

High Peak Statement of Community Involvement 2019 - Suggested Modifications

Section	Paragraph / Page Number	Suggested Modification	Reason
Foreword and document footer		<p>Update factual information – dates and contact details:</p> <ul style="list-style-type: none"> • Adopted February 2019 <u>Draft Document for Consultation January 2023</u> • This Statement of Community Involvement, <u>once adopted will supersede the Council's previous document which was adopted in February 2019.</u> supersedes the Council's previous document which was adopted in May 2006. • Regeneration Services Planning Policy • Footer amendment – High Peak SCI Adopted February 2019 <u>High Peak SCI Consultation Draft January 2023</u> 	Minor factual updates.
Section 2 About this Statement	2.4	There are minimum requirements for consultation on planning policy documents set out in the Town and Country Planning Regulations which the Council must adhere to. However, Wherever possible, the Council will seek to exceed these minimum requirements has consistently exceeded these requirements when producing key planning documents like the High Peak Local Plan and intends to continue this approach to further strengthen community involvement in planning.	The Council cannot commit to continually exceeding the planning regulations when these change over time and clearly the content of future regulations is unknown.
	2.8	New Mills <u>Mills</u>	Correction of typographical error.
	2.9	The 2014 <u>2021</u> Census shows that the High Peak has <u>continues to have</u> an ageing population. In the decade between 2004 <u>2011</u> and 2014 <u>2021</u> there has been an increase of 27% in people aged 65	Factual update to reflect 2021 Census data.

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		<p><u>years and over (compared with a 20.1% rise across England), a decrease of 5% in people aged 15-64 years and a decrease of 6.8% in children aged under 15 years.</u></p> <p>the greatest contraction in population was in the 25 to 40 age cohorts followed closely by the age cohorts under 15. In contrast, the highest growth was experienced in those aged 60 to 70 (there was also a significant increase in the cohorts between 15 and 25). The numbers aged 90+ grew dramatically also.</p>	
	2.10	<p>The Council adopted its Local Plan in April 2016 <u>and has now began the process of reviewing the plan and the document is subject to regular review.</u> With this in mind, High Peak has <u>also</u> decided to update its SCI to tie in with the early stages of the plan review and <u>give interested parties the opportunity to have a say on how the Council will consult on the new Local Plan, whilst at the same time reviewing the document to provide minor updates and reflect changing circumstances.</u> to reflect changes to the planning system and new opportunities to engage with the public (such as social media) which have arisen since the previous SCI was adopted in May 2006.</p>	To explain why the SCI is being updated.
	2.12	<p>Refer to new appendices: This statement is intended as a reference point for members of our community to understand how we can all become involved in planning matters. With this in mind, a glossary has been produced to explain the terms used (Appendix A). Further sources of information and advice on planning can be found in Appendix B. <u>Details of how consultation may be affected in exceptional circumstances, such as a pandemic, can be found in Appendix C.</u> <u>The council's privacy policy setting out how we will treat the personal data of planning customers is reproduced in Appendix D.</u> The</p>	Reference to new appendices.

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		<u>Protocol on Land Use Planning Matters and Development Control Committee is provided at Appendix E.</u>	
Section 3 Background	3.14	New SPD added to the list: <u>Water in Buxton (adopted December 2021)</u> Please note that the lists above are not exhaustive and DPDs and SPDs may be added or updated. Please refer to the Borough Council's website for the most up to date information. <u>The Council is currently preparing a Developer Contributions SPD which, once adopted will supersede the Planning Obligations and Housing Needs in the High Peak SPDs.</u>	Minor factual update.
	3.15	Please note that the lists above are not exhaustive and new DPDs and SPDs may be added <u>or updated</u> . Please refer to the Borough Council's website for the most up to date information.	Minor update.
	3.20	Add a footnote to the text: It is a statutory requirement* that the Council produces a Sustainability Appraisal (SA) in order to assess the economic, environmental, and social effects of a plan from the outset of the preparation process. *The Planning White Paper published in 2020 suggested that the sustainability appraisal system would be abolished and replaced with a simplified process for assessing the environmental impact of plans. New legislation in the form of the Levelling up and Regeneration Bill is currently progressing through parliament but at the time of writing a change in legislation has not yet taken place.	To reference possible future legislative change.
	3.27	The Ministry of Housing, Communities and Local Government published the <u>most recent</u> revised National Planning Policy Framework (NPPF) in <u>July 2021</u> . July 2018. This was the first	Minor factual update.

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		revision of the National Planning Policy Framework since 2012 when the Framework was originally published to consolidate previously issued documents called Planning Policy Statements (PPS) and Planning Policy Guidance Notes (PPG) for use in England.	
	3.28	(Merge with paragraph 3.27) The <u>NPPF</u> revised National Planning Policy Framework is considered to be a vital tool to help ensure that we get planning for the right homes built in the right places of the right quality, at the same time as protecting our environment. Local planning authorities are required to follow the guidance within it when creating new planning policy and determining planning applications in their area. <u>The NPPF recognises that early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses and the community is essential.</u>	Minor factual update.
	3.29 – 3.32	Remove the section about the Peak District Partnership.	It is understood that the partnership now only holds an annual meeting and no new statement of priorities has been produced since 2019 so it is not a key consultation body.
	3.34	Add a footnote to the text: Duty to Co-operate* requires neighbouring local authorities, including County Councils and other public bodies, to engage constructively, actively and on an on-going basis on cross boundary matters (such as levels of housing, employment, road links, Green Belt, school place planning provision, Green Infrastructure, and public health).	To reference possible future legislative change.

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		*The Planning White Paper published in 2020 suggested that Duty to Co-operate would be abolished. New legislation in the form of the Levelling up and Regeneration Bill is currently progressing through parliament but at the time of writing a change in legislation has not yet taken place.	
	3.37	Replace ' Homes and Communities Agency ' with ' <u>Homes England</u> ' and ' Highways Agency ' with ' <u>National Highways</u> '.	Factual updates.
	3.46	Replace ' Homes and Communities Agency ' with ' <u>Homes England</u> ', ' Highways Agency ' with ' <u>National Highways</u> ', ' Primary Care Trust ' with ' <u>Clinical Commissioning Groups</u> '.	Factual updates.
	3.51 – 3.54	Remove section about Community Infrastructure Levy (CIL) Charging Schedule Replace with: <u>Developer Contributions - Infrastructure Levy</u> <u>A new non-negotiable locally determined Infrastructure Levy (IL) system is to be rolled out gradually across England. Once further details of the consultation process are known they will be included in a future version of the SCI.</u>	The information is not relevant any more as the Council will not be progressing with a CIL charging schedule and in any case there are proposals to replace CIL with a new Infrastructure levy.
	3.56	The Council's existing SCI was adopted in February 2019 <u>May 2006</u> . This document is the consultation version of an update to that document. It has been prepared to take into account new legislation and to incorporate new ideas, both aimed at increasing public involvement.	Minor factual update
Section 4 How can you get	New paragraph	<u>The COVID-19 pandemic has demonstrated that there may be some circumstances, such as the national lockdown, that are beyond the</u>	To reflect that there may be exceptional

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involved in influencing the Content of Planning Policy Documents?	between 4.3 & 4.4	<u>Council's control. During these circumstances, the Council will at all times remain committed to involving the community as much as is practicable, but it may be necessary to vary the main consultation methods set out within this document (subject to any Regulations in place at the time). Refer to Appendix C for further details.</u>	circumstances where paper copies of documents cannot be made available to view in person and certain consultation methods such as in-person events cannot take place. Details can be found in the new Appendix C so that they are separate from the normal process for clarity.
	Page 20 – Table 3 (engagement methods)	Social Media (e.g. Facebook, Twitter) – second paragraph: The Council also has a Twitter account and regularly sends tweets to its followers. It is not expected to use social media as a means of enabling response to consultations, as the Council's online portal performs this role. <u>Please note that comments made on the council's social media platforms will not be considered. Online comments should be made on the Council's online portal. The Council will not accept any inappropriate / abusive comments sent via its social media pages in response to consultations.</u>	For clarity.
		Questionnaires and response forms, electronic and paper – insert new paragraph at the end stating: <u>Please note that the Council will not accept any inappropriate / abusive comments in response to consultations.</u>	This text has been moved from the social media section to relate to all comments not just on social media.
	Page 21 –	Consultation Portal (the Council's preferred method for	To make it clear that

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	Table 3 (engagement methods)	<u>consultation responses)</u>	this is the Council's preferred method for comments for the advantages described.
		Paper copies of consultation material (first paragraph): Paper copies of consultation documents will <u>normally</u> be available to view at Council Offices and libraries in line with Regulations. <u>Please note that during exceptional circumstances such as a pandemic, paper copies may not be able to be made available to view. Refer to Appendix C for further details.</u>	To reflect that there may be exceptional circumstances where paper copies of documents cannot be made available to view in person. These are proposed for inclusion in an appendix so that they are separate from the normal process for clarity.
	Page 22 – Table 3 (engagement methods)	Neighbour notifications – Early in the process of the preparation of planning policy documents considered by the Council likely to be of high public interest, such as site allocations policies, the Council will, <u>wherever possible</u> , seek to raise awareness of its proposals through <u>letters or direct mail shots / leaflets to any neighbours (both business and residential) whose properties in the Council's opinion immediately adjoin a site allocation.</u> neighbouring properties – business and residential.	To be consistent with neighbour notifications for planning applications.
	Page 22 – Table 3 (engagement methods)	Consultation Database – second paragraph - The EU General Data Protection Regulation (GDPR) superseded the UK Data Protection Act 1998 on 25th May 2018. The legislation expands the rights of individuals to control how their personal data is collected and processed, and places a range of new obligations on	Include the Council's data privacy statement in an appendix for clarity as GDPR legislation is an

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		<p>organisations to be more accountable for data protection. In managing the information on its database the Council adheres to the six data protection principles.</p> <p>(list)</p> <p><u>Details of the data privacy statement can be found on the Council's website:</u> https://www.highpeak.gov.uk/article/3875/Planning-and-Planning-Policy-privacy-notice or in Appendix D.</p>	important issue.
	Page 23 – Table 3 (engagement methods)	<p>Availability of documents in alternative formats – <u>The Council's accessibility statement is published on the website and states that any new PDFs or Word documents we publish will meet accessibility standards.</u> The Council will produce documents in alternative formats on request; this includes large print and audio. The Council will include information about this service in its consultation documentation and on its website. The Council will publish documents in English only, unless it can be demonstrated that the integration and cost benefit of doing so is outweighed by any disadvantage.</p>	Minor factual update
	Page 24 – Table 3 (engagement methods)	<p>Parish & Town Council Engagement – There is an established network of Parish and Town Councils throughout the Borough which will continue to be consulted on planning policy documents and planning applications relevant to their areas. Parish and Town Councils which border the High Peak are also consulted on planning policy documents where relevant.</p> <p>In particular, the Council is committed to involving relevant Parish / Town Councils at an early stage in the preparation of documents, where those document's proposals may significantly affect their Parish. For example proposed allocation of sites for development in</p>	To add reference to the Parish Forum meetings as a means of engagement.

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		the Local Plan. Appropriate methods of such early engagement, subject to available resources, may include the offer of individual meetings to discuss initial options <u>and / or attendance at Parish Forum meetings.</u>	
	Page 24/25 – Table 3 (engagement methods)	Interactive Events – The Council has previously undertaken a series of "Community Conversations". These were employed as part of the initial stages of public consultation relating to new land use proposals. The "conversations" were facilitated by experienced practitioners and interactive events took the form of "outreach" meetings held at community venues with local residents / community groups given support with undertaking map-based, interactive style planning exercises. The use of these events is very resource intensive and likely only to be applicable at very early stages of major new planning policy.	This consultation method is very resource intensive and based on previous experience any benefits gained do not outweigh the costs incurred. Other methods such as public drop-in sessions are more effective and less resource intensive.
		Meetings / correspondence with statutory bodies and local interest groups Add a new paragraph: <u>Meetings may take place in person or virtually on Microsoft Teams (or equivalent).</u>	To reflect the opportunity for virtual meetings.
	Page 25 – Table 3 (engagement methods)	Remove Peak District Partnership section.	It will not be possible to commit to actively involving the Partnership Board if they only meet annually.
	Page 29	How are comments / representations treated? - Insert new	Petitions have

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		<p>paragraphs between 4.13 and 4.14: <u>Petitions</u> <u>Petitions will be accepted provided that they meet the requirements set out by the Council. Information about this can be found on the website using the following link:</u> https://www.highpeak.gov.uk/article/1412/ <u>The Council will take the views expressed in the petition into account as part of the Local Plan process.</u></p> <p><u>Only the petition organiser will be added to the Council’s database to be individually notified about future consultations/outcomes (subject to them giving their permission). All other signatories will not be added to the Council’s database to be individually notified of future consultations.</u></p> <p><u>Petitions will be reported to committee in the form of issue(s) raised and how many individuals have signed the petition. A single response to the issue(s) raised will be given, rather than an individual response to everyone who signed the petition. This would not be the best use of Council resources as petitions are often signed by hundreds of individuals.</u></p> <p>Add in a series of side headings to this section as follows (for clarity): Above para. 4.13 <u>Anonymous / Late Representations</u> Above paragraph 4.15 (new number) <u>Inspection of Representations</u> Add a final sentence: <u>Although every effort will be made to post these online as soon as possible, if large numbers are received then it may take several</u></p>	<p>previously been used as a way of communicating with the Council during the Local Plan production process. From past experience, it is useful to be clear on the parameters at the outset by including wording in the SCI.</p> <p>The sentence about reproduction of representations online has also been added for clarity as many hundreds could be received and in these circumstances it will take time for them to all go online. This has been an issue previously in the plan production process.</p>

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		<u>weeks for this to happen.</u> Above para. 4.16 (new number) <u>Consideration of Representations</u> Above para. 4.18 (new number) <u>Consultation Statement</u>	
Section 5 How can you get involved in the Decision Making Process on Planning Applications?	Paragraph 5.3	Delete the first bullet point: Pre-application	For clarity as inclusion of pre-application in this list gives the impression that the Council gives opportunities for community consultation on pre-apps and this is not the case as they are confidential. (Later in the chapter there is a section on developer-led pre-application consultation, which is a separate matter).
	Heading above Paragraph 5.9	Add additional wording to the heading: <u>Developer-led P</u> pre-application consultation	For clarity.
	Paragraph 5.9	Add additional text to the first sentence: <u>Developer-led P</u> pre-application engagement	For clarity.
	Paragraph 5.24	As well as being publicised on the Council's web-site, planning applications are also available for inspection electronically at the Town Hall in Buxton, or Glossop Municipal Buildings during <u>opening hours</u> normal office hours.	For flexibility – Council offices are not currently open from 9-5 and the phrase

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			'normal office hours' gives the impression that they are.
	Paragraph 5.32	Details of committee meeting dates and times are publicised on the Council's website. <u>The agendas, including the time and location of the meeting are published a week before the meeting. Meetings of the Development Control Committee take place in the Town Hall, Chapel-en-le-Frith at 1.30pm. Agendas are published a week before the meeting.</u>	For flexibility to reflect that the Development Control Committee does not always meet in the same place.
Section 6 Ensuring Equal Opportunities in Consultation	Paragraph 6.2	In the 2014 <u>2021</u> census the population of High Peak was reported as 90,892 <u>90,900</u> , just eight more residents than 2011. 90,892 and <u>This</u> is comprised of approximately 49% males and 51% females <u>the same proportion as 2011.</u>	Factual update to reflect 2021 Census data.
	Paragraph 6.3	Analysis of Census 2014 <u>2021</u> information indicates that <u>21.9%</u> 17% of the population in the Borough is aged over 65 years. This is up from <u>17%</u> in 2011 and <u>15.5%</u> recorded in the 2001 Census.	Factual update to reflect 2021 Census data.
	Paragraph 6.4	According to the 2011 Census* insert footnote: <u>*Data from the 2021 Census was not available for this topic at the time of writing.</u>	For clarity.
	Paragraph 6.11	According to the Indices of Multiple Deprivation (IMD 2019 <u>2004</u>), two Gamesley (<u>Gamesley S & Gamesley N Melandra</u>) and one Stone Bench (<u>Fairfield SW Granby Road</u>) <u>Lower Super Output Areas (LSOAs)</u> are among England's most deprived 20 <u>10</u> % of <u>L</u> SOAs. Of the different domains which make up the Indices of Multiple	Factual update to reflect 2019 Indices of Multiple Deprivation.

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		<p><u>Deprivation, High Peak Borough is affected as follows:</u></p> <p><u>Income deprivation – the Gamesley LSOAs are the fourth and fifth most income deprived in Derbyshire and in the top 4% most income deprived in the country.</u></p> <p><u>Employment deprivation - Gamesley S is the fifth most employment deprived area in Derbyshire and in the top 3% most employment deprived in the country.</u></p> <p><u>Health deprivation and disability – Gamesley S is the 14th most deprived area in Derbyshire for health inequalities and in the top 4% most health deprived in the country.</u></p> <p><u>Education, skills and training – Gamesley N (Melandra) has the highest level of deprivation in Derbyshire and is in the top 1% in the country. Fairfield SW and Gamesley S are sixth and seventh most deprived in Derbyshire and in the top 2% in the country.</u></p> <p><u>Crime – Buxton Central N (Market Place) is the fifteenth most deprived area for crime in Derbyshire and is in the top 32% in the country.</u></p> <p><u>Barriers to housing and services – Wormhill Green, Farifield has the eighth highest level of deprivation in Derbyshire and is in the top 6% in the country.</u></p> <p><u>Living environment - Peak Forest Castleton W Edale Hope Woodlands Derwent is the third most deprived area in Derbyshire</u></p>	

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		<p><u>and is in the top 4% in the country.</u></p> <p>which have the following characteristics on average:</p> <ul style="list-style-type: none"> • Just under a third of people are income deprived. • One in five of women aged 18-59 and men aged 18-64 are employment deprived. • Just under half of children live in families that are income deprived. • About a third of older people are income deprived. 	
	Paragraph 6.16	<p>(amend 4th bullet point to read):</p> <ul style="list-style-type: none"> • The production of planning policy documents and any related literature in alternative formats on request. <u>The Council will add accessibility tags to PDF files to make sure that people who use screen readers and other assistive technologies can read and navigate a document. Refer to the accessibility information on the website for further details https://www.highpeak.gov.uk/article/6174/Accessibility-Statement; and</u> 	Addition of link to accessibility information on the Council's website.
Appendix A Glossary of Terms Used		Remove reference to Community Infrastructure Levy	This section is proposed for removal from the SCI (see above paras. 3.51-3.54).
		Remove reference to Sustainable Community Strategy	The Peak District Partnership section where reference to the sustainable

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			community strategy is made is proposed for removal from the SCI (see above paras. 3.29-3.32).
Appendix B Sources of Information and Advice on Planning		Amend text and web reference to reflect that Ministry of Housing, Communities & Local Government (MHCLG) is now called <u>Department for Levelling Up, Housing and Communities (DLUHC)</u> https://www.gov.uk/government/organisations/departement-for-levelling-up-housing-and-communities	Factual update.
(NEW) Appendix C Consultation in Exceptional Circumstances like a Pandemic		<p>The restrictions put in place by the Government during the COVID-19 pandemic in 2020 and 2021 meant that the Council was limited on how consultation on planning matters could take place during this period. Not all of the methods typically used by the Council to consult and engage people could be carried out but the Council still had to meet the requirements of the adopted Statement of Community Involvement (SCI).</p> <p>This appendix includes details of how you could expect to get involved in planning matters if further variants of COVID-19 mean that the country is once again put under restrictions, or if any other pandemic type event restricts our ability to carry out traditional forms of planning consultation. <i>Please note that any consultation activities and other statutory processes would need to comply with any Regulations in place at that time.</i></p> <p>How could planning policy be affected?</p> <ul style="list-style-type: none"> • Hard copies of planning policy documents may not be 	Addition of this section is considered useful to give an indication of how plan production and other planning activities could be affected during a pandemic or any other exceptional circumstances.

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		<p>available to view at the Council Offices, or at the public libraries within the Borough as usual, or there may be some occasions when hard copy documents are only available to view by pre-arranged appointment.</p> <ul style="list-style-type: none"> • Paper copies of questionnaires and response forms may be unavailable or availability may be restricted. • The displaying of site notices may not be possible. • Physical consultation events – like drop-in sessions - may not be possible so we may have to rely more heavily on digital (online) consultation methods. (We will endeavour to use non-digital consultation methods where possible.) • Face-to-face meetings may not be possible and may be virtual instead. • The relevant Committee meetings may be held in a virtual forum, as in 2020/21. • The circulation of petitions could be problematic; there are a number of online tools that could be utilised instead. • Neighbourhood plan referendums may need to be postponed. <p>How could development management be affected?</p> <p><u>Meetings:</u></p> <p>Face-to-face meetings with planning officers may not be able to take place so if meetings are considered necessary they could be conducted over the telephone or virtually or alternatively by email exchange.</p>	

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		<p><u>Officer site visits:</u></p> <p>As an example, The Council had the following measures in place during the COVID-19 pandemic, so something similar could be necessary. Please visit the Council's website for the most up to date details:</p> <p>As part of the assessment of your planning application it will be necessary for the Planning Case Officer to visit your application site.</p> <p>In order to comply with Government requirements on social distancing, if officers require access to the grounds of a home or business before visiting the site, the Case Officer will contact you.</p> <p>They will:</p> <ul style="list-style-type: none"> • Tell you approximately what time they intend to visit • Make sure that they can access the site without going inside your property. (If they cannot do this the visit will need to be postponed until restrictions are lifted further) • Explain that they will not be knocking on the door to announce their arrival, entering inside the property or engaging in any discussions • Ask you to leave any gates etc. open so that they can access the site without touching any handles etc. (Again if this cannot be done the visit will need to be postponed) • Confirm that nobody at the property has COVID-19 or is self-isolating (If they are the visit will again need to be postponed.) • If you see the Case Officer on site please do not engage them in discussion and observe the 2m social distancing rules 	

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		<p>at all times. If social distancing is not observed the Case Officer may need to terminate the site visit. At the site visit stage it is usually too early in the process in any event for the case officer to give any indication of the likely decision. If you wish to discuss your application with the Case Officer then please contact them by telephone or email.</p> <p>You can help us by making sure that you provide us with your contact telephone number. If you are the agent for an application please pass this information onto the applicant and provide us with the applicants telephone number.</p> <p>By following the above social distancing requirements you can help to keep our Officers, yourselves and other customers safe and help to avoid any delays in dealing with your application.</p> <p><u>Development Control Committee Site Visits</u></p> <p>In-person committee site visits may not be able to take place in which case they will be replaced by alternatives such as the use of videos, photographs and/or other suitable methods.</p> <p><u>Decision Making:</u></p> <p>The Development Control Committee may be held virtually, as it was for part of 2020/21.</p> <p><u>Planning Appeals:</u></p>	

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		<p>The Planning Inspectorate produced the following guidance for COVID 19: https://www.gov.uk/guidance/coronavirus-covid-19-planning-inspectorate-guidance</p>	
(NEW) Appendix D Development Services / Policy Privacy Statement for GDPR		<p>The council's privacy policy sets out how we will treat the personal data of planning customers. See new Appendix in the Draft Consultation Document which reproduces the existing statement on the Council's website.</p>	<p>Addition of this section is considered useful for information as it relates to GDPR legislation.</p> <p>Whilst a cross reference to the relevant webpage can be used for electronic copies, inclusion of the full written statement helps those who can only access paper copies of the SCI.</p>
Appendix E Protocol on Land Use Planning Matters and Development Control Committee		<p>See new Appendix in the Draft Consultation Document which reproduces the existing statement.</p>	<p>To increase awareness of the protocol that Council officers and members adhere to during the consideration of planning applications, including at</p>

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			Development Control Committee.