

REPORT OF THE SERVICE DIRECTOR, CUSTOMERS, GOVERNANCE AND EMPLOYEES

TERMS OF REFERENCE AND MEMBERSHIP

Purpose of the Report

1. To set out the membership and terms of reference of the Policy Committee.

Information

2. The following Councillors have been appointed to the committee:

Chairman: Councillor Ben Bradley M.P.
Vice-Chairman: Councillor Bruce Laughton

Councillor Chris Barnfather
Councillor Richard Butler
Councillor Neil Clarke MBE
Councillor John Cottee
Councillor Jim Creamer
Councillor Boyd Elliott
Councillor Kate Foale
Councillor Glynn Gilfoyle
Councillor Keith Girling
Councillor Richard Jackson
Councillor Philip Owen
Councillor David Shaw
Councillor Helen-Ann Smith
Councillor Tracey Taylor
Councillor Michelle Welsh
Councillor Gordon Wheeler
Councillor Jason Zadrozny

3. At its meeting on Thursday 27 May 2021, the Council agreed to update the terms of reference for the Policy Committee, as set out below:

The powers and functions set out below 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 in relation to matters within the remit of Policy Committee 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.

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.

As part of the detailed work programme the Committee will receive reports on the exercise of powers delegated to Officers.

The Committee will be responsible for its own projects and may establish steering groups to consider projects. 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.
Responsibility for approving new policies, changes to existing policies with significant financial or other impacts, or where the policy falls within the remit of more than one Committee, subject to any necessary approval required by 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 the Council's external communications policy and its implementation
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, Communities Committee and Transport and

Table
Environment 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
Responsibility for monitoring delivery of the Council Plan
Responsibility for monitoring and driving the Council's Transformation and Change Programme

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, data protection and information governance 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, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

That the Committee membership and terms of reference are noted.

Marjorie Toward

Service Director, Customers, Governance and Employees

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Constitutional Comments (CEH 27/05/21)

7. The report is for information purposes for Members of the Committee.

Financial Comments (SES 26/05/2021)

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

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Report to full Council on 27 May 2021 (published)

Electoral Division(s) and Member(s) Affected

- All