

## **WEST LOTHIAN COUNCIL PLANNING COMMITTEE**

### **A REMIT AND POWERS**

- 1 The provision of a pre-determination hearing for “major” applications for planning permission for developments which are determined to be and are referred to the Committee by the Head of Planning, Economic Development & Regeneration as being significantly contrary to the development plan (Section 38A of the Town and Country Planning (Scotland) Act 1997), together with other related applications deemed by the Head of Service to be appropriate for determination at the same time.
- 2 The Committee shall not have the power to determine that an application before it is not significantly contrary to the development plan.

### **B MEMBERSHIP**

- 1 All Elected Members of the Council.
- 2 Before being able to sit at meetings of the Committee, Members must have attended training sessions on development management to the satisfaction of the Clerk to the Council which will be arranged from time to time by the relevant Depute Chief Executive.
- 3 The Chair and Vice-Chair are appointed by the Council.

### **C QUORUM AND VOTING**

- 1 One fourth of the whole number of Members of the Council.
- 2 In the event that there are at any time vacancies in the case of more than one third of the Members of the Council, then the statutory rules which apply for determining the quorum for meetings of full council shall be used.
- 3 Voting shall be conducted in accordance with Standing Order 16 and Standing Order 3, as appropriate.

### **D SUBSTITUTES**

- 1 **Not applicable.**

### **E MEETINGS (SUBJECT TO STANDING ORDER 41)**

- 1 One meeting in each calendar month, which meetings shall only be called and take place if there is business to be transacted.
- 2 Meetings shall be held as physical, hybrid or remote-access meetings, in accordance with SO41.
- 3 Where 2 metre physical distancing precautions apply in the Civic Centre, the maximum number of members entitled to be physically present for a physical or hybrid meeting shall be the Chair plus 8 more, comprising 2 SNP members, 2 Labour members, 2 Conservative members, the Independent member and the Liberal Democrat member, as appropriate, to be seated in the outer circle
- 4 Where 1 metre physical distancing precautions apply in the Civic Centre, the maximum number of members entitled to be physically present for a physical or hybrid meeting shall be the Chair plus 8 more, comprising 2 SNP members, 2 Labour members, 2 Conservative members, the Independent member and the Liberal Democrat member, as appropriate, to be seated in the outer circle

- 5 Where no physical distancing precautions apply in the Civic Centre, there are no restrictions on the number of members who may be physically present for a physical or hybrid meeting.

**F REPORTING ARRANGEMENTS**

- 1 Minutes to be reported to the next meeting of the Committee.

**G MISCELLANEOUS**

- 1 Business is referred to the Committee by the Head of Planning, Economic Development & regeneration who holds the delegated power to determine if an major application for planning permission is significantly contrary to the development plan. That decision cannot be questioned or overturned except by a decision of full council.
- 2 If there is no business to be transacted at a scheduled meeting then the meeting shall not be called and shall not take place.
- 3 The Head of Development and Regulatory Services shall, where he deems it appropriate, make arrangements for a site visit to be offered to all members, but attendance at the site visit, whilst advised, shall not be compulsory
- 4 The procedure to be followed in inviting the interested parties to the meeting and in conducting the hearings before the Committee are to be determined, and may be changed from time to time, by the Chief Solicitor in consultation with the Chair of the Committee.