

## CONSUMER FOCUS BOARD

**PAPER 15.3**

**ANNEX A**

**Title:** Annex A : Summary of Responsibilities of the Consumer Focus Board

**Date of meeting:** 3<sup>rd</sup> February 2009

**Prepared by:** Lord Whitty

---

### **Summary of Responsibilities of the Consumer Focus Board**

*The term 'Consumer Focus Board' and 'main Board' can be used interchangeably.*

*Essentially the Consumer Focus Board is a governance and policy oversight Board and has responsibility for the following areas.*

#### **Governance and Strategy**

- Corporate Planning and Business Planning
- Oversight of Senior Management Team
- Oversight of Accounting Officer
- Budgets and Financial Controls and Financial performance
- Finance and Resource Allocation and Staffing Allocation
- Overall Property Management
  - (but with day to day office management devolved)
- Corporate functions located in Glasgow and Cardiff
  - report via Senior Management Team to main Board
  
- Extra Help Unit – reports via Senior Director Scotland
  
- Complaints of General Interest - reports via Senior Director Wales
  
- Corporate Support Functions: i.e.
  - HR
  - IT (*oversight of outsourced facility*)
  - Finance

*These are located in Cardiff but report via DFOPS to the Senior Management Team and main Board.*

## **Policy and Campaigns**

- Forward Work Programme - Annually
- *(Including Approval of CFS CFW CFPNI work plans for incorporation into the overall FWP)*
- Significant variations in FWP
- Strategy on Policy
- Criteria on Policy
- Impact measurements
- Risk Measures
  
- England policy
- Presence in English Regions
  
- GB Policy
- UK policy (post services)
- EU and international policy
- Role of Individual main Board Members in Policy projects
- Any other Policy issues not devolved to the Country Boards
  
- Overall Research budget and management

## **Stakeholders and Media**

- Relations with BERR and Whitehall and English local government
- Relations with English, GB and UK and EU stakeholders
- National and International Affiliations
- Relations with UK, GB and English and English local media *(need to ensure media protocol of consultation and no surprises either way operates with media staff in Cardiff. Glasgow and Belfast).*