

CENTRAL SERVICES CABINET MEMBER MEETING

Agenda Item 2

Brighton & Hove City Council

Subject:	<i>Terms of Reference</i>		
Date of Meeting:	04 June 2008		
Report of:	<i>Director of Strategy & Governance</i>		
Contact Officer:	Name: <i>Nara Miranda</i>	Tel: 29-1004 (voice-mail only)	
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Key Decision:	No		
Wards Affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report is just to inform the Central Services Cabinet Member Meeting of the delegations to the Cabinet Member for Central Services.

2. RECOMMENDATIONS:

To note the Terms of Reference for the Cabinet member for Central Services.

Explanatory Note

The Cabinet Member for Central Services will have responsibility for the quality, efficiency and cost effectiveness of Central Services, namely the support services listed in paragraph 1 below.

Delegated Functions

To exercise the functions of the Council as follows:

- I. All functions regarding the delivery and performance of the Council's support services, in particular:
- Finance
 - Property
 - ICT
 - Customer Services
 - Corporate Procurement
 - Legal Services
 - Policy
 - Communications
 - Human Resources

- Improvement & organisational Development
2. To discharge all functions regarding the establishment of joint working with other authorities, including the establishment of any shared services arrangements.
 3. To receive reports on resourcing, structuring and capacity building in support services and take action as appropriate.