

COMMUNITY SERVICES COMMITTEE

1. TERMS OF REFERENCE

- A. To be responsible for formulating and reviewing the Council's policies in respect of the leisure, cultural environmental health and amenity needs of the District, including:-
- (i) Waste and amenity management (street cleaning, refuse collection, cesspool emptying, public conveniences, vehicle parking, abandoned vehicles, fly-tipping, recycling and cemeteries).
 - (ii) Provision and maintenance of leisure facilities, including leisure and sports centres, formal parks, pavilions, and open spaces.
 - (iii) Drainage and sewerage matters.
 - (iv) Health & Safety, Food Safety, ~~Pollution Control~~, Registration of motor salvage and scrap metal operators, Control of Dogs, Street/House to House Collections, Pest Control, water supply, infectious diseases and unauthorised encampments.
 - (v) Control of Hackney Carriage and Private Hire Vehicles.
 - (vi) Grants to voluntary bodies.
 - (vii) Exercise the Council's scrutiny and review functions in relation to local crime and disorder matters and to act as the local Crime & Disorder Committee.
- B. Subject to the agreement of the Chief Executive and in consultation with Members in accordance with Standing Order 46 of Part B of the Constitution, to deal exclusively with any matter that also falls within the terms of reference of another Policy Committee / other Policy Committees and to resolve such matters unless reserved for determination by Full Council.

2. TO RECOMMEND

- (i) New policies or changes in policy within the remit of the Committee which would require resources beyond those allocated to the Committee.
- (ii) Financial programmes for overall revenue and capital expenditure as part of the annual budget preparation cycle.
- (iii) Making of Byelaws for good rule and government and the suppression of nuisance within the remit of this Committee.
- (iv) Changes to the Committee's Terms of Reference.
- (v) Other matters under the Committee's jurisdiction which, by virtue of statutory provision, must be determined by full Council.

3. TO RESOLVE

- (i) New policies or changes in policy within the remit of the Committee which can be accommodated within the Committee's overall allocation of resources and/or trading reserves.
- (ii) Requests for assistance in individual cases which fall outside of policy but which do not impact upon resources, or where the individual wishes to appeal against the officer decision.
- (iii) Responses to consultations from the Government, other authorities and external agencies where there is a potentially significant impact upon the delivery of services falling under the remit of the Committee.
- (iv) Provision of Hackney Carriage ranks and variations in fees and fares in respect of Hackney Carriage and Private Hire Vehicles.
- (v) The award of contracts falling under the remit of the Committee and within the allocated budget.
- (vi) Any grant applications referred to the Committee for determination.
- (vii) The seeking of planning permission by, or on behalf of, the Council.
- (viii) Rents and charges for services, accommodation and land.
- (ix) Measures to reduce crime & disorder and to promote community safety, including those delivered via the local Community Safety Partnership.
- (ix) Addition of externally funded schemes to the capital programme.

4. DELEGATION TO OFFICERS

1. To the Chief Executive and other MT Members respectively the power to implement Council/Committee policies and deal with the day-to-day management of services relevant to this Committee, including the discharge of all functions of the Council, except for those which are identified above as reserved for determination by the Council, Committee or Sub-Committee.
2. The officers referred to in 1. above have the power in turn to delegate to other officers of their choice, the power to deal on their behalf and in their name with any of the above functions. Such delegation shall be in writing and signed by the relevant MT Member and may contain such limitations or be subject to such conditions as that Officer shall decide.

PLANNING POLICY COMMITTEE

1. TERMS OF REFERENCE

- A. To be responsible for influencing and controlling development, use of land and the administration of Community Infrastructure Levy funds, including:
- (i) Preparation, adoption and review of the statutory Development Plan, including Local Development Documents.
 - (ii) Administration of Building Control regulations.
 - (iii) Transport issues [and Pollution Control](#).
 - (iv) The determination of Community Infrastructure Levy (CIL) allocation criteria and applications for CIL funding.
 - (v) The setting of CIL budgets and the monitoring of CIL income, expenditure and disbursements to Parish Councils.
- B. Subject to the agreement of the Chief Executive and in consultation with Members in accordance with Standing Order 46 of Part B of the Constitution, to deal exclusively with any matter that also falls within the terms of reference of another Policy Committee / other Policy Committees and to resolve such matters unless reserved for determination by Full Council.

2. TO RECOMMEND

- (i) New policies or changes in policy within the remit of the Committee which would require resources beyond those allocated to the Committee.
- (ii) Financial programmes for overall revenue and capital expenditure as part of the annual budget preparation process.
- (iii) Adoption of Development Plan Documents.
- (iv) Publication of draft Local Plans under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012.
- (v) Changes to the Committee's Terms of Reference.
- (vi) Other matters under the Committee's jurisdiction which, by virtue of statutory provision, must be determined by full Council.

3. TO RESOLVE

- (i) New policies or changes in policy within the remit of the Committee which can be accommodated within the Committee's overall allocation of resources.
- (ii) Preparation and review of Local Development Documents, subject to the publication of draft Local Plans (under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012) having to be recommended to Full Council.
- (iii) Adoption of Neighbourhood Development Plans.
- (iv) Adoption of Supplementary Planning Documents.
- (v) Confirmation of Conservation Area designations.
- (vi) Responses to consultations from the government, other authorities, external agencies and other bodies, including transportation related consultations, where they would have a significant impact on the delivery of the Local Plan or on the District's environment.
- (vii) The seeking of planning permission by, or on behalf of, the Council.
- (viii) Approving Local Development Orders, Neighbourhood Development Orders and Community Right to Build Orders.
- (ix) Rents and charges for services, accommodation and land
- (x) Revisions to CIL allocation criteria.
- (xi) CIL allocations upon consideration of applications and associated representations.
- (xii) Addition of externally funded schemes to the capital programme.

4. DELEGATION TO OFFICERS

1. To the Chief Executive and other MT Members the power to implement Council/Committee policies and deal with the day-to-day management of services relevant to this Committee, including the discharge of all functions of the Council, except for those which are identified above as reserved for determination by the Council, Committee or Sub-Committee.
2. To the Chief Executive, the power to agree an application for a Neighbourhood Area to be designated (in cases where the Chief Executive is minded to refuse such an application, the matter will be referred to the Committee for determination).
3. To the Chief Executive (subject to the Chair of the Committee being advised of the actions concerned) the power to agree amendments to the Local

Appendix A: Proposed changes to committee terms of references.

Validation Requirements and associated documents; and to publish these on the Council's website.

4. The Officers named in 1. above have the power in turn to delegate to other officers of their choice, the power to deal on their behalf and in their name with any of the above functions. Such delegation shall be in writing and signed by the relevant MT Member and may contain such limitations or be subject to such conditions as that Officer shall decide.