



Proposed Committee Structure:

Formerly	Proposed	Remit	Membership
Finance and HR committees	Policy and Finance Committee	<p><b>POLICY AND FINANCE COMMITTEE</b> To make recommendations to Full Council in relation to the following:</p> <ol style="list-style-type: none"> <li>1. To determine the financial resources required by the Council to enable it to fulfil its statutory obligations and provide services for the well being of its community, namely:               <ol style="list-style-type: none"> <li>a) Preparing the annual budget and making recommendations to Council for the precept required.</li> <li>b) Deciding upon borrowing requirements, establishing reserve funds and investments and overseeing the council's banking arrangements.</li> <li>c) Approving the Council's charging policy for services.</li> </ol> </li> <li>2. To monitor the effectiveness and adequacy of the internal financial control environment by:               <ol style="list-style-type: none"> <li>a) Ensuring compliance with Statutes, Contract Standing Orders and Financial Regulations.</li> <li>b) Ensuring a sound system of internal audit is operational on receipt of the annual report.</li> <li>c) Monitoring income and expenditure against budget.</li> <li>d) Ensuring that accounts are properly maintained, and reflect current best practice.</li> <li>e) Authorising the writing off of bad debts and other items in accordance with approved financial procedures.</li> <li>f) Ensuring that bank reconciliations are undertaken regularly.</li> <li>g) Ensuring compliance with financial instructions.</li> </ol> </li> <li>3. To monitor financial transactions of both receipts and payments, bank transfers etc.</li> <li>4. To identify and manage business risks which may prevent the Council achieving its aims and objectives.</li> <li>5. To affect necessary insurance cover on all buildings and property owned by the Council and such other insurances relating to members and officers, and in respect of any other matters as may be necessary.</li> <li>6. To receive and approve the Council's Annual Statement of Accounts in accordance with the current Accounts and Audit Regulations.</li> <li>7. To determine the strategy and operational matters relating to information technology.</li> <li>8. To review constitutional issues and make recommendations to the Council.</li> <li>9. To exercise overall supervision of Community grants.</li> <li>10. To deal with corporate or other issues not otherwise within the terms of reference of any other committees.</li> <li>11. To monitor the overall effectiveness of the Council's services.</li> <li>12. To develop partnerships with other authorities, agencies and organisations for the effective delivery of services consistent with the aims, objectives, policies and programmes of the Council.</li> <li>13. To determine, review, monitor and oversee the Council's statutory policies.</li> </ol>	5 members + 2 ex officio members



		<p>14. To consider and make recommendations to the Council upon electoral matters; review of local government areas and alterations in boundaries under the purview of the councils electoral policies.</p> <p>15. To manage all HR functions of the council</p> <p>16. To receive reports in relation to external meetings, seminars and other events attended by members of the Council or its officers.</p> <p>17. To manage and monitor the budget of the Committee.</p> <p>18. Any other matters, which, for reasons of expediency, are referred to this committee.</p>	
Events, Parks and Amenities Committees	Events, Parks and Amenities Committee	<p>To make recommendations to Full Council in relation to the following:</p> <ol style="list-style-type: none"> <li>1. To consider and make recommendations with regard to the organisation of all events organised by the Council.</li> <li>2. To approve the purchase and installation of the Christmas lights and the Christmas trees.</li> <li>3. To manage and monitor the budget of the Committee.</li> <li>4. To receive reports in relation to external meetings, seminars and other events attended by members of the Council or its officers.</li> <li>5. To maintain all arrangements for the upkeep and maintenance of all council parks and property assets</li> <li>6. To maintain the register of council's assets.</li> <li>7. To maintain all information relating to community planters and other council assets.</li> <li>8. To agree all council service level agreements relating to council amenities.</li> <li>9. Any other matters, which, for reasons of expediency, are referred to this committee.</li> </ol>	5 members + 2 ex officio members
Planning	Functions to be merged by the full council		
IT	To appoint adhoc working groups based on needs identified by full council		