

# Policy & Resources Committee

## Terms of Reference 2023-2024

**Composition: Elected Members – 10 plus Mayor, Deputy Mayor (ex-officio)**

### Delegations are:

- a) Developing and reviewing the Council's strategic plan taking into consideration other relevant documents such as the Thame Neighbourhood Plan and Local Plan (Core Strategy).
- b) Ensuring the Council's strategies, policies and procedures are undertaken in accordance with statutory and legislative requirements.
- c) Keeping under review the policies and resources of the Council in relation to services and to advise the Council on the future developments of existing or the introduction of new services and resources including IT.
- d) Making recommendations to the Council on matters which do not fall within the powers and duties of one or more other Committees.
- e) Making recommendations to the Council on the annual financial estimates and the Council's precept as to how these should be determined consistently with the Council's general priorities and policies.
- f) Making recommendations to the Council on the capital programme – content, phasing and monitoring.
- g) Considering and making recommendations to the Council on any policy documents received from other organisations that are outside of the scope of other Committees and affect the area.
- h) Advising the Council as required on all matters affecting its scheme of administration (e.g. Standing Orders, Financial Regulations, Delegations, Risk Management) and the procedures applying to the Council and its Committees.
- i) Developing strong links with other organisations and overseeing any partnering agreements including the Tuesday Market and monthly Farmers Market.
- j) Directing and controlling insurance in respect of the Council's property, members and employees.
- k) Determining the making to individuals and organisations of all grants, allowances and loans.
- l) Reviewing the Council's financial and treasury management activities and supervising the investment of funds within the Council's control.

- m) Determining the overall strategic asset management priorities on a medium-term basis by maintaining an asset management plan and considering acquisition or disposal of assets.
- n) Making lettings or grant leases for the use of Council's facilities, including the Town Hall, by any such suitable applicants for appropriate purposes, subject to any covenants applicable and to any bye-laws, rules or regulations which the Council make or may adopt.
- o) Deciding on initiatives to promote market and publicise the Town Council.
- p) Initiating and participating in economic development initiatives.
- q) Authorising spend of up to £10,000 from existing reserves.