



## Online Register - Terms and Conditions

March 2026

### **Online Planning and Licensing Register - Terms and conditions for use**

By using the Online Planning and Licensing Register (the 'register') you agree to the following terms and conditions of use. Your continued use of the register indicates your acceptance to be bound by these terms and conditions. If you do not agree to be bound by these terms and conditions, please cease using the register.

### **Submission of comments**

All comments received by the Council in relation to planning applications are made available for the general public. If you submit a comment, you have no right to anonymity. In accordance with the principles of transparency, your address will be disclosed although other details such as name (from August 2021), signatures and email addresses will be redacted. Comments made using the register will appear in the 'Related Documents' tab alongside those received on paper and by email. There may be a delay of 3-5 working days after submission before they appear. All comments are reviewed by the appropriate case officer regardless of their current online status.

### **Cookies**

The register uses 'Session Cookies'. If you do not wish the register to save these session cookies onto your computer, then you may either cease using the facility now, or adjust your browser settings to prevent their use. Please consult your browser's help for guidance on how to do this.

### **Disclaimer**

No responsibility will be taken for any errors or omissions in the planning information obtained from the register. We shall have no liability to any person or organisation in respect of any loss or damage arising directly or indirectly from the use of the information contained on the register.

The information contained within the register does not constitute in any way a formal notification of a planning decision, and as such any actions taken as a result of information displayed on the site are undertaken entirely at the viewer's own risk. The Council will not accept any liability in respect of any loss, damage or injury (financial, contractual or otherwise) sustained as a result or allegedly as a result of reliance thereon.

We take every reasonable effort to ensure that information contained on the register is as accurate as possible. However, the services featured in the register are provided 'as is', and all warranties, conditions and other terms implied by statute or common law are, to the fullest extent permitted by law, excluded. We shall not be liable to you for any indirect or consequential loss (whether for loss of profit, loss of business, depletion of goodwill or otherwise), costs, expense or other claims for consequential compensation whatsoever (howsoever caused) which arise out of or in connection with your use of the register.

### **Personal security, data protection and availability of documents online**

It is an accepted principle of the planning and licensing process that it should be open and transparent. For this reason, and in accordance with national guidance on best practice, the Council will try to make as much information as possible available either at its offices or via the register.

The Council strive to protect the security of personal information supplied by the applicant and other correspondents. However, it should be understood that the address of the applicant and those making representations will be made public. Please note that confidential or anonymous representations cannot be taken into account by the Council.

The Council will obscure areas of documents that relate to names (from August 2021), signatures, phone numbers or email addresses where these are published online. However, human error can occur and we may miss something. If you notice something that causes you concern, then please email: [servicesupport@midsussex.gov.uk](mailto:servicesupport@midsussex.gov.uk) noting the application reference and document details and we will do our best to resolve the matter.

Unused user accounts older than five years will be deleted from the Online Register. If you wish to retain your user account for longer than five years, please ensure that you login at least once per year.

### **Use of the register for professional and historical research**

The Council is aware that many users of this facility do so in a professional capacity or because they are researching property histories. Please be aware that whilst every effort has been made to ensure the accuracy of the data, the information contained within the site must not be used as a substitute for carrying out a formal land charge search.

Planning application history exists from April 1974. Online access to planning application documents is only available from March 2007. We maintain information for previous years in the form of microfiche and scanned imagery that are only available at our offices. Paper copies of this information can be obtained upon application to [planningenquiries@midsussex.gov.uk](mailto:planningenquiries@midsussex.gov.uk). Please note that a fee will be charged for this service.

Boundaries shown on the Ordnance Survey mapping and implied through planning applications do not necessarily relate to land ownership. All queries related to land ownership should be directed to HM Land Registry.

### **Mid Sussex District Council copyright**

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### **Planning application copyright**

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