Kirklees Council
Economy and Infrastructure – Planning and Development
Kirklees Planning,
PO BOX B93, Civic Centre III
Huddersfield
HD1 2JR

8 May 2024

CONFIDENTIAL

Dear Sir/Madam,

Heckmondwike Bus Station – Non-Material Amendment Planning Application Fee

Please find enclosed a non-material amendment planning application for the above project, submitted by WSP on behalf of Kirklees Council ('the Applicant'), pursuant to the approved application for Redevelopment of Heckmondwike Bus Station (Ref. 2022/48/92471/E). The non-material amendment planning application has the Planning Portal Ref. PP-12738450.

The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulation 2012 Regulation 3 concerns "*Fees for planning applications*", and states the following:

> *3.— (1) Subject to regulations 4 to 9 and paragraph 8(2) of Part 1 of Schedule 1, where an application is made to a local planning authority for planning permission for the development of land or for the approval of reserved matters, a fee shall be paid to that authority.*
> *(2) The fee payable in respect of the application shall be calculated in accordance with Schedule 1.*
> *(3) Where a fee is due in respect of an application, the fee shall be paid to the local planning authority with whom the application is lodged and shall accompany the application.*
> *(4) Where the local planning authority who receive the fee in accordance with paragraphs (1) to (3)—*
> > *(a)are not the local planning authority who have to determine the application; and*
> > *(b)forward the application to that authority,*
> *they shall remit the fee to that authority at the same time as they forward the application to them.*

It has been agreed with the Development Control team at Kirklees Council in advance of submitting the planning application that the application should be submitted using one of the Exemption options when prompted to pay fees. Following receipt and validation of the planning application, payment of the due fee will then be arranged internally at Kirklees Council via the applicable cost code, which is as follows: **c.65529 59032**.

Please refer to Appendix A for correspondence relating to discussion and agreement of this approach.

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WSP UK Limited | Registered address: WSP House, 70 Chancery Lane, London WC2A 1AF
Registered in England and Wales No. 01383511

Yours faithfully

Ian Pennington

Senior Consultant, Infrastructure Planning, WSP

Encl.

- Appendix A: Email correspondence confirming Regulation 3 Planning Application payment approach

IJP/001

Pennington, Ian

From: Bronwyn Henshaw <Bronwyn.Henshaw@kirklees.gov.uk>
Sent: 04 July 2022 07:22
To: Pennington, Ian
Subject: RE: Planning application query - Regulation 3 process

Morning

You are correct re proceeding without paying PP. You can include a document with the cost code or we will email you to request the code

Thank you

Bronwyn

From: DCAdmin <DC.Admin@kirklees.gov.uk>
Sent: 01 July 2022 14:46
To: Bronwyn Henshaw <Bronwyn.Henshaw@kirklees.gov.uk>
Subject: FW: Planning application query - Regulation 3 process

Hi Bronwyn

Please can you respond to the most recent query.

Thanks

Linda

From: Pennington, Ian <Ian.Pennington@wsp.com>
Sent: 01 July 2022 14:44
To: DCAdmin <DC.Admin@kirklees.gov.uk>
Cc: Whitley, Paul <Paul.Whitley@wsp.com>
Subject: RE: Planning application query - Regulation 3 process

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Good afternoon,

Thank you for your reply.

In terms of submission via the Planning Portal, presumably can we tick one of the fee exemptions and enclose a confidential cover letter to explain the reason for doing that, so that then payment can be arranged following your receipt/validation of the application?

Kind regards,
Ian

Ian Pennington
Senior Consultant, Infrastructure Planning
BA (Hons) MSc MRTPI
Pronouns: he/him

Please note, my forthcoming annual leave will be:
- **Fri 22 to Mon 25 July.**

WSP in the UK, 8 First Street, Manchester, M15 4RP

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From: DCAdmin <DC.Admin@kirklees.gov.uk>
Sent: 01 July 2022 13:31
To: Pennington, Ian <Ian.Pennington@wsp.com>
Subject: RE: Planning application query - Regulation 3 process

Good Afternoon

You can Pay by card or Bacs Transfer, once we have received & validated your application and given it an application Number.

Regards

DC Admin

From: Pennington, Ian <Ian.Pennington@wsp.com>
Sent: 01 July 2022 11:36
To: DCAdmin <DC.Admin@kirklees.gov.uk>
Cc: Whitley, Paul <Paul.Whitley@wsp.com>; Timothy Fawcett <Timothy.Fawcett@kirklees.gov.uk>
Subject: Planning application query - Regulation 3 process

CAUTION: External email. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Development Control Team,

We are preparing a planning application for redevelopment works at Heckmondwike Bus Station and will soon be submitting the application under Regulation 3 on behalf of the applicant, Kirklees Council.

Please can you provide advice on your preferred process for arranging any fees due?

Kind regards,
Ian

Ian Pennington
Senior Consultant, Infrastructure Planning
BA (Hons) MSc MRTPI
Pronouns: he/him

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