

Terms of reference of Improvement Scrutiny Committee

1. The performance of all the Council's overview and scrutiny functions relating to the corporate aims of Customer Focused Services and Strategic Organisational Development
2. To scrutinise and monitor the performance of the Executive and the holders of the Portfolios of Customer Focused Services, Corporate Efficiency and People and Performance.
3. The consideration of any Executive decision relating to the corporate aims of Customer Focused Services or Strategic Organisational Development or to the CEO/Resources/Legal and Democratic Services Directorates called in by Members in accordance with this Constitution.
4. The monitoring of the Corporate Plan targets in relation to the Customer Focused Services or Strategic Organisational Development corporate aims.
5. The performance management monitoring of the performance of the CEO/Resources/Legal and Democratic Services Directorates including reviewing performance against service plans and indicators.
6. To carry out the reviews in the Committee's Annual and 4 year Work Plans in a timely and efficient manner.
7. To carry out additional reviews to those in 6 above provided the review is within the area of reference of this Scrutiny Committee and provided the Scrutiny Management Board has agreed to the review being carried out.
8. The consideration or examination of existing or proposed Council policy, strategy or plan relating to the Customer Focused Services and Strategic Organisational Development corporate aims and within the remit of the Executive.
9. To deal with any Councillor Call for Action relating to the Customer Focused Services and Strategic Organisational Development corporate aims or Customer Focused Services, Corporate Efficiency and People and Performance Portfolios.
10. To appoint a representative from the Committee to the relevant LSP thematic group and receive regular reports
11. The appointment of such sub-committees or working groups as it considers appropriate to fulfil these scrutiny functions and the terms of reference and membership of such sub-committees.
12. Where the Committee seeks to discontinue or appoint sub-committees other than as set out in this Constitution, it may do so provided that it has consulted with interested parties, if appropriate. The extent and nature of consultation will depend on the nature of the proposed alterations. Any

change will be reported to the Chief Executive Officer and then to the next meeting of the Council by the Chair of the relevant Scrutiny Committee, so that the Constitution may be amended accordingly.

13. To put in place a system to ensure that referrals from this Scrutiny Committee to the Executive, either by way of report or for reconsideration are managed efficiently and do not exceed the time limits set out in this Constitution
14. In the event of reports to the Executive exceeding time limits in this Constitution, or if the volume of such reports creates difficulty for the management of Executive business or jeopardises the efficient running of Council business, at the request of the Executive, to make decisions about the priority of referrals made.
15. To receive an annual report from the Chairman of the Committee and approve for referral to the Scrutiny Management Board

Membership 9