

# HEA

Highway Electrical Association

# Schedule of Fees



## Schedule of Fees

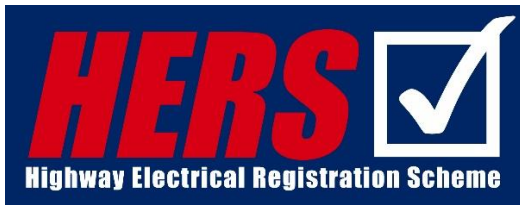
HEA Member Organisation Turnover	Membership Fee
Up to and incl. £2M	£1,400
Over £2M and up to and incl. £5M	£1,750
Over £5M and up to and incl. £10M	£2,175
Over £10M and up to and incl. £15M	£2,575
Over £15M and up to and incl. £20M	£2,980
Over £20M	£3,500

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	£1,750
HEA Client Member	£250

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 1<sup>st</sup> January each year



## Highway Electrical Registration Scheme (HERS) Schedule of Fees

### Registration of Organisation

Type / Turnover of Organisation	Annual Organisation Registration Fee from 1 <sup>st</sup> Jan 2021	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 <sup>1</sup>	£181	0
Labour only sub-contractor <sup>2</sup> / Associated Highway Works – non-electrical contractor <sup>3</sup> 1-5 employees	£181	0

<sup>1</sup>Local 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).

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

<sup>3</sup>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 to 31/03/24	Fee from 01/04/24
Issue, Renewal, Replacement or Change of employee ECS HERS Card	£35	£37
ECS Highway Electrical version H&S Test	£35	£37
Initial Organisation Assessment per Contracting Office (Required for Organisations who are not registered to ISO9001)	£410	£410
Biennial Technical Audit e.o. those included in the annual registration fee detailed above	£410	£410
Technical Audit where previous audit actions o/s beyond 6 months – Per audit per contracting office	£620	£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

### Schedule of Fees

### Registration of Approved Trainers / Training Organisations

No. of Approved Trainers	Annual Registration Fee to 31 <sup>st</sup> March 2022	Audit per Site Visit to 31 <sup>st</sup> March 2022
1 - 3	£345	£410 <sup>(4)</sup>
4 - 10	£575	£410 <sup>(4)</sup>
11+	£748	£410 <sup>(4)</sup>

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 <sup>st</sup> 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 <sup>st</sup> March 2022	Audit per Site Visit to 31 <sup>st</sup> March 2022
1 - 3	£975 <sup>(5)</sup>	£410 <sup>(4)</sup>
4 - 10	£1250 <sup>(5)</sup>	£410 <sup>(4)</sup>
11+	£1750 <sup>(5)</sup>	£410 <sup>(4)</sup>

Notes:

- Trainers will be approved for defined courses / modules
- 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.
- 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 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.
- Reference to the Requirements for Approved Training Organisations and Approved Trainers part 4.9 for centre auditing of 4 or more Trainers.
- 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 will be issued on the receipt of payment from 1<sup>st</sup> January each year.

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

PPA Certification: Any changes to issued certificates will be completed for a charge of £25.00

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)**

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

<b>For Non-HEA Members</b>				
		<b>1-2</b> <i>(per issue)</i>	<b>3-5</b> <i>(per issue)</i>	<b>6</b> <i>(per issue)</i>
<b>Full Colour</b>	Full Page	£1000	£975	£870
	Half Page	£725	£685	£600
	Quarter Page	£425	£400	£360
<b>Tender / Job Ads</b>	Half Page	£175 (per issue)		
	Quarter Page	£90 (per issue)		
<b>Classified Ad / Business Card</b>		£60 (per issue)		

<b>For HEA and HEA-HEMSA Members ONLY</b>				
		<b>1-2</b> <i>(per issue)</i>	<b>3-5</b> <i>(per issue)</i>	<b>6</b> <i>(per issue)</i>
<b>Full Colour</b>	Full Page	£900	£850	£750
	Half Page	£630	£595	£525
	Quarter Page	£370	£350	£315
<b>Tender / Job Ads</b>	Half Page	£150 (per issue)		
	Quarter Page	£80 (per issue)		
<b>Classified Ad / Business Card</b>		£50 (per issue)		

**Advertising Features/Loose inserts:** Price on application

See Copy and Issue Dates on separate sheet, including artwork specification.

Please tick the appropriate boxes indicating type of advert and number of issues and send to:

Highway Electrical News, c/o HEA, Highdown House, Littlehampton Rd., Ferring, West Sussex BN12 6PG or by email to [hen@thehea.org.uk](mailto:hen@thehea.org.uk)

<b>Organisation:</b>	
<b>Address:</b>	
<b>Contact Name:</b>	
<b>Contact Tel No.:</b>	
<b>Contacts Email Address:</b>	
<b>Purchase Order No.:</b>	
<b>Signed:</b>	
<b>Date:</b>	

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