



PLANNING, DEVELOPMENT & HIGHWAYS COMMITTEE TERMS OF REFERENCE

Purpose of the Committee

- 1.** Planning, Development and Highways Committee is established to ensure planning consultations are dealt with in a timely manner and to co-ordinate all matters relating to proposed development, including the Local Plan. It also oversees all those matters within the Council's remit which relate to highways, roads, street lighting, car parking, footpaths and bridleways.
- 2.** The Committee will consist of eight members appointed by the Full Council. The Mayor will be an additional ex-officio member, without voting rights. The Committee will normally meet on every other Monday commencing at 6.30pm. The highways element will only be covered on the last meeting each month (not August or December) unless there is urgent business.
- 3.** The Committee may appoint sub-committees whose terms of reference and members shall be determined by the Committee. Members of sub-committees may include non-councillors.
- 4.** The committee has delegated authority from the Council to fulfil the following responsibilities (including spending within its approved budget):
 - a. Planning**
 - Consideration of all planning consultations received relating to Sudbury and determination of the Council's response to the planning authorities.
 - Consideration of the decisions of the local planning authorities in respect of local planning applications.
 - Consideration of local street naming proposals, planning appeals, planning appeal decisions and planning enforcement cases.
 - b. Development**
 - Monitoring and advising the Town Council on new development proposals.
 - Drafting any local plan for Sudbury.
 - Commenting on the local plans for surrounding areas.
 - c. Highways**
 - Repair, maintenance and improvement of highways.
 - Repair, maintenance and improvements of footpaths and bridle ways.
 - Repair, maintenance and improvements of street lighting.
 - Car parking and residents' parking schemes.
 - Waiting restrictions and traffic orders.
 - Road safety and speed reduction schemes
 - Renaming and renumbering of streets.
 - Street cleansing.
 - Collection and disposal of refuse.

5. The Committee must produce a budget each year to cover forecast expenditure for all these areas for approval by the Full Council. Any proposed unbudgeted expenditure will require approval of the Finance Committee.