

APPENDIX 1

Tattoo Collective- Old Truman's Brewery - Massage and Special Treatment Licence Fee

There will be around 150 tattooists operating at the tattoo collective over the 3 days. The cost of administration of the licensing process is estimated at:

Cost of Training and consistency	£ 293
Management and Policy Development	£ 190
Licensing Committee and Policy	£ 242
IT Support and development	£ 190
Enforcement Officer (s) time (See detail in table below)	£ 958
Administration costs (See detail in table below)	£ 43
TOTAL	£1,916

Process	Officer	Administration Officer
Receipt of application, dealing with the fee		(Officer rate £21.60) 1 hour
Application Review Organisers procedural documentation, correspondence Pre Event planning Meetings / post event debrief	(Officer rate £31.95) 10 hours (Officer 1) 5 hours (Officer 1)	
Consultation – (Emergency Service)	1 hour (Officer 1)	
Inspection	5 hrs (Officer 1) 5 hrs (Officer 2)	
Officer Administration Issue Licence Inform consultees	2 hours (Officer 1) 1 hour (Officer 1) 1hour (Officer 1)	
Administration of licence	(30 hours @ £31.95) Total £958.50	1 hour (2 hours @ £21.60) Total £43.20