

**Trading Standards Service**

**Fees 2011/2012**

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**All calibration, adjustment and verification fees are now subject to VAT other than those relating to verification work carried out under the Measuring Instruments (EEC Requirements) Regulations 1988 and certain other Community obligations. Fees for registration under the Poisons Act remain free of VAT. Officers should ensure that quotations given to customers and information provided to clerical staff for invoicing purposes make the VAT position clear.**

## SCHEDULE 1

**Weights and Measures Act 1985**  
**Annual Review of fees charged under sections**  
**11(5), 49(4), 74(2), 74(4), 76 and 77**  
**for the year 2011/2012**

	<b>Service Provided</b>	<b>Fee</b>
1.	<p><b><u>General.</u></b> A charge is made per officer hour spent at the place of submission of the equipment for the purposes of examination, adjustment, testing or retesting of the equipment. It should be noted that the time taken should be quoted on the account and must not include any time spent on research.</p> <p>The charge is £70.80 per hour for a Trading Standards Officer.</p> <p>Plus an additional £42.50 per hour for a Technical Assistant if required.</p>	<p>£70.80/hr</p> <p>£42.50/hr</p>
2.	<p><b><u>Out of Hours Work</u></b> Where work is required to be carried out at weekends, public holidays or outside the hours 07:30 to 18:30 there will be a supplement of 50% of the standard hourly rate.</p>	
3.	<p><b><u>Equipment Provided</u></b> Where by prior arrangement facilities in the form of manpower and/or relevant testing equipment are provided by the party submitting the item(s) a discount of up to 40% of the fee can be made. This discount is at the discretion of the Trading Standards Manager and will include situations where the party submitting the items provide a weighbridge testing truck.</p>	
4.	<p><b><u>Calibration Certificate</u></b> In all cases where a calibration certificate is required an additional fee of £29.00 will be charged.</p>	<p>£29.00</p>
5.	<p><b><u>Cancellation</u></b> In all cases where a test is cancelled when an officer is on site a charge shall be levied based on officer time for travel and on site at the standard hourly rate.</p>	
6.	<p><b><u>Hire of Equipment and Additional Charges</u></b></p>	
6(a)	<p>Hire of weights;</p>	
6(a)i	<p>Charge for hire of any quantity exceeding 250kg for up to 48 hours.</p>	<p>£48.00</p>
6(a)ii	<p>Charge for hire of any quantity not exceeding 250 kg for up to 48 hours</p>	<p>£20.00</p>
6(a)iii	<p>Charge per 1000kg or part thereof for each additional day</p>	<p>£4.80</p>
6(b)	<p>Where calibration certification is required charge for certificate</p>	<p>£29.00</p>

	<b>Service Provided</b>	<b>Fee</b>
<b>6(c)</b>	Hire of reference meter per day	£100
<b>6(d)</b>	Hire of other equipment charges to be determined by the Trading Standards Manager	

**SCHEDULE 2**

**POISONS ACT 1972**

**POISONS: Registration under Part II of the Poisons Act 1972**

<b>1</b>	<b>Initial Registration</b>	<b>£32.67</b>
<b>2</b>	<b>Re-registration</b>	<b>£17.22</b>
<b>3</b>	<b>Changes in details of registration</b>	<b>£ 8.80</b>