



HTA Fees Consultation

Human Tissue Authority Licence
Fees – Proposals for Fees
structure from 1 April 2017

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Introduction

The HTA is consulting on changes to our licence fees structure. The current model has been in place since April 2011. Our approach is to review our fees structure routinely every five years and to determine budgets and the income required from fees annually, before we publish fee levels in December to come into effect on the following 1 April.

The aim of this consultation is to seek the views of stakeholders on the proposed new fee structure.

This document sets out the background to the changes we are proposing, a summary of the proposals, the rationale and details of how to respond. It includes an illustration of what fees would be, at 2016/17 levels, using the proposed fee structure.

After many years of reducing fee income through efficiencies, the HTA is likely to need an increase in the income we receive from fees to provide the budget required for 2017/18. The increase is to absorb cost pressures and enable us to maintain the quality of our work. We do not expect the increase to be more than £250,000 (approximately 5% of total budget). The budget required will be confirmed when we determine the staffing structure required, after the licensing and inspection review reports in the autumn, so we can notify fee levels at the usual time in December. This document also sets out maximum fee levels, using the proposed fee structure, should the budget increase be as much as £250,000.

Actual fees for 2017/18 will be announced after consideration by our Stakeholder Group and approval by the Authority in December 2016. Fees will reflect the outcome of the consultation and the budget agreed.

Our regulatory remit

The HTA is an Executive Non-Departmental Public Body (ENDPB) sponsored by the Department of Health. We were established under the Human Tissue Act (HT Act) 2004, which covers England, Wales and Northern Ireland, to regulate activities relating to the removal, storage, use and disposal of human tissue. The HTA is also the Competent Authority in the UK responsible for ensuring the safety of human tissue and cells used for patient treatment, in compliance with the European Union Tissue and Cells Directive (EUTCD). We are also the UK's Competent Authority for the European Union Organ Donation Directive (EUODD), ensuring the quality and safety of organs intended for transplantation.

We license approximately 850 premises (main licences and satellites) across six sectors; Public Display, Organ Donation & Transplantation, Human Application, Post Mortem, Research and Anatomy.

The HTA fulfils our remit through licensing and inspecting establishments, ensuring that these establishments meet standards on: consent, governance and quality systems, premises, facilities and equipment, and disposal. Our overall strategic goal is to protect the public's interests by ensuring that the removal, storage and use of human tissue and organs are undertaken safely and ethically, and with proper consent.

We also regulate, through an independent assessment process, the donation of solid organs from living people and fulfil a similar role for living donation of bone marrow and peripheral blood stem cells from children and adults who lack the capacity to consent. This function is funded by Grant-in-aid from the Department of Health and is outside the scope of this consultation.

Our approach to regulation and fees

The HTA's work on licensing and inspecting establishments, and the activities that support this, must be fully funded by the licence fees from each of the six sectors, in accordance with HM Treasury guidance. Licence fee income (approximately 73% of the HTA's total income) pays for a wide variety of activities associated with our regulatory remit, such as assessing licence applications, making licensing decisions and issuing licences, site visit inspections, providing advice and guidance to licensed establishments and providing IT systems to support regulation.

We are committed to reviewing and streamlining processes, including the way we charge licence fees. The current fees structure was put in place in 2011/12, following a fundamental review in 2010, and has served us well. However, since then there have been changes in the HTA's licensing and inspections process, such as our approach to inspecting satellites, and it is timely to review the fees structure to ensure the impact of these changes is reflected.

In addition, our own reflections and feedback from our stakeholders have led us to consider:

- Regulatory risk based charging
- Charging for non-compliance
- Whether there should be a different initial application fee for each sector (if the amount of work involved in granting a licence varies)
- The impact of accreditation by other bodies and collaboration between regulators

The following principles have underpinned this review:

- Fees must cover the costs of our regulatory work
- Fees should provide sufficient resource in order to maintain the quality of the HTA's regulatory approach and the work we do
- Fees should not generate excessive surpluses
- Fees should be as stable and predictable as possible, to aid establishments in forward planning
- There should be no cross-subsidisation between sectors
- The fee structure should be fair, transparent, easy to understand, and simple to implement for the HTA and all its licensed establishments
- The factors that determine fees should be evidence based

- The fee structure should reflect the role of the HTA as a supportive regulator, rather than be punitive, for example it should not discourage establishments from reporting events and incidents to the HTA

The HTA fees structure is driven by:

- The number and types of establishments in each sector
- The time we spend on regulating them

Our assessment of risk is reflected in the time we spend on regulating each sector. We have decided that a model based on a subjective assessment of risk would be less transparent as well as complex to administer.

The time we spend on regulating establishments also takes into account the extent to which we can collaborate with other regulators of our establishments and take assurance from the accreditation establishments may hold.

After thorough consideration, we are not proposing to charge separately for non-compliance as this would be counter to the supportive ethos of the HTA and we do not believe we should introduce to the fees structure anything that might discourage open reporting of issues to the HTA.

Efficiency and fees levels

The HTA has made significant efficiency savings since 2010, which we have passed on to establishments by reducing fees. The chart below shows how costs funded by licence fees, and therefore income from fees, has reduced over time.

Reduction in fee income since 2010/11



Having made these efficiencies, the scope for cost-cutting is now less and some regulation costs have increased. In 2016/17 we offset increasing costs by reducing and sub-letting our office space to keep the income we needed from fees to the same level as in 2015/16. We continue to exercise tight control over costs and we try to absorb the costs of new pressures, such as the demand for advice and guidance, the introduction of EU Directives, Brexit implications and the Better Regulation Agenda. We also want to make improvements to our services and for our stakeholders, for example by more horizon scanning, through the Licensing and Inspection review and our work with Designated Individuals. In 2017/18 it is likely that we will need a modest increase in our budget, and the funding from licence fees, to enable us to maintain the quality of our work and to meet these demands. The budget required will be confirmed when we determine the staffing structure required, after the licensing and inspection review reports in the autumn. We will then determine the precise level of any increase necessary in time to make the announcement of new fees at the usual time of December.

The allocation of HTA resources to sectors also impacts on fees. We review this each year to determine the fee income to be recovered from each sector and the fees we charge, to ensure there is no cross subsidisation. Even when overall fee income has remained stable, sector fees have changed. We are mindful of innovations and scientific developments and are reviewing our regulatory regime for the future. This may impact on the way we need to allocate our resources to regulate each sector appropriately and a different spread of costs across sectors. We intend to use the allocations in place in 2016/17 for 2017/18 fees, which represent the way the HTA regulates currently, and review these allocations more fundamentally for 2018/19 fees in the light of any changes.

Summary of proposed changes

The main changes we are proposing to the fees structure for 2017/18 are:

All sectors:

- **Setting different initial application fees for licences**, depending on the sector, to better reflect the time spent by regulation staff on assessing licence applications in each sector including performing Licence Application Assessment Visits (LAAVs)
- **Changing the banding for satellites to two groups (1-4 satellites and 5 or more satellites)** to better reflect regulatory activity. If there are five or more satellites, the HTA adopts a sampling approach rather than considering every satellite

Public Display:

- **Charging the same fee to all establishments** to reflect the similar levels of regulatory activity undertaken at each establishment across the sector regardless of the number of items held

Organ Donation & Transplantation:

- **Charging different fees based on the number of different organ types** to better reflect that regulatory activity, in particular inspection site visit activity, varies depending on the number of different organ types an establishment transplants

Human Application:

- **Introducing an additional fee for establishments that have five or more different types of tissue** as there is more regulatory activity, in particular inspection site visit activity, where establishments have five or more different tissue types compared to establishments with fewer tissue types

Post Mortem:

Charging fees within the Post Mortem sector depending on the activities undertaken:

- **post mortem examination**
- **storage** of the body of a deceased person or tissue from a deceased person for use for a scheduled purpose
- **removal** of tissue from the body of a deceased person, other than during a post mortem examination, for use for a scheduled purpose

The three activities generate different levels of regulatory activity, in particular inspection site visit activity

Research:

- **No changes are proposed to the annual fee structure for main licences in the Research sector** as regulatory activity is similar for each establishment in the sector and is therefore still best represented by charging all establishments the same annual fee

Anatomy:

- **No changes are proposed to the annual fee structure for main licences in the Anatomy sector** as regulatory activity is similar for each establishment in the sector and is therefore still best represented by charging all establishments the same annual fee

The full proposals for each sector's fee structure are set out in further detail in the Annexes:

- [Annex A: Public Display](#)
- [Annex B: Organ Donation & Transplantation](#)
- [Annex C: Human Application](#)
- [Annex D: Post Mortem](#)
- [Annex E: Research](#)
- [Annex F: Anatomy](#)

The Annexes include indicative fees for each sector. For comparative and illustrative purposes, we show:

- current 2016/17 fees
- what fees would be for 2017/18 using the proposed fee structure, if we recover the same amount as in 2016/17
- the maximum that fees would increase to in 2017/18, using the proposed fee structure, should the HTA need to increase our budget, and therefore income from fees, from 2016/17 levels.

The maximum increase in our budget to be funded by fees would be £250,000. So, under this proposed fee structure, fees would be within the range indicated. However, due to the way the model works, if there was a budget increase of £125,000, individual fees would not necessarily fall in the middle of the range. Final fees for 2017/18 will depend on decisions made following this consultation.

Consultation Questions

The HTA would like your views on the proposed changes. We would also like to better understand the impact they might have on your licensed establishment. We ask you to respond yes, no or not applicable and to explain your view or make comments on any part of the proposals in your response.

General

1. Do you think the proposed changes are clear and easy to follow?
2. Do you agree that the proposed changes strike the right balance between a fees structure that is simple and transparent and one that reflects individual features of regulating sectors and establishments?
3. Do you agree that the proposed changes reflect and balance the principles the HTA applies to the fees review? (covering the cost of regulatory work, not discouraging establishments working with the HTA, basing fees on evidenced factors etc.)
4. Do you agree that the proposed new satellite bands (with the same fee for each of the first four satellites and a smaller fee for the fifth and subsequent satellites) are appropriate?
5. What impact will the proposed changes have for your establishment, if any?

Public Display

6. Do you agree with the proposal that it is more appropriate to charge all establishments in this sector the same main site fee?

Organ Donation & Transplantation:

7. Do you agree with the proposal that it is fairer and more transparent to charge a fee that reflects the number of different types of organs each establishment is licensed for?

Human Application:

8. Do you agree with the proposal to charge an extra fee to establishments which have five or more different types of tissue (with the main site fee for other establishments reducing slightly)?

Post Mortem:

9. Do you agree with the proposal to charge a base licence fee with additional fees for specific activities (post mortem examination, storage and removal for a scheduled purpose)?

How to respond

The consultation is open from Monday 25 July – Friday 30 September.

Substantive responses can be submitted [online](#) by 30/09/2016. If you would like to respond by email please submit to feesconsultation@hta.gov.uk

Please provide:

- Your name
- Email address
- Phone number
- Establishment name (if any)
- Licences held (if any)
- Confirmation that we may publish your responses and/or your name? (please note our duty under the Freedom of Information Act, explained below)

There will be several opportunities to talk to us about the proposals during the consultation period, through webinars with Sue Gallone, Director of Resources. More details are available on the HTA's website: <https://www.hta.gov.uk/consultations/hta-licence-fees-consultation>

Consultation responses and next steps

Once the consultation closes all the responses received will be analysed. A summary of the consultation responses will be published on our website. Responses will inform our final fee structure proposals.

We will bring final fees proposals for 2017/18 to our Stakeholder Group for their views in October 2016 and then in November 2016 to the Authority for their approval.

Fees will depend on:

- the fees structure, which will be finalised following the outcome of this consultation
- the fee income the HTA requires in order to meet the costs of activity planned in 2017/18

Fees for 2017/18 will be published by the HTA in December 2016. The new fees are due to come into effect on 1 April 2017.

Government principles of engagement

The HTA follows the principles of engagement established by Government and set out in <http://www.cabinetoffice.gov.uk/sites/default/files/resources/Consultation-Principles.pdf>

As the proposals in this consultation document will affect our fee payers, we have set a ten-week consultation period.

Freedom of Information and Data Protection

Information provided in response to this consultation, including personal information, may be subject to publication or disclosure in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 1998 (DPA) and the Environmental Information Regulations 2004).

If you would like the information you provide to be treated as confidential, please be aware that under the FOIA, there is a statutory Code of Practice with which public authorities must comply. In view of this, it would be useful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the HTA.

The HTA will process your personal data in accordance with the DPA and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties.

Annexes: Proposals for 2017/18 fee structure by sector

Annex A: Public Display

Proposed Changes:

Overview

- Under these proposals, the main site annual fee for most establishments in this sector would reduce, although it would increase slightly for establishments with less than 20 items
- The fee for an application for a new licence in this sector would reduce

Application fee

- It is proposed that the application fee charged in the Public Display sector will be decreased from the present level (which is the same as all other sectors) to reflect that less HTA resource is needed to process applications for licences within this sector compared to others.
- The application fee for satellites will remain at approximately 20% of the application fee for the main licence.

Annual fee

- It is proposed that the same main annual fee will be charged to all establishments in the Public Display sector.
- The current banding of less than 20 items will be removed.
- This reflects that the HTA regulates all establishments within the sector in the same way, regardless of the number of holdings they have.

Satellites

- Satellite fees will continue to be set as a proportion of the main site annual fee, reflecting the relative amount of regulatory activity required for satellites.
- It is proposed that the banding for satellites will be changed to reflect the inspection approach where there are multiple satellites. Where there are one to four satellites, all will be inspected. Where there are five or more satellites, the HTA will sample satellites.
- A fee will be charged for each of satellites 1-4 that is approximately 15% of the main site annual fee. A fee for each of satellites 5+ will be charged at 50% of what satellites 1-4 are charged, approximately 7.5% of the main site fee. These proportions are well established and have not changed under these proposals.

- The current reduced fee for more than ten satellites will be discontinued as there is no change in regulatory activity beyond the fifth satellite.

Illustrative fees for Public Display:

	Current fees	Proposed fees, recovering 2016/17 budget	Possible maximum fees, recovering £250k more than in 2016/17
Main site:			
Annual fee	£1,500	£1,000	£1,050
Less than 20 items	£800	-	-
Plus for satellites:			
Each of satellites 1-3	£200	-	-
Each of satellites 1-4	-	£200	£200
Each of satellites 4-10	£100	-	-
Each of satellites 5+	-	£100	£100
Each of satellites 11+	£75	-	-
Application fees:			
Main site	£2,800	£2,500	£2,500
For each satellite	£550	£550	£550

Examples of fees (current and potential range):

Organisation	Activity	Current fees	Proposed fees, recovering 2016/17 budget	Possible maximum fees recovering £250k more than in 2016/17
Small number of holdings, no satellites	Main site annual fee	-	£1,000	£1,050
	Less than 20 items	£800	-	-
	Total annual fee	£800	£1,000	£1,050
Larger number of holdings, six satellites	Main site annual fee	£1,500	£1,000	£1,050
	Satellites 1-3	£600	-	-
	Satellites 1-4	-	£800	£800
	Satellites 4-10	£300	-	-
	Satellites 5+	-	£200	£200
	Total annual fee	£2,400	£2,000	£2,050

Annex B: Organ Donation & Transplantation

Proposed Changes:

Overview

- Fees charged to establishments would differ from the present arrangement and will depend on the number of different types of organs transplanted at an establishment
- At 2016/17 budget levels, most establishments would be charged a similar fee to present, although some would move to a different banding and see a change
- The fee for an application for a new licence in this sector would reduce

Application fee

- It is proposed that the application fee charged in the Organ Donation and Transplantation sector will be decreased from the present level (which is the same as all other sectors) to reflect that less HTA resource is needed to process applications for licences within this sector compared to others.

Annual fee

- It is proposed that instead of an annual fee at different levels, which was calculated based on an assessment of the resource required to regulate each establishment, a base annual fee will be introduced plus a further annual fee which depends on the number of *different* organ types transplanted will be introduced.
- The bandings for the additional charges are: a) One or two organ types, b) Three organ types, c) Four organ types and d) Five and more organ types.
- This reflects the activity required to regulate establishments where different numbers of types of organs are transplanted. Relating fees to the numbers of types of organs is more objective and transparent.
- There will still be a separate fee for the organisation responsible for procuring organs from deceased donors, reflecting the resource necessary to regulate that organisation.

Illustrative fees for Organ Donation & Transplantation:

	Current fees	Proposed fees recovering 2016/17 budget	Possible maximum fees, recovering £250k more than in 2016/17
Annual fee:			
Base fee	-	£3,400	£3,600
Plus 1-2 organ types	-	£2,200	£2,300
Fee level 1	£5,850	-	-
Plus 3 organ types	-	£4,400	£4,700
Fee level 2	£7,500	-	-
Plus 4 organ types	-	£5,700	£6,300
Fee level 3	£9,200	-	-
Plus 5+ organ types	-	£7,300	£7,900
Fee level 4	£11,700	-	-
Organisation responsible for procuring organs from deceased donors	£15,850	£22,500	£28,000
Application fee	£2,800	£2,500	£2,500

Examples of fees (current and potential range):

Organisation	Activity	Current fees	Proposed fees recovering 2016/17 budget	Possible maximum fees recovering £250k more than in 2016/17
Current level 1 establishment, 1 organ types	Base annual fee	-	£3,400	£3,600
	1-2 organ types	-	£2,200	£2,300
	Fee level 1	£5,850	-	-
	Total annual fee	£5,850	£5,600	£5,900
Current level 4 establishment, 4 organ types	Base annual fee	-	£3,400	£3,600
	ODT: 4 organ types	-	£5,700	£6,300
	ODT: Fee level 4	£11,700	-	-
	Total annual fee	£11,700	£9,100	£9,900

Annex C: Human Application

Proposed Changes:

Overview

- Under these proposals, an establishment with five or more different tissue types would see a fee increase
- Establishments with four or fewer different tissue types would see a decrease
- Fees for establishments with eleven or more satellites would increase
- The fee for an application for a new licence in this sector would increase

Application fee

- It is proposed that the application fee charged in the Human Application sector will be increased to reflect the HTA resource needed to process applications for licences within this sector, which are more complex and resource intensive than in other sectors.
- The application fee for satellites will remain at approximately 20% of the application fee for the main licence. As the application fee for a main licence will be higher, the application fee for satellites will also increase.

Annual fee

- Alongside the base annual fee and fees for activities the establishment undertakes, it is proposed that there will be an additional fee for establishments that have five or more different types of tissue.
- This reflects the additional activity required to regulate these establishments.
- The seven activity charges will remain as additional charges to the base licence fee and there will be an additional fee for establishments with five or more different tissue types. The relative additional proportion of time it takes to regulate where there are more tissue types has been assessed as equivalent to the activities of procurement, testing and storage.
- The fee for import reflects the current work required and does not take account of the resource implications for the HTA of the EU Directive on Coding and Import.

Satellites

- Satellite fees will continue to be set as a proportion of the main site annual fee, reflecting the relative amount of regulatory activity required for satellites.
- It is proposed that the banding for satellites will be changed to reflect the approach where there are multiple satellites. Where there are one to four satellites, all will be inspected. Where there are five or more satellites, the HTA will sample satellites.
- A fee will be charged for each of satellites 1-4 that is approximately 35% of the average main site annual fee. A fee for each of satellites 5+ will be charged at 50%

of what satellites 1-4 are charged, approximately 17.5% of the main site fee. These proportions are well established and have not changed under these proposals.

- The current reduced fee for more than ten satellites will be discontinued as there is no change in regulatory activity beyond the fifth satellite.

Illustrative fees for Human Application:

	Current fees	Proposed fees recovering 2016/17 budget	Possible maximum fees, recovering £250k more than 2016/17 budget
Main site:			
Base annual fee	£4,850	£4,750	£5,000
5+ tissue types	-	£800	£875
Processing	£2,425	£2,350	£2,550
Procurement	£800	£800	£875
Testing	£800	£800	£875
Storage	£800	£800	£875
Distribution	£400	£400	£450
Import	£400	£400	£450
Export	£400	£400	£450
Plus for satellites:			
Each of satellites 1-3	£2,700	-	-
Each of satellites 1-4	-	£2,700	£2,950
Each of satellites 4-10	£1,350	-	-
Each of satellites 5+	-	£1,350	£1,450
Each of satellites 11+	£900	-	-
Application fees:			
Main site	£2,800	£4,000	£4,000
For each satellite	£550	£800	£800

Examples of fees (current and potential range):

Organisation	Activity	Current fees	Proposed fees recovering 2016/17 budget	Possible maximum fees recovering £250k more than 2016/17 budget
Establishment with range of activities and no satellites	Base annual fee	£4,850	£4,750	£5,000
	Processing	£2,425	£2,350	£2,550
	Procurement	£800	£800	£875
	Testing	£800	£800	£875
	Storage	£800	£800	£875
	Distribution	£400	£400	£450
	Total annual fee	£10,075	£9,900	£10,625
Establishment with range of activities, five or more tissue types and five satellites	Base annual fee	£4,850	£4,750	£5,000
	5+ tissue types	-	£800	£875
	Processing	£2,425	£2,350	£2,550
	Procurement	£800	£800	£875
	Testing	£800	£800	£875
	Storage	£800	£800	£875
	Distribution	£400	£400	£450
	Import	£400	£400	£450
	Export	£400	£400	£450
	Satellites 1-3	£8,100	-	-
	Satellites 1-4	-	£10,800	£11,800
	Satellites 4-10	£2,700	-	-
	Satellites 5 or more	-	£1,350	£1,450
	Total annual fee	£21,675	£23,650	£25,650

Annex D: Post mortem

Proposed Changes:

Overview

- At 2016/17 budget levels, under these proposals, the main site fee for establishments that undertake all licensed activities would remain the same
- Fees would reduce if not all activities are undertaken, or remain the same for storage only establishments
- Fees for establishments with storage only satellites would increase
- Fees for establishments with four or more satellites would increase
- The fee for an application for a new licence in this sector would decrease

Application fee

- It is proposed that the application fee charged in the Post Mortem sector will be decreased from the present level (which is the same as all other sectors) to reflect that less HTA resource is needed to process applications for licences within this sector compared to others.
- The application fee for satellites will remain at approximately 20% of the application fee for the main licence.

Annual fee

- Instead of the same annual fee for each establishment, with a reduced fee for storage only establishments, it is proposed that there will be a base annual fee plus an annual fee for the activities undertaken by each establishment.
- The activities that will be charged for separately are:
 - **post mortem examination**
 - **storage** of the body of a deceased person or tissue from a deceased person for use for a scheduled purpose
 - **removal** of tissue from the body of a deceased person, other than during a post mortem examination, for use for a scheduled purpose
- This better reflects the activity required to regulate these activities.

Satellites

- Satellite fees will continue to be set as a proportion of the main site annual fee, reflecting the relative amount of regulatory activity required for satellites.
- It is proposed that the banding for satellites will be changed to reflect the approach where there are multiple satellites. Where there are one to four satellites, all will be inspected. Where there are five or more satellites, the HTA will sample satellites.

- A fee will be charged for each of satellites 1-4 that is approximately 35% of the average main site annual fee. A fee for each of satellites 5+ will be charged at 50% of what satellites 1-4 are charged, approximately 17.5% of the main site fee. These proportions are well established and have not changed under these proposals.
- The current reduced fee for more than ten satellites will be discontinued as there is no change in regulatory activity beyond the fifth satellite.
- The current lower fee for satellites with storage only would be discontinued as activity at satellites does not affect the HTA's regulatory activity.

Illustrative fees for Post Mortem:

	Current fees	Proposed fees recovering 2016/17 budget	Possible maximum fees, recovering £250k more than 2016/17 budget
Main site:			
Base annual fee	£5,100	£2,700	£2,900
Storage only licence	£3,000	-	-
PM examination	-	£1,900	£2,000
Storage	-	£250	£275
Removal for a scheduled purpose	-	£250	£275
Plus for satellites:			
Each of satellites 1-3	£1,800	-	-
Each of satellites 1-4	-	£1,800	£1,850
Each of satellites 4-10	£900	-	
Each of satellites 5+	-	£900	£925
Each of satellites 11+	£600	-	-
Storage only satellite	£750	-	-
Application fees:			
Main site	£2,800	£2,500	£2,500
For each satellite	£550	£550	£550

Examples of fees (current and potential range):

Organisation	Activity	Current fees	Proposed fees recovering 2016/17 budget	Possible maximum fees recovering £250k more than 2016/17 budget
Establishment undertaking all activities with two storage only satellites	Base annual fee	£5,100	£2,700	£2,900
	PM examination	-	£1,900	£2,000
	Storage	-	£250	£275
	Removal for a scheduled purpose	-	£250	£275
	Satellites 1-4	-	£3,600	£3,700
	PM Storage only satellite	£1,500	-	-
	Total annual fee	£6,600	£8,700	£9,150
Storage only establishment with one storage only satellite	Base annual fee	-	£2,700	£2,900
	Storage only licence	£3,000	-	-
	Storage	-	£250	£275
	Satellites 1-3	-	£1,800	£1,850
	PM Storage only satellite	£750	-	-
	Total annual fee	£3,750	£4,750	£5,025

Annex E: Research

Proposed Changes:

Overview

- At 2016/17 budget levels, the main site annual fee would remain the same under these proposals
- Fees for establishments with four or more satellites would increase
- The fee for an application for a new licence in this sector would decrease

Application fee

- It is proposed that the application fee charged in the Research sector will be decreased from the present level (which is the same as all other sectors) to reflect that less HTA resource is needed to process applications for licences within this sector compared to others.
- The application fee for satellites will remain at approximately 20% of the application fee for the main licence.

Annual fee

- It is proposed to continue with the arrangement that each establishment in this sector is charged the same main annual fee, as all are regulated in a similar way.

Satellites

- Satellite fees will continue to be set as a proportion of the main site annual fee, reflecting the relative amount of regulatory activity required for satellites.
- It is proposed that the banding for satellites will be changed to reflect the approach where there are multiple satellites. Where there are one to four satellites, all will be inspected. Where there are five or more satellites, the HTA will sample satellites.
- A fee will be charged for each of satellites 1-4 that is approximately 25% of the main site annual fee. A fee for each of satellites 5+ will be charged at 50% of what satellites 1-4 are charged, approximately 12.5% of the main site fee. These proportions are well established and have not changed under these proposals.
- The current reduced fee for more than ten satellites will be discontinued as there is no change in regulatory activity beyond the fifth satellite.

Illustrative fees for Research:

	Current fees	Proposed fees recovering 2016/17 budget	Possible maximum fees, recovering £250k more than 2016/17 budget
Main site:			
Main site annual fee	£3,000	£3,000	£3,150
Plus for satellites:			
Each of satellites 1-3	£750	-	
Each of satellites 1-4	-	£750	£775
Each of satellites 4-10	£375	-	
Each of satellites 5+	-	£375	£375
Each of satellites 11+	£250	-	
Application fees:			
Main site	£2,800	£2,500	£2,500
For each satellite	£550	£550	£550

Examples of fees (current and potential range):

Organisation	Activity	Current fees	Proposed fees recovering 2016/17 budget	Possible maximum fees recovering £250k more than 2016/17 budget
Establishment with two satellites	Main site annual fee	£3,000	£3,000	£3,150
	Satellites 1-3	£1,500	-	
	Satellites 1-4	-	£1,500	£1,550
	Total annual fee	£4,500	£4,500	£4,700
Establishment with six satellites	Main site annual fee	£3,000	£3,000	£3,150
	Satellites 1-3	£2,250	-	-
	Satellites 1-4	-	£3,000	£3,100
	Satellites 4-10	£1,125	-	-
	Satellites 5+	-	£750	£750
	Total annual fee	£6,375	£6,750	£7,000

Annex F: Anatomy

Proposed Changes:

Overview

- At 2016/17 budget levels, the main site annual fee would remain the same under these proposals
- Fees for establishments with four or more satellites would increase
- The fee for an application for a new licence in this sector would decrease

Application fee

- It is proposed that the application fee charged in the Anatomy sector will be decreased from the present level (which is the same as all other sectors) to reflect that less HTA resource is needed to process applications for licences within this sector compared to others.
- The application fee for satellites will remain at approximately 20% of the application fee for the main licence.

Annual fee

- It is proposed to continue with the arrangement that each establishment in this sector is charged the same main annual fee, as all are regulated in a similar way.

Satellites

- Satellite fees will continue to be set as a proportion of the main site annual fee, reflecting the relative amount of regulatory activity required for satellites.
- It is proposed that the banding for satellites will be changed to reflect the approach where there are multiple satellites. Where there are one to four satellites, all will be inspected. Where there are five or more satellites, the HTA will sample satellites.
- A fee will be charged for each of satellites 1-4 that is approximately 15% of the main site annual fee. A fee for each of satellites 5+ will be charged at 50% of what satellites 1-4 are charged, approximately 7.5% of the main site fee. These proportions are well established and have not changed under these proposals.
- The current reduced fee for more than ten satellites will be discontinued as there is no change in regulatory activity beyond the fifth satellite.

Illustrative fees for Anatomy:

	Current fees	Proposed fees recovering 2016/17 budget	Possible maximum fees, recovering £250k more than 2016/17 budget
Main site:			
Annual fee	£2,150	£2,150	£2,350
Plus for satellites:			
Each of satellites 1-3	£350	-	
Each of satellites 1-4	-	£350	£350
Each of satellites 4-10	£175	-	
Each of satellites 5+	-	£175	£175
Each of satellites 11+	£120	-	
Application fees:			
Main site	£2,800	£2,500	£2,500
For each satellite	£550	£550	£550

Examples of fees (current and potential range):

Organisation	Activity	Current fees	Proposed fees recovering 2016/17 budget	Possible maximum fees recovering £250k more than 2016/17 budget
Establishment with two satellites	Main site annual fee	£2,150	£2,150	£2,350
	Satellites 1-3	£700	-	-
	Satellites 1-4	-	£700	£700
	Total annual fee	£2,850	£2,850	£3,050
Establishment with four satellites	Main site annual fee	£2,150	£2,150	£2,350
	Satellites 1-3	£1,050		
	Satellite 4	£ 175		
	Satellites 1-4		£1,400	£1,400
	Total annual fee	£3,375	£3,550	£3,750