

**Current Fees & Chargeable Rates**

**2016/17**

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#### 1. CRIME/ACCIDENT / COLLISION REPORTS

|  |
| --- |
| **CHARGE FOR:** |
|  | **2015/16**  **£** | **2016/17**  **£** |  |
| MG5 | 31.10 | 31.41 |  |
| MG3 | 31.10 | 31.41 |
| Incident Log | 31.10 | 31.41 |
| PNC Convictions | 31.10 | 31.41 |
| Caution Certificate | 20.70 | 20.91 |
| Domestic Violence Report | 46.80 | 47.27 |
| Occurrence Summary | 15.70 | 15.86 |
| Custody Record | 15.70 | 15.86 |
| Crime Report/Copy of Collision Report Book  (Includes sketches and statements therein up to 30 pages) | 85.60 | 86.46 | per report |
|  |  |  |  |
| Additional Pages (in relation to the same collision) | 3.60 | 3.64 | per page |
|  |  |  |  |
| Fatals – Copy of Collision Investigation Report  (Include report, statements, plans, photos, vehicle examination, reconstruction) | 368.00 | 371.68 | per report |
|  |  |  |  |
| Fatals – Reconstruction video / DVD | 73.40 | 74.13 | per video/DVD |
|  |  |  |  |
| Unprocessed electronic data obtained at the scene of a collision (Rough Data) | 24.40 | 24.64 | 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) | 30.50 | 30.81 | per report |
|  |  |  |  |
| Copy of Self Reporting Form | 30.50 | 30.81 | per report |
|  |  |  |  |
| Copy of Scale Plan  (other than in collision book) | 36.80 | 37.17 | per plan |
|  |  |  |  |
| Copy of Complete Police Vehicle Examination Report (unless part of full extract) | 61.10 | 61.71 | per report |
|  |  |  |  |
| Copy of Complete Collision Reconstruction Report (unless part of full extract) | 61.10 | 61.71 | per report |
|  |  |  |  |
| Organisations wanting to Interview a Police Officer (per officer) in a civil case | 129.00 | 130.29 | per interview |
|  |  |  |  |

#### 2. COPIES OF PHOTOGRAPHS

|  |
| --- |
| **CHARGE FOR:** |
|  | **2015/16**  **£** | **2016/17**  **£** |  |
| First Photograph (inc. admin charge) | 24.40 | 24.64 | first photograph |
|  |  |  |  |
| Copies of Photographs (after First Photograph) | 2.60 | 2.63 | per photograph |
|  |  |  |  |
| Images from a Digital Camera on to a CD | 18.30 | 18.48 | per CD |
|  |  |  |  |
| A4 Index Sheet (Digital) | 18.30 | 18.48 | per index |
|  |  |  |  |

#### 3. COPIES OF MULTIMEDIA ITEMS

|  |
| --- |
| **CHARGE FOR:** |
|  | **2015/16**  **£** | **2016/17**  **£** |  |
| Additional Audio Tapes (provision for CJS) | 30.50 | 30.81 | per tape |
|  |  |  |  |
| Additional Video Tapes (provision for CJS) | 73.40 | 74.13 | per tape |
|  |  |  |  |
| DVDs from Digital Video | 73.40 | 74.13 | per DVD |
|  |  |  |  |
| Copies of CDs/DVDs | 18.30 | 18.48 | Per CD/DVD |
|  |  |  |  |

#### 4. COPIES OF WITNESS STATEMENTS

|  |
| --- |
| **CHARGE FOR:** |
|  | **2015/16**  **£** | **2016/17**  **£** |  |
| Copy of a Statement (other than in booklets) per statement – up to 3 pages | 31.50 | 31.82 | per statement |
|  |  |  |  |
| Additional pages | 3.60 | 3.64 | per page |
|  |  |  |  |
| Copy of witness statement where witness agrees to disclose personal details | 36.80 | 37.17 | per statement |
|  |  |  |  |
| Copy of witness statement where witness does not agree to disclosure of personal details | 49.00 | 49.49 | per statement |
|  |  |  |  |
| Police Officer Statements (request for statement written by Police Officer) | 129.00 | 130.29 | per statement |
|  |  |  |  |

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#### 5. OTHER REPORTS / FEES

|  |
| --- |
| **CHARGE FOR:** |
|  | **2015/16**  **£** | **2016/17**  **£** |  |
| Organisations wanting to Interview a Police Officer | 129.00 | 130.29 | per interview |
|  |  |  |  |
| Additional copies of Custody Records (PIC Records)  (over & above those legally provided free of charge) | 24.40 | 24.64 | per report |
|  |  |  |  |
| Copy of interview record (only where prepared during investigative process | 51.60 | 52.12 | per copy |
|  |  |  |  |
| Fingerprinting Fees – First Set | 69.20 | 69.89 | per set |
|  |  |  |  |
| Fingerprinting Fees – Subsequent Sets | 34.50 | 34.85 | per set |
|  |  |  |  |
| URN – Intruder Alarm Registration | 44.50 | 44.95 |  |
| Panic Attack Alarm Registration Fee | 44.50 | 44.95 |  |
| Lone Worker and Vehicle Tracking URNs – under 10,000 devices | 53.90 | 54.44 |  |
| Lone Worker and Vehicle Tracking URNs – 10,000 – 50,000 devices | 80.90 | 81.71 |  |
| Lone Worker and Vehicle Tracking URNs – over 50,000 devices | 107.90 | 108.98 |  |
| CAT 5 Vehicle Tracking SOCs |  |  |  |
| **PLEASE NOTE THERE IS NO CHARGE FOR PRINTS FOR CRB** |  |  |  |
| Copy of PIC Sheets (2nd copy) | 24.40 | 24.64 | per sheet |
|  |  |  |  |
| Pedlars Certificate | 12.25 | 12.25 | per certificate |
| Alien’s Certificate | 34.00 | 34.00 | per certificate |
| **Data Protection** |  |  |  |
|  |  |  |  |
| Subject to Access request | 10.00 | 10.00 | per request |
| Freedom of Information Request |  |  | per FOI Act 2000 |
|  |  |  |  |

#### 6. REQUESTS FOR DISCLOSURE OF INFORMATION

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

|  |
| --- |
| **CHARGE FOR:** |
|  | **2015/16**  **£** |  | **2016/17**  **£** |
| Request for information (up to 2 hours work) | 81.20 |  | 82.01 |
| Hourly rate for work above 2 hours (including redaction) | 27.10 |  | 27.37 |
| **ABI/Lloyds Disclosure of Information (ABI/Lloyds MOU)** |  |  |  |
| Request (crime/lost property number, etc) - MOU App App D(a) | 27.10 |  | 27.37 |
| Request (in response to specific questions) - MOU App D(b) | 115.50 |  | 116.66 |
| Interview with Police Officer (per Officer) - MOU Para 4.5 | 129.00 |  | 130.29 |
| **Data Protection Act 1998 Fees (SI 2000/191)** |  |  |  |
| 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 |
| |  | | --- | |  | |  |  |  |

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#### 7. CANCELLATION RATES

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

|  |
| --- |
| **CHARGE FOR:** |
|  | **2015/16**  **£** | **2016/17**  **£** |  |
| If Request is Cancelled Prior to Search |  |  | Refund |
|  |  |  |  |
| If Search is made Prior to Cancellation | 30.50 | 30.81 | per search |
|  |  |  |  |
| If Search is made and Documents Ready for Dispatch | 73.40 | 74.13 | Full fee |
|  |  |  |  |
| Abortive Search | 30.50 | 30.81 | per search |
|  |  |  |  |

#### 8. FIREARMS

|  |  |  |  |
| --- | --- | --- | --- |
| **CHARGE FOR:** | **2015/16** | **2016/17 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 |
|  |  |  |  |

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#### 9. SPORTING EVENTS (incl. Football)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **RANK** | Standard | Public Holiday |  | Standard | Public Holiday |
| **Season 2015/16** | |  | **Season 2016/17** | |
| Constable | 57.65 | 73.70 |  | 58.33 | 74.56 |
| Sergeant | 67.10 | 85.97 |  | 67.88 | 86.97 |
| Inspector | 67.96 | 67.96 |  | 68.76 | 68.76 |
| Chief Inspector | 74.43 | 74.43 |  | 75.30 | 75.30 |
| Superintendent | 91.69 | 91.69 |  | 92.76 | 92.76 |
| Chief Superintendent | 103.08 | 103.08 |  | 104.28 | 104.28 |

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

Weekly Leave short notice

|  |
| --- |
| **RANK** |
|  | Standard Weekly Leave | | Public Holiday | |  | Standard Weekly Leave | | Public Holiday | |
|  | 2015/16 | 2016/17 | 2015/16 | 2016/17 | 2015/16 | 2016/17 | 2015/16 | 2016/17 |
| Constable | 48.82 | 50.88 | 83.70 | 86.96 | 59.60 | 62.15 | 94.48 | 98.23 |
| Sergeant | 58.08 | 58.65 | 99.91 | 100.56 | 70.87 | 71.61 | 112.71 | 113.51 |
| Inspector | 52.75 | 54.03 |  |  | 68.04 | 69.70 |  |  |
| Chief Inspector | 57.08 | 57.71 |  |  | 73.63 | 74.44 |  |  |
| Superintendent | 68.51 | 73.97 |  |  | 88.38 | 95.42 |  |  |
| Chief Superintendent | 81.19 | 83.91 |  |  | 104.73 | 108.28 |  |  |
| PCSO | 46.86\* | 48.03 | 43.08\* | 44.18 | 53.87\* | 55.25 | 50.08\* | 51.40 |

\*re-stated 15/16

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