

If a request to speak at Committee is received from an objector, then the applicant will be given the 'right to reply'.

If someone other than the applicant wishes to speak in favour of an application they may do so only if the applicant waives the 'right to reply'. If more than one person wishes to speak in favour, a spokesperson must be appointed or will be chosen by the Committee Chairperson.

If more than one person wishes to speak against an application, an agent may be appointed to speak on behalf of and in place of either parties. That agent may not necessarily be selected as the spokesperson.

All speakers are limited to 3 minutes each.

Please restrict your comments to planning issues, as outlined above, and be aware that you cannot make personal remarks, as Committee proceedings are not exempt from the laws of slander. Please try to be brief and to the point.

How do I notify the Council that I wish to speak?

Anyone wishing to speak if the application does go to committee should ensure that their letter is clearly marked **PUBLIC SPEAKING**.

Requests should be received in writing no later than 12 noon on the day before the meeting at the very latest. Please ensure that alternative contact details are provided i.e. telephone number, email address. Correspondence should

be sent to the address overleaf or by email planningregistrationteam@southend.gov.uk

What is the procedure at the Committee Meeting?

You will need to be at the venue 30 minutes before the meeting starts. A Committee Clerk will explain the arrangements to you.

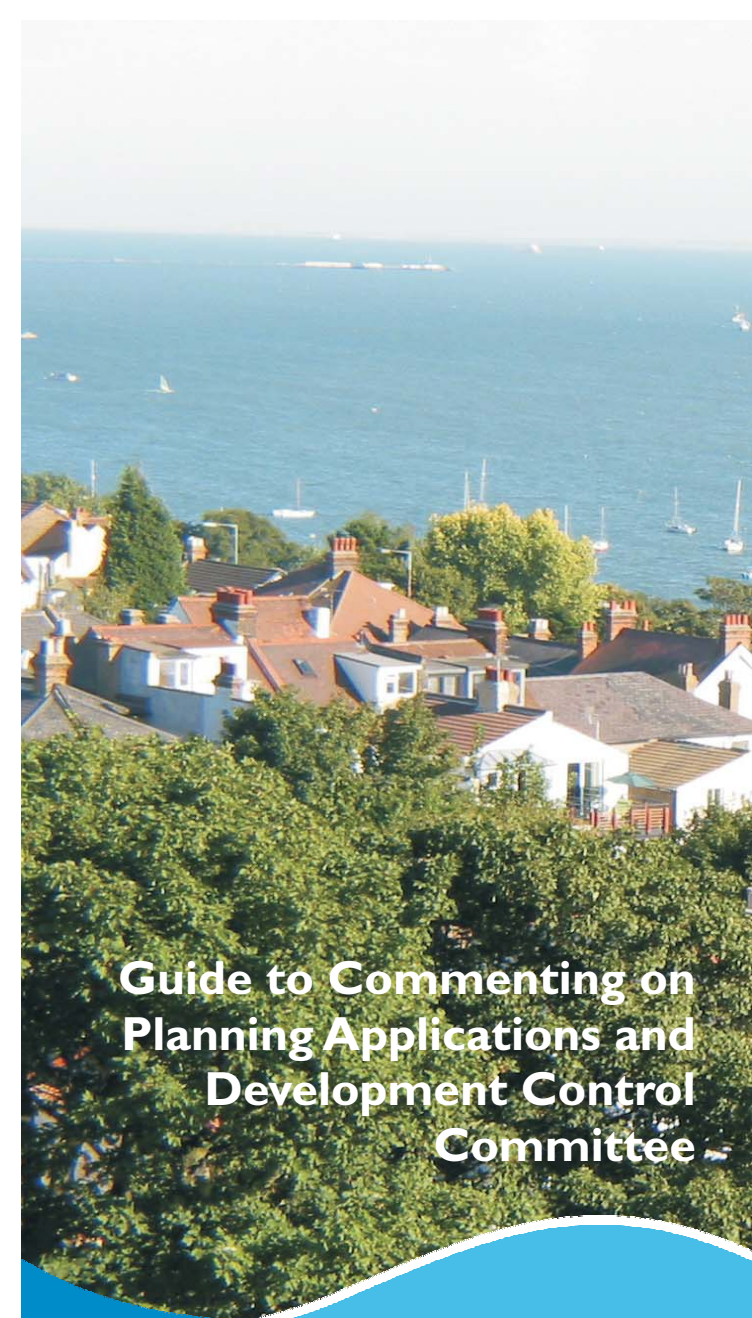
- When the application is reached on the agenda a planning officer will introduce it.
- One objector will then have 3 minutes to speak.
- The applicant will then have 3 minutes to respond.
- If more than one objector wishes to speak a spokesperson will have to be appointed and in the absence of agreement, the Committee Chairperson will decide who will speak.

Speakers will not be permitted to introduce or circulate any new material at Committee.

Will the Committee ask me any questions?

Committee Members cannot ask you to answer questions about what you have said.

Neither objector, supporter or applicant will be permitted to make a supplementary statement or ask supplementary questions.



Guide to Commenting on Planning Applications and Development Control Committee

Introduction

May I comment on a planning application?

The Council publicises planning applications by either notifying the adjacent properties, posting a site notice or sometimes both. In certain circumstances it may use the local paper.

Any one wishing to comment on a planning application should do so by accessing Public Access on our website

www.southend.gov.uk/publicaccess.

or writing to: Director of Enterprise, Tourism and the Environment
Floor 13, Civic Centre,
PO Box 5557
Victoria Avenue
Southend on Sea



Comments

Your comments should relate to the application and to issues that can be taken into account when determining an application such as:

- Planning Policy (Government Guidance, Structure and Local Plans)
- Design, appearance, layout and effect on nearby property
- Impact on visual or residential amenity (including loss of light, noise, odour and other environmental impacts)
- Impact on trees, conservation areas or nature conservation
- Highway safety and traffic issues

Try to avoid issues that are not planning matters such as:

- Private property disputes (boundary or access disputes, restrictive covenants)
- Effect on property values
- Personality or developers' motives
- Loss of view over private land

What is the role of the Development Control Committee?

It is Government policy that approximately 10% of applications should be dealt with by the Development Control Committee. This is made up of elected Councillors.

Decisions on minor proposals and those in line with planning policies can be decided by the Corporate Director of Enterprise, Tourism and the Environment under powers delegated to him by the Council.

When and where are the Development Control Committee meetings held?

The Committee normally meets every 4 weeks on Wednesdays at 2.00pm in Committee Room 1, Civic Centre, Victoria Avenue.



How can I find out if and when an application is to be considered

If an application is to be dealt with at Committee and a request to speak has been received by an objector, that objector and the applicant will be notified, but only a few days before the meeting.

You may wish to check with the Council immediately before the meeting that the application is still due to be considered and has not been withdrawn.

You are able to track the progress of any application by visiting the Council's website at www.southend.gov.uk

If the application is to be dealt with by Committee, any late representation received less than 3 full working days before the day of Committee will not be reported to Committee and will not be considered.

Who can speak at Committee

If an application is to be decided by Development Control committee, you may be able to present your views directly. These arrangements are part of the Council's commitment to encourage the participation of residents in the affairs of the town.

Local Groups or Organisations (or their representatives) will not be allowed to address the Committee on planning applications; the right to speak extends only to individuals.

The applicant or a supporter will not be offered the opportunity to speak unless an objector is being allowed to speak.