

**STOCKTON-ON-TEES BOROUGH COUNCIL**

**CABINET RECOMMENDATIONS**

**PROFORMA**

Cabinet Meeting .....9th February 2017

1. Title of Item/Report

Assistant Cabinet Members

2. Record of the Decision

Consideration was given to a report on the process and timeline for the appointment of Assistant Cabinet Members.

Stockton was well versed in providing development opportunities to support succession planning for officers. The report discussed an approach for elected members to support the development of Assistant Cabinet Member positions.

As part of discussions around developing and enhancing the onward development of elected members with a view towards succession planning, Cabinet were invited to consider the process and timetable for the appointment of Assistant Cabinet Members.

The role of the Assistant Cabinet Member would be to shadow and assist their identified Cabinet Portfolio holder and develop a more thorough understanding of the various responsibilities of a Cabinet Member, whilst gaining an in-depth knowledge of their particular service area. The position of Assistant Cabinet Member would not incur a Special Responsibility Allowance (SRA).

It was proposed that the appointment of Assistant Cabinet Members for the following Cabinet portfolios be confirmed by the Leader at Annual Council on 5th April 2017:-

- Corporate
- Adult Services & Health
- Access, Communities & Community Safety
- Arts, Leisure & Culture
- Children & Young People
- Environment & Housing
- Regeneration & Transport

A proposed Job Description for the post was attached to the report.

It would be a matter for each majority group (at the time) to determine the exact process by which interest in such positions would be firstly sought and then determined, however an Expression of Interest form had been devised and was attached to the report to assist the majority group with this process.

It would be a requirement for this process to be completed and the names of the Assistant Cabinet Members confirmed by the Leader at Annual Council on the 5th April 2017. An agenda for the meeting, including agenda items seeking confirmation of both Cabinet and Assistant Cabinet Members positions would be issued on the 28th February 2017.

RESOLVED that:-

1. The proposed creation of the positions of Assistant Cabinet Members on a non-remunerated basis supporting future succession planning arrangements be approved.
2. Appointments to these positions be confirmed by the Leader at Annual Council on 5th April 2017.

3. Reasons for the Decision

To assist in future succession planning and enhancing existing member development through enhancing their capacity.

4. Alternative Options Considered and Rejected

None

5. Declared (Cabinet Member) Conflicts of Interest

None

6. Details of any Dispensations

N/A

7. Date and Time by which Call In must be executed

Midnight, 17 February 2017

Proper Officer  
13 February 2017