

# Randwick City Library Fees and Charges Policy

Effective Date:	<b>July 2014</b>
Contact Officer:	Library Services Manager
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## Objective

The purpose of the document is to identify and specify what library services and facilities shall be subject to a fee or charge and to indicate when and how such fees shall be determined.

## Policy Statement

### 1. Charges

Charges shall apply to the following library services and facilities:

- All items borrowed from the library and not returned within the specified loan period
- Lost or damaged library material as outlined in Randwick City Council schedule of fees and charges
- Lost membership cards
- Items reserved
- Printing and/or copying using library equipment, including the sale of portable storage devices
- Sending and receiving of facsimile transmissions
- Hire of council facilities, including meeting rooms, community bus
- Document delivery charges levied by other organisations
- Attendance at selected events and activities
- Personal computer use for non-information purposes as outlined in the Internet and Personal Computer policy
- Sale of library publications and merchandise, including library bags
- The reproduction of photographs
- Membership of library book clubs
- The provision of bus transport to attend the library as outlined in the Community Bus Policy
- Membership of the Toy and Game Library as outlined in the Membership policy

### 2. Determination

Fees and charges shall be determined by Council on an annual basis and be in accordance with appropriate legislation and Council pricing policy. The schedule of fees and charges shall be displayed at all library service points.

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Amended Minute	
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Amended:	July 2014