



SHEFFIELD CITY COUNCIL Report to Council

Report of: General Counsel (and Monitoring Officer)

Date: 17th July 2024

Subject: Changes to the remit of Finance Committee

Author of Report: David Hollis - General Counsel (and Monitoring Officer)

Purpose of Report:

At its meeting on 11th July 2024 Governance Committee considered proposals for amendments to the remit of Finance Committee and agreed changes to the Constitution to be recommended to Full Council. This report seeks approval for those changes recommended by Governance Committee.

Recommendations:

That, as recommended by Governance Committee, Full Council:

(a) agrees that Finance Committee be re-established with the same membership as Finance and Performance Policy Committee; and

(b) approves the changes to Part 3.3.1 of the Constitution, as outlined in the report to Governance Committee appended to this report and as set out in the Appendix to that report.

Background Papers (Appendix to this report):

Report to Governance Committee 11th July 2024 Review of Finance Committee Remit

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial & Commercial Implications
NO
Legal Implications
YES – Cleared by Andrea Simpson
Equality of Opportunity Implications
NO
Climate impact
NO
Tackling Health Inequalities implications
NO
Human Rights implications
NO
Economic impact
NO
Community Safety implications
NO
Human Resources implications
NO
Property implications
NO
Area(s) affected
NONE
Is the item a matter which is reserved for approval by the City Council?
YES
Press release
NO

1. INTRODUCTION & BACKGROUND

- 1.1 At its meeting on 11th July 2024 Governance Committee considered proposals for amendments to the remit of Finance Committee and agreed changes to the Constitution to be recommended to Full Council. This report seeks approval for those changes recommended by Governance Committee.
- 1.2 The Council has a legal duty to keep its constitution up to date. In accordance with Article 16 of the Constitution (Review and Revision of the Constitution), changes to the Constitution will only be made with the approval of the Full Council, after consideration of the proposal by a Committee of the Council, the Chief Executive or the Monitoring Officer.
- 1.3 In addition, however, the Monitoring Officer, in consultation with the Lord Mayor, has delegated authority to make any minor and consequential drafting changes to the Constitution.

2. PROPOSALS

- 2.1 Governance Committee has recommended that Finance Committee be converted to a policy committee, to be named Finance and Performance Policy Committee, and that there be changes to its remit and Terms of Reference, with corresponding changes to the Terms of Reference of Strategy and Resources Policy Committee.
- 2.2 The proposed changes include firstly that the committee should have oversight of Service, Financial and Corporate performance and review proposals for the Medium Term Financial Plan (MTFP) and the budget prior to their consideration by Strategy and Resources Policy Committee and secondly that it should become a policy committee for the service areas which enable the operation of the Council and whose functions are currently within the remit of Strategy and Resources.
- 2.3 The changes are set out more fully in the report to Governance Committee, which is appended to this report. The necessary amendments to Part 3.3.1 of the Constitution to implement the proposed changes are shown in the Appendix to that report. There may be minor consequential changes to other parts of the Constitution which can be agreed by the Monitoring Officer in consultation with the Lord Mayor under the delegated powers described above at paragraph 1.3.

3. RISK ANALYSIS & IMPLICATIONS

3.1 Legal Implications

- 3.1.1 Except where delegated by Council as indicated at paragraph 1.3, variations to the Constitution may only be made by Full Council.

3.1.2 Under Section 9P of the Local Government Act 2000, the Council must prepare a constitution and keep it up to date. It must be available to the public and, under the Local Government Transparency Code 2015, be published on the Council's website. The proposed changes in this report will bring parts of the Constitution up to date to comply with the legislation.

3.2 **Financial and Commercial Implications**

3.2.1 There are no financial or commercial implications.

3.3 **Equality of Opportunity Implications**

3.3.1 There are no equality of opportunity implications arising from this report.

3.4 **Climate Implications**

3.4.1 There are no climate implications arising from this report

4. **ALTERNATIVE OPTIONS CONSIDERED**

4.1 The Council could choose not to approve the changes being recommended, but this would conflict with the Council's aim to keep its constitution under review and its duty to keep it up to date.

5. **REASONS FOR RECOMMENDATIONS**

5.1 The operation of the Council's committee system form of governance is under continuous review. The changes identified in this report will enable Strategy & Resources and Finance & Performance Policy Committees to operate more efficiently. The approval of the changes to the Council's Constitution will enable the Council to meet its duty to keep its Constitution up to date.



Report to Governance Committee

Author/Lead Officer of Report: David Hollis,
General Counsel and Monitoring Officer

Tel:

Report of: *General Counsel and Monitoring Officers*

Report to: *Governance Committee*

Date of Decision: *11th July 2024*

Subject: *Review of Finance Committee Remit*

Type of Equality Impact Assessment (EIA) undertaken	Initial	<input type="checkbox"/>	Full	<input checked="" type="checkbox"/>
Insert EIA reference number and attach EIA				
Has appropriate consultation/engagement taken place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

Purpose of Report:

In December 2023 Governance Committee established a dedicated Task and Finish Group to lead the review of Policy Committee remits in line with the recommendations of the Six-Month Review of Governance Arrangements. The review is taking place over the course of 2024 and the results will be presented to Governance Committee over the year, with changes to be recommended to Full Council as an amendment to the Constitution.

One of the key areas of the review was the role of Finance Committee. This report presents the outcome of the Task and Finish Group's work concerning Finance Committee and presents proposals for amendments to its remit which Governance Committee is asked to consider, comment on and agree changes to the Constitution to be recommended to Full Council.

Recommendations:

The Governance Committee is recommended to:

- (a) Consider, comment on and approve (pending further comments and amendments) the proposals in the report; and
- (b) Recommend that Full Council approve the changes to Part 3.3.1 of the Constitution set out in the Appendix to this report.

Background Papers:

Report to Governance Committee 14th December 2023 Review of Policy

Committee Remits

[Draft Protocol for Cabinet Reports \(sheffield.gov.uk\)](https://www.sheffield.gov.uk)

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed.	Finance: <i>Paul Foster</i>
		Legal: <i>Andrea Simpson</i>
		Equalities & Consultation: <i>Ed Sexton</i>
		Climate: <i>N/A</i>
	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	SLB member who approved submission:	<i>David Hollis</i>
3	Committee Chair consulted:	<i>Cllr Fran Belbin</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Committee by the SLB member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>David Hollis</i>	Job Title: <i>General Counsel and Monitoring Officer</i>
	Date: <i>3rd July 2024</i>	

1. PROPOSAL

1.1 In December 2023 Governance Committee established a dedicated Task and Finish Group to lead the review of Policy Committee remit in line with the recommendations of the Six-Month Review of Governance Arrangements. The review is taking place over the course of 2024 and the results will be presented to Governance Committee over the year, with changes to be recommended to Full Council as an amendment to the Constitution.

1.2 One of the key areas of the review was the role of Finance Committee. This report presents the outcome of the Task and Finish Group's work concerning Finance Committee and presents proposals for amendments to its remit which Governance Committee is asked to consider, comment on and agree changes to the Constitution to be recommended to Full Council.

1.3 Currently Finance Committee is not established as a policy committee and the general reservations to policy committees do not apply to it. Finance Committee may take decisions on specified matters in respect of Finance, the Capital Programme and Property. In relation to Finance these include:

- Monitoring the Council in-year budget each quarter;
- Agreement of overarching Council policies in respect of fees and charges (policies for individual fee or charging schemes sits with the relevant policy committee;
- Agreement upon virements of £500,000 and over **or** representing a major change of policy (any value) from one division of a Service to another or between Services within Directorates or between Directorates and within the approved budget.

The committee has no role in the development of the Council's annual budget or any other Finance policy matter.

1.4 There are two broad proposed changes to the Finance Committee remit. Firstly, that it should have oversight of Service, Financial and Corporate performance and review proposals for the Medium Term Financial Plan (MTFP) and the budget prior to their consideration by Strategy and Resources Policy Committee. Under this proposal it will:

- Receive and consider reports on any performance issue, carrying out reviews of performance and where necessary referring performance matters to the relevant Policy Committee (notifying Strategy and Resources of all referrals);
- Receive and consider regular reports under the Performance Framework, with appropriate escalation (which might be to Full Council via Strategy and Resources);
- Carry out pre-scrutiny on the following year's budget and MTFP.

- 1.5 The second proposal is that Finance Committee should become a policy committee for the service areas which enable the operation of the Council and whose functions are currently within the remit of Strategy and Resources:
- Finance and Commercial Services
 - Legal and Information Governance
 - Policy and Democratic Engagement
 - People and Organisational Culture
 - Transformation
 - ICT and Digital Innovation

This logically brings finance policy within the remit of Finance Committee but also covers matters within other areas that have been referred there for decision-making in 2023/24 by Strategy and Resources.

- 1.6 Any changes to the remit of Finance Committee must align with the corporate responsibilities of Strategy and Resources Policy Committee and its relationship with other policy committees. Strategy and Resources will continue to:
- Consider key cross-cutting policies and key plans that impact on more than one Policy Committee;
 - Make decisions that have a significant impact on a cross-cutting issue, strategy or plan, and
 - Determine any matter that has a major impact on a number of Council services or the Council as a whole.

- 1.7 Strategy and Resources will retain responsibility for any issue identified as being of significant strategic importance or financial risk to the Council (which is considered to be by its nature cross-cutting). Finance Committee will however make reserved decisions in relation to grants where they are cross-cutting or do not fall within the remit of another Policy Committee.

- 1.8 To recognise its new responsibilities it is proposed that the committee's name should be changed to Finance and Performance Policy Committee.

- 1.9 The Appendix to this report shows the amendments to Part 3.3.1 of the Constitution required to be approved by Full Council to implement the proposed changes. There may be minor consequential changes to other parts of the Constitution which can be agreed by the Monitoring Officer in consultation with the Lord Mayor under delegated powers.

2. HOW DOES THIS DECISION CONTRIBUTE?

- 2.1 Undertaking the review of Policy Committee remits delivers on the recommendations of the Six Month Review of Governance Arrangements as approved by Full Council in May 2023. It will ensure that our Policy Committees are undertaking their roles effectively and

are able to lead key policy areas in line with the ambitions and strategic outcomes in the Council Plan.

- 2.2 The review ensures that we support the continuous improvement of the committee system, recognising the need to learn from the experience of Members, officers and citizens in how the Policy Committees have functioned to date and considering how Policy Committees can best focus support the delivery of the Council Plan.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 The Six Month Review included a period of engagement as part of the evidence gathering activity. This included Members, officer and some (although limited) citizen perspectives. The Committee's Task and Finish Group has drawn on the insight from the Six Month Review but may also look to undertake further engagement as part of the wider review of remits.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality Implications

- 4.1.1 A full EIA was undertaken to inform the Transition to Committees work and the later Six Month Review of Governance. The EIA to date has focused on the accessibility and practicalities of Policy Committee meeting arrangements rather than the remit but the ongoing remit review provides an opportunity to consider any wider equality issues.
- 4.1.2 The wider remit review should also consider the draft Equalities Framework and review how Policy Committees are undertaking their EDI duties as part of the scope.

4.2 Financial and Commercial Implications

- 4.2.1 There are no financial implications arising directly from this report. The proposed changes to committee remits should not result in an increase in the number (and therefore costs) of meetings to be held. There is no change to the Special Responsibility Allowance paid to the Chair and Deputy Chair of the Finance Committee as the same amounts are paid to Chairs and Deputy Chairs of Policy Committees.

4.3 Legal Implications

- 4.3.1 There are no legal implications arising directly from this report. Any proposals put forward by the Governance Committee must be approved by Full Council as changes to the Constitution in accordance with the duty under section 9P of the Local Government Act 2000 to prepare a constitution and keep it up to date.

4.4 Climate Implications

- 4.4.1 There are no climate implications arising directly from this report and a CIA is not appropriate to be carried out at this stage.
- 4.4.2 It is stated in the Sheffield City Council Constitution of 6 Sep 2023 under the council functions of each policy committee that ‘when devising policy, evaluating service delivery and taking decisions the committee must consider...climate and biodiversity’. The work of each of our committees are impacted by the climate emergency, and affected by other committees’ decisions, and we will only succeed if we take a cross-committee approach to climate action.
- 4.4.3 The proposed changes to the Finance Committee remit, and consequential changes to the Strategy and Resources Policy Committee remit, have been considered against and are compatible with the Committee Climate Statements presented to Strategy and Resources Committee on the 13th December 2023.

Appendix

3.3.1 POLICY COMMITTEES

The Council has established ~~eight~~nine Policy Committees aligned with the functions of the Council:

1. Strategy and Resources
2. Communities, Parks and Leisure
3. Education, Children and Families
4. Adult Health and Social Care
5. Housing
6. Waste and Street Scene
7. Economic Development and Skills
8. Transport, Regeneration and Climate
9. Finance and Performance

~~A Finance Committee has also been established to make specific financial decisions on behalf of the Council.~~

Matters Reserved to All Policy Committees

Within the remit of each Policy Committee and subject to decisions being (i) within the approved budget (including any virement), (ii) not contrary to the Budget and Policy Framework, (iii) in accordance with the priorities set out in the Council's Corporate Plan, and (iv) any Capital Programme expenditure having been approved by the Finance and Performance Policy Committee, the following matters are reserved to Policy Committees:

Strategic Service and Financial Planning and Review

- Agreeing statutory and other strategies;
- Agreeing policy issues;
- Approval of the proposed withdrawal or variation of any service where the likely impact on present or future users of the service is significant;
- Agreeing fees and charges (other than any set by Full Council as part of the budget process) in line with the medium term financial strategy and any policies in respect of fees and charges;
- Agreeing to policy and performance priorities for the short and medium term, taking into account the needs of the Council as a whole;
- Considering reviews of Service performance.

In connection with this role, a Policy Committee may, subject to sufficient Officer and Member capacity, appoint Task and Finish Groups as appropriate to assist in the completion of their duties. Membership of such a Task and Finish Group is not limited to Members of the appointing Policy Committee and may include in an advisory capacity people who are not elected Members. Where a Policy Committee is developing a regulatory policy, it shall form a working group with Members of the relevant Regulatory Committee to inform the process.

Consultation and Petitions

- Agreeing the Council's response to consultation by Government or other external agencies where this relates to proposed policy changes which the Chair of the Committee or of the Strategy and Resources Policy Committee consider to be significant;
- Considering public petitions that have been presented or referred to the Committee.

Contracts

Agreeing the commission or purchasing decision (or a variation to an existing commission or purchasing decision) and the budget on any given requirement is reserved to a Policy Committee except where the proposed course of action is a contract or contracts which together:

- is/are not contrary to any duly approved policy of the Council;
- has/have a service delivery period of 4 years or less; and
- (a) has/have an estimated value over the lifetime of the contract(s) which does not exceed £250,000 or (b) is/are for Commonly Arising Items.

'Commonly Arising Items' means (a) those consumables that the Council routinely purchases to enable the continuation of its day to day business activities (such as for example office supplies, fuel, utilities, travel tickets, maintenance supplies, tyres and protective clothing); and/or (b) services purchased by the Council for which there is a need, which facilitate the delivery of its functions rather than being the mechanism for delivery of those functions, e.g. IT support and back office IT systems, and which do not have a direct customer facing interaction or service provision. Provision of the consumables or services to Sheffield Schools as well as for the benefit of the Council does not prevent it being a Commonly Recurring Item.

After a Policy Committee has made a reserved commissioning or purchasing decision, procurement and contracting decisions are reserved to Committee only if:

- The contract is inconsistent with the approved commissioning / purchasing strategy; or
- Award of the contract would contravene a Council policy.

Council Supply Agreements

A Council Supply Agreement is a contractually binding agreement under which the Council agrees to provide works, services or supplies to a third party in return for payment, in money or in-kind, otherwise than in fulfilment of a statutory duty, but does not include an agreement under which the Council receives grant aid.

The decision to enter into a proposed Council Supply Agreement or to agree a variation where one of the following criteria applies or to terminate an existing Council Supply Agreement is reserved to the Committee only if:

- it would require the Council to incur gross expenditure in order to discharge its obligations under the agreement which is (a) reasonably anticipated to be in excess of £100,000 or (b) not provided for in a relevant budget;

- it would involve the Council in receiving payment the value of which is reasonably anticipated to be in excess of £250,000;
- it would require the Council to provide works, services or supplies for a period exceeding 3 years; or
- it would contravene a Council policy.

Grant Aid, Loans and Guarantees

- Making any decision in relation to grant aid which is not within an agreed strategy;
- Agreeing to establish a fund in excess of £100,000 from which individual grants or loans will be paid and agreeing the eligibility criteria for these grants or loans;
- approving the payment of any grant or loan in excess of £50,000 (including a grant or loan paid wholly or in part by the Council out of external grant aid) except where (a) paying the grant or loan to that specific recipient, or to a recipient for a specific purpose, is required or clearly intended by the terms of the Council's agreement with an external funder, and (b) a decision has been made to accept the external funding in knowledge of this requirement/intention;
- Approving the withdrawal or reclaiming of grant aid which has been awarded to a third party where the amount of grant aid to be withdrawn or reclaimed is in excess of £25,000;
- Agreeing to the Council becoming the Accountable Body for any award of grant aid from an external funder to the Council or to a third party where:-
 - (i) the grant aid to be received by the Council is anticipated to be in excess of £750,000; or
 - (ii) the grant aid to be received by the third party is anticipated to be in excess of £50,000;
- Agreeing to the Council guaranteeing the liabilities of a third party where the financial exposure of the Council under the guarantee is or may be in excess of £50,000.

Community Right to Challenge

The decision to accept an expression of interest (including a modified expression of interest) submitted pursuant to the Community Right to Challenge contained in Part 5 of the Localism Act 2011.

Urgent decisions

Establishing an Urgency Sub-Committee with a quorum of three members (to include the Chair or Deputy Chair of the Policy Committee) to take Urgent Decisions in accordance with the Arrangements for Urgent Decision Making set out at Part 3 3 2 below; all members of the parent committee and their named substitutes (where applicable) may act as substitute members of an Urgency Sub-Committee.

The Terms of Reference, including any Sub-Committees, for each Policy Committee ~~and the Finance Committee~~ are detailed below.

The Leader of the Council is the Chair of the Committee. Membership includes the Chairs of each of the Council's other Policy Committees, ~~the Chair of the Finance Committee~~, and such other Members as are necessary for political proportionality, and to ensure an odd number of Members.

Corporate responsibilities

The following Corporate responsibilities are within the remit of the Committee:

- Cross-cutting responsibility for development and submission to Full Council for adoption of the Budget and Policy Framework
- Providing strategic direction to the operation of the Council by developing and recommending the Corporate Plan (including determination of the priorities set out therein) to Full Council and making decisions on cross-cutting policies and practice (except those decisions in relation to grants which are reserved to Finance and Performance Policy Committee) where such decisions are not reserved to full Council
- Responsibility for decisions on any commitments to funding in future years not covered within the Council's medium term financial plan
- Responsibility for any issue identified as being of significant strategic importance or financial risk to the Council (which is considered to be by its nature cross-cutting)
- Responsibility, including referral to another Policy Committee for consideration if appropriate, for any policy matter not otherwise allocated to a Committee
- Lead responsibility for complaints including monitoring of complaint handling performance
- Considering reports which an Ombudsman requires to be published by the Council where it is proposed that the Council take the recommended action

Council Functions

~~The following functions are within the remit of Strategy and Resources Policy Committee:~~

- ~~• Finance and Commercial Services~~
- ~~• Legal Services~~
- ~~• Democratic Engagement~~
- ~~• Human Resources and Employee Engagement~~
- ~~• Organisational Strategy, Performance and Delivery~~
- ~~• ICT and Digital Innovation~~
- ~~• Information Management~~

The Committee will take decisions within its remit on any reserved matter ~~and may take decisions on any matter otherwise reserved to Finance Committee~~. When devising policy, evaluating service delivery and taking decisions the Committee must consider:

- Public engagement in informing its work
- Equality, diversity and inclusion implications
- Climate and Bio-diversity

Relationship with the other Policy Committees

The Committee is responsible for:

- Developing an annual work plan (including work programming), with reference to the Corporate Plan, in consultation with the other Policy Committees. The Committee co-ordinates and implements the Corporate Plan and will consider the combined Policy Committee Work Programme every other meeting to ensure corporate objectives are being achieved.
- Determining key cross-cutting policies and key plans that impact on more than one Policy Committee, decisions that have a significant impact on a cross cutting issue, strategy or plan, and determining any matter that has a major impact on a number of Council services or the Council as a whole.
- Determining any matter of dispute or difference between any Policy Committees.
- A co-ordinating role across all other Policy Committees and exercising a corporate view of outcomes, performance, budget monitoring and risk management.
- Considering the overall performance of the Authority and the performance of other Policy Committees, including holding them to account with regard to delivery against the Corporate Plan. Where there is a serious performance concern, the Committee may refer this concern to Full Council for consideration.
- The exercise of any function not otherwise allocated and, if it considers appropriate, the exercise of functions of any Policy Committee or Sub-Committee.
- Monitoring referrals from Area Committees to Policy Committees, including monitoring patterns and lessons to be learned, in consultation with Area Committee chairs. For the avoidance of doubt an Area Committee may only refer a matter to the Committee if it is the appropriate Policy Committee for that referral.

Strategy and Resources Policy Committee may refer any issue falling within its remit to another Policy Committee, or Sub-Committee ~~or Finance Committee~~ for decision if it considers appropriate.

Another Policy Committee, or Sub-Committee ~~or Finance Committee~~ may refer any matter within its remit to Strategy and Resources Policy Committee if it considers appropriate.

Strategy and Resources Policy Committee may refer any matter (within its own remit or the remit of another Policy Committee, or Sub-Committee ~~or Finance Committee~~) to Full Council only in exceptional circumstances.

Charity Trustee Sub-Committee

The Strategy and Resources Policy Committee shall establish a politically proportionate Charity Trustee Sub-Committee, whose membership is not limited to members of the Committee, as a standing sub-committee to meet as required.

The Charity Trustee Sub-Committee shall take all decisions of the Council as charitable trustee, including but not limited to

- Disposals of and other dealings with charitable land
- Matters about which the Charity Commission must be contacted
- Matters of which charitable trustees should be aware in accordance with Charity Commission Guidance
- Use of charitable assets by the Council for purposes that do not directly meet the charitable aims
- Any other matter that has a significant impact on the use of a charitable asset for the charitable purposes for reasons of duration, area of the asset impacted, or other restriction, including that permission may be granted or withdrawn for the regular or exclusive use of an area of charitable land for recreational, business or other purposes by a single person or organisation
- Matters relating to land that is not itself charitable and other incidental matters which depend on or are directly related to a decision that must be made by the Charity Trustee Sub-Committee

FINANCE AND PERFORMANCE POLICY COMMITTEE

Council Functions

The following functions are within the remit of Finance and Performance Policy Committee:

- Finance and Commercial Services
- Legal and Information Governance
- Policy and Democratic Engagement
- People and Organisational Culture
- Transformation
- ICT and Digital Innovation

Within its remit the Committee:

- Takes decisions on any reserved matter;
- Is responsible for regular monitoring of data including performance and financial information and for monitoring the performance of services;
- Is responsible for working within the budget framework agreed by Council, including taking timely action to address any overspend within services;
- Is responsible for delivery against the Corporate Plan and any associated Annual Plans and reporting performance to Strategy and Resources Policy Committee;
- Must keep its work programme under review at each meeting;
- May consider any matters referred by an Area Committee.

The Committee may refer matters within its own remit (but not matters within the remit of any other Policy Committee) to Full Council only in exceptional circumstances. The Committee may refer matters to Strategy and Resources Policy Committee but to no other Policy Committee. It is responsible for delivery on matters referred by Strategy and Resources Policy Committee and, in the case of cross-cutting issues, for communication, through the Chairs, with any affected Policy Committee.

When devising policy, evaluating service delivery and taking decisions the Committee must consider:

- Public engagement in informing its work
- Equality, diversity and inclusion implications
- Climate and Bio-diversity

Matters Reserved to Finance and Performance Policy Committee

The Finance and Performance Policy Committee may take decisions in respect of the Performance, Finance and Property matters (but for the avoidance of doubt not those matters which are reserved to the Charity Trustee Sub-Committee) more particularly detailed below.:

Performance:

- Receiving and considering reviews of Service, Financial and Corporate performance and reports on any performance issue;
- Referring performance matters to the relevant Policy Committee (notifying Strategy and Resources of all referrals) and escalating significant concerns to Strategy and Resources Policy Committee for consideration.

Finance:

- Monitoring Council budget each quarter;
- Agreement of Council policies in respect of fees and charges;
- Agreement upon virements of £500,000 and over or representing a major change of policy (any value) from one division of a Service to another or between Services within Directorates or between Directorates and within the approved budget;
- Reviewing proposals for the medium term financial plan and the budget prior to their consideration by Strategy and Resources Policy Committee;
- Responsibility for decisions up to the value of £500,000 on commitments to funding in future years not covered within the Council's medium term financial plan;
- Reserved decisions in relation to grants where they are cross-cutting or do not fall within the remit of another Policy Committee.

Capital Programme:

Subject to decisions being not contrary to the Capital Strategy, agreement of reports on the implementation of the capital programme provided under the Capital Programme Financial Reporting and Control Procedures, including:-

- (a) approval of all new schemes; except expenditure relating to feasibility works up to the value of £100,000 in accordance with the Financial Procedure Rules;
- (b) approval of a variation to an existing scheme which increases the value of the scheme by more than £100,000; and
- (c) acceptance and issue of capital grant funding (and where appropriate associated revenue grant funding) to enable capital scheme implementation.

Property:

- (a) Acquisitions of Property where the consideration to be paid by the Council exceeds £250,000, but not including any acquisition of Property that the Council is obliged by law to complete;
- (b) Disposals of Property, being of the freehold or leasehold but not including a mortgagee sale or disposal that Council must by law complete such as Right to Buy, lease enfranchisement or easements to certain service providers
 - Where the Council has been required by Law to publicly advertise the proposed Disposal (e.g. public open space); **and** one or more objections to the proposed Disposal has been received;
 - Which are not subject to a competitive process where the consideration to be received by the Council exceeds £300,000;
 - For less than the best consideration reasonably obtainable;
 - Which for any statutory or other legal reason need to be decided by a committee, not an officer
 - Which involve the transfer of a freehold interest, the grant of a lease for a term of not less than twenty-five years or the assignment of a lease with a remaining term of not less than twenty-five years AND a relevant councillor or parish/town council has objected
- (c) Appropriation to another purpose of surplus property that has not been identified for disposal by the Finance and Performance Policy Committee.

The Committee may refer matters to Strategy and Resources Policy Committee but (except for performance matters) to no other Policy Committee and is responsible for delivery on matters referred by Strategy and Resources Policy Committee.

~~The Finance Committee shall establish an Urgency Sub-Committee with a quorum of three members (to include the Chair or Deputy Chair of the Committee) to take Urgent Decisions in accordance with the Arrangements for Urgent Decision Making set out at Part 3.3.2 below; all members of the Committee and their named substitutes (where applicable) may act as substitute members of the Urgency Sub-Committee.~~