

Committee: Policy and Resources	Date: 21 January 2016
Subject: Terms of Reference of the Policy and Resources Committee	Public
Report of: Town Clerk	For Decision

Summary

1. Committees are required to review their terms of reference annually. The terms of reference of this Committee are attached as an appendix to this report for your consideration.
2. Since it was last considered approval has been given to the creation of an Outside Bodies Sub-Committee. The Committee's terms of reference has now been amended to include the new Outside Bodies Sub-Committee.

Recommendations

3. That the terms of reference of the Committee be amended to include a dedicated sub-committee for Outside Bodies as set out in the appendix to this report and that it be submitted to the Court of Common Council for approval in the usual manner.

Main Report

1. As part of the post-implementation review of the changes made to the governance arrangements in 2011 it was agreed that all Committees should review their terms of reference annually. This will enable any proposed changes to be considered in time for the reappointment of Committees by the Court of Common Council.
2. The terms of reference of the Policy and Resources Committee are attached as an appendix to this report for your consideration. Since it was last considered the Committee has approved to the creation of an Outside Bodies Sub-Committee to enhance activities in this area of work. The Sub-Committee would be responsible for overseeing the City Corporation's Outside Body Scheme by:-
 - a) developing the Corporation's policy towards outside body appointments;
 - b) keeping under review the effectiveness and appropriateness of the organisation's participation in individual bodies;

- c) giving initial consideration to new requests from outside bodies for nominations;
 - d) advising the Court on the needs and requirements of the outside body in respect of any vacancy; and
 - e) periodically reviewing the City Corporation's Outside Bodies protocol.
3. It is therefore suggested that paragraph (p) of the Committee's reference is amended to acknowledge the creation of the new Sub-Committee. Subject to your views, the terms of reference will be submitted to the April meeting of the Court for approval.

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