

## **Planning and Regulatory Committee**

### **Scheme of Public Participation**

1. The Scheme shall be confined to planning applications submitted for determination by the County Council that are considered by the Planning and Regulatory Committee. Applications determined by the Director of Environmental Services under the “Protocol for Delegation of Decision-making” are excluded. Applications submitted to the district councils on which the County Council is consulted are also excluded.
2. There shall be one speaker each on behalf of the applicant, supporters and objectors. In exceptional cases where there is considerable public interest, the Chairman may agree to permit more than one speaker.
3. Those persons making written representations in respect of applications are invited to indicate in their letter whether they would wish to address the Committee, if given the opportunity. The person selected to speak shall be chosen from those persons who have indicated a wish to address the Committee, and will be notified approximately ten days before the meeting.
4. The Chairman and/or Vice-Chairman of the Committee will consider all requests to address the Committee and will select one objector and one supporter, based on the relative degree of impact of the development on them (The speaker identified will usually be the nearest private individual to the application site).
5. Confirmation of intention to speak and submission of an outline text should be submitted by 10.00a.m. on the working day before the meeting. Unless both of these are done, the right to speak is forfeited. Copies of any supporting documents, for example drawings or photographs, should be submitted by this deadline. Such documents will become public documents and will form part of the application file.
6. The Council will invite the applicant and any supporter to speak if it is known that an objector will be speaking.
7. Where an objector, applicant or supporter who has been identified as a speaker fails to attend the meeting, the opportunity to speak will not be offered to any other person present.
8. Where an objector or supporter who has been identified as a speaker declines the invitation to speak, that person may nominate another objector or supporter to speak.
9. The introduction at the meeting of fresh arguments, or previously undisclosed information, which could reasonably have been made available to the Council on an earlier occasion, will be disregarded and the Chairman may curtail the

speaker's address to the Committee if an attempt is made to introduce such arguments or information.

10. Speakers shall have one opportunity only to speak on any one application, unless in the Chairman's opinion, the application or circumstances change significantly. This includes cases where fresh arguments or information have been presented to Committee, which could not have been made available on an earlier occasion.
11. No public participation will be permitted on Committee visits to application sites.
12. Committee business shall be ordered at the Chairman's discretion to take account of attendance by those who have duly registered to address the Committee.
13. At the Committee meeting the Chairman will call speakers in the following order:
  - the Director of Environmental Services (or planning advisor) to present the application
  - the objector
  - the applicant
  - any supporter of the application
  - the local Councillor
  - Members of the Committee
  - the Director of Environmental Services (or planning advisor) to comment on the representations made and clarify any issues raised
14. Speeches by objectors, applicants or supporters shall last no longer than three minutes.
15. A list of those persons wishing to speak shall be available at least 30 minutes before the start of the meeting.
16. Questions of clarification to speakers by Committee members and Officers shall be allowed via the Chairman at his/her discretion
17. Questioning of Committee members or officers by objectors, applicants or supporters is not permitted.
18. The scheme will be administered by Director for Corporate Services. The Chairman and Vice-Chairman's decision on matters of interpretation or dispute shall be final.