

## **Consultation by Dumfries & Galloway Council with Community Councils on planning applications**

Since April 1996, Community Councils have been regarded in planning legislation as a 'statutory consultee' but they have very specific roles and responsibilities which are different to other such consultees in that it is a two-way process. Please use the link below to view / download a copy of the Scottish Government's Planning Advice Note (PAN) 47 on 'Community Councils and Planning'.

<http://www.scotland.gov.uk/Publications/1996/03/18415/28371>

Whilst this document is now dated in some regards (e.g. it predates e-planning), it is still listed on the Scottish Government's website as a current PAN. In particular, please note paras 12 – 14 (which set out the general notification procedures) and also the comments in para 16.

Within Dumfries & Galloway, all active CCs are sent a copy of the list of new planning applications received by the Council that week. This weekly list is sent by email to the nominated email address for each CC every Wednesday. **This is the extent of the initial consultation from ourselves.** It is then the responsibility of each CC to look at that list and identify any applications of interest within their area. If there are any applications which raise community issues, the CC then has to request a formal consultation by sending an email request to [planning@dumgal.gov.uk](mailto:planning@dumgal.gov.uk) within 7 working days of the list being sent out. A formal consultation will then be sent out by email. Please note that no hard copy drawings will be sent out. The legislation only requires a 14 day consultation period but we allow 21 days, although this can normally be slightly extended on request, in order to allow matters to be considered at a forthcoming CC meeting.

**The weekly list email is therefore your notification and the onus is on the CC to then request a formal consultation (if required) within the appropriate timescale.**

Obviously, for this process to work successfully, it is vital that we have the correct and current email addresses for each CC. **If you have not provided a contact email address, need to check who your current contact is or need to change an email address, please contact [community.councils@dumgal.gov.uk](mailto:community.councils@dumgal.gov.uk) as soon as possible.**

In terms of the Council's Scheme of Delegation, any application which is the subject of an objection from a statutory consultee (which includes CCs) and which officers are minded to approve must be referred to the Planning Applications Committee for a decision; it cannot be determined by officers under delegated powers. You will be notified of the meeting date in advance and will have the opportunity to speak at the meeting before the application is determined.

All planning application drawings, forms and relevant correspondence are available to view online at [www.dumgal.gov.uk/planning](http://www.dumgal.gov.uk/planning). The simplest method is to click on 'Search local planning applications' and enter the relevant reference number (e.g. 19/0123/FUL) in the Simple Search box and go to the Documents screen to view the plans, etc.