

Primary Authority and Business Advice – How much does it cost?

Charging under a Primary Authority Partnership is on a cost recovery basis and, in Nottinghamshire, for 2015-16, is at £61.50 per hour. The amount of time required will depend on the amount of time agreed according to the needs of your business and therefore varies between partnerships.

The cost of the initial set up is charged at £61.50 per hour and includes the time spent on initial meetings; the analysis of previous history of the business and the administration involved in formalising the partnerships with the Better Regulation Delivery Office (BRDO) who oversee the partnerships. This will vary but we will normally charge for 3 hours unless otherwise agreed.

As part of the Primary Authority Partnership we will offer the following services as standard:

- Co-ordination of enquiries from other local authorities/regulators/members of the public and communicating with them.
- On-going strategic support for the business: this includes professionally qualified officers providing comprehensive advice and guidance and attending regular meetings with the partner business.

The types of activities that can be included in the work of the Primary Authority Partnership are:

- Referrals
- Trade Enquiries
- Regular Meetings
- Issuing of Primary Authority Advice
- Complaints and trend Analysis
- Review of processes and procedures
- Review of terms and conditions
- Legislation Updates
- Staff training
- Other activities as agreed between the parties.

The exact mixture can be agreed to suit the requirements of each business.

Primary Authority fees are charged at the beginning of the agreement and therefore we would need to agree with you the amount of time you would like to include, using our previous contact with you, and the type of support you would like going forward, as a basis.

By arranging the number of hours in advance you will be securing the time of your Primary Authority officer for the coming year as well as securing the other benefits of being in a Primary Authority Partnership. These hours are pre-allocated and non-refundable.

Agreements run in line with the financial year 1st April to 31st March. Therefore any partnerships entered into are likely to be agreed on a pro-rata basis for Year 1 and then will be reviewed and renewed on 1st April in subsequent years.

Additional hours may be provided on request, if resources are available, at an hourly charge of £61.50.

Pay As You Go advice

Nottinghamshire County Council Trading Standards offers support to businesses outside of Primary Authority Partnerships if resources are available when requests are received. The hourly rate for Pay As You Go advice is £77 per hour.

1st April 2015