

The Planning Committee

Following approval by Council, the new Planning Committee is now in place, and it is timely to provide a refresh on the arrangements and where there have been changes.

There are **15 Members** appointed to serve with **three named substitutes** for both the NK Administration Group and NK Independent Groups. Information below applies to you either as a Committee Member, Named Substitute or as a Strong Local Ward Member Advocate (non-committee).

The Planning Committee determines planning and associated applications within the context of the development plan, the National Planning Policy Framework and other relevant guidance, where these are not delegated to officers.

There is no change to the **Ward Member 'Call-In'** notification process which must be based on sound material planning reasons, supported by the Economy and Place Director.

Committee meeting dates can be found in the calendar of meetings. All Councillors can subscribe to the agenda via the ModGov App.

Public Speaking Scheme

There has been a slight change to the order of speakers and each speaker is now able to address the committee for up to **five minutes**. Following the application presentation by Planning Officers, the Chairman will invite speakers to address the Committee in the following order: -

- A single objector or a representative of the objectors
- A representative from the Town/Parish Council (but not where their council is the applicant)
- The applicant (or a representative of the applicant)

At the end of the public speaking, there is an opportunity for Committee Members to ask questions of the speakers for up to **five minutes** (to be extended at the Chairman's discretion).

Committee Members may only ask questions that are based on what a speaker said, are relevant to the application being considered, and that relate to relevant planning considerations.

Local Ward Member (Non-Committee Members)

Local Ward Member(s) may attend and speak at Committee as a community leader and strong advocate for up to 5 minutes each. The provision to speak is **after** the public speakers. It may include photographs or any other information as part of the five minutes address.

Members of the Committee may then ask questions of Local Ward Member(s) for up to five minutes.

Once the Local Ward Member has spoken, they may not take any further part in the meeting.

To speak as the Local Ward Member, you must register with Democratic Services **by 12 noon two working days before the meeting**. Any requests received after this time will be considered at the Chairman's discretion.

If you are including photographs or other information it must be received in an electronic format by the relevant case officer, with a copy to Democratic Services, **by 12 noon the day before the meeting**.

If the Local Ward Member is unable to attend the meeting, they may ask a Non-Committee Member to attend in their place to speak. This needs to be notified in writing (email) to the Democratic Services and Chairman **by 12 noon the day of the meeting**.

Note: Where an application is called in by the Local Ward Member, there is an expectation that they attend the meeting.

Local Ward Members on the Planning Committee

As a Committee Member (or substitute) determining an application, your overriding duty is to the whole community and you are not to favour any person, company, group or locality, nor put yourself in a position where it may appear to be doing so.

For an application in your Ward, careful consideration needs to be given to how you participate. You will not be specifically invited to speak as Local Ward Member as part of consideration of the application.

Instead, you may wish to take the opportunity to exercise your separate rights as Local Ward Member (strong advocate) by removing yourself from being a Committee Member for that specific application. Members must register their intention to do so with Democratic Services **by 12 noon two working days before the meeting**.

Responsibility as Planning Committee Member – Being Informed and Managing Interests

As a participating and voting Committee Member, it is your responsibility to:

- consider if there are any interests that prevent you taking part in the decision-making process that includes having an open mind;
- have sufficient information to make an informed decision;
- be present during the entire consideration of an application to have heard all facts and issues relating to that matter.

Future Development Support

For Local Ward Members not on the Planning Committee, there will be an opportunity to attend a briefing on the role of Strong Community Advocate and how you can effectively represent your area with dates to be circulated.

For Committee Members and Named Substitutes, development activities will be put in place that you **must** attend. Details will be shared in due course.

Declaring Interests – All Members

Where **any** Member has a **Disclosable Pecuniary Interest** in a matter, you cannot play any part in that agenda item and must leave the meeting for that item.

For a Member with an **Other Registerable Interest** or **Non-Registerable Interest**, where the matter **directly relates** to the financial interest or wellbeing of these, you must disclose it. You may speak on the matter only. Otherwise, you must not take part in any discussion or vote on the matter and must not remain in the room unless you have a dispensation.

If you are uncertain about any of the above, then you should seek advice from the Monitoring Officer or the Development Control Manager **in advance** of the meeting.

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