

E-Mail: emma.nasta@peterborough.gov.uk
nicholas.harding@peterborough.gov.uk
Our Ref: Paperless

Growth and Regeneration Directorate
Town Hall
Bridge Street
Peterborough
PE1 1HF

Mr John Haste - Clerk to The Parish Council
Glinton Parish Council
5 Benedicts Close
Glinton
Peterborough PE6 7LJ

8 June 2017

Dear Sir

PAPERLESS NOTIFICATIONS

We wrote to you back in February to let you know that as of 1st July we would no longer be sending paper consultations on planning applications to you. The purpose of this letter is to remind you of the change so that you will be prepared.

We are making this change in our strive to become 'paper-light' and provide a more efficient environmentally friendly service. The change will also reduce our costs by more than £2690 per year.

Under the new arrangement we will be issuing an email notification for the applications we are consulting your organisation about. Using the web link in the email you can then view/download/copy/print the application as you wish. You can also forward the email to anyone in your organisation so they can do the same.

The benefit of this is that you will receive your consultation immediately via email with no postal delays and will be able to access the plans and documents on-line. You will also be able to share the documents and can print, download or view on-line at your convenience. You would also be able to submit any comments you have online too, as well as by email.

There is also the option for Parish members to individually register on our website and set themselves up for automatic notification of applications in your area. We would still notify you of applications but this enables your members to access the information as soon as it is published by us.

To access plans and documents on-line visit:

<https://planpa.peterborough.gov.uk/online-applications//search.do?action=simple&searchType=Application>

If you would like any help on how to use our on-line service please visit:

<http://ask.peterborough.gov.uk/help/residents/planning/view-planning-applications>

Should you still want to have printed copies of documents A3 printers can be bought for less than £100.

A number of Parish Councils have asked us a number of questions about the proposal and I have set these out below together with our reply:

Can you send us the spare copies of applications that the Council gets sent by the application?

This is not feasible as it is not often that we have spare copies. The national requirement is that for all but a few applications only one copy of an application needs to be submitted. In addition, the majority of applications we receive are electronic submissions so there is no hard copy submitted.

Why does the District Council recoup the cost of hard copy consultations from the applicant? We have no legal power to do this.

Our meeting rooms don't have web access what do we do? The application / drawings etc can be saved to your device in advance of the meeting and so web access during the meeting is not required.

Should you have any queries please contact Emma Nasta, Support Manager via email emma.nasta@peterborough.gov.uk or Nick Harding, Head of Shared Service nicholas.harding@peterborough.gov.uk

If you haven't already done so, please could you confirm your email address to emma.nasta@peterborough.gov.uk so that we can ensure we have the correct details.

Yours faithfully



Nick Harding
Head of Planning
Peterborough City Council

Options

1. Clerk to print and circulate on A4 paper only - possibly unable to read small print
2. purchase A3 printer - clerk to print and circulate A3 copies - May still be unable to read in some cases
3. Clerk to circulate links to PCC Planning portal for each member to view applications online - email observations to Chairman of PWG