

Annex 3: Proposed Fee Schedule from 1st April 2024/25 – Planning Performance Protocol

Inception Fee = **£1,240**

An Inception meeting is required before Developer/Council can enter a PPA. The final decision to progress a PPA sits with the Council.

An **Inception meeting** will discuss and agree the following:

- Develop structure and content of PPA
- Agree project vision and objectives
- A work programme setting out key deliverables (milestones) and responsibilities. Including at what stage a planning application will be submitted.
- work programme setting out key deliverables and responsibilities
- Identifying key issues for consideration to follow through into individual **topic area meetings** in the PPA
- Scope the requirements and cost to the developer of external advice

PPA Fees

Development type	Residential Units	Commercial Floorspace (sq.m)	Meetings (intro + topic area*)	Member Briefings** (Microsoft Teams)	Number of amendments at application stage	PPA Fee (£)
Small	10 to 49	1,000 to 2,499	1 + 1	1	1	5,760
Medium	50 to 99	2,500 to 4,999	1 + 2	1	1	8,060
Large	100 to 249	5,000 to 9,999	1 + 3	1	2	11,200
Strategic	250+	10,000+	1 + 4	2	3	18,200

*Additional Topic Area meetings = £1,240 per meeting

**Additional Member Briefings (Teams) = £500 per meeting

Additional Meeting Briefing (Council Chamber) = £1,470 per meeting (Strategic only)

Additional Meeting Site Visit Briefing = £1,620 per meeting (Strategic only)

Notes:

Fees and deductions

For the avoidance of any doubt, all PPA fees are payable in addition to the requisite application fee as set out by the Fee Regulations.

Furthermore, if it is agreed between the parties at any point during pre-application discussions that a PPA is an appropriate tool, the pre-application fees already incurred will not be refunded or deducted from the PPA fee. However, the **Inception Meeting fee** will be deducted if a PPA is progressed.

Public Engagement Events

Any public engagement event agreed through the PPA process shall be funded by the developer. Any associated Local Authority costs will be agreed on a bespoke basis.

External Specialist Advice

Any external specialist advice either during the pre-app or application stage in the PPA and not covered by statutory consultee pre-app protocols, shall be commissioned independently by the Council and paid for by the developer. For example, viability testing, conservation/urban design, ecology & EIA assessment.

External Consultee Advice

Highways, Environment Agency, and other consultee advice will need to be paid by the applicant separately to this PPA, under the relevant agency's pre-app charging schedule. These charges are in addition to the PPA charges

Design Review

This is only on offer for the Strategic PPA and at an additional add-on cost. The developer shall pay the full costs of the Review Panel plus any additional Council costs.

Member Briefings

For all PPAs a member briefing is on offer through Microsoft Teams as part of the service. For Strategic PPAs there is also the additional option to have a face to face Member briefing at an additional charge

Member Site Visit

A member site visit is offered only as an additional cost for strategic PPAs

Submission of Amendments (planning application stage).

The Council operates a non-amendment policy on live planning applications. However, the PPA process gives the developer the opportunity to submit at least one round of amendments (depending on the PPA category)