

SCOTTISH POLICE  
AUTHORITY

<b>Meeting</b>	<b>SPA Finance &amp; Investment Committee – Public Session</b>
<b>Date</b>	<b>9 August 2016</b>
<b>Location</b>	<b>Pacific Quay, Glasgow</b>
<b>Title of Paper</b>	<b>Charging for Goods and Services – Events and Other Services</b>
<b>Item Number</b>	<b>4</b>
<b>Presented By</b>	<b>James Gray, Interim Chief Financial Officer</b>
<b>Recommendation to Members</b>	<b>For Approval</b>
<b>Appendix Attached:</b>	<b>Appendix 1 - Accident Reports and Other Services</b>

**PURPOSE**

The purpose of this paper is to advise members of the annual review of the approved policy Charging for Goods and Services (Events and Other Services) and to seek approval for an uplift of the rates as detailed in the report to produce revised charges with effect from 1 September 2016.

## **1. BACKGROUND**

- 1.1 At its meeting on 26 August 2013, the Scottish Police Authority (SPA) Finance and Investment Committee approved a policy of full cost recovery in relation to charging for events and other services where the charges are not already set by statute. The policy is in line with the requirements of the Scottish Public Finance Manual (SPFM).
- 1.2 The Police and Fire Reform (Scotland) Act 2012 (sections 86 and 87), the Scottish Police Authority (Provision of Goods and Services) Order 2013 and other supporting legislation enables the Scottish Police Authority to both provide and charge for goods and services.

## **2 FURTHER DETAIL ON REPORT TOPIC**

- 2.1 On a fully costed basis, the SPA calculates and levies charges for the deployment of officers and staff at a range of non-statutory various events. These include (but not an exhaustive list): commercial events; sporting events; football matches and escort of abnormal loads. These deployment recharges are calculated on a full economic cost recovery basis.
- 2.2 Although Scottish Government establishes national fees for certain charges (e.g. firearms licences) which are recovered by the SPA, there are other services for which charges are made (such as the supply of accident reports) where the charges concerned are not set by statute. These items are services which are provided by Police Forces across the United Kingdom and are listed at Appendix 1 along with the current charge levied.
- 2.3 The SPA approved policy provides for a review and uplift of charges on an annual basis. The policy states that the full economic rates for Police Officers and Staff are reviewed in line with the annual pay settlement implementation dates. The revised charges, to take effect from 1 September 2016, will reflect the level pay award and the increased national insurance rate.
- 2.4 The existing policy provides for the abatement of charges based on a consistent application by local/event commanders. There is no proposal to change the policy of abatement at this stage.
- 2.5 Any changes to fees which are set by statute will be applied as and when these occur.

- 2.6 A review will be undertaken by the finance department over the next 12 months to ensure whether the current level of charges levied truly reflects full cost recovery. One key element of this will be consideration as to whether employer pension contribution rates should be included as a genuine recoverable cost.

### **3 FINANCIAL IMPLICATIONS**

- 3.1 Charges for Services of Police and other non-statutory services are proposed to be increased in line with the increase in pay costs.

### **4 PERSONNEL IMPLICATIONS**

- 4.1 There are no personnel implications as a consequence of this report.

### **5 LEGAL IMPLICATIONS**

- 5.1 The legislative power to charge for goods and services is defined as per paragraph 1.1 above. The formal contractual details of individual events/services, outlining the terms of service provision, will be documented in each case by a minute of agreement in line with the Charging for Services Standard Operating Procedure.

### **6 REPUTATIONAL IMPLICATIONS**

- 6.1 The implementation of the proposal contained within this report maintains the clear and consistent approach to Charging of Services of Police (Event and other Items), including a flexible approach to abatement for different types of event, (i.e. to abate charges for non commercial events).

### **7 SOCIAL IMPLICATIONS**

- 7.1 There are no social implications as a consequence of this report.

### **8 COMMUNITY IMPACT**

- 8.1 There are no community implications associated with this paper.

### **9 EQUALITIES IMPLICATIONS**

- 9.1 There are no equalities implications as a consequence of this report.

## 10 ENVIRONMENTAL IMPLICATIONS

10.1 There are no environmental implications associated with this paper.

### RECOMMENDATIONS

Members are requested to:

1. consider and approve an increase to the Charges for Services of Police Officers and staff in line with the increase in pay costs with effect from 1 September 2016;
2. consider and approve an increase in charges for other non statutory services in line with the increase in pay costs with effect from 1 September 2016;
3. to note that any changes to fees which are set by statute will be implemented as necessary.

Appendix 1

Charges for Non Statutory Services - Accident Reports & Other Services

ITEM	Rate 1 September 2015 – 31 August 2016
Supply of Accident Reports	£93.00
Search Fee (where the police have no information)	£93.00
Interview (after copy of accident report has been applied)	£152.50
<u>Supply of Photographs</u>	
per Print	£7.00
per Photocopy	£5.00
CD – per disk	£20.50
<u>Supply of Video / DVD</u>	
½ hour video/dvd	£71.00
1 hour video/dvd	£101.50
3 hour Video /dvd	£220.00
Supply of information about thefts, house breaking and occurrences	£93.00
Crash Investigator Accident Report	£439.50
Scale Plan (A3)	£121.00
Scale Plan (A1)	£243.00
3D Construction + preparation time	£607.00
Alarm Registration (incl VAT)	£44.50
Supply of Plans – Charges will depend on the type of service provided and equipment used.	

NB Rates are exclusive of VAT unless otherwise stated