

WELCOME TO THE DEVELOPMENT MANAGEMENT AND LICENSING COMMITTEE OF WEST DEVON BOROUGH COUNCIL PUBLIC PARTICIPATION SCHEME

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 wish to speak at the Committee meeting on a planning application, you should give notice of your intention by contacting Member Services member.services@swdevon.gov.uk by 12.00 noon on the Thursday before the Development Management and Licensing Committee.

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 for each item 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. The Committee Members are able to ask questions of clarity
4. One objector may speak against the application (three minutes maximum). If there is more than one objector then one person must be chosen as a spokesperson;
5. One supporter or the applicant may speak in favour of the application (three minutes maximum). If there is more than one supporter then one person must be chosen as a spokesperson;
6. A representative from the relevant Parish or Town Council may speak (three minutes maximum);
7. 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. Members Vote on the application.

The three minute maximum period will be your **only** opportunity to speak, unless the Chairman asks for clarification on a point of fact (see 7 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 by 12 noon on the Thursday prior to the Committee meeting. It would be helpful to mark your email 'Urgent: DM Committee photographs for presentation – Application no: xxxx/xx/xx.