

Dorset Planning Consultant Limited

8 Orchard Rise, Milborne St Andrew, Dorset DT11 0LL
telephone: 01258 837092 --- mobile: 07983 562036

email: jo@dorsetplanning.co.uk --- website: www.dorsetplanningconsultant.co.uk

QUOTATION

Project Title:	Independent Comparative Review of Planning Committee Structure		
Quotation Date:	06/02/21	Job Reference:	2101-CXPC-01
Quote provided by:	Jo Witherden BSc(Hons) DipTP DipUD MRTPI Director, Dorset Planning Consultant Limited		
Client:	Christchurch Town Council; Highcliffe and Walkford Parish Council; Hurn Parish Council; Burton Parish Council		
Client address:	Town Clerk, Old Town Hall, 30 High Street, BH23 1EA townclerk@christchurch-tc.gov.uk		
Contact name:	Cllr. Margaret Phipps, Chairman (margaret@fillybrookfarm.co.uk)		
Project description:	To independently review the structure and functioning of the planning committee used in BCP Council (single committee) in comparison to similar Council's operating practice. To encompass: a) Identification of similar Councils (in terms of unitary function and population size / geographic area / volume of applications) b) Review of sample of 8 - 12 local planning authorities, identifying variation in committee set-up and how they function – including any peer review and community engagement / representation information available c) Identify key learning points of best practice.		
Project status:	Production of report within 4 weeks following acceptance of quote.		
Cost basis:	2020/21 rates: Time @ £80.00/hour + VAT. Disbursements @ cost		
Estimated cost:	Project time and costs (estimated)	Unit Price / Rate	£ TOTAL
	Draft report: 14hrs	14 x £80/hr	£1,120.00
	Optional: review/discussion mtg: 2hrs	2 x £80/hr	£160.00
		SUBTOTAL	£1,280.00
		VAT @ 20%	£256.00
		TOTAL inc VAT	£1,536.00
Terms and Conditions	Terms and Conditions supplied. To be invoiced on project completion. Payment within 21 days of invoicing unless otherwise agreed. Report to be produced electronically (pdf) and meeting via zoom or similar.		