

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2021/22 ONWARDS

Committee: Policy, Resource & Economic Development
Service Area: Design & Print

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

Full cost recovery for the provision of print and design services to external organisations

Proposed change in fee/charge from previous year (%)

1.9% increase on Provision of Design and Print services based on CPI and then rounded to the nearest 10p. Click charges unchanged as based on Xerox charges to the Council and rounded to nearest penny.

Justification for revised charge (compared to previous year)

In line with CPI

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Click charges reflective of Xerox charges charged to Brentwood BC per copy, rounded up to the nearest penny. For comparison, Ryman's charge up to £0.25p per copy for B&W A4 80gsm and £0.80p per copy for colour A4 80gsm.

If significant change in charge, what consultation was undertaken with the general public?

NA

Expected budgeted income

£1,500

**DESIGN AND PRINT SERVICES
FEES & CHARGES SCHEDULE FROM 1 APRIL 2021**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2020-March 2021		CHARGES April 2021-March 2022	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: DESIGN AND PRINT SERVICES

CHARGING AREA: DESIGN AND PRINT SERVICES

External Printing

			£	£	£	£
Provision of design and print services - per hour	S	D	16.67	20.00	17.00	20.40
Price per black and white copy	S	D	0.01	0.01	0.01	0.01
Price per colour copy	S	D	0.03	0.04	0.03	0.04
Provision of printing materials	S	D	As per job spec		As per job spec	