



CODE OF CONDUCT FOR THE EXERCISE OF DEVELOPMENT MANAGEMENT FUNCTIONS

DEVELOPMENT MANAGEMENT COMMITTEE SITE INSPECTION PROCEDURE

1. A site visit by Members of the Development Management Committee may be held in connection with applications which are particularly complex and where the impact is difficult to visualise or assess from plans or supporting information.
2. The purpose of site visits is solely to act as a **fact finding exercise**.
3. Site visits will normally take place in connection with the regular meetings of the *Development Management Committee*. Additional dates may be set for site visits where necessary.
4. Applications which are the subject of a site visit should normally be determined by the Committee at its next meeting.
5. All Members of the *Development Management Committee* will be invited to a site visit, together with the relevant County Councillor if not already included on the *Development Management Committee*.
6. Others to be invited to site visits include:
 - (i) planning officers and other relevant officers from the National Park Authority;
 - (ii) where appropriate, representatives of statutory consultees, eg. Highway Authority, Environment Agency;
 - (iii) representatives from the relevant parish council;
 - (iv) representatives from adjacent parish, where that area would be significantly affected by the proposal;
 - (v) the applicant and / or agent.
7. The following procedure should be followed during the site visit:
 - (i) on assembling at the site the Chairman will explain the purpose and procedures of the site visit so that all are aware that it is a fact finding exercise only and that no decision will be taken until the next meeting of the Authority;
 - (ii) the planning officer will describe the application and outline the main issues arising including the material planning considerations;



- (iii) the represented councils and statutory consultees will then be invited by the Chairman to explain their advice or point out matters relevant to the site;
- (iv) All questions from members should be put to the planning officer in the first instance. The applicant / agent may answer questions on **matters of fact**, but otherwise should not participate in discussions at the site visit;
- (v) at the Chairman's discretion further discussion on the facts and issues may then be heard, but the Chairman shall emphasis this is a fact finding exercise and debate about the application should be carried out at Development Management Committee meeting;
- (vi) objectors and other interested parties will not normally be permitted to speak at the site visit, unless at the discretion of the Chairman;
- (vii) the Chairman will bring the site visit to a close and inform those attending when the application is likely to be determined.

Site Inspection Procedure:

- Revised and Adopted 2 July 1997: National Park Authority meeting
- Amended 10th February 2005 to change references to Standing Committee to Planning and Urgent Business Committee.
- Amended December 2007 to change references to Planning and Urgent Business Committee to Development Control Committee.*
- Amended June 2010 to change references to Development Control to Development Management as agreed by NPA at their meeting 23rd June 2010. References to District Councils and District Councillors had also been removed. Procedure 4 also amended to refer decisions back to the Development Management Committee not the Full Authority.*
- Amended December 2014 to emphasise fact finding brief of DMC site visits.*