

Schedule of Fees





Schedule of Fees

HEA Member Organisation Turnover	Membership Fee
Up to and incl. £2M	£1,198
Over £2M and up to and incl. £5M	£1,498
Over £5M and up to and incl. £10M	£1,848
Over £10M and up to and incl. £15M	£2,198
Over £15M and up to and incl. £20M	£2,548
Over £20M	£2,999

Full membership will include a visit to the organisation's main premises by an auditor of the HEA, before the application is considered. The fee is £410 + VAT which will be paid by the organisation (n/a to HEA Client applicants).

HEA Member Organisation Type	Membership Fee
HEA Member	As table above
HEA-HEMSA Member	£1,500
HEA Client Member	£181

Note:

1. HEA Fees for membership have been held at all levels
2. Turnover is based on audited accounts for the member organisation
3. Membership fees are due by 1st January each year



HERS (Highway Electrical Registration Scheme) Schedule of Fees

Registration of Organisation

Type / Turnover of Organisation	Annual Organisation Registration Fee from 1 Jan 2020	No. of Contracting Office Audits Included in Fee
Less than £1m	£571	1
£1m up to £2m	£704	1
Over £2m up to £5m	£1,110	2
Over £5m up to £10m	£1,110	2
Over £10m up to £15m	£1,515	3
Over £15m up to £20m	£1,516	3
Over £20m	£1,921	4
Local Authority Client / Consultant ¹	£181	0
Labour only sub-contractor ² / Associated Highway Works — non electrical contractor ³ 1-5 employees	£181	0

¹Local Authority Client / Consultant means the local authority client or consultant. (Registration fees for local authority Direct Services Organisations will be based on the declared turnover of the DSO).

² Labour only sub-contractors means Organisations which provide services on a labour only basis and employ up to five registrable employees.

³ Associated Highway Works-non electrical contractor means an organisation or department of a Direct Services Organisation engaged wholly in non-electrical works in the Traffic Signs sector, or carrying out excavation and / or reinstatement activities.

Item	Fee
Issue, Renewal, Replacement or Change of employee ECS HERS Card	£30
ECS Highway Electrical version H&S Test	£30
Initial Organisation Assessment per Contracting Office (<i>Required for Organisations who are not registered to ISO 9001</i>)	£410
Biennial Technical Audit e.o. those included in the annual registration fee detailed above	£410
Technical Audit where previous audit actions o/s beyond 6 months - Per audit per contracting office	£620

Training Certificate Fees – see page 4 of this document.

Highway Electrical Skills Academy (HESA) certification or Lantra Awards certification in partnership with the Highway Electrical Skills Academy (formerly Highway Electrical Sector Academy) is required for those courses or combinations of courses as specified in the Contents pages of the Highway Electrical Training Specification. The certificates are available on application to the HESA.



NHSS8 / HERS Approved Training Organisations and Approved Trainers

Fees

Registration of Approved Trainers / Training Organisations

No. of Approved Trainers	Annual Registration Fee to 31 st March 2020	Audit per Site Visit to 31 st March 2020
1 - 3	£345	£410 ⁽⁴⁾
4 -10	£575	£410 ⁽⁴⁾
11+	£748	£410 ⁽⁴⁾

HESA certification is required for those courses or combinations of courses as specified in the Contents pages of the Highway Electrical Training Specification. The certificates are available on application to the HESA, as follows:

Effective Date	Certificate Fee (each)
From 1 st April 2019	£12.50

Where organisations are registered and approved for Apprenticeship VQ Training delivery and are not claiming individual certification for each learner per course, the following fees apply;

No. of Approved Trainers	Apprenticeship VQ Delivery Only Fee to 31 st March 2020	Audit per Site Visit to 31 st March 2020
1 - 3	£975 ⁽⁵⁾	£410 ⁽⁴⁾
4 -10	£1250 ⁽⁵⁾	£410 ⁽⁴⁾
11+	£1750 ⁽⁵⁾	£410 ⁽⁴⁾

Notes

- 1) Trainers will be approved for defined courses / modules
- 2) The annual registration fee will include an initial desktop assessment of each trainer to ensure they meet the appropriate requirements and are eligible for registration. If the desktop assessment does not satisfy the assessor a site visit will be required at the costs shown above.
- 3) The registration of Approved Trainers is for a maximum period of 12 months and unless re-registration is actioned by the Approved Trainer / Approved Training Organisation it will expire. In order to maintain registration, Approved Trainers will be required to have evidence of ongoing CPD and attend an up-dating seminar, which would usually be held annually.
- 4) Reference to the Requirements for Approved Training Organisations and Approved Trainers part 4.9 for centre auditing of 4 or more Trainers
- 5) The Apprenticeship course delivery fee only applies to centres that are not delivering training within the sector and claiming individual learner certificates



Approved PPA Centre Fees

Centre certification for 2019 will be issued on the receipt of payment from the 1st January 2019.

The annual cost of £1150.00 will cover the following areas:

- Initial Centre Approval
- Annual Licence Fee
- Review and approval of centre assessors
- Development of moderation and marking systems
- Moderation of Learner assessments
- Annual PPA centre meeting

An additional charge of £620 will apply under following conditions;

- Additional approval visits
- Investigations as a result of whistle blowing or allegation of maladministration, practice

You are reminded that you can charge up to a maximum of £175 per learner, with a maximum number of learners per day of 4. This charge excludes the centre day rate which includes travel and other associated costs

Where fees have not been received and certificate issued, PPA assessments will not be permitted.

(All fees charged are exclusive of VAT)

Highway Electrical News Display Rates & Order Form

Please note that any agency commission needs to be added to the rates shown below

For non-HEA Members					For HEA and HEA-HEMSA Members Only				
		1-2 (per issue)	3-5 (per issue)	6 (per issue)			1-2 (per issue)	3-5 (per issue)	6 (per issue)
Full Colour	Full Page	£1056	£978	£870	Full Colour	Full Page	£918	£850	£750
	Half Page	£746	£673	£596		Half Page	£648	£585	£518
	Quarter Page	£414	£389	£347		Quarter Page	£360	£338	£302
B&W	Full Page	£497	per issue		B&W	Full Page	£441 per issue		
Tender / Job Ads only	Half Page	£326	per issue		Tender / Job Ads only	Half Page	£288 per issue		
	Quarter Page	£184	per issue			Quarter Page	£162 per issue		
Classified Business Ads	Card	£57	per issue		Classified Business Ads	Card	£50 per issue		

Advertising Features/Loose inserts: Price on application

See Copy and Issue Dates separate sheet for artwork specification and copy dates