

Leigh Park Community Improvement Partnership (CIP)



Strategic Joint Committee

Terms of Reference

Adopted by the Strategic Joint Committee (SJC) at their first meeting on Wednesday 18th June 2008.

- To elect a chair from amongst its membership annually
- To determine the quorum for the joint committee with a minimum of three governors required. For decisions to be made the number of governors must exceed the number of associate members. Agreed that to be quorate, 9 SJC members need to be present at a meeting.
- To determine the term of office for associate members (between one and four years), to appoint and where necessary remove associate members. (Period of office for associate members determined as 3 years.)
- To agree and oversee consultation and research arrangements for the development of the extended services business plan
- To agree the Community Improvement Partnership business plan and oversee its implementation, monitoring, evaluation and revising it as appropriate
- On an annual basis, to agree and submit to the collaborating governing bodies a budget plan in relation to the proposed expenditure of the pooled financial resource for the forthcoming year
- To authorise payments from the funds administered by Staunton Community Sports College in accordance with the business plan
- To monitor expenditure against the budget plan and to ensure financial probity and Best Value
- To agree and oversee consultation and research arrangements with regard to the proposal to develop relevant services
- To contribute, as requested by the heads and governors with delegated authority for staff appointments, to the arrangements for the recruitment and selection of members of staff identified in the business plan.
- To agree arrangements for and carry out the performance management of relevant staff employed jointly to further the work of the education providers partnership.
- To be responsible for drawing up, entering into and monitoring agreements with third party providers delivering services on behalf of the collaborating bodies
- To consider formal complaints about the operation of services offered jointly by the collaborating bodies
- To report back to the collaborating bodies through the minutes of meetings and in a summary report once in every school year.
- To foster positive relationships between the collaborating bodies, the local community and the local authority on services issues within the remit of the Leigh Park Community Improvement Partnership.

Planned review date: June 2009