Householder Accreditation Scheme
Terms and Conditions

- If, during the accreditation process, an application does not meet the requirements of the checklist you will be informed of this and the necessary information sought. The application will then be dealt with in the usual manner without inclusion in the Fast Track Scheme. A further 3 consecutive applications must then be submitted.

- Having successfully completed the accreditation process, any subsequent applications, submitted under the scheme will, within 24 hours, be registered onto the planning application system and be with the Planning Case Officer for consideration. We will then aim to determine these applications within six weeks as long as they remain as a delegated application under the council’s approved scheme of delegation. This does not guarantee an approval.

Details of Accredited Agents, with the company or individual’s permission, will be listed on North East Lincolnshire Council’s web site. Accredited Agents will also have permission to use the North East Lincolnshire Council “Fast Track” logo on any promotional literature.

- Each application that is submitted under the Fast Track Scheme must be accompanied by a signed checklist confirming that all documentation has been prepared in accordance with the stipulated criteria. The checklist can be found on the Planning & Development Webpage.

- Having agreed to meet the requirements of the checklist it is unlikely that errors will occur. However, if errors are found in an application following validation, the file will be returned to the technical team who will contact the agent. The application will be withdrawn from the scheme.

- Accreditation will be removed if:
  - The accredited agent ceases to trade or operate; or
  - On two occasions, within any 6 month period, the applications submitted under the terms of the scheme are found to have significant errors in them in relation to the signed checklist.

- The decision to remove accreditation shall be taken by the Planning & Building Control Manager.

- If accreditation is to be removed, the agent will be informed in writing. The correspondence shall clearly indicate why accreditation has been removed and the date from which this takes effect.