



PUBLIC PARTICIPATION

Stage 1: Public Speaking¹

OFFICER PRESENTATION

Stage 2: Officer Report & Recommendation

MEMBER QUESTIONS AND DEBATE

Stage 3: Member Questions and Clarifications of the Proposal

Stage 4: Member debate followed by Strategic Director or Head of Service summing up

MAKING THE DECISION

Stage 5: Chair's Motion²

The Chair moves a Motion (based on the officer recommendation) or asks another Member to do so and asks for a seconder on the Motion.

If Seconded Proceed to Stage 6

If Not Seconded Go to Stage 5a.

Stage 5a: Alternative Motion

The Chair will seek an Alternative Motion from the Committee which could include:

1. Approving subject to amended or additional conditions; or
2. Deferring the application to allow the Committee to undertake a site visit;
3. Refusing (or approving) the application against officer recommendation, and then:
 - i. Delegating authority to the Head of City Development, in consultation with the Chair, to draft detailed reasons for refusal based on those set out by the Committee and issuing decision; or
 - ii. Deferral to a future Planning Committee meeting for officers to draft detailed reasons for refusal to be agreed by the Committee (if refused) or planning conditions and any necessary planning obligations (if approved).

If no alternative motion is agreed. Return to Stage 5.

Stage 6: Members may raise amendments once the motion has been moved and seconded (if required). If no amendments, proceed to Stage 8.³

Stage 7: VOTE on successful AMENDMENT (if required)

Stage 8: VOTE on MOTION (either original Motion or as amended)

IF CARRIED = DECISION IF LOST = NO DECISION & go back to Stage 5

¹ In accordance with Standing Orders 19A and 44 of the City Council's constitution. Each registered public speaker/ Councillor is permitted to speak for up to 5 minutes. Members of the committee may ask questions of each speaker for up to 5 minutes in total.

² A Motion must be Seconded in order to be formally accepted. If a Motion is not Seconded, the debate continues.

³ An Amendment can occur on any formally approved Motion (ie. one that has been Seconded) prior to Voting. If Vote carried at Stage 7, then this becomes the Motion which is voted on at Stage 8. The Chair may seek officer advice on the legality of amended conditions or reasons for refusal before the vote is taken.