

## ACCOUNTABILITY BOARD

Meeting to be held on 18 June 2024

### Fees & Charges 2024/25

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#### **Executive Summary**

This paper and appendices outline the annual review of Constabulary fees and charges, effective from 1 April 2024.

The schedule of proposed fees and supporting information is provided within the body of the paper.

Most fees and charges outlined are led by NPCC guidance, which is provided (Annex A) for information.

Fee increases range from c4.6-7% depending upon the inflationary driver applied. However, some fees remain unchanged as explained within the paper.

#### **Recommendation**

To note the updated schedule of fees and charges for financial year 2024/25.

## PART I

### 1. Introduction

There are many competing demands on police resources, and it is important to recognise that meeting those demands often has significant cost implications. In the current financial climate, it is essential that income as well as cost control is considered so that we can properly balance resources and make appropriate decisions on when and what to charge for. This document outlines the circumstances when charges should be levied and is consistent with the NPCC guidance on "Charging for Police Services" which is reviewed and published annually.

The policy applies to all individuals, managers, and supervisors within Lancashire Constabulary.

### 2. Aims

The ability to charge for police services is generally determined by statutory provisions. This guidance covers four main areas:

- A. The provision of Special Police Services at the request of any person under Section 25 of the Police Act 1996 which makes such services subject to payment of charges as determined by the Police and Crime Commissioner and/or delegated to the Chief Constable. Special Police Services generally relate to policing an event, e.g. football match, a pop concert, or series of events.

Section 26 of the 1996 Act applies similar requirements to the provision of police services overseas.

- B. The provision of Mutual Aid to other forces under Section 24 of the Police Act 1996
- C. Section 15 of the Police Reform and Social Responsibility Act 2011 extends to Police and Crime Commissioners powers of the Local Authorities (Goods and Services) Act 1970 to supply goods and services to other bodies or persons. This may include services provided in competition with other providers, e.g. training or vehicle maintenance, where charges will reflect market rates, or services as a by-product of core police activity such as provision of collision reports.
- D. The provision of police services to other agencies such as the UK Border Agency or the prison service

### 3. Details

#### A. S25/S26 Hourly Rates

The hourly rates shown below have been calculated based on the guidance outlined by NPCC and are effective from 1<sup>st</sup> April 2024.

The **Normal** rates shown in the tables below should be charged for special policing services provided on non-Bank Holiday and includes a premium overtime.

The **Bank Holiday** rates shown in the tables below should be charged for special services provided on bank Holiday where at least 8-days' notice has been given; the rate includes a premium for overtime at double time.

The **Bank Holiday less than 8** rates shown in the tables below should be charged for special policing services provided on a Bank Holiday where less than 8-days' notice has been given; the rate includes a premium for overtime at double and the cost of the additional time the officer can take time off in lieu.

#### National SPS Rates

Rates are calculated at Full Economic Cost recovery and should be used for all charging of special policing services provided at commercial events, including football.

Deployment Type	2024/25 Hourly rate
PCSO	£55.98
Constable Normal	£82.08
Constable Bank Holiday	£109.44
Constable BH > 8 days' notice	£164.15
Sergeant Normal	£102.37

Sergeant Bank Holiday	£136.50
Sergeant BH > 8 days' notice	£204.75
Inspector All	£99.51
Chief Inspector All	£105.85
Superintendent All	£131.73
Chief Superintendent All	£167.26

## Direct and Operational Resource Costs

Rates calculated below are Direct costs only and should only be used for charging of special policing services provided at non-commercial events such as local authority community events, religious parades, and wholly charitable events. See appendix 2 of NPCC guidance (Charging for events and Abatements).

Deployment Type	2024/25 Hourly rate
Constable Normal	£54.63
Constable Bank Holiday	£72.84
Constable BH > 8 days' notice	£109.26
Sergeant Normal	£71.17
Sergeant Bank Holiday	£94.90
Sergeant BH > 8 days' notice	£142.34
Inspector All	£64.90
Chief Inspector All	£69.78
Superintendent All	£89.68

## Operational Resource Costs

Rates calculated below are Operational Resource Costs, charges for services to other government bodies.

Deployment Type	2024/25 Hourly rate
Constable Normal	£66.28
Constable Bank Holiday	£88.37
Constable BH > 8 days' notice	£132.55
Sergeant Normal	£82.82
Sergeant Bank Holiday	£110.42
Sergeant BH > 8 days' notice	£165.63
Inspector All	£76.55
Chief Inspector All	£81.42
Superintendent All	£101.33

## B. Mutual Aid

Mutual Aid rates for Police Officers have been set by NPCC considering regulations and also the issues around providing staff, backfilling, and re-rostering of rest days when applicable and practical.

There are four Mutual Aid grades of deployment:

- Grade 0 – Bank Holiday
- Grade 1 – Reactive spontaneous deployment (15 days' notice or less)
- Grade 2 – Planned event (16 days' notice or more)
- Grade 3 – Specialist staff deployment

When the deployment is delivered by way of an attachment, the providing force can recover pension costs in addition to basic pay and NI.

Charging for Special Constables is static and always charged at 50% of the rate for a Grade 2 Police Constable.

5% Administration fee is added to all charges.

<b>Deployment Type</b>	<b>2023/24 Hourly rate</b>	<b>2024/25 Hourly rate</b>
Constable Grade 0	£53.41	£57.32
Constable Grade 1	£40.06	£42.99
Constable Grade 2	£35.52	£38.12
Constable Grade 3	£40.05	£42.99
Sergeant Grade 0	£67.86	£72.92
Sergeant Grade 1	£50.90	£54.69
Sergeant Grade 2	£45.13	£48.49
Sergeant Grade 3	£50.90	£54.69
Inspector Grade 0,1,2	£51.82	£55.29
Inspector Grade 3	£62.18	£66.35
Chief Inspector Grade 0,1,2	£55.50	£59.46
Chief Inspector Grade 3	£66.60	£71.35
Superintendent Grade 0,1,2	£66.18	£73.06
Superintendent Grade 3	£81.81	£87.67
Chief Superintendent Grade 0,1,2	£81.48	£84.60
Chief Superintendent Grade 3	£97.79	£101.52

### **Vehicle Costs**

Vehicle costs are recoverable as shown below. Daily rates for vehicles will be subject of an annual notification for any inflationary increase by NPCC FCC.

Fuel recovery will be charged at actual mileage travelled at the specified miles per litre rate that will be set by NPCC FCC and reviewed at appropriate periods.

The methodology for calculating the daily horse rate as shown in the table below:

Police staff costs (includes Equine Manager & Grooms)

Premises costs

Horse purchase

Vet's fees and charges

Other supplies and services

**Divided by**

Operational horses

Useful Annual Workdays

The horse rate for 2024/25 £180.30

Rate assumed an annual inflation increase of 4.6% on the 2023/24 charge.

### **Additional Costs for Mutual Aid**

<b>Provision of Vehicle Only</b>	<b>Daily rate</b>	
	<b>2023/24</b>	<b>2024/25</b>
Public Order Carrier plus fuel @ 5 miles per litre	£62	£65
General Purpose Van plus fuel @ 6 miles per litre	£38	£40
Electric ONLY vehicle	£51	£54
Marked Car plus fuel at 6 miles per litre	£43	£45
Unmarked Car plus fuel at 7 miles per litre	£33	£35
Motorcycle plus fuel @8 miles per litre	£33	£35
Firearms ARV plus fuel @ 5 miles per litre	£51	£54
Armoured Vehicle plus fuel @4 miles per litre	£62	£65
Other Specialist e.g. Mobile Police Station	£124	£130
Horse	£172.37	£180.30

### **Impact of change in Mutual Aid rates on budget provision**

The majority of vehicle daily costs have increased by £2 to £3. The daily horse rate has increased by £7.93, which has been calculated using the inflation rate of 4.6%.

There is no budget provision for mutual aid, therefore no budget impact. It is anticipated that any costs incurred in the provision of mutual aid will be offset by the level of cost recovery.

### **C. S15 Charges -Fees and Charges for common item**

Charges can be split into six categories:

- Statutory
- NPCC recommended
- In House
- Training Courses using Thames Valley National Costing model
- NDORS Courses governed by Road Safety Trust
- Filming

### **Statutory Charges**

<b>CHARGE TYPE</b>	<b>2023/24</b>	<b>2024/25</b>
<b>FIREARMS LICENSING</b>		
Firearms certificate issue (Grant)	£88	£88
Firearms certificate renewal	£62	£62
Firearms certificate replacement	£4	£4

Firearm certificate - increase / variation	£20	£20
Shotgun certificate issue (Grant)	£79.50	£79.50
Shotgun certificate renewal	£49	£49
Shotgun certificate replacement	£4	£4
Shotgun certificate issue (Grant co-terminus / including firearms certificate)	£90	£90
Shotgun certificate issue (Renewal co-terminus / including firearms certificate)	£65	£65
Visitors Permit (Individual)	£20	£20
Visitors Permit (Group)	£100	£100
Home Office Club approval (chargeable to Home Office)	£84	£84
Registered Firearms Dealer registration or renewal	£200	£200
Game Fairs	£13	£13
Firearms Museum license (chargeable to Home Office)	£200	£200
Pedlar's Certificate	£12.25	£12.25

### Impact of change in statutory charges on budget provision

As there has been no increase in statutory charges, there will be no budget impact in 2024/25. There is no set budget for Pedlar's income as it is sporadic, income for 23/24 was £1,178.

	2023/24 Budget	2024/25 Budget
Firearms Registry	-£178,557	-£178,557
Pedlar's Certificates	£0	£0

### **NPCC Recommended Fees**

CHARGE TYPE	2023/24	2024/25
<b>ACCIDENT REPORTS</b>		
Copy of accident report (full extract up to 30 pages)	£118.30	£123.30
Additional pages for same incident (per page)	£5.20	£5.50
Limited particulars (RT Act details)	£41.90	£43.80
Fatal accident investigation report	£505.80	£529.00
Copy of police vehicle examination report (unless provided as full extract)	£84.00	£87.90
Copy of report (per page)	£5.20	£5.50
Copy of plan - other than in collision report	£50.70	£53.00
Interview or request for a statement to be written by Police Officer	£169.90	£177.70
<b>COPIES OF PHOTOGRAPHS</b>		
Dashcam, Drone & CCTV footage – Public/Private	£34.70	£36.30

Copy of photographs from Digital Camera (per disc)	£34.70	£36.30
Video footage – Police (handheld, drone, vehicle mounted, or body worn video) (per hour rate for reviewing and redaction)	Per hour + £34.70	Per hour + £36.30
<b>COPIES OF STATEMENTS –OTHER THAN IN BOOKLETS</b>		
Copy of Witness Statement (with consent)	£50.70	£53.00
Copy of Witness Statement (with non-prior consent)	£66.90	£70.00
Request for a Statement to be Written by a Police Officer	£169.90	£177.70
Interview with Police Officer	£169.90	£177.70
<b>REQUESTS FOR DISCLOSURE OF INFORMATION</b>		
Request for information (up to 2 hours work)	£106.80	£111.70
Hourly rate for work above 2 hours	£35.90	£37.50
<b>ABI/Lloyds Disclosure of Information (ABI/Lloyds MOU)</b>		
Confirmation of Crime Report Number/Date & time of offence and aggrieved under the MOU with the ABI (Appendix A (a))	£35.80	£37.50
Schedule 2, Part 1(2) of the Data Protection Act 2018 - Information and / or research up to 2 hours work (where applicable- inclusive of incident logs and crime reports) SOLICITORS ONLY	£152.50	£158.90
Schedule 2, Part 1(2) of the Data Protection Act 2018 - Disclosure Provision of third-party details / limited particulars (Non-Injury RTC) SOLICITORS ONLY	£41.90	£43.80
Interview / Request for written statement from Police officer.	£169.90	£177.70
<b>FINGERPRINTS FEES – NPCC RATES</b>		
Charges for the provision of a fingerprinting service to the public.		
VAT is charged at standard rate 20%		
Fingerprinting Fees (one set)	£94.90	£99.30
Fingerprinting Fees (additional sets)	£47.50	£49.70
<b>ALARMS</b>		
Alarm Registration Fee per element	£53.10	£55.60
Intruder & HUA fee (premises takeover of existing system)	£53.10	£55.60
<b>OTHER COMMON ITEMS</b>		
Where not otherwise stated or subject to an NPCC Memorandum of Understanding, the following charges will apply, as recommended by NPCC Guidance.		
VAT is non business rate 0%		
MG5 (Case Summary) – Offence Report	£42.70	£44.70

MG3 – report to CPS for a charging decision, decision log and action plan	£42.70	£44.70
Incident Report	£43.50	£45.50
MG4 – Caution Certificate	£25.20	£25.20
Domestic Violence Report	£64.30	£67.30
Crime Report	£107.00	£112.00
PNC Convictions	£42.70	£44.70
Custody Record	£21.50	£22.50
Copy of video tape / audio tape	£100.90	£105.50

### Impact of change in NPCC recommended charges on budget provision.

	2023/24 Budget	2024/25 Budget
Accident Reports, Photographs, Statements	-£129,521	-£129,521
ABI/Lloyds Disclosure of information	-£42,850	-£42,850
Fingerprints	-£35,264	-£35,264
Alarms	-£66,150	-£66,150

### In House Fees and Charges

Family Court disclosure is a chargeable service offered by Information Compliance and Disclosure to local authorities and private solicitors, providing information stored on police systems to support Family Care Proceedings.

Keypoint is a chargeable in-house key holder scheme. The scheme allows customers to securely register the details of individuals who can be contacted by the emergency services should a premises incident occur. The scheme can also hold next of kin details for elderly, infirm or vulnerable relatives.

Regional Drugs Facility additional demand/additional income, over and above the current S22A/collaboration agreement will be moved to a reserve code at year end. The income belongs to the region (not solely Lancashire) and will be used for any future equipment/investments in RDF.

CHARGE TYPE	2023/24	2024/25
<b>FAMILY COURT DISCLOSURES UNDER THE NATIONAL PROTOCOL</b>		
Initial Disclosure, including PNC (antecedents), Incident Logs, PVP reports (based on average 4 hours work per case)	£100	£100
Updated Disclosure (within 6 months of initial disclosure)	£50	£50
Updated Disclosure (over 6 months of initial disclosure)	£100	£100
Request for a statement to be written by Police Officer	£169.90	£177.70



Copy of VHS videotapes	£100.90	£105.50
Copies of audio tapes	£101.10	£105.80
Copies of CDs/DVDs	£32.50	£34.00
Video footage – Police (handheld, drone, vehicle mounted, or body worn video) (per hour rate for reviewing and redaction)	Per hour + £34.70	Per hour + £36.30
<b>KEYPOINT - DOMESTIC AND REGISTERED CHARITIES</b>		
2 key holders	£9.39	£9.39
3-4 key holders	£11.10	£11.10
5-6 key holders	£12.81	£12.81
Additional key holders	£1.71	£1.71
<b>KEYPOINT - NON-DOMESTIC</b>		
2 key holders	£17.08	£17.08
3-4 key holders	£18.79	£18.79
5-6 key holders	£20.50	£20.50
Additional key holders	£1.71	£1.71
<b>REGIONAL DRUGS FACILITY – BASED ON LOCAL RATES</b>		
VAT is charged at standard rate 20%		
Identification and purity test	£100	£100
Urgent Exhibits	£135	£135
Identification test only	£80	£80

### **Impact of change in in house charges on budget provision**

There is no specific recurring budget provision for Family Court Disclosures and no budget impact for Keypoint as fees have been recommended to remain the same as 2023/24. The Regional Drugs facility charges are owned by five north west forces as per S22A collaboration agreement therefore no impact on budget.

	<b>2023/24 Budget</b>	<b>2024/25 Budget</b>
Family Court Disclosures	£0	£0
Keypoint	-£7,089	-£7,089
Regional Drugs Facility	£0	£0

### **Training Courses**

External fees and charges applicable to the Learning and Development Department are shown below. Course costs for students attending from Home Office forces were calculated in line with the Thames Valley National Costing Model.

The National Costing Model methodology utilises data from the Constabulary's Annual Training Plan calculating four elements:

- Trainer Costs – Police Officer / Police Staff / Associate daily rate
- Direct Delivery Costs – e.g. Guest Speaker Costs and equipment purchased.
- Indirect Delivery Costs - e.g. Vehicles and Classrooms
- Management and Admin Costs – annual costs are apportioned to number of student and trainer days.

Training centre accommodation and meal costs are added for external students. Facility and accommodation charges are charged in line with market price ensuring the fee is competitive and realistic in line with similar establishments.

CHARGE TYPE	2023/24	2024/25
<b>DRIVER TRAINING – RESIDENTIAL</b>		
Blue Light Immediate Response (11EOD)	N/A	£ 3,193.67
Standard Car	£3,402.37	£ 3,579.10
Standard Car BTP	N/A	£ 1,296.00
Advanced Car Refresher (2 weeks)	N/A	£ 3,104.74
Advanced Car (4 weeks)	£4,664.55	£ 4,907.78
Advanced Motorcycle (2 weeks)	N/A	£ 3,796.00
Standard Motorcycle (3 weeks)	£4,776.82	£ 5,036.01
Adv. Bike Refresher (2 days)	N/A	£ 1,419.30
Motorcycle Instructors	£9,673.25	£ 10,198.54
Car Instructors Course (6 weeks)	N/A	£ 9,700.19
Protected PSU Carrier Course	N/A	£ 596.94
LGV Testing	£298.77	£ 314.00
Evasive and Offensive Driving	£1,740.90	£ 1,836.41
C1/D1 Licence Acquisition (7 days)	N/A	£ 2,253.26
Observer Trainers from Other Forces	N/A	£ 134.00
<b>DRIVER TRAINING - NON-RESIDENTIAL</b>		
Blue Light Immediate Response (11EOD)	N/A	£ 1,897.67
Standard Car	£2,348.87	£2,348.87
Advanced Car Refresher (2 weeks)		£ 2,271.74
Advanced Car (4 weeks)	£3,230.55	£ 3,148.78
Advanced Motorcycle (2 weeks)	£3,732.74	£ 2,500.00
Standard Motorcycle (3 weeks)	£3,723.32	£ 3,740.01
Adv. Bike Refresher (2 days)		£ 1,277.30
Motorcycle Instructors	£7,478.25	£ 7,513.54
Car Instructors Course (6 weeks)	N/A	£ 7,015.19
Protected PSU Carrier Course	N/A	£ 454.94
LGV Testing	£225.27	£ 225.00
Evasive and Offensive Driving	£1,448.40	£ 1,466.41
C1/D1 Licence Acquisition (7 days)		£ 1,638.26
Observer Trainers from Other Forces	N/A	£ 45.00
<b>CRIME TRAINING – RESIDENTIAL</b>		
Child Death Course	N/A	£ 934.18

Exhibits and Packaging	N/A	£ 774.00
Family Liaison Officer Development Programme (PIP 2)	N/A	£ 1,575.00
Initial Crime Investigators Development Programme (PIP 2)	N/A	£ 4,489.00
PIP2 Digital Week	N/A	£ 894.00
Investigative Interviewing for Serious and Complex Investigations (T2 S&W)	N/A	£ 2,033.00
Interview Advisor Development Programme (Tier 5)	£1,273.46	£ 2,163.00
Management of Sexual Offenders Violent Offenders (MOSOVO)	N/A	£ 1,651.00
Investigative Supervisor/Manager Combined Programme (ISMCP) ( <i>replacing ISDP &amp; MSCIP</i> ) <b>including additional 4 days Hydra</b>	£2,998.08	£ 3,426.00
Sexual Offences First Response	N/A	£ 970.00
SIODP Major Crime Hydra	£763.55	£ 1,220.00
SIODP Major Crime Module	£731.42	£ 970.00
SIODP Core Module	£1,550.84	£ 2,033.00
Specialist Child Abuse Investigator Development Programme (PIP 2)	N/A	£ 1,764.00
Specialist Investigative Interviewing Suspect (T3)	N/A	£ 3,546.00
Specialist Investigative Interviewing Witness (T3)	N/A	£ 3,546.00
<b>CRIME TRAINING - NON-RESIDENTIAL</b>		
Child Death Course	N/A	£ 640.18
Exhibits and Packaging	N/A	£ 480.00
Family Liaison Officer Development Programme (PIP 2)	N/A	£960.00
Initial Crime Investigators Development Programme (PIP 2)	N/A	£ 2,730.00
PIP2 Digital Week	N/A	£ 600.00
Investigative Supervisor/Manager Combined Programme (ISMCP) ( <i>replacing ISDP &amp; MSCIP</i> ) <b>including additional 4 days Hydra</b>	£1,994.58	£ 2,130.00
Investigative Interviewing for Serious and Complex Investigations (T2 S&W)	N/A	£ 1,200.00
Interview Advisor Development Programme - Tier 5	£600.46	£ 1,330.00
Management of Sexual Offenders Violent Offenders (MOSOVO)	N/A	£ 960.00

Sexual Offences First Response	N/A	£	600.00
SIODP Major Crime Hydra	£471.05	£	850.00
SIODP Major Crime Module	£438.92	£	600.00
Specialist Child Abuse Investigator Development Programme (PIP 2)	N/A	£	1,073.00
Specialist Investigative Interviewing Witness (T3)	N/A	£	2,250.00
Specialist Investigative Interviewing Suspect (T3)	N/A	£	2,250.00

An additional 15% is added to course fees for Non-Home Office Forces. The rationale behind the additional charges applied is due to the introduction of a royalty fee payable to the College of Policing for the delivery of their licensed training materials to non-Home Office personnel.

### Residential:

All residential prices are based on a Sunday evening arrival. Courses lasting more than 5 days a weekend room charge applies. No refreshment charge is made for the weekend. Refreshments are charged from the first full day to lunch of the final day.

CHARGE TYPE	2023/24	2024/25
<b>FACILITIES PER DAY</b>		
Classroom	£110	£117
Lecture Theatre	£275	£300
Assembly Hall	£440	£470
<b>MESSING CHARGE PER DAY</b>		
Breakfast	£6.50	£6.50
AM/PM Refreshments	£3.00	£3.00
Lunch / Packed	£10.00/6.50	£10.00/6.50
Evening Meal	£10.00	£10.00
<b>EN - SUITE ACCOMMODATION PER NIGHT</b>		
Daily Room Rate	£44.00	£46.50
Daily Bed & Breakfast	£50.50	£53.00
7day Accommodation & 5-day Mess	£445.50	£463.00

Other miscellaneous Learning and Development categories are charged based on a historic Pricing Policy: -

- **Sports Fixtures** arranged against Lancashire Constabulary – **£15** per night accommodation charge, where applicable, plus the full cost of catering, together with any other additional costs that may be incurred by the Training Centre in the provision of the services and facilities required.

- **Sports Teams from Other Forces** passing through Lancashire and requiring accommodation – 50% of normal accommodation charge, where applicable, plus the full cost of catering.
- **Functions, Conferences and Seminars of outside Organisations in the Public Sector** – All applicable charges plus 10% administration charge, subject to amendment depending on amount of administration required.
- **Occasions of a charitable or Police Community Affairs/relations Nature** All applicable charges. Full cost of catering, if applicable. Recharge of Hutton Hall Staff overtime, if applicable.
- **Accommodation of persons whose presence at the Training Centre is deemed to be of benefit to the Constabulary** - No charge for messing or accommodation to be made e.g. Representatives of the Prison Service, Home Office, Foreign Office etc. engaged in discussions, negotiations for the undertaking of major training contracts or programmes. Officers from other Forces or visiting speakers who, free of charge, are providing a service or assistance beneficial to the Constabulary. Any 'paid' guest speakers re charged the full accommodation and catering fees.

### **Impact of change in training course fees on budget provision**

	<b>2023/24 Budget</b>	<b>2024/25 Budget</b>
Crime Training Courses	-£20,000	-£20,000
Driver Training Courses	-£467,179	-£467,179
Accommodation and Messing	-£275,643	-£275,643

### **NDORS Courses governed by UK Road Offender Education (UKROEd)**

NDORS is a scheme unique to the UK, where a motorist has been detected committing a minor traffic offence, e.g., speeding within the agreed thresholds, going through a red light, or driving without due care and attention.

At the discretion of the local Chief Constable an offending motorist may be offered the opportunity to attend a course focusing on re-education designed to achieve greater compliance with Road Traffic legislation and improve road safety.

If the motorist does not wish to complete a course then for certain offences they may be able to accept a conditional offer of a fixed penalty and for endorsable offences this will include penalty points on their license or they may elect a court hearing; for matters where no fixed penalty is available, for example injury due care offences, the matter will proceed to the Magistrates' Court.

Central governance, standards and consistency of these courses are governed by UKROEd with course fees covering central NDORS and local costs.

<b>NDORS Course Fees</b>	<b>2023/24</b>	<b>2024/25</b>
Safe and Considerate Driving Course (SCD)	£155.00	£165.00
RIDE (motorbike course)	£88.00	£88.00
National Motorway Awareness Course (NSAC)	£88.00	£88.00

National Speed Awareness (NSAC)	£88.00	£88.00
What's Driving Us?	£88.00	£88.00
National Seat Belt Course	TBC	TBC

### **Impact on Budget Provision**

Existing fees charged are fully recovering costs therefore no impact on budget. For context, the income from NDORS Course fees was £3.6m in the 2023/24 financial year.

### **Filming**

All production company requests for location filming of Constabulary premises and estates for drama production are subject to approval by HQ Media and Engagement having considered the following:

- The company is reputable
- The programme presents no reputational risk to the Constabulary
- There are any partnership issues that need addressing
- The request is achievable operationally and logistically

The costing methodology applied relates to increases in non-pay costs of c10%. There is no recurring budget for filming, however income for 2023/24 is £25.2k.

<b>CHARGE TYPE</b>	<b>2023/24</b>	<b>2024/25</b>
<b>Filming Location – Local Rates</b>		
<b>(Initial site visit, set up and set-dressing time, use of location)</b>		
Location fee per day	£1732.50	£1905.75
Location fee per half day	£866.25	£952.87

Time for facilitating location planning visits is charged at special police service (SPS) rates for the provision of policing services under Section 25 of the Police ACT 1996.

VAT is charged at standard rate 20%

### **Impact on Budget Provision**

As income is expected on an ad-hoc basis, there is no budget provision.

### **D. Charges to Home Office Immigration Enforcement / HM Prison and Probation Service**

Charges are set using NPCC guidance for HOIE / HMPSS methodology for custody detentions of individuals that the HOIE / HMPSS requires detaining.

<b>CHARGE TYPE</b>	<b>HOIE</b>	<b>HMPSS</b>
Initial hour	£61.80	£45.14
Hourly rate for additional hours	£31.54	£26.83
Hourly Constant Watch / Bed Watch	£33.79	£33.94

Please note the above rates are nationally agreed rates as per NPCC guidance effective from 1<sup>st</sup> April 2024.

### **Impact of change in UKBA / HM Prison charges on budget provision**

There is no recurring budget for Prison lockouts, however income for 2023/24 was £5.2K.

	<b>2023/24 BUDGET</b>	<b>2024/25 BUDGET</b>
Immigration (HOIE)	-£45,401	-£48,442
Prison Lockout (HMPSS)	£0	£0

## **4 References**

National Police Chief's Council (NPCC) guidelines on Charging for Police Services (April 2024)

National Police Chief's Council (NPCC) guidelines on Charging for Police Services: Mutual Aid Cost Recovery (April 2024)

## **5. Links to the Police and Crime Plan**

Sound financial management is key to the delivery of operational policing and therefore supports the delivery of frontline policing as determined by the Police and Crime Plan and the Chief Constable's Plan on A Page. As part of the overall financial management strategy the setting of appropriate fees and charges to support cost recovery contributes directly to the delivery of sound financial management for the organisation.

## **6. Consultations**

Engagement with NPCC finance leads to ascertain national fee levels for 2024/25. Engagement with divisional and departmental leads to develop local fee setting.

## **7. Implications**

### **a. Legal**

There are no legal comments associated with this paper.

### **b. Financial**

The financial implications are contained with the report.

### **c. Equality considerations**

There are no direct Equality implications in the making of this decision.

### **d. Data Protection Impact Assessment**

There are no direct Data protection implications in the making of this decision.

## **8. Risk Management**

- a. Sound financial management is key to the mitigation of the risks faced by the organisation.
- b. Specific risk management issues are set out in the report.

## **9. Background Papers**

- a. None

## **10. Public access to information**

- a. Information in this form is subject to the Freedom of Information Act 2000 and other legislation.
- b. Part 1 of this form will be made available on the PCC website within 3 working days of approval. Any facts/advice/recommendations that should not be made available on request should not be included in Part 1 but instead on the separate Part 2 form.