
AGREE TERMS OF REFERENCE OF THE CORPORATE PERFORMANCE REVIEW WORKING PARTY FOR 2015/16

To: **Corporate Performance Review Working Party – 06 July 2015**

Main Portfolio Area: **Community Services**

By: **Senior Democratic Services Officer**

Classification: **Unrestricted**

Ward: **Thanet Wide**

Summary: **The purpose of this report is to introduce the terms of reference that were adopted at the Overview & Scrutiny Panel and offer Members an opportunity to suggest changes where appropriate.**

For Decision

1.0 Introduction and Background

- 1.1 On 26 May 2015 Members of the Overview and Scrutiny Panel set up three working parties that included the Corporate Performance Review Working Party. The working party is responsible for reviewing the corporate performance of the council across its various functions as reported through the corporate performance reports. The sub-group can also scrutinise any other appropriate Council related issue as assigned by the Overview and Scrutiny Panel. The background in this report is meant to assist Members familiarise themselves with activities that were carried out by the Corporate Performance Review Working Party previously and what the Council's Constitution permits the Panel and its sub-committees to look into.
- 1.2 A note under the Budget and Policy Framework Procedure Rules in the Part 4, Rules of Procedures of the TDC Constitution, advises Members of the Overview & Scrutiny Panel to ensure that the Panel stands ready (by setting up a budget working party or making other arrangements) to undertake a review of the budget and any other policy framework review referred to it by Cabinet before Cabinet can finalise its recommendations for onward submission to Full Council. The process for this consultation between the Executive and Overview & Scrutiny Panel is detailed in subsequent paragraphs 1.0 to 1.0 (a-i) of that part of the Constitution.
- 1.3 The Constitution indicates that the timing of the review for the budget framework should be around mid-September of each year. It appears to give authority to an appropriate working party of the Panel to consider the development of the budget framework.' Members may choose to add this role to the terms of reference of the working party in order to have oversight over the performance of both the Council budget and corporate plan.
- 1.4 It is worth noting that under the Constitution's Financial Procedure Rules, Regulations A: Financial Management (A.8), 'the Finance, Best Value and Performance Review Panel is responsible for scrutinising the budget and financial management arrangements of the Council.'

2.0 The Current Situation

- 2.1 The Panel agreed that the Corporate Performance Review Working Party be made up of seven members and the terms of reference assigned to the sub-group are as detailed in Annex 1 to the report.
- 2.2 Members may wish to suggest further changes to terms of reference. If such changes were to be made, recommendations would have to be forwarded to the next meeting of the Panel to be finalised.
- 2.3 The terms of reference provide the framework for Members to agree the work programme for the working party. This issue will be covered in more detail in a separate item elsewhere on the agenda.

3.0 Options

- 3.1 Members may wish to amend the draft terms of reference.
- 3.2 The sub-group could opt to leave the terms of reference for 2015/16 as reflected in Annex 1 to the report.

4.0 Next Steps

- 4.1 If the sub-group has come up with changes to the terms of reference that were agreed at the Overview and Scrutiny Panel, then such changes ought to be brought back to the main Panel for consideration and finalisation.

5.0 Corporate Implications

5.1 Financial and VAT

- 5.1.1 There are no financial implications arising directly from this report.

5.2 Legal

- 5.2.1 There are no legal implications arising directly from this report. The Overview and Scrutiny Panel is empowered to set up a sub-committee to carry-out any reviews regarding the appropriate functions of Council.

5.3 Corporate

5.4 Equity and Equalities

- 5.4.1 There are no equity and equalities issues arising directly from this report. However all decisions to be made by Council bodies ought to take into consideration the equity and equalities impact implications of such decisions on the local community.

6.0 Recommendation

- 6.1 If appropriate, Members are asked to agree amendments to the terms of reference of the Corporate Performance Review Working Party and forwarding any such amendments to the next meeting of the Overview and Scrutiny Panel on 18 August 2015.

7.0 Decision Making Process

- 7.1 The Overview and Scrutiny Panel can assign sub-committees to conduct in-depth reviews of any issues of relating to the functions of the Council and any other matters that affects the local area (i.e Thanet District area) and make recommendations to appropriate bodies of Council.

Future Meeting:	Date: 18 August 2015
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Annex List

Annex 1	Terms of Reference of the Corporate Performance Review Working Party for 2015/16
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation Undertaken

Finance	N/A
Legal	N/A