

2017/18 FEES & CHARGEABLE RATES

Note some of these Charges may be subject to VAT.



Current Fees & Chargeable Rates 2017/18



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1. ACCIDENT / COLLISION REPORTS

CHARGE FOR:	2016/17 £	2017/18 £
Crime Report/Copy of Collision Report Book (Includes sketches and statements therein up to 30 pages)	86.46	87.32 per report
Additional Pages (in relation to the same collision)	3.64	3.67 per page
Fatals – Copy of Collision Investigation Report (Include report, statements, plans, photos, vehicle examination, reconstruction)	371.68	375.40 per report
Fatals – Reconstruction video / DVD	74.13	74.88 per video/DVD
Unprocessed electronic data obtained at the scene of a collision (Rough Data)	24.64	24.89 per page
Limited Particulars (RT Accidents) (Names and addresses of drivers and registered keepers, insurance companies, date and location of collision, name and number of officer dealing – unless provided as part of a full report)	30.81	31.11 per report
Copy of Self Reporting Form	30.81	31.11 per report
Copy of Scale Plan (other than in collision book)	37.17	37.54 per plan
Copy of Complete Police Vehicle Examination Report (unless part of full extract)	61.71	62.33 per report
Copy of Complete Collision Reconstruction Report (unless part of full extract)	61.71	62.33 per report

2. CANCELLATION RATES

The following charges are for the cancellation of a request to search for documents.

CHARGE FOR:	2016/17 £	2017/18 £
If Request is Cancelled Prior to Search		Refund
If Search is made Prior to Cancellation	30.81	31.11 per search
If Search is made and Documents Ready for Dispatch	74.13	74.88 Full fee
Abortive Search	30.81	31.11 per search

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3. COPIES OF PHOTOGRAPHS

CHARGE FOR:	2016/17	2017/18
	£	£
First Photograph (inc. admin charge)	24.64	24.64 first photograph
Copies of Photographs (after First Photograph)	2.63	2.65 per photograph
Images from a Digital Camera on to a CD	18.48	18.67 per CD
A4 Index Sheet (Digital)	18.48	18.67 per index

4. COPIES OF MULTIMEDIA ITEMS

CHARGE FOR:	2016/17	2017/18
	£	£
Additional Audio Tapes (provision for CJS)	30.81	31.11 per tape
Additional Video Tapes (provision for CJS)	74.13	74.88 per tape
DVDs from Digital Video	74.13	74.88 per DVD
Copies of CDs/DVDs	18.48	18.67 Per CD/DVD

5. COPIES OF WITNESS STATEMENTS

CHARGE FOR:	2016/17	2017/18
	£	£
Copy of a Statement (other than in booklets) per statement – up to 3 pages	31.82	32.13 per statement
Additional pages	3.64	3.67 per page
Copy of witness statement where witness agrees to disclose personal details	37.17	37.54 per statement
Copy of witness statement where witness does not agree to disclosure of personal details	49.49	49.98 per statement
Police Officer Statements (request for statement written by Police Officer)	130.29	131.59 per statement

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6. OTHER REPORTS / FEES

CHARGE FOR:	2016/17 £	2017/18 £
MG5	31.41	31.73
MG3	31.41	31.73
Incident Log	31.41	31.73
PNC Convictions	31.41	31.73
Caution Certificate	20.91	21.12
Domestic Violence Report	47.27	47.74
Occurrence Summary	15.86	16.02
Custody Record	15.86	16.02
Organisations wanting to Interview a Police Officer (and in a civil case)	130.29	131.59 per interview
Additional copies of Custody Records (PIC Records) (over & above those legally provided free of charge)	24.64	24.89 per report
Copy of PIC Sheets (2 nd copy)	24.64	24.89 per sheet
Copy of interview record (only where prepared during investigative process)	52.12	52.64 per copy
<u>Fingerprints</u>		
Fingerprinting Fees – First Set	69.89	70.59 per set
Fingerprinting Fees – Subsequent Sets	34.85	35.19 per set
PLEASE NOTE THERE IS NO CHARGE FOR PRINTS FOR CRB		
<u>Alarm URN Fees</u>		
URN – Intruder Alarm Registration	44.95	45.39
Panic Attack Alarm Registration Fee	44.95	45.39
Lone Worker and Vehicle Tracking URNs – under 10,000 devices	54.44	54.98
Lone Worker and Vehicle Tracking URNs – 10,000 – 50,000 devices	81.71	82.53
Lone Worker and Vehicle Tracking URNs – over 50,000 devices	108.98	110.07
CAT 5 Vehicle Tracking SOCs		

7. REQUESTS FOR DISCLOSURE OF INFORMATION

Please note that where there is no judicial requirement for the reports, VAT is chargeable.

CHARGE FOR:	2016/17 £	2017/18 £
<u>Requests for Disclosure of Information</u>		
Request for information (up to 2 hours work)	82.01	82.83
Hourly rate for work above 2 hours (including redaction)	27.37	27.64
<u>ABI/Lloyds Disclosure of Information (ABI/Lloyds MOU)</u>		
Request (crime/lost property number, etc) - MOU App App D(a)	27.37	27.64
<u>Data Protection</u>		
Subject to Access request	10.00	10.00 per request
Freedom of Information Request		per FOI Act 2000

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8. Statutory Charge Rates for Common Items

Data Protection Act 1998 Fees (SI 2000/191)

CHARGE FOR:	2016/17	2017/18
	£	£
DPA 1998 - Section 7 Subject Access Request	10.00	10.00
DPA 1998 - Section 68 Health Records (Copy)	50.00	50.00
DPA 1998 - Section 68 Health Records (View)	10.00	10.00
DPA 1998 - Section 68 Health Records (View & then Copy)	50.00	50.00

FIREARMS –

CHARGE FOR:	2016/17 RATE (£)	2017/18 RATE (£)
Firearm Certificate Issue	88.00	88.00 per certificate
Firearms Certificate Renewal	62.00	62.00 per certificate
Firearms Certificate Replacement	4.00	4.00 per certificate
Shotgun Certificate Issue	79.50	79.50 per certificate
Shotgun Certificate Renewal	49.00	49.00 per certificate
Shotgun Certificate (co-terminus with Firearms certificate)	90.00	90.00 per certificate
Shotgun Certificate renewal (co-terminus with Firearms certificate)	65.00	65.00 per certificate
Shotgun Certificate Replacement	4.00	4.00 per certificate
Visitors Permit (Single)	20.00	20.00 per certificate
Visitors Permit (6+)	100.00	100.00 per certificate
Home Office Club Approval	84.00	84.00 per certificate
Registered Firearms Dealer - Issue	200.00	200.00 per licence
Registered Firearm Dealer - Renewal	200.00	200.00 per licence
Firearms Museum Licence	200.00	200.00 per licence
Game Fairs	13.00	13.00 per licence
Variation (not like for like)	20.00	20.00 per certificate

Other Licensing Fees

CHARGE FOR:	2016/17	2017/18
	£	£
Pedlars Certificate	12.25	12.25 per certificate
Alien's Certificate	34.00	34.00 per certificate

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9. SPORTING EVENTS (incl. Football) – Per Hour

RANK	Standard	Public Holiday		Standard	Public Holiday
	Season 2016/17 (£)			Season 2017/18 (£)	
Constable	58.33	74.56		58.91	75.31
Sergeant	67.88	86.97		68.56	87.84
Inspector	68.76	68.76		69.45	69.45
Chief Inspector	75.30	75.30		76.05	76.05
Superintendent	92.76	92.76		93.69	93.69
Chief Superintendent	104.28	104.28		105.32	105.32

Only the rank of PC and Sgt change for Public Holiday due to being eligible for overtime payments

NB THESE RATES MAY BE SUBJECT TO CHANGE AS A RESULT OF THE NATIONAL REVIEW OF POLICE PAY AND CONDITIONS.

10. NON-COMMERCIAL COMMERCIAL – Per Hour

Weekly Leave short notice

RANK	Standard Weekly Leave (£)		Public Holiday (£)		Standard Weekly Leave (£)		Public Holiday (£)	
	2016/17	2017/18	2016/17	2017/18	2016/17	2017/18	2016/17	2017/18
	Constable	50.88	51.01	86.96	87.09	62.15	62.32	98.23
Sergeant	58.65	58.97	100.56	100.87	71.61	72.02	113.51	113.92
Inspector	54.03	54.56			69.70	70.38		
Chief Inspector	57.71	57.89			74.44	74.67		
Superintendent	73.97	74.55			95.42	96.17		
Chief Superintendent	83.91	84.71			108.28	109.27		
PCSO	48.03	48.99	44.18	45.09	55.25	56.42	51.40	52.52

Only the rank of PC, Sgt and PCSO change for Standard Weekly Leave and Public Holiday due to being eligible for overtime payments.