

## **Appendix B**

### **Camden/Haringey/Islington Management Board: Terms of Reference: Emerging Draft**

#### **Membership**

1. The Board shall comprise of no more than ten senior officers, being the Chief Digital and Information Officer and an equal number (three) of officers from both Camden and Islington.
2. The representatives from each council will need to include the relevant Director of Finance plus two senior service representatives from each council.
3. Each representative will be responsible for taking a strategic view of the shared service and act in the broader ICT and digital interests of the two councils.

#### **Terms of Reference**

The Camden/Haringey/Islington Management Board will have overall managerial and strategic responsibility for the delivery of the joint digital service provided to Camden, Haringey and Islington. This will include responsibility for:

4. The business strategy, including key service objectives and investment priorities.
5. Ensuring that there are sufficient resources – both financial and non-financial – in place to achieve the service's key priorities and objectives.
6. Monitor and report on the service's performance against agreed metrics on a quarterly basis, taking any corrective action as and when required.
7. Leading on the financial strategy and investment priorities for the service.
8. Overseeing and agreeing the cost and benefit sharing framework, ensuring that it remains fair and appropriate for both organisations.
9. Provide updates on the strategic business plan and performance to the Joint Committee.
10. Oversee the development of work to ensure that within twelve months of the creation of the Joint Committee [by October 2017], the Joint Committee considers the options for the Shared ICT Service to be delivered via a wholly owned company rather than a Joint Committee structure.