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|  | **Question** | **Response** | **Date Received** | **Date Responded** |
| **1** | Should quotes be returned to Sean Parsons as per the RFP form or Lisa Walton as per the specification | **Please return your submission to Sean Parsons** ~~by 16:00 on the 12~~~~th~~ ~~October 2016 in hard copy.~~  ~~Apologies for the confusion – the details in the specification are a hangover from previous version of that document.~~  **UPDATED – The deadline is now 16:00 on Friday 14th October 2016** | 30/09/16 | 03/10/16  06/10/16 |
| **2** | Please could you confirm that DISCON is discharge of condition applications? | Yes – this is Discharge of Conditions application | 04/10/16 | 06/10/16 |
| **3** | Please could you confirm the approximate number of major and minor planning applications in 2015 and predicted in 2016? | Major 2015 - 1  Majors 2016 – 0 (no more expected)  Total (including discons and minor amendment applications) 2015 (110)  Total 2016 (102) we expect to be up to around 120-130 by the end of the year – this does include tree works applications (figures below) | 04/10/16 | 06/10/16 |
| **4** | Please could you confirm if any of the applications in 2015 and predicted in 2016 constitute EIA development? If yes how many? | EIA Development 2015 (0), 2016 (0) we screen all applications as standard when they come in. | 04/10/16 | 06/10/16 |
| **5** | Does the contract include assessment of EIA Screening and Scoping Opinions?  If so please could you advice approximately how many the authority has dealt with in 2015 and predicted in 2016? | Yes we would expect this work to be done.  We had no Screening Opinion Requests in 2015, we had 1 EIA Screening Opinion Request in 2016.  There will potentially be more screening opinions/scoping opinions in 2017 as we may receive applications for Sea Defence improvements, which we’ve advised them to obtain a Screening Opinion and its likely some of the work will be EIA Development.  There is likely to potentially be 5-6  EIA Screening/Scoping opinions and Eia applications. | 04/10/16 | 06/10/16 |
| **6** | Confirmation that the authority will process all tree works applications and this is not part of the contract? | Tree works applications are not part of the contract (we dealt with 10 in 2015 and have dealt with 10 so far this year and we are expecting in a few more) | 04/10/16 | 06/10/16 |
| **7** | Are you able to advise the approximate number of pre-application requests received by the authority?  Does the authority have a formal pre-application advice service where applicants pay a fee for advice? | On average around 70 pre-apps over the course of a year (on average).  We do not charge for pre-app | 04/10/16 | 06/10/16 |
| **9** | Given the potential difficulties with the guaranteed postal services please could you advise if the submission could be sent electronically to [PSS@scilly.gov.uk](mailto:PSS@scilly.gov.uk) with a hard copy to follow? | The Council of the Isles of Scilly is unable to accept electronic copies for this RFP process.  Given the possibility of delays in delivery the Council requests that you obtain proof of postage or other delivery mechanism which could be used in the event of postal issues to verify that the proposal was sent insufficient time to allow for delivery in normal weather conditions. | 04/10/16 | 06/10/16 |
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Clarification Log: Planning Support Services

Contract Ref Number: PSS 160920