

Appendix A - Tracked changes to Programme Committee Terms of Reference

SECTION 2

Regulatory Committees

Council Functions which the Council has delegated to a Committee of the Council under Section 101 of the Local Government Act 1972

PLANNING COMMITTEE

1. The functions of the Council as Local Planning Authority and any planning control functions which, by virtue of agency arrangements between the County Council and the Borough Council, the Borough Council is authorised to discharge.
2. Determining applications for planning permission; for consent under the Town and Country Planning (Control of Advertisements) (England) Regulations 2007; for listed building consent; determining whether planning permission is required (including permitted development and prior notification; certificates of appropriate alternative development; matters relating to the Building Regulations 1991, the Building Act 1984, and the Building (Local Authority Charges) Regulations 1998; all matters relating to Tree Preservation or any amendment thereto.
3. Taking appropriate action in respect of dangerous dilapidated or ruinous buildings or structures seriously detrimental to the amenities of the neighbourhood; and land in such condition as to be injurious/detrimental to amenities.
4. To formulate and consider Strategic Housing policies/matters and the oversight of the provision of affordable housing (including affordable housing delivered throughs.106 agreements).
5. To consider Development Management policies.
6. To formulate and oversee the relevant parts of the Development Plan (Local Plans and neighbourhood development plans).
7. Considering reports, reviewing, and formulating where necessary policies relating to Economic Development and associated matters.
8. Considering reports, reviewing, and formulating where necessary policies relating to Regeneration.
9. To consider and scrutinise periodic revenue and capital budget monitoring reports on areas under the committee's remit.
10. To establish any Working Group to consider, and make recommendations, on any issues within the remit of the committee's terms of reference.

SECTION 3

Programme Committees

The Council has four programme committees.

Terms of Reference

The committees are the Tourism and Leisure Committee, the Operational Management Committee, the Environment, Health and Housing Committee and the Finance and Democracy Committee. The Environment, Health and Housing Committee is the crime and disorder committee for the purposes of the Police and Justice Act 2006. Subject to any matters reserved to the council by law or by any other part of this constitution, each programme committee has full delegated authority to take decisions on matters falling within its work area. The work areas of the committees are as follows:

(a) Tourism and Leisure Committee

1. To consider and scrutinise reports relating to performance of services under the remit of the committee
2. To consider and scrutinise periodic revenue and capital budget monitoring reports on areas under the committee's remit
3. Considering reports, reviewing, and formulating where necessary, policies relating to leisure management and community development
4. Considering reports, reviewing, and formulating where necessary policies in relation to recreation including parks and open spaces development and grounds maintenance in relation to areas under the jurisdiction of the council
5. Considering reports, reviewing, and formulating where necessary policies relating to arts, culture and heritage
6. Considering reports, reviewing, and formulating where necessary policies relating to sand dunes management
7. Considering reports, reviewing, and formulating where necessary, policies relating to tourism and events promotion
8. Considering reports, reviewing, and formulating where necessary policies relating to beach management
9. To review, and formulate where necessary, policies relating to coast and countryside
10. To deal with issues arising in relation to the Trust set up to manage Lowther Pavilion and Gardens
11. To consider swimming provision and deal with partnership issues arising in relation to the operation of swimming pools

12. To keep under review income generating activity and subsequent contractual arrangements with respect to parks and open spaces
13. To consider any management issues arising in relation to land or property within the remit of the committee
14. To interface with partners involved in the work of the committee as necessary
15. To establish any Working Group to consider, and make recommendations, on any issues within the remit of the committee's terms of reference

(b) Operational Management Committee

1. To consider and scrutinise reports relating to performance of services under the remit of the committee
2. To consider and scrutinise periodic revenue and capital budget monitoring reports on areas under the committee's remit
3. To keep under review arrangements regarding depot arrangements with respect to operational services and consider issues relating to the Council's Vehicle Replacement Programme
4. Considering reports, reviewing, and formulating where necessary policies relating to waste management and recycling
5. Considering reports, reviewing, and formulating where necessary policies relating to public toilet provision
6. Considering reports, reviewing, and formulating where necessary policies relating to amenity cleaning
7. Considering reports, reviewing, and formulating where necessary policies relating to car parking
9. Considering reports, reviewing, and formulating where necessary policies relating to coastal defences
10. Considering reports, reviewing, and formulating where necessary policies relating to dog Control
11. Considering reports, reviewing, and formulating where necessary policies relating to Emergency Planning
12. Considering reports, reviewing and formulating where necessary policies relating to building control and land charges
13. To consider and review provision in relation to footway lighting and bus shelters
14. Considering reports, reviewing, and formulating where necessary policies relating to cemetery and crematorium
15. To consider any management issues arising in relation to land or property within the remit of the committee
16. To interface with partners involved in the work of the committee as necessary
17. To establish any Working Group to consider, and make recommendations, on any issues within the remit of the committee's terms of reference

(c) Environment, Health and Housing Committee

1. To act as the crime and disorder committee for the purposes of the Police and Justice Act 2006
2. To make reports or recommendations to the council or any committee with respect to any matter which is a local crime and disorder matter in relation to a councillor

3. To consider and scrutinise reports relating to performance of services under the remit of the committee
4. To consider and scrutinise periodic revenue and capital budget monitoring reports on areas under the committee's remit
5. Considering reports, reviewing, and formulating where necessary, policies relating to homelessness and housing advice
6. To consider any matters arising in relation to health development and promotion together with weight management
7. To keep under review matters relating to disabled facilities grants, housing standards and energy efficiency
8. Considering reports, reviewing, and formulating where necessary policies relating to community safety including CCTV provision
9. To fulfil the statutory overview and scrutiny role in terms of the Crime and Disorder Reduction Partnership
10. Considering reports, reviewing, and formulating where necessary policies relating to environmental health, protection and sustainability
11. Considering reports, reviewing, and formulating where necessary policies relating to Fylde Coast Bathing Waters
12. Considering reports, reviewing, and formulating where necessary, policies relating to Food hygiene
13. Considering reports, reviewing, and formulating where necessary, policies relating to Pest Control
14. Considering reports, reviewing, and formulating where necessary, policies relating to the Working Together for Families partnership and the Health and Well-Being Partnerships
15. To receive reports from partners who receive community grants from the council and to interface with partners involved in the work of the Committee including Fylde CAB, Age Concern, Care and Repair and Face to Face
16. To consider matters relating to Safeguarding
17. To establish any Working Group to consider, and make recommendations, on any issues within the remit of the committee's terms of reference

(d) Finance and Democracy Committee

1. To consider and scrutinise reports relating to performance of services under the remit of the committee
2. To consider and scrutinise periodic revenue and capital budget monitoring reports on areas under the committee's remit
3. To lead the budget setting process, in consultation with the other programme committees, and to put forward a draft budget package to the Council for approval
4. To consider Medium Term Financial Strategy updates and provide guidance and commentary to other committees as necessary
5. To consider the Financial Outturn report of the Council annually

6. To consider reports from the Head of Revenues and Benefits Services (Shared Service) as necessary in relation to the revenues and benefits service related matters including debt write offs
7. Considering reports, reviewing, and formulating where necessary policies relating to customer access, ICT and website
8. To keep under review the Council tax reduction scheme and make recommendations to the Council on the same
9. To review the Pay Policy annually and make recommendations to the Council on the same
10. To consider any matters arising in relation to Strategic Procurement
11. To keep under review matters relating to the Council's Community projects fund
12. To consider any matters arising in relation to the mayoralty, civic functions and civic ceremonial
13. To monitor and evaluate progress towards achieving the objectives by the council within the Corporate Plan
14. Considering reports, reviewing, and formulating where necessary policies relating to public relations and communications
15. To manage any land and property owned by the council and not specifically held for the purposes of another committee
16. To consider any matters in relation to the Lytham Institute in line with Charity Commission guidance
17. To consider any community assets nominations
18. All of the Council's functions relating to elections
19. To interface with partners involved in the work of the committee as necessary
20. To establish any Working Group to consider, and make recommendations, on any issues within the remit of the committee's terms of reference