

Agenda Item: 8b



CORPORATE SERVICES COMMITTEE

Terms of Reference:

- a) The corporate services committee will consist of 9 Town Councillors aligned with the political proportionality of the Town Council.
- b) Develop mid-term financial strategy over the course of the Council to align to the quantitative and qualitative strategy developed by the full Council.
- c) Review monthly Management Information and assess performance of Council assets and financial health.
- d) Review any financial items (expenditure over £25k) that are to be presented to the Council. All proposals to consider cost and benefit implications.
- e) Approve the annual recommendations for fees and charges increases to ensure they fit into the overall financial plan.
- f) Review of significant transactions incurred in the month.
- g) Annual review of the investment policy for financial assets and effectiveness of any borrowing.
- h) Provide scrutiny of, and support when appropriate, for the completion of the External/Internal Audit.
- i) Review and recommend the annual budget prior to presentation at the Council.
- j) To recommend the fees and charges for the use and letting of Council managed properties.
- k) To consider the Council's staffing structure where it specifically has a significant financial impact.
- l) The, superannuation, remuneration, recruitment, training, qualifications, health and safety aspects and other conditions of service of all employees.
- m) To consider schemes for the employment of people under government or other similar programmes.
- n) To hear and determine matters of appeal in cases of discipline and other adopted policies and appeals forthcoming from appraisals.
- o) To approve essential and casual user car allowances.
- p) Approve the objectives and assess performance of all officers.
- q) The corporate services committee will meet regularly as required by the work programme. Meetings dates shall be scheduled in and published on the web site. Any Town Councillor may attend the Working Group in accordance with Standing Order 28a.