

# Planning Performance Agreement Charter



**Enhancing**  
the qualities that make **Exmoor**  
special

# Exmoor National Park Authority Planning Performance Agreement Charter

## What is a Planning Performance Agreement?

A Planning Performance Agreement is between a developer and the National Park Authority on how a proposal should be managed through the planning process. They are collaborative, establish a shared intention and set out a clear project management. The PPA should be as simple as possible. As a minimum a PPA identifies the project officers, agreed tasks and a timetable. They do not guarantee that permission will be granted. PPAs may be a chargeable service.

## Benefits of a Planning Performance Agreement

PPAs improve certainty on process, timetable, responsibilities and information. For the developer there is the benefit that there is discussion and agreement on timing and key issues, and more timely decision making because the Authority commits resources and any legal agreement work can start earlier in the process.

## Development qualifying for a Planning Performance Agreement

PPAs are more resource intensive than dealing with other applications and their use is aimed at the major and more complex development proposals.

We are happy to advise when an application may be suitable for a PPA. There needs to be an agreement that a PPA is warranted, mutual acceptance to comply with the responsibilities and where the Authority, on an initial assessment, believe that the development is acceptable in policy terms, unless there would be clear positive outcomes for the community resulting from the proposals.

In general they will be applications that are more complex and require extra case management, including;

- Major Applications – 10 or more houses or a site area above 0.5ha (where the number of dwellings is not specified), or for new floorspace above 1,000 square metres.
- Applications for dwellings, such as affordable housing, agricultural workers' dwellings and extended family dwellings where a legal agreement will be required.
- Site specific proposals, such as hydro schemes, where there are a range of complex issues and stakeholders that require to be managed through the process.

## Community involvement

The applicant will be required to ensure that pre-application consultation has been undertaken effectively. This is often the key to a successfully processing an application and identifies key issues at an early stage.

## Joint responsibilities

- Agree a project plan for the processing of the application, accepting that this may need to be amended as circumstances, community comments and information evolve.

## National Park responsibilities

- Arrange an inception meeting of the teams from key parties to discuss key issues.
- Provide a definitive validation checklist bespoke to the application to avoid registration delays.
- Arranges further project meetings involving the project team in a timely manner including the site visit if required.
- Commit resources to ensure delivery on the agreed project plan, and keep the developer informed of progress on key work stages.
- Provide early identification of key issues that need to be resolved in any development.
- Promote the engagement and commitment of external agencies to the PPA work plan.

## Developer responsibilities

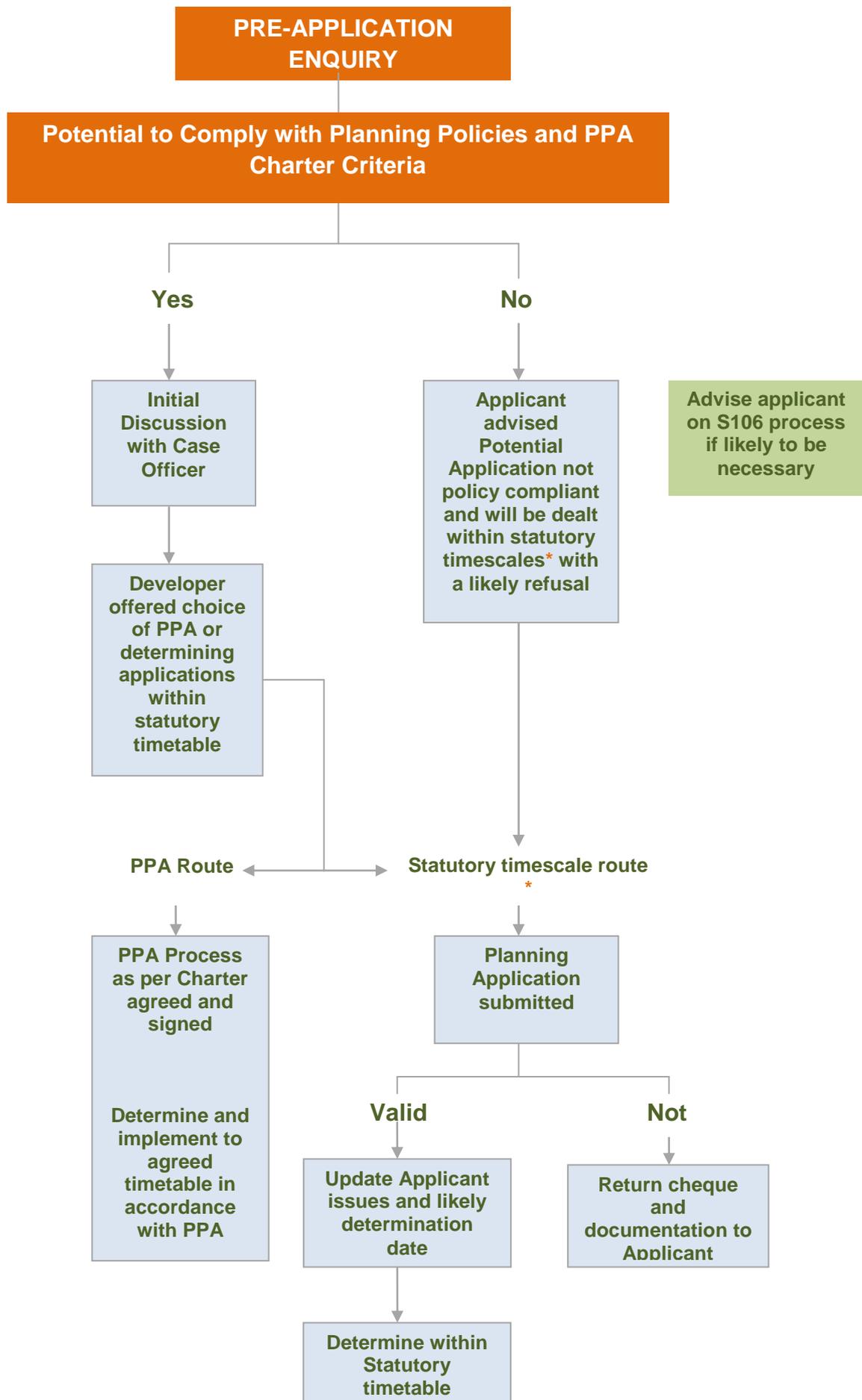
- Undertakes community consultation in an open, constructive and inclusive manner.
- Employ high quality staff/consultants with sound and appropriate expertise.
- Pay the required PPA and application fee, as well as funding housing viability work the National Park Authority consider necessary to demonstrate compliance with planning policy.
- Submits a complete application with all the requested and supporting information as agreed with Exmoor National Park Authority, including a draft legal agreement where appropriate.
- Provides land title and ensure the applicant's solicitor is engaged and committed at the agreed stage during the process to progress any legal agreement.
- Agree to a project plan, including the key stages and milestones, which take into account the need for discussion and review to take place.
- Respond within agreed timescales to requests for further information and/or revisions.

## What does a PPA cost?

Any fees will be published on the Authority web site and will be subject to annual review. If a fee is charged it will reflect the additional costs involved in managing the PPA and, if necessary, in seeking external and independent advice such as on housing viability.

## Signing the PPA

The PPA is a contract between the parties and it is necessary for it to be signed by both parties. It is proposed that both sides are at senior management level or as delegated. Where there are critical issues e.g. transport, flooding, relating to an external organisation it will be necessary to gain the commitment of that organisation in the project plan. This will be assessed on a case by case basis. Any party can discontinue a PPA giving 1 weeks notice.



\* In order to achieve the statutory timetable there will be no substantive negotiations during the processing of Planning Application.

**Statutory timetable:** 8 weeks for all applications, the exception being 13 weeks for major applications and 16 weeks for applications accompanied by an Environmental Statement (including the signing of any legal agreement).