

Appendix One

Performing Animals Registration and Variation/Issuing new Certificate of Registration

In the last 6 years there have been 3 Performing Animals Registration Certificates issued in the borough, the most recent of these being in February 2014 in respect of a cat café in Bethnal Green.

There is a one off charge for a Performing Animals Registration. In 2014 there was one application processed.

Total cost of Registration £360

Total cost of Variation £ 269

| Process – New Application | Officer | Administration Officer |
|--|----------------------------|-------------------------------|
| 1. Receipt of application, dealing with the fee | | 1 hour |
| 2. Application Review | 2 hour | |
| 3. Consultation | 1 hour | |
| 4. Inspection | 3.5.hours | |
| 5. Officer Administration | 2 hours | |
| 6. Re-inspection | 2 hours | |
| 7. Issue | 1 hour | |
| 8. Inform consultees | 1hour | |
| 9. Administration of licence maintaining public register | | 1 hour 30 minutes |
| Total | 12 hours 30 minutes | 2 hours 30 minutes |
| | | |
| Process - Variation | Officer | Administration Officer |
| Same as 1-9 above except that there is unlikely to be a 2 hour Re-inspection only. | | |
| Total | 9 hours | 2 hours 30 minutes |

Officer cost £25.75 per hour

Admin officer cost £15.13 per hour