

# planning protocol protocal dealbhaidh

EFFECTIVE ENGAGEMENT WITH ACCESS PANELS  
IN PLANNING AND BUILDING STANDARDS  
RIANACHD ÈIFEACHDACH LE PANNALAN  
INNTRIGIDH ANN AN INBHEAN  
DEALBHaidH AGUS TOGAIL





## The Council will:

### Ni a' Chomhairle:

- Promote the work of the Access Panels by referring to them in our Pre-Application Advice for Major Developments and relevant local pre-application advice.
- Where appropriate, encourage and indeed facilitate direct consultation between access panels and developers, both at the pre- and current application stage
- Provide contact details for all Access Panels on the Highland Council web-site
- Provide support to Access Panels by providing electronic links to weekly lists.
- Ensure that
  - where valid and relevant, decisions on proposed developments are taken in light of input/advice received from Access Panels and
  - reference is made to these comments in Report of Handling for Planning Applications and Building Warrants,
- Consult Access Panels directly on planning applications / schemes which are likely to need their input, including significant schemes (significant in a local context) with public access.
- Enable input to guidance on transport and access issues, in consultation with TEC Services, and undertake consultation with access panels on relevant road and parking proposals such as location of dropped kerbs and crossing points
- Assist Access Panels in obtaining Building Warrant Application Plans where difficulties arise
- Support the work of the PLACE Design Panel in Inverness, which involves the Inverness Access Panel
- Attend one of the quarterly joint meetings (the Alliance) of Access Panels to review progress with the protocol (or the local planning officer/building standards officer will attend the annual general meeting of the local access panel)
- Consult Access Panels as part of any streetscape/environmental improvement project.
- Ensure that Planning Officers and Building Standards Surveyors in each area location are known to local Access Panels
- Develop the consultation process by encouraging the use of e-mail correspondence instead of meetings
- Fast-track applications for planning permission and building warrants where adaptations and or extensions of buildings are proposed for the benefit of persons with a disability
- Follow up and ensure implementation of conditions/requirements attached to grants of planning permission where these relate to disability access issues and requirements

## Access Panels will:

### Ni Pannalan Inntigidh:

- Contribute input to planning applications and building warrant applications within the prescribed timescale, by posting this on the ePlanning Website or writing direct to the local planning officer, with copies to the applicant and agent.
- Use local contacts (attached) for specific issues or for further information.

## Key Contacts - Highland Council

### Prìomh Luchd-conaltraidh – Comhairle na Gàidhealtachd

Head of Planning & Building Standards	Malcolm Macleod 01463 702506 <a href="mailto:malcolm.macleod@highland.gov.uk">malcolm.macleod@highland.gov.uk</a>
Planning & Building Standards Manager	Glenn Campbell 01463 702561 <a href="mailto:glenn.campbell@highland.gov.uk">glenn.campbell@highland.gov.uk</a>
Area Planning Manager – North	Dafydd Jones 01349 868424 <a href="mailto:dafydd.jones@highland.gov.uk">dafydd.jones@highland.gov.uk</a>
Area Planning Manager – South	Allan Todd 01463 255181 <a href="mailto:allan.todd@highland.gov.uk">allan.todd@highland.gov.uk</a>

## Key Contacts - Access Panels

### Prìomh Luchd-conaltraidh – Pannalan Inntigidh

Caithness	Helen Budge 01593 721467 <a href="mailto:helenbudge@aol.com">helenbudge@aol.com</a>
Sutherland	Andy Dawson 01641 561209 <a href="mailto:ayorta@aol.com">ayorta@aol.com</a>
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Nairn	Liz Bow 01667 452208 <a href="mailto:info@accessnairn.co.uk">info@accessnairn.co.uk</a>
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