

## Report to Council

**Subject:** Amendment of Executive Delegations

**Date:** 12 September 2012

**Author:** Chief Executive

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### 1. Purpose of the Report

To inform Council of the amendments to the executive delegations made by the Leader of the Council.

### 2. Background

2.1 If the Leader wishes to do so, he may amend the scheme of delegation relating to executive functions at any time during the year. The Leader has given written notice to the Chief Executive setting out that he wishes to amend the said scheme of delegations. The Council's Constitution requires the Chief Executive to present a report to the next ordinary meeting of the Council setting out the changes made by the Leader.

2.2 The Leader amended the areas of responsibility of the Leisure & Culture Portfolio to include the following additional areas with effect from 17 August 2012:

- Planning policy, development management and building control
- Economic Development
- Town Centre management and development
- Transportation

2.2 The following Cabinet Portfolio appointments have been made by the Leader of the Council with effect from 1 September 2012:

Communications and Public Protection - Councillor M. R. Payne  
Leisure and Development - Councillor D. Pulk  
Health and Housing - Councillor J. Hollingsworth  
Environment - Councillor J. Creamer  
Community Development – Councillor K Fox

Councillor M. R. Payne remains Deputy Leader of the Council.

Policy Adviser for Young People – Councillor H Wheeler  
Policy Adviser for Older People – Councillor M Weisz

All previous appointments to Cabinet and all previous Policy Advisor appointments ceased with effect from 31 August 2012.

The delegations to individual Cabinet members appear at Appendix 1 to the report.

3. **Proposal**

That the amendments to the executive delegations made by the Leader of the Council be noted.

4. **Recommendation**

It is therefore **recommended** that the amendments to the executive delegations made by the Leader of the Council be noted.

## APPENDIX 1

### Delegation to Executive

1. The Executive is authorised to make new or replacement appointments to outside bodies which fall to be made from time to time during the year.

### Delegation to Cabinet Members

#### 1) Leader

#### Areas of responsibility

The Leader, with the support of the Deputy Leader, is responsible for:-

- Overall strategy and delivery of agreed Council priorities and objectives
- Budget strategy, financial management and local taxation
- Building relationships with partners at a local, regional, national and international level to pursue matters of interest to the Council and the community
- Inward investment, business promotion, liaison and support and European funding
- Representing the Council in the community and in discussions and negotiations with local, regional and national organisations
- Building and maintaining positive relations with and between elected members and employees
- Promoting and encouraging effective corporate governance and the highest standards of probity

#### Authority to:

1. make all executive decisions, within his/her area of responsibility, on matters which are not reserved to Cabinet and within the limitations of the Financial Procedure Rules.
2. monitor service performance, within his/her area of responsibility, and take action to improve performance where necessary, in conjunction with the relevant Head of Service.
3. respond to consultation documents received by the Council within his/her area of responsibility.
4. approve policies and procedures within his/her area of responsibility.
5. authorise the commencement of any proceedings in connection with any offences within his/her area of responsibility.
6. determine fees and charges within his/her area of responsibility.
7. make recommendations to the Cabinet, within his/her areas of responsibility, on matters reserved to Cabinet.

When taking decisions, professional advice from officers, including the statutory officers, must be taken into account.

## **2) Public Protection & Communications Portfolio**

### **Areas of responsibility**

- Crime Reduction and Community Safety
- Emergency Planning
- Environmental Health and Protection, including food safety and private sector housing
- Communications, marketing and promotion
- Media relations
- Customer Services, information and communications technology
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## **3) Leisure & Development Portfolio**

### **Areas of responsibility**

- Planning policy, development management and building control
- Economic Development
- Town Centre management and development
- Leisure Centres, Arts and Culture
- Sports Development
- Tourism and Transportation

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#### **4) Health & Housing Portfolio**

##### **Areas of responsibility**

- Liaison with Public Health and Clinical Commissioning Group
- Homelessness and Housing Needs
- Housing and Council Tax Benefits
- Housing Strategy
- Safeguarding

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#### **5) Environment Portfolio**

##### **Areas of responsibility**

- Waste Management

- Maintenance and development of the public realm, including parks, open spaces, cemeteries and allotments
- Energy management and sustainability
- Maintenance and provision of public buildings, including car parks
- Asset Management Strategy, including the Council's investment property, sales and purchase of land

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**6) Community Development Portfolio**

**Areas of responsibility**

- Community centres
- Neighbourhood Working
- Community Events
- Play
- Community Engagement and Consultation, including liaison with the voluntary sector and Parish Councils
- Equalities
- Members' services, including member training and development

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