

Overview and Scrutiny Board

24 May 2018

Revised Terms of Reference - Performance Management Working Group

Relevant Portfolio Holder	Councillor G. N. Denaro – Leader of the Council
Portfolio Holder Consulted	Not at this stage
Relevant Head of Service (for Overview and Scrutiny)	Claire Felton – Head of Legal and Democratic Services
Wards Affected	All
Ward Councillor Consulted	Not at this stage
Non-Key Decision	

1. SUMMARY OF PROPOSALS

1.1 At the Overview and Scrutiny Board meeting on the 25 April 2016, the Board agreed to set up two working groups, one of which was the Performance Dashboard Working Group. The terms of reference for the Working Group were agreed in August 2016 and since then progress has been reported back to the Board on a regular basis.

1.2 The Working Group has, to date, developed familiarity with the Corporate Measures Dashboard (available on the intranet) and has scrutinised the performance information available on the Dashboard on each of the Council's strategic purposes. The Working Group's comments and suggestions have been reported back to Officers and a number of the performance measures have subsequently been updated or removed from the Dashboard entirely.

1.3 Working Group Members trialled the use of the Corporate Measures Dashboard and pushed to ensure that the Dashboard was made accessible to all Members.

1.4 Most recently on the 18 April 2018, the Working Group interviewed the Chief Executive and, following the discussions, a number of actions were Agreed. These included;

- Inviting the portfolio holders and Heads of Service to discuss;
 - If the measures were fit for purpose and how they related to the Council's Strategic Purposes.
 - How the measures were being used to inform service design and partnership working.
 - What action was taken if performance was not good enough.
 - If actions taken to improve performance was effective or not.
- Send a survey to Members asking what five measures would be most helpful.

- Consider changing the name of the Working Group to the Corporate Performance Working Group.
- Examine Performance Measure Dashboards of other local authorities.

1.5 In light of these actions, it was agreed that the Working Group would need to amend its Terms of Reference. A draft Terms of Reference is therefore attached for comment and approval.

1.6 This report is also an opportunity to formally report to the Overview and Scrutiny Board the Membership of the Working Group for the municipal year 2018-2019. The current Membership of the Working Group includes Councillors S.Webb (Chairman), C. Allen-Jones, R.J. Laight and C.Spencer.

2. RECOMMENDATIONS

2.1 RESOLVE that the Board agree to;

The revised terms of reference attached which includes a change of name to the Corporate Performance Working Group.

2.2 RESOLVE that the Membership of the Working Group is made up of the following Councillors:

Councillors S. Webb (Chairman), C. Allen-Jones, R.J. Laight and C.Spencer.

3. KEY ISSUES

Financial Implications

3.1 There are no financial implications directly relating to this report.

Legal Implications

3.2 There are no legal implications directly relating to this report.

Service / Operational Implications

3.3 None for the purpose of this report.

Customer / Equalities and Diversity Implications

3.4 There are no implications directly relating to customer/equality and diversity within this report.

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4. RISK MANAGEMENT

4.1 None for the purpose of this report.

5. APPENDICES

Revised Working Group Terms of Reference.

6. BACKGROUND PAPERS

Previous Working Group updates to the Board as minuted and the Terms of Reference agreed in August 2016.

7. KEY

None

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