

OPERATIONS COMMITTEE

TERMS OF REFERENCE

The role of the Operations Committee is to ensure that the network changes and efficiency savings are made in a timely and coordinated way; to support the foreign policy priorities with the right IT, estates and HR strands of Diplomatic Excellence; and to take responsibility for investment decisions.

The Operations Committee fulfils this remit by:

- providing a coordinated picture to support DG Ops Directors, Regional Directors and HoMs deliver the network changes and savings for which they are responsible;
- overseeing the Diplomatic Excellence strands relating to a strong global network and strong, skilled workforce;
- taking investment decisions that comply with all appropriate HMT/NAO/Cabinet Office requirements;
- monitoring progress against agreed savings and network change plans and instigating follow up action as required;
- managing interdependencies, resolving risks and issues, identifying duplication;
- describing the impact of savings and network changes so they can be communicated to staff in a joined up way.

Membership

All DG Ops Directors, Director Strategy, representatives of Regional Directors, HoMs and RMUs.

Meetings

Meetings are held fortnightly, chaired by the Chief Operating Officer. The Network Unit acts as secretariat.

Relationship to FCO governance structure

The Operations Committee supports the quarterly Network Board. It will report monthly to the FCO Management Board.