				

## 8. COMMERCIAL SERVICES - NETWORK &amp; ASSET MANAGEMENT - E&amp;E - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate				
EE2-35C	Definitive Map and Commons	SA	Recovery of costs under DoE Circular 11/1996	Orders confirmed unopposed	01/04/2016	£3,171.00	01/04/2017	£3,330.00	5.0%		NB	
		SA	Recovery of costs under DoE Circular 11/1996	Orders confirmed - objections withdrawn	01/04/2016	£3,656.00	01/04/2017	£3,805.00	4.1%		NB	
		SA	Recovery of costs under DoE Circular 11/1996	Orders opposed - not proceeded with	01/04/2016	£3,877.00	01/04/2017	£4,035.00	4.1%		NB	
		SA	Recovery of costs under DoE Circular 11/1996	Orders opposed - submitted to SoS	01/04/2016	£4,677.00	01/04/2017	£4,870.00	4.1%		NB	
		D	Recovery of full cost	<u>Commons Registration Authority Charges</u> Common searches (Existing Con289 form)		01/04/2016	£20.28	01/04/2017	£0.00	-100.0%	Prices were increased mid year to reflect revised Con290 form & additional work to process	NB
				Per additional land parcel		01/04/2016	£1.00	01/04/2017	£0.00	-100.0%		NB
				Common searches (new Con290 form due 14/15 or after)		01/07/2016	£29.85	01/04/2017	£31.50	5.5%		NB
		D	Recover costs	Per additional land parcel		01/07/2016	£1.00	01/04/2017	£0.00	-100.0%		NB
				Landowner statements and declarations (public rights of way) Standard fee per application (incl up to 2 land parcels) Fee per application (3-4 land parcels) Fee per application (5-7 land parcels) Fee per application (exceeding 7 land parcels)		01/04/2016	£188.00	01/04/2017	£274.00	45.7%	The amount of hours needed to undertake the work has been reassessed using up to date evidence, as has staff cost in time and overheads for completing the work involved.	EX
					01/04/2016	£208.00	01/04/2017	£299.00	43.8%			
						01/04/2016	£229.00	01/04/2017	£336.00	46.7%		
						01/04/2016	£229.00 + £20.20 per additional land parcel	01/04/2017	£336+ £73 per additional land parcel			
		D	Recover costs	Supply of Highway (rights of way) related information - Written response to standard enquiry		01/04/2016	£45.28	01/04/2017	£47.50	4.9%		SR
				- Written response to extensive enquiry		01/04/2016	£60.18	01/04/2017	£63.00	4.7%		
SA	Recover costs	- Supply of copy Order (on advertising notice)		01/05/2016	£3.50	01/04/2017	£3.50	0.0%				
D	Recover actual costs, in line with Environmental Information Regulations (EIR)	Sale of Planprints - up to A1 size		23/04/2013	£1.50	01/04/2017	£1.50	0.0%	Recover actual costs, in line with Environmental Information Regulations (EIR)	SR		
		Sale of Photocopies (per side)										
		A4 - black & white		23/04/2013	£0.02	01/04/2017	£0.02	0.0%		SR		
		A4 - colour		23/04/2013	£0.05	01/04/2017	£0.05	0.0%		SR		
		A3 - black & white		23/04/2013	£0.06	01/04/2017	£0.06	0.0%		SR		
		A3 - colour		23/04/2013	£0.09	01/04/2017	£0.09	0.0%	SR			
D	Recover costs	Commons Registration Charges - corrective applications under Commons Act 2006 Schedule 2 paras 6 & 9		01/10/2014	£1,000.00	01/04/2017	£1,040.00	4.0%				
<b>Total Income EE2-35C</b>						<b>£38,850.00</b>		<b>£39,627.00</b>				

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					Effective Date	Rate	Effective Date	Proposed Rate					
EE2-36	On-Street Parking and Park & Ride	D	Contribute towards operating costs of park and ride facilities	Park and Ride Car Park charges									
				Thornhill & Water Eaton only									
Up to 1 hr	11/11/2013			Free	11/11/2013	Free	0.0%		NB				
1-11 hrs	11/11/2013			£2.00	11/11/2013	£2.00	0.0%		NB				
11-24 hrs	11/11/2013			£4.00	11/11/2013	£4.00	0.0%		NB				
24-48 hrs	11/11/2013			£8.00	11/11/2013	£8.00	0.0%		NB				
48-72 hrs	11/11/2013			£12.00	11/11/2013	£12.00	0.0%		NB				
Season Tickets													
Monthly ticket	11/11/2013			£41.33	11/11/2013	£41.33	0.0%		NB				
Quarterly Ticket	11/11/2013			£110.93	11/11/2013	£110.93	0.0%		NB				
Annual ticket	11/11/2013			£391.50	11/11/2013	£391.50	0.0%		NB				
Business Permits													
3 months	11/11/2013			£25.00	11/11/2013	£25.00	0.0%		NB				
6 months	11/11/2013			£50.00	11/11/2013	£50.00	0.0%		NB				
12 months	11/11/2013	£100.00	11/11/2013	£100.00	0.0%		NB						
				Excess Charge Notices -									
				Fines paid within 14 days	19/11/2012	£50.00	19/11/2012	£50.00	0.0%		NB		
				Fines paid after 14 & up to 28 days	19/11/2012	£100.00	19/11/2012	£100.00	0.0%		NB		
		D	On Street Parking	On Street Parking -									
				Pay and Display									
				Oxford City Centre - Central Area									
				8am-6:30pm Mon-Sat									
				30 min	01/07/2015	£1.50	01/07/2015	£1.50	0.0%		The review of charges will be undertaken after the installation of new payment machines in 2017.	NB	
				1 hour	01/07/2015	£3.00	01/07/2015	£3.00	0.0%	NB			
				2 hours (where applicable)	01/07/2015	£5.00	01/07/2015	£5.00	0.0%	NB			
				3 hours (where applicable)	01/07/2015	£5.00	01/07/2015	£5.00	0.0%	NB			
				8am-6:30pm Sunday	01/07/2015	As Mon-Sat	01/07/2015	As Mon-Sat		NB			
				6.30pm - 10pm daily	01/07/2015	£3.00	01/07/2015	£3.00	0.0%	NB			
				Oxford City Centre - Outer Areas									
				8am-6:30pm Mon-Sat (or as applicable)									
				30 min	01/07/2015	£1.50	01/07/2015	£1.50	0.0%	NB			
				1 hour	01/07/2015	£2.50	01/07/2015	£2.50	0.0%	NB			
				2 hours	01/07/2015	£4.00	01/07/2015	£4.00	0.0%	NB			
				8am-10pm Sunday (where applicable)	01/07/2015	£2.50	01/07/2015	£2.50	0.0%	NB			
				6.30pm - 10pm daily (where applicable)	01/07/2015	£2.50	01/07/2015	£2.50	0.0%	NB			
				Abingdon 8am-6pm (excl. Sundays, B Hols.)									
				1 hour	01/07/2015	£0.50	01/07/2015	£0.50	0.0%	NB			
				2 hours (the maximum)	01/07/2015	£0.80	01/07/2015	£0.80	0.0%	NB			
				Visitor permit (24 hours)	01/07/2015	£0.50	01/07/2015	£0.50	0.0%	NB			
				Henley 8am-6pm (excl. Sundays, B Hols.)									
				1 hour	01/07/2015	£0.50	01/07/2015	£0.50	0.0%	NB			
				2 hours (the maximum)	01/07/2015	£0.80	01/07/2015	£0.80	0.0%	NB			
		Visitors permit (24 hours)	01/07/2015	£0.50	01/07/2015	£0.50	0.0%	NB					

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					Effective Date	Rate	Effective Date	Proposed Rate			
EE2-36	On-Street Parking & Park and Ride Continued			Wallingford 8am-6pm (excl. Sundays, B hols.) 1.5 hours (the maximum)	01/04/2010	£0.30			0.0%	District Council	NB
				Vehicle Removal Charge	01/04/2010	£105.00			0.0%	Governed by Legislation	NB
		D	Parking Permits	Parking Permits - Oxford (per annum)	01/08/2015	£60.00			-100.0%	These are subject to a separate agreement and are reviewed every three years (increase linked to RPI).	NB
				Oxford residents (excl. Kassam stadium) 1st & 2nd Car	01/08/2015	£120.00			-100.0%		NB
				Oxford residents (excl. Kassam stadium) 3rd Car	01/08/2015	£180.00			-100.0%		NB
				Oxford residents (excl. Kassam stadium) 4th Car	01/08/2015	£15.00			-100.0%		NB
				Oxford residents (Kassam stadium area)	01/08/2015	£100.00			-100.0%		NB
				Business permits	01/08/2015	£20.00			-100.0%		NB
				Traders permits per week	01/08/2015	Free			0.0%		NB
				Visitors permits - First 25	01/08/2015	£20.00			-100.0%		NB
				Visitors permits - 2nd 25 (total cost)	01/08/2015	£20.00			-100.0%		NB
				Residents Parking Permits - Abingdon (per annum)	01/04/2012	£100.00			-100.0%		NB
				Visitors permits - First 25			01/04/2017	Free		NEW CHARGE (subject to installation of new payment machines)	
				Visitors permits - 2nd 25 (total cost)				£20			
				Henley (per annum)	01/04/2012	£65.00			-100.0%		NB
				Visitors permits - First 25			01/04/2017	Free		NEW CHARGE (subject to installation of new payment machines)	
				Visitors permits - 2nd 25 (total cost)				£20			
				Excess Charge Notices - Fines paid within 14 days	01/04/2012	£20.00		£20.00	0.0%	Governed by Legislation	NB
				Fines paid after 14 & up to 28 days	01/04/2012	£40.00		£40.00	0.0%		NB
				Penalty Charge Notices - higher contraventions						Governed by Legislation	
				Fines paid within 14 days	01/04/2008	£35.00		£35.00	0.0%		NB
				Fines paid after 14 & up to 28 days	01/04/2008	£70.00		£70.00	0.0%		NB
				Penalty Charge Notices - lower contraventions						Governed by Legislation	
				Fines paid within 14 days	01/04/2008	£25.00		£25.00	0.0%		NB
				Fines paid after 14 & up to 28 days	01/04/2008	£50.00		£50.00	0.0%		NB
				Bus Lane Camera Enforcement						Governed by Legislation	
				Fines paid within 14 days	01/04/2012	£30.00		£30.00	0.0%		NB
				Fines paid after 14 & up to 28 days	01/04/2012	£60.00		£60.00	0.0%		NB
<b>Total Income EE2-36</b>						<b>£6,063,939.00</b>		<b>£6,085,128.00</b>			

**Legal Position on charging**

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

**VAT Class**

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt



## 9. LIBRARIES - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2016/17			2017/18			% increase in fees & charges	Additional information and/or Reason for Change	VAT Class
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge			
CEO7-6 CEO7-61	<u>CULTURAL SERVICES</u> Library Service	D	To recover costs but remain competitive.	<b>PHOTOCOPIING</b> a) self-service photocopying - per A4 copy - per A3 copy b) minimum charge for postal requests for copies		13/04/2015	£0.20		13/04/2015	£0.20		0.0%		SR
						13/04/2015	£0.40		13/04/2015	£0.40		0.0%		SR
						13/04/2015	£5.00		13/04/2015	£5.00		0.0%		SR
		D	To recover costs but remain competitive.	<b>MICROFORM COPYING</b> a) self service copying		13/04/2015	£0.70		13/04/2015	£0.70		0.0%		SR
		D	An incentive for the earlier return of borrowed items.	<b>LIBRARY OVERDUE CHARGES</b> a) Static Libraries - Adults - per day library open during first week (daily rate) - maximum per item -Children - per day library open during first week - maximum per item - Children in public care - Institutions - per day library open during first week (daily rate) - maximum per item Charge for lost/damaged books	A	13/04/2015	£0.25		03/04/2017	£0.30		20.0%		NB
						13/04/2015	£5.00		13/04/2015	£5.00		0.0%		NB
						01/04/2007	£0.05		01/04/2007	£0.05		0.0%		NB
						01/04/2007	£2.30		01/04/2007	£2.30		0.0%		NB
						01/04/2003	Exempt		01/04/2003	Exempt				
						04/04/2016	£0.25		03/04/2017	£0.30		20.0%		NB
04/04/2016	£5.00						03/04/2017	£5.00		0.0%		NB		
D	An incentive for readers to remember their tickets.	<b>REPLACEMENT OF LIBRARY TICKETS</b> - computer system (per ticket)		13/04/2015	£2.00		03/04/2017	£2.50		25.0%		NB		

## 9. LIBRARIES - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2016/17			2017/18			% increase in fees & charges	Additional information and/or Reason for Change	VAT Class				
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge							
CEO7-61	Library Service (cont'd)	D	To cover small element of costs incurred and act as an incentive to collect items when available.	<b>LIBRARY RESERVATION FEES</b> a) Book / Audio Books Reservations: - Standard charge - Under 18s (Incl children in public care) b) Items supplied from outside Oxfordshire : - Standard charge Items supplied by the British Library and Universities c) Audio Visual Reservations (excluding Audio Books): - Standard charge - Concessionary rate	B	01/04/2012	£1.00		01/04/2012	£1.00		0.0%		NB				
						01/04/2005	Exempt		01/04/2005	Exempt		0.0%						
						13/04/2015	£6.50		13/04/2015	£6.50		0.0%						
						13/04/2015	£12.65		03/04/2017	£13.00		2.8%						
						01/04/2012	£1.00		01/04/2012	£1.00		0.0%						
						01/04/2012	£0.50		01/04/2012	£0.50		0.0%						
						D	To purchase new items and maximise income for the Service as a whole.	<b>AUDIO VISUAL HIRE CHARGES</b> a) DVDs (Per Week) - Band 1 - Band 2 NOT IN USE - Band 3 - Band 4 b) DVDs Late return Charges (Per day Static Library) - Band 1 - Band 2 NOT IN USE - Band 3 - Band 4 d) Music CD's (per Week) - Band 1 - Band 2 & 3 e) Music CDs Late return Charges (Per day Static Library) - Band 1 - Band 2 & 3 g) Audio Books and Language Packs on CD (3 weeks): - Band 1 - Band 2 & 3 - Children in public care h) Audio Books & Language Packs Late Return Charges (Per day Static Library) - Band 1 - Band 2 & 3 j) CD-ROM (per Week) - Band 1 k) CD-ROM late return charges Band 1 (per day static library) Charge for lost/damaged AV	D	01/04/2014	£1.00				01/04/2014	£1.00		0.0%
										01/04/2014	£2.00				01/04/2014	£2.00		0.0%
										01/04/2014	£3.00				01/04/2014	£3.00		0.0%
										01/04/2014	£0.14	£3.00			01/04/2014	£0.14	£3.00	0.0%
01/04/2014	£0.28	£6.00	01/04/2014	£0.28	£6.00					0.0%								
01/04/2014	£0.42	£9.00	01/04/2014	£0.42	£9.00					0.0%								
01/04/1998	£1.00		01/04/1998	£1.00						0.0%								
13/04/2015	£2.00		13/04/2015	£2.00						0.0%								
01/01/2009	£0.15	£3.00	01/01/2009	£0.15	£3.00					0.0%								
13/04/2015	£0.28	£6.00	13/04/2015	£0.28	£6.00					0.0%								
CEO7-61	Library Service (cont'd)	D			D	13/04/2015	£1.50		13/04/2015	£1.50		0.0%	Exemption applies to Audio Books only.	NB				
						13/04/2015	£2.50		13/04/2015	£2.50		0.0%						
						01/04/2003	Exempt		01/04/2003	Exempt		0.0%						
						13/04/2015	£0.07	£4.50	13/04/2015	£0.07	£4.50	0.0%						
						13/04/2015	£0.11	£7.50	13/04/2015	£0.11	£7.50	0.0%						
						01/04/2001	£1.00		01/04/2001	£1.00		0.0%						
						01/04/2001	£0.14	£3.00	01/04/2001	£0.14	£3.00	0.0%						
										Various								

## 9. LIBRARIES - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2016/17			2017/18			% increase in fees & charges	Additional information and/or Reason for Change	VAT Class
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge			
		D	To self finance the service.	<b>VOCAL/ ORCHESTRAL/PLAY SETS</b>										
				a) Booking Fee per 4 month loan		01/04/2014	£0.50		03/04/2017	£0.60		20.0%		NB
				- Vocal Scores Oxfordshire Borrowers										
				- per score with performance time of 5 minutes or less		13/04/2015	£1.50		13/04/2015	£1.50		0.0%		NB
				- per score with performance time of more than 5 minutes										
				- Vocal Scores Non Oxfordshire Borrowers					03/04/2017	£1.20			New charge	
				- per score with performance time of 5 minutes or less					03/04/2017	£2.50			New charge	
				- per score with performance time of more than 5 minutes										
				- Orchestral Sets Oxfordshire Borrowers		13/04/2015	£25.00		03/04/2017	£26.00		4.0%		NB
				- Orchestral Sets Non Oxfordshire Borrowers					03/04/2017	£35.00			New charge	
				- Play Sets		04/04/2016	£5.00		04/04/2016	£5.00		0.0%		NB
				b) Overdue charge										
				- per week or part week, per loan, vocal or orchestral		13/04/2015	£12.50		13/04/2015	£12.50		0.0%		NB
				- per playset, per day library open during first week (daily rate)		13/04/2015	£0.25		13/04/2015	£0.25		0.0%		NB
				- maximum per playset		13/04/2015	£5.00		13/04/2015	£5.00		0.0%		NB
				c) Administration fee for performance sets supplied from outside Oxfordshire.		13/04/2015	£5.00		03/04/2017	£6.00		20.0%		NB
		D	To recover costs.	<b>INTERNET SERVICE</b>										
				A4 Colour and B&W prints		01/04/2009	£0.20		01/04/2009	£0.20		0.0%		SR
				A4 Colour and B&W prints (Double sided)		01/04/2009	£0.30		01/04/2009	£0.30		0.0%		SR
				A3 Colour and B&W prints		01/04/2009	£0.40		01/04/2009	£0.40		0.0%		SR
				A3 Colour and B&W prints (Double sided)		01/04/2009	£0.60		01/04/2009	£0.60		0.0%		SR
				Sales of-memory sticks		01/04/2009	Various		03/04/2017	£6.00				SR
				Sales of headphones					03/04/2017	£1.50				SR
				<b>Total Income CEO7-61</b>			<b>£613,121.00</b>			<b>£625,384.00</b>				SR

### Notes

- A Overdue charges will not be charged in the following cases:  
- books borrowed by housebound readers and home library service customers, reading impaired, children in public care, registered foster carers, childminders and picture books borrowed by children under 5 yrs old on their own library card.  
For all book and audio book reservations, home library service customers, under 18's, registered foster carers, reading impaired and children in public care are exempt.
- B Concessionary rates for audio visual reservations apply to the under 18's and registered foster carers. Home library customers are exempt.
- C All audio visual hire services are free to home library customers.
- D The reading impaired, children in public care and registered foster carers are entitled to free loans of audio books only.

### VAT Class

- ZR Zero Rated  
NB Non Business  
EX Exempt
- Legal Position on charging**  
SP Statutory Prohibited  
SA Statutory Arrangements

## 10. HERITAGE SERVICES - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
CE07-6	<b>CULTURAL SERVICES</b> Heritage Services	D	To recover costs but remain competitive.	<b>MRC / OHC DIGITAL IMAGING</b>							
CE07-62											
				<b>Plain paper Digital Prints (pre-existing image)</b>							
				- per copy on A4	01/04/2015	£4.58	01/04/2017	£5.00	9%	Increased costs	SR
				- per copy on A3	01/04/2015	£4.58	01/04/2017	£5.00	9%	Increased costs	SR
				<b>Plain paper Digital Prints (created to order)</b>							
				- per copy on A4	01/04/2015	£7.50	01/04/2017	£7.92	6%	Increased costs	SR
				- per copy on A3	01/04/2015	£7.50	01/04/2017	£7.92	6%	Increased costs	SR
				<b>Photo paper Digital Prints (pre-existing image)</b>							
				- per copy A4	01/04/2015	£7.50	01/04/2017	£7.92	6%	Increased costs	SR
				- per copy A3	01/04/2015	£7.50	01/04/2017	£7.92	6%	Increased costs	SR
				<b>Photo paper Digital Prints (created to order)</b>							
				- per copy on A4 (or smaller)	01/04/2015	£10.83	01/04/2017	£11.25	4%	Increased costs	SR
				- per copy on A3 paper	01/04/2015	£10.83	01/04/2017	£11.25	4%	Increased costs	SR
				<b>Electronic files (automated scan, including pre-existing scans of wills and parish registers)</b>							
				- per sheet scanned	01/04/2015	£1.25				No increase proposed. Balanced by increases in higher unit prices.	SR
				<b>Electronic files (pre-existing image, compressed)</b>							
				- per image	01/04/2015	£1.25				No increase proposed. Balanced by increases in higher unit prices.	
				<b>Electronic files (pre-existing image, compressed)</b>							
				- per image	01/04/2015	£4.58	01/04/2017	£5.00	9%	Increased costs	SR
				<b>Electronic files (pre-existing image, uncompressed)</b>							
				- per image	01/04/2015	£7.50	01/04/2017	£7.92	6%	Increased costs	SR
				<b>Electronic files (created to order, compressed)</b>							
				- per image	01/04/2015	£7.50	01/04/2017	£7.92	6%	Increased costs	SR
				<b>Electronic files (created to order, uncompressed)</b>							
				- per image	01/04/2015	£10.83	01/04/2017	£11.25	4%	Increased costs	SR
				Electronic files (digitised Tithe Maps)							
				- per image	01/04/2016	£10.83	01/04/2017	£11.25	4%	Increased costs	SR
				<b>Other</b>							
				- Use of Digital Camera/USB Memory Stick per day	01/04/2015	£4.58	01/04/2017	£5.00	9%	Increased costs	SR
				- Use of Digital Camera/USB Memory Stick per week	01/04/2015	£13.75	01/04/2017	£14.17	3%	Increased costs	SR
				Transfer to CD-R	01/04/2015	£3.75	01/04/2017	£4.17	11%	Increased costs	SR

## 10. HERITAGE SERVICES - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
CE07-62	Heritage Services (cont'd)	D		<b>OHC/MRC REPRODUCTION FEES</b> Publication Commercial - Per image Internal Use Commercial -For use within organisation Use on a website (0 - 1 year) - per image -Use on a website (2 - 5 years) - per image Broadcast Media One programme, one transmission, one country (EU = one country) One programme, one transmission, worldwide One programme, multiple transmissions, worldwide, 1-5 years One programme, multiple transmissions, worldwide, 6-12 years Publication: local individuals, organisations and partners - Per use of one or more images	01/04/2015	£33.00	01/04/2017	£35.00	6%	Increased costs.	SR
					01/04/2015	£16.50	01/04/2017	£19.00	15%	Increased costs	SR
							01/04/2017	£100.00	new	New fee to match market requirements	
							01/04/2017	£250.00	new	New fee to match market requirements	
							01/04/2017	£60.00	new	New fee to match market requirements	
							01/04/2017	£100.00	new	New fee to match market requirements	
							01/04/2017	£150.00	new	New fee to match market requirements	
							01/04/2017	£250.00	new	New fee to match market requirements	
					01/04/2014	£16.66			-100%	No increase in fee per se, but now charged to all users in this category. N.B. fee text updated	SR
				<b>OHC USE OF PREMISES</b> Location fee for use of Oxfordshire History Centre premises for film / TV / broadcast purposes - per hour or part hour	01/01/2016	£50.00	01/04/2017	£52.00	4%	Increased costs	EX
		D	To meet costs and income target.	<b>HIRE OF ACCOMMODATION</b> a) Oxfordshire Museum - Exhibition Gallery - per week b) Brewhouse - Exhibition Gallery - per month - 1/2 day Education Use - 1/2 day Commercial Use - per day - Education Use - per day - Commercial Use c) Coachhouse - 1/2 day Education Use - 1/2 day Commercial Use - per day - Education Use - per day - Commercial Use d) MRC Education Lecture Room - 1/2 day Education Use - per day - Education Use e) Provision of staff to support activities of hirer per hour - during Museum open hours - out of Museum open hours	01/04/2016	£187.00	01/04/2017	£195.00	4%	Increased costs	EX
					01/04/2016	£242.00	01/04/2017	£251.00	4%	Increased costs	EX
					01/04/2016	£24.00	01/04/2017	£25.00	4%	Increased costs	EX
					01/04/2016	£61.00	01/04/2017	£64.00	4%	Increased costs	EX
					01/04/2016	£57.00	01/04/2017	£59.00	4%	Increased costs	EX
					01/04/2016	£94.00	01/04/2017	£98.00	4%	Increased costs	EX
					01/04/2016	£35.00	01/04/2017	£36.00	3%	Increased costs	EX
					01/04/2016	£73.00	01/04/2017	£76.00	4%	Increased costs	EX
					01/04/2016	£57.00	01/04/2017	£60.00	5%	Increased costs	EX
					01/04/2016	£127.00	01/04/2017	£134.00	6%	Increased costs	EX
					01/04/2016	£24.00	01/04/2017	£25.00	4%	Increased costs	EX
			To meet costs		01/04/2016	£48.00	01/04/2017	£50.00	4%	Increased costs	EX
					01/04/2016	£19.00	01/04/2017	£20.00	5%	Increased costs	SR
					01/04/2016	£30.00	01/04/2017	£31.00	3%	Increased costs	SR

## 10. HERITAGE SERVICES - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
CEO7-62	Heritage Services (cont'd)	D	To meet income targets which reduced the impact of previous budget cuts.	f) Coach House charge for use outside normal hours plus staffing as necessary	01/04/2016	£44.00	01/04/2017	£46.00	5%	Increased costs	EX
				Education use up to 3 hours	01/04/2016	£66.00	01/04/2017	£70.00	6%	reflect market	EX
				<b>CONSERVATION AND EXHIBITION SERVICES</b>							
				a) MRC							
				Remedial conservation - per hour	01/04/2016	£50.00	01/04/2017	£52.00	4%	increased cost	SR
				b) Storage (per m <sup>2</sup> per year) MRC							
				- storage at OHC per shelf	01/04/2016	£396.00			-100%	This is OHC charge not MRC	SR
				c) Specialist Climate Controlled Collections Storage and Care per year							
				-Small Item (c.10x10x10cm)	01/04/2016	£110.00	01/04/2017	£115.00	5%	increased cost	SR
				-Medium Item (c 20x20xx20cm)	01/04/2016	£220.00	01/04/2017	£230.00	5%	increased cost	SR
				-Large Item (c.0.5 cubic meters)	01/04/2016	£385.00	01/04/2017	£400.00	4%	increased cost	SR
				d) General Collections storage and Care per year							
				-Large Item	01/04/2016	£440.00	01/04/2017	£460.00	5%	increased cost	SR
				e) Environmental Monitoring (per month)							
				- for 3 thermohygrographs	01/04/2016	£50.00	01/04/2017	£52.00	4%	increased cost	SR
				Loan of datalogger and printout per period up to 2 months	01/04/2016	£50.00	01/04/2017	£52.00	4%	increased cost	SR
				Environmental summary							SR
				f) Conservation Advice per hour	01/04/2016	£50.00	01/04/2017	£52.00	4%	increased cost	SR
				- per day	01/04/2016	£396.00	01/04/2017	£420.00	6%	increased cost	SR
				- per half-day	01/04/2016	£198.00	01/04/2017	£210.00	6%	increased cost	SR
				g) Museum Pest Management plus materials							
				- per day	01/04/2016	£396.00	01/04/2017	£420.00	6%	increased cost	SR
				- per half day	01/04/2016	£198.00	01/04/2017	£210.00	6%	increased cost	SR
				- per hour	01/04/2016	£50.00	01/04/2017	£52.00	4%	increased cost	SR
				h) Hire of display equipment							
				Cases							
				- per day	01/04/2016	£11.00	01/04/2017	£12.00	9%	increased cost, taking into account wear and tear	SR
				- per week	01/04/2016	£66.00	01/04/2017	£70.00	6%	actual costs	SR
				- per month	01/04/2016	£165.00	01/04/2017	£180.00	9%		SR
				i) Training							
				- per day	01/04/2016	£396.00	01/04/2017	£420.00	6%	increased cost	SR
				- per half day	01/04/2016	£198.00	01/04/2017	£210.00	6%	increased cost	SR
			To meet costs	k) Documentation and storage of archaeological archives							
				- site archive up to 3 archaeological storage boxes ((0.022m3)	01/04/2016	£100.00	01/04/2017	£100.00	0%	no increase as 2nd year of 2 year transitional period, will substantially increase in 2017/18 to reflect increased cost	SR
				-per archaeological storage box (0.022m3)	01/04/2016	£65.00	01/04/2017	£65.00	0%	no increase as 2nd year of 2 year transitional period, will substantially increase in 2017/18 to reflect increased cost	SR

## 10. HERITAGE SERVICES - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
		D	To Meet Costs	<b>OHC RESEARCH ENQUIRIES</b> - written reply to each enquiry per hour (or pro-rata) Minimum 30 minutes £15.84 Maximum 2 hours £63.34.  - higher rate for businesses and profit-making organisations per hour (or pro-rata) Minimum 30 minutes £20.84. Maximum 2 hours £83.34.	01/04/2015	£36.00	01/04/2017	£38.00	6%	Increased costs (including VAT)	SR
					01/04/2015	£48.00	01/04/2017	£50.00	4%	Increased costs (including VAT)	SR
CE07-62	Heritage Services (cont'd)	D	To recover costs	<b>MICROFORM COPYING</b> a) Self Service Copying - per A4 copy - per A3 copy b) Copying by Staff - per A4 copy - per A3 copy	01/04/2015 01/04/2015	£0.58 £0.58			-100% -100%	No increase proposed. Balanced by increases in higher unit prices.	SR SR
		D	To recover costs	<b>PHOTOCOPIES</b> <b>Self Service Copying -</b> - per A4 copy - per A3 copy <b>Local Studies -</b> <b>Staff Operated Copying -</b> - per A4 copy - per A3 copy <b>All Archive Documents and Delicate Documents</b> - per A4 or A3 copy (ordered on-site) - per A4 or A3 copy (ordered remotely)	01/10/2011 01/04/2015  01/04/2015 01/04/2015  01/04/2015 01/04/2015	£0.17 £0.33  £0.58 £0.58			-100% -100%  -100% -100%	No increase proposed. Balanced by increases in higher unit prices.	SR SR
								£1.04	4%	Increased costs	SR
									-100%	No increase proposed. Balanced by increases in higher unit prices.	SR
		D	To recover costs	<b>Computer Printouts</b> <b>Self Service -</b> - per A4 copy - per A3 copy <b>Staff Operated Copying -</b> - per A4 copy - per A3 copy	01/10/2011 01/04/2015  01/04/2015 01/04/2015	£0.17 £0.33  £0.58 £0.58			-100% -100%  -100% -100%	No increase proposed. Balanced by increases in higher unit prices.	SR SR
		D	To recover costs	<b>Certificates</b> Per Copy - Motor Vehicle Registration copies Baptism Certificates Marriage Certificates	01/01/2015 01/04/2016 01/01/2015	£7.50 £13.00 £10.00		£7.92	6% -100% -100%	Increased costs Fee determined by statute: Church of England Tables of Fees 2016 Fee determined by statute: SI no. 94 (2016)	SR NB NB
		D	To recover costs	<b>COPIES OF RECORDINGS</b> From Oral History (per CD)  From Oral History (per DVD)	01/04/2015  01/04/2015	£15.00  £30.00		£16.00  £32.00	7%  7%	Increased costs (including VAT)  Increased costs (including VAT)	SR

## 10. HERITAGE SERVICES - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
CEO7-62	Heritage Services (cont'd)	D	To recover costs	<b>ADMINISTRATIVE CHARGE</b> Minimum charge for providing an invoice for any service	01/04/2011	£24.00		£25.00	4%	Increased costs (including VAT)	SR
		D	To recover costs	<b>MRC PHOTOGRAPHIC</b>							SR
				Photographic Prints by External Photographer	01/10/2011				Various	Prices on application	
		D	To recover costs	<b>POSTAGE &amp; PACKING</b> - Reinforced Envelope in reinforced C4 envelope Cardboard Tube - Copies supplied in 450mm cardboard tube Disc Mailer - CR-ROM supplied in disc mailer Air Mail - additional to basic cost	01/04/2014	£2.00		£2.50	25%	Increased costs (including VAT)	SR
					01/04/2014	£4.00		£5.00	25%	Increased costs (including VAT)	SR
					01/04/2014	£4.00		£5.00	25%	Increased costs (including VAT)	SR
					01/04/2014	£2.00		£2.50	25%	Increased costs (including VAT)	SR
		D	To recover costs	<b>LECTURE FEES plus travel at current OCC rates</b>	01/04/2012	£50.00		£55.00	10%	Reflects current market rate	SR
		D	To recover costs	<b>Use of Oxfordshire Museum Garden for Wedding Photography</b>	01/04/2015	£80.00		£85.00	6%	Reflects market	EX
		D	To recover costs	<b>LEARNING &amp; ACCESS</b> School Sessions at The Oxfordshire Museum - up to 30 children Outreach School Sessions KS1 (approximately 1.25 hours) - up to 30 children Outreach School Sessions KS2 (approximately 1.5 hours) - up to 30 children School Box Loans - per term Reminiscence Box Loans - per 2 week loan Reminiscence sessions - per session Facilitated Community Group Visits to The Oxfordshire Museum - per group during normal opening (approximately 2.5 hours)	01/04/2016	£75.00		£75.00		Maintain parity with other providers	NB
					01/04/2016	£85.00		£89.00	5%	Increased costs	NB
					01/04/2016	£100.00		£105.00	5%	Increased costs	NB
			01/04/2016	£30.00		£30.00	0%	Charge reflects market rate	NB		
			01/04/2012	£20.00		£20.00	0%	Charge reflects market rate	NB		
			01/04/2012	£15.00		£20.00	33%	Increased cost of delivery	NB		
			01/04/2012	£15.00		£20.00	33%	Reflects cost of staffing	NB		



## 10. HERITAGE SERVICES - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate				
CEO7-62	Heritage Services (cont'd)			Family Learning Drop In at The Oxfordshire Museum								
				- per child	01/04/2012	£2.00		£2.00	0%	cost recovery for materials no increase	NB	
				- per family of up to 3 children	01/04/2012	£5.00		£5.00	0%	cost recovery for materials no increase	NB	
				TOM Tots under 5s sessions at The Oxfordshire Museum								
				- per child		£0.00		£1.00			new charge reflects demand	
				- per family	01/04/2012	£1.50		£2.50	67%	achieves parity with family learning sessions	NB	
Booked family workshop	01/04/2014	Various			0%	£5.00-£10.00 according to session length plus materials	NB					
Arts Award Courses at The Oxfordshire Museum												
- per child	01/04/2014	£5.00		£5.00	0%	Plus materials and admin costs	NB					
<b>Total Income CEO7-62</b>						<b>£104,771.00</b>		<b>£106,865.00</b>				

**Legal Position on charging**

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

**Notes**

A:	20% Commission is charged on all sales
B:	10% discount offered to Members of OMC, for work committed over £1,000 or more than 2 years
C:	Concessions of 50% proposed for community groups that meet specified criteria.
D:	Preventative & Fumigation. Minimum 4 hours labour charged for set up.

**VAT Class**

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

## 11. CUSTOMER SERVICE CENTRE - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
CEO7-5	Customer Service Centre										
	Concessionary Fares	D	Cost of replacement card	Card issue and admin	01/04/2012	£10.00	01/04/2012	£10.00		Although this is a discretionary service, local authorities are only allowed to charge a maximum of £10.	SR
	Disabled Parking	D	Recovery of full cost	Card issue and admin, assessment service	01/04/2012	£10.00	01/04/2012	£10.00			SR
<b>Total Income CEO7-5</b>						<b>£107,806.00</b>		<b>£108,041.00</b>			

### Legal Position on charging

SP Statutory Prohibited  
 SA Statutory Arrangements  
 D Discretionary (LG Act 2003)

### VAT Class

SR Standard Rate (20% 4 Jan 2011)  
 ZR Zero Rated  
 NB Non Business  
 EX Exempt

## 12. MUSIC SERVICE - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
CEO4-6	Music Service	D	Fees charged for music tuition, instruments hire and for OYMA membership.	Music Tuition							EX
				<b>Ensembles</b>							EX
				OYMA full membership OCMS lessons	01/04/2016	£69.00	01/04/2017	£69.00	0.0%	name to be changed to "Standard Ensemble". No fee increase to encourage more students to attend ensembles	EX
				OYMA full membership OCMS lessons - CMS	01/04/2016	£86.40	01/04/2017	£95.00	10.0%	name to be changed to "Central Music School"	EX
				OYMA single activity - OCMS lessons	01/04/2016	£47.00	01/04/2017	£49.00	4.3%	name to be changed to "Single Ensemble"	EX
				OYMA Primary choir activity	01/04/2016	£38.00	01/04/2017	£39.00	2.6%	name to be changed to "Small Ensemble"	EX
				OYMA Secondary Choir Activity	01/04/2016	£47.00	01/04/2017			charge no longer applicable	EX
				OYMA CMS Pass	01/04/2016	£132.00	01/04/2017	£145.00	9.8%	name to be changed to "CMS Pass"	EX
				Advanced Musicianship Programme			01/04/2017	£68.00		New Charge	EX
				County Ensemble			01/04/2017	£78.00		New Charge	EX
				<b>Individual Tuition</b>							
				20 minutes	01/04/2016	£197.89	01/04/2017	£202.29	2.2%	Fee increased by less than 4% to remain competitive with private teachers. Benchmarking undertaken. Offset with higher increases in fees for group lessons. In addition to the % rise the Service will be providing an additional lesson which will result in a further 3% increase in income.	EX
				30 Minutes	01/04/2016	£293.37	01/04/2017	£299.86	2.2%		EX
				40 minutes	01/04/2016	£391.16	01/04/2017	£399.96	2.2%		EX
				45 minutes	01/04/2016	£440.00	01/04/2017	£449.79	2.2%		EX
				60 minutes	01/04/2016	£586.74	01/04/2017	£599.72	2.2%		EX
				<b>Group Tuition</b>							
				Group of 2 (30 minutes)	01/04/2016	£146.85	01/04/2017	£153.89	4.8%		EX
				Group of 2 (20 minutes)	01/04/2016	£98.89	01/04/2017	£104.39	5.6%		EX
				Group of 3-4 (30 minutes)	01/04/2016	£98.89	01/04/2017	£104.39	5.6%		EX
				Group of 3-4 (20 minutes)	01/04/2016	£65.89	01/04/2017	£71.39	8.3%		EX
				Group of 5-6 (30 minutes)	01/04/2016	£65.89	01/04/2017	£71.39	8.3%		EX
				Group of 7 -9 (40 minutes)	01/04/2016	£65.89	01/04/2017	£71.39	8.3%		EX
				Group of 10 + (40 minutes)	01/04/2016	£51.26	01/04/2017	£60.39	17.8%	Name changed to Group 10+	EX
				Group of 20 or more	01/04/2016	£32.89	01/04/2017		-100.0%	Charge deleted	EX
				Endangered Instruments 30 minutes							EX
				Endangered Instruments : viola, french horn, oboe, trombone, double bass, tuba, bassoon, bass guitar	01/04/2016	25% discount across all individual and group tuition rates	01/04/2017				
				Late cancellation Charge			01/04/2017	£30.00		New Charge	EX
				Own teacher accompanist			01/04/2017	£25.00		New Charge	EX
				Not own teacher accompanist			01/04/2017	£40.00		New Charge	EX

## 12. MUSIC SERVICE - Corporate Services - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
	Music Service Continued			<b>Hire</b>							
				Hire of Instruments (Violin, Viola and Guitars only)	01/04/2016	£19.50	01/04/2017	£21.50	10.3%	New Charge 5% max £100 These prices are dependant on prices set by tour operator	EX
			Hire of Instruments (All other instruments on offer)	01/04/2016	£39.00	01/04/2017	£43.00	10.3%	EX		
			Instrument Purchase Charge			01/04/2017	£100.00		EX		
			Oxfordshire schools orchestra	01/09/2016	£495.00	01/09/2017	£515.00	4.0%	EX		
			Oxfordshire Schools Symphony Orchestra	01/09/2016	£770.00	01/09/2017	£810.00	5.2%	EX		
			Oxfordshire County Youth orchestra	01/09/2016	£795.00	01/09/2017	£830.00	4.4%	EX		
			Oxfordshire Youth Music Theatre		Actual cost	01/09/2017	£405.00		EX		
			non residential courses (daily rate)		Various up to 25				EX		
			<b>Charges to schools:</b>								
			First Access (60 or 45 minutes)	01/09/2016	£1,400.00	01/09/2017	£1,450.00	3.6%	EX		
			Play On (1 hour)	01/09/2016	£1,650.00	01/09/2017	£1,725.00	4.5%	EX		
			Play On (40 minutes)	01/09/2016	£1,090.00	01/09/2017	£1,150.00	5.5%	EX		
			Play On (30 minutes)	01/09/2016	£800.00	01/09/2017	£863.00	7.9%	EX		
			Transport Zone 1	01/09/2016		01/09/2017	£80.00		New Charge	EX	
			Transport Zone 2	01/09/2016		01/09/2017	£65.00		New Charge	EX	
			Transport Zone 3	01/09/2016		01/09/2017	£56.00		New Charge	EX	
			Transport Zone 4	01/09/2016		01/09/2017	£35.00		New Charge	EX	
			Adults	01/04/2016	£99.00	01/09/2017	£105.00	6.1%		EX	
			Curriculum (per hour)	01/04/2016	£59.00	01/09/2017	£61.50	4.2%		EX	
				<b>Total Income CEO4-6</b>		<b>£1,443,261.00</b>		<b>£1,625,261.00</b>			

### Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

### Notes

Concessions: Children eligible for free school meals, free. Including instrument hire.  
 Adults, as per adult education.  
 Hire of Instruments by Orchestra - now a range of charges depending on instrument max fee shown above.  
 Rates are set to be divisible by 3 to facilitate direct debit payments per term.

### VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

### 13. REGISTRATION SERVICES - Corporate Services - Review of Charges 2017/18 - For Information Only

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class			
					Effective Date	Rate	Effective Date	Proposed Rate						
CEO4-4	Registration Service Registration Services Review of Charges were approved by Cabinet on 18 October 2016 as part of the Finance Monitoring Report	D	To raise revenue to cover the costs of the registration service	To licence approved premises for a three-year period	01/04/2016	£2,050.00		£2,050.00	0.0%	Government reviewing licencing fees nationally as part of a 'reducing burdens to businesses' Oxfordshire already one of the most expensive.	NB			
				Non Refundable Booking Fee for Statutory Civil Marriage and Civil Partnership bookings at a Register Officer	01/09/2015	£46.00		£46.00	0.0%		EX			
				Non Refundable Booking Fee for all other ceremonies such as those undertaken at an Approved Venue	01/09/2015	£50.00		£50.00	0.0%		EX			
				To cover a proportion of the costs	<b>Marriage &amp; Civil partnership fees at former Register Office Marriage rooms Monday - Friday and Saturday between 9.15am and 12 noon</b>									
					Abingdon- Roysse Court (Mon -Fri)	01/04/2016	£250.00	01/04/2017	£260.00		4.0%	EX		
					Banbury Bodicote House	01/04/2016	£250.00	01/04/2017	£260.00		4.0%	EX		
					Bicester - Garth Park	01/04/2016	£250.00	01/04/2017	£260.00		4.0%	EX		
					Didcot - Broadway Room	01/04/2016	£250.00	01/04/2017	£260.00		4.0%	EX		
					Henley - Regatta Court	01/04/2016	£250.00	01/04/2017	£260.00		4.0%	EX		
					Oxford - Tidmarsh Lane									
					RO Wed- Fri	01/09/2014	£50.00		£50.00		0.0%	EX		
					Dexter Room Tues-Fri	01/04/2016	£250.00	01/04/2017	£260.00		4.0%	EX		
					Dexter Room Sat AM	01/04/2016	£250.00	01/04/2017	£260.00		4.0%	EX		
				Wheatley - Shotover Room	01/04/2016	£250.00	01/04/2017	£260.00	4.0%		EX			
				Witney - Windrush Rooms	01/04/2016	£250.00	01/04/2017	£260.00	4.0%		EX			
				Total for all district Offices	01/04/2016	£250.00	01/04/2017	£260.00	4.0%		EX			
Total for all district Offices (Sat pm)	01/04/2016	£495.00	01/04/2017	£520.00	5.1%	EX								
Total for all district Offices (Sun and BH)	01/04/2016	£575.00	01/04/2017	£595.00	3.5%	EX								
SA	Attending chapel	01/09/2014	£90.00		£90.00	0.0%	EX							
		<b>Marriages at Approved Venues (9.00am to 5.30pm)</b>												
		Monday - Thursday	01/04/2016	£450.00	01/04/2017	£475.00	5.6%	EX						
		Friday & Saturday	01/04/2016	£495.00	01/04/2017	£520.00	5.1%	EX						
SA	To raise revenue to cover the costs of the Registration Service	Sunday & Bank Holiday	01/04/2016	£575.00	01/04/2017	£595.00	3.5%	EX						
<b>Marriages at Approved Venues (6.00pm to 8.30pm)</b>														
Monday - Thursday		01/04/2016	£530.00	01/04/2017	£550.00	3.8%	EX							
CEO4-4	Registration Service Continued		To raise revenue to cover the costs of the Registration Service	Friday & Saturday	01/04/2016	£530.00	01/04/2017	£550.00	3.8%	EX				
				Sunday & Bank Holiday	01/04/2016	£630.00	01/04/2017	£650.00	3.2%	EX				

**13. REGISTRATION SERVICES - Corporate Services - Review of Charges 2017/18 - For Information Only**

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate				
CEO4-4	Registration Service		To raise revenue to cover the costs of the Registration Service	<b>Marriages at Approved Venues (on or after 9pm)</b>								
				Monday - Thursday	01/04/2016	£680.00	01/04/2017	£700.00	2.9%		EX	
				Friday & Saturday	01/04/2016	£680.00	01/04/2017	£700.00	2.9%		EX	
				Sunday & Bank Holiday	01/04/2016	£700.00	01/04/2017	£720.00	2.9%		EX	
				<b>Other Civil Ceremonies ( Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices</b>								
				Monday - Friday	01/04/2016	£245.00	01/04/2017	£265.00	8.2%		SR	
			Saturday	01/04/2016	£265.00	01/04/2017	£285.00	7.5%		SR		
			Sunday & Bank Holiday	01/04/2016	£325.00	01/04/2017	£345.00	6.2%		SR		
			Individual Citizenship Ceremonies	01/04/2016	£200.00	01/04/2017	£220.00	10.0%		SR		
			<b>Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Approved venues</b>									
			Monday - Friday	01/04/2016	£245.00	01/04/2017	£265.00	8.2%		SR		
			Saturday	01/04/2016	£265.00	01/04/2017	£285.00	7.5%		SR		
			Sunday & Bank Holiday	01/04/2016	£325.00	01/04/2017	£345.00	6.2%		SR		
			Individual Citizenship Ceremonies	01/04/2016	£260.00	01/04/2017	£280.00	7.7%		SR		
						<b>Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council</b>						
						Monday - Sunday/BH	01/04/2015	£550.00	01/04/2017	£570.00	3.6%	
			Saturday	01/04/2015	£550.00	01/04/2017	£570.00	3.6%		SR		
			Sunday & Bank Holiday	01/04/2015	£550.00	01/04/2017	£570.00	3.6%		SR		
			Civil Funerals	01/04/2010	£180.00	01/04/2017	£200.00	11.1%		ZR		
			Group Citizenship Ceremony at County Hall	01/04/2014	£80.00	01/04/2017	£80.00	0.0%		EX		
			Your day your way ceremony									
			Ceremony Amendment Fee	01/04/2015	£25.00	01/04/2017	£30.00		New service introduced			
CEO4-4	Registration Service Continued		D	<b>Nationality Checking Service</b>								
				Adult ( single application)	01/04/2015	£80.00		£85.00	6.3%		SR	
				Child under 18 who applies separately to parents	01/04/2016	£50.00		£55.00	10.0%		SR	
			D	<b>Settlement Checking Service</b>								
			Adult ( single application)	01/04/2015	£105.00		£110.00	4.8%		SR		
			SA	<b>Certificate Fees</b>								
			Births, Deaths& Marriage Certificates									
			on day of registration	01/04/2012	£4.00		£4.00	0.0%		EX		
			from a current register	01/04/2010	£7.00		£7.00	0.0%		EX		
from a deposited register	01/04/2012	£10.00		£10.00	0.0%		EX					
Short Birth Certificate												
on day of registration	01/04/2012	£4.00		£4.00	0.0%		EX					
from a current register	01/04/2010	£7.00		£7.00	0.0%		EX					
from a deposited register	01/04/2012	£10.00		£10.00	0.0%		EX					

### 13. REGISTRATION SERVICES - Corporate Services - Review of Charges 2017/18 - For Information Only

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
CEO4-4	Registration Service	D		Express Certificate Fee	01/04/2016	£20.00		£25.00	25.0%		SR
		SA		Searches in indexes General Search	01/04/2010	£18.00		£18.00	0.0%		EX
		SA		Marriages and Civil Partnership Notice of Marriage/Civil Partnership (for 1 person) Extended 70 day Notice for foreign Nationals ( for 1 person)	01/04/2012	£35.00		£35.00	0.0%		EX
					02/03/2015	£47.00		£47.00		EX	
		D		Commemorative Certificates	01/04/2016	£7.00		£7.00	0.0%		SR
		SA		*NB £4.00 statutory fee in the form of a certificate is included in fees for , Registration Office, Chapel and Approved Venue ceremony fees, but couples may request more than one and these are charged at £4.00 on the day and £7.00 subsequently							
<b>Total Income CEO4-4</b>						<b>£1,736,589.00</b>		<b>£1,771,596.00</b>			

**Legal Position on charging**

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

**VAT Class**

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

## 14. CORPORATE SERVICES - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
CEO4 CEO4-1	Law & Governance Legal Services										
		SA & D	Recovery of full cost	Sec106 and other legal charges (OUTS)		£190.00	1st April 2017	£190.00	0.0%	If we increased our S106 / OUTS rate (currently £190) by 4% it would increase it to £197.60. This is considerably above the national average (£134) and would be highest in country as far as we can tell on the benchmarking figures. We would like to minimise challenges to our rate and would prefer to keep as is to do that. (We are second highest in the UK at the moment.)	SR
		D	Recovery of full cost	Internal charge		£86.50	1st April 2017	£86.50	0.0%	If we increased our internal hourly rate by 4% it would go to £90 ph. This would increase our internal income but would be borne by the Directorates.	SR
		D	Recovery of full cost	Legal Hub (OUTS)		£85.00	1st April 2017	£85.00	0.0%	Externally set in agreement with the other District Councils £85.	SR
		D		West Berks/Probation, Thames, Henly TC		£95.00	1st April 2017	£95.00	0.0%	If we increase our rate by 4% it would increase to £98.80. However, the work we do is minimal so is unlikely to increase our income by more than £1000.	SR
		D		Academies - Hourly Rate		£150.00	1st April 2017	£150.00	0.0%	If we increase our rate by 4% it would increase to £156. Instead, preference would be increase demand through marketing our services further. We have not currently marketed our services to all academies – so I would like to keep it at the best possible rate in order to generate the maximum amount of income.	



## 14. CORPORATE SERVICES - Review of Charges 2017/18

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			
	Legal Services (continued)	D		Schools		£86.50	1st April 2017	£86.50	0.0%	We currently charge schools at our internal rate. We could increase this in line with our other 'partner' rates to £90 to generate more income. But it is unlikely to be more £2000 per annum	
		D		Town Councils		£95.00	1st April 2017	£95.00	0.0%	If we increase our rate #by 4% it would increase to £98.80. The work we do is minimal so is unlike to increase our income by more than £1000.	
	Democratic Services										
	Education appeals (Admissions)	D	Recovery of full cost	Work for outside bodies (Academies)						These costs are not cumulative. The Listed cost includes the lodged cost and the appeal meeting cost includes the cost for lodged and listed 'Remain as is - already front loads cost for this initial stage and no justification for any increase' The costs fall more heavily in the earlier stages and the suggested increase more than represents the work undertaken	SR
				Lodged	01/04/2015	£20.00		£20.00	0.0%		
				Lodged and Listed	01/04/2015	£97.00		£99.00	2.1%		
				Full service including clerking	01/04/2016	£205.00		£213.00	3.9%		
				For first appeal of each day per school	01/04/2016	£173.00		£180.00	4.0%		
	Education appeals (Exclusions)	D	Recovery of full cost	Work for outside bodies (Academies)	01/04/2015	£1,144.00		£1,190.00	4.0%		SR
				For each exclusion (up to 25 hours work)	01/04/2015	£35.00		£37.00	5.7%		
				<b>Total Income CE04-1</b>		<b>£17,220.00</b>		<b>£17,564.00</b>			

**Legal Position on charging**

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

**VAT Class**

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

**15. PUBLIC HEALTH - Review of Charges 2017/18**

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2016/17		2017/18		% increase in fees or charges	Additional information and/or Reason for Change
					Effective Date	Rate	Effective Date	Proposed Rate		
	Public Health services provided under Section 2B of the National Health Service Act 2006 are required to be provided free of charge at the point of use.									