



Accredited Agent Scheme Update – 6th April 2020

Dear Accredited Agent,

We are now three months into the relaunched Accredited Agent Scheme and things seem to be going well, seeing a significant reduction in the number of applications made invalid, so thank you for your co-operation and understanding.

We also thank you for your patience during this unprecedented time. Our team is working hard to minimise the impact on our process whilst making the safety of our staff and customers a priority. To this end our teams are working remotely from home and are contactable via email and telephone and will endeavour to respond to your calls as soon as possible. A webpage has been created at

<https://www.cornwall.gov.uk/environment-and-planning/planning/covid-19-impact-on-planning-processes/> which provides answers to most FAQs, but if you require any further information, please do not hesitate to contact us.

We have a purpose-built webpage named 'What's new in Planning?' which is continually updated to keep you abreast of changes to application forms, new validation requirements and other information to help you in the submission of your applications. This page can be found at <https://www.cornwall.gov.uk/environment-and-planning/planning/whats-new-in-planning/>.

There have been a few issues involving the submission of out-of-date forms (particularly with regard to the relevant CIL Form 1). Council application forms are periodically updated, so it's important to remain aware of the latest versions by checking on our website.

A more common issue has been plans marked 'Do Not Scale'. For measuring purposes, we are unable to accept plans with this wording, but it can be amended to read 'Do not scale for construction purposes'.

We would also draw your attention to a recent addition to our validation requirements – the Habitat Regulations Assessment. This requirement relates to any residential development or student and tourist accommodation within 12km of a Zone of Influence (Penhale Sands, the Fal and Helford Estuaries and Tamar Estuary). Further information on these assessments can be found on page 13 of the Validation Guide -

<https://www.cornwall.gov.uk/media/36357697/validation-guide-2019.pdf>.

The progress of the scheme is a two-way process, so we'd like to thank all those of you who have raised

issues of which we may not otherwise have been aware. Your feedback is very important to us, so if you feel that there is a problem with any aspect of the scheme, or if you have any suggestions on how we can improve your submission experience, please feel free to let us know by contacting stephen.trudgian@cornwall.gov.uk.

Once again, thank you for your assistance in helping us to constantly improve the operation of the scheme.