

Northumberland County Council is increasing the number of planning files available through its online portal. As a result, they are no longer accessible via Northumberland Archives or Berwick Record Office. Instead, please follow the steps below to access planning files from 1974 onwards.

1. Check public access portal through NCC website for the application. The link to the portal is:-

<https://publicaccess.northumberland.gov.uk/online-applications/>

2. If the application cannot be found online then send an email to:

[planningfilerequest@northumberland.gov.uk](mailto:planningfilerequest@northumberland.gov.uk)

3. Email confirmation that it has been uploaded to the portal will be sent to the requester, an email will also be sent if for whatever reason the file cannot be located. The timescales for this is 10 working days.

Any queries about this service should be directed to [planningfilerequest@northumberland.gov.uk](mailto:planningfilerequest@northumberland.gov.uk)

Reviewed Nov. 2017