

## Scrap Metal Dealers

Application cost	Collector Licence	Site Licence	Change of details	Replacement Licence
Processing of applications	£140.26	£140.26	£29.05	£29.05
Meeting with officers	£0.00	£0.00	£0.00	£0.00
General Enquiries	£11.62	£11.62	£11.62	£11.62
Enforcement	£55.19	£55.19	£0.00	£0.00
<b>Total</b>	<b>£207.08</b>	<b>£207.08</b>	<b>£40.67</b>	<b>£40.67</b>

Processing of applications	Collector Licence	Site Licence	Change of details	Replacement Licence
Receipt, scan and index application	£44.06	£44.06	£4.41	£4.41
Enquiries post application	£44.06	£44.06	£11.01	£11.01
Correspondence (4 documents)	£4.00	£4.00	£4.00	£4.00
Verification of licence	£26.12	£26.12	£5.22	£5.22
Final production and posting of licence	£22.03	£22.03	£4.41	£4.41
<b>Total</b>	<b>£140.26</b>	<b>£140.26</b>	<b>£29.05</b>	<b>£29.05</b>

## Meeting with officers

## Per hearing

Production of 'minded to refuse' letter	1	PO1	£52.24	£52.24
Photocopy and post letter	1	per item	£0.70	£0.70
Production of agenda	0.5	C1	£44.06	£22.03
Room hire	1	Per hour	£30.00	£30.00
Refreshments	4	Per person	£2.50	£10.00
Officer attendance x 2 (EL/CC)	2	PO1	£52.24	£104.49
Production of decision/minutes	0.5	PO1	£52.24	£26.12
Post decision/minutes	1	per copy	£0.70	£0.70
Legal costs	£949.82	2014 cost		£237.45
<b>Total</b>	<b>4</b>			<b>£483.73</b>
<b>Number of hearings per year</b>	<b>16</b>			<b>4.00</b>
<b>Pro rata amount per application</b>				

**Enforcement****Per year**

Other complaint	78.15	SO1	£48.73	£3,808.45
Compliance visit		SO1	£48.73	£0.00
Complaint handling		SO1	£48.73	£0.00
Liaison meetings (PubWatch/LEG)		SO1	£48.73	£0.00
<b>Total per year</b>	<b>78.15</b>			<b>£3,808.45</b>
<b>Prorata amount per application</b>	<b>1.59</b>			<b>£55.19</b>

**General Enquiries****Per working day**

Generic email enquiries	0.01	C1	£44.06	£0.44
Telephone enquiries	0.01	C1	£44.06	£0.44
Counter enquiries	0.05	C1	£44.06	£2.20
<b>Total</b>	<b>0.07</b>			<b>£3.08</b>
<b>Total per year (260 days)</b>	<b>18.20</b>			<b>£801.82</b>
<b>Prorata amount per application</b>	<b>0.33</b>			<b>£11.62</b>

**Hourly Rates**

<b>Principal Officer</b>	<b>PO1</b>	<b>£52.24</b>
<b>Enforcement Officer</b>	<b>SO1</b>	<b>£48.73</b>
<b>Licensing Officer</b>	<b>C1</b>	<b>£44.06</b>

The hourly rate includes the salary and pension costs plus an amount which represents overhead costs based on 1400 chargeable hours per year per full time equivalent.