

Proposed Pre-application Charging for Development Control

Report by the Director for the Economy

1.0 Summary

- 1.1. The purpose of this report is to propose a charging scheme for pre-application planning advice given to applicants prior to the submission of a planning application. This proposal will contribute to the cost of providing the planning service.
- 1.2. Pre-application discussions are seen as a significant and important part of the development management process, and an opportunity to further enhance services to our customers. They can save time and money for developers as a result of early engagement and result in better schemes and a smoother passage through the planning process. This stage also provides an opportunity for engagement at all levels, both by elected Members, the local community and other statutory agencies as well as officers. The resources needed to give such advice can be significant and that cost is borne by the local authority and ultimately a cost to its citizens. Charging for pre-application advice will deter inappropriate enquiries and ensure the resource is used to provide a well managed and constructive process that will add value at all levels.
- 1.3. Both Adur and Worthing Planning Committees have considered this matter before and had initially agreed to implement charging for pre-application advice in 2010. However, in view of the ongoing recession at that time and the commencement of a fundamental Service Review of Development Management charging was not introduced. The Service Review introduced a pilot project based on a 'system thinking' approach which placed great emphasis on pre-application advice to increase efficiency and customer service but was not compatible with charging applicants for pre-application advice. The pilot project failed to deliver the efficiencies or customer service expected and therefore only certain elements of the pilot project were retained. There is an opportunity therefore to revisit the charging of pre-application advice.

2.0 Background

- 2.1 The Local Government Act 2003 (s93 Part 8, Chapter 1 - Power to Charge for Discretionary Services) gives Local Planning Authorities a discretionary power to charge for giving pre-application advice (as a service that an authority has the power, but it is not obliged, to provide). The income raised must not exceed the cost of providing the service.
- 2.2 The statutory provision states at s93 (i), “a best value authority may charge a person for providing a service to him if:
- (a) the authority is authorised, but not required, by an enactment to provide the service to him, and
 - (b) he has agreed to its provision”.
- 2.3 A growing number of Local Authorities now charge for pre-application advice (mainly in the south and London). Westminster City Council was the first to introduce charging in 2004. Since the last report on charging in 2010 a number of adjoining authorities have started charging including Arun District Council and Brighton and Hove City Council is also due to introduce a charging policy. The table in Annex 1 summarises a selection of Local Authorities that do charge, for which development and at what rates. In West Sussex it is apparent that only Horsham, Adur and Worthing Councils do not charge for pre-application advice.
- 2.4 The Planning Advisory Service produced a Paper in April 2007 entitled ‘A Material World - Charging for Pre-application Planning Advice’. The research included interviews with Local Authorities who were charging and those that had considered the idea but then dismissed it. The main findings to emerge were:
- Charging improves the delivery of what is an essential but time consuming service and helps to ensure better quality application submissions;
 - Charging helps filter out speculative and poorly thought out development proposals;
 - Charging could, however, discourage development or risk harming a good working relationship with local agents;
 - No authority interviewed charged for householder development and most exempt development affecting small business premises;
 - Charging accepted in principle on the basis that developers will receive in return, assured and timely access to the service/staff and carefully considered and constructive written advice at the end of the process;
 - Charges need to be easily understood and administered

- 2.5 The Killian Pretty Review (November 2008) noted the need to improve this “critically important” stage and suggested ways to standardise it. Its recommendations included:
- Appropriate professional bodies and stakeholders should develop guidance on charging to introduce a more measured and consistent approach
- 2.6 The Government has subsequently issued its response to the Killian Pretty review and agrees that pre-application discussions are critically important and benefit both developers and Local Planning Authorities in ensuring a better mutual understanding of objectives and constraints that exists, especially for major proposals. In the light of the recommendations it will take a number of steps to strengthen the prospects for early and effective engagement at the pre application stage, including:
- Setting out its key expectations for pre-application engagement in new national policy on development management, including for each local planning authority to have a clear statement on the provision of opportunities for pre-application advice, including their approach to charging;
 - Each local planning authority should publish a statement or Code of Good Practice, clearly setting out the range of guidance and opportunities that it offers for pre-application advice, what is required or expected from potential applicants and detailed information on what will be delivered where there is a charging regime.
- 2.7 The ‘Planning’ magazine has undertaken a survey on Local Authority charging regimes (6th February 2009). The survey results are useful as they include an explanation of why charging has been introduced at a number of different authorities. The London Borough of Richmond-upon-Thames cited the reason for charging was due to being overloaded by requests from speculative local developers - *“They were using us as a private consultancy. That is not a good use of officer time”*. The authority maintains that charging has made the culture more businesslike. Whilst this is anecdotal evidence and each local authority will have different experiences the PAS report highlighted above did conclude that charging can curb speculative proposals and filter out poorly thought out schemes.
- 2.8 In December 2009 the then Government issued a consultation document ‘Development Management: Proactive Planning from Pre-application to Delivery: Consultation on a draft new planning policy statement on development management, and on draft policy annexes on the pre-application and determination stage’. Part 3 of this document sets out detailed policy on pre-application engagement. This has been prepared in response to recommendation 4(a) of the Killian Pretty Review, which stated that:
- “Government, local planning authorities and others should take steps to substantially improve the critically important pre-application stage of the application process, in order to improve the quality of the application and to avoid problems and delays at later stages.”*

- 2.9 The draft PPS consultation document indicated Local planning authorities should therefore take active steps to encourage pre-application engagement with those considering development.
- 2.10 Paragraphs PA5.1 and PA5.2 of the draft policy at the time reflected the current discretionary powers which LPAs can use to charge fees for pre-application services (see para. 2.1 - 2.2 above). Currently, LPAs are authorised to set their own level of fees when charging for pre-application discussions and these can vary widely from one authority to another. The Killian Pretty Review (recommendation 4(b)), suggested that a more measured and consistent approach to charging across the country would be preferable. Their suggestion was that this consistency should be developed by professional bodies and authorities themselves.
- 2.11 At one stage it appeared that Government of the day might introduce a specific, nationally prescribed fee scale based on, for example, the size and complexity of the proposal under discussion. This could have been established in planning legislation, and used instead of the current more general powers set out in the Local Government Act 2003. However since that time successive Governments have not pursued the idea of a national fee scale. Although there has been consultation on providing greater flexibility on planning application fees to recoup a greater proportion of the cost of providing the service this has not been currently pursued.

3. Details

3.1 Why is the pre-application stage important to the applicant?

3.1.1 This is important because:

- Gives them an opportunity to make changes to their proposals before they apply to make sure the application moves through the planning system smoothly and quickly;
- May reduce the time spent by professional advisors in working up a proposal;
- May help to understand the way in which an application will be assessed against planning policies and other material considerations;
- Can help to identify if they will need specialist advice, such as flood risk, contamination, trees, highways etc;
- Can give advice on how to meet the council's requirements for community consultation before they apply;
- May tell where a proposal is likely to be unacceptable to the council saving the cost of finalising the scheme and submitting the application;

- Will help to make sure the application is complete avoiding delays in validating and determining the application.

3.1.2 Worthing has provided pre-application advice for many years; however, it is finding it increasingly difficult to maintain this service given the number of development enquiries and the increase of workload in other areas notably the discharge of planning conditions. It has previously been determined that charging may help to generate more income and provide a further efficiency saving. Currently the Development Control team assists with any technical and legislative issues that may need to be addressed at the earliest possible stage. This helps to avoid any 'surprises' appearing later in the development process that may have a significant effect on the cost and feasibility of a proposal. It operates on all forms of development ranging from householder to major applications.

3.2 What are the benefits?

Introducing charges would have the following advantages –

- The customer would pay for the service not the general tax payer;
- Income could be used to fund improvements to the planning service;
- Income could be used to reduce the call on council tax or built into overall budget savings;
- Income generated could also help offset the costs associated with design advice from the South East Regional Design Panel.

3.2.1 It is very difficult to arrive at a realistic estimate of income. There are many unknown factors: for example, we do not know how the development sector will react to the introduction of a charge and the current economic climate has added to the uncertainties. The charging structure proposed appears reasonable based on the practice elsewhere. It is reasonable to expect that the £15,000 income generation identified in the Development Control High Level Business Case could be achieved.

3.2.2 On the other hand the potential disadvantages of introducing could include,

- The applicant could choose not to seek pre-application advice and problems may arise later which could have been avoided. This may result in poorer developments proposed, more refusals and subsequent appeals.
- Charges for advice will require additional officer time in respect of the collection of fees and arrangement of meetings. Planning officers will need to give more time to preparing for meetings and provision of written minutes. This may impact on officers' ability to determine applications within the prescribed periods.

3.3 Will pre-application charging generate any income?

- 3.3.1 Having looked at the charging regimes of other local planning authorities and given that Worthing is a district council it is realistic to apply a similar charging regime as other nearby authorities. Most of the local authorities examined do not charge for advice on householder development.
- 3.3.2 Based on the number of Worthing pre-application enquiries in 2014/15 the following fees could have been generated. The fees are based on a total of 18 'major' and 234 'minor' applications using the Mid Sussex District Council selection criteria (which excludes householder development). The calculation assumes 25% of the submitted applications would have included pre-application advice prior to their formal consideration by the Local Planning Authority.

Based on Mid Sussex Example

- 3.3.3 Majors: £5,400 (18 X £300) plus estimated time for follow on meetings (based on 50% requiring a follow up meeting) £2,700= £8,100
Minors: £46,800 (234 x £200) for initial request and £11700 for follow up meetings (based on 25% of the pre-applications requiring a follow up meetings) = £58,500
Total = 66600 x 25% (conversion of pre-app to full planning application) = £16,650

Overall Total: **£16,650.00**

- 3.3.4 The number of pre-application enquiries received and dealt with by the Planning Department during the 2014/15 year amounted to a total of 1,177. Accurate calculations on how many of these were for "major" development (10 houses or more; more than 1000 sqm of floor space or site area greater than 0.5 hectare) and for "minor" development (e.g. 1-9 houses) are not available at this time, however, it is clear the staff resource devoted to giving pre-application advice is significant.
- 3.3.5 In the future, as the Local Planning Authority moves towards a Development Team Approach, it is envisaged that the quality of planning output will improve and will provide opportunities for more elected member involvement. In addition an opportunity also exists to ensure other key agencies/bodies (e.g. Environment Agency) are also involved to make sure applicants are aware of and address the requirements of other consent regimes, so allowing the early implementation of proposals and avoiding the need to seek amendments to planning permissions that are incompatible with such other consent regimes. This is an important strand of the development management approach that could be encouraged as part of the pre-application charging process before you.

3.4 What service would be provided under a pre-application charging regime?

- 3.4.1 Under the proposed scheme, a prospective applicant would receive a guaranteed level of service and would be able to request follow up meetings based on the seniority of the officer giving advice. The system would need to be administered carefully, so that the process is accountable and auditable. It would be customer focused and so constructive and businesslike, with advice formally recorded as part of a structured approach to pre-application advice.
- 3.4.2 The scheme will be introduced in such a way that it would apply to new applications emerging. We would not immediately withdraw from discussion on projects currently under discussion and the proposed fee regime will not apply to current discussions for a transitional period of 3 months from the introduction of the scheme. After that period pre-application discussions will become chargeable.
- 3.4.3 The proposed fee regime is set out below and will be published with the process explained in full on the Council's web-site. It will be necessary to undertake a consultation exercise with local agents before introducing the charges and it is intended to start the consultation process with an Agents Forum similar to the event organised to explain the new minimum validation requirements approximately 2 years ago. The fee levels are set for Head of Service level and below. The proposed fee schedule has been devised having regard to charge rates by other authorities albeit the charges are significantly less than London Authorities and some nearby authorities such as Chichester. The proposed charging schedule also has modified sub-categories more specific to the type of development proposals that come forward within the Borough. It is similar to the Mid Sussex models in that it incorporates an initial flat fee.

We WILL charge for advice on:	Level of Charge:
'Minor' Residential development of 1-4 dwellings or up to 499 sqm of commercial floor space. 1hr meeting on site or at the Council offices (if required) followed up by written advice (if requested).	Fixed Fee £150 + VAT Each additional meeting with Officers will be charged at the above rate. For additional written responses only, these will be charged at 50% of the fixed fee.
Residential Development 5-9 dwellings or between 500-999 sqm of commercial floor space. 1hr meeting on site or at the Council offices followed up by written advice.	Fixed Fee £350 + VAT Each additional meeting with Officers will be charged at the above rate.
'Major' Residential Development 10-49 dwellings) or 1000 to 4999 sqm of commercial floor space. 1hr meeting on site or at the Council offices followed up by written advice	Fixed Fee £550 + VAT Each additional meeting with Officers will be charged at the above rate.

<p>Significant Major Residential Development (50+ dwellings) or 5000 sqm or more of commercial floor space. 1hr meeting on site or at the Council offices followed up by written advice.</p>	<p>Fixed Fee £750 + VAT Each additional meeting with Officers will be charged at the above rate.</p>
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3.4.4 For larger scale developments charges for pre-application advice are more likely to be agreed as part of a Planning Performance Agreement (PPA). The PPA also sets out the timescale for pre-application discussions and the time likely to be required to determine the planning application.

3.5 Who will charges apply to?

3.5.1 To work properly, be consistent, fair, and impartial and to ensure that we add value during the pre-application process the charging regime needs to apply universally, with the exception of householder development. This means that if a prospective applicant is not prepared to pay, they will receive no pre-application advice from Planning Officers. However, it would be appropriate to have certain exceptions where the development would benefit the town in terms of, for instance, the provision of affordable housing or assisting a community or voluntary sector project. It would be appropriate to exclude Housing Associations (in connection with affordable housing schemes), Community and Voluntary groups therefore from the charging regime.

3.5.2 Affordability should not be a significant issue. In particular major developments are multi-million pound enterprises and therefore in this context a pre-application charge of a few hundred pounds is not going to deter a serious developer. As other authorities have found, developers are generally content to pay if they get a clearly specified level of service in return. It will be the smaller developers particularly in relation to flat conversions and small businesses that the charge will potentially have the greatest impact. However, the sliding scale of charges has sought to address this issue and discretion may be necessary particularly for small businesses during the current recession. The charges are primarily targeting the larger developers that will already be seeking to spend significant sums on planning consultants and other agents on more complex development proposals.

3.5.3 The majority of planning applications are small-scale householder schemes. Such applications would be exempt from any pre-application advice charge, should the Council choose to impose one. The issue of affordability would therefore not arise in relation to these applications.

4.0 The Way Forward

4.1 Any charging regime will have to have the appropriate mechanisms in place to ensure prompt, timely and quality output. Service standards will have to be introduced and rates/charges agreed as suggested above. The next steps will include:

- Inform service users on the benefits of pre-application discussion and the development of customer focussed service standards through consultation.
- Finalise service standards - what we will do for the applicant and by when.
- Determine what we will need from the applicant.
- Determine the detailed fee structure for pre-application charging and the types of development involved
- Set up the process structure needed to administer the pre-application charging service and collection of fees.
- Publish the fees and service standards on the Council's web site.

4.2 There is a need for a minimum 6 week consultation exercise. At a recent Developers/Agents Forum the principle of charging and the possible fee schedule was discussed. No particular issues were raised by local agents and many commented that it is now standard practice for local planning authorities.

5.0 Legal

5.1 Section 93 of the Local Government Act 2003 introduced a general power for authorities to charge for “discretionary” services. In the case of planning, this applies to activities outside the scope of the existing fees structure, such as pre-application advice.

5.2 The Act restricts the amount of the charges recoverable to the costs of providing the service with no ability to make a profit. In deciding whether or not to charge for any discretionary service the Council must have regard to any guidance issued by the Secretary of State. Consultative draft guidance has been issued and whilst this is still a draft document regard should be made to it although the weight to be attached is limited. The draft guidance states that the power in Section 93 will operate on the basis that the discretionary service is offered at a charge and that anyone who requires the service agrees to take it up on these terms. Where existing services are charged for, payment in advance or on application is the usual practice. This should also be the case for charging for pre-application advice as it avoids extra costs associated with debt recovery should payment in arrears not be made. Any pre-application advice given is without prejudice to the final decision made on the application. There will be no refund of the fee when an application is refused.

6.0 Financial implications

6.1 Further process work will need to be undertaken to identify possible efficiencies, whilst maintaining and improving services to the customer by raising additional income, which will enable these services to be funded but given the extent of pre-application advice the Council currently gives out for free, the possibility of charging will assist the Council's revenue position over the medium term. It is anticipated that the recommended flat fee charging for pre-application advice outlined at section 3.3 would create an additional projected income generation in the region of £15,000 for 2015/16.

7.0 Conclusion and Recommendation

- 7.1 The introduction of charging will result in a more structured approach to pre-application discussions and reduce the number of speculative and poorly submitted schemes. This in itself will introduce efficiencies in terms of making best use (utilisation) of officer time (for the Council), reduce the administrative burden of managing the pre-application system, and improve services to customers. Applicants who do not undertake any pre-application discussions and submit schemes which are poor will run the risk of their applications being refused.
- 7.2 The Government has issued draft guidance on development management and pre-application discussions (see 2.8 above) encouraging pre-application advice as part of the development management approach. The document will consult on proposals to implement national charging schedule for pre-application advice. Notwithstanding, the outcome of this consultation, it is considered to appropriate to develop a charging schedule under s93 Part 8, Chapter 1-Power to Charge for Discretionary Services of the Local Government Act 2003 in conjunction with our neighbouring planning authorities in order to provide a consistent approach for pre-application charging within the region. The Council has encouraged pre-application discussion for some considerable period of time. It is considered that moving on pre-application charging ahead of the draft policy will be proactive in improving existing arrangements and responding positively to the issues raised at a national level.
- 7.3 Worthing has a good reputation locally for provision of helpful and timely pre-application advice. The introduction of pre-application charging into the planning process, provided that the scheme is easy to understand and administer, will assist in providing a more effective planning service. The format must be simple and it should be fully explained on the Council's website with clear information on what is required to process a request. There must also be a clear indication of the scope of the response to be provided. In the spirit of joint working with other Districts in West Sussex it is hoped that the general format suggested here would be adopted. Adur District Council will consider the same charging regime at its meeting on the 23rd November 2015.

8.0 Recommendation

8.1 The Planning Committee is recommended to:

- (i) Approve the principle of charging for pre-applications advice on all development proposals except those relating to house extensions;**
- (ii) Agree the charging regime set out in Section 3.3 for the purposes of public consultation.**

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Schedule of other matters

1.0 Council Priority

- 1.1 Protecting front line services
- 1.2 Ensuring value for money and low Council Tax.

2.0 Specific Action Plans

- 2.1 (A) Provide and develop customer driven cost effective services.
- (B) Generate financial capital, increase income and seek external funding sources.

3.0 Sustainability Issues

- 3.1 Matter considered and no issues identified.

4.0 Equality Issues

- 4.1 Matter considered and no issues identified.

5.0 Community Safety issues (Section 17)

- 5.1 Matter considered and no issues identified.

6.0 Human Rights Issues

- 6.1 No direct HR implications arising from this report.

7.0 Reputation

- 7.1 It is anticipated that introducing charging will reduce the number of speculative enquiries and free up Officer time to deal with genuine proposals. Overall it is envisaged that charging for pre-application advice will enhance the reputation of the Council.

8.0 Consultations

- 8.1 6 week consultation to be undertaken with stakeholders. Initial Developers/Agents Forum has raised issue of charging and proposed charging schedule circulated to local agents.

9.0 Risk assessment

- 9.1 There is a perception that charging for pre-application advice raises the customer's expectations about the level of service they can expect to receive, and this has to be carefully considered and aligned with resources.
- 9.2 Officer time spent on charging pre-application advice will also be recorded. The procedure, including the rate of the charge, and types of proposal that attract the charge, will be reviewed after 12 months of coming into effect. This will include giving consideration to whether there is scope for extending charging into other areas of planning work.

10.0 Health & Safety Issues

- 10.1 Matter considered and no issues identified

11.0 Procurement Strategy

- 11.1 Matter considered and no issues identified

12.0 Partnership working

- 12.1 Matter considered and no issues identified

Pre-Application Charging – Neighbouring Context

The below table summaries those neighbouring authorities that currently charge and don't charge for pre-application advice

Charge for Pre-application Advice	Don't currently charge (but may do in near future)
<ul style="list-style-type: none"> ● West Sussex County Council ● Mid-Sussex District Council ● Lewes District Council ● Hastings Borough Council ● Chichester DC ● Arun DC ● Rother DC 	<ul style="list-style-type: none"> ● Horsham District Council ● Adur District Council ● Crawley Borough Council ● Brighton and Hove City Council (due to introduce charging shortly)

The charging models for authorities charging for pre-application advice are listed below:

Neighbouring Authorities Schedule of Fees**Chichester Pre-application Charging – Schedule of Fees**

Planning pre-application advice fees	
Type	Fee
Householder	£90.00
Other e.g. changes of use, variation and removal of conditions.	£180.00
Minor e.g. 1-9 dwellings, commercial (less than 1000m ²)	£480.00
Major e.g. 10-99 dwellings, commercial (more than 1000m ²)	£1800.00
Large Major e.g. 100+ dwellings, commercial (more than 5000m ²)	£4200.00

**Arun Planning Services Pre-Application Enquiry Service
Schedule of Charges**

1 November 2015

CATEGORY	FEE (INCLUSIVE OF V.A.T.)
Householder	
Development within the curtilage of a dwelling house. (Not new residential units within the curtilage)	£30.00 for enquiry (including site visit) and £30.00 for a meeting following a written response.
Minor Residential Developments	
1 - 2 residential units	£204.00 for enquiry(including site visit) and £30.00 for a meeting following a written response
3 – 9 residential units or residential development on sites less than 0.5 hectare.	£380.00 for enquiry (including site visit) and £200.00 for a meeting following a written response.
Smallscale Major Developments-small residential	
10 – 99 residential units, or site area between 0.5 hectare and less than 2 hectare	£700.00 for enquiry (including site visit) and £200.00 for a meeting following a written response.
Smallscale Major Developments- large residential	
100 – 199 residential units, or site area between 2 hectares and less than 4 hectares	£1500.00 for enquiry (including site visit) to include a meeting.
Largescale Major Development-residential	
200 residential units and over, or site area greater than 4 hectares.	Minimum charge of £1500.00 plus £300.00 for every 50 dwellings up to a maximum of £3000 to include a meeting.
Shop Fronts	No charge at present (to be reviewed)
Commercial Schemes (Excluding Food Retailing)	No charge at present (to be reviewed)
Food Retailing Schemes Under 500 sq.m.	No charge at present (to be reviewed)
Food Retail Schemes between 500 and 9999 sq.m.	
Floor space between 500 and 9,999 sq. m. or site area is between 1 hectare and less than 2 hectares	£700.00 for enquiry (including site visit) and £200.00 for a meeting following a written response.
Food Retail Schemes greater than 10,000 sq.m.	
Floor space greater than 10,000 sq.m. or site area greater than 2 hectares	Minimum charge of £1500.00 plus £300.00 for every 1000 sq.m. to a maximum of £3000.00 to include a meeting

All charges are inclusive of V.A.T. @ 20%.

A fee is payable for each proposal, so if you require advice on more than one scenario a fee is payable for each one.

Where a change of use is involved it will be charged on the basis of either the number of residential units created or the amount of floor space involved if it is commercial and or retail.

West Sussex County Council Charging Schedule

Table of Charges

After receiving your request for pre-application advice, we send you an invoice if providing one of our chargeable services. Payment must be made within 30 days.

No. of Dwellings	Commercial and Retail Area	Additional Written Response Only	Single Meeting and Written Response
Up to 10	Up to 100m ²	£100 plus VAT	£125 plus VAT
11 to 24	101m ² to 500m ²	£400 plus VAT	£500 plus VAT
25 to 49	501m ² to 1,000m ²	£600 plus VAT	£800 plus VAT
50 to 79	1,001m ² to 2,000m ²	£1,100 plus VAT	£1,250 plus VAT
80 to 199	2,001m ² to 5,000m ²	£2,000 plus VAT	£2,000 plus VAT
200+	5,001m ² +	£2,200 plus VAT	£2,200 plus VAT

Lewes District Council

Charges are made for major developments only. Minor and household applications are free.
The charge for a pre-application meeting with follow up written advice is £600 +VAT.
Written advice only with no meeting is £450 +VAT.
Subsequent pre-application meetings or advice are charged at hourly rates. Quotations can be provided on request. Hourly rates for officers are currently:
Planning Officer - £30 +VAT
Senior Planning Officer - £40 +VAT
Team Leader (Senior Planning Officer) - £50 +VAT
Department Head - £60 +VAT

Mid Sussex District Council

Categories of proposed development
From the 1st April 2009 the charge for pre-application advice will depend on the nature and scale of the proposed development. A stepped rate will be charged based on the following categories:
'Super Major' - 150 dwellings or more, or 5000 sq m or more of commercial floor space
'Major' - 10 or more dwellings or 1000 sq m or more of commercial floor space
'Minor' - less than 10 dwellings or 1000 sq m of commercial floor space
'Other' - i.e. changes of use, adverts, listed building consents, conservation area consents
'Trees'
The fee rates
The following fees, which are total fees per meeting, will be charged for each category of development:
'Super Major' - £500 per meeting
'Major' - £300 per meeting
'Minor' - £200 per meeting
'Other' - £150 per meeting
Advice by letter only would be charged at 50% the rate for a meeting.
'Trees' - £30 per meeting or letter (In the case of an emergency tree matter, no charge will be levied)