

2 August 2017

Mrs J A Giggins

Strategic Support

Council Offices
Market Street Newbury
Berkshire RG14 5LD

Our Ref: Fol/IR/2017/10

Your Ref:

Please ask for: Rachel Craggs

Direct Line: 01635 519441

e-mail: rachel.craggs@westberks.gov.uk

Dear Mrs Giggins,

Internal review of your request (FOI 2017/510) for planning application fee documentation relating to planning application 16/16/03061/OUTMAJ

On 6 July 2017 you requested a review of the Council's response to your request:-

'Would it be possible to also provide copies of any documents that accompanied the fee payment which would presumably detail when the fee was paid/received?'

In making your request for a review you advised

'I appreciate the provision of narrative responses to my request, but I would also appreciate site [sic] of any documentation associated with the fee paid. I would hope your Finance department would have some records in addition to anything held by the Planning department.'

My understanding of the background is that you sent your initial request, detailed below, to the FOI email account on 13 May 2017:-

'Under the provisions of the FOI Act and/or the EIR's, please supply details of the fee paid (including calculations) for application 16/03061/OUTMAJ - Land South of Priory Road, Hungerford.

For avoidance of doubt, the primary purpose of this request is to establish whether the fee was calculated according to the acreage included in Policy HSA19 of the (then draft) DPD of 5.7 hectares or on the increased acreage of 7.12 hectares in the Planning Application.

If a further fee was paid for the amended application considered under the same reference, then please include that information, or confirm that no further fee was paid.'

The following response was sent to you under the Environmental Information Regulations (EIR) 2004 by Suzi Kenchington, Information Access Compliance Officer, on 6 June 2017:-

'The Fee for this application was calculated in accordance with The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012, based on the site area of 7.12 hectares, which equates to £14,932.00

There was no requirement for an additional fee.'

You responded on 29 June 2017 with an additional request for the documentation that accompanied the fee payment as outlined above and James Gore, Information Officer Data Protection responded on 6 July as follows:-

'Apologies for the late response – I was seeking clarification from colleagues in our Planning Service.

I can confirm that the fee was received on 2 November 2016'

Consequently, as you were not satisfied with this response, you requested an internal review of your request which has been passed to me to undertake.

In reviewing the handling of your request, I have considered the Council's duties under the EIR 2004 and guidance issued by the Information Commissioner. I have also discussed your request with Peter Neale, Planning Services Team Manager and James Gore and reviewed your correspondence with the Council together with the planning application fee documentation in question.

From the correspondence I can see that your request was understood to relate to the planning application fee that was paid and the date it was received, which has been provided to you. The fee documentation was not originally provided as it did not add any further value to your request; however, I have now attached all the documentation that the Council holds, as detailed below:-

- The fee calculation summary
- Receipt Number 39394
- Receipt Number 39395

This completes my review of your request. If you are not content with the outcome, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. www.ico.org.uk

Yours sincerely



Rachel Craggs
Principal Policy Officer

Encs: Fee Calculation Summary and Receipt Numbers 39394 and 39395