

## **Terms of Reference**

### **3. Strategy and Finance Committee**

- 3.1 The purpose of the Strategy and Finance Committee is to discharge all of the council's functions except those reserved to the Full Council and those matters' specifically delegated to other committees, including:
- 3.1.1 Preparation and management of the council's budget and precept
  - 3.1.2 Review of inventory of land and assets, including buildings and office equipment
  - 3.1.3 Control, monitoring and review of income and expenditure, both revenue and capital
  - 3.1.4 Treasury management
  - 3.1.5 The development and review of the corporate plan
  - 3.1.6 Establish and review council-wide policies that are not within the remit of other committees and beyond the remit of a single committee
  - 3.1.7 Consider all governance arrangements, except those that are the remit of the Human Resources Committee
  - 3.1.8 Receive details of any requests for information made under the Freedom of Information Act 2000.
  - 3.1.9 Receive details of formal complaints made to the council
  - 3.1.10 Compliance with legislation, regulation and best practice
  - 3.1.11 Carrying out functions on behalf of the Full Council, in particular the:
    - 3.1.11.1 Review and adoption of standing orders and financial regulations
    - 3.1.11.2 Review and confirmation of arrangements for insurance cover in respect of all insured risks
    - 3.1.11.3 Review of the system of internal control and risk management
    - 3.1.11.4 Establishing or reviewing the council's complaints' procedure
    - 3.1.11.5 Establishing or reviewing the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998

- 3.1.11.6 Setting the dates, times and place of ordinary meetings of the Full Council for the year ahead
- 3.1.11.7 To receive the internal and external auditors' reports
- 3.1.11.8 Performance management