

# Breakdown of Local Highway Improvement Application Fee Proposals

Jul-17

## Administrative Costs (all applications)

Task	Resource Grade (hrs)					Total
	A	B	C	D	E	
General correspondence with applicants throughout application window e.g. email reminders, booking time slots at panel mtgs, answering queries and requests for updates.					16	£516.80
Collate and summarise applications received for all 5 district areas					8	£258.40
Arrange all 7 Member panel meetings					5	£161.50
Attendance at 7 Member panel meetings	58	58			58	£8,526.58
Input Member scores and prioritise applications	0.5	2			8	£391.67
Write & present reports to H&CI Spokes & Committee	5					£320.50
GRAND TOTAL						<b>£10,175.45</b>
Assume 170 Applications						<b>£59.86</b>

## Limited Feasibility (per application)

Task	Resource Grade (hrs)					Total
	A	B	C	D	E	
Correspondance with applicant throughout application window					1	£32.30
Estimate cost, including fee quotation				1		£34.83
Consult Contractor & estimate delivery timescale				0.5		£17.42
Provide documented summary of above to applicant		0.25			1	£44.95
GRAND TOTAL						<b>£129.50</b>

## Some Feasibility (per application)

Task	Resource Grade (hrs)					Total
	A	B	C	D	E	
Correspondance with applicants throughout application window					1.5	£48.45
Analyse other options to meet objectives			1.5			£72.11
Consult other teams etc on objective and solutions				1		£34.83
Estimate costs for options, including fee quotation				0.5		£17.42
Consult Contractor & estimate delivery timescale				0.5		£17.42
Visit site to discuss and present options feedback etc			3			£144.21
Provide documented summary of above to applicant		0.5			1	£57.61
GRAND TOTAL						<b>£392.03</b>

## Considerable Feasibility (per application)

Task	Resource Grade (hrs)					Total
	A	B	C	D	E	
Correspondance with applicants throughout application window					2	£64.60
Analyse other options to meet objectives			3			£144.21
Consult other teams etc on objective and solutions				2		£69.66
Estimate costs for options, including fee quotation				1		£34.83
Consult Contractor & estimate delivery timescale				1		£34.83
Visit site to discuss and present options feedback etc			3			£144.21
Provide documented summary of above to applicant		0.5			1.75	£81.83
GRAND TOTAL						<b>£574.17</b>

Grade	Description	Hourly Rate
A	Service Manager	£64.10
B	Project Manager	£50.61
C	Engineer	£48.07
D	Assistant Engineer	£34.83
E	Technician	£32.30

Hourly rates based on actual cost plus overheads