

Libraries, Museums and Archives Fees and Charges

Libraries

Service or product	Current charge	Proposed charge	Increase in Expected Income Based on Proposed Charge	Reason for no change
Book loan	nil	No change	£0	Statutory service
Reservation fee and fee for subject requests (implemented 1 Apr 2005)	60p per item	75p per item	£11,946	# based on 2016/17 request figures
Fines for late return (implemented 1 Apr 2012)	15p per item per day up to a maximum of £6	20p per item per day up to a maximum of £6	£54,243	#based on 2016/17 fines figures
DVD loans (from 2005)	Ordinary: £2 per week; 35p daily re-hire charge 'U' classification£1 per week; 17p daily re-hire charge	No change	£4,246	service provision to be reviewed in 2018/19
Music CD loans (implemented 1 Apr 2005)	50p per week; 9p daily re-hire charge if late	No change	£2,422	service provision to be reviewed in 2018/19
Spoken word recordings loans	£1 per 3-week loan;5p daily re-hire charge if late	No change		charges to be reviewed in 2018/19
Drama and Music performance sets	Drama £10 per set for 9 months	No change	£840	service provision to be reviewed in 2018/19
	Music Vocal scores - £30 for 40 copies for 12 months; Orchestral sets - £60 for 12 months			fees for music sets increased in 2015
Printing and Copying (implemented 1 Apr 2005)	Black and white - 10p per sheet	No change	£666	charges to be reviewed in 2018/19
	Colour - 25p per sheet			charges to be reviewed in 2018/19
	From microform - 20p per sheet			reader-printers in poor condition–need replacing
Internet consumables	PNet printing; USB sticks, headphones etc	No change	£6,945	charges to be reviewed in 2018/19
Bus ticket sales; (nb this is income not profit)	7.5% commission on Transdev sales at Accrington and Rawtenstall Libraries	Service unlikely to continue	-£48,294	Transdev moving to plastic card system so library sales unlikely to continue
Other fees and charges and other services	various	No change	£620	charges to be reviewed in 2018/19
Compensation for lost books	According to value of book	To continue	£876	
Total income			£34,510	
Lettings	Agreed LCC rates	Income ceased in 2017/18	£0	all lettings income transferred to FM
Total income			£0	
Sales			£3,200	sales of workbooks, posters, old stock etc.
Total income			£3,200	
TOTAL LIBRARIES INCOME			£37,710	

*forecast taking into account re-opened libraries

Museums

Service or product	Current charge	Proposed charge	Increase in Expected Income Based on Proposed Charge	Reason for no change
Gawthorpe Hall Admission charge (implemented pre-2007)	Adults £4 Concessions £3 Children Free National Trust members Free	Adults £6 Concessions £5 Children Free National Trust members Free	£4,500	
Sale of goods including guidebooks and souvenirs	Items individually priced	No change	£0	already achieves cost recovery; income dependent on visitor spend
Commission on arts and crafts sold	20%	35% plus VAT	£490	
Other fees & charges and miscellaneous income	various	No change	£300	This includes donations and <i>ad hoc</i> funding for projects etc. It has no allocated budget as it is uncertain and unpredictable
Total Income			£5,290	
Lancaster Castle Admission charge (implemented 1 Apr 2013)	Adults £8 Concessions £6.50 Family £20 Children Free	No change	£0 £0 £0 £0	already achieves cost recovery; admission charges high for Lancaster; need to remain competitive and minimise adverse impact on low income families
Sale of goods including guidebooks, souvenirs and cafe income	Items individually priced	No change	£0	already achieves cost recovery; income dependent on visitor spend
Courts Service	set by lease agreement	No change	£0	charge for use of Shire Hall linked to LCC lease from the Duchy of Lancaster
Total Income			£0	
TOTAL MUSEUMS INCOME			£5,290	

Archives

Service or product	Current charge	Proposed charge	Increase in Expected Income Based on Proposed Charge	Reason for no change
Access to archives in person	nil	No change	Nil	Statutory right of free access to many of the records; cost of collecting fees likely to exceed potential revenue.
Copying services including copies of sound recordings (All charges increased significantly in 2016)	Copying services individually priced; see schedule in Appendix B – Archives Fees and Charges	<ul style="list-style-type: none"> • Increase cost of copy of probate record from £7.50 (including postage and packing) to £10 excluding postage and packing; • Introduce carriage charge of £2.40 for UK postal area; and £3.50 for other areas 	£3,500	2016/17 income 7.6% less than in 2015/16 instead of anticipated increase. Probate records now in demand and proposed increase will bring into line with national probate office fees.
Other fees and charges including: certification; photography permits; professional fees and charges	Individually priced; see schedule in Appendix B - Archives Fees and Charges	No change	£0	All archive fees and charges increased significantly in 2016; comparable with other archive services
Sales	Goods individually priced	No change	£0	Cost recovery achieved; income dependent on customer spend. £12,000 budgeted income target unrealistic
Income from Joint Archive Agreement (reduced in 2016)	£10,000 per annum paid by Blackburn with Darwen for storage of borough archives	Increase in line with inflation	£340	Blackpool withdrew from the Joint Archive Agreement in July 2016. This budgeted income is no longer achievable
Donations/ Contributions	various	N/A	£4,000	This includes donations and <i>ad hoc</i> funding for projects etc. It has no allocated budget as it is uncertain and unpredictable
Miscellaneous income	various	N/A	-£1,500	unpredictable and from various sources - as above
Total income			£6,340	