



Report of City Solicitor

Report to Full Council

Date: 15 February 2021

Subject: Executive Arrangements 2021

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has consultation been carried out?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will the decision be open 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

1. Main issues

- In anticipation of his appointment as Leader of Council Councillor James Lewis has set out his executive arrangements.
- In accordance with Rule 1.3 of the Executive and Decision Making Procedure Rules, this report provides formal notice of the Leader's Executive Arrangements for the remainder of this Municipal Year.

2. Best Council Plan implications (see the [latest version of the Best Council Plan](#))

- Details of the Executive Arrangements will be published within the Constitution 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."

3. Resource implications

- There are no implications for this report.

Recommendations

- a) Council is requested to note the Leader's executive arrangements as set out in the attached which take effect from the Leader's appointment to the role.

1. Purpose of this report

- 1.1 This report sets out the Leader's Executive arrangements for the 2020/21 year.

2. Background information

- 2.1 The Executive and Decision Making Procedure Rules require the Leader to present their Executive Arrangements to Council.

- These include the details of :

- 3.1. The names, addresses and wards of the Executive Members, Deputy Executive Members and Support Executive members;
- 3.2. The extent of authority of the Executive Board;
- 3.3. The extent of any authority delegated to individual Executive members;
- 3.4. The terms of reference, constitution and Membership of Executive Committees;
- 3.5. The nature and extent of delegations to Community Committees, the Health and Wellbeing Board, any other authority or any joint arrangements; and
- 3.6. The nature and extent of any delegation to officers.

2.2

3. Main issues

- 3.1 The executive arrangements, which will be set out in Part 3, Section 3 of the Council's Constitution, are detailed below.

Section 3A: Responsibility for Executive Functions

Sets out the name, address and ward details of the Leader, his deputy, and the Executive Members appointed by him.

Section 3B(a): Executive Member Portfolios

Sets out the content of each Executive member's portfolio by reference to the officer delegation scheme.

Section 3B(b): Executive Members Oversight of Officer Executive Delegations

Sets out the functions within each Director's executive delegations for which each Executive Member is to be responsible.

Section 3B(c): Support to Executive Members

Sets out the roles and names of Deputy Executive Members and Support Executive Members.

Section 3C: Executive Committee and Advisory Committee Terms of Reference

Sets out the terms of reference for the Committees of the Executive. Whilst Full Council appoints each Community Committee the Development Plan Panel and specifies the terms of reference in relation to Council Functions of each, the Leader approves the terms of reference for Executive Functions.

Section 3D(a): Community Committee Executive Delegation Scheme

Sets out the delegations to Community Committees.

Section 3D(b): Community Lead Members

Sets out details in relation to the appointment, roles and responsibilities of Community lead Members.

Section 3E: Officer Delegation Scheme (Executive Functions)

Sets out the Leader's delegations to Directors in relation to Executive functions. These functions may in turn be sub-delegated by those directors through their individual sub-delegation schemes to officers of suitable experience and seniority.

Section 3F: Executive Delegations to Other Authorities

Sets out details of delegations made by the Executive to other authorities.

Section 4: Joint Arrangements

Sets out details of joint arrangements entered into by the Council. The Leader is responsible for maintaining a record of those joint arrangements which relate to Executive Functions.

4. Corporate considerations

4.1 Consultation and engagement

- 4.1.1 The Leader has consulted all Members appointed as Executive, Deputy or Support Executive Members.
- 4.1.2 Directors have been advised of the Executive arrangements.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 There are no implications for this report.

4.3 Council policies and the 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."

Climate Emergency

4.3.2 There are no implications for this report.

4.4 Resources, procurement 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 will not be open to 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 his Executive Arrangements to the Council.

6. Recommendations

6.1 Council is requested to note the Leader's executive arrangements as set out in the attached which take effect from the Leader's appointment to the role.

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.