

## Appendix 1

### **The Tattoo Convention at Tobacco Dock - Massage and Special Treatment Licence Fee**

There will be around 300 tattooists operating at the tattoo convention over 3 days. The cost of administration of the licensing process is estimated at:

	<b>Tattoo Convention (including the 4.8% inflation increase)</b>
Cost of Training and consistency	£323
Management and Policy Development	£208.50
Licensing Committee and Policy	£266
IT Support and development	£208.50
Officer (s) time	£1,135
<b>Total</b>	<b>£2,141</b>

The cost of enforcement of the events is estimated at:

	<b>Tattoo Convention (including the 4.8% inflation increase)</b>
Enforcement Fee to be charged if licence is granted	<b>£1013</b>

### **Licence Fees**

<b>Process</b>	<b>Tattoo Convention (3 days) (including the 4.8% inflation rise and incremental drift)</b>
Receipt of application, dealing with the fee	<b>(Admin Officer rate £23.28)</b>  1 hour
Application Review Organisers procedural documentation, correspondence	<b>(Officer 1 rate £35.12)</b>  20 Hours (Officer 1)

Pre Event planning Meetings / post event debrief	5 hours (Officer 1)
Consultation – (Emergency Service)	1 hour (Officer 1)
Officer Administration	3 hours (Officer 1)
Issue Licence	1 hour (Officer 1)
Inform consultees	1 hour (Officer 1)
Administration of licence	1 hour (Admin Officer)
<b>Total Officer 1</b>	31 hours at £35.12ph = <b>£1088.72</b>
<b>Total Admin Officer</b>	2 hours at £23.28ph= <b>£46.56</b>
<b>Total</b>	<b>£1,135.28</b>

### Enforcement Fees

	<b>Tattoo Convention (including the 4.8% inflation rise and incremental drift)</b>
Travel and Inspection	<b>(Officer rate £35.12 Officer 2 rate £30.42)</b>  Day 1 5 hrs (Officer 1) 5 hrs (Officer 2) Day 2 5 hours (Officer 1) 5 Hours (Officer 2) Day 3 5 hours (Officer 1) 5 Hours (Officer 2)
<b>Total Officer 1</b>	15 hours at £35.12ph= 526.80
<b>Total Officer 2</b>	15 hours at £30.42ph= £456.30

<b>Travel and Expenses</b>	£30.00
<b>Total</b>	<b>£1013.10</b>