

## FEES AND CHARGES REPORT

### APPENDIX H - PLANNING SERVICES

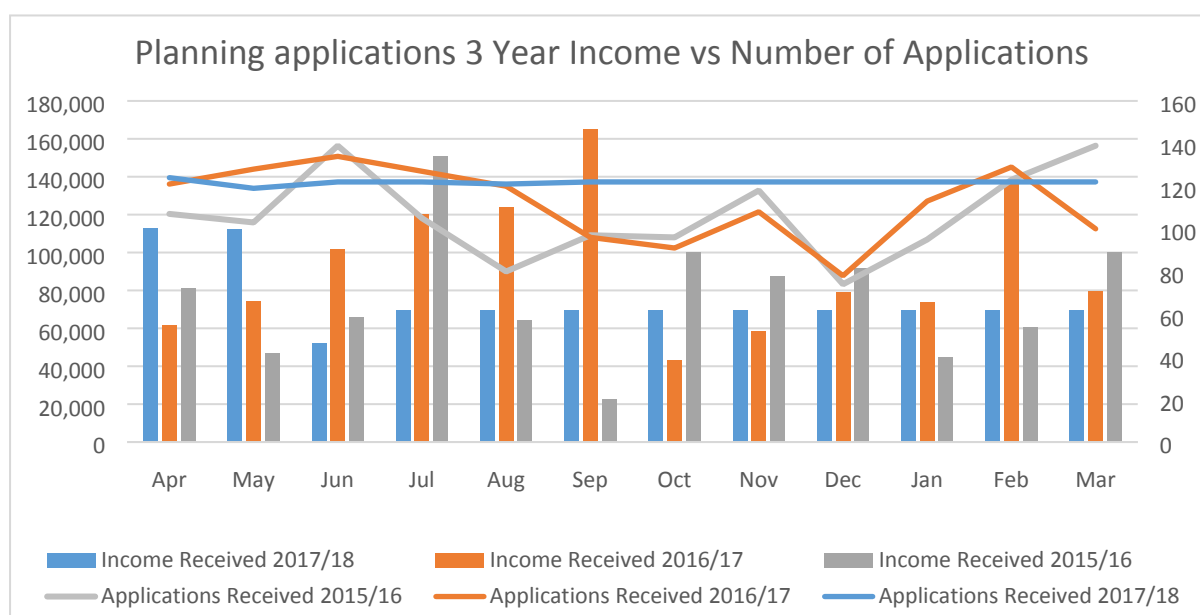
#### 1. Service description

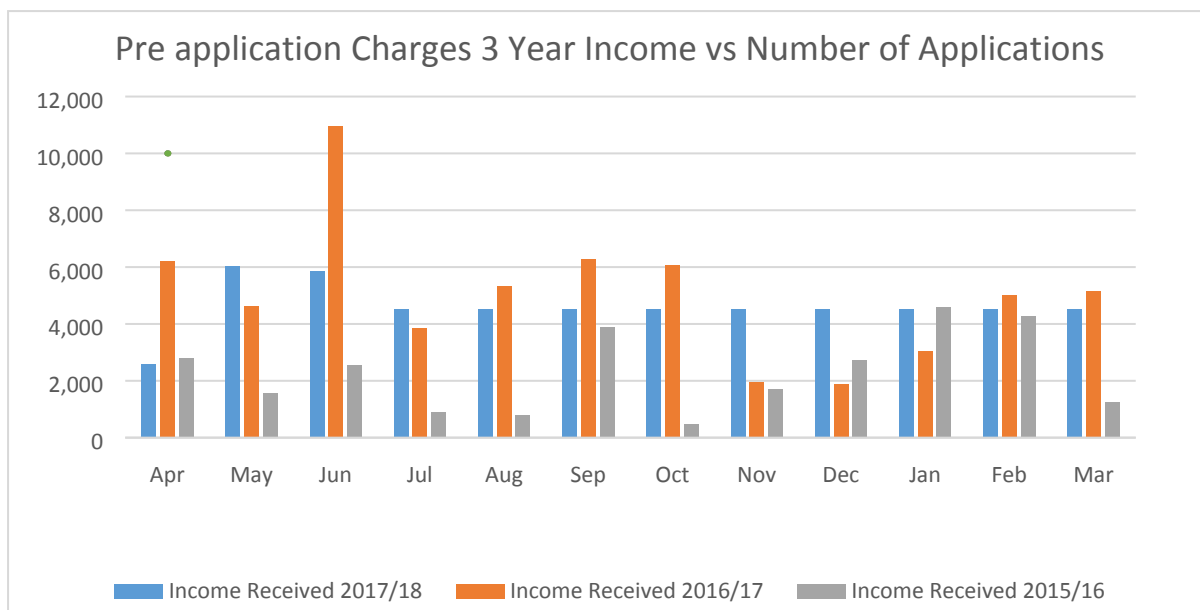
The Planning service has a number of Fees and Charges namely:

- Planning Application Fees – Statutory set fees by Central Government and are dependent upon type of application. Fees are not reviewed annually and the last increase was in 2012/2013. It is likely that an announcement may be made within the Chancellor's Autumn Statement 2017, to increasing planning fees by 20%, we therefore await this confirmation.
- Pre Application Advice – enhanced service to improve customer experience and reduce time spent on invalid applications by identifying potential issues prior to plan submission. Fees for this service can be set locally by WLDC.

#### 2. Prior years analysis, current financial year projections

The graphs below illustrate the levels of income achieved (please note that July 17 to March 18 is a forecast) and the volumes of applications for both Planning applications and Pre Application advice.





### 3. Price

The tables below illustrate the level of income achieved in these areas against budget. Actuals have been used for 2015-16, 2016-17 and an estimate for 2017/18.

Planning Applications	Total	Budget	Under/(over)
Income forecast 2017/18	903,300	903,300	0
Income received 2016/17	1,117,169	836,200	(280,969)
Income received 2015/16	914,895	850,000	(64,895)

As the Planning Applications Fees are statutory set we are unable to do any impact analysis

Pre Application advice	Total	Budget	Under/(over)
Income forecast 2017/18	55,200	55,200	0
Income received 2016/17	60,399	54,000	(6,399)
Income received 2015/16	27,484	50,000	22,516

The intention for the fees charged for Pre Application advice is to increase them by 3.5%, based on the estimated income for 2017/18 this would generate additional income of £1,932.

For 2017/18 the Planning service is expected to cover its costs and bring in more income to WLDC than the cost of providing the service.

During the current financial year there has been a strong focus on reducing service costs, a key part of this has been eliminating the high level of reliance on agency support staff. At the same time use of the service has steadily grown, application numbers are at a record high and accordingly income has followed this trend and exceeded budget targets. The section has undergone a management restructure in 2016 and during the next 12 months the new computer system is expected to bring further efficiencies.

The trend seen in 2016/17 is forecast to continue over the next 2/3 years minimum due to the adoption of the new Central Lincolnshire Local Plan. Therefore it is felt that a more in depth review towards the end of 2018 will be appropriate to reflect the new local plan and the new computer system and the impact of both of these on service delivery.

#### **4. Understanding Customers and Markets**

During the current financial year the strategic growth agenda has focused on developing key relationships with land owners and developers to restore confidence in the local housing market. Working with partners such as the HCA, the Council has sought to gain a much improved understanding of the local viability pressures that have impacted upon delivery in the past and coupled with this the Council is investing heavily in regeneration and commercial projects. At service level this has involved officers working closely with all of these partners to make sure that the Planning service is fit for purpose and reflects modern industry development needs. On a smaller scale the number of complaints has substantially fallen throughout the year and the focus on improving performance for our customers has insured that the service has developed with a much sounder understanding of their needs. It is important that successes such as the restored confidence in our pre-application advice service are not undermined by unnecessarily high increases or that we lose our share of this service to the private sector which is why only the RPI is proposed.

#### **5. Proposed Charges**

Statutory charges will be applied in accordance with legislation.

For non-statutory charges the Planning Service proposes to apply an increase equivalent to RPI, ensuring full cost recovery by 2020/21 after the new IT system has been implemented as illustrated on the next page.

#### **6. Recommendation**

Members are asked to approve charges for 2018/19 as illustrated below;

Members are requested to recommend to Council the charges for 2018/19 with further work to be undertaken to review impacts after the implementation of the new IT system and prior to 2019/20 fee setting ensuring full cost recovery by 2020/21.

The Planning Service are seeking to set ambitious targets but don't want to frame the service in an unrealistic light as they are not in direct control of the way the development system may evolve over the next few years.

Prosperous Communities Committee			Pre Application Advice				
2017/18		Proposed Increase		2018/19	VAT Amount	2018/19 Charge Inc. VAT	VAT Rate
£	% Type	or £	£	£	£	£	
<b>Development</b>							
Householder development including alterations, extensions and outbuildings (this fee would also include establishing whether an application is required and any listed building consent enquiry if applicable)	£72.00	3.50%		£75.00	£0.00	£75.00	OS
Non-residential changes of use including siting of caravans for sites under 1 ha or buildings under 1,000 m2 (gross)	£155.00	3.50%		£161.00	£32.20	£193.20	S
Non-residential changes of use including siting of caravans for sites of 1 ha or above or buildings of 1,000 m2 or above (gross)	£271.00	3.50%		£281.00	£56.20	£337.20	S
<b>Development of 1-9 dwellings including changes of use to residential</b>							
1st dwelling	£186.00	3.50%		£193.00	£38.60	£231.60	S
Additional dwellings	£103.00	3.50%		£107.00	£21.40	£128.40	S
<b>Development of 10-49 dwellings including changes of use to residential</b>							
10th dwelling	£1,125.00	3.50%		£1,165.00	£233.00	£1,398.00	S
Additional dwellings	£55.00	3.50%		£57.00	£11.40	£68.40	S
<b>Development of 50 or more dwellings</b>							
minimum fee	£3,373.00	3.50%		£3,492.00	£698.40	£4,190.40	S
<i>With additional fee subject to negotiation dependant on complexity of proposal.</i>							
<b>Encouragement to adopt a Planning Performance Agreement.</b>							
Non-residential development where no floor space is created.	£99.00	3.50%		£103.00	£20.60	£123.60	S
Non-residential development up to 499 m2 floor area, or 0.5 ha site area	£136.00	3.50%		£141.00	£28.20	£169.20	S
<b>Non-residential development between 500 and 999 m2 floor area, or between 0.51ha and 1.0 ha.</b>							
For 500 m2 or 0.51ha	£205.00	3.50%		£213.00	£42.60	£255.60	S
Each additional 100 m2 or 0.1 ha	£103.00	3.50%		£107.00	£21.40	£128.40	S
<b>Non-residential development between 1,000 and 4,999 m2 floor area, or between 1.1ha and 2.0ha.</b>							
For 1,000 m2 or 1.1ha	£705.00	3.50%		£730.00	£146.00	£876.00	S
Each additional 100 m2 or 0.1 ha	£52.00	3.50%		£54.00	£10.80	£64.80	S
<b>Non-residential development of 5,000 m2 or more or 2.1ha or more.</b>							
Minimum fee	£2,871.00	3.50%		£2,972.00	£594.40	£3,566.40	S
<i>With additional fee subject to negotiation dependant on complexity of proposal.</i>							
<b>Encouragement to adopt a Planning Performance Agreement.</b>							
Variation or removal of condition.	£72.00	3.50%		£75.00	£15.00	£90.00	S
Advertisements	£72.00	3.50%		£75.00	£15.00	£90.00	S
Non-householder listed building consent	£141.00	3.50%		£146.00	£29.20	£175.20	S
Additional site visit	£123.00	3.50%		£128.00	£25.60	£153.60	S
Hazardous Substances	£ negotiable			£ negotiable			S
<b>N.B.</b>							
1. The fee for a mixed use developments would be derived from the total of the fees for all elements.							
2. Agricultural development and telecommunications are not included as they have their own national notification procedures which dictate whether there is an pre-application process fee or not.							
3. Cross boundary pre-application fees will be based upon the amount of development in each authority (if a dwelling straddles the boundary, the authority with the majority its floor space will receive the fee for that dwelling).							

Prosperous Communities Committee			Planning					
		2017/18	Proposed Increase		2018/19	VAT Amount	2018/19 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
Decision Notices, Consents, Determinations, Tree Preservation Orders, Enforcement Notices, S106 Agreements.	Per Item (black/white)	£24.00	3.50%		£25.00	£0.00	£25.00	OS
Plus officer time per hour at cost recovery								
Other copies								
Copy plans - A4	Per side of A4 (black/white)	£0.20	3.50%		£0.21	£0.00	£0.21	OS
Copy plans - A3	Per copy	£0.46	3.50%		£0.48	£0.00	£0.48	OS
Copy plans - A2, A1, A0	Per copy	£5.66	3.50%		£5.86	£0.00	£5.86	OS
Information on planning records	Planning Control	£0.20	3.50%		£0.21	£0.00	£0.21	OS
Requests for Planning Information	Planning - as per above plus officer time per hour	£54.06	3.50%		£55.95	£0.00	£55.95	OS
Plus officer time per hour at cost recovery								
Information on Building Control Records	Building Control - as per above plus officer time	£51.00	3.50%		£52.79	£0.00	£52.79	OS
Plus officer time per hour at cost recovery								

Prosperous Communities Committee				Planning Applications				
		2017/18	Proposed Increase		2018/19	VAT Amount	2018/19 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
<b>Outline Applications</b>								
All types of building per 0.1 ha		£110.00		£5.00	£115.00	£0.00	£115.00	OS
<b>Full Applications and Applications for Approval of Reserved Matters following an Outline Permission</b>								
Alterations/extensions to existing dwellings		£172.00			£172.00	£0.00	£172.00	OS
Erection of dwelling		£385.00			£385.00	£0.00	£385.00	OS
Other buildings	Less than 40 m2 floor space created	£195.00			£195.00	£0.00	£195.00	OS
	Between 40 and 75 m2 floor space created	£385.00			£385.00	£0.00	£385.00	OS
	Every additional 75 m2 up to 3750 m2	£385.00			£385.00	£0.00	£385.00	OS
	Over 3750 m2, £19,049 plus for each additional 75 m2 (Maximum fee £250,000)	£115.00			£115.00	£0.00	£115.00	OS
Plant or machinery	Where site does not exceed 5 ha; per 0.1 ha	£385.00			£385.00	£0.00	£385.00	OS
	Over 5 ha £19,049 plus for each additional 0.1 ha (Maximum fee £250,000)	£115.00			£115.00	£0.00	£115.00	OS
<b>Agricultural Buildings</b>								
Less than 465 m2 floor space created		£80.00			£80.00	£0.00	£80.00	OS
Between 465 > 540 m2		£385.00			£385.00	£0.00	£385.00	OS
Between 540 > 4215 m2, £385 for the first 540 m2 then per additional 75 m2		£385.00			£385.00	£0.00	£385.00	OS
Over 4215 m2, £19,049 then per additional 75 m2 (Maximum fee £250,000)		£115.00			£115.00	£0.00	£115.00	OS
<b>Glasshouses</b>								
No more than 465 m2 floor space created		£80.00			£80.00	£0.00	£80.00	OS
More than 465 m2 floor space created		£2,150.00			£2,150.00	£0.00	£2,150.00	OS

Prosperous Communities Committee				Planning Applications Continued				
		2017/18	Proposed Increase		2018/19	VAT Amount	2018/19 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
<b>Changes of Use</b>								
Buildings or land, including caravan sites		£385.00			£385.00	£0.00	£385.00	OS
A building to more than one dwelling where no. of dwellings 50 or less; per dwelling		£385.00			£385.00	£0.00	£385.00	OS
A building to more than one dwelling where no. of dwellings more than 50; £19,049 then for		£115.00			£115.00	£0.00	£115.00	OS
Refuse or waste disposal where site area less than 15 ha; per 0.1 ha		£195.00			£195.00	£0.00	£195.00	OS
Refuse or waste disposal where site area exceeds 15 ha, £29,112 then for each 0.1 ha in excess of 15 ha (Maximum Fee £65,000)		£115.00			£115.00	£0.00	£115.00	OS
Other material change of use of building or land		£385.00			£385.00	£0.00	£385.00	OS
<b>No Buildings Created</b>								
Ancillary to a dwelling		£172.00			£172.00	£0.00	£172.00	OS
Car parks, service roads, accesses at existing developments		£195.00			£195.00	£0.00	£195.00	OS
Exploratory drilling for oil/gas	Site area not exceeding 7.5 ha (per 0.1 ha)	£385.00		£38.00	£423.00	£0.00	£423.00	OS
	Site area exceeding 7.5 ha (£31,725 plus for each 0.1 ha > 7.5 ha - maximum fee £250,000)	£115.00		£11.00	£126.00	£0.00	£126.00	OS
Other Operations - Minerals Working	Site area not exceeding 15 ha (per 0.1 ha)	£195.00			£195.00	£0.00	£195.00	OS
	Site area exceeding 15 ha (£29,112 plus for each 0.1 ha > 15 ha - maximum fee £65,000)	£115.00			£115.00	£0.00	£115.00	OS
Other Operations - Non-Minerals related, per 0.1 ha (Maximum fee £1,690)		£195.00			£195.00	£0.00	£195.00	OS
<b>Advertisements</b>								
Relating to the business on the premises		£110.00			£110.00	£0.00	£110.00	OS
Advance direction signs to a business		£110.00			£110.00	£0.00	£110.00	OS
Other advertisements		£385.00			£385.00	£0.00	£385.00	OS
<b>Prior Notifications and Approvals</b>								
Agriculture, forestry or demolition proposals		£80.00			£80.00	£0.00	£80.00	OS
Telecommunications		£385.00			£385.00	£0.00	£385.00	OS
Proposed change of use to state funded school or registered nursery		£80.00			£80.00	£0.00	£80.00	OS
Proposed change of use of agricultural building to a flexible use within shops, financial and professional services, restaurants and cafes, business, storage or distribution, hotels or assembly or leisure		£80.00			£80.00	£0.00	£80.00	OS
Proposed change of use of a building from office use to a dwelling house		£80.00			£80.00	£0.00	£80.00	OS
Proposed change of use of agricultural building to a dwelling house where there are no associated building operations		£80.00			£80.00	£0.00	£80.00	OS
Proposed change of use of agricultural building to a dwelling house and associated building operations		£172.00			£172.00	£0.00	£172.00	OS
Proposed change of use of a building from retail or mixed use retail and residential use to a dwelling house where there are no associated building operations		£80.00			£80.00	£0.00	£80.00	OS
Proposed change of use of a building from retail or mixed use retail and residential use to a dwelling house and associated building operations		£172.00			£172.00	£0.00	£172.00	OS
<b>Other Applications</b>								
Renewal of temporary permission		£0.00			The equivalent planning application fee			OS
Variation or removal of a condition		£195.00			£195.00	£0.00	£195.00	OS
Lawful Development Certificates	- Existing development				The equivalent planning application fee			OS
	- Proposed development				Half the equivalent application fee			OS
High Hedges Complaints Application		£307.20			£307.20	£0.00	£307.20	OS