

**IMPORTANT NOTE – CORONA VIRUS (COVID 19)**  
**PLANNING COMMITTEE/PLANNING SUB COMMITTEE ATTENDANCE**

Following on from statements made by the Prime Minister and advice offered by Public Health England, the Council continues to adopt a proportionate and responsible approach to the current pandemic, whilst recognising that we need to continue to deliver our statutory services as expected, including the determination of planning applications and specifically the determination of planning applications by the Council's Planning Committee/Planning Sub Committee.

We recognise that Planning Committees/Planning Sub Committees are meetings "held in public" and members of the public and applicants/applicants are invited to attend and contribute as part of the process, in accordance with the Council's Constitution. However, we fully recognise that attendance will be problematic for those who might be self-isolating, those who are elderly or have underlying health conditions or for those who might be concerned about developing symptoms when gathering amongst others. Therefore, we strongly encourage you adopt a responsible approach when deciding whether (or not) to attend forthcoming Planning Committee/Planning Sub Committees until further notice.

We will be ensuring that both Planning Committees and Planning Sub Committees are fully web cast – so that residents and applicants are able to view proceedings via the live feed; the recorded web-cast will also be able to be viewed after the event.

If residents or applicants/agents wish to maintain their speaking rights but do not intend to appear in person, they should submit a written statement to Democratic Services [democratic.services@croydon.gov.uk](mailto:democratic.services@croydon.gov.uk) by noon of the day of the Planning Committee/Planning Sub Committee. This statement (which should be limited to 3 minutes duration – or less) will then be read out by the presenting officer. Ward Member/Referring Councillor speaking rights will remain unaffected, although should a Referring Councillor not wish to attend or is self-isolating, a similar 3 minute statement (or less) should be sent to Democratic Services via the above email address, which will again be read out by the presenting officer. Please note that we will be allowing only one 3 minute speaking/statement slot each for supporters, objectors and the Referring Councillor. Supporters and objectors should therefore liaise with each other to determine the issues to be raised and who should submit the written statement. If two separate statements are issued, the time available to read out both statements will be limited to 3 minutes.

We apologise for the measures we feel obliged to impose during this difficult time for all of us. We are keen to ensure that those engaging in decisions taken in public are valued and are suitably engaged whilst at the same time, making sure that we adopt a responsible and proportionate response, in line with the current advice issued by Public Health England.