

Communities & Leisure Portfolio

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Library Services

Borrower Type - Defined	Borrower Type - Defined	Age	2022/23 category	Proposed 2023/24 category	% Increase	Comments
Child		0 - 7 years	0 - 7 years	0 - 7 years		
Child		8 - 15 years	8 - 15 years	8 - 15 years		
Teenage		16 - 17 years	16 - 17 years	16 - 17 years		
Adult		18 - 59 years	18 - 59 years	18 - 59 years		
Visually impaired		0-17 years	Print Disabled	Print Disabled		
Visually Impaired		Adults & 60+ years	Print Disabled	Print Disabled		
Concessions based on categories below:						
Home Educator	Families electing to home educate	N/A	Home Educator	Home Educator		
Playgroup	Playgroup leaders	N/A	Playgroup	Playgroup		
Resident Readers	Customers in receipt of Home Library Service	N/A	Resident Reader	Resident Reader		
Foster Carer	Foster carers and adoptive families	N/A	Foster Carer	Foster Carer		
Reading Group	Members of book groups	N/A	Reading Group	Reading Group		
60+ years		60+ years	60 and over	60 and over		
No Fixed Abode	Borrowers with no permanent address, e.g. refugees in hotels, homeless etc	N/A	No Fixed Abode	No Fixed Abode		New category
LANGUAGE RESOURCES Part of AV Category) Formats: CDs, MP3s, Cassette						
	Premium Offer		2022/23 charge	Proposed 2023/24 charge	% Increase	Comments
Maximum number of Language Resources at any one time						- Borrowing entitlement of 3 items linked to availability of stock
Language Resources hire/overdue charge - All except Print Disabled		3 weeks	£1.30	£1.40	7.69%	
Language Resources hire/overdue charge - Print Disabled		3 weeks	£0.00	£0.00	-	

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SPOKEN WORD (Part of AV Category) Formats: CDs, MP3s, Cassette			2022/23 charge	Proposed 2023/24 charge	% Increase	Comments
Spoken word hire/overdue charge -Child & Teenage borrowing Children's AUDIO BOOKS		3 weeks	FREE	FREE	-	All hire charges to be removed. All Eformats are available free of charge so physical stock offering is now being offered in the same way. All items not returned or damaged are subject to a replacement charge under the current fees and charges framework. (line 75 & 76) Borrowing entitlement of 3 items on loan at anyone time.
Maximum number of SPOKEN WORD Items at any one time						
Spoken word hire/overdue charge - Teenage borrowing Adult AUDIO BOOKS		3 weeks	£0.00	£0.00	-	
Spoken word hire/overdue charge - Adult (AUDIO BOOKS)		3 weeks	£0.00	£0.00	-	
Spoken word hire/overdue charge - Concession 65+ years (AUDIO BOOKS)		3 weeks	£0.00	£0.00	-	
Spoken word hire/overdue charge - Print Disabled (AUDIO BOOKS)		3 weeks	£0.00	£0.00	-	
Reservations			2021/22 charge	Proposed 2022/23 charge	% Increase	Comments
Child 0-7			n/a	n/a	-	Approval received from Cabinet Member in January 2021 to remove reservation fees for all customers.
Child 8-15			n/a	n/a	-	
Teenage 16-17			n/a	n/a	-	
Adult			n/a	n/a	-	
Concession: 60+ years			n/a	n/a	-	
Reservation - Out-of borough (Inter Library Loans)			2022/23 charge	Proposed 2023/24 charge	% Increase	Comments
Out-of borough reservations - Loan Period max 12 weeks . Charge applied per item			£5.50	£6.00	9.09%	
Out-of borough reservations - extended loan (applies after 12 weeks) charge applied per item			£3.20	£3.40	6.25%	
British Library reservations. Charge applied per item			£11.00	£11.50	4.55%	

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Lost Cards	Core Offer (Chargeable)		2022/23 charge	Proposed 2023/24 charge	% Increase	
All lost cards			£2.70	£2.80	3.70%	
Microfilm/ microfiche	Premium Offer		2022/23 charge	Proposed 2023/24 charge	% Increase	Comments
Printed copies from reader		Per page	£0.80	£0.80	0.00%	This charge is for printed copies only, There is no charge for digital images.saved via the new digital microfilm scanner.
Computer Usage	Free Offer		2022/23 charge	Proposed 2023/24 charge	% Increase	Comments
PC Use (Library Member)		First 3 hours per day - with Library card	£0.00	£0.00		- Free Acces for members increased to 3 hours per day.
PC Use (Library Member)		Per hour after 3 hours - with Library card	£1.70	£1.80	5.88%	
PC Use (Non Library Member)		Per hour without Library card - No Free use	£2.70	£2.80	3.70%	
PC Use (Non Library Member)		per 1/2 hour use up to a max. of 2 hours	£1.30	£1.40	7.69%	
PC Use (Non Library Member) - use of 15 minute maximum slot where available for catalogue use or printing		15 mins maximum after which charges apply as above	FREE	FREE		- Only in selected sites, where PC designated as library catalogue or used as quick PC for printing in high volume sites
Wi-Fi Use (All Libraries)		No time constraints	FREE	FREE		

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Replacement charges	Core Offer (Chargeable)		2022/23 charge	Proposed 2023/24 charge	% Increase	Comments
Adult Fiction (Hardback & Paperback), Adult Non Fiction (Hardback & Paperback), Children's Books, Reference Stock, CDs & DVDs			Index linked to book prices	Index linked to book prices	-	Index linked to book prices - in the absence of any RRP an average charge is calculated .
Inter library Loan items borrowed from outside borough including British Library			Full Replacement Cost plus £15.50 ILL Admin Fee	Full Replacement Cost plus £15.50 ILL Admin Fee	-	
Claims made for refund of payment will only be made up to 28 days after initial payment		per item	£0.00	£0.00	-	
Meeting Rooms (Commercial Rate)	Premium Offer		2022/23 charge	Proposed 2023/24 charge	% Increase	
Commercial Defined			Profit Organisations	Profit Organisations		
Olton / Shirley Meeting Rooms		per am / pm session	£54.00	£56.50	4.63%	
Olton / Shirley Meeting Rooms		all day	£108.00	£113.00	4.63%	
Olton / Shirley Meeting Rooms		Hourly Rate daytime	£14.00	£14.50	3.57%	
All Libraries		Out of Hours Rate	Upon application to library staff - chargeable & negotiable	Upon application to library staff - chargeable & negotiable		
Multiple bookings attract discount of 15%(2- 5),20% (6-10) , 25% (11-15), for all the above hires						
Meeting Rooms (Local rates for local community groups and charities)	Premium Offer		2022/23 charge	Proposed 2023/24 charge	% Increase	Comments
Olton / Shirley Meeting Rooms		per am / pm session	£39.50	£41.50	5.06%	
Olton / Shirley Meeting Rooms		all day	£79.50	£83.50	5.03%	
Olton / Shirley Meeting Rooms		Hourly Rate daytime	£13.00	£13.50	3.85%	

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Activities and Courses	2022/23 charge	Proposed 2023/24 charge	% Increase	Comments
Olton / Shirley Libraries Only	evenings after 5pm Upon application to library staff - chargeable & negotiable	Upon application to library staff - chargeable & negotiable	-	Charges to be agreed and approved by the Corporate Landord
All Libraries	Out of Hours Rate Upon application to library staff - chargeable & negotiable	Upon application to library staff - chargeable & negotiable	-	Charges to be agreed and approved by the Corporate Landord
Children's Activities - Storytime, Rhyme Time	Core Offer	FREE	-	These activities support the core offer for encouraging literacy for children and young people
Children's Activities - craft activities	Core Offer	FREE	-	Drop-in activities that support the core offer to encourage literacy skills in children and young people without using dedicated staff time in deliver or are part of a funded programme to which craft activities will add to the outcome
Children's activities involving Craft Materials - COMMUNITY LIBRARIES	Premium Offer member or non member (cost per CHILD)	£1.50 for library member and £3.50 for non library member	-	Activities delivered using a dedicated staff member which is not part of a funded programme.
Standard Introduction to Library visit from/to school/organisation	Core Offer 30 mins	FREE	-	
Author Talks % of sales to be agreed with Children Learning & Young People Lead and/or Stock and Resources Co-ordinator	Premium Offer All authors		-	to be agreed with the author
Six-week Family history courses	Premium Offer 6 week course per person	£88.00	5.11%	
Family history workshops	Premium Offer 2 - 4 hour session per person	£18.50	5.41%	
Heritage Guided Walks	Premium Offer up to 2 hour session per group	£58.50	5.13%	Maximum group numbers apply. This charge applies to a private/bespoke commissioned walk.

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Photocopies/printing			2022/23 charge	Proposed 2023/24 charge	% Increase	Comments
Local history photographs	Premium Offer	9" x 6" or digital prints	£8.00	£8.50	6.25%	
Local history photographs	Premium Offer	10" x 8"	£15.50	£16.50	6.45%	
Local history photographs	Premium Offer	15" x 10"	£29.50	£31.00	5.08%	
Photographs for commercial use. To be charged a minimum rate of £54 to include up to 2 high resolution photos	Premium Offer	up to 2 high resolution images	£55.00	£58.00	5.45%	
Black & White print /photocopy SINGLE SIDED - price applies to in-library printing and also Wi-Fi/remote printing in certain sites		Per A4 page	£0.25	£0.25	0.00%	Wi-Fi/remote printing is planned to be trialled at one site
Black & White print /photocopy SINGLE SIDED - price applies to in-library printing and also Wi-Fi/remote printing in certain sites		Per A3 page	£0.40	£0.40	0.00%	
Black & White - print DOUBLE SIDED - price applies to in-library printing and also wifi/remote printing in certain sites		Per A4 page	£0.50	£0.50	0.00%	Service will become available when the new MFD tender is awarded.
Colour - print/photocopy SINGLE SIDED		Per A4 page	£0.80	£0.80	0.00%	
Colour - print/photocopy SINGLE SIDED		per A3 page	£1.70	£1.80	5.88%	
Colour - print DOUBLE SIDED		Per A4 page	£1.60	£1.70	6.25%	Service will become available when wi-fi printing is introduced.
Colour - print DOUBLE SIDED - price applies to in-library printing and also wifi/remote printing in certain sites		Per A3 page	£3.20	£3.40	6.25%	Service will become available when wi-fi printing is introduced.
Scanning		Per A4/A3 page	FREE	FREE	-	
Sale of discarded stock			2022/23 charge	Proposed 2023/24 charge	% Increase	Comments
Adult Fiction (Hardback & Paperback), Adult Non Fiction, Children's Books, Reference Stock, CDs & DVDs	Premium Offer		Fees to be adjusted according to Market Demand	Fees to be adjusted according to Market Demand	-	