

Resources Portfolio - Responsibilities

Cabinet Member for Resources

Political Liaison

Democratic Services (excluding elections)

including the Committee service and liaising with the Local Government Ombudsman

Legal Services

including advice to the Council across the range of Council functions and provision of the statutory land charges service to members of the public

Fostering Interest in Local Government

Promoting interest in and understanding of Local Government

Member Services

- Member Training and Development

Provision of resources for enforcement of decisions taken by the Licensing Committee

Performance Management

Service Review Programme (except individual reviews)

Systems Thinking and other improvement methodologies

Service channel shifts

Human Resource Strategy

including recruitment and retention policy,
conditions of service
employees health, safety and welfare

Overview of Customer Service and Complaints

E Government and IT Strategies

Improvement Planning Champion

Service Responsibilities:

Information Technology
Web team
Human Resources including staffing budget
Equal Opportunities Policy relating to employment
Town Hall building management/office accommodation
Reprographics and Stationery
Civic Hall

Procurement

Finance

Risk management
Insurance matters

Cabinet Member for Resources
<u>Policy for developing service plans</u> Customer Contact Centre Data Protection and Freedom of Information Partnership working with other Councils and shared service provision <u>Specific Delegations:</u> (1) To approve the Corporate Equality Statement (2) Approval of the Council's Risk Management Strategy