




**OFFICER DELEGATION SCHEME
RECORD OF OPERATIONAL DECISION**



TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES

Date: March 2020	Ref No: .BGI0019
Type of Operational Decision:	
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>
Status: For publication	
Title/Subject matter: Annual Review of Development Management discretionary fees and charges effective from 6 th April 2020	
Budget/Strategy/Policy/Compliance - Is the decision:	
(i) within an Approved Budget	Yes
(ii) in accordance with Council Policy	Yes
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes - complete EIA and summarise issues identified and recommendations - forward EIA to Corporate HR]	No
Details of Operational Decision Taken [with reasons]:	
<p>1) Approve the charges as set out in the attached document report for a range of services provided by Development Management.</p> <p>The charges have been reviewed in line with established policy and the new charges have been set taking into account competition and commercial consideration. There will be no inflation added to income budgets in 2020/21 therefore these increases will try to reduce the gap between budgets and actual income received.</p> <p>It is proposed that the increases be effective from 6th April 2020</p>	
 <p>Planning Fees & Charges - April 2020</p>	

Decision taken by:	Signature:	Date:
Director of Economic Regeneration & Capital Growth		13/3/20
Joint Chief Finance Officer		12/3/20
Executive Director or Chief/Senior Officer		13/3/20
Members Consulted [see note 1 below]	Signature:	Date:
Cabinet Member/Chair		
Lead Member		
Opposition Spokesperson		

Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Executive Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**

PLANNING
FEES AND CHARGES 2020/2021

	<u>CURRENT</u> <u>CHARGE (including</u> <u>20% VAT where</u> <u>applicable)</u>	<u>PROPOSED</u> <u>CHARGE wef 6th</u> <u>APRIL 2020</u> <u>(including 20% VAT</u> <u>where applicable)</u>	comments
<u>PLANNING RELATED CHARGES</u>			
1 Decision Notices (each) For Planning Applications	£33.50 (free if accessed on website)	£35.00 (free if accessed on website)	
2 Researching site histories or providing "search type" information from the planning records and ecological records.			
Cost per hour or part hour - domestic properties	£61.00	£62.00	
Cost per hour or part hour - commercial sites	£91.00	£92.00	
3 Development Control - Administrative fee for processing refund of fees for invalid planning applications	£51.00	£52.00	
4 Pre-application advice	see notes 1/2		
Householder Developments	£91.00	£93.00	
Listed Building Proposals	£167.00	£170.00	
Prior Approval Notifications Telecoms	£167.00	£170.00	
Any Small Commercial development including changes of use, on a site or occupying a site of less than 0.5ha or less than 1000m2	£225.00	£270.00	
Major Commercial development including changes of Use, on a site or occupying a site of more than 0.5ha or more than 1000m2	£810.00	£825.00	
Residential Development Scheme - 1 dwelling	£225.00	£270.00	
Residential Development Scheme - 2-9 dwellings	£455.00	£460.00	
Residential Development Scheme - 10-49 dwellings	£810.00	£825.00	
Residential Development Scheme - 50+ dwellings	Planning Performance Agreement + individually negotiated fee	Planning Performance Agreement + individually negotiated fee	
Winning or working or Minerals and applications involving waste, 0.5ha or above	£810.00	£825.00	
Follow up advice - attending meetings or producing written responses	hourly rate	hourly rate	rate dependant on level of officer involved
Planning Performance Agreements	individually negotiated	individually negotiated	rate dependant on level of officer involved
5 Discharge of Condition Advice	N/A	hourly rate	rate dependant on level of officer involved

Notes

- 1 The pre-application advice charges include 1 meeting and/or letter response (2 meetings for winning or working or Minerals and applications involving waste, 0.5ha or above). Any follow up advice, attending meetings or producing written responses will be charged on an hourly rate basis (whole hours not part thereof) for the staff involved.
- 2 Where major applications are proposed and would require numerous officers and meetings to take place throughout the process, the fees for planning performance agreements shall be established on a case by case basis.

