

PLANNING PROCESSING AGREEMENT

between

North Ayrshire Council and [insert applicant]

[insert date]

Proposal: [insert details of proposal including address]

Decision Making Framework

[insert details relating to local or major application and whether or not the decision will be made under the scheme of delegation or by committee]

Roles and Responsibilities

[insert details of key stakeholders who will be representing the Council and the applicant/agent and their role(s) in the planning application process]

Publicity

[insert details, including details of pre-application consultation public event(s)]

Consultations

[insert details]

Meetings or discussions during the processing of the application will be held as necessary and both parties will act promptly to resolve any matters arising.

Key Dates

[insert details of key target dates, ending with anticipated decision date]

Information to be submitted with the planning application

[insert list of all supporting information (including plans and documents) necessary to process the application and to be lodged at the time of making the application]

The signing of this processing agreement is not legally binding on the Council to determine the application on or before the above date. However, every effort will be made by both parties to ensure that the requirements of the agreement are achieved.

Signatures

[insert details for Council and for applicant]

Dated: [insert date of signed agreement]