

APPENDIX 2: LOCAL HISTORY LIBRARY FEES & CHARGES BENCHMARKING BASED ON 2011/12 FEES

Income stream	London Borough of Southwark	London Borough of Lambeth	London Borough of Lewisham	London Borough of Croydon	London Borough of Greenwich	London Borough of Bexley
Postal copying service (census, parish, electoral register)	£5 per event; 50p per sheet	£5 per event for first copy; £1 each additional copy	N/A	N/A	N/A	£0.51 per page copying; £2.60 for 300 dpi scan
Postal rates- small sized item (UK)	£1.50	N/A	N/A	N/A	N/A	£1.02
Postal rates- medium sized item (UK)	£3.00	N/A	N/A	N/A	N/A	£1.14
Postal rates- large sized item (UK)	£4.50	N/A	N/A	N/A	N/A	£1.58 or based on item size
Postal rates- international	cost recovery	N/A	N/A	N/A	N/A	N/A
Photocopies b/w A4	£0.10	£0.05	£0.10	£0.10	£0.10	£0.10
Photocopies b/w A3	£0.20	N/A	£0.15	£0.20	£0.20	£0.20
Laser photocopies b/w A4	£0.50	N/A	N/A	N/A	N/A	N/A
Laser photocopies b/w A3	£1.00	N/A	N/A	N/A	N/A	N/A
Laser photocopies colour A4	£1.00	N/A	£0.15	£1.10	£1.00	N/A
Laser photocopies colour A3	£2.00	N/A	£0.30	£2.20	£2.00	N/A
Printing from PC's (A4, B&W)	£20p per sheet	N/A	N/A	£0.12	N/A	N/A
Microfilm / microfiche copies A4	£0.30	£0.30 A4 or £0.60 A3	£0.30	N/A	£0.30 A4 or £0.50 A3	£0.31 A4 or £0.61 A3
JPEG images (mailed to requestors)	Between 1 & 3 images: £6.00; thereafter £2.00 per image; £2.00 extra if request is to put onto CD	£15 for first previously-scanned image; £10 per additional previously-scanned; £20 to scan image for user; £5 extra for posted CD	£5 (per image?); £0.50 for image media	N/A	£17.00	£5.72 (300 dpi), £11.44 (300 dpi), or £17.16 (700 dpi) per image; extra £1.02 for image media
Stills, images & info provided for books, journals & partworks	£65.00 per image; management discretion	£15 or £50	N/A	£30 or £60 per image	£15, £55, or £100 per image	£15.63 to £146.04 per image
Stills, images & info provided for book jackets & record sleeves	£130.00 per image; management discretion	£25 or £150 (per image)	N/A	£60 or £120 per image	£15, £55, or £100 per image	£119.49 to £208.34 per image
Stills, images & info provided for other (post cards, greeting cards, giftware, posters, etc)	£95.00 per image; management discretion	Negotiation	N/A	Negotiation	£15, £55, or £100 per image	£119.49 to £234.89 per image
Digital photographing of the collection	£6 per day; management discretion	£2.00 per day	N/A	N/A	N/A	N/A
Terrestrial audio visual usage (in multiples of 30 seconds) - up to 3 times in a 1 year period	£50	N/A	N/A	N/A	£120 per image	£46.98 or £146.04 for 1 transmission, up to 12 seconds
Terrestrial audio visual usage (in multiples of 30 seconds) - additional transmissions in a 1 year period	£20	N/A	N/A	N/A	£120 per image	£26.04 or £93.96, up to 12 seconds
Terrestrial audio visual usage- unlimited usage; unlimited period	£250	N/A	N/A	N/A	£120 per image	N/A
Satellite & Cable audio visual usage (in multiples of 30 seconds) - up to 3 times in a 1 year period	£150	N/A	N/A	N/A	£120 per image	£198.13 for 1 transmission, up to 12 seconds
Satellite & Cable audio visual usage (in multiples of 30 seconds) -additional transmissions in a 1 year period	£50	N/A	N/A	N/A	£120 per image	£146.04, up to 12 seconds
Satellite & Cable audio visual usage- unlimited usage; unlimited period	£750	N/A	N/A	N/A	£120 per image	N/A
Web	£35 per image; management discretion	£10 or £40 (per image?); £5 or £25 per 5 seconds if video	N/A	N/A	£15, £55, or £100 per image	£46.98 or £93.96
Talks by staff	N/A	N/A	N/A (free but significant restrictions)	N/A	For schools: £1/child for non-borough schools	£45 (schools); £41.87+travel (within Bexley); £46.98+travel (outside Bexley)
Research (time period noted)	N/A	N/A	15 min free; £15/hr thereafter (min 1 hr, max 2 hrs, paid in advance)	N/A	£6.50 up to 1/2 hour; £23.50/hr thereafter (charged by hr)	£22.98/hr (min 1; max 2)
Temporary exhibition	N/A	N/A	N/A	N/A	N/A	£31.66 or £62.30 (based on size, if commercial)
Permanent exhibition	N/A	N/A	N/A	N/A	N/A	£31.66 or £62.30 (based on size, if commercial)
Filming: location/material	N/A	Negotiation	N/A	N/A	N/A	N/A
Filming: staff time/appearance	N/A	Negotiation	N/A	N/A	N/A	N/A

N/A = information not available or not comparable