

BUSINESS IMPROVEMENT AND PROJECTS SUB-COMMITTEE

TERMS OF REFERENCE

- Co- ordinate the needs and understand the overall capital strategy, manage capital resources and deliver projects which meet corporate objectives in accordance with recognised project management principles.
- To set and review the Council's ICT Strategy, ensuring that this is aligned to the Council's Business Plan and other stated policies.
- To monitor the ICT Strategy and Capital Programme performance in line with the Council's performance framework.
- Review performance reports for the capital programme with particular regard to comparison of actual expenditure against budgets, variance and exception reports and the impact of project delays.
- Review changes required to funding and approve changes to schemes that do not affect funding.
- To review new project proposals (including all ICT, Business Improvement Team and Capital Programme applications) ensuring that its business case and PID supports the Council's Business Plan.
- To resolve, within budget, any funding or performance issues identified by the project or service manager relating to individual projects.
- Ensure risk is managed according to the Council's risk management strategy.
- Undertake post-implementation reviews on selected completed capital projects.