IDOX – Using Public Access to find Planning Applications

A significant number of authorities in the UK have the same software that allows members of the public viewing access to most of their recent planning application data. The last time I looked the software was in place for almost the whole of Scotland and Northern Ireland and close to 3/4 of authorities in England and Wales.

Part of this provision includes a public access web site that allows members of the public access to planning application details via a mapping screen. With practice this can be used to search and research planning application history. When first using the public website users tend to be defeated by the user interface.

Here's a quick guide to assist in finding available planning applications relative to a particular site if you know its location on a map.

We will take West Lothian as an example. The UI slightly varies between councils but the principles are the same for a significant number of authorities

Firstly navigate to the Public Access Search screen of the authority that you are interested in.

https://planning.westlothian.gov.uk/publicaccess/ (https://planning.westlothian.gov.uk/publicaccess/)

You should be presented with the following screen.

🔍 Search ▾   👤 My Profile ▾   🔒 Login   Register

West Lothian planning portal where you can search on an application number, address or a key word. You can also view lists of applications submitted and determined. If you have difficulty finding the case file please email customer.service@westlothian.gov.uk . Please ensure you leave a telephone number and e-mail address where a member of staff can contact you. If the online comment option is unavailable during the statutory consultation period, you can still email planning@westlothian.gov.uk or write to Development Management, Civic Centre, Livingston EH54 6FF.

Planning – Simple Search

Search for Planning Applications and Appeals by keyword, application reference, postcode or by a single line of an address.

| Simple | Advanced | Weekly/Monthly Lists | Property | Map |

| Applications | Appeals |

Status: | All   ⌄ |

Enter a **keyword**, **reference number**, **postcode** or **single line of an address**.
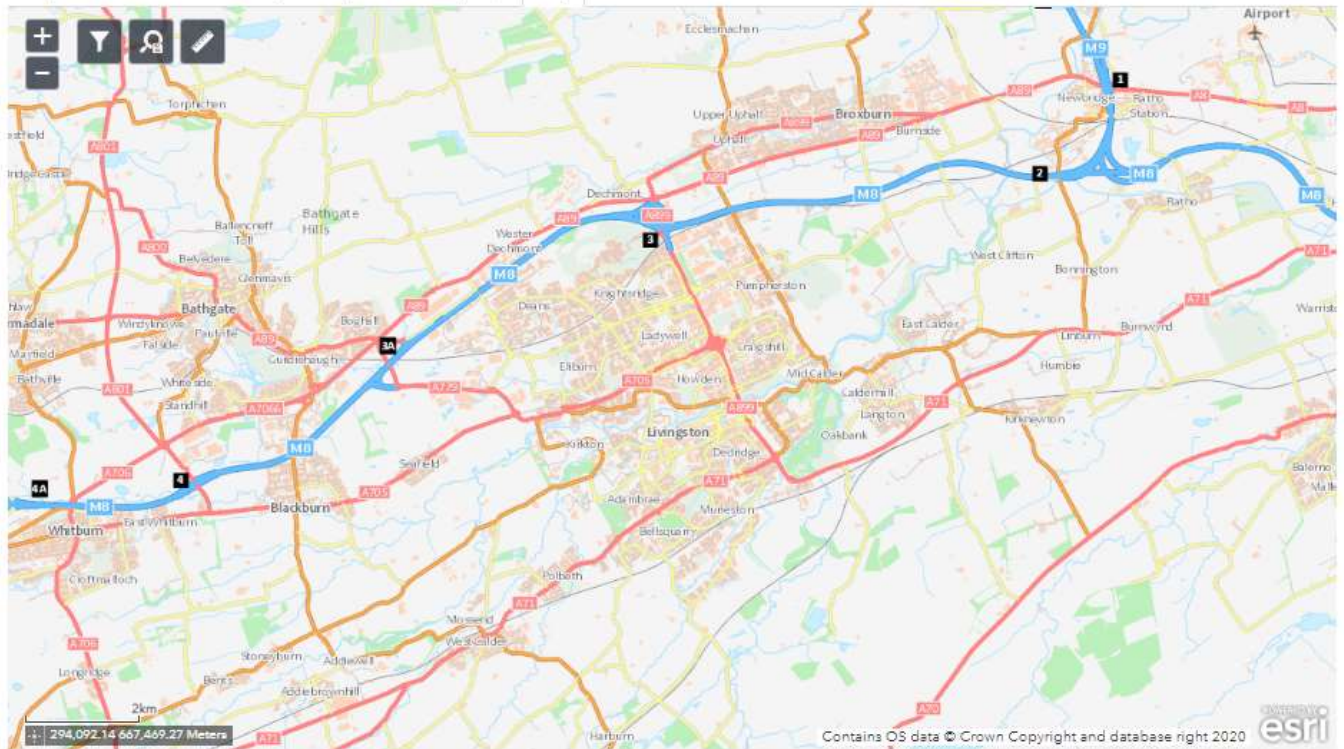
❓ [   ]   [Search]

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Two thirds of the way down on the right is a tab marked – Map – click this.

You should see something similar :-

🔍 Search ▾   👤 My Profile ▾   🔒 Login   Register

Planning – Map Search

❓Help with this page

Click here for help with using the map.

| Simple | Advanced | Weekly/Monthly Lists | Property | **Map** |

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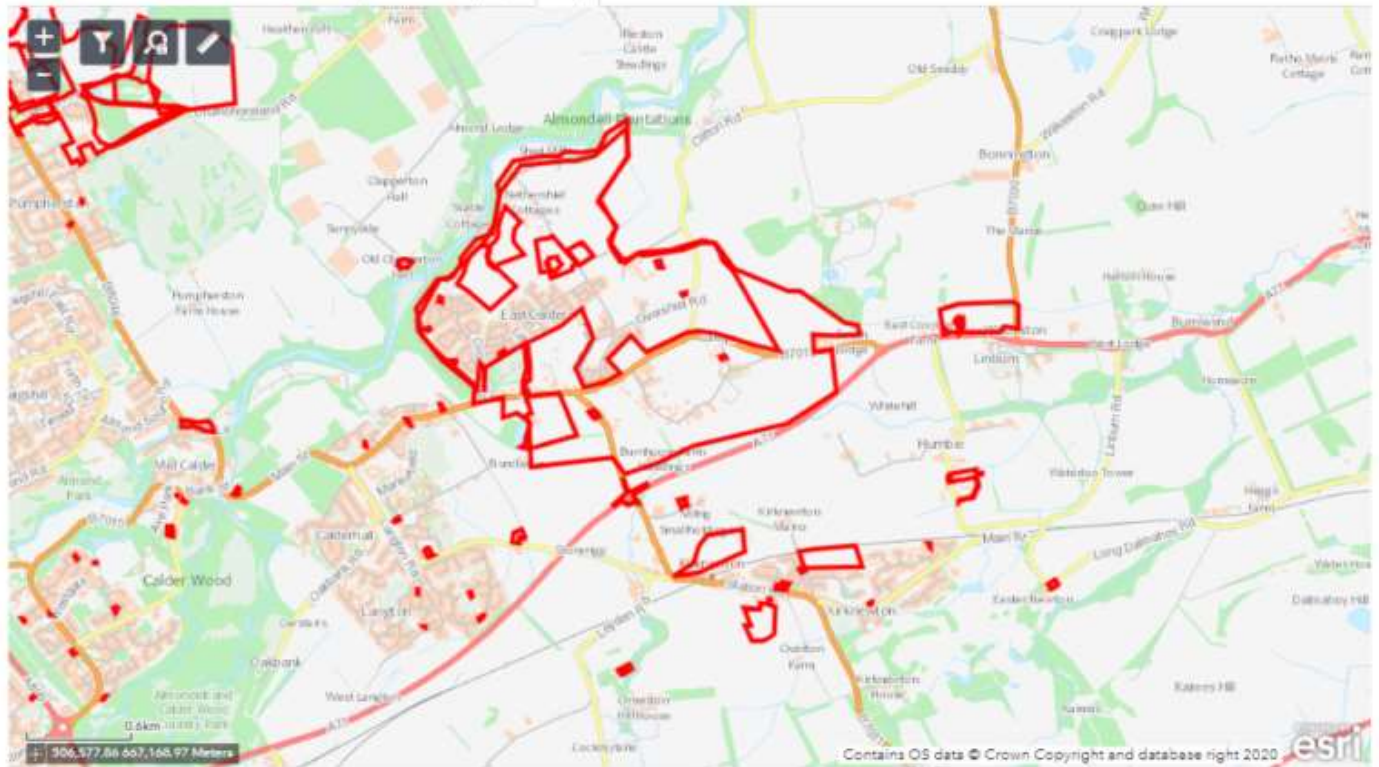Using your mouse navigate to the land parcel you are interested in determining the planning application history for.

🔎 Search ▾　　👤 My Profile ▾　　🔒 Login　　📋 Register

Planning – Map Search

❓Help with this page

Click here for help with using the map.

Simple　　Advanced　　Weekly/Monthly Lists　　Property　　**Map**

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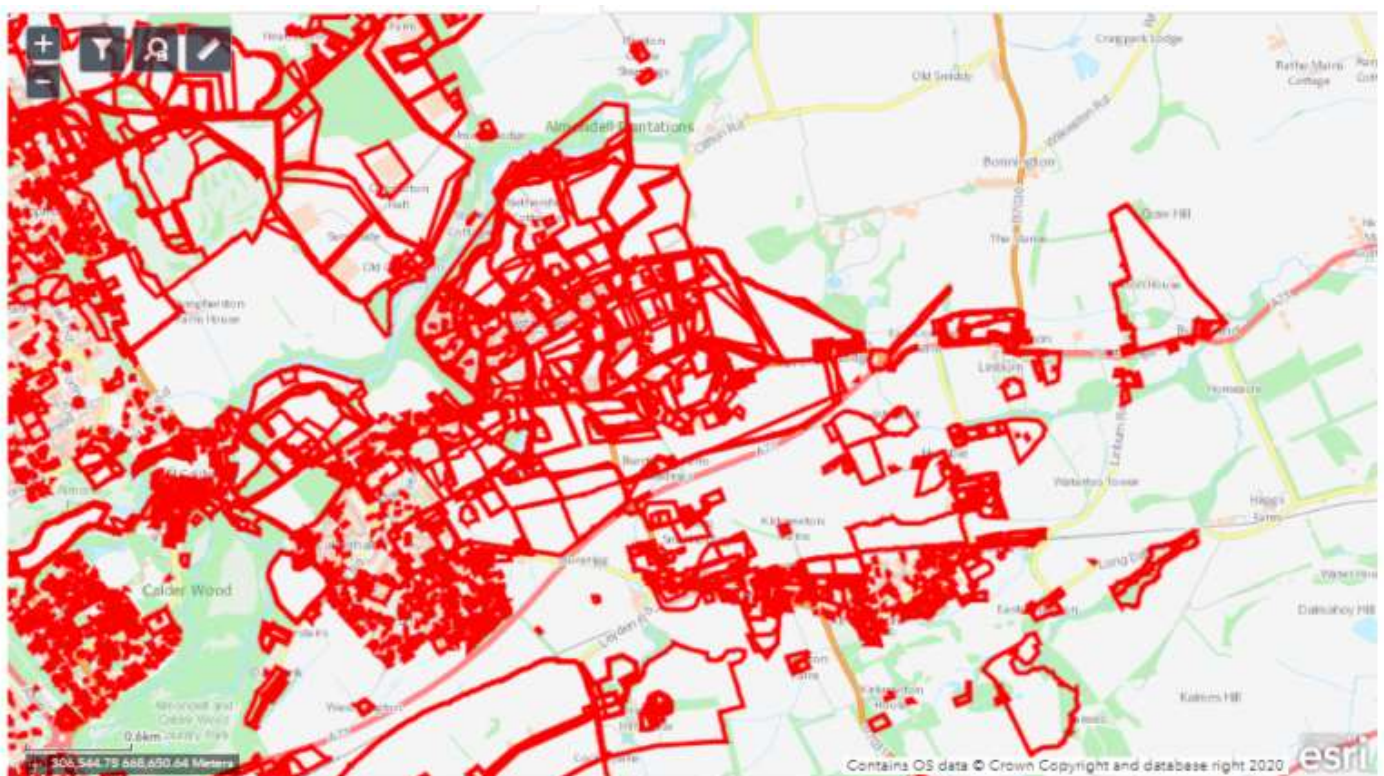on idox solution

Next hit the filter ICON

Note on some authority sites this has been replaced by a drop down combination on the right.

Hitting this icon on West Lothian site reveals a slider – initially it is set to 6 months for West Lothian

Chances are you will want to know all of the planning application history so move that slider all the way across to all time.
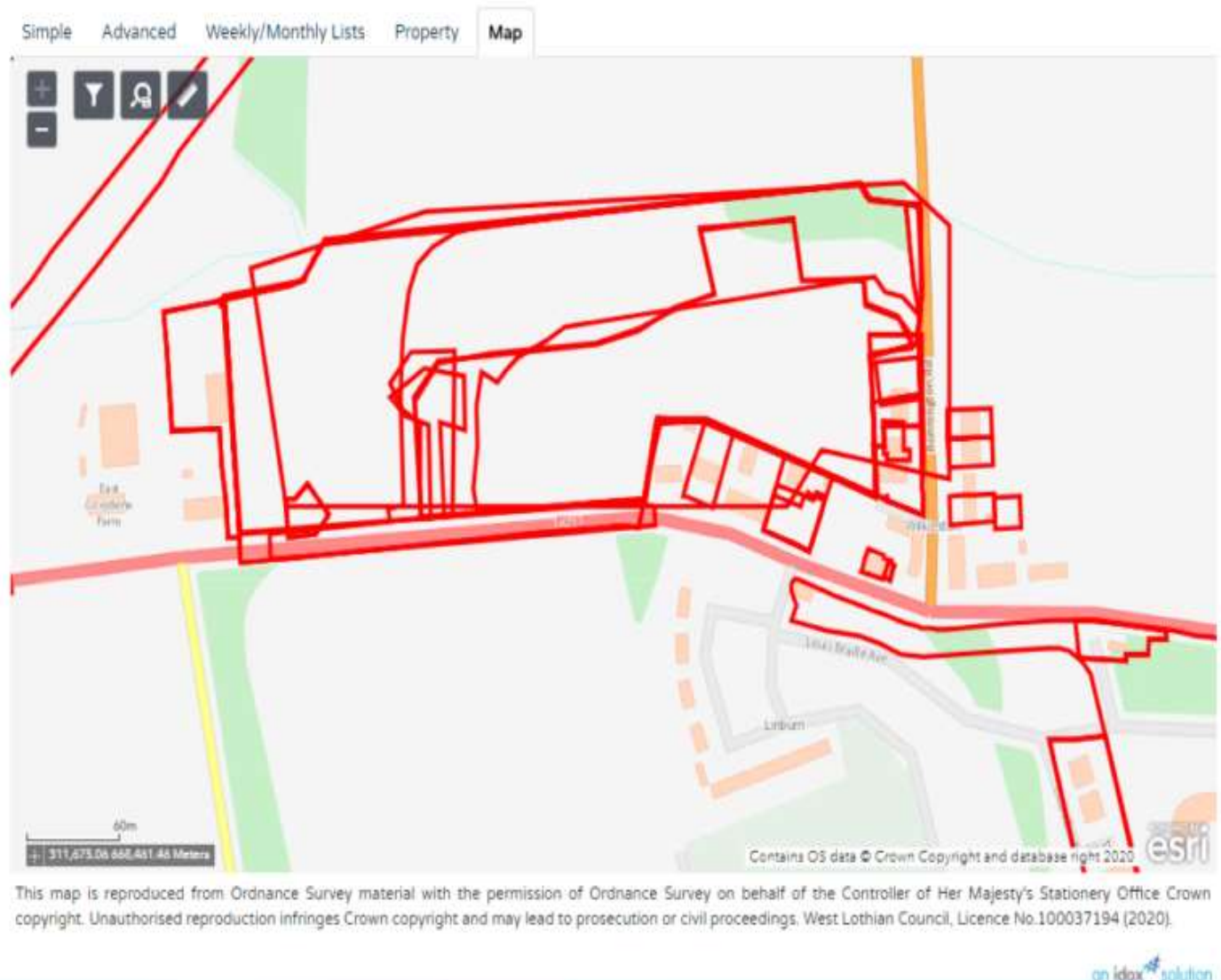
Now back on the map you should see many more boundaries representing many more planning applications.
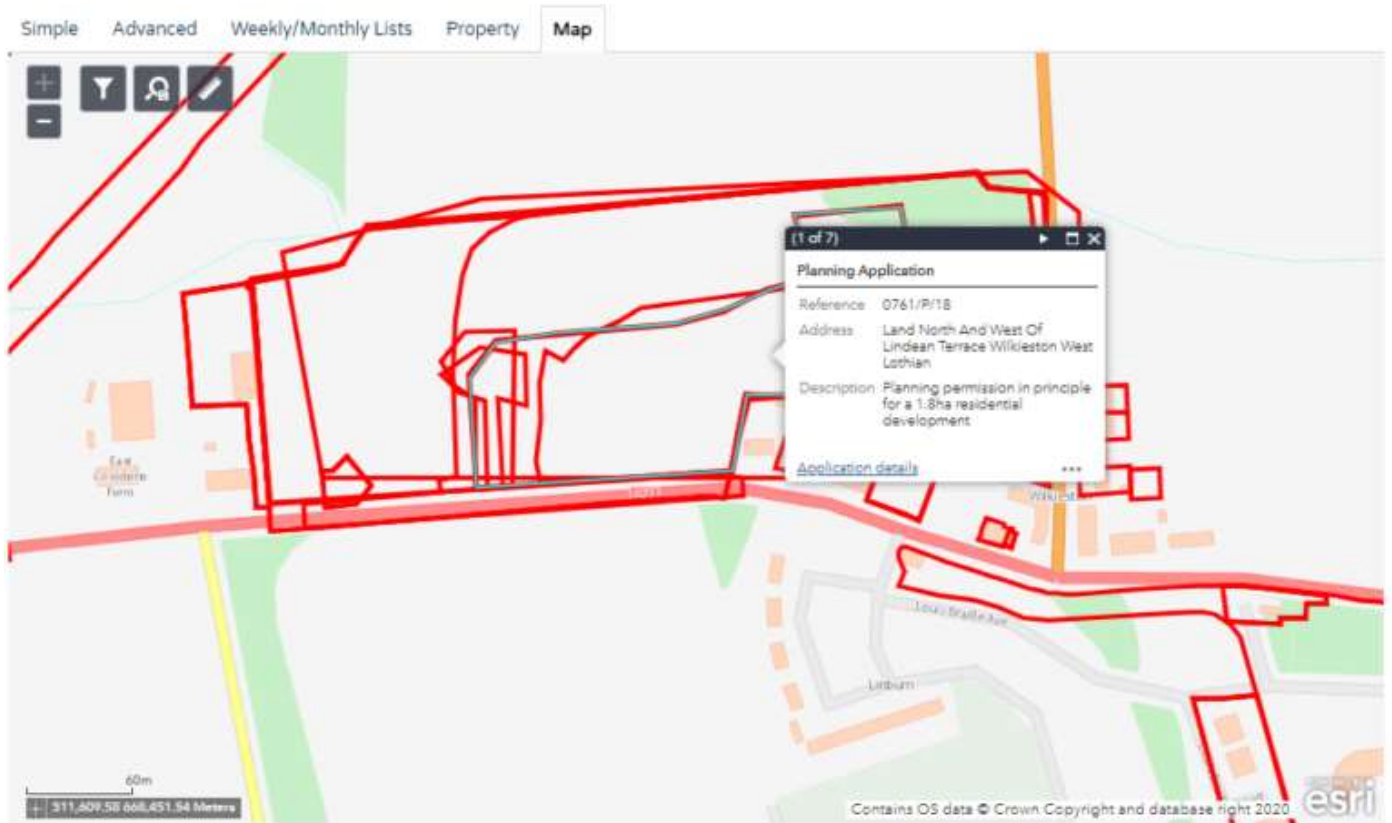

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Users can now zoom in on the particular site they are interested in e.g. Wilkieston below

Planning – Map Search

Click here for help with using the map.

| Simple | Advanced | Weekly/Monthly Lists | Property | **Map** |

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Now using the mouse you can click at the position you are interested in and the attributes of the planning application at the location you click will be revealed in a further dialog.

At this point you can note down the planning application references for further research or you can hit the link marked Application Details – here I click on the link related to 0761/P/18

Which takes you to the Planning Application details page.

Reference	0761/P/18
Alternative Reference	100129678-001
Application Received	Mon 06 Aug 2018
Application Validated	Thu 16 Aug 2018
Address	Land North And West Of Lindean Terrace Wilkieston West Lothian
Proposal	Planning permission in principle for a 1.8ha residential development
Status	Decided
Decision	Grant Planning Permission in Principle
Decision Issued Date	Thu 30 Jan 2020
Appeal Status	Unknown
Appeal Decision	Blank Field

There are 2 documents associated with this application.

There are 0 cases associated with this application.

There are 2 properties associated with this application.

Want to see any available associated documents linked to the application.

Look to the text line beneath the table of attributes. The 2 documents is a link that takes you to available docs linked to the application. The number will be different according to the planning application.

There are 2 documents associated with this application.

Clicking on it brings up the Planning Application Documents screen where you should be able to download or view the documents

West Lothian Council

Home > Planning & Building Standards > Planning Applications > Planning Portal

🔍 Search ▾   👤 My Profile ▾   🔒 Login   📑 Register

Planning – Planning Application Documents   ❓Help with this page

0761/P/18 | Planning permission in principle for a 1.8ha residential development | Land North And West Of Lindean Terrace Wilkieston West Lothian

⭐ Track   🖨 Print

Details   Comments (11)   Constraints (5)   **Documents (2)**   Related Cases (2)   Map

Filter By: Document Type ▾   Show All ▾   Apply

You can select up to 25 documents to download in one archive file at a time.

	Date Published ≡	Document Type ≡	Description ≡	View
☐	30 Jan 2020	Decision	GRANT PLANNING PERMISSION IN PRINCIPLE	📄
☐	30 Jan 2020	Approved Plans	APPROVED PLANS	📄

Download Selected Files

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