

Schedule of Costs

Service	Size of application (ha)	Fee excluding VAT (£)	Description of service
Validation Check	0.01 – 1.0	50	<p>This will provide a validation check on an application prior to it being submitted as a full application.</p> <p>If the application is determined as invalid, this service will include a summary of what is required for the submitted application to constitute as a validly made application.</p>
	>1.0	100	<p>The outcome of the validation check will be issued to the applicant within two working days of date of payment.</p>
Pre-Application Strategy Review	Single dwelling	100	<p>This service is intended for sites where design is at its early concept stage. In particular, the review of masterplans of large sites subject to numerous phases.</p>
	0.01 – 0.5	200	<p>This service will review a drainage strategy and is not intended for detailed review of surface water drainage calculations and design of drainage systems i.e. construction details.</p>
	>0.5 – 1.0	350	<p>The outcome is a summary report that will provide a review of a drainage strategy in relation to the National Standards and also include a summary of what is required for the application to constitute as a validly made at full application stage.</p>
	>1.0 – 5.0	600	<p>A meeting is not provided as part of the service but may be requested as an additional service. Please see Additional services below.</p>
	>5.0	800	

Service	Size of application (ha)	Fee excluding VAT (£)	Description of service
Pre-Application Detailed Review	Single dwelling	150	<p>This service will comprise of a technical review of the submitted pre-application form and supporting documents. The outcome of the service is a summary report of the applications compliance with each of the 6 National Standards.</p> <p>Please note that the SAB can only provide feedback on each National Standard if information / documentation in relation to that standard has been received.</p> <p>The report will also include a summary of what is required for the application to constitute as a validly made at full application stage.</p> <p>A meeting is not provided as part of the service but may be requested as an additional service. Please see Additional services below.</p>
	0.01 – 0.5	250	
	>0.5 – 1.0	550	
	>1.0 – 5.0	900	
	>5.0	1200	
Pre-Application Enhanced Detailed Review	Single dwelling	250	<p>This service provides a virtual meeting in addition to the service provided as part of the detailed review.</p> <p>Following the meeting, the SAB will issue a report comprising a summary of the meeting and the applications compliance with each of the 6 National Standards.</p> <p>The date of the meeting will be subject to officer availability but no earlier than 2 weeks from date of payment of the pre-application fee.</p> <p>*Maximum time allowance for each meeting of one hour.</p>
	0.01 – 0.5	400	
	>0.5 – 1.0	700	
	>1.0 – 5.0	1100	
	>5.0	1450	

Additional Services

Add-on service	Size of application (ha)	Fee excluding VAT (£)	Description of service
Technical Advice	N/A	50/hr/officer	Hourly charge to supply SAB officer to attend meetings.
Meeting with Minutes	<1.0	150	Meeting with SAB officers relating to submitted pre-application and is applicable to all pre-application services. Meeting can be no longer than one hour in duration.
	≥1.0	250	Applicant may request for meeting to be prior to or following issue of pre-application summary report. Applicant will have option of requesting a meeting at the point of submission. This service includes for Minutes detailing discussions of the meeting.
Site visit	0.01 – 0.5	120	Site visit / meeting to support a pre- application. Maximum time allowance for site visit of 2 hours.
	>0.5 – 1.0	160	Date and time of visit / meeting to be agreed between the SAB and the applicant following payment.
	>1.0 – 5.0	250	The meeting will be followed up with a letter providing a breakdown of the discussion and the advice provided by the SAB.
	>5.0	300	

Additional Information

All fees detailed are excluding VAT. All discretionary services are subject to 20% VAT.

Discount

Where a strategy review service has previously been submitted prior to the submission of a detailed and / or enhanced detailed review pre-application, a discount of 25% shall be applied to the subsequent detailed and / or enhanced detailed review fee where the application is related to the site boundary, construction works and associated drainage system.