

# PLANNING COMMITTEE

## General

The Committee is a Standing Committee governed by the Standing Orders and by regulations. The Town Council will appoint the Committee and determine its composition, quorum, role and functions. The Terms of Reference should be read in conjunction with the Town Council's adopted Standing Orders and Financial Regulations.

## Composition

- a) The Committee will comprise five councillors.
- b) The Committee's Chair will be appointed annually by the Town Council.
- c) The quorum of the Committee will be three members.

## Authority

The Committee:

- a) may expend funds within the budgets agreed by the council to fulfil its terms of reference (but not move funds between budgets);
- b) may make recommendations to the Council;
- c) may establish subcommittees and/or working groups that report to the Committee;
- d) is empowered to consult, insofar as it might consider necessary or desirable, any other committee of the Council or with any other Council or outside body or person;
- e) may decide any specific such matters that are delegated to it by the Council from time to time.

## Role and Functions

The Committee will meet as and when requirements dictate, typically monthly depending on the level of planning applications about which the council is consulted, and have the following role and functions:

- a) To make representations to the Local Planning Authority on any planning application referred to the Town Council, and on any other planning or licensing matters that affect the town, including tree orders, enforcement matters, and planning appeals. The Committee may refer an application or other planning matter of significant importance to the town for discussion by the full council;
- b) To allow members of the public to address the Committee about planning applications and other items on the agenda, and to agree its procedures for doing so subject to the requirements of Section Four of the Town Council's Standing Orders;
- c) To lead on the development and review, and to make recommendations in relation to the approval or otherwise, of any neighbourhood development plan or other strategy proposals under planning legislation affecting the town;
- d) To make recommendations on the involvement of the Town Council in the discharge of planning functions, in relation to any representations between the Council and the Local Planning Authority;
- e) To lead on matters concerning conservation areas, listed buildings, heritage and local history;
- f) To lead on and recommend to the council its response to Isle of Wight consultations on its Island Plan, Core Strategy, Coastal Management Strategy, and any other consultations that do not fall entirely within the terms of reference of another committee.

*NOTE: The Town Council is not the Local Planning Authority, and therefore the Committee does not have the power to refuse or allow planning applications. The Committee, on behalf of the Town Council, is a statutory consultee in the planning process*

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