

## PUBLIC PARTICIPATION

### WELCOME TO THE DEVELOPMENT MANAGEMENT COMMITTEE OF SOUTH HAMS DISTRICT COUNCIL

We allow people to speak directly to the Committee, but the Council has introduced a scheme so that the system operates effectively and in a well ordered manner. The following guidelines explain how the Committee deals with each item. These guidelines only apply to applications listed on the main schedule in the agenda. If you had wished to speak you should have given notice of your intention to Member Services to do so by 12.00 noon on the Monday prior to the Development Management Committee meeting held on the Wednesday of the same week (12.00 noon on the proceeding Friday if the Monday is a Bank Holiday). If you have given the proper notification you will be asked to address the Committee at the appropriate time.

Please be aware that if you address the Committee, your name will appear in the published minutes. The Council is likely to archive these records and your name will not automatically be removed from the record at a later date.

The order at Committee will be as follows:-

1. The Committee Chairman calls the item;
2. A planning officer presents the report containing the officer recommendation;
3. One objector may speak against the application (three minutes maximum or five minutes for a major application). If there is more than one objector then one person must be chosen as a spokesperson;
4. One supporter or applicant may speak in favour of the application (three minutes maximum or five minutes for a major application). If there is more than one supporter then one person must be chosen as a spokesperson;
5. Member only discussion, including any further questions to officers. The Chairman may ask the objector or supporter to clarify a point of fact in very exceptional circumstances;
6. Vote;
7. The Chairman may briefly explain the decision if necessary;
8. Next item.

The three (or five) minute maximum period will be your **only** opportunity to speak, unless the Chairman asks for clarification on a point of fact (see 5 above). Statements must be confined to matters which are material planning considerations. Comments on procedural issues should be avoided – they can be dealt with through the Council's complaints procedure.

If a decision is deferred (eg for a Site Inspection), resulting in a further report to the Committee at a subsequent meeting, no further opportunity for public speaking on the same application will be allowed, but the comments previously made will be taken into account.

However, if at the time of the original consideration of the application, there was no speaker in support or to object, then they will be allowed to speak when the application is reconsidered, provided that proper notice has been given.

Please note, the Chairman of the Committee will not allow papers to be circulated at, or tabled (placed on Member's desks) prior to, the meeting.

Additional photographs may be included in the Committee presentation, to be shown as part of the speaker's presentation. Please submit them electronically to the appropriate Planning Case Officer and to [dm@swdevon.gov.uk](mailto:dm@swdevon.gov.uk) by 12 noon on the Monday prior to the Committee meeting (12.00 noon on the proceeding Friday if the Monday is a Bank Holiday). It would be helpful to mark your email 'Urgent: DM Committee photographs for presentation – Application no: xxxx/xx/xx'.