

The Proposed amendments are show in bold italics.

### **K. 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:

1. All functions regarding the delivery and performance of the Council's support services, in particular:
  - Finance
  - Property
  - ICT
  - Customer Services
  - Corporate Procurement
  - Legal Services
  - Democratic 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 takes action as appropriate.
4. ***The Council's functions regarding ICT providing that this shall not include approval of the ICT Strategy.***
5. ***To approve the Council's Planned Property Maintenance Programme.***
6. ***The acquisition or disposal of properties held centrally or by service areas relating to 2 or more Cabinet Members or Directorates, up to the value of £1 million providing that the Leader is notified in advance and has no objection.***
7. ***The award of contracts relating to Central Services or those that are Corporate (i.e. not specific to individual services such as corporate stationary, cleaning etc contracts).***

***[NB. The delegations under 6 or 7 will not preclude contracts of major significance being referred to Cabinet in accordance with the normal rules.]***

**PART 7.2****PART A.****GENERAL DELEGATIONS**

Save where indicated otherwise and subject to paragraph 16 of the Introduction, the following general powers are delegated to all Chief Officers in relation to the services for which they are responsible.

**1. Administrative**

To administer the services for which they are responsible, including taking and implementing decisions which facilitate the operation or effectiveness of those services, and which fall within the policy decisions taken by the Council or the Executive. This power shall include the continuing review of the departments for which they are responsible to maximise resources and implement best value.

**2. Financial**

To exercise all the functions delegated to officers under the Council's Financial Regulations.

**3. Land Management**

In the paragraphs below: -

- (1) The disposal or acquisition of any interest in property or the creation, extension or variation of any interest therein shall be in such form as shall receive the approval of the Monitoring Officer.
- (2) The term "land" includes buildings or parts of buildings and any estate or interest in land.
- (3) The term "Valuer" means the valuer appointed or approved by the Director of Finance & Resources.

In respect of land held or used for the purposes of a service administered by the officer:

- (a) To approve the detailed terms of any disposal or acquisition authorised in principle by the Council, the Executive or a Cabinet Member where the terms are certified by the Valuer to be the best consideration reasonably obtainable;

- (b) After consultation with the Monitoring Officer and the Valuer to dispose of any land or any interest in land where the person acquiring the land or the interest has a legal right to acquire the same granted by an Act of Parliament or any rule of law;
- (c) To acquire or dispose of the freehold or leasehold of land for a consideration of £25,000 or less provided that the terms are certified by the Valuer to be the best consideration reasonably obtainable and after consulting the Chairman of the relevant Committee or Sub-Committee or relevant Cabinet Member as appropriate;
- (d) To acquire or dispose of land on a lease for 25 years or less provided that the terms are certified by the Valuer to be the best consideration reasonably obtainable;
- (e) In relation to the Director of Finance & Resources only:
- After consulting the Cabinet Member for Central Services to acquire or dispose of land for a consideration of up to £250,000 provided that the terms are certified by the Valuer to be the best consideration reasonably obtainable and relates to property held for the purposes of the functions of the Director or is declared by the relevant Director to be surplus to requirement. under (k) below;
- (f) To approve rent reviews where the Valuer certifies the terms to be the best consideration reasonably obtainable;
- (g) After consultation with the Valuer for all land in relation to item (i) below, and for all land except council housing in relation to item (ii) below –
- (i) to approve the change of use of land let by the Council, and
  - (ii) to give consent for improvements or alterations to such land  
(except where any compensation payable by the Council is likely to exceed £10,000);
- (h) After consultation with the Monitoring Officer to take action on all matters concerned with the enforcement by or against the Council of the terms or provisions of any lease or disposal, including the service of appropriate notices under any statutory provision whether or not including the forfeiture or other termination of such lease or other provision;

- (i) After consultation with the Valuer and the Monitoring Officer, to grant easements, licences and wayleaves;
- (j) Subject to the limitations expressed above, to undertake the general management of land, including the making of any necessary planning applications and applications for building regulation consent;
- (k) After taking appropriate professional advice in accordance with guidelines from time to time laid down by the Council to authorise land to be declared surplus to the requirements of the officer's area of service. Management and future use of the land will be transferred to the Director of Finance & Resources to be held corporately pending appropriation or disposal;
- (l) After consultation with the Monitoring Officer and subject to the advice of the Valuer to accept the surrender of leases.

#### **4. Human Resources**

- (1) Subject to the policies, practices and procedures of the Council, to manage staff within the officer's department.