

## Pre-Determination Hearing Procedures

These Hearings, where required, enable the views of applicants and those who have made representations to be heard at Committee before a planning decision is taken and are only used for National Developments and for Major Developments which are classed as significant departures.

1. At the Hearing:
  - (a) The Chair welcomes the parties, explains the purpose and format of the Hearing. The Chair asks those who wish to speak to indicate at the start so that the sequence can be agreed.
  - (b) The Chair explains that the Hearing has been arranged to allow third parties (not necessarily objectors) to give their views with a benefit of statement from a planning officer and description of the proposal from the applicant, before the Committee reaches a (final) decision on the planning application.
  - (c) The Chair explains that third parties should focus their comments on their views already expressed in writing, although if any new information is presented by the applicant or the planning official or any previous misunderstanding is clarified, comment is allowed.
  - (d) The planning officer will identify (in no more than ten minutes) the planning policies against which the application is to be assessed and draw attention to any other key material considerations.
  - (e) Any other relevant officer will identify their concern(s).
  - (f) The applicant/agent (in no more than ten minutes) shall outline the application and address the written representations.
  - (g) Those wishing to make representation (in no more than ten minutes) will be heard, with precedence being given to representatives of Community Councils and other community bodies, followed by those who are speaking on behalf of several bodies and then by individuals.
  - (h) If any party wishes longer than the recommended ten minutes, the Chairman should seek the views of other parties present and make a decision following discussion with other members of the Hearing in the light of the current circumstances.
  - (i) Councillors appointed to hold the Hearing are allowed to ask questions of any of the parties to clarify points raised and, if necessary, may recall a previous participant to give a view to clarify a point.
  - (j) After all parties have concluded their presentations, the Chair will ascertain that other members of the Hearing have had all their requirements for information met.

- (k) The Chair will ask if the parties are satisfied with the way in which the Hearing has been conducted, such agreement to be recorded in the note of the meeting and, if dissatisfied, advises any objector to write to Council.
- (l) If appropriate, the Chair will indicate that a report of the Hearing and an officer's report will be considered at a Committee meeting in the near future.
- (m) The Chair will close the meeting.