

Appendix 1

Review of Licenced Activities and Charges

Costs Associated with the Provision of Licences and Services

The costs to provide the services detailed in the report have been fully reassessed. Each stage of the process to grant a licence or permission has been evaluated and costed. The costs for administration and technical assessment for each service have been established using information gathered by the staff involved, by recording their activities and time taken. In addition, oncosts have been included, to cover expenditure such as the bespoke software used (Alloy) and its annual licence fee.

Other expenditure such as mileage, to visit each location has been estimated and included for each activity based on the number of technical staff, their work locations, and the volume of each type of licence received each year.

Actual costs incurred by the council in administering and granting of licences, for each application type, are as follows:

Skips			
Activity	Hrs	Rate/hr	£
Administration (receipt)	0.5	25.00	12.50
Technical (assessment)	1	35.00	35.00
Administration (finance and licence issue)	0.5	25.00	12.50
Mileage (average)	25	0.45/mile	11.25
Sub totals			71.25
30% uplift for oncosts (including a contribution to Alloy system)			21.375
Grand total			92.63
Proposed new charge			95.00

Scaffold			
Activity	Hrs	Rate/hr	£
Administration (receipt)	0.5	25.00	12.50
Technical (assessment)	3.5	35.00	122.50
Administration (finance and licence issue)	0.5	25.00	12.50
Mileage (average)	25	0.45/mile	11.25
Sub totals			158.75
30% uplift for oncosts (including a contribution to Alloy system)			47.63
Grand total			206.38
Proposed new charge			210.00

Hoarding			
Activity	Hrs	Rate/hr	£
Administration (receipt)	0.5	25.00	12.50
Technical (assessment)	3.5	35.00	122.50
Administration (finance and licence issue)	0.5	25.00	12.50
Mileage (average)	25	0.45/mile	11.25
Sub totals			158.75
30% uplift for oncosts (including a contribution to Alloy system)			47.63
Grand total			206.38
Proposed new charge			210.00

Temporary Structure			
Activity	Hrs	Rate/hr	£
Administration (receipt)	0.5	25.00	12.50
Technical (assessment)	3.5	35.00	122.50
Administration (finance and licence issue)	0.5	25.00	12.50
Mileage (average)	25	0.45/mile	11.25
Sub totals			158.75
30% uplift for oncosts (including a contribution to Alloy system)			47.63
Grand total			206.38
Proposed new charge			210.00

Deposit of Materials			
Activity	Hrs	Rate/hr	£
Administration (receipt)	0.5	25.00	12.50
Technical (assessment)	1	35.00	35.00
Administration (finance and licence issue)	0.5	25.00	12.50
Mileage (average)	25	0.45/mile	11.25
Sub totals			71.25
30% uplift for oncosts (including a contribution to Alloy system)			21.375
Grand total			92.63
Proposed new charge			95.00

Event Signing			
Activity	Hrs	Rate/hr	£
Administration (receipt)	0.5	25.00	12.50
Technical (assessment)	1	35.00	35.00
Administration (finance and licence issue)	0.25	25.00	6.25
Mileage (average)	5	0.45/mile	2.25
Sub totals			56.00
30% uplift for oncosts (including a contribution to Alloy system)			16.80
Grand total			72.80
Proposed new charge			75.00

Developer Signing			
Activity	Hrs	Rate/hr	£
Administration (receipt)	0.5	25.00	12.50
Technical (assessment)	1	35.00	35.00
Administration (finance and licence issue)	0.5	25.00	12.50
Mileage (average)	25	0.45/mile	11.25
Sub totals			71.25
30% uplift for oncosts (including a contribution to Alloy system)			21.38
Grand total			92.63
Proposed new charge			95.00

Access Protection Markings			
Activity	Hrs	Rate/hr	£
Administration (receipt)	0.5	25.00	12.50
Technical (assessment)	1	35.00	35.00
Administration (finance and licence issue)	0.5	25.00	12.50
Mileage (average)	20	0.45/mile	9.00
Sub totals			69.00
30% uplift for oncosts (including a contribution to Alloy system)			20.70
Additional contractor costs for installation of lining			95.00
Grand total			184.70
Proposed new charge			175.00

Dropped Kerb Access			
Activity	Hrs	Rate/hr	£
Administration (receipt)	0.5	25.00	12.50
Technical (assessment)	2.5	35.00	87.50
Administration (finance and licence issue)	0.5	25.00	12.50
Mileage (average)	25	0.45/mile	11.25
Sub totals			123.75
30% uplift for oncosts (including a contribution to Alloy system)			37.13
Grand total			160.88
Proposed new charge			160.00