

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2023/24 ONWARDS

Committee: Planning and Licensing
Service Area: Planning Development Management

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the discretionary charges is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough. All Statutory fees have remained the same (PDM1 and PDM2)

Proposed change in fee/charge from previous year (%)

Planning fees (PDM 1 and PDM 2) are statutory. Pre-application fees have been reviewed, Various changes ranging from 5 - 13% have been applied with an average of 11%, close to the inflation level. Work undertaken with an external company during 2022 has also suggested that costs do not accurately cover officer resource, and the new charges represent a closer cost recovery which explains why some % have increased by 13. The changes also bring

Justification for revised charge (compared to previous year)

Increase reflects the level of resource input to supplying the pre-application service

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees have been benchmarked against the following local authorities, Thurrock, Castlepoint, Basildon and Rochford. The proposed Fees and charges are deemed average within the benchmarking exercise. Although difficult to benchmark as being Unitary Authority means our fees should be higher as more in house involvement in pre-applications

If significant change in charge, what consultation was undertaken with the general public?

Not significant changes but discussion with planning agents has taken place

Expected budgeted income

£X

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2023**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2022-March 2023 Excl VAT	Inc VAT	April 2023-March 2024 Excl VAT	Inc VAT

SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Planning Application Fees

All Outline Applications

Up to 2.5 hectare, per 0.1 hectare	O	S	462.00	462.00	462.00	462.00
More than 2.5 hectares	O	S	11,432.00	11,432.00	11,432.00	11,432.00
Each 0.1 hectare in excess of 2.5 hectares to a maximum of £125,000	O	S	138.00	138.00	138.00	138.00

Household CON 29R including LLC1

Alterations/extensions to a single dwelling	O	S	206.00	206.00	206.00	206.00
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Full Applications

Alterations/extensions two or more dwellings	O	S	407.00	407.00	407.00	407.00
New Dwellings (up to 50) per dwelling	O	S	462.00	462.00	462.00	462.00
New Dwellings more than 50	O	S	22,859.00	22,859.00	22,859.00	22,859.00
Each dwelling in excess of 50 to a maximum of £250,000	O	S	138.00	138.00	138.00	138.00

Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery)

Gross Floor up to 40sq m	O	S	234.00	234.00	234.00	234.00
Gross Floor 40 sq m to 75 sq m	O	S	462.00	462.00	462.00	462.00
Gross Floor 75sq m to 3750 sq m each 75 sq m or part thereof	O	S	462.00	462.00	462.00	462.00
Gross Floor more than 3750 sq m	O	S	22,859.00	22,859.00	22,859.00	22,859.00
Each additional 75 sq m in excess of 3750 sq m to a maximum of £250,000	O	S	138.00	138.00	138.00	138.00

Erection of building (on land used for agriculture for agricultural purposes)

Gross Floor Space up to 465 sq m	O	S	96.00	96.00	96.00	96.00
Gross Floor 465 sq m to 540 sq m	O	S	462.00	462.00	462.00	462.00
Gross Floor 540 sq m to 4215 sq m each 75 sq m in excess of 540 sq m	O	S	462.00	462.00	462.00	462.00
Gross Floor more than 4215 sq m	O	S	22,859.00	22,859.00	22,859.00	22,859.00
Each additional 75 sq m in excess of 4215 sq m to a maximum of £250,000	O	S	138.00	138.00	138.00	138.00

Erection of glasshouses

Gross Floor no more than 465 sq m	O	S	96.00	96.00	96.00	96.00
Gross Floor more than 465 sq m	O	S	2,580.00	2,580.00	2,580.00	2,580.00

Erection/Alterations/Replacement of Plant and Machinery

Site Area not more than 5 hectares - per 0.1 hectare or part thereof	O	S	462.00	462.00	462.00	462.00
Site Area more than 5 hectares	O	S	22,859.00	22,859.00	22,859.00	22,859.00
Each additional 0.1 hectare in excess of 5 hectares up to a maximum of £250,000	O	S	138.00	138.00	138.00	138.00

Applications other than Building Works

Car parks, Service Roads or other accesses	O	S	234.00	234.00	234.00	234.00
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Waste (Use of land for disposal of refuse or waste materials or deposit of amterial remaining after extraction or storage minerals)

Site Area no more than 15 hectares per 0.1 hectare	O	S	234.00	234.00	234.00	234.00
Site Area more than 15 hectares	O	S	34,934.00	34,934.00	34,934.00	34,934.00
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	138.00	138.00	138.00	138.00

Operations connected with exploratory drilling for oil or natural gas

Site area not more than 7.5 hectares each 0.1 hectare	O	S	508.00	508.00	508.00	508.00
Site area more than 7.5 hectares	O	S	38,070.00	38,070.00	38,070.00	38,070.00
Each 0.1 hectare in excess of 7.5 hectares up to a maximum of £250,000	O	S	151.00	151.00	151.00	151.00

Operations (other than exploratory drilling) for the winning and working of oil or natural gas

Site area not more than 15 hectares each 0.1 hectares	O	S	257.00	257.00	257.00	257.00
Site area more than 15 hectares	O	S	38,520.00	38,520.00	38,520.00	38,520.00
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	151.00	151.00	151.00	151.00

Operations (winning and working of minerals) excluding oil or natural gas

Site area not more than 15 hectares each 0.1 hectares	O	S	234.00	234.00	234.00	234.00
Site area more than 15 hectares	O	S	34,934.00	34,934.00	34,934.00	34,934.00
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	138.00	138.00	138.00	138.00

Other operations (not coming within any of the above categories)

Any site area per 0.1 hectares up to a maximum of £1690	O	S	234.00	234.00	234.00	234.00
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Lawful Development Certificate

Existing Use or operation	O	S	Same As Full	Same As Full	Same As Full	Same As Full
Existing use or operation - lawful not to comply with any condition or limitator	O	S	234.00	234.00	234.00	234.00

Proposed use or operation	O	S	Half normal planning fee	Half normal planning fee	Half normal planning fee	Half normal planning fee
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For further clarification on the planning fees please refer to the The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 and (Amendment) Regulations 2017

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2023**

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SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Planning Application Fees

Prior Approval

Agricultural and Forestry buildings & operations or demolition of buildings	O	S	96.00	96.00	96.00	96.00
Telecommunications Code Systems Operators	O	S	462.00	462.00	462.00	462.00
Proposed Change of Use to State Funded School or Registered Nursery	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of Agricultural Building to a State-Funded School or Registered Nursery	O	S	96.00	96.00	96.00	96.00
CON 29R including LLC1	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwellinghouse)	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), where there are no Associated Building Operations	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), and Associated Building Operations	O	S	206.00	206.00	206.00	206.00
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), where there are no Associated Building Operations	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), and Associated Building Operations	O	S	206.00	206.00	206.00	206.00
Notification for a Prior Approval for a Change of Use from Storage or Distribution Buildings (Class B8) and any land within its curtilage to dwellinghouses (Class C3)	O	S	96.00	96.00	96.00	96.00
Notification for prior Approval for Change of Use from Amusements Arcades/Centres and Casinos (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3)	O	S	96.00	96.00	96.00	96.00
Notification for prior Approval for Change of Use from Amusements Arcades/Centres and Casinos (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3) and Associated Building Operations	O	S	206.00	206.00	206.00	206.00
Notification for Prior Approval for a Change of Use from Shops (Class A1) Financial and Professional Services (Class A2) Betting Offices and Payday Loan Shops and Casinos (Sui Generis Uses) to restaurants and cafes (Class A3)	O	S	96.00	96.00	96.00	96.00
Notification for Prior Approval for a Change of Use from Shops (Class A1) Financial and Professional Services (Class A2) Betting Offices and Payday Loan Shops and Casinos (Sui Generis Uses) to restaurants and cafes (Class A3) and Associated Building Operations	O	S	206.00	206.00	206.00	206.00
Notification for Prior Approval for a Change of Use from Shops (Class A1) Financial and Professional Services (Class A2) Betting Offices and Payday Loan Shops and Casinos (Sui Generis Uses) to restaurants and cafes (Class A3) to Assembly and Leisure Use (Class D2)	O	S	96.00	96.00	96.00	96.00

Reserved Matters

Application for approval of reserved matters following outline approval	O	S	Full Fee due or if paid £462	Full Fee due or if paid £462	Full Fee due or if paid £462	Full Fee due or if paid £462
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Approval/Variation/Discharge of condition

Application for removal or variation of a condition following grant of planning permission	O	S	234.00	234.00	234.00	234.00
Request for confirmation that one or more planning conditions have been complied with - Householder	O	S	34.00	34.00	34.00	34.00
Request for confirmation that one or more planning conditions have been complied with - Other	O	S	116.00	116.00	116.00	116.00

Change of Use of a building to use as one or more separate dwellings houses or other cases

Not more than 50 dwellings - each dwelling	O	S	462.00	462.00	462.00	462.00
More than 50 dwellings	O	S	22,859.00	22,859.00	22,859.00	22,859.00
Each dwelling in excess of 50 up to a maximum of £250,000	O	S	138.00	138.00	138.00	138.00
Other Changes of use of a building or land	O	S	462.00	462.00	462.00	462.00

Advertising

Relating to the business on the premises	O	S	132.00	132.00	132.00	132.00
business	O	S	132.00	132.00	132.00	132.00
Other advertisements	O	S	462.00	462.00	462.00	462.00

Application for a New Planning Permission to replace an Extant Planning Permission

Applications in respect of major developments	O	S	690.00	690.00	690.00	690.00
Applications in respect of householder developments	O	S	68.00	68.00	68.00	68.00
Applications in respect of other developments	O	S	234.00	234.00	234.00	234.00

Application for a Non-material Amendment following a grant of Planning Permission

Applications in respect of householder development	O	S	34.00	34.00	34.00	34.00
Applications in respect of other developments	O	S	234.00	234.00	234.00	234.00

Application for Permission in Principle

For each 0.1 hectare of the site area	O	S	402.00	402.00	402.00	402.00
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SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Pre-Application Advice

Pre-Application Advice

1	Householder Householder - written response only	S	D	58.33	70.00	66.67	80.00
2	Up to 1-hour meeting and written summary / with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	141.67 / 266.67	170 / 320	158.33 / 300	190 / 360
3	CON 29R including LLC1	S	D	29.17	35.00	33.33	40.00
4	Express Householder Advice - e.g. week turnaround	S	D	416.67	500.00	470.83	565.00
Change of Use of a Building or Land where the proposal does not constitute Minor or Major development							
NB this would include a change of use of the land to additional residential garden; paddocks; and buildings to non-residential use							
5	Up to 1-hour inhouse meeting and written summary/ with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	350 / 483.33	420 / 580	391.67 / 545.83	470 / 655
6	Up to 1-hour onsite meeting and written summary/ with specialist advice (where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	375 / 508.33	450 / 610	416.67 / 570.83	500 / 685
7	Follow up comments upon per additional set of drawings	S	D	150.00	180.00	166.67	200.00
Creation of a singular dwellinghouse, replacement dwellinghouse, or residential annexe							
Note: in excess of 1 but below 10 units constitutes Minor development							
8	Up to 1-hour inhouse meeting and written summary/ with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a listed building, specialist advice is required and is charged as follows.	S	D	350 / 483.33	420 / 580	391.67 / 545.83	470 / 655
9	Up to 1-hour onsite meeting and written summary/ with specialist advice Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a listed building, specialist advice is required and is charged as follows.	S	D	375 / 508.33	450 / 610	416.67 / 570.83	500 / 685
10	Follow up comments upon per additional set of drawings	S	D	150.00	180.00	166.67	200.00
Minor Development							
11	Written summary only/ with specialist advice	S	D	350 / 483.33	420 / 580	391.67 / 545.83	470 / 655
12	Up to 1-hour inhouse meeting and written summary/ with specialist advice	S	D	716.67 / 850	860 / 1020	808.33 / 958.33	970 / 1150
13	Up to 1-hour onsite meeting and written summary/with specialist advice	S	D	741.67 / 850	890 / 1050	833.33 / 983.33	1000 / 1180
14	Additional 1-hour inhouse meetings and written summaries/ with specialist	S	D	458.33 / 591.67	550 / 710	516.67 / 666.67	620 / 800
15	Follow up comments per additional set of drawings	S	D	166.67	200.00	187.50	225.00
Small major development (includes Heritage Assets/ Urban Design)							
new building has between 1000 and 2499 sqm of floor space							
Or the site is between 0.5 and 1.99 hectares (where you don't know the floor space).							
16	Up to 1-hour inhouse meeting and written summary	S	D	2,083.33	2,500.00	2,312.50	2,775.00
17	Up to 1-hour onsite meeting and written summary set	S	D	2,108.33	2,530.00	2,375.00	2,850.00
Subsequent follow up advice – if you have: already received advice about a similar development on the same site in the last three months or Received a refusal of planning permission for a similar development on the same site in the last							
18	Written advice	S	D	250.00	300.00	279.17	335.00
19	A subsequent meeting with a planning officer	S	D	1,500.00	1,800.00	1,691.67	2,030.00
Large major development (includes Heritage Assets/ Urban Design)							
if your new building has between 2500 and 4999 sqm of floor space							
Or The site area is up between 2.0 and 4.99 hectares (where you don't know the floorspace)							
20	Up to 1-hour inhouse meeting and written summary	S	D	2,500.00	3,000.00	2,825.00	3,390.00
21	Up to 1-hour onsite meeting and written summary set	S	D	2,525.00	3,030.00	2,845.83	3,415.00
Subsequent follow up advice – if you have: already received advice about a similar development on the same site in the last three months or Received a refusal of planning permission for a similar development on the same site in the last							
22	A subsequent meeting with a planning officer	S	D	1,916.67	2,300.00	2,083.33	2,500.00
Strategic Development (Principal Planner)							
Your new building has 5000 or more sqm of floor space							
The site area is 5 or more hectares (where you don't know the floorspace)							
24	Up to 1-hour inhouse meeting and written summary	S	D	2,833.33	3,400.00	3,200.00	3,840.00
25	Up to 1-hour onsite meeting and written summary	S	D	2,858.33	3,430.00	3,225.00	3,870.00
A reduced fee for follow up meetings if you have: already had a meeting in relation to the same site in the last three months or received a refusal of planning permission for a similar development on the same site in the last three months							
26		S	D	2,250.00	2,700.00	2,541.67	3,050.00
Planning Performance Agreement - Separate set of Fees							
BBC can offer a tailored service to developers in regard to the above advice types.							
These can include meetings with elected members including ward members and members of the Planning Committee. We can negotiate compliance with conditions during the course of construction and through the redevelopment and conversion of listed buildings with the appropriate specialist advisors offering direct and timely contact with Officer's.							
Post-Application Conditions Advice							
Some developments may result in conditions which you may wish to discuss in more detail with the Planning Officer to consider your options. Particularly where there are requirements for particular materials. Officers can advise on the requirements in consultation with specialist advisors where applicable.							
Note: Developers are reminded of the provisions of the NPPF with particular regard to paragraph 130.							
27	Written summary only	S	D	125.00	150.00	141.67	170.00
28	Up to 1-hour inhouse meeting and written summary	S	D	208.33	250.00	235.00	282.00
29	Up to 1-hour onsite meeting and written summary	S	D	233.33	280.00	262.50	315.00
Advice from Officers specialising in the Heritage Assets, Urban Design or Landscaping may also be required and is charged separately.							