

Report of Principal Corporate Governance Officer

Report to Leader of Council

Date: 15th May 2019

Subject: Executive Arrangements 2019-2020

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. At the Annual Meeting of Council, which is to take place on 22nd May 2019, the Leader is required to present details of
 - the names and wards of the Executive Members;
 - the names of Deputy Executive Members and Support Executive Members;
 - the extent of authority of the Executive Board;
 - the extent of any authority delegated to individual Executive Members;
 - the terms of reference and constitution of such executive committees as the Leader appoints and the names of Executive Members appointed to them;
 - the nature and extent of any delegation of executive functions to Community Committees, the Health and Wellbeing Board, any other authority or any joint arrangements and the names of those Executive Members appointed to any joint committee for the coming year; and
 - the nature and extent of any delegation to officers.
1. This report sets out details of the documents within the Constitution which incorporate the Leader's Executive Arrangements for the Leader's consideration.

Recommendations

2. The Leader is requested to approve the executive arrangements set out in the documents attached with effect from 22nd May 2019.

1. Purpose of this report

- 1.1 This report sets out the Leader's executive arrangements for the 2019/20 municipal year.

2. Background information

- 2.1 There is no relevant background information.
- 2.2 At its meeting on 15th May 2019 General Purposes Committee made a recommendation that full Council establish an Advisory Committee on Climate Change.

3. Main issues

- 3.1 The executive arrangements are set out in Part 3, Section 3 of the Council's Constitution. Each document is detailed below together with any recommendations in relation to amendments to be made.

Section 3A: Responsibility for Executive Functions

- 3.2 Sets out the name and ward details of the Leader, her deputies, and the Executive Members appointed by her.

Section 3B(a-c): Executive members Portfolios

- 3.3 Set out the details of the eight executive portfolios and details of responsibility in relation to the executive functions of Directors.
- 3.4 Also details those Members appointed by the Leader as Deputy Executive Members and Support Executive Members.

Section 3D(a-b): Community Committee Executive Delegation Scheme and Community Committee Champions

- 3.5 Set out executive delegations to Community Committees and details of the appointment, roles and responsibilities of Community Committee Champions.

Section 3C(a-d): Executive and Advisory Committees' Terms of Reference

- 3.6 Set out the Terms of Reference for Executive Committees, and the executive functions of Community Committees and Advisory Committees which are appointed by Full Council.
- 3.7 Terms of reference setting out executive functions for the Advisory Committee on Climate Change are included contingent upon full Council establishing the advisory committee in accordance with the recommendation of General Purposes Committee.

Section 3E(a-l): Officer Delegation Scheme (Executive Functions)

- 3.8 Set out the Leader's delegations to Directors in relation to Executive functions. All delegations are subject to saving that where the Leader or the relevant portfolio holder has directed or the Director considers it necessary the matter shall be referred to Executive Board for consideration. Director's functions may in turn be sub-delegated through those Directors' sub-delegation schemes to officers of suitable experience and seniority subject to the same saving provision.

Section 3F: Executive Delegations to Other Authorities

- 3.9 Sets out delegations of Executive functions made by the Executive to other authorities.

4. Corporate considerations

4.1 Consultation and engagement

- 4.1.1 All Directors have been consulted in respect of proposed amendments to their specific delegations and are content with the proposals.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 There are no implications for this report.

4.3 Council policies and best council plan

- 4.3.1 Publication of the Executive Arrangements within the Constitution is in line with the Council's Corporate Governance Code and Framework in addition to furthering the Council's value of being "open, honest and trusted."
- 4.3.2 Through the arrangements set out the Leader aims to support the Best Council Plan and the Council's ambition to be the best city in the UK.

4.4 Resources and value for money

- 4.4.1 There are no implications for this report

4.5 Legal implications, access to information, and call-in

- 4.5.1 The presentation of the Leader's executive arrangements at Council, and their inclusion in the Council's constitution satisfy the legal requirements in relation to the publication of executive arrangements.
- 4.5.2 As this report supports a decision of the Leader in relation to executive arrangements it is not eligible for Call In.

4.6 Risk management

- 4.6.1 There are no implications for this report.

5. Conclusions

- 5.1 The Leader is required to submit her executive arrangements for the 2019/20 municipal year to the Annual Council Meeting.

6. Recommendations

- 6.1 The Leader is requested to approve the executive arrangements set out in the documents attached with effect from 22nd May 2019.

7. Background documents¹

7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.