

REVIEW OF PUBLIC SPEAKING AT PLANNING COMMITTEE

ANNEX B - CRITERIA FOR PUBLIC SPEAKING SELECTION

- (a) No more than two persons in favour of a proposal, and two persons against a proposal, shall be entitled to speak;
- (b) Exceptions to the above shall be as follows:
 - (i) One representative from the Parish or Town Council, in which the application proposal is located or, in the case of an area where there is no Parish or Town Council, one representative from an Amenity Group or Residents' Association.
 - (ii) Any statutory consultees who wish to speak upon the application.
- (c) In the event that more than two persons wish to speak, priority will be given to those contacting the committee clerk first.
- (d) Where more than two persons wish to speak, those requesting to speak when slots are filled shall be provided with the names of Ward Councillors and nominated speakers, in order that they can seek to have their points raised.
- (e) No more than one person per household shall be entitled to speak, unless offering opposing views;
- (f) Potential speakers are advised to consider the following priorities when deciding who should speak:
 - (i) Those who are most affected in terms of physical proximity;
 - (ii) Where the site adjoins a number of boundaries, representation from persons adjoining more than one site boundary;
 - (iii) In the absence of physical impact, those be most affected by other issues, such as noise and odour impact.

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ANNEX C - PUBLIC SPEAKING AT COMMITTEE SITE VISITS

Site visits shall be conducted in accordance with section 3 of the protocol for the guidance of Planning Committee Members and Officers, contained within the constitution for Thanet District Council.

A site visit is to enable Members to assess the impact of a proposed development, which is difficult to visualise from plans and supporting material. Its principal aim is to allow Members to see the site for themselves. If a Member requests a site visit, reasons must be given and minuted.

A site visit will consist of an inspection of the site by a group of viewing Members with Officer assistance, in the presence of the applicant or his agent and those wishing to make representations. A site visit can, however, take place unaccompanied if it is not necessary to access private property.

The Chairman will introduce the site visit, and explain the manner in which the visit is to be conducted.

The Chairman will also explain that the purpose of the site visit is for Members to assess the impact of the development on the area. He will confirm that Members will listen to representations by the applicant and other interested parties, but state that any comments must be confined purely to matters of fact that can be pointed out to the Members.

Finally, the Chairman will explain that the application will not be determined at the site visit, but will be considered at the next Planning Committee meeting (or a meeting further in the future, if applicable), where Members will discuss the merits of the proposal.

Following the Chairman's introduction, the Planning Officer will explain the proposal, provide a summary of representations received and a summary of the main planning issues which Members need to consider on site.

The Highways Officer will then make any highway observations relevant to the application.

The Chairman will then permit public speaking which will comprise the applicant or agent and one other representation in support of the development, if it relates directly to matters that can be pointed out to Members and does not involve repetition of the applicant or agent's comments, followed by representations from no more than two objectors.

All speakers will be limited to no more than three minutes.

Members will then be permitted to ask questions relating to the development, through the Chairman. The opportunity to respond to those questions will be at the Chairman's discretion.

The site visit will then be formally drawn to a close. No further discussion on the merits of the proposed development will be permitted.

In order to inform the applicant or his agent, the Parish Council or relevant Amenity Society (if they have commented in writing) of a proposed site visit, letters will be sent to the relevant parties. In addition, a Site Notice will be located at site visit venues, confirming the date and approximate time of any proposed Planning Committee site visit.

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ANNEX D - FORMALISATION OF A MEMBERS' CALL IN PROCEDURE

The present scheme of delegation enables the Acting Strategic Director to determine all planning applications, with the following exceptions:

- (a) Applications considered of district-wide importance;
- (b) Applications submitted by Council Members and Officers;
- (c) Where a Member requests, in writing, giving planning reasons, that the application be determined by the Planning Committee.

In order to ensure that there is clarity in this process it is requested that, when writing in, Members adopt the following format:

The letter should be titled with the description of the planning application, the address and its planning reference, as provided on the weekly list of planning applications.

The letter should be addressed to the Development Control Manager. If possible, copies should also be provided to the Case Officer and Committee Clerk. The request can be in the form of either a letter or e-mail.

The letter must include specific reasons why the application requires consideration by the Planning Committee. If Members are unsure of whether there are applicable reasons, they can contact either the Case Officer or the Development Control Manager to discuss their concerns. The decision, however, remains with the Member as to whether the application should be referred to the Planning Committee.

Any call in must be made within 28 days of the date of the weekly list which includes that application. Requests made after that time will only be allowed at the Chairman's discretion.