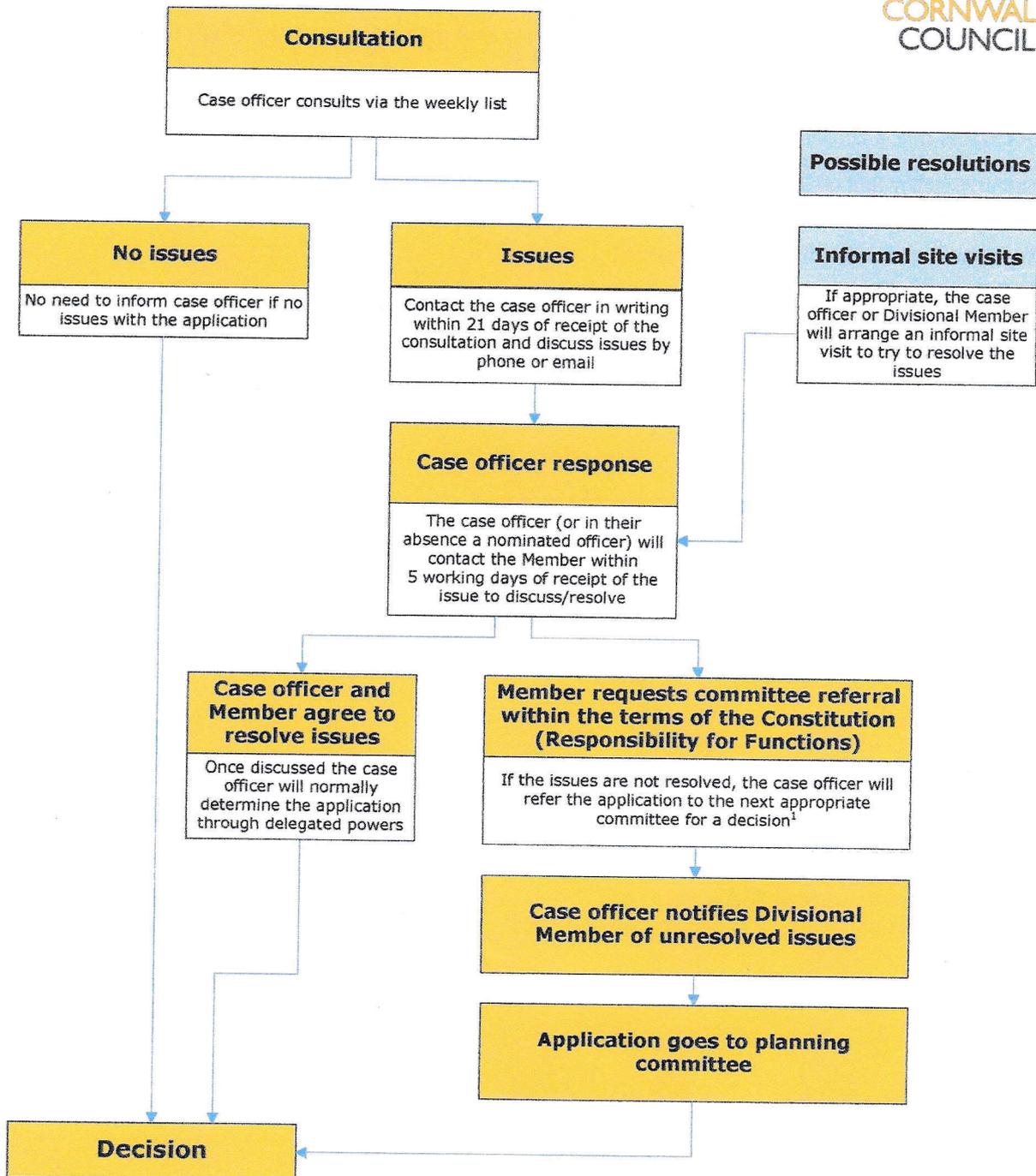


# PROTOCOL FOR MEMBERS



## Notes

<sup>1</sup> The Divisional Member can utilise the arrangements already in place to present their case to the Planning Committee meeting. It is important that the Divisional Member attends and speaks so the Committee can fully understand their reasons for calling the item to the Committee contrary to the recommendation of the Case Officer. It is not possible to attend, any written supporting statements should be submitted at least 3 working days before the Committee meeting.

See page 2 for further information on what applications can be called to planning committee.

Should the local council and case officer not agree to resolve issues locally, the Divisional Member will be contacted to determine whether the application should go to a planning committee (see separate Local Council Protocol).

Case Officers will contact Divisional Members at the earliest possible stage to resolve planning issues.

# PROTOCOL FOR MEMBERS

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**The objective of the Local Council and Member Protocols is to encourage dialogue and make sound planning decisions locally**

## **Constitution [Responsibility for Functions]**

This states that a Local Member can request any application falling under the 'Major' or 'Minor' category to be taken to a planning committee for consideration, so long as it is in writing/email and that sound planning, policy and other area reasons have been provided setting out why committee consideration is necessary.

### **Major and minor application types are:**

New dwellings  
Offices / research and development / light industry  
General industry / storage / warehousing  
Retail distribution and servicing  
Gypsy and Traveller pitches  
All other large scale major developments  
All other small scale major developments  
All other minor developments

### **Other application types are (and can be called to the planning committee by the Head of Service or his nominated officer):**

Minerals Processing (ie ancillary mineral operations defined under the GPDO)  
Change of use (no significant building or engineering work involved)  
Householder developments  
*Included in householder developments are extensions, conservatories, loft conversions, dormer windows, alterations, garages, car ports or outbuildings, swimming pools, walls, fences, domestic vehicular accesses, including footway crossovers, porches and satellite dishes.*  
Advertisements  
Listed building consents to alter / extend  
Listed building consents to demolish  
Conservation area consents  
Certificates of lawful developments  
Notifications (where no planning application is required)  
Discharge of planning conditions  
Non-material amendments  
Works to trees in a conservation area  
Works to trees covered by a Tree Preservation Order

If you would like this information in another format please contact:

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County Hall  
Treyew Road  
Truro TR1 3AY**

Telephone: **0300 1234 100**

Email: [enquiries@cornwall.gov.uk](mailto:enquiries@cornwall.gov.uk)

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