

Procedure for Public Participation at Meetings of the Regulatory Planning and Control Committee.

Introduction

The County Council welcomes the involvement of the public and local organisation in the planning process.

Applications which do not give rise to adverse representation on planning grounds or where objections can be overcome by the imposition of requirements on a permission will normally be dealt with by the Director of Environmental Services in consultation with the Chair and Vice Chair of the Planning and Control Committee. Those proposals which do give rise to objections will usually be determined by the Committee.

Where applications are determined by the Director of Environmental Services those who made representation will be informed of the decision and the reasons for it being dealt with through this process.

1. In the case of applications which are to be determined by the Regulatory Planning & Control Committee, the applicant (or agent) and any person or organisation who has made representations will be notified of the date and time of the Committee meeting.
2. Meetings of the Regulatory Planning and Control Committee are normally held at County Hall, Matlock. Whilst the Committee will convene at 10 am they will often wish to visit a number of the application sites before considering their decision and this means that the time of meetings varies considerably.
3. Anyone who wishes to make representations to the Committee should notify the Planning Control Section on 01629 533331 before 12.00 noon on the Friday before the meeting. You will be asked to indicate the item on which you wish to address the Committee and whether you support or oppose the application.
4. On the day of the Committee you should arrive at County Hall 15 minutes before the start of the meeting and let the Committee Clerk know that you still wish to make representations to the Committee. This will enable the Committee Clerk to organise representations and explain the procedure.
5. Where there are several people who wish to make similar representations the Committee Clerk will seek to minimise duplication, for example, by investigating if those present are willing to nominate a single spokesperson or otherwise co-operate in the presentation of their representations.

The Committee Meeting

6. When practicable items where there are representations to be heard would normally be brought forward by the Chair of the Committee.

7. On each item an officer representing the Director of Environmental Services would outline the proposal and the main issues together with any updating of the report. Members of the Committee can then ask any questions of the officer.
8. The Chair of the Committee would then invite speakers in the following order:
 - a. Local Member
 - b. District/Borough Council
 - c. Parish/Town Council
 - d. Action Groups or other organisations
 - e. Individual objectors
 - f. Applicant or Agent
 - g. Supporters
9. As far as practicable each speaker would be allowed up to 3 minutes speaking time but where more than 2 people are making similar representations, the Chair may use his discretion to restrict presentations to a shorter period.
10. The speaker is not allowed to ask questions or enter into debate with Members or officers.
11. Following each representation Members of the Committee may ask the officers any questions about matters arising from that representation. The officers will then endeavour to respond.
12. Following completion of representations and any questions and officers' responses arising from them the officers may then provide further comments or information about the matter as they may consider appropriate.
13. The proposal would then normally proceed to a decision unless there is considered to be appropriate grounds for a deferral.
14. The Chair of the Committee has discretion to change the usual participation procedure where it appears to be necessary for the fair and effective conduct of the meeting.

The Decision

1. All those who made individual representations, and the lead name of petitions, in respect of specific applications will be informed of the decision as soon as practicable following the Committee meeting.