

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

Agenda Item No: 7

meeting date: THURSDAY, 16 FEBRUARY 2016  
title: REVIEW OF FEES AND CHARGES  
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES  
principal author: JOHN MACHOLC – HEAD OF PLANNING SERVICES

### 1 PURPOSE

- 1.1 To seek Member approval on a minor change to the agreed Fees and Charges report approved by Planning and Development Committee on the 13 October 2016.

### 2 BACKGROUND

- 2.1 The Council's fees and charges are reviewed on an annual basis as part of the budget setting process.
- 2.2 In October 2016 new charges in relation to pre-application advice were agreed which is set out below and in Annex 1.

## INTRODUCTION OF NEW CHARGES

### Large Scale Major Developments – up to two meetings

It is proposed to include a charge for larger scale major developments - such developments would involve the following:

- Residential schemes of over 100 units or, where the number of dwellings is not specified, a site area of over 3.5 Ha.
- Retail, commercial and industrial schemes with a floorspace of 2,500sq.m or more or on sites of 2.5 hectares or more.
- Educational, hospital, leisure and recreational schemes on sites of 2.5 hectares or more.
- Schemes with 2 or more land uses on sites of 2 hectares or more.
- Changes of use of building(s) with a gross floor area of 2,500 sq.m or more.
- Schedule 1 or Schedule 2 Environmental Impact Assessment (EIA) development

### Additional Meetings for Householders and all other Developments

The Authority receives requests for additional meetings to discuss amendments and revisions to pre-application proposals after the formal advice has been given. Currently there is no charging mechanism for such meetings and this often results in applicant's having to submit a new pre-application enquiry.

In view of the above, and to create consistency when dealing with such requests, an additional charge will be created to allow applicants to pay for and arrange an additional meeting with the Pre-Application Planning Officer after formal advice has been issued.

## **Discharge of Conditions Meetings**

The Authority receives a small number of requests for pre-application meetings to discuss potential discharge of condition applications after decisions have been issued, and there is currently no mechanism to charge for such meetings.

### **Prior Notification – Telecommunications and all Enquiries**

The Authority currently charges the same amount for all prior notification pre-application enquires, however as a result of the 2015 General Permitted Development Order, there are differing levels of complexity involved with such enquiries and it is therefore considered necessary to split this category with a different fee payable for telecoms, prior notifications and all other prior notifications due to the complexity of the legislation and submission requirements.

- 2.3 The report still advised on charging for Listed Building and Conservation Area advice. For alterations that would not require planning permission there was no charge and I believe for sake of clarity and consistency there should no longer be a charge for all pre-application advice on Listed Buildings other than major schemes.
- 2.4 It is considered that by no longer charging for minor pre-applications on Listed Building proposals this will act as an incentive for applicants to enter into early dialogue with the Council. I am of the opinion that the loss of income as a result of this would be minimal.

## **3 RISK ASSESSMENT**

- 3.1 The approval of this report may have the following implications:
- Resources – Fees and Charges provide a key income source for the Council. Fees and charges also provide a mechanism to target concessions, and also to charge service users directly rather than allowing the financial burden of certain service provision to fall on the council tax.
  - Technical, Environmental and Legal – The Local Government Acts of 2000 and 2003 extended authorities' powers to charge for discretionary services.
  - Political – None.
  - Reputation – Substantial increases to charges can generate adverse publicity.
  - Equality and Diversity – One of the aims of the fees and charges mechanism on many services is to pass on service concession in order to increase inclusivity.

## **4 RECOMMENDATION THAT COMMITTEE**

- 4.1 Approve revision to the proposed charges previously reported on the 13 October 2016 Planning and Development Committee to exclude charging for Minor Listed Building Pre-application enquiries.

JOHN MACHOLC  
HEAD OF PLANNING SERVICES

JOHN HEAP  
DIRECTOR OF COMMUNITY SERVICES

**PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2017**

<b>PLANNING - PLANG</b>	<b>Ledger Code</b>	<b>VAT</b>	<b>Date of Last Change</b>	<b>Current Charge 2016/17</b>	<b>Budgeted Income Net of VAT for 2016/17</b>	<b>Proposed Charges for 2017/18 1.5% Inflation</b>	<b>Indication of Potential Income Net of VAT for 2017/18</b>	<b>Percentage Increase in Charge</b>
				£	£	£	£	%
<b>Planning Decision Notices</b>	PLANG/8231m	Non Vatable	01 April 2016	18.70	3,220.00	20.00	3,440.00	6.95

<b>Pre- Application Advice</b>	<b>Minor Developments</b>	PLANG/8495n	VAT Inclusive	01 April 2016	200.00	8,810.00	220.00	9,690.00	10.00
	- additional meeting	PLANG/8495n	VAT Inclusive	New Charge	-	-	110.00	0.00	-
	<b>Intermediate Developments</b>	PLANG/8495n	VAT Inclusive	01 April 2016	400.00	5,720.00	440.00	6,290.00	10.00
	- additional meeting	PLANG/8495n	VAT Inclusive	New Charge	-	-	220.00	-	-
	<b>Major Developments - up to two meetings</b>	PLANG/8495n	VAT Inclusive	01 April 2016	815.00	15,000.00	880.00	16,200.00	7.98
	- additional meeting	PLANG/8495n	VAT Inclusive	01 April 2016	385.00	330.00	440.00	380.00	14.29
	<b>Large Scale Major Developments - up to two meetings</b>	PLANG/8495n	VAT Inclusive	New Charge	-	-	1,000.00	-	-
	- additional meeting	PLANG/8495n	VAT Inclusive	New Charge	-	-	500.00	-	-

## PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2017

PLANNING - PLANG		Ledger Code	VAT	Date of Last Change	Current Charge 2016/17	Budgeted Income Net of VAT for 2016/17	Proposed Charges for 2017/18 1.5% Inflation	Indication of Potential Income Net of VAT for 2017/18	Percentage Increase in Charge
					£	£	£	£	%
	<b>Discharge of Conditions Meeting</b>	PLANG/8495n	VAT Inclusive	New Charge	-	-	100.00	400.00	-
	<b>Householders - Without Meeting</b>	PLANG/8495n	VAT Inclusive	01 April 2016	55.00	1,140.00	50.00	1,040.00	-9.09
	<b>- With Meeting</b>	PLANG/8495n	VAT Inclusive	01 April 2016	95.00	2,660.00	100.00	2,800.00	5.26
	<b>- additional meeting</b>	PLANG/8495n	VAT Inclusive	New Charge	-	-	50.00	400.00	-
	<b>High Hedge or Tree Issues</b>	PLANG/8495n	VAT Inclusive	01 April 2016	57.00	0.00	60.00	0.00	5.26
	<b>Minor proposals for Listed Building or work in Conservation Area</b>	PLANG/8495n	VAT Inclusive	01 April 2016	100.00	670.00	0	0	-100
	<b>Advertisement Advice</b>	PLANG/8495n	VAT Inclusive	01 April 2016	57.00	0.00	60.00	0.00	5.26
	<b>Prior Notification - Telecommunications</b>	PLANG/8495n	VAT Inclusive	01 April 2016	105.00	0.00	110.00	0.00	4.76
	<b>Prior Notification - all other enquiries</b>	PLANG/8495n	VAT Inclusive	New Charge	-	-	150.00	-	-

**PLANNING AND DEVELOPMENT COMMITTEE – PROPOSED FEES AND CHARGES FOR IMPLEMENTATION FROM 1 APRIL 2017**

<b>HIGH HEDGES - HIGHH</b>	<b>Ledger Code</b>	<b>VAT</b>	<b>Date of Last Change</b>	<b>Current Charge 2016/17</b>	<b>Budgeted Income Net of VAT for 2016/17</b>	<b>Proposed Charges for 2017/18 1.50% Inflation</b>	<b>Indication of Potential Income Net of VAT for 2017/18</b>	<b>Percentage Increase in Charge</b>
				£	£	£	£	%
<b>Submission of High Hedges Complaint</b>	HIGHH/8460u	Non Vatable	01 April 2016	565.00	0.00	565.00	0.00	0.00

<b>BUILDING CONTROL – BLDGC</b>	<b>Ledger Code</b>	<b>VAT</b>	<b>Date of Last Change</b>	<b>Current Charge 2016/17</b>	<b>Budgeted Income Net of VAT for 2016/17</b>	<b>Proposed Charges for 2017/18 1.50% Inflation</b>	<b>Indication of Potential Income Net of VAT for 2017/18</b>	<b>Percentage Increase in Charge</b>
				£	£	£	£	%
<b>Building Control Decision Notices</b>	BLDGC/8231m	Non Vatable	01 April 2016	18.70	1,000.00	20.00	1,140.00	6.95

<b>Total Income from fees and charges set by this committee</b>					<b>38,550.00</b>		<b>42,450.00</b>	<b>10.12</b>
<b>Overall extra income generated</b>							<b>3,900.00</b>	