

The Council is responsible for deciding applications for planning permission. Some of the applications are decided by the Council's Planning Committee and these tend to be major, complex and the more controversial applications. Other applications are decided by an officer of the Council, the Head of Planning and Environment Services, under 'delegated powers' and these will not be considered by the Planning Committee.

The planning process allows members of the public to comment in writing on any planning application which affects them and letters of support or opposition will be considered when a decision is reached, whether that decision is taken by the Planning Committee or the Head of Planning and Environment Services.

Bromsgrove District Council is committed to public involvement in the planning process and has introduced a public speaking scheme to allow members of the public to give their views in person about an application for planning permission which concerns them when it is being considered by the Planning Committee.

This guidance explains how the public speaking scheme works.

Who can speak at Planning Committee Meetings?

The person applying for planning permission (or his or her agent, or other representative) is entitled to speak in support of their application.

Any other member of the public (or his or her agent, or other representative) who has **already submitted their comments to the Planning Officer in writing** during the consultation process is entitled to speak either in favour of or against the application.

A representative of a parish council which has **already submitted its comments to the Planning Officer in writing** during the consultation period is entitled to speak either in favour of or against the application, provided that the property is situated within that parish.

Ward Councillors also have a right to speak at Planning Committee meetings.

How long can members of the public speak?

A maximum of 3 minutes is allocated for:

- all those wishing to speak in favour of the application;
- all those wishing to oppose the application;
- the parish council representative (if applicable);
- the Ward Councillor.

These time limits will be strictly adhered to and only in the most exceptional circumstances will the Chairman of the Committee agree to extend these time limits.

What if more than one person wishes to speak?

If more than one person wishes to speak, either in favour of or against a proposal, there are two alternatives:

- a spokesman may be appointed to speak on behalf of all those wishing to speak either in favour of or in opposition to the application; or
- the speakers can agree to share the three minutes between them.

What is the procedure for speaking?

The Chairman will announce the application and a Planning Officer will give a brief presentation of the application. Speakers will then be invited to address the Committee in the following order:

- objector (or agent / spokesperson on behalf of objectors);
- applicant, or their agent (or supporter);
- parish council representative (if applicable);
- Ward Councillor

Once speakers have finished they will be asked to retake their seats in the public gallery and will play no further part in the meeting.

What can I say?

Comments must be based on planning issues. These include: highway safety; traffic noise; amenity; privacy; pollution; historic buildings; conservation; wildlife; environmental effects; disabled access; Local Plan policies and proposals; the County Structure Plan; the West Midlands Regional Spatial Strategy; and Government Guidance.

Issues which cannot be taken into account include the developer's motives or morals, loss of views over other peoples' land, property values, private rights, covenants and boundary disputes. Speakers must not:

- make statements of a personal or slanderous nature;
- be abusive; or
- interrupt other speakers, or the Committee debate.

Speakers should explain or elaborate on the issues raised in their written comments but must not raise new planning or other issues which were not included in their written comments. Additional material such as photographs or plans cannot be handed out at the meeting.

As the time is restricted, speakers should ensure that all points are made concisely.

When will I find out the date of the meeting?

The Planning Officer will be able to advise on the likely date of the Planning Committee meeting, but all those with a right to speak will be informed of the meeting date well in advance of the meeting.

A calendar of meetings is available at www.bromsgrove.gov.uk/meetings. Agendas are published about 10 days before each meeting on the Council's website and copies are also available at the meeting.



How do I arrange to speak at the meeting?

A person wishing to speak must contact the Committee Services Team by no later than 12.00 noon on the day of the Committee meeting, by email to publicspeaking@bromsgrove.gov.uk, by telephone on 01527 881410, or by letter to:

Committee Services

Legal, Equalities and Democratic Services
Bromsgrove District Council
The Council House, Burcot Lane
Bromsgrove B60 1AA

FURTHER INFORMATION

For further information and advice, please contact us:

- by visiting the Customer Service Centre in School Drive, Bromsgrove, and speaking to one of our Customer Service Advisors.
- by telephone on 01527 881288.
- by fax to 01527 881414.
- by writing to:
Planning and Environment Services
(Development Control)
Bromsgrove District Council
The Council House, Burcot Lane
Bromsgrove B60 1AA
- by contacting your Ward Councillor.
- by email to pec@bromsgrove.gov.uk
- by visiting our website at www.bromsgrove.gov.uk



This leaflet can be provided in large print, braille, CD, audio tape and computer disc.



Bromsgrove
District Council

www.bromsgrove.gov.uk



Legal, Equalities and Democratic Services

Bromsgrove District Council, The Council House, Burcot Lane, Bromsgrove, Worcestershire B60 1AA.

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Public Speaking at Planning Committee Meetings