

Fees & Charges 2015/16

Library & Archive Services - applicable 14 September 2015 (unless otherwise stated) until further review.

Fees are inclusive of VAT where applicable

	Frequency / unit of charge	Fee 2015/16
<u>1. Overdue charges</u>		
Books and Sound Recordings:		
Per Day		£0.20
Maximum		£5.00
Concessionary Per Day		£0.10
Concessionary Maximum		£2.50
DVDs Per Day		£0.50
DVDs Maximum		£6.00
<u>2. Inter-Library Loans</u>		
Book/periodical article/music score sourced outside of the City Council	per item	£10
Renewal of externally sourced ILL	per item	£5
Loss of British Library book	per item	£140
<u>3. Talking Books Hire</u>		
Standard	per 4 week loan	£1.20
Concessionary	per 4 week loan	£0.60

Exempt		Young people under the age of 18, people registered blind or visually impaired, with dyslexia or print impairment, or learning English as second language, and those aged over 60.
4. Music Library Services		
Compact discs (and LPs) hire	per 2 week loan	£1.00
Concessions and Under 18's	per 2 week loan	£0.60
Loan of orchestral and choral sets from Library of Birmingham:		
Standard charge (Concession for Birmingham Societies)		
	Orchestral set - large	£30 (£20)
	Orchestral set - small	£20 (£15)
	Concert Band etc.	£10 (£7)
	Choral set - large, < 30 copies	£30 (£20)
	Choral set - large, 31-60 copies	£60 (£40)
	Choral set - large, 61-90 copies	£90 (£60)

	Choral set - large, >91 copies	£120 (£80)
	Choral set - small, < 30 copies	£15 (£10)
	Choral set - small, 31-60 copies	£30 (£20)
	Choral set - small, 61-90 copies	£45 (£30)
	Choral set - small, >91 copies	£60 (£40)
Overdue charge – for late or incomplete return of music sets (including sets of choral sets)	per week	£6
Maximum overdue charge per music set		£24
Multi Media:		
Top 50 Videos and DVDs	2 night hire	£2.50
All other videos and DVDs	7 night hire	£1.50
<u>5. Charges for lost or damaged material</u>		
In print and commercially available items		full cost
Out of print or non-commercially available items		£20

Exempt		Children under 5 and children with learning difficulties and disabilities under 18 are exempt from such charges in relation to damage to children's material. Looked After Children are exempt from charges relating to both loss and damage to material.
Lost Library Cards:		
Adult		£2.00
Children and young people under the age of 18. Looked after children are exempt from this charge.		£1.00
<u>6. Photocopies, Printouts and Photographs</u>		
Photocopies (staff supplied)	A3 and A4	£0.25
Photocopies (coin-operated)	A4 B&W	£0.10
	A4 Colour	£0.50
	A3 B&W	£0.20
	A3 Colour	£1.00
(iii) Printout from public access terminal	A4 B&W	£0.10
	A4 Colour	£0.50
Camera permit - Wolfson Centre		£2.00
<u>7. Business Support Charges</u>		
Database searches: Market Research	Per page	The Head of Service to have the authority to negotiate prices as

		appropriate
All other databases	Per page	£0.10
Mailing Lists	per company	£0.15
Company Financial Reports	per report	£20
Market Information & Desk Research	per hour	£75
Market research	per report	£25
Outsourcing to other local authorities		The Head of Service to have the authority to negotiate prices as appropriate
Fax UK	Per page	£1.20
Fax International	Per page	£2.20
<u>8. Archives</u>		
Removal of deposited records	Per year per standard shelf (backdated)	£30
Diocesan Records copy certificates service		£12
Rental of space for records storage	Per year per standard shelf	£30
Retrieval of stored items	Per box	£3.30
<u>9. Sales</u>		

Discarded Library Books/Recordings/Newspapers		The Head of Service to have the authority to determine prices as appropriate
Memory sticks	per Memory stick	£5.00
Disposable headphones	per set	£1.00
Sale of Goods in Retail Outlet		The Head of Service to have the authority to determine prices as appropriate
10. Room Hire Charges		
Community Libraries		The District Service Integration Heads be authorised to determine rates of hire, concessionary charges or free lettings for activities which are closely associated with library objectives
Library of Birmingham		For current pricing structure see: http://www.libraryofbirmingham.com/article/venuehire/venueprices
Hire of equipment		Price on application locally
11. Catering and Hospitality		
Charges set by operator with small mark-up determined by the Head of Service		

<u>12. Café</u>		
Charges set by operator		
<u>13. Other</u>		
Research Services (FOI)		£16
Research Services		£100
Providing support for public consultation exercises.		The Head of Service/District Lead Officer to have the authority to negotiate prices as appropriate.
Promotional Displays		The Head of Service/District Lead Officer to have the authority to negotiate prices as appropriate
1 to 1 IT training	30 minutes	£5.00