

ROLE OF THE ADVISORY COMMITTEE AND KEY CHALLENGES

Improvement & Innovation Advisory Committee - 27 June 2019

Report of Chief Officer Corporate Services

Status For Information

Key Decision No

Portfolio Holder Cllr. Peter Fleming

Contact Officer Jim Carrington-West, Ext. 7286

Recommendation to Improvement & Innovation Advisory Committee: That the report be noted.

Introduction and Background

- 1 The purpose of this report is to provide details of the role of the Committee and the areas of responsibility including the key issues and challenges facing those areas.
- 2 The Terms of Reference for the Advisory Committee are listed below and there will be a short presentation at the meeting explaining the relevant service areas.

Terms of Reference

- 3 The following terms of reference are taken from the Council's Constitution.
- 4 Each Cabinet Advisory Committee shall:
 - (a) undertake policy initiation and development;
 - (b) consider such other matters as are referred to it by the Portfolio Holder;
 - (c) at the request of either Cabinet or the Audit Committee carry out specific research and development projects and to submit recommendations to Cabinet; and
 - (d) develop and approve its annual work plan ensuring that there is efficient use of the Committee's time.

- (e) The Cabinet Member be requested to provide a report to each meeting outlining their activities since the previous meeting and any decisions they intend to take in the following three months.
- 5 Within the areas of responsibility of: Policy, Performance, Communications, Customer Service, Business Transformation, Special Projects, Digital, Workforce, Economic Development & Regeneration, Equalities, Members, Wellbeing.
- 6 The Cabinet Advisory Committees are to ensure that there is mutual respect and co-operation with all other Committees within the Council.

Key Implications

Financial

None

Legal Implications and Risk Assessment Statement.

None

Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Appendices None

Background Papers None

**Jim Carrington-West
Chief Officer Corporate Services**