

CABINET ITEM COVERING SHEET PROFORMA

AGENDA ITEM

REPORT TO CABINET

9 OCTOBER 2014

**REPORT OF DIRECTOR OF LAW
AND DEMOCRACY**

CABINET / COUNCIL DECISION

Leader of the Council – Councillor Cook

CABINET MEMBER PORTFOLIOS

1. Summary

This report provides details of previous amendments to Cabinet Member Portfolios and invites comments on the proposed changes from 2015. These proposals stem from the Leaders commitment to review Cabinet and Scrutiny structures to contribute to the 15% efficiency savings target of £130,000. Agreement of this proposal would result in savings of £24,120 in addition to the Scrutiny savings proposal which if agreed would save £20,100. Savings proposed by the Independent remuneration Panel (15/16) and agreed by Council are part of a wider set of savings including e.g. Members. LGPS membership ending, budget savings total £103,560 not including £10,416 from freezing Basic Allowances for two years.

2. Recommendations

Cabinet is asked to endorse the proposal to reduce the number of Cabinet portfolios as detailed in **Appendix 2** to this report.

3. Reasons for Recommendations

To contribute and support the MTFP targeted savings.

4. Members' Interests

Members (including co-opted Members) should consider whether they have a personal interest in any item, as defined in **paragraphs 9 and 11** of the Council's code of conduct and, if so, declare the existence and nature of that interest in accordance with and/or taking account of **paragraphs 12 - 17** of the code.

Where a Member regards him/herself as having a personal interest, as described in **paragraph 16** of the code, in any business of the Council he/she must then, **in accordance with paragraph 18** of the code, consider whether that interest is one which a member of the public, with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest and the business:-

- affects the members financial position or the financial position of a person or body described in **paragraph 17** of the code, or
- relates to the determining of any approval, consent, licence, permission or registration in relation to the member or any person or body described in **paragraph 17** of the code.

A Member with a personal interest, as described in **paragraph 18** of the code, may attend the meeting but must not take part in the consideration and voting upon the relevant item of business. However, a member with such an interest may make representations, answer questions or give evidence relating to that business before the business is considered or voted on, provided the public are also allowed to attend the meeting for the same purpose whether under a statutory right or otherwise (**paragraph 19** of the code)

Members may participate in any discussion and vote on a matter in which they have an interest, as described in **paragraph 18** of the code, where that interest relates to functions of the Council detailed in **paragraph 20** of the code.

Disclosable Pecuniary Interests

It is a criminal offence for a member to participate in any discussion or vote on a matter in which he/she has a disclosable pecuniary interest (and where an appropriate dispensation has not been granted) **paragraph 21** of the code.

Members are required to comply with any procedural rule adopted by the Council which requires a member to leave the meeting room whilst the meeting is discussing a matter in which that member has a disclosable pecuniary interest (**paragraph 22** of the code)

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SUMMARY

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RECOMMENDATIONS

Cabinet is asked to endorse the proposal to reduce the number of Cabinet portfolios as detailed in **Appendix 2** to this report.

DETAIL

Cabinet Member Portfolios

2008

1. In May 2008 Council agreed to the split of the then Corporate and Social Inclusion Portfolio into two. Corporate Management and Finance and Access and Communities Portfolios were established. In addition the Leader's portfolio was extended to include Sports Development, Tourism, Development of Tees Valley Sport Partnership and High Achievement in Sport.

2011

2. In June 2011, in accordance with the New Executive Arrangements approved by the Council, the Leader agreed revised portfolios. The previous additions to the Leader's portfolio were removed with Tourism moving into the Regeneration and Transport Portfolio and the Sport elements moving to the Arts Leisure and Culture Portfolio.
3. A Deputy Leaders portfolio was created to fulfil the responsibilities of the Leader in his absence.

4. Emergency Planning was transferred from the Corporate Management and Finance portfolio and added to the Environment Portfolio.
5. The Access and Communities Portfolio was strengthened with the addition of Community Development and Empowerment which had previously been included in the Regeneration and Transport Portfolio. Fairtrade was also included as an additional responsibility.
6. The current portfolios are attached at **Appendix 1**.

Cabinet Member Portfolios 2015

7. Following on from consultation with Cabinet on the budget review of Democratic Services and in considering the previous arrangements discussed at paras 1-6, the options for change to Cabinet portfolios have been developed. The proposed criteria for change seek to strengthen portfolios through the merger of similar themes and take advantage of natural alignments in portfolios and link specifically to the Council Plan themes.
8. Taking the above criteria into consideration the Cabinet portfolios proposed are detailed in **Appendix 2**, this proposal reduces the number of Cabinet portfolios by two, from 2015 saving £ 24120 / annum.

FINANCIAL AND LEGAL IMPLICATIONS

Financial

9. There are no financial implications arising directly from this report and the Allowances Scheme for 2014/15 includes allowances for Cabinet Members as previously agreed by Council. However should the proposal be agreed this would result in annual saving of £24120 / annum; this is in addition to the proposed savings resulting from the Independent Remuneration Panels proposals and a wider set of savings including e.g. Members LGPS membership ending, budget savings total £103,560 not including £10,416 from freezing Basic Allowances for two years. .

Legal

10. Any suggested changes to portfolios would be for the Leader of the Council to approve, in accordance with the Council's new Executive Arrangements.

RISK ASSESSMENT

11. There are no risk implications arising directly from this report.

EQUALITY IMPACT ASSESSMENT

12. It is not considered necessary to produce an equality impact assessment at this stage.

CONSULTATION

13. This paper represents the result of initial consultation with respect to any review of Cabinet Portfolios and the Council's scrutiny structure.

Director of Law and Democracy

Contact Officer: David Bond

Telephone No: 01642 527060

E-mail: david.bond@stockton.gov.uk

Head of Democratic Services

Contact Officer: Margaret Waggott

Telephone No: 01642 527064

E-mail: margaret.waggott@stockton.gov.uk

<u>Background Papers:</u>	Not applicable
<u>Ward(s) and Ward Councillors:</u>	Not Ward Specific
<u>Property Implications:</u>	None

Cabinet Member Portfolios

Cabinet Member Portfolios

1. **Leader**

- Agreement of Business to be covered by and chairing of the Cabinet
- Responsibility for items of considerable corporate significance which transcend the responsibility of individual Cabinet Members (i.e. budget preparation, preparation of the Medium Term Financial Plan)
- External partnerships e.g. Representative on the Leaders Board/TVU and the broader strategic economic growth agenda;
- To agree and present Forward Plans to Cabinet/Council
- Representation on relevant Outside Bodies
- Consultee for Officers' delegated decisions
- Attendance at the opening of tenders
- Business Champion, business support
- Champion in all related portfolio topic areas
- European inward investment
- Family Poverty
- City Deal

2. **Deputy Leader**

- To fulfil the responsibilities of the Leader in the Leader's absence, or when the Leader is otherwise unable to act.
- Armed Forces Champion in liaison with Leader and the Cabinet.

3. **Corporate Management and Finance**

- Finance
- ICT
- Taxation
- Risk Management
- Asset Management and Capital Strategy
- Procurement
- Xentral - Stockton Darlington Partnership
- Central Support Services
- Human Resources
- Efficiency
- Administration
- Legal & Democratic Services
- Youth MPs
- Corporate Governance
- Civic Services
- Standards and Probity
- Policy and Performance
- Representation on relevant Outside Bodies
- Consultee for Officers' delegated decisions

- Attendance at the opening of tenders
- Champion in all related portfolio topic areas

4. **Access and Communities**

- Neighbourhoods Policy including liaison with Neighbourhood Bodies:-
 - Area Boards
 - Town and Parish Councils
 - Borough Wards
- Community Cohesion and Equality:-
 - BME
 - Travellers
 - Hard to Reach
 - Asylum Seekers
- Rural Policy
- Community Development
- Community Engagement, Consultation and Communications
- Community Empowerment
- Access to Services, including Customer First, Customer Relations Management and use of new technology in customer services
- Registrars
- Welfare Rights
- Parish Liaison
- Fair Trade
- Older People's Champion
- Representation on relevant Outside Bodies
- Consultee for Officers' delegated decisions
- Attendance at the opening of tenders
- Champion in all related portfolio topic areas
- Communications – including social media

5. **Children and Young People**

- Children and Young Peoples Plan
- Social Care Assessment and Fieldwork
- Looked After Children and Young People leaving care
- Integrated Youth Support
- Youth MPs
- School Effectiveness
- Early Years
- Complex Needs
- Special Educational Needs
- Transitions
- Workforce Development
- 14-19 Partnership
- Youth Offending Services
- Representation on relevant Outside Bodies
- Consultee for Officers' delegated decisions
- Attendance for opening of tenders
- Champion in all related portfolio topic areas

6. **Adult Services and Health**

- Public Health
- Independent Living
- Healthy Communities
- Adult Health and Social Care (including health promotion, preventative health and health improvement)
- Drugs Action team and drugs related issues
- Integrated commissioning and provision of services for people with mental health problems and people with learning disabilities
- Commissioning and provision of services for people with physical disabilities, including sensory loss and palliative care
- Partnerships with Health
- Commissioning and provision of services for adults and older people
- Adult Education
- Representation on relevant Outside Bodies
- Consultee for Officers' delegated decisions
- Attendance at the opening of tenders
- Champion in all related portfolio topic areas

7. **Regeneration and Transport**

- Local Transport Plan
- Economic Development
- Street Lighting
- Engineering and Transport
- Road Safety
- Traffic Management
- Highways Design, Structures (and Maintenance)
- Town Centre Developments
- Town Centre Management
- SMI
- Regeneration
- Planning
- Building Control
- Markets
- Employment Initiatives
- Tourism
- Representation on relevant Outside Bodies
- Consultee for Officers' delegated decisions
- Attendance at the opening of tenders
- Champion in all related portfolio topic areas

8. **Arts, Leisure and Culture**

- Arts Strategy
- Libraries
- Museums
- Theatre
- Riverside Festival
- BIFF
- Events
- Parks Strategy (in conjunction with the Cabinet Member for Environment)
- Countryside (in conjunction with the Cabinet Member for Environment)
- Leisure
- Sports Development
- Development of Tees Valley Sports Partnership
- High Achievement in Sport Strategy and Policy
- Cultural Services and Strategies
- Leisure Strategy
- Leisure Facilities Management
- Liaison with Tees Active Trust
- Representation on relevant Outside Bodies
- Consultee for Officers' delegated decisions
- Attendance at the opening of tenders
- Champion in all related portfolio topic areas

9. **Housing and Community Safety**

- Housing Strategy and Policy
- Homeless Advice
- Private Sector Grants
- Housing and Council Tax Benefits
- Housing Regeneration (in conjunction with the Cabinet Member for Regeneration and Environment)
- Liaison with Tristar Homes
- Housing Association Investment and Performance
- Right to Buy
- Home Ownership Assistance Schemes
- Tees Valley housing/market renewal
- Community Safety
- Community Wardens Service
- Licensing
- Environmental Health
- Trading Standards
- Consumer Advice
- Public Health/Food Safety
- Anti-social Behaviour
- Arson Reduction
- Representation on relevant Outside Bodies
- Consultee for Officers' delegated decisions
- Attendance at the opening of tenders
- Champion in all related portfolio topic areas

10. **Environment**

- Care for Your Area Services:-
 - Street Cleansing
 - Refuse Collection
 - Parks Maintenance
 - Grounds Maintenance
 - Horticulture
 - Road and Footpath Repairs
 - Waste Management
 - Recycling

- Environmental Policy
 - pollution
 - climate change
 - biodiversity
 - environmental aspects of transport planning
- Emergency Planning (including flood risk management)
- Representation on relevant Outside Bodies
- Consultee for Officers' delegated decisions
- Attendance at the opening of tenders
- Champion in all related portfolio topic areas

Appendix 2

Cabinet Portfolio Options for Change

Cabinet Portfolio Current	Cabinet Portfolio Proposed
Leader	Leader - Corporate Management & Finance
Deputy Leader Adult Services & Health	Adult Services & Health
Access & Communities	Access, Communities & Community Safety
Arts Leisure & Culture	Arts Leisure & Culture
Children & Young People	Children & Young People
Corporate Management & Finance	N/A
Environment	Environment & Housing
Regeneration & Transport	Regeneration & Transport
Housing & Community Safety	N/A
Reduction in Portfolios	2
Savings £	24120

NB Deputy Leader will be assigned responsibility in addition to a Portfolio