

Pre-application advice charging schedule Commencing April 2019

Approach to setting amended pre-application fees.

Amended fees take into account:

- Benchmarking against with other comparable London local authorities.
- A more progressive in reflecting the impact on resources for managing larger scale development proposals.
- Encouraging greater access for householders and small businesses.
- A rationalisation of all of the follow on or optional fees to 60% (previously 55%) of the initial fee.
- Simplification of the charging structure to reduce the risk of under-charging.
- Introduction of a package approach for major and strategic cases, to help justify the proposed increase.
- Inflation only increase to scale B and C, to prevent smaller developers (e.g. small businesses, self-build house builders) being adversely affected.
- Consolidation of scale D and E to one category (new Scale D) but with a higher fee, more comparable with Newham and Islington Council's and a package based approach whereby initial fee covers two meetings and PPA can be structured to cover remainder.
- Replacement of Scale F, which was not being taken up because of its discretionary nature, with a new Scale E, clearly defined as strategic development and site allocations, with new higher fee, based on package approach, comparable with LB Camden.

Outcomes

- Clearer and more manageable charging structure;
- Greater income generation;
- A more proportionate approach for large scale major and strategic developments;
- Lower the risk of inadvertent "under charging".

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Scale	Types of development	What you can expect from us	Description	Charge
SCALE A Duty Planner, householder and small business service	Householder developments (i.e. affecting a single dwelling) Advice on permitted development rights. Extensions or change of use to non-residential buildings, including small businesses involving up to than 150sqm of floorspace Shop fronts Signs and adverts attached to a shop or business premises.	Drop-in meeting – week day mornings 9.00am – 1.00pm. No appointment needed. Telephone conversation with a planning advisor. Optional confirmation letter or e-mail. Optional full pre-application meeting.	A0. Duty planner drop in service.	Free
			A1. Confirmation of advice letter.	£80.00
			A2. Confirmation of advice letter for properties in conservation areas or works affecting listed buildings	£155.00
			A3. Officer site visit (excludes confirmation email or letter)	£80.00
			A4. Householder or small business pre-application meeting.	£250.00

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Scale	Types of development	What you can expect from us	Description	Charge
SCALE B Minor development	Development involving creation of 1-9 new dwellings; New buildings, extensions or changes of use over 150 and less than 1,000 sq.metres (any use class) Telecoms masts and equipment Plant and machinery on commercial premises. Free standing advertisements and hoardings.	Meeting with a planning officer and other specialist officers. Optional follow up design and technical meetings. Site visit. Formal advice letter. Confirmation of likely CIL and planning obligations. Confirmation of application submission requirements.	B1. Initial meeting	£1,515.00
			B2. Additional meeting(s) with follow up advice letter or email -	£910.00
			B3. Advice on discharge of conditions, or amendments to a permission	£910.00
SCALE C Smaller scale major development	Proposals involving creation of 10-34 dwellings; New buildings, extensions or changes of use 1000-	Meeting with a planning officer and other specialist officers. Site visits Formal advice letters. Optional follow up design and technical meetings.	C1. Initial meeting	£4000.00
			C2. Additional meeting(s) with follow up advice letter.	£2,500.00

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	4,999sq.metres (any use class)	Confirmation of likely CIL and planning obligations. Confirmation of application submission requirements. Presentation to the Conservation and Design Advisory Panel (CADAP) – if appropriate. Advice on pre-application community engagement.	C3. Advice on discharge of conditions or amendments to a planning permission.	£2,500.00
SCALE D	Proposals involving 35-149 dwellings	Establish a multi-disciplinary development advice team.	D1. Initial meeting	£7,680.00
Larger scale major development	New buildings/ extensions or changes of use 5000-14,999sq.metres (any use class)	Scoping / general principles meeting with a senior planning officer and development team. Follow up design development meeting. Optional follow up design and technical meetings. Formal advice letter	D2. Additional meeting(s) with follow up advice letter	£4,610.00
	Any change of use involving 1000-19,999sqm	Confirmation of likely Planning Obligations, including financial contributions		
	Includes advice on reserved matters.	Confirmation of likely CIL liability		
	Excludes	Agree application timeframes within a Planning Performance Agreement (PPA)		

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	development that meets any of the definitions for applications of Potential Strategic Importance (PSI) in the current Mayor of London Order.	<p>Presentation to the Conservation and Design Advisory Panel (CADAP) – if appropriate.</p> <p>Presentation to Development or Strategic Development Committee, if appropriate.</p> <p>Confirmation of application submission requirements.</p> <p>Advice on pre-application community engagement.</p>	D3. Advice on discharge of conditions or amendments to a planning permission	£3,075.00
			D4. Informal Environmental Impact Assessment Screening or Scoping	£3,075.00
			D5. Draft viability review	<p>Recover consultant costs + 10% administration.</p> <p>Internal Viability Team review £600.00 -£9000.00 (tba).</p>
			D6. Community Forum facilitation	£2,050.00

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SCALE E Strategic Development Proposals	Proposals involving 150 or more dwellings; Development of new buildings/extension or changes of use involving more than 15,000sq.metres (any use class) Development that meets any of the other definitions for applications of Potential Strategic Importance (PSI) in the current Mayor of London Order. Local Plan site allocations Site wide masterplans.	Establish a multi-disciplinary development advice team. Scoping / general principles meeting with a senior planning officer and development team. Follow up design development meeting. Optional follow up design and technical meetings. Attendance at joint GLA pre-application meeting* Presentation to the Conservation and Design Advisory Panel (CADAP) – if appropriate. Presentation to Development or Strategic Development Committee, if appropriate. Confirm likely CIL liabilities and any planning obligations. Agree application timeframes within a Planning Performance Agreement (PPA). Confirmation of application submission requirements * GLA may apply their own pre-application charges	E1. Initial meeting	£15,360.00
			E2. Additional follow up meetings (including further advice letter)	£4,100.00
			E3. Advice on discharge of conditions or amendments to a planning permission	£4,100.00
			E4. EIA informal screening or scoping opinion	4,100.00

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	Includes advice on reserved matters.		E5. Review of draft viability assessment (external consultant) – costs to be agreed.	Recover consultant costs + 10% administration. Internal Viability Team review £600.00 -£9000.00 (tba).
			E6. Community Forum facilitation	£2050.00
SPECIALIST SERVICES				
Basic Townscape and Visual Impact Review	Suitable for scale C & D pre-application development.	Review using 3D Model and digital development model supplied by the applicant	S1. Basic Townscape and Visual Impact Review	£2,000.00
Full Townscape and Visual Impact Review	Suitable for scale E pre-application development	Full Townscape and Visual Impact Review using 3D Model and digital development model supplied by the applicant.	S2. Full Townscape and Visual Impact Review.	£2,500.00

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