

**Single Member Cabinet Decision****Executive  
Forward Plan  
Reference****E2848**

Pre Application Advice Charging Schedule Changes

<b>Decision maker/s</b>	Cllr Liz Richardson, Cabinet Member for Homes and Planning
<b>The Issue</b>	Replace the existing pre application advice charging regime with a new schedule, alongside significant improvements to the quality and timeliness of the pre application advice service
<b>Decision Date</b>	4 April 2016
<b>The decision</b>	The Cabinet Member agrees that Development Management Service can implement a revised pre application advice charging schedule
<b>Rationale for decision</b>	<ul style="list-style-type: none"><li>• These are changes to an existing service which is already well used</li><li>• The price increase is alongside extensive improvements to the quality and timeliness of the service customers will receive</li><li>• Our main customer group, the Agents have been advised and what feedback we have received has been supportive</li><li>• In the current climate, increase in income is appropriate and enables costs of delivering the pre app service to be covered</li><li>• We do not expect a significant reduction in the number of pre-apps we receive as a result of these changes as all indications are that customers expect us to deliver this service</li></ul>
<b>Financial and budget implications</b>	£13k additional income for 2016/17
<b>Issues considered (these are covered in more detail in the report)</b>	Customer Focus; Corporate; Impact on Staff;
<b>Consultation undertaken</b>	Cabinet colleagues; Staff; Other B&NES Services; Service Users; Stakeholders/Partners; Section 151 Finance Officer;
<b>How consultation was carried out</b>	Cabinet member weekly meetings, Agents Forum quarterly meeting, staff feedback, other service teams engagement sessions
<b>Other options considered</b>	Stop delivering the pre-application advice service as it is non-statutory, however this would not work because: <ul style="list-style-type: none"><li>• Customers expect council's to deliver a pre-app service and are prepared to pay for it so would complain if it was withdrawn</li><li>• There is a risk that the work would have to be done anyway as part of the application process for which we would receive no income</li><li>• Increase the time taken on statutory applications, potentially affecting performance</li><li>• Would lead to an increase in refused applications because they were unrealistic</li></ul>

<b>Declaration of interest by Cabinet Member(s) for decision, including any dispensation granted:</b>	<i>The nature of interest and whether interest is a disclosable pecuniary interest or an-other interest, including any conflict of interest, (as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests). Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer or a member of their staff before taking the decision.</i>
<b>Any conflict of interest declared by anyone who is consulted by a Member taking the decision:</b>	
<b>Signatures of Decision Makers</b>	<b>See email approval</b>
<b>Date of Signature</b>	08/04/16
<b>Subject to Call-in until 5 Working days have elapsed following publication of the decision</b>	