

DMPC Decision – PCD 1163

Title: Annual Review of the Schedule of Fees and Charges 2022-23

Executive Summary:

This report presents the proposed Metropolitan Police Service (MPS) Schedule of Fees and Charges for approval by the Deputy Mayor for Policing and Crime. The report details the results of a review of rates at the end of 2021/22 to reflect current price increases and sets out information on the recommended MPS fees and charges and Special Police Service rates for 2022/23.

This report also summarises the findings of reviews of income generating areas to demonstrate efficiencies and maximise income.

It is important to note that some fees and charges are determined by statute or legislation and backed up by recommended charging guidelines published by National Police Chiefs' Council (NPCC).

In accordance with Paragraph 9.5 of the Financial Regulations the Schedule of Fees and Charges requires approval of DMPC prior to publication.

Recommendation:

The Deputy Mayor for Policing and Crime is recommended to:

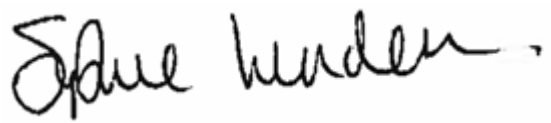
1. Approve the attached Schedule of Fees and Charges levied pursuant to Section 15 of the Police Reform and Social Responsibility Act 2011 (Supply of Goods and Services) by set percentages to reflect the average CPI inflation uplift. Appendix 1 – Table 1 refers. The exception being those which are set by either (a) statute/legislation; (b) at a rate recommended by NPCC or (c) a reduced rate to support safeguarding.
2. Approve the revised charges for Special Police Services under Section 25 of the Police Act 1996, which are based on full cost recovery, and recalculated to reflect the current cost of policing in line with NPCC guidance. This includes increases to pay due to annual pay awards and ERNIC Appendix 2 - Tables 2A - E refer.
3. Approve the implementation of any revised rates set or advised by other agencies, or determined by statute or legislation on or before 31 March 2022.
4. Note the findings of the ongoing financial reviews of income generating areas.

Deputy Mayor for Policing and Crime

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. Any such interests are recorded below.

The above request has my approval.

Signature

A handwritten signature in black ink, appearing to read "Spue Warden", written over a light grey rectangular background.

Date 25/03/2022

PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE DMPC

1. Introduction and background

1.1. The aim of this report is for the Deputy Mayor for Policing and Crime (DMPC) to agree the Schedule of Fees and Charges for 2022/23. The income from the fees and charges is recovered under the provisions of existing legislation, as outlined below, and can be classified under a number of specific categories, namely:

- MPS calculated fees and charges which generally will be increased by either a set percentage or in the case of Special Policing Services (SPS) increased by pay and other inflationary costs;
- Fees and charges where the rates are either set or advised by other Agencies including: Legal Aid Agency and National Police Chiefs' Council (NPCC); and,
- Fees and charges that are determined by statute or legislation.

The paper is therefore presented under the above three categories.

1.2. Section 15 of the Police Reform and Social Responsibility Act 2011 (the 2011 Act) provides the Mayor's Office for Policing and Crime (MOPAC) with the legislative powers to charge for the supply of goods and services to a third party and make a charge to recover the full cost of providing those goods and services. These charges are based upon 'what the market can bear' as they must be at least full cost recovery, reasonable and able to withstand external challenge.

1.3. Section 25 of the Police Act 1996, as amended by Schedule 16, paragraph 24 of the 2011 Act, (Provision of Special Services) with reference to MOPAC, allows Forces to charge for Special Police Services which they may provide in respect of the provision of police officers and staff at the request of a third party.

1.4. There are a number of fees and charges that are set within statute or legislation. This includes items such as the removal, storage and disposal of vehicles, firearms certificates, pedlar certificates and overseas visitors' registration.

1.5. The review has been limited to fees and charges that are levied upon the public and other bodies based on rates that are normally reviewed and updated on an annual basis. The Schedule of Fees and Charges was last reviewed in 2021/22. The recent review does not cover contractual arrangements negotiated by the MPS, on behalf of MOPAC, on an individual basis. For example, the special arrangements regarding the PartnershipPlus Scheme with local authorities, as allowed by Section 92 of the Police Act 1996 or the specific agreements with Transport for London, the airports or the Palace of Westminster. As part of the financial strategy to optimise sources of income, the MPS will continue to review the options concerning charging for MPS services wherever feasible.

1.6. In 2018, approval was gained to fund an additional resource to review existing fees and charges income processes and maximise income. Several reviews have been undertaken over the last two years and a summary is detailed in paragraph 5.1.

2. Issues for consideration

Review of Charges for 2022/23 - Methodology

- 2.1. Revisions to the different categories of fees and charges are mostly based on increases by either set percentages to reflect average pay costs movements over the period or, where appropriate, the 12 month average CPI rate (as at November 2021). The review for 2022/23 therefore takes account of the base rates from 2021/22 and the approved salary cost uplift for 2021/22, the estimated increases for 2022/23 (part year effect), and an inflation factor.
- 2.2. The revised charges will therefore be based on the rates for 2021/22 increased by set percentages to reflect the average pay costs uplift in 2021/22, plus the estimated inflation increase for 2022/23. In particular, the MPS approach is for the uplift to the base cost to reflect the increase in pay awards or inflation, whichever is the more appropriate.
- 2.3. The methodology set out in paragraph 2.1 above for reviewing fees and charges is entirely consistent with previous years. It should be noted that the NPCC recommendation for CPI increases has been approved and subsequently the current 12 month average CPI (as at November 2021) rate of 5.1% has been applied where appropriate. It is proposed to continue using this basis of CPI average rate for all future years' inflation.

MPS Calculated Fees and Charges

Charges for Disclosures for Family Proceedings in Civil Cases

- 2.4. Under Common Law Police Disclosure, forces have an obligation to disclose certain information. Initial disclosure is without charge and sufficient information will always be provided to conduct an adequate risk assessment (i.e. risk posed to children, vulnerable adults, national security and probity and administration of justice). The MPS will always release requested documents to a multi-agency case conference, a Responsible Authority (such as Local Authority, Health Authority, Fire and Rescue Authority, Primary Care Trust, NHS Trust, Probation Committees and Registered Social Landlord) or upon receipt of a court order at no charge.
- 2.5. Occasionally, the regulatory or governing body or a privately instructed solicitor will request further supporting information to aid their own internal investigations and NPCC have agreed that there should be a charge in respect of this additional information. This fee (see 'Information Disclosure' set out in Appendix 1 – Table 1) may be levied even when information cannot be supplied in order to cover costs incurred for research and enquiries.
- 2.6. The MPS is keen to minimise the financial impact on potentially vulnerable users of the disclosures process. To this end, it is recommending that the annual increase in hourly charges is limited to a maximum of 2.5% which brings the MPS charges for 2022/23 in line with NPCC guidance.

Charges for Special Police Services

- 2.7. Section 25 provides the legal power to charge for SPS. MPS charges are reflective of NPCC National Policing Guidelines in that they are based upon full cost recovery, where appropriate, but recognise that it is not permissible to make a profit within the confines of the legislation.
- 2.8. The MPS provides policing services on private premises, such as sporting stadia and shopping centres and also in the provision of assistance for activities including film making, community and charitable events and traffic surveys. All of these policing services fall within the remit of SPS.
- 2.9. NPCC guidance clearly specifies when different rates of charges for SPS should be applied:
- For commercial events such as football matches and other sporting events, SPS charges are made at full economic cost recovery including pay costs, overtime premiums and overheads, in line with NPCC guidance. These events are undertaken on an ad hoc basis using existing police resources;
 - For SPS arrangements where organisations such as shopping centres, schools, universities, etc., enter into Agreements to pay for dedicated additionality, income recovery is made at full cost recovery for actual costs incurred;
 - For charitable, community events or non-commercial events such as local authority community events, religious parades and wholly charitable events the MPS may consider an abatement of charges when policing requirements are small and are often covered by existing local policing. The trust and confidence of local communities are fundamental to the success of modern policing in terms of neighbourhood policing and building relationships with local communities. However, for those events where substantial policing is required the MPS may charge a reduced rate covering the direct staffing costs only for policing the event; and,
 - For Statutory events, such as Remembrance Day parades, Jubilee or constitutional events, police attendance is often part of the normal police annual duties and not chargeable.
- 2.10. During 2021/22 the MPS has worked closely with Blue Light Commercial and NPCC to review and revise the methodology for calculating SPS charges to ensure that the NPCC methodology is being applied consistently across all forces. This national review has highlighted that in order to make full economic cost recovery there needs to be an average 10% increase in SPS officer rates for the MPS in 2022/23. This 10% increase will only impact SPS services provided for those commercial events such as football matches where we make full economic cost recovery.
- 2.11. Over the next financial year, NPCC are working towards setting one national SPS charge for all forces to use (allowing for London allowances for the MPS).
- 2.12. The SPS charges include daily rates and hourly rates for police ranks up to and including Assistant Commissioner Rank. A general administrative overhead charge of

31% is also applied in accordance with NPCC agreed guidance which states that all charging should be based upon full cost recovery. See Appendix 2 – Tables 2A–2E.

- 2.13. In compliance with relevant legislation and applicable case law, the MPS will only charge the London Football Clubs SPS for the policing provided on land owned, leased or controlled by the Club. This involves the deployment inside the ground and Club properties outside, such as concourses; but in keeping with the Ipswich ruling, excludes any areas under the temporary control of the Club as a result of the application for a traffic management order.

Fees and Charges where the Rates are set or advised by other Agencies

- 2.14. Depending on the Agency, the individual fee and charge to be levied can relate to either a set rate or an agreed calculation methodology.
- 2.15. There have been no changes since last year to any of the Fees and Charges that are set by other Agencies. However, the MPS is continuing to work closely with NPCC who are undertaking national reviews of charges and charging methodology to ensure that any changes in rates and methodology in calculating charges are reflective of MPS processes.
- 2.16. If a rate changes prior to 31/3/22, it is recommended that MOPAC agree that the revised charge can be implemented with effect from 1 April 2022.

Fees and Charges that are determined by Statute or Legislation

- 2.17. There have been no changes since last year to any of the Fees and Charges that are set by statute or legislation.
- 2.18. If a rate changes prior to 31/3/22, it is recommended that MOPAC agree that the revised charge can be implemented with effect from 1 April 2022.

3. Financial Comments

- 3.1. The forecast income generated from fees and charges for 2022/23 is £14.244m, an increase of £276,000 on the budget for 2021/22 (including an estimated £60k increase in income from agreed volume increases for cell accommodation). For the items that are not set by statute or legislation the fees and charges are estimated to be 5.1% higher than last year for Section 15 fees and charges (with the exception of disclosures income at 2.5%), and 10% higher for SPS.
- 3.2. There have been no changes to fees and charges where rates have been advised by other agencies and those determined by statute or legislation. It has been assumed that there will be no significant changes in demand. 2022/23 budgets will be updated accordingly to reflect the recommended changes. The budgets will be amended over the next year as any ongoing impacts of Covid become known.

- 3.3. VAT will be accounted for at the appropriate rate according to the tax point date and in line with the HM Revenue and Customs guidance on the VAT treatment of charges made by the police (VAT: Government and Public Bodies).

4. Legal Comments

- 4.1. MOPAC has the legal power to charge third parties for goods and services under section 15 of the Police Reform and Social Responsibility Act 2011 and to charge for the provision of special police services under section 25 of the Police Act 1996.
- 4.2. The legislation referred to above does not specify how the charges should be calculated but the case law and NPCC guidance referred to in this report allows the MOPAC to increase its charges to reflect its increased costs caused by inflation.
- 4.3. Section 25 provides the legal power to charge for SPS. MPS charges are reflective of NPCC National Policing Guidelines in that they are based upon full cost recovery but recognise that it is not permissible to make a profit within the confines of the legislation.
- 4.4. On this basis, the recommendations can be lawfully approved.

5. Commercial Issues

- 5.1. During 2020/21 Commercial Services undertook a high level review of fees and charges areas to identify potential savings and maximise income through full cost recovery. Initially potential income recovery was set as £1.21m, but during 2021/22 once further work was completed, this target has been revised to £5.373m. This is an ongoing programme of work scheduled to be completed over the current and next financial year.
- 5.2. During 2021/22, £0.213m additional income has been generated as a result of reviews of processes by Commercial Services including the family disclosures process and the administration of seconded officers and this will continue for future years; an additional £0.906m has been agreed to be realised in 2022/23 in relation to successfully negotiating an increase in charges for the Government Security Zone to reflect full cost recovery, and negotiating a temporary 2 year increase in custody usage by the Home Office. There is the potential to realise a further £4.47m dependent on ministerial approval for an increase in Overseas Visitors Registration charges (£0.527m) which is still awaited, but largely (£3.9m) on ongoing negotiations with British Transport Police (BTP) for payment for use of MPS custody facilities for BTP's prisoners. Commercial Services are leading on negotiations with BTP to develop a collaboration Agreement.
- 5.3. Commercial Services are also working in collaboration with NPCC to undertake further work to review National Firearms Licensing costs, charging rates for the use of cell accommodation by third party agencies and charges for traffic collision reports.

6. GDPR and Data Privacy

- 6.1. MOPAC will adhere to the Data Protection Act (DPA) 2018 and ensure that any organisations who are commissioned to do work with or on behalf of MOPAC are fully compliant with the policy and understand their GDPR responsibilities.
- 6.2. The proposal to uplift the fees and charges does not use personally identifiable data therefore there are no GDPR issues to be considered.

7. Equality Comments

- 7.1. MOPAC is required to comply with the public sector equality duty set out in section 149(1) of the Equality Act 2010. This requires MOPAC to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations by reference to people with protected characteristics. The protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 7.2. Under the current system of charging, it has been established that no vulnerable group or individual has reported an inability to access required documents or information. It is not expected that any issues will be experienced as a result of either the continuation of the existing methodology for charging or the proposed inflationary uplift for 2022/23.
- 7.3. The previous Equality Impact Assessment (EIA) has been reviewed in conjunction with the Strategic Diversity and Inclusion Team for expert advice and they have advised, after review, that the existing EIA is still relevant and valid and therefore a new EIA is not considered necessary this year. The MPS is not aware of any cases in which victims or their families have sought to access documentation.
- 7.4. In private law matters, as the parties requesting disclosure are primarily vulnerable it would be inappropriate to increase charges by the usual CPI levels which could result in these vulnerable groups being disadvantaged.
- 7.5. In line with the MPS Communication Strategy and with the agreement of the Deputy Mayor of Policing and Crime, the fees and charges are now available electronically via the MPS Website. Finance and Commercial Services have taken steps to ensure that the information on fees and charges, including the location on the MPS Website is made available to members of staff who would be the normal first point of contact with the public. This group of staff, employed at front counters and first contact staff on the MPS Switchboard, are provided with guidance on subject matters where they will deal with queries from the public. This ensures that these fees and charges can be communicated to members of the public who may not have access to the internet. The schedule of fees and charges and the schedules location on the MPS Website at <https://www.met.police.uk/SysSiteAssets/media/downloads/force-content/met/advice/met-general-fees-charges.pdf> is included in this guidance. This

allows those members of staff to advise the public on specific fees or direct them to the site as appropriate.

- 7.6. The outcome of this report does not negatively impact the delivery of the London Anchor Institutions' Charter.

8. Background/supporting papers

- 8.1. MPS report Annual Review of Schedule of Fees and Charges 2022/23

Public access to information

Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FOIA) and will be made available on the MOPAC website following approval.

If immediate publication risks compromising the implementation of the decision it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary.

Part 1 Deferral:

Is the publication of Part 1 of this approval to be deferred? NO

If yes, for what reason:

Until what date: N/A

Part 2 Confidentiality: Only the facts or advice considered as likely to be exempt from disclosure under the FOIA should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a **Part 2** form –NO

ORIGINATING OFFICER DECLARATION

Tick to confirm statement (✓)

Financial Advice:

The Strategic Finance and Resource Management Team has been consulted on this proposal.

✓

Legal Advice:

The MPS legal team has been consulted on the proposal.

✓

Equalities Advice:

Equality and diversity issues are covered in the body of the report.

✓

Commercial Issues

The proposal is in keeping with the GLA Group Responsible Procurement Policy.

✓

GDPR/Data Privacy

- GDPR compliance issues are covered in the body of the report.
- A DPIA is not required.

✓

Drafting Officer

Craig James has drafted this report in accordance with MOPAC procedures.

✓

Director/Head of Service:

The Interim Chief Finance Officer and Director of Corporate Services has reviewed the request and is satisfied it is correct and consistent with the MOPAC's plans and priorities.

✓

Chief Executive Officer

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Deputy Mayor for Policing and Crime.

Signature



Date 11/03/2022


MOPAC

 MAYOR OF LONDON
 OFFICE FOR POLICING AND CRIME

ANNUAL REVIEW OF THE SCHEDULE OF FEES AND CHARGES 2022/23

MOPAC Investment Advisory Monitoring Report by Chief of Corporate Services 3 March 2022

Part 1 – This section of the report will be published by MOPAC. It is classified as OFFICIAL – PUBLIC

EXECUTIVE SUMMARY

This report presents the proposed Metropolitan Police Service (MPS) Schedule of Fees and Charges for approval by the Deputy Mayor for Policing and Crime. The report details the results of a review of rates at the end of 2021/22 to reflect current price increases and sets out information on the recommended MPS fees and charges and Special Police Service rates for 2022/23.

This report also summarises the findings of reviews of income generating areas to demonstrate efficiencies and maximise income.

It is important to note that some fees and charges are determined by statute or legislation and backed up by recommended charging guidelines published by National Police Chiefs' Council (NPCC).

In accordance with Paragraph 9.5 of the Financial Regulations the Schedule of Fees and Charges requires approval of DMPC prior to publication.

Recommendations

The Deputy Mayor for Policing and Crime, via the Investment Advisory Monitoring (IAM) meeting, is asked to:

1. Approve the attached Schedule of Fees and Charges levied pursuant to Section 15 of the Police Reform and Social Responsibility Act 2011 (Supply of Goods and Services) by set percentages to reflect the average CPI inflation uplift. Appendix 1 – Table 1 refers. The exception being those which are set by either (a) statute/legislation; (b) at a rate recommended by NPCC or (c) a reduced rate to support safeguarding.
2. Approve the revised charges for Special Police Services under Section 25 of the Police Act 1996, which are based on full cost recovery, and recalculated to reflect the current cost of policing in line with NPCC guidance. This includes increases to pay due to annual pay awards and ERNIC Appendix 2 - Tables 2A - E refer.
3. Approve the implementation of any revised rates set or advised by other agencies, or determined by statute or legislation on or before 31 March 2022.

4. Note the findings of the ongoing financial reviews of income generating areas.

Time sensitivity

A decision is required from the Deputy Mayor by 31/03/2022 in order that the new rates may be received through the publication of a revised Schedule of Fees and Charges.

Non-confidential facts and advice to the Deputy Mayor for Policing and Crime

The entire content of this report is considered to be non-confidential and is therefore open for public release.

Introduction and background

1. The aim of this report is for Deputy Mayor for Policing and Crime (DMPC) to agree the Schedule of Fees and Charges for 2022/23. The income from the fees and charges is recovered under the provisions of existing legislation, as outlined below, and can be classified under a number of specific categories, namely:
 - MPS calculated fees and charges which generally will be increased by either a set percentage or in the case of Special Policing Services (SPS) increased by pay and other inflationary costs;
 - Fees and charges where the rates are either set or advised by other Agencies including: Legal Aid Agency and National Police Chiefs' Council (NPCC); and,
 - Fees and charges that are determined by statute or legislation.

The paper is therefore presented under the above three categories.

2. Section 15 of the Police Reform and Social Responsibility Act 2011 (the 2011 Act) provides the Mayor's Office for Policing and Crime (MOPAC) with the legislative powers to charge for the supply of goods and services to a third party and make a charge to recover the full cost of providing those goods and services. These charges are based upon 'what the market can bear' as they must be at least full cost recovery, reasonable and able to withstand external challenge.
3. Section 25 of the Police Act 1996, as amended by Schedule 16, paragraph 24 of the 2011 Act, (Provision of Special Services) with reference to MOPAC, allows Forces to charge for Special Police Services which they may provide in respect of the provision of police officers and staff at the request of a third party.
4. There are a number of fees and charges that are set within statute or legislation. This includes items such as the removal, storage and disposal of vehicles, firearms certificates, pedlar certificates and overseas visitors' registration.
5. The review has been limited to fees and charges that are levied upon the public and other bodies based on rates that are normally reviewed and updated on an annual basis. The Schedule of Fees and Charges was last reviewed in 2021/22. The recent review does not cover contractual arrangements negotiated by the MPS, on behalf of MOPAC, on an individual basis. For example, the special arrangements regarding the PartnershipPlus Scheme with local authorities, as allowed by Section 92 of the Police Act 1996 or the specific agreements with

Transport for London, the airports or the Palace of Westminster. As part of the financial strategy to optimise sources of income, the MPS will continue to review the options concerning charging for MPS services wherever feasible.

6. In 2018, approval was gained to fund an additional resource to review existing fees and charges income processes and maximise income. Several reviews have been undertaken over the last two years and a summary is detailed in paragraph 28.

Review of Charges for 2022/23 - Methodology

7. Revisions to the different categories of fees and charges are mostly based on increases by either set percentages to reflect average pay costs movements over the period or, where appropriate, the 12 month average CPI¹ rate (as at November 2021). The review for 2022/23 therefore takes account of the base rates from 2021/22 and the approved salary cost uplift for 2021/22, the estimated increases for 2022/23 (part year effect), and an inflation factor.
8. The revised charges will therefore be based on the rates for 2021/22 increased by set percentages to reflect the average pay costs uplift in 2021/22, plus the estimated inflation increase for 2022/23. In particular, the MPS approach is for the uplift to the base cost to reflect the increase in pay awards or inflation, whichever is the more appropriate
9. The methodology set out in paragraph 7 above for reviewing fees and charges is entirely consistent with previous years. It should be noted that the NPCC recommendation for CPI increases has been approved and subsequently the current 12 month average CPI (as at November 2021) rate of 5.1% has been applied where appropriate. It is proposed to continue using this basis of CPI average rate for all future years' inflation.

MPS Calculated Fees and Charges

Charges for Disclosures for Family Proceedings in Civil Cases

10. Under Common Law Police Disclosure, forces have an obligation to disclose certain information. Initial disclosure is without charge and sufficient information will always be provided to conduct an adequate risk assessment (i.e. risk posed to children, vulnerable adults, national security and probity and administration of justice). The MPS will always release requested documents to a multi-agency case conference, a Responsible Authority (such as Local Authority, Health Authority, Fire and Rescue Authority, Primary Care Trust, NHS Trust, Probation Committees and Registered Social Landlord) or upon receipt of a court order at no charge.
11. Occasionally, the regulatory or governing body or a privately instructed solicitor will request further supporting information to aid their own internal investigations and NPCC have agreed that there should be a charge in respect of this additional information. This fee (see 'Information Disclosure' set out in Schedule 1 – Table

¹ The CPI is a more accurate measure of inflation than RPI as it “better reflects changes in consumer spending patterns relative to changes in the price of goods and services” (Office for National Statistics)

1) may be levied even when information cannot be supplied in order to cover costs incurred for research and enquiries.

12. The MPS is keen to minimise the financial impact on potentially vulnerable users of the disclosures process. To this end, we are recommending that the annual increase in hourly charges are limited to a maximum of 2.5% which brings the MPS charges for 2022/23 in line with NPCC guidance.

Charges for Special Police Services

13. Section 25 provides the legal power to charge for SPS. MPS charges are reflective of NPCC National Policing Guidelines in that they are based upon full cost recovery, where appropriate, but recognise that it is not permissible to make a profit within the confines of the legislation.
14. The MPS provides policing services on private premises, such as sporting stadia and shopping centres and also in the provision of assistance for activities including film making, community and charitable events and traffic surveys. All of these policing services fall within the remit of SPS.
15. NPCC guidance clearly specifies when different rates of charges for SPS should be applied:
- For commercial events such as football matches and other sporting events, SPS charges are made at full economic cost recovery including pay costs, overtime premiums and overheads, in line with NPCC guidance. These events are undertaken on an ad hoc basis using existing police resources;
 - For SPS arrangements where organisations such as shopping centres, schools, universities, etc., enter into Agreements to pay for dedicated additionality, income recovery is made at full cost recovery for actual costs incurred;
 - For charitable, community events or non-commercial events such as local authority community events, religious parades and wholly charitable events the MPS may consider an abatement of charges when policing requirements are small and are often covered by existing local policing. The trust and confidence of local communities are fundamental to the success of modern policing in terms of neighbourhood policing and building relationships with local communities. However, for those events where substantial policing is required the MPS may charge a reduced rate covering the direct staffing costs only for policing the event; and,
 - For Statutory events, such as Remembrance Day parades, Jubilee or constitutional events, police attendance is often part of the normal police annual duties and not chargeable.
16. During 2021/22 the MPS has worked closely with Blue Light Commercial and NPCC to review and revise the methodology for calculating SPS charges to ensure that the NPCC methodology is being applied consistently across all forces. This national review has highlighted that in order to make full economic cost recovery there needs to be an average 10% increase in SPS officer rates for the MPS in 2022/23. This 10% increase will only impact SPS services provided

for those commercial events such as football matches where we make full economic cost recovery.

17. Over the next financial year, NPCC are working towards setting one national SPS charge for all forces to use (allowing for London allowances for the MPS).
18. The SPS charges include daily rates and hourly rates for police ranks up to and including Assistant Commissioner Rank. A general administrative overhead charge of 31% is also applied in accordance with NPCC agreed guidance which states that all charging should be based upon full cost recovery. See Appendix 2 – Tables 2A–2E.
19. In compliance with relevant legislation and applicable case law, the MPS will only charge the London Football Clubs SPS for the policing provided on land owned, leased or controlled by the Club. This involves the deployment inside the ground and Club properties outside, such as concourses; but in keeping with the Ipswich ruling, excludes any areas under the temporary control of the Club as a result of the application for a traffic management order.

Fees and Charges where the Rates are set or advised by other Agencies

20. Depending on the Agency, the individual fee and charge to be levied can relate to either a set rate or an agreed calculation methodology.
21. There have been no changes since last year to any of the Fees and Charges that are set by other Agencies. However, the MPS is continuing to work closely with NPCC who are undertaking national reviews of charges and charging methodology to ensure that any changes in rates and methodology in calculating charges are reflective of MPS processes.
22. If a rate changes prior to 31/3/22, it is recommended that MOPAC agree that the revised charge can be implemented with effect from 1 April 2022.

Fees and Charges that are determined by Statute or Legislation

23. There have been no changes since last year to any of the Fees and Charges that are set by statute or legislation.
24. If a rate changes prior to 31/3/22, it is recommended that MOPAC agree that the revised charge can be implemented with effect from 1 April 2022.

Contributes to the MOPAC Police & Crime Plan 2017-2021²

25. Whilst many of the activities contained within the Schedule of Fees and Charges are statutory requirements, optimising the income available to the MPS ensures that existing funding is not diverted away from activities that could directly support the Police and Crime Plan.

² [Police and crime plan: a safer city for all Londoners | London City Hall](#) The draft Police & Crime Plan 2021-25 is currently in Consultation.

Financial, Commercial and Procurement Comments

26. The estimated income from fees and charges for 2021/22 was £13.968m. The forecast income generated from fees and charges for 2022/23 for the items that are not set by statute or legislation is estimated to be 5.1% higher than last year for Section 15 fees and charges (with the exception of disclosures income at 2.5%) and 10% higher for SPS from commercial arrangements, an increase of £276,000 (including an estimated £60k increase in income from agreed volume increases for cell accommodation). There have been no changes to fees and charges where rates have been advised by other agencies and those determined by statute or legislation. It has been assumed that there will be no significant changes in demand. 2022/23 budgets will be updated accordingly to reflect the recommended changes. The budgets will be amended over the next year as any ongoing impacts of Covid become known.

Table 1 – Fees and Charges Budgets

Fees and charges area	Estimated income 2021/22 £000's	Estimated budget 2022/23 £000's
Copies – Evidence & Actions Book, Collision Accident Report Book, Interview Receipts	1,765	1,855
Charges for Special Police Services	4,061	4,111
Charges for Detention of prisoners in MPS Cell Accommodation	350	424
Defence Examinations in Criminal Matters	10	10
MoU between NPCC & Lloyd's Market Association and Association of British Insurers	188	198
Intruder Alarm Income	413	434
Fingerprints	189	199
Information Disclosure	170	174
Overseas Visitors	650	650
Firearms/Shotgun Certificates	325	325
Seconded Officers	302	316
Vehicle Seizure, Removal and Storage	5,500	5,500
Intellectual Property	45	47
TOTAL	13,968	14,244

27. VAT will be accounted for at the appropriate rate according to the tax point date and in line with the HM Revenue and Customs guidance on the VAT treatment of charges made by the police (VAT: Government and Public Bodies).

28. During 2020/21 Commercial Services undertook a high level review of fees and charges areas to identify potential savings and maximise income through full cost

recovery. Initially potential income recovery was set as £1.21m, but during 2021/22 once further work was completed, this target has been revised to £5.373m. This is an ongoing programme of work scheduled to be completed over the current and next financial year. A summary of outcomes of reviews to date is detailed in Table 2.

Table 2 - Fees and Charges Revenue Impact from Process Reviews

Fees and charges area	Future years potential increased revenue £000's	Additional revenue realised 2021/22 £000's	Initial revenue estimate 2020/21 £000's	Comments
Use of cell accommodation – British Transport Police (BTP)	2,900 arrears 1,000		500	In 2016 BTP took the decision to close their custody suites. This has resulted in an increase in approximately 1,700 detainees per annum at an actual cost to the MPS of £0.97m per annum (based on NPCC guidance rates covering staffing and ancillary costs only). At present, BTP do not contribute to the costs incurred by the MPS in housing their detainees, nor are they charged. In line with NPCC guidance, the MPS do charge the Home Office Border Enforcement (HOBE) and Her Majesty's Prison and Probation Service (HMPPS) for providing this service. We are in discussion with BTP over recovery of costs estimated at £2.9m for the last 3 years for the use of MPS cell accommodation and are seeking to put in place a collaboration Agreement that sets out the future ways of working and recharging in line with NPCC guidance. This would establish a formal mechanism to recover c. £0.97m per annum from FY 2021/22 onwards.
Use of cell accommodation – Home Office – ICE Teams	500			The MPS has collaborated with HO for additional usage of our custody facilities whilst they are in a temporary 2 year office relocation. This is an estimate based on additional prisoner numbers only but there will be a further additional source of income once all custody usage charges are agreed. This is effective from 1/4/22 and an Agreement is currently being drafted.
Government Security Zone Charges	406			A successful negotiation of an increase in charge rates for providing security services for the Government Security Zone. This will be an annual increase with effect from 2022/23.
Overseas Visitors Registration	527		527	Potential increase in income if the HO approve national increase in standard charge for OVRO. The MPS has contributed to the calculation but ministerial approval is still awaited.
Use of cell accommodation – Home Office		60		Actual additional income generated per annum by successfully negotiating a change to existing processes so the MPS can claim from the HO for all immigration prisoners regardless of first offence the prisoner has committed.
Seconded Officers		48	48	A realised saving of £31,000 in 2021/22 by changing to multi-line invoices plus additional realised income of £17,000 by consolidating administration charge.
Information Disclosure		105	105	Following a detailed review and process change this is the additional income generated in 2020/21 and all subsequent years.
Forensics	40		30	This is an estimate of under recovery of income based on current charges set by the MPS in the fingerprints forensics area which do not reflect full cost recovery. A review is currently underway but information for property services costs will not be available until early 2022 and then the review will be finalised with recommendations
TOTAL	5,373	213	1,210	

29. During 2021/22, £0.213m additional income has been generated as a result of reviews of processes by Commercial Services including the family disclosures process and the administration of seconded officers and this will continue for future years; an additional £0.906m has been agreed to be realised in 2022/23 in relation to successfully negotiating an increase in charges for the Government Security Zone to reflect full cost recovery, and negotiating a temporary 2 year increase in custody usage by the Home Office. There is the potential to realise a further £4.47m dependent on ministerial approval for an increase in Overseas Visitors Registration charges (£0.527m) which is still awaited but largely (£3.9m) on ongoing negotiations with British Transport Police (BTP) for payment for use of our custody facilities for their prisoners. Commercial Services are leading on negotiations with BTP to develop a collaboration Agreement.
30. Commercial Services are also working in collaboration with NPCC to undertake further work to review National Firearms Licensing costs, charging rates for the use of cell accommodation by third party agencies and charges for traffic collision reports.

Legal Comments

31. MOPAC has the legal power to charge third parties for goods and services under section 15 of the Police Reform and Social Responsibility Act 2011 and to charge for the provision of special police services under section 25 of the Police Act 1996.
32. The legislation referred to above does not specify how the charges should be calculated but the case law and NPCC guidance referred to in this report allows the MOPAC to increase its charges to reflect its increased costs caused by inflation.
33. Section 25 provides the legal power to charge for SPS. MPS charges are reflective of NPCC National Policing Guidelines in that they are based upon full cost recovery but recognise that it is not permissible to make a profit within the confines of the legislation.
34. On this basis, the recommendations can be lawfully approved.

Equality Comments

35. Under the current system of charging, it has been established that no vulnerable group or individual has reported an inability to access required documents or information. It is not expected that any issues will be experienced as a result of either the continuation of the existing methodology for charging or the proposed inflationary uplift for 2022/23.
36. The previous EIA has been reviewed in conjunction with the Strategic Diversity and Inclusion Team for expert advice and they have advised, after review, that the existing EIA is still relevant and valid and therefore a new EIA is not considered necessary this year. The MPS is not aware of any cases in which victims or their families have ever sought to access documentation.

37. In private law matters, as the parties requesting disclosure are primarily vulnerable it would be inappropriate to increase charges by the usual CPI levels which could result in these vulnerable groups being disadvantaged.
38. In line with the MPS Communication Strategy and with the agreement of the Deputy Mayor of Policing and Crime, the fees and charges are now available electronically via the MPS Website. Finance and Commercial Services have taken steps to ensure that the information on fees and charges, including the location on the MPS Website is made available to members of staff who would be the normal first point of contact with the public. This group of staff, employed at front counters and first contact staff on the MPS Switchboard, are provided with guidance on subject matters where they will deal with queries from the public. This ensures that these fees and charges can be communicated to members of the public who may not have access to the internet. The schedule of fees and charges and the schedules location on the MPS Website at <https://www.met.police.uk/SysSiteAssets/media/downloads/force-content/met/advice/met-general-fees-charges.pdf> is included in this guidance. This allows said staff to advise the public on specific fees or direct them to the site as appropriate.
39. The outcome of this report does not negatively impact the delivery of the London Anchor Institutions' Charter³.

Privacy Comments

40. There are no privacy issues relating to the content of this paper.

Real Estate Implications

41. There are no real estate costs incurred by the recommendations within this report and contribution to existing real estate costs are included as appropriate.

Environmental Implications

42. The contents of this report does not raise any environmental issues or contribute to delivering the Mayor's London Environment Strategy.

Background/supporting papers

43. There are no supporting or background papers.

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³ <https://www.london.gov.uk/coronavirus/londons-recovery-coronavirus-crisis/anchor-institutions-charter>

ANNUAL REVIEW OF THE SCHEDULE OF FEES AND CHARGES 2022/23

Table 1 - Comparison of MPS Fees and Charges

Item	Detail	2021/22	2022/23	Comments for 2022/23
Accident reports				
Copy of Accident report	Incident and Collision Report Books/Bk 124A (Evidence & Actions Book) up to 30 pages	£166.70	£175.20	This represents the charge required to recover the actual cost of the work undertaken by MOPAC personnel in searching for and the photocopying of documentation required for civil proceedings and the associated payment. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Copy of Accident report	Report. In excess of 30 pages per incident	£4.70	£5.00	This represents the cost per page of supplying additional pages from Evidence and Actions Books and Collision Report Books in excess of 30 pages. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Self Reporting/ minor accident form	Provision of copy of self reporting/minor accident report	£39.40	£41.50	This represents the cost of providing copies of self reporting/minor accident reports per report to third parties other than the person who completes the form. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Fatals - accident investigation report	Provision of copy of fatal accident investigation report	composite charge	composite charge	When recovering the cost of providing a copy of this type of documentation, the MPS charge is a composite charge which can fluctuate based on the number of vehicles involved, the number of witnesses for which documentation has been completed.
Fatals - reconstruction video / DVDs	Provision of copy of Fatal reconstruction video / DVDs	£216.50	£227.60	It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Rough Data	Copy of rough data per page	£30.50	£32.10	This represents the cost of providing rough data. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Plan	Copy of plan (other in IRB or CARB)	£45.80	£48.20	This represents the cost of supplying plans by MOPAC staff. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Police vehicle examination report	Copy of police vehicle examination report (unless provided as part of full extract)	composite charge	composite charge	When recovering the cost of providing a copy of this type of document, the MPS charge is a composite charge, which can fluctuate, based on the number of vehicles involved and the number of witnesses for which documentation has been completed.
Collision reconstruction report (per page)	Copy of collision reconstruction report (unless provided as part of full extract) per page - Max £50	£4.70	£5.00	This represents the cost per page of supplying additional pages from Collision Construction Report. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Copies of Photographs				
Photographic Prints (Non digital & digital contained on the MPS photographic database).	Photograph - first photograph	£33.10	£34.80	It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
	Each subsequent photograph	£3.30	£3.50	In line with NPCC charges
	Cost per Album	£11.50	£12.10	The cost of the album cover needs to be added to the costs of the photographs in order to provide a total charge for providing photographs. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Photograph: (Non digital & digital contained on the MPS photographic database). 1 to 10 images on CD.	First Compact Disc (CD) containing 1 to 10 images.	£22.30	£23.50	This represents the cost of the first ten CD holding images from an incident, containing a maximum of 10 negatives/pictures. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
1 to 10 Negatives/Prints that require scanning onto MPS database.	Cost of scanning additional 1-10 negatives/prints that are not contained in MPS Photographic imaging database	£23.10	£24.30	This represents cost of scanning 1-10 negatives/prints onto the MPS Photographic Imaging database, which are not currently contained in this system. Excludes the cost of 1 - 10 photographic prints with an album and the cost of the first or subsequent CD. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Copies of Statements				
Statements Other than in IRB or (including typed)	Statements Other than in IRB or (including typed)	£39.40	£45.40	This represents the actual cost of supplying a statement(s) that is required for civil proceedings. The charge is limited to a maximum of 3 pages per statement. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Witness Statements	Copy of existing witness statement (witness does not agree to disclosure of personal details)	£61.30	£64.50	This represents the cost of providing third parties (solicitors, insurance companies etc) with a copy of the witness statement. There are different charges depending on if the witness agrees to the disclosure of personal details or not. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Witness Statements	Copy of existing witness statement (witness does agree to disclosure of personal details)	£45.80	£48.20	This represents the cost of providing third parties (solicitors, insurance companies etc) with a copy of the witness statement. There are different charges depending on if the witness agrees to the disclosure of personal details or not. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Other	All other copies	£4.70	£5.00	This represents the cost per page of providing non specific copy documentation required for civil proceedings.

				It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Audio Tapes	Audio Tapes	£47.20	£91.30	This represents the cost of providing copy audio tapes. It is proposed that the full MOPAC charge should be increased to match NPCC charges.
	Provision for CJS	£47.20	£49.20	It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Video Tapes/DVDs	Video tapes/ DVDs	£216.50	£227.60	It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Searches				
Limited Particulars	Search for Limited Particulars (Road Traffic Act details)	£39.40	£41.50	This represents the cost of searching for details from Road Traffic Accidents such as names, addresses, insurance companies, date of accident etc. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Cancellation Charges				
Prior to Search	Cancelled prior to search commencing	No Charge	No Charge	
Prior to Dispatch	If search is made prior to cancellation	£62.40	£65.60	This represents the cost of the work undertaken by MOPAC staff of having searched for and copied a document at which point the requester cancels the request for the information. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Documents Copied	If search is made and documents ready for despatch	Full Fee	Full Fee	
Charges for Civil Cases				
Statements	Request for a statement to be written by a Police	£170.70	£179.50	Per statement. This represents the cost of the time spent by the officer in writing the statement. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Interview	Interview with member of the Metropolitan Police Service in a Civil case	£170.70	£179.50	This represents the cost of the time of the officer being interviewed and the supervising officer who acts as a witness to the Interview. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Witness Allowance	Attendance at court in Civil Actions. (less than 4 hours).	£42.70	£44.90	Part V of the Costs in Criminal Cases (General) Regulations 1986 provides for the payment of witness allowances per police officer / police staff, per day. Reasonable travel expenses up to 70 miles from court to be added for police staff. Reasonable travel expenses in excess of 70 miles to be added for both police officer and police staff.
Witness Allowance	Attendance at court in Civil Actions. (More than 4 hours).	£85.20	£89.60	
Alarms				
Registration	Registration by Central alarms	£54.79	£57.60	As advised by NPCC (Security Systems Group). (VAT inclusive).
Subject Access (Data Protection)				
Search	Data protection/criminal record search	No longer charged	No longer charged	No charge following introduction of GDPR legislation.
Memorandum of Understandings between NPCC & Lloyd's Market Association & Association of British Insurers				
Appendix D (a)	Supply of information [crime/lost property ref. No., date & time offence reported, reporting person] where there is a specific reason to check a claim.	£30.80	£32.40	In respect of each request form (Appendix D [a]) submitted by Insurance Companies [who belong to Association of British Insurers] / Loss Adjusters [acting on their behalf]. VAT inclusive. Charge as per NPCC guidelines
Appendix D (b)	Supply of information [additional to the above] in response to specific questions.	£130.60	£137.30	In respect of each request form (Appendix D [b]) submitted by Insurance Companies [who belong to Association of British Insurers] / Loss Adjusters [acting on their behalf]. VAT inclusive. Charge as per NPCC guidelines
MoU Para 4.5	Interview with a Police Officer (per officer)	£146.00	£153.50	In respect of each interview with a Police Officer as specified under Paragraph 4.5 of the MoU. As per NPCC guidelines.
Requests for Disclosure of Information from a Regulatory or Governing Body or in respect of Intended or Ongoing Family Proceedings (Private Matters)				
Request for Information	Request for disclosure of information from regulatory or governing body - up to 2 hours work	£94.30	£96.50	Under Common Law Police Disclosure (CLPD), forces have an obligation to disclose certain information. Initial disclosure is without charge and sufficient information will be provided to conduct an adequate risk assessment (i.e. risk posed to children, vulnerable adults, national security and probity and administration of justice).
Request for Information	Request for disclosure of information from regulatory or governing body - each subsequent hours work after initial 2 hour period	£31.60	£32.40	Occasionally, the regulatory or governing body will request further supporting information to aid their own internal investigations and NPCC has agreed that there should be a charge in respect of this additional information. This fee may be levied even when information cannot be supplied in order to cover costs for research and enquiries. It is proposed that the full MOPAC charge should only be increased to match NPCC charges - a maximum of 2.5% inflation.
Supply of Domestic Violence Report	Request for disclosure of information from regulatory or governing body	£55.40	£58.10	

Crime Report	Request for disclosure of information from regulatory or governing body	£92.20	£96.70	NPCC guidance allows an additional charge to be made for the release of individual documents. It is proposed that the full MOPAC charge should be increased to match NPCC charges for 2022/23.
MG5	Request for disclosure of information from regulatory or governing body	£37.30	£38.60	
MG3	Request for disclosure of information from regulatory or governing body	£37.30	£38.60	
Incident Log	Request for disclosure of information from regulatory or governing body	£37.60	£39.30	
PNC Convictions	Request for disclosure of information from regulatory or governing body	£37.00	£38.60	
Caution Certificate	Request for disclosure of information from regulatory or governing body	£24.20	£25.20	
Occurance Summary	Request for disclosure of information from regulatory or governing body	£18.70	£19.60	
Custody Record	Request for disclosure of information from regulatory or governing body	£18.70	£19.60	
Fingerprints				
Fingerprints	Fingerprinting of persons wishing to obtain visas and/or clearance certificates etc. First set.	£86.10	£90.50	The cost of taking fingerprints for members of the public for a visa application; applications for employment in a securities industry or overseas appointment (excl VAT); personal identification purposes etc. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Fingerprints	As above - Each subsequent set	£43.10	£45.30	
Payroll Administration				
All wage and salary related costs.	For paying salaries of non-MOPAC personnel	Full Cost	Full Cost	It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Administration Fee		£18.40	£19.40	
Seconded Officers				
All wage and salary related costs (Including employer's contributions for pension and National Insurance)		Full Cost	Full Cost	
Administration Charge - Police Officer	Monthly charge	£302.44	£317.00	Charge required to recover the actual cost of the work undertaken by MPS personnel in the arrangement of, recovery of fees and contact with officers who are seconded to external organisations. Note: Where there is a simple secondment to another UK Police Force the Business Group Head has the flexibility to reduce the charge down to £50 per month. It is proposed that the full MOPAC charge should be updated to reflect 21/22 averages.
Administration Charge - Police Staff	Monthly charge	£302.44	£317.00	Charge required to recover the actual cost of the work undertaken by MPS personnel in the arrangement of, recovery of fees and contact with officers who are seconded to external organisations. Note: Where there is a simple secondment to another UK Police Force the Business Group Head has the flexibility to reduce the charge down to £50 per month. It is proposed that the full MOPAC charge should be updated to reflect 21/22 averages.
Defence Examinations in Criminal Matters				
Provision of scientific case files, notes, etc, not requiring reporting scientist expert supervision (soft or hard copy).		£50.00	£50.00	These are charges set historically by the MPS which are currently being reviewed by Commercial Services as part of the review of fees and charges areas
Charges for the use of Laboratory facilities (non-DNA clean) including basic consumables, PPE & supervision where needed		£60.00	£60.00	
Charges for the use of Laboratory facilities (DNA clean) including basic consumables, PPE, elimination/ contamination sampling & supervision where needed.		£72.00	£72.00	
Defence Examinations in Criminal Matters - Statutory Charges				
Provision of documentation to Defence expert and for allowing the expert access to MPS premises, equipment and staff.	Various hourly rates (See below)	Various hourly rates (See below)		

Supply of papers / exhibits / information / material to the Investigator or Prosecutor , which the Prosecutor decides meets the tests for disclosure as unused material, in the Criminal Procedure and Investigations Act 1996	No Charge	No Charge		
Provision of scientific case files, notes, etc, which require reporting scientist expert supervision (soft or hard copy).	£18.40-£135	£18.40-£135	These fees were introduced in 2015/16 and are in line with the Guidance on Forensic Science Charges in Criminal Matters published by the Legal Aid Agency and agreed with the Crown Prosecution Service. Fees vary dependent on type of expert used, date the case started and whether the experts are London or Non-London based	
Provision of specialist electronic data files (usually related to DNA samples, electropherograms etc) and requiring reporting scientist expert supervision.	£18.40-£135	£18.40-£135		
Case File Only reviews at prosecution laboratory premises (including 30 minutes of Reporting Scientist time if needed).	No Charge	No Charge		
Additional Reporting Scientist time associated with Case File Only reviews.	£18.40-£135	£18.40-£135		
Pedlars' Certificates (Variation of Fee) Order 1985 - Statutory Charge				
Grant of Certificate	On grant of a pedlar's certificate	£12.25	£12.25	As detailed in the Pedlars' Certificates (Variation of Fee) Order 1985.
Overseas Visitors' Certificates - Statutory Charge				
Nominal Registration	For citizens of countries in the registration scheme	£34.00	£34.00	As detailed in the Immigration (Registration with Police) (Amendment) Regulations 1995.
Firearm Certificates - Effective from 6 April 2015 - Statutory Charges				
Issue	On grant of a firearms certificate	£88.00	£88.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Renewal	On renewal of a firearms certificate	£62.00	£62.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Variation	Variation where no. of weapons is increased	£20.00	£20.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Replacement	On replacement of lost or destroyed certificate	£4.00	£4.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Table 1 or 2 full	Reissue because Table 1 or 2 full	No charge	No charge	As detailed in the Firearms (Variation of Fees) Order 2015.
Shotgun Certificates - New rates effective from 6 April 2015 - Statutory Charges				
Issue	On grant of a shotgun certificate	£79.50	£79.50	As detailed in the Firearms (Variation of Fees) Order 2015.
Renewal	On renewal of a shotgun certificate	£49.00	£49.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Replacement	On replacement of a shotgun certificate	£4.00	£4.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Museum (Firearms Amendment Act 1988) - Statutory Charges				
Issue	On grant of a museum licence	£200.00	£200.00	As detailed in the Museum (Firearms Amendment Act 1988).
Renewal	On renewal of a museum licence	£200.00	£200.00	As detailed in the Museum (Firearms Amendment Act 1988).
Extension	On extension to additional premises	£75.00	£75.00	As detailed in the Museum (Firearms Amendment Act 1988).
Firearms Dealers - New rates effective from 6 April 2015 - Statutory Charges				
Issue	Certificate of Registration	£200.00	£200.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Renewal	Renewal of certificate	£200.00	£200.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Fairs & Exhibitions	In respect of game and table fairs and exhibitions	£13.00	£13.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Visitors Permit (Shotgun & Firearm) - New rates effective from 6 April 2015 - Statutory Charges				
Issue Unit	On the grant of a visitors permit	£20.00	£20.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Issue Group	On the grant of a group visitors permit (6 or more)	£100.00	£100.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Coterminous Certificate (Shotgun & Firearm) - New rates effective from 6 April 2015 - Statutory Charges				
Discount	Reduced charge for shotgun certificate	N/A	N/A	As detailed in the Firearms (Variation of Fees) Order 2015.
Issued	Granted at the same time	£90.00	£90.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Renewed	Renewed at the same time	£65.00	£65.00	As detailed in the Firearms (Variation of Fees) Order 2015.
Vehicle Removals (as per the Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges) Regulations 2008) and HGV Re-Enabling - Statutory Charges				
Removal	Removal of vehicle in contravention of RTRA 1984, PRA 2002 or RTA 1988.	Various (as per 2008 regulations)	Various (as per 2008 regulations)	As detailed in the Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges) Regulations 2008 based upon a variable range of charges according to the vehicle's type, weight, condition and position at the time of removal.
Storage	Storage of vehicle per day in contravention of RTRA 1984, PRA 2002 or RTA 1988.	Various (as per 2008 regulations)	Various (as per 2008 regulations)	As detailed in the Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges) Regulations 2008 based upon a variable range of charges according to the vehicle's type and weight.
Disposal	Disposal of vehicle in contravention of RTRA 1984.	Various (as per 2008 regulations)	Various (as per 2008 regulations)	As detailed in the Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges) Regulations 2008 based upon a variable range of charges according to the vehicle's type and weight.
HGV Re-Enabling	Re-enabling an immobilised HGV following a contravention	£80.00	£80.00	As per the Statutory Instrument 2009 No 493 (Road Traffic).
Freedom of Information - Statutory Charges				
Prescribed Costs	Where processing of FOI request (e.g. locating, extracting, redacting) exceeds 18 hours. Cost is for labour per hour	£25.00	£25.00	As detailed in the Freedom of Information Act 2000.

Disbursement Costs	Additional cost (above £20.00) to provide information e.g. printing, photocopying or postage.	Full cost	Full cost	As detailed in the Freedom of Information Act 2000.
Housing Home Office Border Enforcement (HOBE)/HMPPS/RAFP Detainees				
Housing HOIE Detainees in MPS Custody Suites	First hour	£57.76	Full cost	As per the National Framework Agreement between NPCC and HOBE.
	Additional hourly rate	£46.51		Constant watch is an additional charge to be added, where applicable, to the hourly charge.
	Constant watch per hour	£22.81		
Intellectual Property Charges				
Trademarks	UK Only	£1,050.80	£1,104.40	The basic price of may be subject to additional costs due to the impact of a number of variables as per the requirements of production companies. The variables will include the number of trademarks used, the number of scenes/ episodes that the trademarks appear and the term of the licence required. A Production Licensing Calculator is used for the purpose of calculating the total cost. It is proposed that the full MOPAC charge is increased by 5.1% inflation for 2022/23 based on CPI.
	Worldwide	£1,576.20	£1,656.60	
Copyright - Photographs - Books/print	Editorial	£46.30	£48.70	In respect of licensing use of MPS copyrighted photographs.
	Cover	£203.90	£214.30	It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Copyright - Photographs - Television	Standard	£94.60	£99.50	In respect of licensing use of MPS copyrighted photographs.
	Other broadcasting (e.g. online)	£63.10	£65.50	It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Copyright - Videos	All purposes	£525.40	£552.20	Per each half minute used. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Copyright - Logos and Crests	Uk Only	£1,050.80	£1,104.40	The basic price may be subject to additional costs due to the impact of a number of variables as per the requirements of production companies. The variables will include the number of trademarks used, the number of scenes/ episodes that the trademarks appear in and the term of the licence required. A Production Licensing Calculator is used for the purpose of calculating the total cost.
	Worldwide	£1,576.20	£1,656.60	It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Material supply	Photographic copies, posters or other graphics	£42.10	£44.30	In respect of supply of physical material. It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Technical Interviews	Standard	£1,050.80	£1,104.40	In respect of technical interviews undertaken for research purposes for commercial, non-commercial or filmed.
	Technical, specialist or rare resources	£1,576.20	£1,656.60	It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Name Checks	Per name checked	£10.60	£11.20	A charge for undertaking name checks for external parties to ensure there is no conflict with existing or retired MPS personnel
	Administration charge per 20 names (or part thereof) checked	£21.10	£22.20	It is proposed that the full MOPAC charge should be increased by 5.1% inflation for 2022/23 based on CPI.
Administrative Charges				
Invoice request		£63.38	£65.34	Invoice request where an invoice would not normally be prepared. Cost based on actual charged through outsourced contract.