

PERFORMANCE MANAGEMENT BOARD

Number of Members	7, none of whom may be Cabinet members
Attendance by other Councillors	Relevant Portfolio Holder expected to attend and participate but not vote
Politically Balanced Y/N	Y
Quorum	4
Procedure Rules applicable	Performance Management Board Procedure Rules and Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 19.1, 19.2 and 21) – where there is any conflict, Performance Management Board Procedure Rules to take precedence
Terms of Reference	<p>To have overall responsibility for monitoring and driving performance improvement of the Council. In particular the Performance Management Board will:</p> <ul style="list-style-type: none"> a. be responsible for monitoring and reviewing Business Planning and Performance Management and to ensure that the process is an integral part of the Council's short and medium-term financial strategy. b. monitor progress in achieving the Council's: <ul style="list-style-type: none"> (i) Corporate Plan priorities and objectives; (ii) Performance Plan targets; (iii) Financial targets and performance against budget. c. identify unsatisfactory progress or performance and make recommendations on remedial action to Executive Cabinet. d. consider and monitor implementation of the

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	findings of any Inspection reports
Special provisions as to the Chairman	None
Special provisions as to whipping arrangements	A party whip must not be applied at meetings
Officer attendance	Chief Executive and either Assistant Chief Executive or a Corporate Director expected to attend each meeting Relevant Head of Service expected to attend for consideration of any item within his/her area of responsibility