

Impact Assessment Level 1: Initial screening assessment

<b>Subject of assessment:</b>	Introduction of a new fee structure for the Planning Services			
<b>Coverage:</b>	Planning Services			
<b>This is a decision relating to:</b>	<input type="checkbox"/> Strategy	<input type="checkbox"/> Policy	<input checked="" type="checkbox"/> Service	<input type="checkbox"/> Function
	<input checked="" type="checkbox"/> Process/procedure	<input type="checkbox"/> Programme	<input type="checkbox"/> Project	<input type="checkbox"/> Review
	<input type="checkbox"/> Organisational change	<input type="checkbox"/> Other (please state)		
<b>It is a:</b>	<b>New approach:</b>	<input type="checkbox"/>	<b>Revision of an existing approach:</b>	<input checked="" type="checkbox"/>
<b>It is driven by:</b>	<b>Legislation:</b>	<input type="checkbox"/>	<b>Local or corporate requirements:</b>	<input checked="" type="checkbox"/>
<b>Description:</b>	<p><b>Key aims, objectives and activities</b></p> <p>To assess the impact of proceeding with the introduction of new and increasing existing fees within the Planning Service. The introduction of the proposed fee structure will enable the service to better meet its statutory obligations and offer a better level of service to the public in the functions that it delivers.</p> <p><b>Statutory drivers</b></p> <p>The delivery of the planning function is a statutory requirement, and it is essential to ensure that the Service is adequately resourced to ensure it meets its statutory obligations.</p> <p><b>Differences from any previous approach</b></p> <p>The main difference is to introduce fees for services that have previously been provided for free.</p> <p><b>Key stakeholders and intended beneficiaries (internal and external as appropriate)</b></p> <p>The key stakeholders are: the Council; Local Community; Developers and, Private Landowners.</p>			

	<b>Intended outcomes.</b>			
	To seek the approvals for the introduction of new fees and increases to existing fees to cover the costs of providing these services.			
<b>Live date:</b>	If approved it is proposed to bring the new fee structure in place for 1 <sup>st</sup> December 2022.			
<b>Lifespan:</b>	Fees will be reviewed annually.			
<b>Date of next review:</b>	March 2023			
Screening questions	Response			Evidence
	No	Yes	Uncertain	
<b>Human Rights</b> Could the decision impact negatively on individual Human Rights as enshrined in UK legislation?	☒	☐	☐	The introduction of the proposed fees will enable the service to better meet its statutory obligations under the Town and Country Planning, and Building Acts.  It is not considered that implementation of the proposed fee structure will have an adverse impact on individual human rights.
<b>Equality</b> Could the decision result in adverse differential impacts on groups or individuals with characteristics protected in UK equality law? Could the decision impact differently on other commonly disadvantaged groups?	☒	☐	☐	The proposals do not discriminate against a particular sector of society or impact on one sector more than another and as such it is not considered that implementation of the proposed fee structure will have an adverse impact on individual human rights.
<b>Community cohesion</b> Could the decision impact negatively on relationships between different groups, communities of interest or neighbourhoods within the town?	☒	☐	☐	Not directly relevant to decision. There are no concerns the proposals could impact on community cohesion. The proposal will ensure the Council's approach to provision of the planning service continues to be sustainable.  It is not considered that the implementation of the proposed fee structure will impact negatively on relationships between different groups, communities of interest or neighbourhoods within the town.

**Next steps:**

- If the answer to all of the above screening questions is No then the process is completed.
- If the answer of any of the questions is Yes or Uncertain, then a Level 2 Full Impact Assessment must be completed.

<b>Assessment completed by:</b>	Paul Clarke	<b>Head of Service:</b>	NA
<b>Date:</b>	18/10/2022	<b>Date:</b>	NA