



## **Ramsgate Town Council**

### **PLANNING AND INFRASTRUCTURE COMMITTEE** **TERMS OF REFERENCE**

#### **General**

A Committee of the Town Council established to consider and respond to consultations from Kent County Council, Thanet District Council and the Secretary of State in relation to planning applications and development consent orders, to comment and make representations in relation to Town & Country Planning and Highways matters.

To collate, formulate and draft the Neighbourhood Plan and Highways Improvement Plan in consultation with the general public and community bodies.

To consider matters pertaining to environmental and conservation interests, including flora, fauna and the built environment in relation to planning matters.

The Committee will act in accordance with the General Terms of Reference for Committees and Working Groups.

To carry out such additional duties as may be delegated by Council including the authority to make decisions on specific issues.

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#### **Membership, Chairmanship and Quorum**

Number of Members	7 (must be councillors)
Chair & Vice Chair	To be determined by the Council
Substitute Members Permitted	No
Quorum	3
Number of ordinary meetings per Council Year	12 ordinary meetings, extraordinary as required
Approved by Council	29 <sup>th</sup> May 2024

#### **Delegated Powers:**

1. To consider and formulate responses to consultations from Kent County Council and Thanet District Council in relation to planning applications received by them relating to the use or development of land in the administrative area of the Town Council.
2. Where it considers it appropriate or expedient to do so, to make representations to Kent County Council or Thanet District Council (as the case may be) in relation to :-
  - (i) actual or suspected breaches of planning control including the failure to comply with any condition or limitation to which a grant of planning permission was subject or the failure to comply with the requirements of an extant planning enforcement notice;

(ii) applications for lawful development certificates; and

(iii) the making or refusal to make or confirmation or failure to confirm, a Tree Preservation Order;

3. Where it considers it appropriate or expedient to do so to make representations to Kent County Council, Thanet District Council, the Planning Inspectorate, or the Secretary of State in relation to any appeals against the decision of Kent County Council or Thanet District Council as the local planning authority to issue an enforcement notice or refuse to grant planning permission or refuse to issue a Lawful Development Certificate.
4. Where it considers it appropriate or expedient to do so to make representations to Kent County Council or Thanet District Council in relation public highways and rights of way located within the administrative area of the Town Council.
5. To proactively contribute to and have an understanding of Thanet District Council's Local Plan.
6. Subject to any budget limitations or restrictions, decision making powers and authorisation of expenditure by the Committee in relation to the following functions is approved:
  - (i) Neighbourhood Plan
  - (ii) Highways Improvement Plan

NB. The Neighbourhood Plan itself must be ratified by full Council)

The Committee has the power to arbitrate and make decision in relation to any disputes regarding the above.

7. The Town Clerk or in the absence of the Town Clerk, an officer delegated by the Clerk and under the oversight of the Clerk is authorised to write to the relevant local planning authority giving the representations of the Committee in relation to any planning application.
8. The Chair of the Committee or in the absence of the Chair, the Vice-Chair, is authorised to speak in support of the Committee's representations at meetings of Thanet District Council Planning Committee.
9. To undertake any projects in relation to infrastructure (i.e. public transport, waterways, highways, sewage) as deemed appropriate by the Council.
10. Responsibility for preparing a draft revenue budget for each coming financial year in respect of the functions of the Town Council falling within the terms of reference of the Planning & Infrastructure Committee and to submit that to the Finance & General Purposes Committee for consideration by not later than 31st October in any year

The matters referred to in Points 1 to 10 above are fully delegated; the committee can approve expenditure from the associated budgets and enter into contracts as necessary to deliver projects (in line with the Council's Financial Regulations).

Virement between budget items or within budget sections may only be granted on application to the Council in extremis.