



TODMORDEN TOWN COUNCIL

DEVELOPMENT COMMITTEE TERMS OF REFERENCE

Membership: Twelve Councillors and Ex-Officio

Quorum: Four Town Councillors with voting rights

Meetings: Fortnightly (or as and when required)

Terms of Reference:

- 1) The Committee will elect a Chairman and Vice Chairman from within its own membership.
- 2) Non-voting participants may be invited to meetings of the Committee as and when required.
- 3) To formulate a 3-4-year plan incorporating a vision and strategy, aims and objectives for Todmorden and the Council which incorporates economic, environmental and health issues and where possible compliments the district strategic policy whilst ensuring best practice principles. Any plans developed are subject to approval by full Council.
- 4) To submit comments on planning applications submitted to the Council by the Local Planning Authority within the statutory 21 day consultation period on behalf of the Council
- 5) The Committee Clerk, in consultation with the Chair of the Development Committee or the Town Mayor/Deputy Town Mayor is given delegated authority to submit a comment on any such application which is not considered by the Development Committee in circumstances where the Development committee meeting does not take place. Comments submitted must be reported to the next ordinary Development committee meeting.
- 6) To oversee the development and implementation of the neighbourhood plan and make recommendations to full Council as and when required.
- 7) To formulate the Town Council views on planning matters as a basis for consideration of plans (subject to full council approval).
- 8) To consider and determine any issues relating to housing, economic development including employment which affect the Town.

- 9) To liaison with organisations involved with regeneration and initiate negotiations on such issues as devolution, local area agreements, taking into consideration the Parish Charter and any relevant legislation.
- 10) To consider and determine any issues relating to community and public transport services.
- 11) To consider and determine any issues relating to traffic calming and signage, car parking, and other highway matters, subject to any recommendations to full council.
- 12) To liaise with local police on anti-crime initiatives and partnerships, recommending ways in which the Council can assist in crime prevention.
- 13) To consider any maintenance and repair works on footpaths and public rights of way. This should not include pavements on the highway.
- 14) To agree and submit external funding bids for Environmental Projects.
- 15) To oversee provision of dog and litter bins, refuse and litter picking issues
- 16) To be responsible for matters relating to street cleansing, cleansing of public areas and security measures for example PCSO's.
- 17) To be responsible for matters relating to the environment, street scene (including street furniture, street lighting).
- 18) To provide and maintain seats, noticeboards, litterbins and dog waste bins within the Council's four amenity sites and within the Town Council boundary