

Swindon Library Service Transition Board

Accountability & Membership/Attendance	Terms of reference	What it does	How it does it	Links to other groups
<p>Accountability: Advisory Board to achieve Swindon Library Service strategy and delivery model agreed by Cabinet.</p> <p>Members: Lead Member for Corporate and Customer Services Head of Finance – General Services Head of Procurement Head of Library Service Head of Property Assets Legal representative HR Business Partner Corporate Director Children Services Strategic Commissioner, Routes to Employment Corporate Programmes</p> <p>Additional members when established: Business representative Public Health Community/User representatives</p> <p>Chair Strategic Commissioner, Employment & Skills</p>	<p>Oversees the implementation and performance management of the Swindon Library Service (SLS) vision and strategy and a 2 year transition plan to enable SLS to become a Public Sector Mutual.</p> <p>Ensure SLS delivers the Library strategy within the agreed funding envelope and achieves the target year on year income.</p> <p>Develops and maintains new library services which are outside the core service but which support deliver of the vision and generate more income.</p> <p>Oversees the preparatory work to set up a Public Sector Mutual (PSM) as outlined in June 2018 Cabinet report including</p> <ul style="list-style-type: none"> - Development and implementation of the governance structure - Agree Heads of Term and address salient issues outlined in the Business Plan - Agree and implement PSM award route - Develop strategic partnerships - Development of Business Unit with appropriate workforce 	<p>The SLS Transitions Board will report to Cabinet on an annual basis</p> <p>It ensures that there are sub groups in place to carry out key area of work</p> <p>It performance manages the implementation of the transitions plan, identifies risks and agrees mitigating actions.</p> <p>Identifies opportunities to bid for funding to support the priorities such as through business sponsorship, grant funding and other sources</p> <p>Makes links with other private, public and voluntary sector organisations who can support the agenda</p>	<p>Meeting Frequency Monthly</p> <p>Quorum Minimum 6 Members present.</p> <p>Members should always appoint a substitute representative where necessary</p>	<p>Links to other groups</p> <p>Swindon Programme Board Health & Well-being Board</p>