

Full Council

Date:	22 October 2013
Title:	Pre-Application Schedule of Charges
Purpose of the Report:	To consider a charging schedule for pre-application discussions with developers.
Contact Officer:	Helen Stewart, Town Clerk

Background

South Oxfordshire District Council welcomes discussions about planning applications before formal submission. It believes that the benefits of such discussions are:

- They can help applicants understand how we will apply policies and guidance to their proposal.
- They can improve the quality of planning application submissions by identifying at an early stage where we will need specialist input.
- They could help applications be registered more speedily and can improve the likelihood of a successful outcome.
- They can save an applicant's time and money by identifying if a proposal is unacceptable in principle.

The District Council, as many other planning authorities, has a schedule of charges (Appendix 1) it applies to these discussions.

The Town Council is now very involved in these pre-application discussions, involving officer time and professional planning advice particularly on the strategic sites identified in the Neighbourhood Plan.

Members are asked to support the implementation of a range of similar charges to recover some of the costs incurred from the Town Council's involvement in these discussions. An indication of the level Members consider reasonable compared to those imposed by the principal planning authority, would be useful in developing a schedule specifically for Thame Town Council.

Recommendation:

The Council is asked that the:

- i) A good practice guide and schedule of charges for pre-application discussions be developed for approval at the next meeting of the Policy & Resources Committee.***