



Executive Board Police: 11 03 2025

Agenda Item

Charging Policy 2025

Report of the Constabulary Chief Finance Officer

Originating Officer: Keeley Hayton, Financial Services Manager

Executive Summary

Most policing services are funded from general and local taxation for the benefit of the public at large. However, there are certain circumstances when it is appropriate for the police service to make charges to individuals or organisations to recover policing costs. The Commissioner's Financial Regulations require that a charging policy for goods and services is put in place, which accords with National Police Chiefs' Council guidance (NPCC) and that this is reviewed at least annually.

Several the charging areas have been reviewed and each section now contains an 'charges applicable from' date rather than the blank 01st January date. As the Commissioner previously approved, charges will be reviewed in line with NPCC guidance, irrespective of when this is issued. This may require a further revision to charges part way through the financial year, which will subsequently be presented to the Commissioner for approval.

Recommendation

The Commissioner is recommended to:

- Agree the revised scale of charges as outlined in the appendices to this report.
- Agree the proposal to revise fees and charges in line with revised NPCC guidance, at the point it is issued, a revised schedule of charges will subsequently be presented to the Commissioner for approval.

Main Section

1. Introduction and Background

- 1.1 Most policing services are funded from general and local taxation for the benefit of the public at large. However, there are certain circumstances when it is appropriate for the police service to make charges to individuals or organisations to recover policing costs.
- 1.2 Cumbria Constabulary has adopted the NPCC guidance in relation to charging and continues to make charges on this basis. In a small number of instances local discretion is applied to specific charges to better reflect actual costs incurred in meeting demands. In accordance with the recommendation contained within the guidance that the Police, Fire and Crime Commissioner should take ownership of the charging policy, as part of their overarching responsibility for the Police Fund, into which all receipts must be paid, this report outlines proposed changes to the schedule of charges from 1st January 2025 and 5th February 2025 for approval by the Commissioner. A schedule of charges will also be published on the Police, Fire and Crime Commissioner and Constabulary websites.
- 1.2.1 The ability to charge for police services is generally determined by statutory provisions. There are four main categories of charging which are examined in section 2 below.

2. Issues for Consideration

2.1 Special Policing Services

- 2.1.1 The provision of special police services (SPS) is made at the request of any person under section 25 of the Police Act 1996, which makes such services subject to the payment of charges as determined by the relevant Police, Fire and Crime Commissioner and Constabulary. Special Police Services generally relate to policing an event e.g., a pop concert, or series of events e.g., football matches. Special police services are provided over and above the core policing requirement to ensure public safety and the prevention of violence and disorder. Special policing services can only be provided at the request of an event organiser, and it will be for the Chief Constable to determine the level of policing that is required based on a risk assessment, which should then form the basis of a written contractual arrangement between the force and the event organiser. It will often be the case that licensing authorities will require assurance that adequate policing will be in place before granting a license for an event to take place.

2.1.2 The basis of charging depends on the nature of the event being policed. NPCC strongly advocate that policing of commercial events is on a full economic cost basis which includes the recovery of overheads. Cumbria Constabulary's calculations of full economic cost recovery for special policing services from 1st January 2025 are based on current rates of pay using the NPCC standardised rates as shown in **Appendix 1**.

2.1.3 Charging guidance does permit discretion to abate some or all special policing charges where an event is of a non-commercial nature i.e., charitable or community events, particularly where the effective policing of an event is seen as beneficial in building the trust and confidence of the community. Under the financial regulations this is subject to the approval of the Police, Fire & Crime Commissioner or Chief Constable.

2.2 Provision of Goods and Services to Third Parties

2.2.1 Under S18 of the Police Act 1996, as amended by Section 15 of the Police Reform and Social Responsibility Act 2011, Police and Crime Commissioners are granted the powers of the Local Authorities (Goods and Services) Act 1970 to supply goods or services to other bodies or persons. In practice the range of goods and services which can be provided under this power are limited in that they have to be supported by Police, Fire and Crime Commissioners' statutory powers. This means that such a service must spin off normal policing activity or be an activity, which is incidental to the provision of the police service.

2.2.2 There are services, which are common to all police forces and unique to the police service, for which the NPCC guidance sets out standard rates of charge across the service as outlined in the table in **Appendix 2**. These charges have been increased in line with NPCC guidance. Within this category there are also some charges which are fixed statutorily.

2.2.3 In a small number of instances charges vary from those advocated by NPCC to better reflect local costs in providing services.

2.2.4 In certain circumstances, services which support the police service may be provided in a competitive market environment - for example training in a particular skill. The general principle in these situations is that charges should at least recover the direct costs of supplying the service but could also be levied up to full economic cost dependent on market conditions.

2.2.5 Ancillary Costs can also be calculated by use of average actual cost. Whilst Force transport costs are reflected in the direct overheads, this would only account for the general use of vehicles for officers to travel to and from the event. Where specialist vehicles (e.g., horse boxes or traffic cars) are required and are fundamental to the deployment (e.g., escorting a wide or abnormal load) the cost of the additional vehicles can be calculated and charged as a supplementary item.

2.2.6 To ensure consistency, it is recommended that for purposes of charging for the escorting of wide and abnormal loads, that in addition to SPS cost of the officers involved, the vehicles and fuel costs are charged as per the rates as shown at **Appendix 5**.

2.3 **Charging for Services to Government Agencies**

2.3.1 The police service increasingly provides a range of services for, and with, other government agencies. These are often part of central government such as the Home Office Immigration Enforcement and His Majesty's Prison and Probation Service, but they may also be arms-length agencies with a quasi-commercial status.

2.3.2 Even where the purpose of activity supports the responsibilities of a separate government body or service, the police force may be securing benefits towards its own objectives. Recovery of costs should be based on Direct Costs and other specific costs incurred.

2.3.3 In the case of quasi-commercial activity, assessment of charges should start with the Operational Resource Costs and add all associated specific costs incurred in the provision of the service and a contribution towards overheads. Market conditions will either provide a practical constraint or allow Full Economic Cost Recovery to be utilised.

2.4 **Provision of Mutual Aid to other Forces**

2.4.1 Mutual Aid under Section 24 / Section 98 of the Police Act 1996 is the provision of policing assistance to another police force. This usually occurs in response to or in anticipation of a major event or incident or investigation.

2.4.2 Mutual aid arrangements cover a wide spectrum of incidents ranging from spontaneous deployments of relatively short duration in response to a major event to pre-planned or prolonged assistance for

example in investigating a major crime. NPCC guidance distinguishes between types of mutual aid through a grading system which reflects the characteristics of the event, that will then form the criteria for payment to the individuals involved and therefore the basis for cost recovery. In addition, the guidance provides for additional supplementary charges where specialised resources are provided. A national schedule of charge out rates for police officers to be used by all forces providing mutual aid is used.

2.4.3 Four main types of mutual aid are identified.

- Emergency/Spontaneous deployment
- Planned Deployment/Event
- Specialist Staff Deployments
- International/Overseas Deployments

A grading mechanism has been identified to reflect the characteristics of each deployment. The four grades are:

- Grade 0 Mutual Aid – Bank Holiday deployment
- Grade 1 Mutual Aid – 15 days' notice or less (emergency/spontaneous deployment)
- Grade 2 Mutual Aid – 16 days' notice or more (planned deployment/event)
- Grade 3 Mutual Aid – International Mutual Aid

The latest NPCC mutual aid charges are included in **Appendix 3** to this report.

2.4.4 Vehicle usage costs on mutual aid should be calculated according to an agreed rate per day as per **Appendix 4**. This includes elements for wear and tear and running costs. In the case of the provision of a vehicle only without staff, vehicles should be supplied fully fuelled and returned likewise. This practice will negate the administrative burden of recovering low levels of expense. Capital costs and depreciation, servicing, tyres, insurance etc. will be covered by that cost. For vehicles transporting staff on mutual aid, such as public order carriers then fuel is not covered by the stated cost and is an additional factor.

2.4.5 NPCC advocate that the provision of PCSOs and Police Staff support under mutual aid arrangements is legitimate, although this is likely to be less common. Deployment of police staff should be recompensed based on employable cost for that spinal column point at appropriate overtime rates. All other costs relating to the deployment of mutual aid staff should be agreed and charged to the host on an actual cost basis. In addition, NPCC guidance states that an administrative charge of 5% of the total of actual costs incurred also be levied to cover on costs such as uniform, equipment, insurance, and the costs of organising support, often at short notice.

3. Financial Comments

3.1 Schedules of revised charges are set out in the appendix to this report.

4. Legal Comments

4.1 The legal basis on which charges for Policing Services are made are set out in the report.

5. Risk Implications

5.1 There are no specific risks identified related to the charging policy.

6. HR / Equality Comments

6.1 N/A

7. I.T. Comments

7.1 N/A

8. Procurement Comments

8.1 N/A

APPENDICES

Appendix 1 - Special Policing Services

Appendix 2 - Other Charges

Appendix 3 - Mutual Aid Charges

Appendix 4 – Vehicle Cost Recovery

Appendix 5 – Vehicle Costs for Escorting Abnormal Loads

Special Policing Services charged under section 25 of the Police Act.

(Charges are based on NPCC Guidance for Charging of Police Services -January 2025).

Police Officers – Full Economic Cost Recovery Rates

Rank	2024 Charge per Hour Normal	2024 Charge per Hour Bank Holiday	2024 Charge per Hour Bank Holiday (less than 8 days notice)	2025 Charge per Hour Normal	2025 Charge per Hour Bank Holiday	2025 Charge per Hour Bank Holiday (less than 8 days notice)
Constable	82.08	109.44	164.15	88.09	108.32	140.71
Sergeant	102.37	136.5	204.75	111.33	136.53	178.83
Inspector	99.51	n/a	n/a	107.47	n/a	n/a
Ch Inspector	105.85	n/a	n/a	114.11	n/a	n/a
Superintendent	131.73	n/a	n/a	141.53	n/a	n/a
Ch Superintendent	n/a	n/a	n/a	162.9	n/a	n/a

Staff – Full Economic Cost Recovery Rates (January 2025)

Scale	2025 Charge per Hour £	2025 Charge per Hour - Bank Holiday £
PCSO	69.30	84.86
Police Staff £20,000 -£30,000	48.79	n/a
Police Staff £30,001 - £40,000	64.50	n/a
Police Staff £40,001 -£50,000	80.21	n/a
Police Staff £50,001 -£60,000	88.04	n/a
Police Staff £60,001 -£70,000	84.49	n/a
Police Staff £70,001 -£80,000	96.01	n/a
Police Staff £80,001 -£90,000	107.53	n/a
Police Staff Over £90,000	119.05	n/a

VAT may apply to charges for special policing services in circumstances where the service could be provided by other organisations. Please consult your financial services officer for further guidance.

Other Charges

(Charges are based on NPCC Guidance for Charging of Police Services January 2025)

2024/25 £		Jan-25 £
	Accident Reports	
123.30	Copy of Collision Report (full extract up to 30 pages)	125.90
5.50	Additional pages for same incident (per page)	5.60
43.80	Limited particulars (RT Act details)	44.70
43.80	Copy of self-reporting / minor accident form	44.70
30.40	Information / record search	31.10
702.85	Forensic Collision Investigator - Technical Report (Cumbria Decision*)	716.91
105.50	Forensic Collision Investigator - Reconstruction video	107.70
35.20	Forensic Collision Investigator - Rough Data (per page)	35.90
53.00	Copy of Scale plan - other than in collision report	54.20
87.90	Forensic Collision Investigator / Forensic Vehicle Examiner - Vehicle Examination Report (unless provided as full extract)	89.70
5.50	Forensic Collision Investigator / Forensic Vehicle Examiner - Reconstruction Report (unless provided as full report)	5.60
Per hour + 65.60	Forensic Collision Investigator - adhoc requested services	Per hour + 66.90
92.10	Specialist Report - (CCTV/Tachograph/Vehicle download) if separate	94.00
82.10	External Expert Report - requested by force	83.90
Cost + 82.10	External Expert Report - requested by external party	Cost + 83.90
	Copies of Photographs	
36.30	From Digital camera (per disc or contact sheet)	37.10
71.60	Curated photo sets (per 10 digital photos or part thereof)	73.10
Per hour + £36.30	Video footage - Police (handheld, d rome, vehicle mounted or body worn video) - Per hour rate for reviewing and redaction)	Per hour + 37.00
35.7	3D Virtual World - Simulations/Fly Thoughts - Already Prepared	36.40
Per hour + £35.7	3D Virtual World - Simulations/Fly Thoughts - Requested	Per hour + 36.40
36.30	Dashcam, Drone & CCTV Footage - Public/Private	37.00

*Forensic Collision Investigator – The NPCC charge for 2025 for this service is £540.10 but the locally agreed price is £716.91 per report to allow for full cost recovery.

2024/25 £		Jan-25 £
	Digital Data	
75.20	Laser scan data - Raw/Registered Point cloud	76.70
31.70	Skid test & survey data - Raw/Registered	32.40
75.20	Skid test & survey data - Digital mapping	76.70
75.20	Video recording aligned to digital mapping / survey data	76.70
75.20	Vehicle digital data download - IDR/Blackbox/Tachograph/Infotainment (cost per item)	76.70
	Copies of statements - other than in booklets	
45.30	Copy of statement (up to 3 pages)	46.20
5.50	Copy of additional pages (per page)	5.60
53.00	Copy of MG11 witness statement (witness agrees to disclosure of personal details)	54.20
70.00	Copy of MG 11 witness statement (witness not agreeing to disclosure of personal details)	71.40
177.70	Interview with Police Officer (per Officer)	181.40
177.70	Request for a statement to be written by Police Officer	181.40
70.50	Copy of interview record (only where prepared during investigative process)	71.90
105.50	Copy of VHS videotapes (provision for CJS)	107.70
105.80	Copies of audio tapes (provision for CJS)	108.00
34.00	Copies of CDs/DVDs	34.70
	Fingerprinting Fees	
99.30	One set	101.40
49.70	Additional sets thereafter (each)	50.70
	Requests for Disclosure of Information	
111.70	Request for information (up to 2 hours work)	114.10
37.50	Hourly rate for work above 2 hours (including redaction)	38.30
	National Guidance on Data Sharing for NPCC in respect of Association of British Insurers (ABI)	
158.90	Request for disclosure of Information held by the police (Guidance Appendix D (A))	162.30
No Charge	Request for Information held by police where there is evidence to suspect a fraudulent insurance claim (Schedule 2) (Guidance Appendix E)	No Charge
177.70	Interview with Police Officer (per officer) - (Guidance paragraph 6.20)	181.40

2024/25		Jan-25
£		£
	Other common items	
112.00	Crime report	114.30
44.70	MG5 - Offence Report	45.60
44.70	MG3 - Report to CPS for a charging decision, decision log and action plan	45.60
45.50	Incident / Call Log	46.50
67.30	Domestic Violence Report	68.70
22.60	Occurrence Summary	23.10
22.60	Custody Record	23.00
£44.50	Motor Salvage Operator Check (Cumbria Decision)	45.40
	ACRO Services - provided only to authorised agencies with a lawful basis to information	
16.00	PNC Names Enquiries	16.50
97.80	PNC Record Creation	100.00
33.00	International Criminal Convictions	34.00
65.00	Police Certificates - Standard Service	65.00
115.00	Police Certificates - Premium Service	115.00
90.00	International Child Protection Certificates	90.00
	Alarm URN Fees (set by Police Crime Prevention Initiatives)	
55.60	*Alarm Registration (Intruder)	56.70
55.60	*Alarm Registration (Panic Alarm)	56.70
67.10	*Lone Worker Devices up to 10,000	68.60
100.70	*Lone Worker Devices 10,001 - 50,000	102.80
134.30	*Lone Worker Devices 50,001 and over	137.10

* Fee rise is due from 1st April 2025

Intellectual Property Rights and Copyright					
£ Per image -2024/25		Still Images		£ Per image - Jan-25	
Time Limited Use	In Perpetuity	Usage	Region/Type	Time Limited Use	In Perpetuity
100.00	200.00	Books	UK	102.10	204.20
110.00	220.00		Europe	112.30	224.60
120.00	240.00		Worldwide	122.50	245.00
110.00	n/a	Newspapers & Magazines	Single Use	112.30	n/a
65.00	n/a	Internet	Non-commercial	n/a	132.70
175.00	n/a		Commercial	n/a	357.40
120.00	275.00	TV / Film	UK	122.50	280.80
175.00	350.00		Europe	178.70	357.40
275.00	550.00		Worldwide	280.80	561.60
£ per 15 seconds		Footage		£ per 15 seconds	
Time Limited Use	In Perpetuity	Usage	Region/Type	Time Limited Use	In Perpetuity
120.00	122.50	TV / Film	UK	122.50	250.10
175.00	178.70		Europe	178.70	377.80
275.00	280.80		Worldwide	280.80	597.30
65.00	n/a	Internet	Non-commercial	n/a	132.70
175.00	n/a		Commercial	n/a	357.40

The above Section 15 charges are generally subject to VAT at the current rate except where a service required by statute or authority direction.

Firearms Licensing Charges

(Set by Statute effective from 5th February 2025)

It should be noted that the charges below are set with reference to Statutory Instruments.

2024/25 £	Firearms Licensing Fees	Jan-25 £
88.00	Firearms Certificate grant	198.00
62.00	Firearms Certificate renewal	131.00
4.00	Firearms Certificate replacement	9.00
79.50	Shotgun Certificate grant	194.00
49.00	Shotgun Certificate renewal	126.00
4.00	Shotgun Certificate replacement	9.00
90.00	Shotgun Certificate grant (co-terminus / including Firearms Certificate)	202.00
65.00	Shotgun Certificate renewal (co-terminus / including Firearms Certificate)	155.00
20.00	Visitors Permit (Individual 1-5) per person	47.00
100.00	Visitors Permit (Group 6-20) in total	233.00
84.00	Home Office Club approval	84.00
200.00	Registered Firearms Dealer registration	466.00
200.00	Registered Firearms Dealer renewal	466.00
13.00	Game Fairs	30.00
20.00	Variation (not like for like)	47.00
200.00	Firearms Museum License	200.00

Other charges

(Set by Statute effective from 1st January 2025)

2024/25 £	Other Licensing Fees	Statutory Charges £
12.25	Peddler Certificates	12.25

Mutual Aid Charges

(Charges as per NPCC Guidance on Mutual Aid Cost Recovery 2024/25 from 1st April 2024 and are yet to be updated for 2025/26)

	Constable	Sergeant	Inspector	Ch Insp	Supt	Ch Supt
Grade 0 Mutual Aid						
Hourly Rate - BH	£57.32	£72.92	£55.29	£59.46	£73.06	£84.60
Grade 1 Mutual Aid						
Hourly Rate	£42.99	£54.69	£55.29	£59.46	£73.06	£84.60
Grade 2 Mutual Aid						
Hourly Rate	£38.12	£48.49	£55.29	£59.46	£73.06	£84.60
Grade 3 Mutual Aid						
Hourly Rate	£42.99	£54.69	£66.35	£71.35	£87.67	£101.52

Premium Factors for Specialised Resources

Following discussions with NPoCC, it has been concluded that the current premium factors are no longer valid. To rationalize this, NPoCC has suggested all Role Profiles will be categorized as **Individual Deployed Resources (IDR)**, apart from Horse and Marine Units, which will be categorized as **Team Deployed Resources (TDR)**.

The four gradings of Mutual Aid deployment are:

Grade 0 Mutual Aid is for Bank Holiday deployments.

Grade 1 Mutual Aid corresponds to an emergency/ spontaneous deployment. Notice of 0-15 days, de-minimis of 65 hours applies.

Grade 2 Mutual Aid corresponds to a planned deployment/event. Notice of over 16 days.

Grade 3 Mutual Aid corresponds to International Mutual Aid.

(Please note Grade 0 takes precedence, regardless of whether spontaneous or planned deployment of Mutual Aid.)

In all cases charges are based on hours worked plus travel. When in compliance with Home Office Circular 010/2012, 'away from home overnight allowances' and 'hardship allowances' are paid to officers held in reserve for mutual aid duties. The providing force will make a charge to the host force to retrieve the costs of making the allowances

Vehicle Cost Recovery

Provision of Vehicle Only	Daily Rate £	Miles Per Litre
Public Order Carrier	65.00	5
General Purpose Van	40.00	6
Electric ONLY Vehicle	54.00	N/A
Marked Car	45.00	6
Unmarked Car	35.00	7
Motorcycle	35.00	8
Firearms ARV	54.00	5
Armoured Vehicle	65.00	4
Other Specialist e.g. Mobile Police Station	130.00	N/A
Other Motorised Equipment	#	#

Recover actual cost on agree basis

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.

Where hybrid fuel vehicles are used, normal fuel mileage rates will be assumed, and battery charging will not be reimbursed.

For electric ONLY vehicles, battery-charging cost is included in daily rate. Any battery charging at host police location (where charging point available) will be provided by host free of charge.

Appendix 5

Vehicle Costs for Escorting Abnormal Loads

Vehicle Type	Daily Rate £	Miles Per Litre	Fuel Cost Per Mile £
Marked Car - petrol/diesel	45.00	6	0.2478
Marked Car - electric only	54.00	N/A	N/A
Motorcycle	35.00	8	0.1760