

## 2019/20 FEES & CHARGEABLE RATES

Note some of these Charges may be subject to VAT.

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# Current Fees & Chargeable Rates 2019/20



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### 1. ACCIDENT / COLLISION REPORTS

CHARGE FOR:	2018/19 £	2019/20 £
Copy of Accident Report (full extract up to 30 pages)	96.50	99.00 per report
Additional Pages (in relation to the same collision)	4.20	4.30 per page
Fatals – Copy of Collision Investigation Report (Include report, statements, plans, photos, vehicle examination, reconstruction)	414.00	424.80 per report
Fatals – Reconstruction video / DVD	82.60	84.70 per video/DVD
Unprocessed electronic data obtained at the scene of a collision (Rough Data)	27.50	28.20 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)	34.30	35.20 per report
Copy of Self Reporting Form	34.30	35.20 per report
Copy of Scale Plan (other than in collision book)	41.40	42.50 per plan
Copy of Complete Police Vehicle Examination Report (unless part of full extract)	68.80	70.60 per report
Copy of Complete Collision Reconstruction Report (unless part of full extract)	68.80	70.60 per report

### 2. CANCELLATION RATES

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

CHARGE FOR:	2018/19 £	2019/20 £
If Request is Cancelled Prior to Search		Refund
If Search is made Prior to Cancellation	34.30	35.20 per search
If Search is made and Documents Ready for Dispatch	82.60	84.70 Full fee
Abortive Search	34.30	35.20 per search
Search Fee	34.30	35.20 Per search
West Midlands Police have introduced a new, non-refundable, fee for conducting searches relating to disclosure requests. The fee includes provision of limited particulars where appropriate. An additional fee of £96.50 will be payable for a copy of a full Road Traffic Collision Report (where available).		

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### 3. COPIES OF PHOTOGRAPHS

CHARGE FOR:	2018/19 £	2019/20 £
First Photograph (inc. admin charge)	27.50	28.20 first photograph
Copies of Photographs (after First Photograph)	3.00	3.10 per photograph
Images from a Digital Camera on to a CD	20.30	20.80 per CD
A4 Index Sheet (Digital)	20.30	20.80 per index

### 4. COPIES OF MULTIMEDIA ITEMS

CHARGE FOR:	2018/19 £	2019/20 £
Additional Audio Tapes (provision for CJS)	34.30	35.20 per tape
Additional Video Tapes (provision for CJS)	82.60	84.70 per tape
DVDs from Digital Video	82.60	84.70 per DVD
Copies of CDs/DVDs	20.00	20.50 Per CD/DVD
Digital Interviews	54.30	56.50

### 5. COPIES OF WITNESS STATEMENTS

CHARGE FOR:	2018/19 £	2019/20 £
Copy of a Statement (other than in booklets) per statement – up to 3 pages	35.40	36.30 per statement
Additional pages	4.20	4.30 per page
Copy of witness statement where witness agrees to disclose personal details	41.40	42.50 per statement
Copy of witness statement where witness does not agree to disclosure of personal details	55.10	56.50 per statement
Police Officer Statements (request for statement written by Police Officer)	138.90	142.50 per statement

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### 6. OTHER REPORTS / FEES

CHARGE FOR:	2018/19 £	2019/20 £
Crime Report	87.40	89.70
MG5	34.90	35.80
MG3	34.90	35.80
Incident Log	35.60	36.50
PNC Convictions	34.90	35.80
Caution Certificate	22.90	23.50
Domestic Violence Report	52.60	54.00
Occurrence Summary	17.60	18.10
Custody Record	17.60	18.10
Organisations wanting to Interview a Police Officer (and in a civil case)	138.90	142.50 per interview
Additional copies of Custody Records (PIC Records) (over & above those legally provided free of charge)	27.50	28.20 per report
Copy of PIC Sheets (2 <sup>nd</sup> copy)	27.50	28.20 per sheet
Copy of interview record (only where prepared during investigative process)	55.10	56.50 per copy
<b><u>Fingerprints</u></b>		
Fingerprinting Fees – First Set	77.70	79.70 per set
Fingerprinting Fees – Subsequent Sets	38.80	39.80 per set
PLEASE NOTE THERE IS NO CHARGE FOR PRINTS FOR CRB		
<b><u>Alarm URN Fees</u></b>		
URN – Intruder Alarm Registration	43.49	43.49
Panic Attack Alarm Registration Fee	43.49	43.49
Lone Worker and Vehicle Tracking URNs – under 10,000 devices	52.55	52.55
Lone Worker and Vehicle Tracking URNs – 10,000 – 50,000 devices	78.82	78.82
Lone Worker and Vehicle Tracking URNs – over 50,000 devices	105.10	105.10
CAT 5 Vehicle Tracking SOCs	52.55	52.55
<b><u>National Contractor Vetting</u></b>		
Non Police Personnel Vetting (NPPV) 1	40.00	40.00
Non Police Personnel Vetting (NPPV) 2 (abbreviated)	110.00	110.00
Non Police Personnel Vetting (NPPV) 2 (full)	120.00	120.00
Non Police Personnel Vetting (NPPV) 3	160.00	160.00
Any clearance requiring CTC or SC in addition to NPPV	+30.00	+30.00

### 7. REQUESTS FOR DISCLOSURE OF INFORMATION

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

CHARGE FOR:	2018/19 £	2019/20 £
<b><u>Requests for Disclosure of Information</u></b>		
Request for information by Court Order (up to 2 hours work)	87.40	89.70
Request for information by Court Order for work above 2 hours (including redaction)	29.20	30.00
<b><u>ABI/Lloyds Disclosure of Information (ABI/Lloyds MOU)</u></b>		
Request (crime/lost property number, etc) - MOU App App D(a)	29.20	30.00

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<b><u>Data Protection</u></b>			
Subject to Access request Freedom of Information Request	10.00	10.00	per request per FOI Act 2000

### **8. Statutory Charge Rates for Common Items**

#### **Data Protection Act 1998 Fees (SI 2000/191)**

<b>CHARGE FOR:</b>	<b>2018/19 £</b>	<b>2019/20 £</b>
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 –**

<b>CHARGE FOR:</b>	<b>2018/19 RATE (£)</b>	<b>2019/20 RATE (£)</b>
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

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### Other Licensing Fees

CHARGE FOR:	2018/19 £	2019/20 £
Pedlars Certificate	12.25	12.25 per certificate
Alien's Certificate	34.00	34.00 per certificate

### 9. SPORTING EVENTS (incl. Football) – Per Hour & COMMERCIAL CHARGES

RANK	Standard	Public Holiday		Standard	Public Holiday
	Season 2018/19 (£)			Season 2019/20 (£)	
Constable	64.84	102.51		69.37	106.47
Sergeant	75.74	120.12		81.30	125.45
Inspector	73.92	73.92		80.16	80.16
Chief Inspector	77.35	77.35		84.69	84.69
Superintendent	100.09	100.09		107.68	107.68
Chief Superintendent	112.58	112.58		124.11	124.11
PCSO	57.82	57.82		59.68	59.68

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 – Per Hour

RANK	Standard Weekly Leave (£)		Public Holiday (£)	
	2018/19	2019/20	2018/19	2019/20
Constable	53.08	56.21	90.76	93.32
Sergeant	62.04	65.93	106.42	110.09
Inspector	57.30	61.66	57.30	61.66
Chief Inspector	59.96	65.15	59.96	65.15
Superintendent	77.59	82.83	77.59	82.83
Chief Superintendent	87.27	95.47	87.27	95.47
PCSO	50.21	51.49	50.21	51.49

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



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### 11. CHARGE FOR TRAINING OF POLICE APPRENTICES

Rank	Rate per hour (£)
	<b>2019/20</b>
Constable	57.00
Sergeant	66.58
Inspector	80.16
Chief Inspector	84.69
Superintendent	107.68
Chief Superintendent	124.11
PCSO	35.47
Band A-C	25.91
Band D-E	42.98