Copy of Paperwork / Licence

Function	Cost
Process Application Includes staff salaries and support costs (i.e. other council departments such as IT, Council Information Centre, accountancy etc.). It should be noted that 'staff' salaries are not what individuals are paid but what it cost the Borough Council to employ that person. The process of the application has been mapped using an average time it takes to process the application to printing the licence.	£11.20
	£11.20

Plates

Function	Cost
Process Application Includes staff salaries and support costs (i.e. other council departments such as IT, Council Information Centre, accountancy etc.). It should be noted that 'staff' salaries are not what individuals are paid but what it cost the Borough Council to employ that person. The process of the application has been mapped using an average time it takes to process the application to printing the plate.	£8.34
Material Costs Cost of plate from supplier, printer and ink.	£6.73
	£15.07

Door Sticker

Function	Cost
Process Application Includes staff salaries and support costs (i.e. other council departments such as IT, Council Information Centre, accountancy etc.). It should be noted that 'staff' salaries are not what individuals are paid but what it cost the Borough Council to employ that person. The process of the application has been mapped using an average time it takes to process the application to the production of the sign.	£5.58
Material Costs Cost of sticker from supplier	£14.40
	£19.98

Cost of Knowledge Test

Function	Cost

<u>Process Application</u>
 	
Includes staff salaries and support costs (i.e. other council departments such as IT, Council Information Centre, accountancy etc.). It should be noted that 'staff' salaries are not what individuals are paid but what it cost the Borough Council to employ that person.
Costs included are detailed below:
  Process Payment
  Arrange Test / Organise Venue
  Pre-test administration (per candidate)
  Invigilate
  Mark Papers
  Notify Candidate
  Update database
	£36.03

	£36.03