



INFORMATION SHEET

Use Of Consultants To Process LEP Amendments On Behalf Of Council

- Byron Shire Council's 2003-2006 Management Plan Budget Fees and Charges states that:

"All LEP amendments... will be paid for by applicants in full. These costs include processing the application and Council's consultants fees and administrative costs".

- The engagement of consultants will be in accordance with the following protocol:

**PROTOCOL FOR ENGAGEMENT OF CONSULTANTS TO PROCESS LEP AMENDMENTS ON
BEHALF OF COUNCIL**

Below is the six-point protocol that the administration shall use in cases where external applicants request planning assessment by an independent consultant:

1. Applicant lodges the planning application with an offer to pay for an independent consultant to provide planning assessment on Council's behalf.
2. Council will select a consultant and seek a quote in accordance with Council policy. (A consultant register is on the DOCS system).
3. Council will advise the applicant of the quote and seek payment prior to commencement of processing or engagement of the consultant.
4. Upon agreement to, and payment of, the quoted amount the consultant will be engaged and work directly for Council.
5. The applicant is to understand that the consultant's report is intended to assist in Council's assessment of the application and is not an advocacy document in support of the application.
6. The applicant or his/her agent may not have any contact with the consultant except with Council's consent.

For more information on the rezoning/LEP amendment process please contact planning staff in the Environmental Planning Services division of Council on 66267126.

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GENERAL MANAGER
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