



# **CONSTITUTION AND TERMS OF REFERENCE FOR THE STANDING COMMITTEE ON RESOURCES**

Agreed By Council 16 May 2017

## **Membership**

The Committee shall consist of no fewer than five and no more than seven Members appointed by the Council. The Committee shall elect a Chairman and shall appoint one other of its members to substitute for the Chairman at a meeting of the Standing Committee on Policy should the Chairman be unable to attend that Standing Committee, and may elect a Vice-Chairman to deputise for the Chairman in other respects.

## **Broad areas of competence of the Committee**

Financial health of the Council  
Management of Council's and managed capital assets  
Economic development

## **Terms of reference of the Committee**

The Committee shall have delegated spending powers in line with the budget established at the Annual Budget meeting of the Council. On behalf of the Council, the committee shall have delegated powers and authority to:

### **A Financial health**

- 1 monitor internal controls to ensure that they meet required standards, approve the selection of an internal auditor and approve arrangements for the internal audit;
- 2 monitor and approve the arrangements for insurance for the Council and ensure that they continue to meet its needs;
- 3 agree the reconciliation of the Council's bank and investment accounts and bank statements between meetings of the Council;
- 4 approve Council expenditure and note its income between meetings of the Council.

### **B Council-owned and Managed assets**

- 1 develop and implement policies in relation to the management the Council's allotments and ensure adequate arrangements for their management and maintenance and for consultation with tenants;
- 2 monitor the efficiency and effectiveness of the management of the assets;
- 3 consider and agree appropriate policies, rules, regulations and scale of charges in relation to managed assets;
- 4 consider and after appropriate consultation with, and where required approval of, partners implement proposals to enhance the attractiveness and utility of assets being managed;

- 5 determine business objectives to maximise the use made, and income generation from the assets and recommend to the Council the purposes to which surpluses might be put;
- 6 approve marketing and promotional activity to ensure best use of these in relation to the assets;
- 7 monitor the effectiveness of dialogue and good working relationships with tenants and hirers of the facilities and traders of the markets;
- 8 monitor the fabric of the managed assets, and liaise with the principal local authority on issues of maintenance, decoration and provision of utilities;
- 9 approve expenditure required for the maintenance and decoration of the managed assets, where such expenditure is the responsibility of the Town Council under the management agreement with the principal local authority.

### **C Economic Development**

- 1 monitor the economic vitality and viability of the Council's area, maintain liaison with businesses within the area, and where permitted promote new business development and the creation and preservation of employment opportunities;
- 2 promote the improvement of Clayhill Business Park;
- 3 make recommendations to the Council for the appointment of representatives to any partnership body established to advise on the disbursements of financial resources resulting from commercial developments in Neston;
- 4 develop and implement policies to support the enrichment of the Town Centre;
- 5 ensure there is Town Council liaison with public authorities, commercial enterprises and residents to maintain and develop the Town Centre commercial environment;
- 6 develop a strategy for the promotion of tourism and the visitor economy in the Council's area and engage with appropriate partners in its delivery.