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

It is an accepted principle of the planning 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.

All comments and letters received on planning and tree work applications are open to public inspection and may be repeated in public documents. They will be published on our online planning register as part of the application file. If the application is referred to a committee for decision it may be published within the committee pages of our website.

Comments will be included in the case officer's report and you should only include information that you are happy to be made available over the internet (which means your information will be available worldwide).

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- Documents for the period 2000 to 2005 can be made available online on request, although turnaround time is subject to availability of resources. Please email applicationsupport@cambridge.gov.uk.
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