ANDOVER TOWN COUNCIL
PLANNING COMMITTEE

TERMS OF REFERENCE

Structure and Quorum:

The Committee will comprise of up to 9 Elected Members, and shall appoint a Chairman and Vice-Chairman annually.
The quorum of the Committee shall be Three (3)

Responsibility:

1. To make observations on all planning applications and planning issues for the Andover area, including Development Briefs, Local Plans, Structure Plans and Development Control and to make site visits where necessary.

2. To have delegated authority to carry out the following:
   a) To consider all planning applications and telecommunication proposals submitted to Andover Town Council by Test Valley Borough Council and Hampshire County Council and comment thereon within the prescribed time limits and make observations in consultation with the adopted Local Plans.
   b) Where time does not allow for the re-issuing of an agenda, AND where the Borough Council do not agree an extension for submission of comments, the officer supporting the committee will request that councillors' comments are emailed and compile a response to be sent to the Borough. This will be approved provisionally by councillors prior to submission. In this case, the submitted comments will be approved by Councillors at the next Committee meeting.
   c) To approve locations of ATC's SIDs in conjunction with HCC, Enerveo and if necessary, the Police.
   d) To review the future social, community and cultural implications of residential development.
   e) To consider the implications of local and strategic plans and comment thereon within the prescribed time limits.
   f) To represent the views of the Town Council at planning appeals and representation to Test Valley Borough Council regarding planning and development matters and encourage consultation with the Planning Authority and developers where appropriate.
   g) To inform the community of Andover on major planning issues and to encourage public engagement with the planning system.
   h) To exercise the Town Council's statutory right to be notified of planning applications.
   i) To hear preliminary proposals for development within Andover without making comment until the applications have been formally submitted.
   j) To consider the environmental impact of planning proposals in Andover and adjacent parishes.
   k) To respond to any consultations or matters on traffic and transport affecting the Town Council area.
   l) To respond to any consultations or matters on Minerals affecting the Town Council area.
   m) To refer any of the above matters to Full Council for debate and decision as appropriate. The Planning Committee may only express the approved views and observations of the Planning Committee or Council.
   n) To keep abreast of and implement changes in the planning process and informing Full Council as required.

3. The Committee should have due regard to the Business Plan and act within its intent in its area of competence