

Agents Forum



Many thanks to the 16 agents who attended. We found it very useful and it made us aware of how our customers perceive our actions and service. From the feedback received we are pleased that you also found it a useful and successful event. Follow [this link](#) to our presentation, meeting notes and list of attendees.

Development Control

Forum Feedback

Planning Application Requirements Amended Checklist



We have added a "Response" column to our checklist to enable Agents to explain how all the requirements have been addressed. Complete the checklist and submit with your application to assist and speed up the validation procedure and help prevent delays caused by invalid applications.

View the [new checklists](#) in column 4 together with our "useful links" document and example of a checklist with the response column completed.

Payments



We are currently investigating electronic and telephone payments of planning fees.

Permitted Development

A [link](#) to DCLG Technical Guidance on Permitted Development for Householders was requested, we have also added DCLG Guidance to Validation.

Building Control

Forum Feedback



Continuous Professional Development (CPD)

CPD events are to be included in the Planning & Regeneration Newsletter.

Working with Severn Trent Water (STW)

Building Control and STW now have a procedure in place to improve working practices, surveyors will guide as necessary.

Application Forms

Complete and submit [our forms](#) electronically

Service Improvements & Minor Fee Changes

Service improvements in RdSAP, SAP, Exempt Building Written Confirmation, Completion Certificates Request Service on closed Applications, Formal documented Pre-Application advice and others, please follow [this link](#) for details. We have made minor fee changes with application fees remaining the same.

Plans, Policy and Place-Making

Houses in Multiple Occupation (HMO)


New landlord registration scheme. On or after 12th February 2012 Planning permission is required before a dwellinghouse is altered to a HMO.

An informal register has been provided where landlords can register their HMO's. To register a property and to find out more information, please follow this [link](#).



Latest News

Speaking at Plans Committee

 [revised procedure](#). You now need to have a Speakers Reference number otherwise you will not be allowed to speak.

View the new [Localism Act 2011](#)

In order to reduce postage and printing costs email applications and correspondence to: [building.control@charnwood.gov.uk](mailto:building.control@charnwood.gov.uk) and [development.control@charnwood.gov.uk](mailto:development.control@charnwood.gov.uk)

New guidance - Link to ['The Setting of Heritage Assets'](#)

English Heritage have produced guidance on managing change within the setting of heritage assets, including archaeological remains and historic buildings, sites, areas landscapes.

We hope that you found this newsletter useful, we welcome any feedback to help us improve our service. Please advise us if you wish us to send our newsletters to another address or be removed from our mailing list.

**Is there anything you would like us to include in a newsletter or put on our [website](#)?**

Contact Maureen Jackson [development.control@charnwood.gov.uk](mailto:development.control@charnwood.gov.uk)