

**Contact Name:** *Jan Debnam*

**Tel No:** *(023) 8028 5588*

**E-mail:** *jan.debnam@nfdc.gov.uk*

**Date:** *25 February 2014*

#### **NOTIFICATION OF PORTFOLIO HOLDER DECISION**

On 24 February 2014, Cllr F P Vickers, the Planning and Transportation Portfolio Holder, made the following decision. Any member of the Council, who is not a Portfolio Holder, who considers that this decision should be reviewed should give notice to the Monitoring Officer (Grainne O'Rourke) (in writing or by e-mail) to be received **ON OR BY TUESDAY, 4 MARCH 2014.**

Details of the documents the Portfolio Holder considered are attached.

#### **DECISION:**

To increase the charges for pre-application planning advice and for various transportation Orders, as set out in Appendices 1 and 2 to the report considered by the Portfolio Holder, with effect from 1 April 2014.

#### **REASON(S):**

As set out in the report considered by the Portfolio Holder.

#### **ANY ALTERNATIVE OPTIONS CONSIDERED AND REJECTED:**

As set out in the report considered by the Portfolio Holder.

#### **CONFLICTS OF INTEREST DECLARED:**

None.

#### **For Further Information Please Contact:**

Chris Elliott  
Head of Planning and Transportation  
Tel: 023 8028 5345  
E-mail: [chris.elliott@nfdc.gov.uk](mailto:chris.elliott@nfdc.gov.uk)

## **PLANNING AND TRANSPORTATION PORTFOLIO HOLDER DECISION FEBRUARY 2014**

### **CHARGES FOR PLANNING PRE-APPLICATION ADVICE AND TRANSPORTATION ORDERS**

#### **1. INTRODUCTION**

- 1.1 In some areas of the Planning Service the Council has the discretion to set its own fees whereas in others it does not. Most significantly the fees for planning and related applications are set by the Government and no increase has been proposed for 2014/15.
- 1.2 In some areas where the fees can be set locally we have to demonstrate that we are only covering the cost of the provision of the service. One of these areas is Land Charges where there is currently a consultation on the transfer of part of the service to the Land Registry. Fee income in this area is holding up well with the property market improving and no increase is proposed for 2014/15.
- 1.3 Building Regulations is another area where fee income needs to balance with expenditure. The early part of 2013/14 showed that the service was performing well but the exceptionally wet winter has slowed the construction industry significantly in the last three months. At this stage it is not proposed that fees be increased for 2014/15 but this may change later in the year. This will depend on the pickup of the construction industry in March and the possible need to recruit extra staff if building rates increase significantly in the spring and summer.
- 1.4 The two areas where changes are proposed in this report are the charges for pre-application advice and the making of certain types of transportation orders.

#### **2. INFORMAL PLANNING ADVICE**

- 2.1 Charges for this service were introduced just under two years ago. A Task and Finish Group looked into the introduction of the charging policy and reported to the Environment Panel on 9<sup>th</sup> January 2014. One of their recommendations was that the charges for this service should increase by 5% from April 2014. This recognised that there was no increase last year.
- # 2.2 The charge levels set out in Appendix One will implement the Task and Finish Groups recommendation. The figures are rounded slightly to relate to whole figures of pounds.

#### **3. TRANSPORTATION PROPOSALS**

- # 3.1 The proposals for the various types of Order dealt with by the transportation team are set out in Appendix Two. They range between 1.3 and 3.3% increases to reflect inflation and to provide rounded figures for the charges.

**4. FINANCIAL IMPLICATIONS**

4.1 The proposed charges are expected to increase income by about £5,000 in the forthcoming financial year.

**5. EQUALITY, DIVERSITY, CRIME AND DISORDER AND ENVIRONMENTAL IMPLICATIONS.**

5.1 None

**6. RECOMMENDATION**

That the charges set out in Appendices 1 and 2 of this report be introduced from 1<sup>st</sup> April 2014.

**7. PORTFOLIO HOLDER DECISION**

**I have agreed to the recommendations of this report**

**Signed** ..... CLLR F P VICKERS

**Date** ..... 24.02.2014

**Date on Which Notice Given of this Decision 25 February 2013**

**Last Date for Call-in 4 March 2014**

For further information please contact Chris Elliott, Head of Planning and Transportation, 023 8028 5345 or e-mail [chris.elliott@nfdc.gov.uk](mailto:chris.elliott@nfdc.gov.uk).

## Appendix One

### PRE-APPLICATION ENQUIRIES – FEES AND CHARGES

Category	Current Fee	Five Percent	New Fee
Householder Development Form	£80	£4	£84
Shop fronts & Advertisements; Telecommunications and Change of Use Development Form	£80	£4	£84
Small Scale Residential & Commercial Pre-Application Advice Enquiry Form	£250	£12.50	£262.00
Minor Residential or Commercial Schemes Pre-Application Advice Enquiry Form	£500	£25	£525.00
Major Residential or Commercial Scheme Pre-Application Advice Enquiry Form	£750	£37.50	£787.00
Larger Residential or Commercial Schemes – Fees Negotiated			One Off
Trees	Free of Charge		
Heritage Asset Advice Form	£25	£1.25	£26

## Appendix Two

### PROPOSED SCALE OF FEES AND CHARGES FOR 2014/15

	Charges 2013/14 £	Proposed Charges 2014/15 £	% Increase
<b>Annual Licence for placing Tables and chairs on the Highway* (planning permission is required)</b>			
- Where applicant is the only relevant frontager ##	157.00	160.00	1.91
- Where applicant is not the only relevant frontager ##	312.00	318.00	1.92
Round-about Sponsorship Agreement* agreement (5yrs)##	313.00	319.00	1.92
## Non-refundable & payable in advance renewal	123.00	125.00	1.63
<b>Access Markings*</b>	86.00	88.00	2.33

### **Speed Indicator Device and Speed Limit Reminder Sign Deployments**

Data from Speed Indicator Devices and Traffic Counters per page (one copy of Summary Data free of charge for nearby residents and community groups) and transport related information and drawings

A4	0.22	0.22	0.00
A3	0.43	0.44	2.33
A2	0.87	0.89	2.30
A1	1.75	1.79	2.29
A0	3.50	3.57	2.00
	Actual works & materials cost plus £74.00	Actual works & materials cost plus £75.00	1.35% on fees
Sleeve for temporary pole for SID			
	Actual works cost plus £38.00	Actual works cost plus £39.00	2.63% on fees
Deployment of SLR ##			
	Actual works cost plus £65.00	Actual works cost plus £66.00	1.54% on fees
Deployment of SID including data collection and distribution*####			

#### Charge waived or reduced if either site has a poor personal injury accident record or third parties contributed towards cost of installing sleeve. SIDs & SLRs will only be deployed at locations agreed by Police/HCC/NFDC.

### **Temporary Road Closures**

Temporary Road Closures (3 month) - Road Traffic Regulation Act  
Legal and administrative work# \*

Advertising costs\*

Reconsideration of unsatisfactory signing proposals (min charge £60)\*

347.00	354.00	2.02
<----- Actual Cost ----->		
33.00	34.00	3.03

Additional work (min charge £60)*	33.00	34.00	3.03
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Temporary Road Closures (5 day) - Road Traffic Regulation Act

Legal and administrative work*	175.00	179.00	2.29
Reconsideration of unsatisfactory signing proposals (min charge £60)*	33.00	34.00	3.03
Additional work (min charge £60)* per hour	33.00	34.00	3.03

Temporary Road Closures (5day/3 month combined) - Road Traffic Regulation Act

Legal and administrative work*	523.00	533.00	1.91
Advertising costs*	<----- Actual Cost ----->		
Reconsideration of unsatisfactory signing proposals (min charge £60)*	33.00	34.00	3.03
Additional work (min charge £60)* per hour	33.00	34.00	3.03

Temporary Road Closures for Sporting Events – Section 16A-C Road Traffic Regulation Act (**New Service**)

Legal and administrative work*		350.00	
Advertising costs*	<----- Actual Cost ----->		
Reconsideration of unsatisfactory signing proposals (min charge £60)*		34.00	
Additional work (min charge £60)* per hour		34.00	

Road Closures for Special Events etc. - Town Police Clauses Act

Legal and administrative work *	138.00	141.00	2.17
Additional work (min charge £60)* per hour	33.00	34.00	3.03

\$ No charge for churches, linked national celebrations or events where no on-street trading or no participation/entry charges made.

**Traffic Management Documents and Plans\***

Copy of a Traffic Regulation Order per page (no plans). One copy free of charge for nearby residents and community groups.

			0.00
0.22	0.22		

Copy of any plans included in a Traffic Regulation Order (one copy free of charge for nearby residents and community groups).

A4	0.22	0.22	0.00
A3	0.43	0.44	2.33
A2	0.87	0.89	2.30
A1	1.75	1.79	2.29
A0	3.50	3.57	2.00

Copy of representation(s) received per page:

0.22	0.22		0.00
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**NOTE:**

VAT. Charges are inclusive of 20% VAT unless otherwise shown.

Charges which are zero rated or not subject to VAT are marked \* either individually or by service.