

## 2. Ward Members/Chairman of DM Committee

- 2.1. Ward Members/Chairman of DM Committee can call to Committee, with material planning reasons:
  - a. any Planning Applications
  - b. Listed Building Consents
  - c. Advertisement Consents
  - d. TPO final confirmations (excluding emergency TPOs), and
  - e. Works to TPO trees with no contrary comment, by notifying the HoP Lead prior to the expiry of the public consultation period.
- 2.2. For the avoidance of doubt all Members in a multi-Member ward shall be notified /consulted by the HoP Lead
- 2.3. Unless a Ward Member/Chairman of DM Committee requests an extension of time of up to 48 hours for a response, s/he must advise the HoP Lead of his/her views within three working days of being notified.
- 2.4. In the absence of a Ward Member consultation response within the permitted time frames, the HoP Lead shall determine the matter in accordance with the officer recommendation, without the Member's views.
- 2.5. Where a Ward Member is unavailable for consultation (for whatever reason e.g. holiday, DPI or other interest) then s/he should nominate an alternative member to carry out this role and notify Member Services accordingly in writing. If the Chairman of DM Committee is unavailable, the Vice Chairman should be contacted in his/her place.