

West Lancashire Borough Council

Draft Committee Terms of Reference

Policy and Resources Committee

Composition:

To be determined each year by the Annual Meeting of Council and subject to the overall political balance calculation (which shall take priority). The membership shall comprise of:

- (a) the Leader of the Council, who shall be the Chair;
- (b) the Deputy Leader of the Council, who shall be Vice-Chair; and
- (c) such other members as are appointed by full council on a politically balanced basis.

Terms of Reference

The Committee is responsible for:-

(a) formulating, co-ordinating, implementing and monitoring corporate policies and strategies and the medium term financial plan (budget), which includes responsibility for any decision:

- (i) that relates to such matters to the extent that they are not reserved to full Council;
- (ii) on policy matters not reserved to full council or the responsibility of other committees; and
- (iii) to prepare the annual budget for recommendation to full Council; and

(b) lead on behalf of the Council in matters concerning relationships with HM Government, and other major public and non-public bodies;

(c) undertake responsibility for decisions and policies in respect of corporate services, including, finance and investment, project support and risk management,

strategic procurement and commercial strategies, ICT, property and asset management, human resources and organisational development, law and governance, communications and public affairs, emergency planning and business continuity;

(d) reviewing major projects and any project boards relating to projects having regard to capacity to deliver, corporate priorities and resources; and

(e) to approve any variations in budgets within the committee's responsibilities up to £xxx;

Sub-Committees

The Policy and Resources Committee may establish such sub-committees as it requires and may delegate responsibilities and set the terms of reference and membership of any of those Sub-committees.

Weightmans LLP
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