

Chairman of Improvement and Scrutiny Committee Role Profile

Applicable to:

- Health Improvement and Scrutiny Committee
- People Improvement and Scrutiny Committee
- Places Improvement and Scrutiny Committee
- Resources Improvement and Scrutiny Committee

Accountable to:

- Full Council
- External regulatory bodies
- The public

Role Purpose and Activities

The Chairman of the Improvement and Scrutiny Committee will:

- Chair meetings of the Improvement and Scrutiny Committee;
- Provide strong, fair leadership and clear guidance to Members and officers in relation to scrutiny functions;
- Have overall responsibility for the direction of scrutiny carried out by their Committee and for ensuring that an appropriate annual scrutiny work programme is set;
- Continuously monitor and evaluate the relevance of the Committee's annual Scrutiny Work Programme;
- Meet regularly with the Council's Improvement and Scrutiny Officers in order to ensure that the annual Scrutiny Work Programme is continually updated and that objectives within the Work Programme are achieved;
- Ensure that the work of the Improvement and Scrutiny Committee contributes to the delivery of continuous improvement in services and implementation of best practice;
- Ensure that the Committee reviews, challenges and questions the implementation of agreed policy and service delivery and makes recommendations to the Cabinet and Council to improve policy, performance and service delivery;
- Liaise with Cabinet Members at the appropriate time to ensure that the Committee is briefed on significant issues relating to the area of responsibility of the Committee;
- Seek to involve all Improvement and Scrutiny Committee Members in its work;
- Present reports and represent the views of Improvement and Scrutiny Committees at meetings of the Cabinet; and
- Be responsible for personal development and undergo appropriate development and continuous improvement for any role undertaken.