

# TERMS OF REFERENCE: POLICY AND RESOURCES COMMITTEE

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## **MEMBERSHIP:**

The size of the Policy and Resources Committee is determined by Council.

## **FUNCTIONS:**

To discharge all the following functions and duties conferred on the Council:-

1. All functions not listed in Section 1.1 above which are not otherwise the responsibility of the Council in particular:-
  - (a) To provide overall leadership and direction of the Council;
  - (b) To ensure that the Council has strategies and policies in place which support the work of the Council and to fulfil statutory obligations;
  - (c) To ensure co-ordination of the policies and activities of the Council;
  - (d) To ensure effective performance of the Council in relation to stated policies and activities;
  - (e) To lead the search for Best Value in all that the Council does;
  - (f) To make recommendations to the Council on all strategic financing matters, including the setting of the Council Tax;
  - (g) To ensure that the best interests of the Council are protected in its work;
  - (h) All matters to do with the implementation of strategies and policies not within the Terms of Reference of other Committees including:
    - Strategic Commissioning
    - Community Safety
    - Cultural Services
    - Economic Development
    - Housing Services
    - Health and Environmental Services
    - Streetscene
    - Corporate Services
2. Any function delegated to an Officer which in the opinion of the Officer should be determined by the Policy and Resources Committee.

## **DELEGATION OF FUNCTIONS:**

All those matters referred to in Section 1.2 are delegated to the officers specified, subject to the limitations specified.

Environment Specialists - As authorised in accordance with their individual qualifications and experience to exercise the powers of Inspectors contained in Section 19 of the Food and Environment Protection Act 1985, Part II of the Food Safety Act 1990, Sections 108 and 109 of the Environment Act 1995 and Part 1 of the Health and Safety at Work etc Act 1974.

Health Officers –

- (a) That all Consultants in Public Health Medicine either properly appointed or working in locum capacity to the Public Health England or its successor organisations be appointed as Proper Officer for the purposes of:
  - The Public Health (Control of Disease) Act 1984 and regulations made there under;
  - The National Assistance Act 1948 and National Assistance (Amendment) Act 1951 and any enactments amending or replacing the aforementioned legislation;
  - In relation to any reference to the Medical Officer of Health, or District Officer of Health or a District or Borough in any enactment passed before or during the 1971/72 Session of Parliament in any instrument made before 26 October 1972, power to sign and issue such notices the signature and issue of which is not otherwise provided for.
- (b) That the Proper Officer be given delegated authority to act on behalf of the Council in making any necessary application in accordance with Section 47 of the National Assistance Act 1948 as amended.
- (c) That the Council Solicitor be given delegated power to take all necessary legal action on behalf of the Proper Officer in the exercise of his functions.