

# Pre Application Planning Protocol

The Cornwall Planning Partnership has been working with Cornwall Council to produce a pre-application planning protocol. It is a three part document containing the following :

- i. [Pre Application Agreement](#) – this outlines the roles of each of the parties involved in the planning process. If your parish chooses to adopt this agreement, it will define your council's role and your requirements of the applicant. It also defines the role of the Local Planning Authority in supporting you through this process
- ii. [Pre Application Protocol](#) – the protocol explains how your council will engage in pre-application and clarifies the potential danger areas which should be avoided under the Code of Conduct for Local Councils
- iii. [Pre Application Planning Profile](#) – Cornwall Council will hold this register of information about your parish and share it with any potential developer seeking pre-application consultation in your area.

The Planning Partnership has designed the protocol documents to help manage everyone's expectations in the pre-application process.

**Local Councils** can feel safe that the protocol acts as a policy for pre-application; it has been approved by the Monitoring Officer and councillors will remain within the principles of public life and the code of conduct if they abide by the protocol.

**Applicants and Developers** will need to provide financial support for public consultation and produce hard copy plans for public display. The agreement also explains the role of the parish council during pre-application.

**Cornwall Council** will be confident that those who have signed up to the agreement are prepared to deliver a pre-application process which includes robust public consultation before any plans are submitted. It will honour its commitments to give support as outlined in the agreement and require developers to do the same.

To join the pre application agreement scheme, please pass a resolution to adopt the three documents at your next meeting and return the completed parish profile to CC Customer Relations at [eee.customerrelations@cornwall.gov.uk](mailto:eee.customerrelations@cornwall.gov.uk) who will be holding the register.

On behalf of the Cornwall Planning Partnership, we would encourage local councils to considering signing up to this protocol. If you have any questions, please contact either Sarah Mason at CALC, or David Edmondson at Cornwall Council.

Further information on the Planning Partnership can be found at:

<http://www.cornwall.gov.uk/environment-and-planning/planning/local-councils/planning-partnership-meetings/>