

GENERAL FEES AND CHARGES

Item	Detail	CoLP 2011/12 Charge	Proposed 2012/13 Charge
Copies			
EAB, CRB & Collision Report	Incident and Collision Report Books/Bk 124A (Evidence & Actions Book)	£131.00	£135.80
EAB, CRB & Collision Report	In excess of 25 pages per incident	£3.60	£3.70
Statements	Other than in IRB or (including typed)	£31.00	£32.10
Witness statements	Copy of witness statement (witness does not agree to disclosure of personal details)	£47.00	£48.70
Witness statements	Copy of witness statement (witness does agree to disclosure of personal details)	£36.00	£37.30
Plan	Copy of plan (other in IRB or CARB)	£36.00	£37.30
Self Reporting/minor accident form	Provision of copy of self reporting/minor accident report	£31.00	£32.10
Other	All other copies	£3.60	£3.70
1-10 Photographic Prints (Non digital and digital contained on the CoL photographic imaging database)	1-10 photographs from same or different image	£26.00	£27.00
	Cost per Album	£9.00	£9.30
Photograph: (Non Digital and Digital contained on the CoLP photographic imaging database) 1-10 images on CD	First Compact Disc (CD) containing 1-10 images	£17.50	£18.10
	Each subsequent Compact Disc containing 1-10 images	£4.00	£4.10
1-10 Negatives/Prints that require scanning onto CoLP database	Cost of scanning additional 1-10 negatives/prints that are not contained in CoLP Photographic imaging database	£18.00	£18.70
Audio Tapes	Audio Tapes	£37.00	£38.40
Video Tapes/DVDs	Video Tapes/DVDs	£170.00	£176.30
Fatals - reconstruction videos/DVDs	Provision of copy of Fatal - reconstruction video/DVDs	£170.00	£176.30
Photocopies	Medical Reports and Personal Records	£0.50	£0.50
Fatals - accident investigation report	Provision of copy of fatal - accident investigation report	A composite charge based on the number of pieces of documentation that are provided	
Police vehicle examination report	Copy of police vehicle examination report (unless provided as part of full extract)		
Collision reconstruction report per page	Copy of collision reconstruction report (unless provided as part of a full extract) per page (max £50)		
Rough Data	Copy of rough data per page	£23.50	£24.40
Searches			
Limited Particulars	Search for Limited Particulars (Road Traffic Act details)	£31.00	£32.10
Cancellation Charges			
Prior to Search	Cancelled prior to search commencing	No Charge	No Charge
Prior to Dispatch	If search is made prior to cancellation	£49.00	£50.80
Documents Copied	If search is made and documents ready for dispatch	Full Fee	Full Fee
Charges for Civil Cases			
Statements	Request for a statement to be written by a Police Officer	£134.00	£139.00
Interview	Interview with a member of the City of London Police in a civil case	£134.00	£139.00
Witness allowance	Attendance at court in Civil Actions	£35.75	£35.75

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Witness allowance	Attendance at court in Civil Actions	£71.50	£71.50
Payroll Administration			
All wage and salary related costs	For paying salaries of non CoLP personnel	Full Cost	Full Cost
Administration Fee		£15.00	£15.00

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Item	Detail	CoLP 2011/12 Charge	Proposed 2012/13 Charge
Alarms			
Registration	Registration by Central Alarms	£52.18	£52.18
Subject Access (Data Protection)			
Search	Data Protection/criminal record search	£10.00	£10.00
Memorandum of Understanding (2009), ACPO and Lloyd's Market Association			
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	£20.00	£24.00
Appendix D (b)	Supply of information [additional to the above] where there is a specific reason to check a claim	£75.00	£90.00
Requests for Disclosure of information from a Regulatory or Governing Body			
Request for Information	Request for disclosure of information from regulatory or governing body - up to 2 hours work	£75.00	£77.30
Request for Information	Request for disclosure of information from regulatory or governing body - each subsequent hours work after initial 2 hour period	£20.00	£25.80
Overseas Visitors			
Nominal Registration	For citizens of countries in the registration scheme	£34.00	£34.00
Fingerprints	Fingerprinting of persons wishing to obtain visas and/or clearance certificates etc - First set	£63.00	£70.50
Fingerprints	As above - each subsequent set	£32.00	£35.20

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CHARGES SET BY STATUTE OR LEGISLATION

Item	Detail	CoLP 2011/12 Charge	Proposed 2012/13 Charge
Pedlars' Certificates (Variation of Fee) Order 1985			
Grant of Certificate	On grant of a pedlar's certificate	£12.25	£12.25
Seconded Officers			
All wage and salary related costs (including pension contributions @ 24.2% of Basic Pay, London Weighting, Competency Related Threshold Payments)		Full Cost	Full Cost
Administration Charge		5%	5%
Firearms Certificates			
Issue	On grant of firearms certificate	£50.00	£50.00
Renewal	On renewal of firearms certificate	£40.00	£40.00
Variation	Variation where no. of weapons is increased	£26.00	£26.00
Replacement	On replacement of lost or destroyed certificate	£9.00	£9.00
Table 1 or 2 full	Reissue because table 1 or 2 full	No Charge	No Charge
Shotguns Certificates			
Issue	On grant of shotgun certificate	£50.00	£50.00
Renewal	On renewal of shotgun certificate	£40.00	£40.00
Replacement	On the replacement of a shotgun certificate	£8.00	£8.00
Explosives Certificates			
Various	Various	Various	Various
Museum (Firearms Amendment Act 1988)			
Issue	On grant of a museum license	£200.00	£200.00
Renewal	On renewal of a museum license	£200.00	£200.00
Extension	On extension to additional premises	£75.00	£75.00
Firearms Dealers			
Issue	Certificate of Registration	£150.00	£150.00
Renewal	Renewal of certificate	£150.00	£150.00
Fairs and Exhibitions	In respect of game and table fairs and exhibitions	£12.00	£12.00
Visitors Permit (Shotgun and Firearm)			
Issue unit	On the grant of a visitors permit	£12.00	£12.00
Issue group	On the grant of a group visitors permit (6 or more)	£60.00	£60.00
Coterminous Certificate (Shotgun & Firearm)			
Discount	Reduced charge for shotgun certificate	£10.00	£10.00
Issued	Granted at the same time	£60.00	£60.00
Renewed	Renewed at the same time	£50.00	£50.00
Vehicle Removals (As per the Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges) Regulations 2008)			
Removal	Removal of vehicle in contravention of RTRA 1984, PRA 2002 or RTA 1988	Various (as per 2008 regulations)	Various (as per 2008 regulations)
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)
Disposal	Disposal of vehicle in contravention of RTRA 1984	Various (as per 2008 regulations)	Various (as per 2008 regulations)
Freedom of Information			
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
Disbursement Costs	Additional Cost (above £20.00) to provide information e.g. printing, photocopying or postage).	Full Cost	Full Cost

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