

# FEES AND CHARGES REPORT

## APPENDIX H - PLANNING AND DEVELOPMENT SERVICES

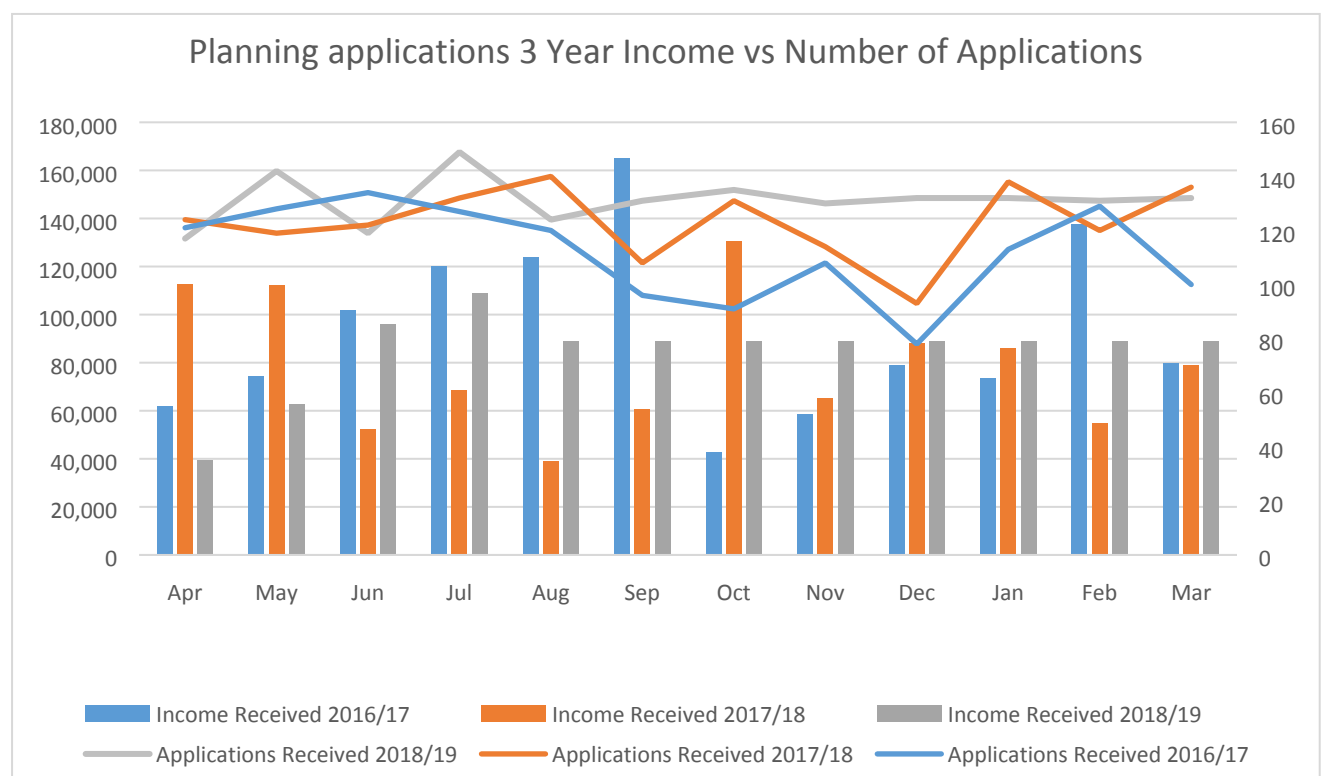
### 1. Service description

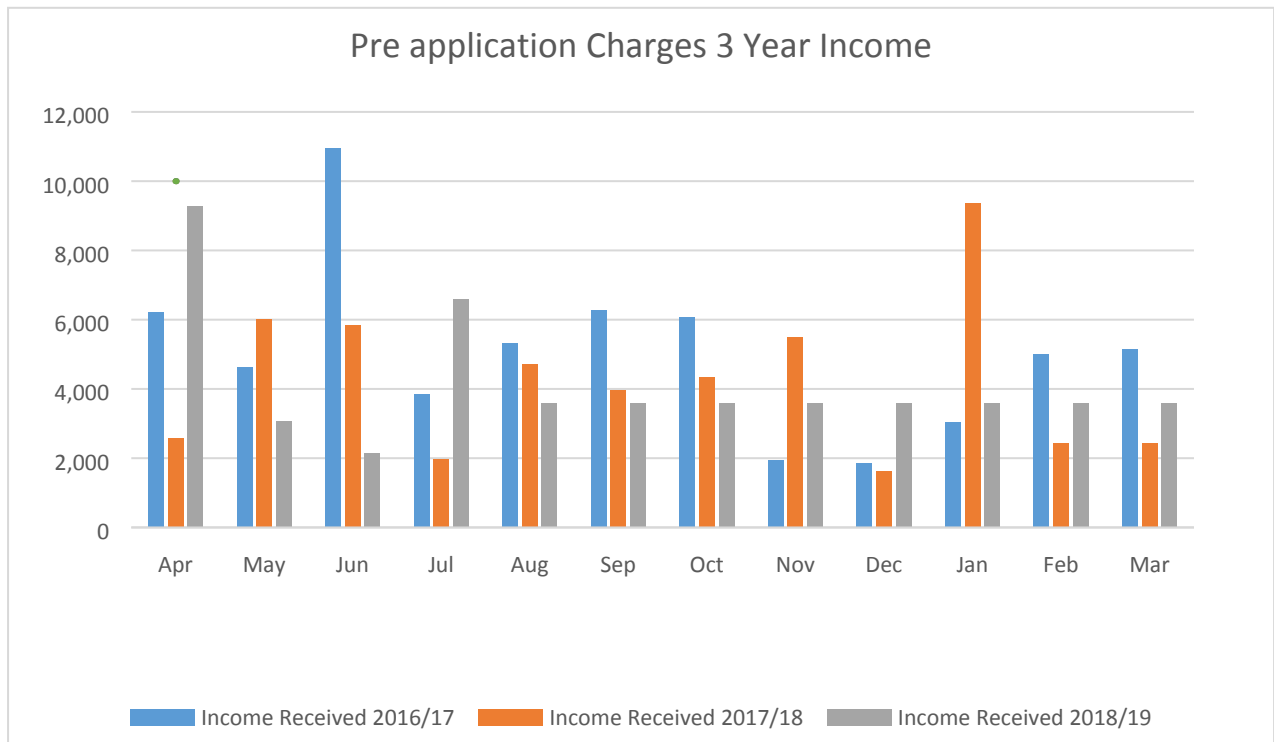
The Planning and Development service has a number of Fees and Charges namely:

- Planning Application Fees – Statutory set fees by Central Government that are dependent upon type of application. An announcement was made within the Chancellor's Autumn Statement 2017, to increasing planning fees by 20% which was reflected in the approved fees and charges for Planning Services 2018/19. The profession are currently lobbying for local fee setting where costs exceed charge levels.
- 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 August 18 to March 19 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 2016-17, 2017-18 and an estimate for 2018/19.

	Total	Budget	Under/(over)
Income received 2016/17	1,117,169	836,200	(280,969)
Income received 2017/18	948,609	903,300	(45,309)
Income received 2018/19	942,600	1,130,600	188,000

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

	Total	Budget	Under/(over)
Income received 2016/17	60,399	54,000	(6,399)
Income received 2017/18	50,886	55,200	4,314
Income received 2018/19	59,200	57,200	(2,000)

The intention for the fees charged for Pre Application advice is to increase them by 3.4%, based on the estimated income for 2018/19 this would generate additional income of £2,054.

Current	60,399
Impact 1 - No change of Fees	60,399
Impact 2 - RPI increase (3.4%)	62,453

For the second consecutive year, in 2018/19 the Planning service is forecast to cover its costs and bring in more income to WLDC than the cost of providing the service despite the revised fee income forecast.

During the current financial year there has been a continued focus on reducing overhead service costs. A key part of this has been eliminating the high level of reliance on agency support staff, plus achieving additional savings through changing the method of advertising planning applications and in delivery of the technical support services.

#### **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 ensured 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.

New charges have been added to the fees and charges template relating to the request for written confirmation of compliance with conditions. These charges came in in 2008. For non-material amendments these came in in about 2009. The permission in principle fee was introduced in 2017. Therefore, they are currently being charged in the current year.

#### **6. Recommendation**

Members are asked to approve charges for 2019/20 as illustrated below;

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 and the impact of significant factors that will directly affect the development industry, not least the effects of Brexit, are not yet quantifiable.

Prosperous Communities Committee

Pre Application Advice

	2018/19	Proposed Increase		2019/20	VAT Amount	2019/20 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)	£75.00	3.40%		£78.00	£15.60	£93.60	S
Non-residential changes of use including siting of caravans for sites under 1 ha or buildings under 1,000 m <sup>2</sup> (gross)	£161.00	3.40%		£166.00	£33.20	£199.20	S
Non-residential changes of use including siting of caravans for sites of 1 ha or above or buildings of 1,000 m <sup>2</sup> or above (gross)	£281.00	3.40%		£291.00	£58.20	£349.20	S
Development of 1-9 dwellings including changes of use to residential							
1st dwelling	£193.00	3.40%		£200.00	£40.00	£240.00	S
Additional dwellings	£107.00	3.40%		£111.00	£22.20	£133.20	S
Development of 10-49 dwellings including changes							
10th dwelling	£1,165.00	3.40%		£1,205.00	£241.00	£1,446.00	S
Additional dwellings	£57.00	3.40%		£59.00	£11.80	£70.80	S
Development of 50 or more dwellings							
minimum fee	£3,492.00	3.40%		£3,611.00	£722.20	£4,333.20	S
With additional fee subject to negotiation dependant on complexity of proposal.							
Encouragement to adopt a Planning Performance Agreement.							
Non-residential development where no floor space is created.	£103.00	3.40%		£107.00	£21.40	£128.40	S
Non-residential development up to 499 m <sup>2</sup> floor	£141.00	3.40%		£146.00	£29.20	£175.20	S
Non-residential development between 500 and 999 m <sup>2</sup> floor area, or between 0.51ha and 1.0 ha.							
For 500 m <sup>2</sup> or 0.51ha	£213.00	3.40%		£220.00	£44.00	£264.00	S
Each additional 100 m <sup>2</sup> or 0.1 ha	£107.00	3.40%		£111.00	£22.20	£133.20	S
Non-residential development between 1,000 and 4,999 m <sup>2</sup> floor area, or between 1.1ha and 2.0ha.							
For 1,000 m <sup>2</sup> or 1.1ha	£730.00	3.40%		£755.00	£151.00	£906.00	S
Each additional 100 m <sup>2</sup> or 0.1 ha	£54.00	3.40%		£56.00	£11.20	£67.20	S
Non-residential development of 5,000 m <sup>2</sup> or more or 2.1ha or more.							
Minimum fee	£2,972.00	3.40%		£3,073.00	£614.60	£3,687.60	S
With additional fee subject to negotiation dependant on complexity of proposal.							
Encouragement to adopt a Planning Performance Agreement.							
Variation or removal of condition.	£75.00	3.40%		£78.00	£15.60	£93.60	S
Advertisements	£75.00	3.40%		£78.00	£15.60	£93.60	S
Non-householder listed building consent	£146.00	3.40%		£151.00	£30.20	£181.20	S
Additional site visit	£128.00	3.40%		£132.00	£26.40	£158.40	S
Hazardous Substances	£ negotiable			£ negotiable			S

**N.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).

		2018/19	Proposed Increase		2019/20	VAT Amount	2019/20 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
<b>Changes of Use</b>								
A building to more than one dwelling	no. of dwellings 50 or less	£462.00			£462.00	£0.00	£462.00	OS
	more than 50 dwellings, £22,859 and an additional £138 for each dwelling in excess of 50 dwellings subject to maximum in total of £300,000	£138.00			£138.00	£0.00	£138.00	OS
Use of land for deposit of refuse or waste materials or deposit of material remaining after mineral extraction. Use of land for storage of minerals in the	Each 0.1 ha of the site area, where the site does not exceed 15 ha	£234.00			£234.00	£0.00	£234.00	OS
	Where the site exceeds 15 ha £34,934 and an additional £138 for each 0.1 ha in excess of 15ha subject to a maximum in total of £78,000	£138.00			£138.00	£0.00	£138.00	OS
Other material change of use of building or land		£462.00			£462.00	£0.00	£462.00	OS
<b>No Buildings Created</b>								
Ancillary to a dwelling		£206.00			£206.00	£0.00	£206.00	OS
Car parks, service roads, accesses at existing developments		£234.00			£234.00	£0.00	£234.00	OS
Exploratory drilling for oil/gas	Site area not exceeding 7.5 ha (per 0.1 ha)	£508.00			£508.00	£0.00	£508.00	OS
	Where the site exceeds 7.5 ha £38,070 and an additional £151 for each 0.1 ha in excess of 7.5 ha subject to a maximum in total of £300,000	£151.00			£151.00	£0.00	£151.00	OS
Other Operations - Minerals Working	Site area not exceeding 15 ha (per 0.1 ha)	£234.00			£234.00	£0.00	£234.00	OS
	Where the site exceeds 15 ha £34,934 and an additional £138 for each 0.1 ha in excess of 15 ha subject to a maximum in total of £78,000	£138.00			£138.00	£0.00	£138.00	OS
	In any other case £234 for each 0.1 ha of the site, subject to a maximum of £2,028	£234.00			£234.00	£0.00	£234.00	OS
<b>Advertisements</b>								
Relating to the business on the premises		£132.00			£132.00	£0.00	£132.00	OS
Advance direction signs to a business		£132.00			£132.00	£0.00	£132.00	OS
Other advertisements		£462.00			£462.00	£0.00	£462.00	OS
<b>Prior Notifications and Approvals</b>								
Agriculture, forestry or demolition proposals		£96.00			£96.00	£0.00	£96.00	OS
Telecommunications		£462.00			£462.00	£0.00	£462.00	OS
Proposed change of use to state funded school or		£96.00			£96.00	£0.00	£96.00	OS
Proposed change of use of agricultural building to a flexible use within shops, financial and professional services, restaurants and cafes, business, storage		£96.00			£96.00	£0.00	£96.00	OS
Proposed change of use of a building from office use to a dwelling house		£96.00			£96.00	£0.00	£96.00	OS
Proposed change of use of agricultural building to a dwelling house where there are no associated		£96.00			£96.00	£0.00	£96.00	OS
Proposed change of use of agricultural building to a dwelling house and associated building operations		£206.00			£206.00	£0.00	£206.00	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		£206.00			£206.00	£0.00	£206.00	OS
Proposed change of use of a building from retail or mixed use retail and residential use to a dwelling		£206.00			£206.00	£0.00	£206.00	OS
Permitted development rights removed (Article 4)		£96.00			£96.00	£0.00	£96.00	OS
<b>Other Applications</b>								
Renewal of temporary permission		£0.00	The equivalent planning application fee					OS
Variation or removal of a condition		£234.00			£234.00	£0.00	£234.00	OS
Non-Profit making club, society, organisation or trust, providing sports or recreational facilities		£462.00			£462.00	£0.00	£462.00	OS
Lawful Development Certificates - Existing Developm	For 50 or fewer dwellings	£462.00			£462.00	£0.00	£462.00	OS
	For more than 50 dwellings, £22,859 and £138 for each dwelling over 50 up to a total maximum of £300,000	£138.00			£138.00	£0.00	£138.00	OS
Lawful Development Certificates - Proposed Development		Half the equivalent application fee						OS
Request for written confirmation of compliance with	alterations or extensions to existing dwellings	£34.00			£34.00	£0.00	£34.00	OS
Request for written confirmation of compliance with	In all other areas	£116.00			£116.00	£0.00	£116.00	OS
Non-material amendment	Householder application	£34.00			£34.00	£0.00	£34.00	OS
Non-material amendment	In all other areas	£234.00			£234.00	£0.00	£234.00	OS
Permission in Principle	per 0.1 ha	£402.00			£402.00	£0.00	£402.00	OS