

# Agenda Item 9 - Appendix A - 2023/24 Fees and Chargeable Rates

Note some of these charges may be subject to VAT



# Current Fees & Chargeable Rates 2023/24



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Where stated costs include a number of products e.g. 'Vehicle digital data download - IDR/Blackbox/Tachograph/Infotainment', the cost is per listed item i.e. a download of the tachograph and the infotainment systems would incur two charges.

Items that are listed as per hour will be charged at the special policing rate for the relevant rank or grade of the individual completing the chargeable activity.

2022/23 £ per items	<b><u>NPCC Nationally Set Rates</u></b> <b><u>Section1: Accident Reports</u></b>	2023/24 £ per item
106.50	Copy of Collision Report (full extract up to 30 pages)	118.30
4.70	Additional pages for same incident (per page)	5.20
37.80	Limited particulars (RT Act details)	41.90
37.80	Copy of self-reporting / minor accident form	41.90
N/A	Information / record search	29.10
37.80	West Midlands Police have a non-refundable, fee for conducting searches relating to disclosure requests. The fee includes provision of limited particulars where appropriate. An additional fee of £118.30 will be payable for a copy of a full Road Traffic Collision Report (where available).	41.90
456.90	Forensic Collision Investigator – Technical Report	505.80
91.10	Forensic Collision Investigator – Reconstruction video	100.90
30.40	Forensic Collision Investigator- Rough data ( <b>per page</b> )	33.60
45.80	Copy of Scale plan - other than in collision report	50.70
75.90	Forensic Collision Investigator/ Forensic Vehicle Examiner - Vehicle Examination Report ( <b>unless provided as full extract</b> )	84.00
4.70	Forensic Collision Investigator / Forensic Vehicle Examiner - Reconstruction report ( <b>unless provided in full report</b> )	5.20
N/A	Forensic Collision Investigator - adhoc requested services	Per hour + 62.70
N/A	Specialist Report – (CCTV/Tachograph/Vehicle download) if separate	88.10
N/A	External Expert Report – Requested by force	78.50
N/A	External Expert Report – Requested by external party	Cost + 78.50
	<b><u>Section 2: Photographs &amp; Recordings</u></b>	
22.40	from Digital camera ( <b>per disc or contact sheet</b> )	34.70
N/A	Curated photo sets ( <b>per 10 digital photos or part thereof</b> )	68.40
N/A	Video footage – Police (handheld, drone, vehicle mounted or body worn video) (per hour rate for reviewing and redaction)	Per hour + 34.70
N/A	3D Virtual World - Simulations / Fly Throughs – Already prepared	34.10
N/A	3D Virtual World - Simulations / Fly Throughs – Requested	Per hour + 34.10
N/A	Dashcam, Drone & CCTV footage – Public/Private	34.10
96.50	Copies of Body Worn Video footage (2 hours work)	106.80

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<b><u>Section 3: Digital Data Nationally Set Rates NPCC</u></b>		
N/A	Laser scan data – Raw/Registered Point cloud	71.90
N/A	Skid test & survey data – Raw/Registered	30.30
N/A	Skid test & survey data - Digital mapping	71.90
N/A	Video recording aligned to digital mapping / survey data	71.90
N/A	Vehicle digital data download - IDR/Blackbox/Tachograph/Infotainment (cost per item)	71.90
N/A	Digital Exhibits (Phone Downloads)	71.90
<b><u>Section 4: Copies of statements – other than in booklets</u></b>		
39.10	Copy of statement - (up to 3 pages)	43.40
4.70	Copy of additional pages (per page)	5.20
45.90	Copy of MG11 - witness statement ( <b>witness agrees to disclosure of personal details</b> )	50.70
60.90	Copy of MG11 - witness statement ( <b>witness not agreeing to disclosure of personal details</b> )	66.90
153.50	Interview with Police Officer (per Officer)	169.90
153.50	Request for a statement to be written by Police Officer	169.90
60.90	Copy of (digital) interview record (only where prepared during investigative process)	67.40
91.10	Copy of VHS videotapes	100.90
91.30	Copies of audio tapes/ABE Interviews (provision for CJS)	101.10
22.10	Copies of CDs/DVDs	32.50
<b><u>Section 5: Cancellation charges</u></b>		
Cancellation of requests may incur a charge, if received after work has started on any service. If received before any work has commenced, no charge should be made. If received immediately prior to despatch of requested items(s), full charge should be made (£100.90). Cancellation requests received where the request is part complete, should be charged proportionately (minimum charge £41.90). Individual Force charges may exceed these guidelines, were demonstrable to recoup higher local costs.		
<b><u>Section 6: Fingerprinting Fees</u></b>		
85.80	One set	94.90
42.90	Additional sets thereafter (each)	47.50
<b><u>Section 7: Requests for Disclosure of Information</u></b>		
96.50	Request for information (up to 2 hours work)	106.80
32.40	Hourly rate for work above 2 hours (including redaction)	35.90
<b><u>Section 8: National Guidance on Data Sharing for NPCC in respect of Association of British Insurers (ABI)</u></b>		
137.30	Request for disclosure of Information held by the police (Guidance Appendix D(A))	152.50
N/A	Request for Information held by police where there is evidence to suspect a fraudulent insurance claim (Schedule 2) (Guidance Appendix E)	No charge
153.50	Interview with Police Officer (per officer) – (Guidance Appendix E)	169.90

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<b><u>Section 9: Other common items Nationally Set Rates NPCC</u></b>		
96.70	Crime report	107.00
38.60	MG5 – Offence Report	42.70
38.60	MG3 – Report to CPS for a charging decision, decision log and action plan	42.70
39.30	Incident / Call Log	43.50
58.10	Domestic Violence Report	64.30
19.60	Occurrence Summary	21.60
19.60	Custody Record	21.60
38.60	PNC Convictions	42.70
<b><u>Section 10: ACRO Services - provided only to authorised agencies with a lawful basis to information</u></b>		
N/A	PNC Names Enquiries	15.30
N/A	PNC Record Creation	93.50
N/A	International Criminal Convictions	31.60
N/A	Police Certificates - Standard Service	60.00
N/A	Police Certificates - Premium Service	105.00
N/A	International Child Protection Certificates	85.00
<b><u>Section 11: Alarm URN Fees (set by Police Crime Prevention Initiatives)</u></b>		
48.00	Alarm Registration (Intruder)	53.10
48.00	Alarm Registration (Hold Up Alarm)	53.10
58.00	Lone Worker Devices up to 10,000	64.20
87.00	Lone Worker Devices 10,001 - 50,000	96.30
116.00	Lone Worker Devices 50,001 and over	128.40

Disclosure of any documents, images or data held by a Police Force is subject to any such disclosure being lawful, in accordance with legal professional privilege and being in compliance with the General Data Protection Regulation 2016/679 data protection and privacy (as amended). Section 15 services are generally subject to VAT at the then current rate, except where a service is required by statute or authority direction.

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### Statutory Charge Rates for Common Items

<b>Nationally Set Rates NPCC</b>	<b>Statutory Charge £</b>
<b>Section: 12 Firearms Licensing Fees</b>	
Firearms Certificate grant	88.00
Firearms Certificate renewal	62.00
Firearms Certificate replacement	4.00
Shotgun Certificate grant	79.50
Shotgun Certificate renewal	49.00
Shotgun Certificate replacement	4.00
Shotgun Certificate grant (co-terminus/including Firearms Certificate)	90.00
Shotgun Certificate renewal (co-terminus/including Firearms Certificate)	65.00
Visitors Permit (Individual 1-5) per person	20.00
Visitors Permit (Group 6-20) in total	100.00
Home Office Club approval	84.00
Registered Firearms Dealer registration	200.00
Registered Firearms Dealer renewal	200.00
Game Fairs	13.00
Variation (not like for like)	20.00
Firearms Museum License	200.00
<b>Other Licensing Fees</b>	
Peddler Certificates	12.25

*It should be noted that these charges are set by reference to Statutory Instruments.*

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### Section 13: SPS – Sporting Events (incl. Football) – Commercial Charges (WMP Calculated Rates - Per Hour)

RANK	Standard	Public Holiday	Standard	Public Holiday
	Season 2023/24 (£)			
Constable	77.64	115.80	74.90	112.46
Sergeant	98.88	149.82	91.41	138.81
Inspector	96.75	96.75	90.56	90.56
Chief Inspector	102.04	102.04	97.72	97.72
Superintendent	128.19	128.19	115.76	115.76
Chief Superintendent	145.73	145.73	140.17	140.17
PCSO	70.18	70.18	64.49	64.49

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.**

### Section 14: Other Government Bodies - Non-Commercial Charges (WMP Calculated Rates - Per Hour)

RANK	Standard Weekly Leave	Public Holiday	Standard Weekly Leave	Public Holiday
	2023/24	2023/24		
Constable	62.66	100.82	60.51	98.07
Sergeant	79.98	130.92	73.96	121.37
Inspector	74.42	74.42	69.66	69.66
Chief Inspector	78.49	78.49	75.17	75.17
Superintendent	98.61	98.61	89.05	89.05
Chief Superintendent	112.10	112.10	107.08	107.82
PCSO	59.99	43.23	55.41	38.65

### Section 15: Charges for Training of Police Apprentices (WMP Calculated Rates- Per Hour)

Rank	Rate per hour (£)	Rate per hour (£)
	2022/23	*2023/24
Constable	62.38	64.92
Sergeant	75.61	81.90
Inspector	90.56	96.75
Chief Inspector	97.72	102.04
Superintendent	115.76	128.19
Chief Superintendent	140.17	145.73
PCSO	39.35	44.19
Band B (Grade 3)	24.55	24.44
Band C Lower (Grade 4)	27.75	27.61
Band C (Grade 5)	33.61	33.41
Band D Lower (Grade 6)	39.44	39.20
Band D (Grade 7)	46.56	46.25
Band E Lower (Grade 8)	52.94	52.56
Band E (Grade 9)	58.01	57.59

\*23/24 rates slightly lower due to reduction in NI %

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Charges for production companies will be agreed with the Assistant Director - Corporate Communications in parallel with an Access Agreement in place, where required.

Revisions to the charging scheme will be reviewed on an annual basis in-line with inflation and any updates to the OPCC's chargeable rates.

Section16: Charging Schedule for Documentaries/ Filming		
Description	Notes	Charges
Long term (>3 – 12 months with option of rollover agreement) Requiring access to specified areas of WMP operations/investigations/locations	Documentary film	Flat fee of £12,000/year + £5,000 (per episode/film) on first broadcast
	Speculative filming (focused but not pre-defined)	
	Production of one or more pieces of collateral	
Short term access (<3 months) Requiring access to specified areas of WMP operations/ investigations/ locations	Documentary film	Flat fee of £6,000 + £3,000 (per episode/film) on first broadcast.
	Speculative filming /pre-defined	
	Production of one or more pieces of collateral	

### For one off filming: Interviews with Police Officers and Police Staff

West Midlands Police charges documentary and film makers for the whole time that an officer or member of staff is required as part of any recording, including being interviewed or supporting recording.

These charges reflect the fact that during the recording process, the officer or member of the staff is unavailable for operational policing duty.

Charges are dependent on the officer or staff member's rank, to recover the cost to West Midlands Police. Please see charges in the table below.

Please note, any time supported by a member of the force's Corporate Communications department during filming will not be charged.

### Using Police sites as a location for one-off filming

This schedule provides a framework of the applicable fees and charges. Specific access and fees will need to be agreed on a case by case basis with the Assistant Director - Corporate Communications taking into account the requirements of individual projects.

### Expenses incurred by Police Officers and Police Staff

West Midlands Police charges documentary and film makers for expenses incurred by an officer or staff member during filming. This may include, but is not limited to: parking charges, mileage costs, food and drink. We also charge for expenses incurred by the force's Corporate Communications department if they are supporting recording.



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### Material such as video, images, or written evidence

- Price per Digital material £32.50.
- Price per physical item: Physical photograph £33.60; Videos on DVD £100.90.

There is also a charge for the time it takes to collate and/or edit/redact the material, where required. Charges are dependent on the officer or staff member's rank, to recover the costs to the force. Please see the table below:

Rank	Commercial Rate (WMP Calculated – Per Hour) £
Special Constable	38.82
Constable	77.64
Sergeant	98.88
Inspector	96.75
Chief Inspector	102.04
Superintendent	128.19
Chief Superintendent	145.73
Assistant Chief Constable	166.13
Deputy Chief Constable	237.54
Chief Constable	284.17