

## **REPORT OF THE CORPORATE DIRECTOR, RESOURCES**

### **TERMS OF REFERENCE AND MEMBERSHIP**

#### **Purpose of the Report**

1. To note the membership and terms of reference of the Policy Committee.

#### **Information and Advice**

2. The membership of the Policy Committee is as follows:

Chairman – Councillor Kay Cutts  
Vice-Chairman – Councillor Reg Adair

Councillor Chris Barnfather  
Councillor Joyce Bosnjak  
Councillor Richard Butler  
Councillor John Cottee  
Councillor Samantha Deakin  
Councillor Kate Foale  
Councillor Steve Garner  
Councillor Glynn Gilfoyle  
Councillor Richard Jackson  
Councillor Bruce Laughton  
Councillor Philip Owen  
Councillor John Peck  
Councillor Mike Pringle  
Councillor Alan Rhodes  
Councillor Stuart Wallace  
Councillor Muriel Weisz  
Councillor Jason Zadrozny

3. The County Council on 25 May 2017 established the Committee with the following terms of reference:
  1. The following powers and functions are delegated to Policy Committee by the Full Council:
    - a. All decisions within the control of the Council including but not limited to those listed in the Table below

- b. Policy development and approval except on matters reserved for the Full Council
  - c. Review of performance on a regular basis
  - d. Review of day to day operational decisions taken by Officers
  - e. Approval of consultation responses relating to the Committee's areas of responsibility except for responses to day-to-day technical consultations which will be agreed with the Chairman and reported to the next available Committee following their submission
  - f. Approval of relevant staffing structures as required
  - g. Approving all Councillor attendance at conferences, seminars and training events within the UK mainland for which a fee is payable including any expenditure incurred, within the remit of this Committee and to receive quarterly reports from Corporate Directors on departmental officer travel outside the UK within the remit of this Committee.
2. If any report comes within the remit of more than one committee, to avoid the report being discussed at several committees, the report will be presented and determined at the most appropriate committee. If this is not clear, then the report will be discussed and determined by the Policy Committee.
  3. As part of the detailed work programme the Committee will receive reports on the exercise of powers delegated to Officers.
  4. The Committee will be responsible for its own projects but, where it considers it appropriate, projects will be co-ordinated by a cross-committee project steering group that will report back to the relevant Committee.

Table
Responsibility for ensuring that committees operate under the policy direction of the County Council and for determining policies not reserved to the Full Council
Responsibility for the discharge of all functions and exercise of all powers of the County Council not expressly reserved to the Full Council or to any other part of the County Council by statute or by this Constitution
Responsibility for monitoring and reviewing the overall performance of the Council
Responding to any consultations within the remit of more than one committee as and when required
Responsibility for those functions relating to elections and local democracy which are not reserved to the Full Council
Responsibility for promoting economic development, regeneration and associated activities
Responsibility for all property related functions including acquisitions and disposals, property design and construction and related consultancy services, and the asset management plan
Responsibility for the Council's internal and external communications policy and its implementation

Table
Responsibility for ensuring the Council meets its equalities duties
Responsibility for all remaining statutory overview and scrutiny powers except those delegated to a health scrutiny committee and Communities and Place Committee
Responsibility for reviewing annual reports and inspection reports not within the remit of another committee
Responsibility for authorising hospitality to be offered by the County Council except where the cost is to be covered by the Chairman of the County Council's individual budget
Responsibility for making changes to the organisations on the list of Outside Bodies

### Other Options Considered

4. None.

### Reason/s for Recommendation/s

5. To inform the Committee of its membership and terms of reference.

### Statutory and Policy Implications

6. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## RECOMMENDATION

That the Committee's membership and terms of reference be noted.

**Jayne Francis-Ward**  
Corporate Director, Resources

**For any enquiries about this report please contact:**

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### Constitutional Comments

7. As this report is for noting, no constitutional comments are required.

### Financial Comments (NS 6/6/17)

8. There are no financial implications arising from this report.

**Background Papers and Published Documents**

None.

**Electoral Division(s) and Member(s) Affected**

All.