
RESPONSIBILITY FOR FUNCTIONS – EXECUTIVE DELEGATIONS

To: **Annual Council – 12 May 2016**

By: **Committee Services Manager**

Classification: **Unrestricted**

Wards affected: **N/A**

Summary: **This report allows the Leader to inform Council of the Executive portfolios and notes the appointments to them, and to the shadow Cabinet portfolios.**

For Information

1.0 Introduction and Background

1.1 In accordance with the Council's constitution that was adopted on 25 February 2016:

"In each Council Year the Leader will allocate a range of functional responsibilities (called 'a portfolio') to the members of the Cabinet and will at the Annual Meeting also notify Council of such allocation and will cause that to be recorded in the Constitution of the Council."

1.2 The Leader of Council is responsible for any functions which are not specifically required to be carried out by the Council under regulations. All of the functions of the Council are executive functions except for:

- a. Those listed in Schedule 1 of the Local Authority's (Functions and Responsibilities) (England) Regulations 2000 (as amended); and
- b. Those set out in the Council's Constitution as being the responsibility of the Council or a body established by the Council.

1.3 Annex 1 to this report is split in to two parts - Section D and E. Section D highlights a range of functions that are the responsibility of the executive that the Leader has assigned to the Leader, Cabinet or individual Cabinet Members. Section E is the part of the Scheme of executive functions which the Leader has delegated to officers.

1.4 It is worth noting that all key decisions must be collectively agreed by Cabinet, unless Cabinet makes a specific decision to delegate that decision to a Cabinet member, committee or officer.

2.0 Current Situation

2.1 The Cabinet must consist of the Leader of the Council, the Deputy Leader and at least one but not more than eight other Councillors also appointed by the Leader.

2.2 Details of the Cabinet portfolios and functions covered for the 2016/17 municipal year are attached in Section D of Annex 1 to this report.

2.3 The Leader appoints Cabinet Members to portfolios as detailed at Annex 2 to the report.

2.4 The names of the shadow portfolio holders will be circulated at the Meeting. The shadow portfolios must exactly mirror the Cabinet Portfolios.

3.0 Options

3.1 As this report highlights the executive functions as determined by the leader, it is for information only.

4.0 Corporate Implications

4.1 Financial

4.1.1 There are no Financial Implications arising directly from this report.

4.2 Legal

4.2.1 The Leader must approve a scheme of Executive delegations. It is for each Group to nominate the holders of Cabinet portfolio and shadow portfolio posts.

4.3 Corporate

4.3.1 Cabinet and shadow portfolios are generally aligned in a way which mirrors themes (or combinations of themes) within the Council's Corporate Plan, to aid in the delivery of that Plan.

4.4 Equity and Equalities

4.4.1 There were no equity and equalities issues arising directly from this report.

4.4.2 However it is important to be aware of the Council's responsibility under the Public Sector Equality Duty (PSED) and show evidence that due consideration had been given to the equalities impact that may be brought upon communities by the decisions made by Council.

5.0 Recommendations

5.1 Members are asked to note the report.

6.0 Decision Making Process

6.1 The Leader determines the portfolios and scheme of delegations. Council notes the portfolio and shadow portfolio holders.

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Annexes

Annex 1	Responsibility for Executive Functions for 2016/17
Annex 2	List of Portfolio Holders for 2016/17

Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation Undertaken

Finance	Tim Willis, Director of Corporate Resources & S151 Officer
Legal	Tim Howes, Director of Corporate Governance & Monitoring Officer