

**Derbyshire County Council**

**Meeting with Cabinet Member – Health and Communities**

**20 August 2013**

**Report of the Strategic Director, Cultural and Community Services**

**TEMPORARY REDUCTION OF PRINTING CHARGES AT SOUTH  
NORMANTON LIBRARY**

**1 Purpose of the report:**

To seek approval for the temporary reduction of printing charges at South Normanton Library

**2 Information and analysis:**

- 2.1 32 Derbyshire libraries currently provide a photocopying service from either a standalone photocopier or in larger libraries from a multifunctional device (MFD) that is networked so it can both copy and print. The standard charge for photocopies is 10p per A4 or A3 sheet. Since the introduction of free public internet access in libraries the cost of printing has been set at a different rate from that of photocopying, 25p for an A4 or A3 computer printout. Every Derbyshire library provides printing either through networked printers or via an MFD.

Where an MFD is in place both copies and print outs are produced from the same device and use the same level of consumable materials. Although the current levels of charges have been in place for many years with few comments received from library customers the use of MFDs makes it difficult to explain the differential pricing structure.

Following feedback from South Normanton Library, which does have a MFD, about print charges, it is proposed to temporarily remove the price differential at the library and make printing charges and photocopying charges the same. The aim of this reduction is to try to increase take up of the service and to make the service more accessible and affordable to local people e.g. those seeking work. The temporary reduction should also allow the service to assess the potential impact of the reduced charges.

- 2.2 The cost of providing photocopiers in libraries during 2012/13 was approximately £22,000 per annum and there was also an income target of £25,000 for the service, giving a total cost of £47,000. The actual

income received for photocopying in 2012/13 was £33,000, resulting in a shortfall of £14,000. In 2012/13 the income target for computer printouts was £13,650 with income received of £7,200, the shortfall on printing income was therefore £6,450.

- 2.3 Providing a photocopying and printing service in libraries in 2012/13 resulted in a total shortfall to the service of £20,450, photocopying and printing service received a significant subsidy from the rest of the library service budget. While the reduction in the printing charge at South Normanton Library is intended to increase take up of the service, while increasing income, any reduction in the level of income received will have a negative impact on the overall budget of the library service.

### **3 Financial Considerations**

As outlined in the body of the report

### **4 Other considerations:**

In preparing this report the relevance of the following factors has been considered; financial, legal, prevention of crime and disorder, equality of opportunity; and environmental, health, human resources, property and transport considerations.

### **5 Personnel**

None

### **6 Background papers**

None

### **7 Key Decision:**

No

### **8 Call-in:**

Is it required that call-in be waived for any decision on this report?

No

**9 Strategic Director's recommendation:**

That the Cabinet Member, Health and Communities approves the temporary reduction of printing charges at South Normanton Library.

**Martin Molloy**  
**Strategic Director**  
**Cultural and Community Services**