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## SOUTHAMPTON CITY COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 20 MAY 2015

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#### Present:

The Mayor, Councillor Norris  
The Sheriff, Councillor McEwing  
Councillors Barnes-Andrews, Bogle, Burke, Chaloner, Chamberlain, Claisse, Coombs, Daunt, Denness, Fitzhenry, Fuller, Furnell, Galton, Hammond, Hannides, B Harris, L Harris, Hecks, Houghton, Inglis, Jeffery, Jordan, Kaur, Keogh, Letts, Lewzey, Lloyd, Mintoff, Morrell (minute 10 onwards), Moulton, Noon, O'Neill, Painton, Parnell, Payne, Pope (minute 10 onwards), Rayment, Shields, Smith, Spicer, Thomas (minute 10 onwards), Tucker (minute 10 onwards), Vassiliou, Whitbread, White and Wilkinson

#### 3. CITY OF SOUTHAMPTON AWARDS

##### **FORMER COUNCILLOR MRS BLATCHFORD IN THE CHAIR**

RESOLVED upon the motion of the Mayor (Former Councillor Mrs Blatchford) and seconded by the Sheriff (Councillor Norris), that the City of Southampton Award be presented to Geoff Wilkinson and Alex Downer.

#### 4. ELECTION OF A MAYOR FOR THE ENSUING YEAR

RESOLVED upon the motion of Councillor Moulton, and seconded by Councillor Letts, that Councillor Norris be elected to the Office of 793rd Mayor of Southampton and Chair of the Council for the ensuing year.

The Mayor (Councillor Norris) then made and subscribed to the Declaration of Acceptance of Office.

##### **THE MAYOR (COUNCILLOR NORRIS) IN THE CHAIR**

#### 5. MAYOR'S CHARITIES

The Mayor announced that she would be supporting the Saints Foundation, Rose Road Association and Southampton Air Cadets.

#### 6. ELECTION OF A SHERIFF FOR THE ENSUING YEAR

RESOLVED upon the motion of Councillor Rayment and seconded by Councillor O'Neill, that Councillor McEwing be appointed the 578th Sheriff of the City of Southampton and Vice-Chair of the Council for the ensuing year.

The Sheriff (Councillor McEwing) then made and subscribed to the Declaration of Acceptance of Office.

7. VOTE OF THANKS TO RETIRING MAYOR

RESOLVED upon the motion of Councillor Rayment and seconded by Councillor Vasilliou, that the Council places on record its appreciation for the distinguished manner in which Former Councillor Mrs Blatchford had discharged the duties of the Mayor of the City during the period of her term of office.

8. SOUTHAMPTON BUSINESS SUCCESS

RESOLVED that the Southampton Business Success Award be presented to Elliott Brothers Limited.

9. FORMER COUNCILLORS

RESOLVED that former Councillors Peter Baillie, Mrs Blatchford, Asa Thorpe and Matthew Stevens be thanked for their service to the City during their period in office.

**AT THE RECONVENED MEETING OF THE SOUTHAMPTON CITY COUNCIL HELD  
IN THE COUNCIL CHAMBER, CIVIC CENTRE ON 20<sup>th</sup> MAY, 2015**

10. APOLOGIES

It was noted that no apologies for absence had been received.

11. MINUTES

RESOLVED that the minutes of the Council Meeting held on the 18<sup>th</sup> March, 2015 be approved and signed as a correct record subject to it being noted that Councillor Pope had been present for items 83-88(d).

12. ANNOUNCEMENTS FROM THE MAYOR

**(i) Welcome to New Members**

The Mayor thanked all Members for their support in electing her as Mayor and welcomed to the meeting all those councillors who were attending their first meeting together with those who had successfully defended their seats.

**(ii) Transformation Implementation Director**

The Mayor welcomed Stephen Giacchino the Council's new Transformation Implementation Director, to his first meeting.

**(iii) Retirement of Town Sergeant**

The Mayor paid tribute to Paul Potterton who would shortly be retiring. The Mayor paid tribute to his long service as a Town Sergeant and as a chauffeur to the Mayor. On behalf of the Council, the Mayor wished him a long and happy retirement.

**(iv) Training**

The Mayor reminded Members of a number of training sessions that had been arranged and encouraged both new and existing Councillors to attend:

- 23 May and 6 June 9.00am – 12.00 Module A  
1.00pm – 4.30pm Module B - Planning Training
- 2 June 5.30pm - Council Overview and Introduction
- 22 June 6.00pm Briefing on Children's Safeguarding
- 3 June 2.30pm - Licensing Training

**(v) Social Media**

For the benefit of new Members, the Mayor referred to the wi-fi that was available in the Council Chamber and that the use of mobile electronic devices could therefore be used in the Chamber and in Committee Meetings.

The Mayor urged Members to use their good sense and behave with courtesy, particularly in not tweeting messages which would otherwise be in breach of the Council's rules or the law. For example, tweeting material discussed in confidential session would be a serious breach.

The Mayor also informed Members that the fine for mobile phones ringing had been increased and the Mayor's charity would now request £25 be paid.

**(vi) Précis Speeches and Courtesy in the Chamber**

The Mayor reminded all Members of the need to précis speeches. This was necessary to ensure that where there were time limits everyone had an opportunity to participate without overrunning and would avoid speeches being repeated. She asked Members to use their judgement and either précis any new points or, save it for another time.

In referring to the need for meetings to run efficiently and effectively, the Mayor asked Members to keep in mind throughout the year the basic courtesies that needed to be adhered to both in timeliness in arriving at the meeting and listening carefully to the arguments.

The Mayor further requested that for the benefit of the public, Members remain in the seat allocated, or if they wished to move, they give notice of their intention prior to the next meeting so that the copies displayed in the public can be amended.

**13. ELECTION OF THE LEADER**

The nomination of Councillor Letts was moved and seconded.

UPON BEING PUT TO THE VOTE IT WAS:

RESOLVED that Councillor Letts be elected as Leader of the Council for the ensuing year.

Following his election as Leader, Councillor Letts informed the Council of his Cabinet and their Portfolio responsibilities.

Education and Children's Social Care – Councillor Jeffery

Health and Adult Social Care – Councillor Shields

Finance - Councillor Chaloner

Communities, Culture and Leisure – Councillor Kaur

Transformation - Councillor Hammond

Environment and Transport – Councillor Rayment

Deputy Leader and Housing and Sustainability – Councillor Payne

The Leader then circulated details of the contents of each of the Portfolios and announced that these would be incorporated into the scheme of Executive Delegation in the Constitution (copy appended to signed minutes).

#### 14. ANNUAL REVIEW OF THE CONSTITUTION

The report of the Head of Legal and Democratic Services was submitted detailing the annual review of the Council's Constitution.

#### RESOLVED

- (i) that the changes to the Constitution and associated support arrangements as set out in the report be approved;
- (ii) that the Head of Legal and Democratic Services be authorised to finalise the arrangements as approved by Full Council and make any further consequential or minor changes arising from the decision of Full Council;
- (iii) that the City Council's Constitution, as amended, including the Officer Scheme of Delegation for the municipal year 2015/16 be approved;
- (iv) that the Head of Strategic HR be delegated the operational requirements to comply with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 as referred to in the revised Officer Employment Procedure Rules; and
- (v) that the Head of Legal and Democratic Services be delegated authority, following consultation with the Director, Place and Cabinet Member for Environment & Transport, to determine a revised local threshold for parking petitions and amend the Council Petition Scheme accordingly.

15. APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND OTHER BODIES

RESOLVED that subject to certain decisions that may from time to time be made by the Council, the following Committees, Sub-Committees and other bodies be appointed with the allocation of seats to political groups shown therein and they be delegated authority to act within their Terms of Reference:

Political Group	Seats on Council	%
Labour	25	52.08
Conservative	20	41.67
Councillors Against Cuts	2	4.17
Independent	1	2.08

Committees	Labour	Conservative	Councillors Against Cuts	Number of Seats to Groups
Overview and Scrutiny Management(10)	Cllr Furnell Cllr Jordan Cllr Keogh Cllr McEwing 4	Cllr Fitzhenry Cllr Fuller Cllr Galton Cllr Hannides Cllr Moulton 5	Vacant	10
Planning and Rights of Way (East) (5)	Cllr Coombs Cllr Denness Cllr Tucker 3	Cllr Hecks Cllr Wilkinson 2	0	5
Planning and Rights of Way (West) (5)	Cllr Denness Cllr Lloyd Cllr Mintoff 3	Cllr Claisse Cllr L Harris 2	0	5
Employment and Appeals Panel (7)	Cllr Chamberlain Cllr McEwing Cllr Noon Cllr Whitbread 4	Cllr Claisse Cllr B Harris Cllr White 3	0	7
Chief Officer Employment Panel (6)	Cllr Letts Cllr Payne Cllr Rayment 3	Cllr Fitzhenry Cllr Hannides Cllr Moulton 3	0	6
Licensing Committee (10) (Min 10 – max 13)	Cllr Furnell Cllr Lloyd Cllr Spicer Cllr Tucker Cllr Whitbread 5	Cllr Galton Cllr Painton Cllr Parnell Cllr Vassiliou 4	Vacant	10

Governance Committee (7)	Cllr Barnes-Andrews Cllr Jordan Cllr Lewzey Cllr Noon 4	Cllr Daunt Cllr Inglis Cllr O'Neill 3	0	7
<b>Sub-Committees</b>	<b>Labour</b>	<b>Conservative</b>	<b>Councillors Against Cuts</b>	<b>Number of Seats to Groups</b>
Health Overview and Scrutiny Panel (7)	Cllr Bogle Cllr Furnell Cllr Noon Cllr Tucker 4	Cllr Houghton Cllr Parnell Cllr White 3	0	7
Scrutiny Panel (7)	4	3	0	7
Children's and Families Scrutiny Panel (7)	Cllr Keogh Cllr Lloyd Cllr McEwing Cllr Spicer 4	Cllr L Harris Cllr Painton Cllr O'Neill 3	0	7
Licensing General Sub-Committee (5) (Membership must come from membership of Licensing Committee)	Cllr Furnell Cllr Lloyd Cllr Tucker 3	Cllr Galton Cllr Parnell 2	0	5
Standards Sub-Committee (3)	Cllr Barnes-Andrews Cllr Jordan 2	Cllr Inglis 1	0	3
Standards Appeal Sub-Committee (3)	Cllr Lewzey Cllr Noon 2	Cllr O'Neill 1	0	3
<b>TOTAL</b>	<b>45</b>	<b>35</b>	<b>2</b>	<b>82</b>

2. Appointment to Committees/Sub-Committees and other bodies NOT subject to political proportionality and therefore not included in the above calculations.

<b>Committee/Sub-Committee</b>	<b>Labour</b>	<b>Conservative</b>	<b>Councillors Against Cuts</b>	<b>Number of Seats to Groups</b>
Licensing and Gambling Sub-Committee (3) (Any 3 Members drawn from the Licensing Committee membership on rotation basis)				3

<b>Other bodies</b>	<b>Labour</b>	<b>Conservative</b>	<b>Councillors Against Cuts</b>	<b>Number of Seats to Groups</b>
Hampshire Fire and Rescue Authority (3)	Cllr Mintoff Cllr Spicer 2	Cllr Fuller 1	0	3
South East Employers (3 + 3 Deputies)	Cllr Whitbread Deputy (Vacant)	Cllr B Harris Cllr Parnell Deputy	1 1 Deputy	3 + 3
Local Democracy Network for Councillors (2)	0	Cllr Parnell 1	1	2
Partnership for Urban South Hampshire – Overview and Scrutiny Committee (1)	0	Cllr Fitzhenry 1	0	1
Hampshire Police and Crime Panel (1) <i>(Overall proportionality is calculated across the County. This may require a change in appointment)</i>	Cllr Kaur 1	0	0	1

Health and Well-Being Board	<p>The decision as to who to appoint is an Executive Function. Council determined the membership of the Board as follows:</p> <ul style="list-style-type: none"> <li>• 5 Elected Members of Southampton City Council</li> <li>• Statutory Director for Public Health</li> <li>• Statutory Director for Adult and Children’s Services( Director, People)</li> <li>• Representative of the Clinical Commissioning Group</li> <li>• Representative of Healthwatch</li> <li>• Representative of NHS Commissioning Board’s Wessex Area Team</li> </ul>
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**APPOINTMENT OF CHAIRS**

**RESOLVED** that the following Chairs be elected for the 2015/16 municipal year and the Vice-Chairs be elected at their first meetings of the municipal year: -

<b><u>Committee</u></b>	<b><u>Chair</u></b>
Overview and Scrutiny Management	Councillor Fitzhenry
Planning and Rights of Way (East)	Councillor Denness
Planning and Rights of Way (West)	Councillor Denness
Employment and Appeals	Cllr McEwing
Chief Officer Employment Panel	Councillor Letts
Licensing Committee	Councillor Tucker
Governance Committee	Cllr Barnes-Andrews
Health Overview and Scrutiny Panel	Cllr Bogle
Scrutiny Panel	Appoint as and when needed
Licensing General Sub-Committee	Cllr Tucker
Standards Sub-Committee	Appoint as and when needed
Standards Appeal Sub-Committee	Appoint as and when needed
Children’s and Families Scrutiny Panel	Cllr Keogh

16. **CALENDAR OF MEETINGS**

The Council approved the following dates for meetings of the Council in the 2015/16 Municipal Year:

15 July 2015

16 September 2015

18 November 2015

10 February 2016 (Budget)

16 March 2016

18 May 2016 (Date subject to change, awaiting confirmation of election dates)



17. DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

The Council received and noted a deputation from Linda Hayes concerning care of dementia sufferers in Southampton.

18. EXECUTIVE BUSINESS

The report of the Leader of the Council was submitted setting out the details of the business undertaken by the Executive.

The Leader and the Cabinet made statements and responded to Questions.

The following questions were then submitted in accordance with Council Procedure Rule 11.1

**1. Clock Tower**

Question from Councillor Parnell to Councillor Letts

Would the Leader refresh my memory as to when the scaffolding around the Clock Tower was erected ?

When is the work finishing?

Answer

Erection of the scaffolding to the Clock Tower commenced in July 2014.

The work is expected to be finished in July 2015, the precise date being dependent on the extent of stonework repairs required to the tower and the weather.

Background information

The work to repair the Clock Tower covers scaffolding to allow access, replacement of the copper roof damaged in storms, repairs to the clock faces, bell louvres and external stonework cladding to the tower. Repairs to the internal bell supports have also been carried out. The objective being to ensure that minimal repairs are required to the tower for the next 10 years. Since construction in the 1930's only limited work has been carried out.

The work is complicated due to restrictions on the loading bearing of the roof of the SeaCity museum which has restrictions on its load bearing, and this has required limited weight being added to the scaffolding, causing working only at the top levels.

The work has been delayed due to the extent of repairs required to the bell louvres, clock faces and stonework which could not be accurately determined before scaffold access was available.

The weather, particularly wind and rain, has also caused delays to the project.

## **2. Town Crier**

Question from Councillor Parnell to Councillor Letts

What plans has the Executive in hand to appoint a new Town Crier?

Answer

I'm not aware that we have received any communication from the public regarding this matter so it does not appear that the service is missed by the City. The Town Crier is paid an annual honorarium so there would be a cost to appointing a new Crier in addition to the cost of the uniform. I will have a discussion with the Mayor and decide whether we feel that the cost involved warrants appointing a new Crier or whether we utilise the services of a Crier from a nearby town for the rare occasions when we require one, as we currently do.

## **3. Nutfield Social Services Centre**

Question from Councillor Parnell to Councillor Letts

Would the Leader inform me of the arrangements that have been made to accommodate the approximate 50 service users that attend regularly, once the Centre is closed?

Answer

Members will recall that on 12<sup>th</sup> January 2015 Cabinet decided, following extensive consultation, to close six of the eight in-house day services. The situation with regard to closures remains unchanged; it has been made clear that there will be no closures until all service users' needs have been reviewed and where unmet eligible needs are identified, alternative arrangements made. Cabinet will receive a report on progress later in the summer.

The reviews are being carried out by a specialist team set up to complete the project. Good progress is being made with 49% of reviews now complete.

Nutfield, one of the centres identified for closure, supports 38 individuals. A range of alternative options exist for individuals who wish to attend services delivering the same style of activity as Nutfield. For instance the Green House Project, Mayfield's Nursery, Down to Earth Farm, Minstead training project and Steve Murphy's day services all have vacancies and are used by SCC to support individuals in a setting similar to Nutfield.

Members may wish to note that formal employee consultation, across all affected services, is on-going and no decisions on redundancies has or can be reached until the process described above is complete.

We remain open to the idea that social enterprises might establish themselves and this is something which we would be pleased to see develop. We anticipate

that as the take up of direct payments increases across the social care market place that this will help their development.

19. MOTIONS

**(a) Funding Settlement**

Councillor Keogh moved and Councillor Letts seconded:

“The Council calls upon the Executive to write to the new Conservative MP for Southampton Itchen to set out how he will work with the Council to achieve a fairer funding settlement for the residents of Southampton from Central Government.”

Amendment moved by Councillor Fuller and seconded by Councillor O’Neill:

On the second line after “Itchen” add “asking him”

On the second line after “achieve” delete “a fairer funding settlement for the residents of Southampton from Central Government.”

Replace with “the best outcomes for the residents of Southampton and resolves to work closely with him and our other local MPs for the benefit of the City. Furthermore the Council congratulates Councillor Smith on his election to Parliament as a Southampton MP and thanks him for his 15 years of service to this local authority and to the City.”

Amended Motion to read:

The Council calls upon the Executive to write to the new Conservative MP for Southampton Itchen asking him to set out how he will work with the Council to achieve the best outcomes for the residents of Southampton and resolves to work closely with him and our other local MPs for the benefit of the City. Furthermore the Council congratulates Councillor Smith on his election to Parliament as a Southampton MP and thanks him for his 15 years of service to this local authority and to the City.

UPON BEING PUT TO THE VOTE THE AMENDMENT WAS DECLARED LOST

UPON BEING PUT TO THE VOTE THE MOTION AS SUBMITTED WAS DECLARED CARRIED

RESOLVED that the motion be approved.

20. QUESTIONS FROM MEMBERS TO THE CHAIRS OF COMMITTEES OR THE MAYOR

It was noted that no questions to the Chairs of the Committees or the Mayor had been received.

21. HRA SCHEME APPROVAL 2015/16 TO 2019/20

The report of the Cabinet Member for Housing and Sustainability was submitted seeking approval of expenditure for Housing Revenue Account funded projects.

**RESOLVED**

- (i) To approve in accordance with Financial Procedure Rules capital expenditure of £32,890,000 phased as follows:

- £2,806,000 in 2015/16
- £22,233,000 in 2016/17
- £3,720,000 in 2017/18
- £2,150,000 in 2018/19
- £1,981,000 in 2019/20

For which provision exists within the Warm and Energy Efficient, Well Maintained Communal Facilities, Safe, Wind and Weather tight and Modern Facilities sections of the HRA Capital Programme as detailed in the table below

<b>Safe, Wind and Weather Tight</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Total</b>
	<b>000s</b>	<b>000s</b>	<b>000s</b>	<b>000s</b>	<b>000s</b>	<b>000s</b>
Roof Finish – Flat	0	642	1168	1000	0	2810
Structural Works	0	4398	0	0	0	4398
<b>Total for Safe, Wind and Weather Tight</b>	<b>0</b>	<b>5040</b>	<b>1168</b>	<b>1000</b>	<b>0</b>	<b>7208</b>
<b>Modern Facilities</b>						
Electrical Systems	2158	2811	0	0	0	4969
Housing Refurbishment Programme	0	7946	0	0	0	7946
<b>Total for Modern Facilities</b>	<b>2158</b>	<b>10757</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12915</b>
<b>Well Maintained Communal Facilities</b>						
Decent Neighbourhoods Improvement	648	750	1102	0	0	2,500
Lift Refurbishments	0	700	1450	1150	1981	5281

<b>Total for Well Maintained Communal Facilities</b>	<b>648</b>	<b>1450</b>	<b>2552</b>	<b>1150</b>	<b>1981</b>	<b>7781</b>
<b>Warm and Energy Efficient</b>						
External Cladding	0	4986	0	0	0	4986
<b>Total for Warm and Energy Efficient</b>	<b>0</b>	<b>4986</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4986</b>
<b>TOTAL</b>	<b>2,806</b>	<b>22,233</b>	<b>3,720</b>	<b>2,150</b>	<b>1,981</b>	<b>32,890</b>

22. SOUTHAMPTON CITY COUNCIL AND PARLIAMENTARY ELECTIONS 2015

The report of the Returning Officer detailing the results of the City Council and Parliamentary elections on 7 May 2015 was noted.

23. OVERVIEW AND SCRUTINY ANNUAL REPORT 2014/15

The report of the Chair of the Overview and Scrutiny Management Committee detailing the Overview and Scrutiny Management Committee Annual Report 2014/15 in accordance with the Council's Constitution was noted.

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# Minute Item 13

## THE EXECUTIVE

The Executive shall comprise:

[Leader](#)

[Education & Children's Social Care](#)

[Environment & Transport](#)

[Finance](#)

[Health & Adult Social Care](#)

[Housing & Sustainability](#)

[Communities, Culture and Leisure](#)

[Transformation](#)

Councillor Simon Letts

Councillor Dan Jeffery

Councillor Jacqui Rayment

Councillor Mark Chaloner

Councillor Dave Shields

Councillor Warwick Payne

Councillor Satvir Kaur

Councillor Chris Hammond

## CABINET

The Cabinet will be responsible for the following functions:

- ◆ Leading the community planning process and the search for best value, with input and advice from overview and scrutiny committees and any other persons as appropriate;
- ◆ Leading the preparation of the local authority's Policy Framework and Budget;
- ◆ Leading the preparation of the authority's financial strategy;
- ◆ Setting a clear and realistic direction, reflected in the Council Plan (CP) and financial strategy; setting out clear corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes; ensuring that decisions of the Executive reflect corporate priorities and plans, including decisions about the allocation of resources; communicating decisions on corporate priorities to the local community;
- ◆ The promotion and pursuit of principles espoused by the Council in respect of equalities and a sustainable environment, in its role as an employer, service provider and the exercise of community leadership;
- ◆ Achieving efficiencies through taking in-year decisions on resources and priorities, together with other stakeholders and partners in the local community, delivering and implementing the budget and policies decided by the Full Council;
- ◆ Being the focus for forming partnerships with other local public, private, voluntary and community sector organisations to address local needs;
- ◆ Determining proposals for and variations to the Policy Framework and Budget that are to be proposed to Full Council;
- ◆ Considering reports of Overview and Scrutiny Management Committee, and its Panels (sub-committees) and formulating responses to those;
- ◆ Making any decision in respect of an Executive Function which has been delegated where the delegate has decided not to exercise his/her delegation;
- ◆ In the absence of any Cabinet Member (including the Leader) or where any Cabinet Member (including the Leader) is not available or able to make a decision, Cabinet may, subject to the Leader's agreement, discharge that Executive Function in respect of that decision;
- ◆ Subject to the budget, determining the grants to be paid by the Council;
- ◆ The appointment of any individual:
  - (a) to any office other than an office in which s/he is employed by the authority;
  - (b) to any other body other than (i) the authority (ii) a joint committee of two or more authorities; or
  - (c) to any committee or sub-committee of such a body.and the revoking of any such appointment, to the extent that appointments are usually but not exclusively to outside bodies in connection with functions which are the responsibility of the Executive;



The appointment of any panel, body or other grouping of elected Members, officers or other persons, together or in combination, whether or not jointly with any other authority or organisation other than a committee, a sub-committee of the Council or a joint committee of two or more authorities, as defined in Section 101 of the Local Government Act 1972.

Delegation of Functions

The Chief Executive, Directors and Heads of Service.<sup>1</sup>

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<sup>1</sup> Reference should also be made to the Officers' Scheme of Delegation (available from the Democratic Services Manager) for any additional, supplementary or limits to the delegations set out in this Constitution. In the absence of any reference in the Officers' Scheme of Delegation, any function delegated by virtue of this part of the Constitution is delegated in full, although the delegator and delegatee may exercise that function in totality.

## LEADER

The Leader shall be responsible for:

- ◆ Appointing a Cabinet of not fewer than three and not more than ten councillors (including the Leader);
- ◆ Determining a scheme of delegation for Executive Functions.

The Leader shall also be responsible for the following functions:

- ◆ The style, strategy, policy and co-ordination (across the board) and the direction and utilisation of resources;
- ◆ The promotion of positive partnerships and consultations with citizens, other statutory agencies, business and voluntary organisations in Southampton in the context of achieving the Vision for the City as expressed by the Council and its partners;
- ◆ The Council's pursuit of efficiencies and Value for Money in its use of resources for the provision of services to citizens of the City and its business community by pursuing a holistic approach through the effective integration of programmes and plans including the Sustainable Community Strategy and Southampton Connect and the Council's customer focus through programmes of continuing improvement;
- ◆ Setting a clear and realistic direction, reflected in the Council Plan (CP) and financial strategy; setting out clear corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes; ensuring that decisions of the Executive reflect corporate priorities and plans, including decisions about the allocation of resources; communicating decisions on corporate priorities to the local community;
- ◆ Leading on matters that are the responsibility of the Cabinet, including representing the Council with regard to its Member contacts with the Government and any regional, national or international organisations;
- ◆ Promoting and pursuing the principles of equalities in all aspects of the Council's role as an employer, service provider and in the exercise of community leadership;
- ◆ The application of national and sub-regional policies locally and any consequent forward planning necessary;
- ◆ Leading on responses to cross cutting national policies and initiatives (save where the Leader directs a cabinet Member to take the lead);
- ◆ Providing strategic political leadership and vision for the Council as a whole;
- ◆ Representing the view of the Council on matters of corporate and strategic policy to the Government and other bodies;
- ◆ The monitoring of the performance of Cabinet Members;
- ◆ Maintaining relationships with Group Leaders, chairs of committees, panels and regulatory bodies;
- ◆ Providing a link between the Executive and non-Executive Members of the Council;
- ◆ The management, operation and agenda for the Cabinet;
- ◆ Leading on the formulation and delivery of Corporate Policy and Performance;
- ◆ Leading on corporate legal and democratic issues, including (in so far as they are Executive functions) Land Charges and Licensing;
- ◆ Leading on all aspects of economic development including (but not limited to) the Solent Local Enterprise Partnership and City Deal;
- ◆ Leading on regeneration (other than estate regeneration) including chairing any related bodies, considering and determining bids;
- ◆ Leading on all property issues (excluding the management of the Council's housing

stock);

- ◆ Leading on marketing and communications and promoting the work of the Council;
- ◆ Leading and promoting major "flagship" projects of strategic significance, including major City developments, to Southampton;
- ◆ Leading on the development of European and/or international initiatives and/or bids;
- ◆ Leading on urban design issues and regional spatial planning;
- ◆ In consultation with the Cabinet Member for Resources, the forward planning of the Council's Revenue and Capital Budget;
- ◆ Leading on the Council's roles and linkages with Southampton Connect;
- ◆ Planning Policy and (in so far as it is an Executive function), development control particularly the City Centre Action Plan and contributing to Partnership for Urban South Hampshire (PUSH);
- ◆ Leading on the strategic overview of employment and workforce issues, including all aspects of human resources
- ◆ Taking an overview on the development and implementation of devolved funding programmes including where appropriate on behalf of Southampton Connect save where such programmes fall within another Portfolio;
- ◆ Leading on business marketing, supporting businesses and City Centre Management;
- ◆ Ensuring that there is effective liaison and joint working between Cabinet Members to ensure the objectives of the Council are met and that Business and Service Plans link with commitments agreed by the Cabinet;
- ◆ Strategic responsibility for financial matters in relation to the Portfolio;
- ◆ Reporting to the Full Council and its decision making and scrutiny functions where appropriate;
- ◆ Seeking comments on Policy development and issuing statements and bulletins as appropriate;
- ◆ Leading on grants to voluntary organisations
- ◆ All other Executive functions not otherwise delegated.

### Delegation of Functions

The Chief Executive, Directors and Heads of Service.<sup>2</sup>

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<sup>2</sup> Reference should also be made to the Officers' Scheme of Delegation (available from the Democratic Services Manager) for any additional, supplementary or limits to the delegations set out in this Constitution. In the absence of any reference in the Officers' Scheme of Delegation, any function delegated by virtue of this part of the Constitution is delegated in full, although the delegator and delegatee may exercise that function in totality.

## **CABINET MEMBER FOR EDUCATION AND CHILDREN'S SOCIAL CARE**

**This Cabinet Member is the Lead Member with responsibilities for children's services under Section 19 of the Children Act 2004**

The Cabinet Member shall be responsible for the following functions:

- ◆ Save as reserved to Cabinet, all Executive children's services and safeguarding functions;
- ◆ The development, implementation, monitoring and review of children's policies and strategies;
- ◆ The promotion of positive partnerships with service users, carers, local agencies, businesses and voluntary organisations in the context of delivering effective children's services;
- ◆ Setting a clear and realistic direction, reflected in the Council Plan (CP) and financial strategy; setting out clear corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes; ensuring that decisions of the Executive reflect corporate priorities and plans, including decisions about the allocation of resources; communicating decisions on corporate priorities to the local community;
- ◆ The promotion and pursuit of principles espoused by the Council in respect of social cohesion, and a sustainable environment, in its role as an employer, service provider and the exercise of community leadership;
- ◆ The application of national policies locally and any consequent forward planning necessary; Leading on safeguarding children and promoting an inclusive approach to the welfare of children across all agencies including SEN, emotional literacy, services to children with disabilities and school attendance
- ◆ Leading on the strategy for social care for children and young people, on the Council's commitments with regard to its role as the corporate parent for children and young people looked after and its responsibilities under relevant legislation on the Fostering and Adoption Services, on the Local Safeguarding Children and young people's Board, asylum seeking minors and their families;
- ◆ Leading on the strategy for social services for children, on the Council's commitments with regard to its role as the corporate parent for looked after children and its responsibilities under relevant legislation on the Fostering and Adoption Services, on the Local Safeguarding Children's Board, asylum seeking minors and their families;
- ◆ The development, implementation, monitoring and review of the Council's policies and strategies relating to children's services and any other related matters;
- ◆ The promotion of positive partnerships with private and voluntary organisations in the context of developing Southampton's children's services;
- ◆ Setting a clear and realistic direction, reflected in the Council Plan (CP) and financial strategy; setting out clear corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes; ensuring that decisions of the Executive reflect corporate priorities and plans, including decisions about the allocation of resources; communicating decisions on corporate priorities to the local community;
- ◆ Matters relating to the Portfolio involving Member contacts with the Government and any regional or national organisations;
- ◆ The promotion and pursuit of principles espoused by the Council in respect of social cohesion, and a sustainable environment, in its role as an employer, service provider and the exercise of community leadership;
- ◆ Working with Cabinet Members on the engagement and encouragement of local communities in order to improve children's services and to ensure that services, both within the City and across partner organisations, improve outcomes for all and are

- organised around family, children and young people's needs;
- ◆ All functions in respect of services to young people including Youth Offending and the Youth Justice Plan;
  - ◆ Lead on the Council's effective participation in the range of joint planning, consultation and funding arrangements for the provision of health and social care services for adults with the NHS, service users and carers, voluntary and private sector service providers;
  - ◆ The promotion of positive partnerships with private and voluntary organisations in the context of developing Southampton's children's services;
  - ◆ The leadership of and political accountability for the effectiveness, availability and value for money of all the local authority's children's services;
  - ◆ Leading on all functions in respect of services to young people with the exception of Youth Offending and the Youth Justice Plan;
  - ◆ Working with the Cabinet Member for Leisure and Communities in respect of the delivery of Youth Offending priorities and the Youth Justice Plan
  - ◆ Leading on schools, education asset management, early years education, admissions and attendance standards and improvement, education welfare service, schools organisation, extended schools and all ancillary education activities;
  - ◆ The application of national policies locally and any consequent forward planning necessary;
  - ◆ Leading on the Children's and Young Peoples priorities;
  - ◆ Raising school standards;
  - ◆ Leading on School Admissions and Exclusions Policies;
  - ◆ Leading on Education Capital and Schools Repairs and Maintenance Programmes;
  - ◆ Leading on e-Communications in Schools, platforms for electronic learning and integrated IS/ITS systems across children's services;
  - ◆ Leading on Special Educational Needs and Equalities in Education;
  - ◆ Leading on Student Finance;
  - ◆ Leading on the 14-19 Strategy;
  - ◆ Oversight of the commissioning of all learning and skills for 14-19 year olds in the City in line with statutory obligations;
  - ◆ Leading on budget allocation to schools within the rules for Local Management of Schools Liaison and joint working with other Cabinet Members to ensure the objectives of the Council are met and that Business and Service Plans link with commitments agreed by the Cabinet;
  - ◆ Leading on life-long learning;
  - ◆ Leading on the Council's effective participation in the range of joint planning, consultation and funding arrangements for the provision of all services for children with the NHS, Service Users and Carers, Voluntary and Private Sector service providers;
  - ◆ Working with the Cabinet Member for Health and Adult Social Care on the Health and Wellbeing Board;
  - ◆ Leading on the development and delivery of Sure Start children's centres programmes in the City and the promotions of mainstreaming Sure Start principles within relevant Council services;
  - ◆ Leading on the range of services available to young people;
  - ◆ Leading on apprenticeships;
  - ◆ Strategic responsibility for financial matters in relation to the Portfolio;
  - ◆ Liaison and joint working with other Cabinet Members to ensure the objectives of the Council are met and that Business and Service Plans link with commitments agreed by the Cabinet;

- ◆ Reporting to the Full Council and its decision making and scrutiny functions where appropriate;
- ◆ Seeking comments on Policy development through Cabinet and Scrutiny and issuing statements and bulletins related to matters within the Portfolio.

#### Delegation of Functions

The Chief Executive, Directors and Heads of Service<sup>3</sup>.

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<sup>3</sup> Reference should also be made to the Officers' Scheme of Delegation (available from the Democratic Services Manager) for any additional, supplementary or limits to the delegations set out in this Constitution. In the absence of any reference in the Officers' Scheme of Delegation, any function delegated by virtue of this part of the Constitution is delegated in full, although the delegator and delegatee may exercise that function in totality.

## CABINET MEMBER FOR ENVIRONMENT & TRANSPORT

The Cabinet Member shall be responsible for the following functions:

- ◆ Save as reserved to Cabinet, all Executive functions in respect of environment, transport, waste management, environmental health, trading standards and consumer protection (but excluding planning policy, development control and also any regulatory matters that are non-executive functions within the remit of any of the regulatory committees);
- ◆ The development, implementation, monitoring and review of the Council's Highways and parking services, Waste management and fleet transport, Travel and Transport, Environmental Health and Environmental policies and strategies and any other related matters;
- ◆ Delivery of the Vision for Transport in the City through the Local Transport Plan 2;
- ◆ The promotion of positive partnerships with private and voluntary organisations in the context of developing Southampton's Highways and Transport infrastructure;
- ◆ Leading on the Highways service, determining service levels and required funding through the delivery model;
- ◆ Setting a clear and realistic direction, reflected in the Council Plan (CP) and financial strategy; setting out clear corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes; ensuring that decisions of the Executive reflect corporate priorities and plans, including decisions about the allocation of resources; communicating decisions on corporate priorities to the local community;
- ◆ Matters relating to the Portfolio involving Member contacts with the Government and any Regional or National organisations;
- ◆ The promotion and pursuit of principles espoused by the Council in respect of social cohesion, and a sustainable environment, in its role as an employer, service provider and the exercise of community leadership;
- ◆ Leading on the formation and delivery of environment related policies, programmes and performance (excluding Planning Policy, regional spatial/ strategic planning and planning policy for HMOs);
- ◆ Improving the Street Scene and environment, making Southampton a smarter, safer, and cleaner City;
- ◆ Leading on street cleansing, public conveniences;
- ◆ Leading on parks and open spaces, nature conservation and allotments
- ◆ Leading on:
  - Transport for South Hampshire(TfSH);
  - Building Control;
  - Transportation strategy and development, including traffic and road safety and travel planning;
  - Use of Council transport;
  - Waste disposal and collection (including links with Project Integra and recycling);
  - Fleet transport;
  - Highways and bridges (including the Itchen Bridge);
  - Highways maintenance;
  - Network management;
  - Winter maintenance;
  - Structural maintenance;
  - Passenger transport;

- Car parks;
  - Street lighting;
  - Environmental initiatives;
  - Environmental Health, air quality management, trading standards and the Port Health Authority;
  - Bereavement Services, cemeteries and crematorium;
  - Registrar of births, marriages, deaths, civil partnerships and celebratory services.
- ◆ Strategic responsibility for financial matters in relation to the Portfolio;
  - ◆ Liaison and joint working with other Cabinet Members to ensure the objectives of the Council are met and that Business and Service Plans link with commitments agreed by the Cabinet;
  - ◆ Reporting to the Full Council and its decision making and scrutiny functions where appropriate;
  - ◆ Seeking comments on Policy development through Cabinet and Scrutiny and issuing statements and bulletins related to matters within the Portfolio.

### Delegation of Functions

The Chief Executive, Directors and Heads of Service.<sup>4</sup>

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<sup>4</sup> Reference should also be made to the Officers' Scheme of Delegation (available from the Democratic Services Manager) for any additional, supplementary or limits to the delegations set out in this Constitution. In the absence of any reference in the Officers' Scheme of Delegation, any function delegated by virtue of this part of the Constitution is delegated in full, although the delegator and delegatee may exercise that function in totality.



## CABINET MEMBER FOR FINANCE

The Cabinet Member shall be responsible for the following functions:

- ◆ Save as reserved to Cabinet, all Executive functions in relation to resources, financial services including (but not limited to) financial management, accounting and audit matters, operational procurement, commissioning, ICT (Information Communication Technology), customer care and leisure.
- ◆ Setting a clear and realistic direction, reflected in the Council Plan (CP) and financial strategy; setting out clear corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes; ensuring that decisions of the Executive reflect corporate priorities and plans, including decisions about the allocation of resources; communicating decisions on corporate priorities to the local community;
- ◆ Matters relating to the Portfolio involving Member contacts with the Government and any Regional or National organisations;
- ◆ The promotion and pursuit of principles espoused by the Council in respect of social cohesion, and a sustainable environment, in its role as an employer, service provider and the exercise of community leadership;
- ◆ The application of national policies locally and any consequent forward planning necessary;
- ◆ Overall strategic responsibility for the development, implementation, monitoring and review of the Council's budgetary, financial, benefits and leisure policies and strategies and any other related matters;
- ◆ To chair the Capital Board;
- ◆ Overall strategic overview of the Capital Programme;
- ◆ Ensuring that supportive frameworks are maintained and developed for Members and employees in terms of ICT, operational procurement, customer services, modern records and scrutiny
- ◆ Overall strategic responsibility for the development, implementation, monitoring and review of the Council's procurement, performance and contract management policies and strategies and any other related matters;
- ◆ Taking a strategic cross-council overview in relation to procurement, performance and contract management, and working with other Cabinet Members with direct service leads in those areas as appropriate to ensure the Council achieves better value;
- ◆ Leading on Best Value;
- ◆ Leading on risk management;
- ◆ Leading on commissioning;
- ◆ Strategic responsibility for financial matters in relation to the Portfolio;
- ◆ Liaison and joint working with other Cabinet Members to ensure the objectives of the Council are met and that Business and Service Plans link with commitments agreed by the Cabinet;
- ◆ Reporting to the Full Council and its decision making and scrutiny functions where appropriate;

- ◆ Seeking comments on Policy development through Cabinet and Scrutiny and issuing statements and bulletins related to matters within the Portfolio.

#### Delegation of Functions

The Chief Executive, Directors and Heads of Service.<sup>5</sup>

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<sup>5</sup> Reference should also be made to the Officers' Scheme of Delegation (available from the Democratic Services Manager) for any additional, supplementary or limits to the delegations set out in this Constitution. In the absence of any reference in the Officers' Scheme of Delegation, any function delegated by virtue of this part of the Constitution is delegated in full, although the delegator and delegatee may exercise that function in totality.

## **CABINET MEMBER FOR HEALTH AND ADULT SOCIAL CARE**

The Cabinet Member shall be responsible for the following functions:

- ◆ Save as reserved to Cabinet, all Executive health and adult social care functions;
- ◆ The development, implementation, monitoring and review of the health and adult social care policies and strategies;
- ◆ The promotion of positive partnerships with service users, carers, local agencies, businesses and voluntary organisations in the context of delivering effective adult social care services;
- ◆ Setting a clear and realistic direction, reflected in the Council Plan (CP) and financial strategy; setting out clear corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes; ensuring that decisions of the Executive reflect corporate priorities and plans, including decisions about the allocation of resources; communicating decisions on corporate priorities to the local community;
- ◆ The promotion and pursuit of principles espoused by the Council in respect of social cohesion, and a sustainable environment, in its role as an employer, service provider and the exercise of community leadership;
- ◆ The application of national policies locally and any consequent forward planning necessary;
- ◆ Leading on the implementation and delivery of health and social care legislation and guidance;
- ◆ Leading for the Council on the strategy for adult social care services for vulnerable adults (ie people with needs by reason of their: Age, Mental Health, Learning Disability, Physical and Sensory Disability, Substance Misuse or other special care needs e.g. people with HIV/AIDS) and in ensuring the Council's commitments with regard to the provision of statutory social services for these groups are met and they are safeguarded;
- ◆ Working with other Cabinet Members on jointly leading on the Council's effective participation in the range of joint planning, consultation and funding arrangements for the provision of health and social care services for adults with the NHS, service users and carers, voluntary and private sector service providers;
- ◆ Work closely with other Cabinet Members on the development, delivery and improvement of housing, health and social care services to vulnerable adults, children and young people;
- ◆ Leading for the Council on the management of programmes and services for providing support to disadvantaged people and groups in the City;
- ◆ Leading on public health;
- ◆ Leading on the Health and Wellbeing Board and strategy;
- ◆ The promotion of positive partnerships with service users, carers, local agencies, businesses and voluntary organisations in the context of delivering effective public health services;
- ◆ Matters relating to the Portfolio involving Member contacts with the local NHS bodies, GPs, the Government and any regional or national organisations;
- ◆ Leading for the Council on the strategy for health services and working with other Cabinet Members to ensure that the Council's commitments with regard to the provision of statutory social services for the most vulnerable groups are met and they are safeguarded;
- ◆ Working with other Cabinet Members on jointly leading on the Council's effective participation in the range of joint planning, consultation and funding arrangements for the provision of health and social care services for adults with the NHS, service users and carers, voluntary and private sector service providers;

- ◆ Work closely with other Cabinet Members on the development, delivery and improvement of housing, health and social care services to vulnerable adults, children and young people;
- ◆ Strategic responsibility for financial matters in relation to the Portfolio;
- ◆ Liaison and joint working with other Cabinet Members to ensure the objectives of the Council are met and that Business and Service Plans link with commitments agreed by the Cabinet;
- ◆ Reporting to the Full Council and its decision making and scrutiny functions where appropriate;
- ◆ Seeking comments on Policy development through Cabinet and Scrutiny and issuing statements and bulletins related to matters within the Portfolio.

#### Delegation of Functions

The Chief Executive, Directors and Heads of Service.<sup>6</sup>

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<sup>6</sup> Reference should also be made to the Officers' Scheme of Delegation (available from the Democratic Services Manager) for any additional, supplementary or limits to the delegations set out in this Constitution. In the absence of any reference in the Officers' Scheme of Delegation, any function delegated by virtue of this part of the Constitution is delegated in full, although the delegator and delegatee may exercise that function in totality.

## **CABINET MEMBER FOR HOUSING & SUSTAINABILITY**

The Cabinet Member shall be responsible for the following functions:

- ◆ To act as the Deputy Leader of the Council in the absence of the Leader of the Council;
- ◆ Save as reserved to Cabinet, all Executive functions in respect of housing, and sustainability
- ◆ The development, implementation, monitoring and review of the Council's housing, and sustainability related policies and strategies and any other related matters;
- ◆ The promotion of positive partnerships with neighbourhoods, tenants, leaseholders, Housing Associations, businesses and voluntary organisations in the context of the Council's role as a landlord and strategic planner of social housing and in relation to neighbourhoods and local services;
- ◆ Setting a clear and realistic direction, reflected in the Council Plan (CP) and financial strategy; setting out clear corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes; ensuring that decisions of the Executive reflect corporate priorities and plans, including decisions about the allocation of resources; communicating decisions on corporate priorities to the local community;
- ◆ Matters relating to the Portfolio involving Member contacts with the Government and any Regional or National organisations;
- ◆ The promotion and pursuit of principles espoused by the Council in respect of social cohesion, and a sustainable environment, in its role as an employer, service provider and the exercise of community leadership;
- ◆ The application of national policies locally and any consequent forward planning necessary;
- ◆ Preparing the Council's Housing Strategy to the Government, together with other bids to obtain resources for housing;
- ◆ Developing the Council's Housing Revenue Account Business Plan;
- ◆ Development and implementation of the Council's Programme of Housing Investment in the City;
- ◆ Working with Homes & Communities Agency and partner Housing Associations to deliver new affordable homes in the city;
- ◆ Leading the Council's annual Rent Setting process;
- ◆ Setting and implementing all Council Housing Policies and Tenancy Conditions including the repair, renovation and improvement of the Council's housing stock, Sale of Council houses, tenant participation, estate services, housing allocations and rent collection;
- ◆ Homelessness services including the provision of temporary housing, housing advice and mediation services;
- ◆ All statutory responsibilities and policies relating to Private Sector Housing, Houses in Multiple Occupation, unfit houses, renovation grants, enforcement action, compulsory purchase and housing advice and welfare rights services;
- ◆ Assessing current and future housing need in the City and working with partners to increase the supply and choice of housing in conjunction with the Leader;
- ◆ Leading on the provision of the Neighbourhood Warden Service and development of Youth and Junior Warden Schemes and/or activities;
- ◆ Leading on estate regeneration;
- ◆ Developing the empty property strategy, funding of housing associations from local resources and the provision of grants to voluntary housing organisations in the City;
- ◆ Leading on the management of Kanes Hill Gypsy Site;

- ◆ Gypsies and Travellers Strategy (as part of the overall Housing Strategy);
- ◆ Ensuring individuals can enjoy their homes and neighbourhoods without the fear of anti-social behaviour, discrimination and prejudice;
- ◆ Leading on the Council's strategy to tackle fuel poverty;
- ◆ Leading on sustainability including (but not limited to) energy and the Council's Energy Strategy;
- ◆ The implementation and review of the citywide Low Carbon City Strategy;
- ◆ Leading on:
  - Flood risk management;
  - Climate Change;
  - Carbon Reduction Commitment;
  - Green infrastructure and biodiversity
- ◆ Strategic responsibility for financial matters in relation to the Portfolio;
- ◆ Liaison and joint working with other Cabinet Members to ensure the objectives of the Council are met and that Business and Service Plans link with commitments agreed by the Cabinet;
- ◆ Reporting to the full Council and its decision making and scrutiny functions where appropriate;
- ◆ Seeking comments on Policy development through Cabinet and Scrutiny and issuing statements and bulletins related to matters within the Portfolio.

### Delegation of Functions

The Chief Executive, Directors and Heads of Service.<sup>7</sup>

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<sup>7</sup> Reference should also be made to the Officers' Scheme of Delegation (available from the Democratic Services Manager) for any additional, supplementary or limits to the delegations set out in this Constitution. In the absence of any reference in the Officers' Scheme of Delegation, any function delegated by virtue of this part of the Constitution is delegated in full, although the delegator and delegatee may exercise that function in totality.

## **CABINET MEMBER FOR COMMUNITIES, CULTURE AND LEISURE**

The Cabinet Member shall be responsible for the following functions:

- ◆ Save as reserved to Cabinet, all Executive functions in relation to communities and “troubled” families;
- ◆ Setting a clear and realistic direction, reflected in the Council Plan (CP) and financial strategy; setting out clear corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes; ensuring that decisions of the Executive reflect corporate priorities and plans, including decisions about the allocation of resources; communicating decisions on corporate priorities to the local community;
- ◆ Matters relating to the Portfolio involving Member contacts with the Government and any Regional or National organisations;
- ◆ The promotion and pursuit of principles espoused by the Council in respect of social cohesion, and a sustainable environment, in its role as an employer, service provider and the exercise of community leadership;
- ◆ The application of national policies locally and any consequent forward planning necessary;
- ◆ Overall strategic responsibility for the development, implementation, monitoring and review of the Council’s policies and strategies and any other related matters relevant to this Portfolio;
- ◆ Leading on the Youth Offending Teams and the Youth Justice Plan
- ◆ Leading on all equalities legislation and ensuring the council completes the Equalities and Community Safety Impact Assessments as required;
- ◆ Leading on the co-ordination and development of City-wide community involvement activities including but not limited to the provision of Community Centres and other Community Facilities;
- ◆ Leading on the implementation of a co-ordinated cross-council enforcement function;
- ◆ The promotion, development, implementation, monitoring and review of social cohesion policies and projects across all service areas included the submission of appropriate external funding proposals;
- ◆ Leading on initiatives which encourage the development of social enterprises and projects to improve employability of local people;
- ◆ Taking the lead on emergency planning and all related civil defence issues;
- ◆ Ensuring appropriate consultation methods and arrangements are in place for the provision of council services;
- ◆ Leading on volunteering and advice services (including infrastructure);
- ◆ Ensuring individuals can access the Council services they require and that they are free to live without fear of anti-social behaviour, discrimination and prejudice;
- ◆ Leading on the delivery of the Anti-Social Behaviour strategy and other related initiatives;
- ◆ Leading on Community Safety, including tackling alcohol related crime, CCTV and the Domestic Violence Strategy;
- ◆ Leading on the Hate Crime and Harassment Strategy;
- ◆ Working with other Cabinet Members on the engagement and encouragement of local communities in order to improve services and to ensure that services, both within the City and across partner organisations, improve outcomes for all and are organised around community, family, children and young people’s needs;
- ◆ Leading on health and safety;
- ◆ The promotion of positive partnerships with private and voluntary organisations in the

- context of developing leisure, culture and heritage facilities in the City;
- ◆ Leading on leisure, culture and heritage functions, play and self-development, media/information society, dual use facilities and activities, events and entertainment;
  - ◆ Leading on libraries;
  - ◆ Leading on sports development and leisure venues;
  - ◆ Leading on the tourism strategy and cruise industry;
  - ◆ Leading on events management;
  - ◆ Strategic responsibility for financial matters in relation to the Portfolio;
  - ◆ Liaison and joint working with other Cabinet Members to ensure the objectives of the Council are met and that Business and Service Plans link with commitments agreed by the Cabinet;
  - ◆ Reporting to the Full Council and its decision making and scrutiny functions where appropriate;
  - ◆ Seeking comments on Policy development through Cabinet and Scrutiny and issuing statements and bulletins related to matters within the Portfolio.

### Delegation of Functions

The Chief Executive, Directors and Heads of Service.<sup>8</sup>

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<sup>8</sup> Reference should also be made to the Officers' Scheme of Delegation (available from the Democratic Services Manager) for any additional, supplementary or limits to the delegations set out in this Constitution. In the absence of any reference in the Officers' Scheme of Delegation, any function delegated by virtue of this part of the Constitution is delegated in full, although the delegator and delegatee may exercise that function in totality.



## CABINET MEMBER FOR TRANSFORMATION

The Cabinet Member shall be responsible for the following functions:

- ◆ Save as reserved to Cabinet, all Executive functions in relation to the Transformation Programme;
- ◆ Leading the Council's Transformation Programme
- ◆ Chairing the Transformation Programme Board;
- ◆ Setting a clear and realistic direction, reflected in the Council Plan (CP) and financial strategy; setting out clear corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes; ensuring that decisions of the Executive reflect corporate priorities and plans, including decisions about the allocation of resources; communicating decisions on corporate priorities to the local community;
- ◆ Matters relating to the Portfolio involving Member contacts with the Government and any Regional or National organisations;
- ◆ The promotion and pursuit of principles espoused by the Council in respect of social cohesion, and a sustainable environment, in its role as an employer, service provider and the exercise of community leadership;
- ◆ The application of national policies locally and any consequent forward planning necessary;
- ◆ Overall strategic responsibility for the development, implementation, monitoring and review of the Council's policies and strategies and any other related matters relevant to this Portfolio;
- ◆ Strategic responsibility for financial matters in relation to the Portfolio;
- ◆ Liaison and joint working with other Cabinet Members to ensure the objectives of the Council are met and that Business and Service Plans link with commitments agreed by the Cabinet;
- ◆ Reporting to the Full Council and its decision making and scrutiny functions where appropriate;
- ◆ Seeking comments on Policy development through Cabinet and Scrutiny and issuing statements and bulletins related to matters within the Portfolio.
- ◆ Strategic responsibility for financial matters in relation to the Portfolio;
- ◆ Liaison and joint working with other Cabinet Members to ensure the objectives of the Council are met and that Business and Service Plans link with commitments agreed by the Cabinet;
- ◆ Reporting to the Full Council and its decision making and scrutiny functions where appropriate;
- ◆ Seeking comments on Policy development through Cabinet and Scrutiny and issuing statements and bulletins related to matters within the Portfolio.

### Delegation of Functions

The Chief Executive, Directors and Heads of Service<sup>9</sup>.

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<sup>9</sup> Reference should also be made to the Officers' Scheme of Delegation (available from the Democratic Services Manager) for any additional, supplementary or limits to the delegations set out in this Constitution. In the absence of any reference in the Officers' Scheme of Delegation, any function delegated by virtue of this part of the Constitution is delegated in full, although the delegator and delegatee may exercise that function in totality.

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