

Policy & Resources Committee

Membership: Eight members of Full Council

Quorum: Four

Reports to: Full Council

Role of the committee: The overall purpose of this standing committee is to ensure that the Council's finances, staffing, and its statutory obligations are conducted in accordance with legislation, statutory regulations and good practice, and to administer services, which are not the responsibility of the other standing committees.

- 1 To conduct effectively the Council's budgetary, financial and precepting responsibilities in accordance with statutory requirements.
- 2 To determine the policy and strategy planning for the Town Council
- 3 To maintain the strategic vision/main objectives of the Council.
- 4 To consider all major issues of policy affecting the Town Council's area.
- 5 To develop existing and introduce new services.
- 6 To maintain effective relations with Shropshire Council and other public bodies and outside organisations.
- 7 To consider the resources available to meet the Council's objectives in terms of land, finance and manpower.
- 8 To review all fees & charges.
- 9 To appoint internal and external auditors and receive annual reports and act on any recommendations.
- 10 To oversee the preparation of the End of Year Accounts and the Annual Governance and Audit Return (AGAR) including the Council's commitment to its Governance Statement for recommendation to Full Council.
- 11 To be responsible for the Councils' Revenue & Capital Budget
- 12 To consider any out of budget expenditure
- 13 To review Policies & Procedures, Internal Controls, Standing Orders & Financial Regulations, terms of reference of committees and terms of delegation to officers and recommend amendments to the Council.
- 14 To approve all tenders above which delegated authority has not been given to officers.

- 15 To be responsible to the Council for and review the effectiveness and efficiency of all services which do not fall within the province of any one committee.
- 16 To consider all Community Governance Review matters in relation to the boundaries of the town, the number of Town Councillors and procedural matters in relation to elections.
- 17 To consider any matters affecting members, including members' allowances and training
- 18 To be responsible for the Council's assets, records and archives.
- 19 To be responsible for all external communications and publicity matters
- 20 To oversee the civic arrangements of the Council.
- 21 To respond to local, regional and national consultations on behalf of the Council.
- 22 To oversee the Town Council's involvement in the Shrewsbury Big Town Plan, including the Movement & Public Space Strategy and commitment to developing active travel.
- 23 To review the Council's risk including provision of insurance (including any potential claims).
- 24 To initiate and oversee any legal proceedings on behalf of the Council.
- 25 To oversee the Council's Pension Fund arrangements including agreeing any policy documents & criteria.
- 26 To take action as necessary within the remit of the committee to deliver on the Town Council's 2030 Climate Emergency Declaration