

**SECTION 3B (b): EXECUTIVE MEMBERS  
OVERVIEW OF ROLES AND RESPONSIBILITIES**

<b>POST</b>	<b>AREA OF RESPONSIBILITY</b>
Leader of Council	<p>To have political oversight for the following principal areas of Council activity:</p> <ul style="list-style-type: none"> <li>• The Council’s budget and financial services</li> <li>• Audit and risk</li> <li>• City Region</li> <li>• Local Enterprise Partnership</li> <li>• Corporate support including equality, communications, performance, partnerships, and intelligence and improvement</li> <li>• Customer Services including contact centre, one stop centres and joint service centres</li> <li>• Benefits</li> <li>• Civil defence and emergency planning</li> </ul> <p>Cross-Cutting Champion Role: For equality and diversity and reducing inequalities in the city</p> <p>To chair the Leeds Initiative Board and represent the Council on key inter-sector and inter-authority partnerships.</p>

## Executive Functions

<b>POST</b>	<b>AREA OF RESPONSIBILITY</b>
Deputy Leader and Executive Member for Children's Services <sup>1</sup>	<p>To have political responsibility for the leadership, strategy and effectiveness of children's services, working with local partners to meet the needs and improve the outcomes of all children and young people: Specifically this incorporates:</p> <ul style="list-style-type: none"><li>- Strategically leading the local partnership of children's services providers.</li><li>- Effective arrangements for safeguarding</li><li>- Specific support for vulnerable children and young people, including the corporate parenting role.</li><li>- Ensuring fair access to services</li><li>- Promoting educational excellence.</li></ul> <p>To have overall political oversight within the Council for the following principal areas of activity:</p> <ul style="list-style-type: none"><li>• Learning and universal services (includes early years, schools and youth services)</li><li>• Safeguarding specialist and target services</li><li>• Commissioning and partnership support</li><li>• Youth Offending services</li></ul> <p>Cross-Cutting Champion Role: the delivery of the child friendly city initiative</p> <p>Representing the Council on key inter-sector and inter-authority partnerships.</p>

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<sup>1</sup> The Executive Member for Children's Services is the Lead Member for Children's Services appointed in accordance with the Section 19 of the Children Act 2004 and must therefore have responsibility for the functions conferred on or exercisable by the authority specified in S18(1)(a) and (b) of the Children Act 2004 and such other functions as the authority consider appropriate.

<b>POST</b>	<b>AREA OF RESPONSIBILITY</b>
<p>Deputy Leader and Executive Member for Neighbourhoods, Planning and Support Services</p>	<p>To have political oversight for the following principal areas of Council activity:</p> <ul style="list-style-type: none"> <li>• Planning</li> <li>• Building control services</li> <li>• Social housing e.g. strategic landlord and ALMOs</li> <li>• Housing options</li> <li>• Community safety</li> <li>• Locality working and area management</li> <li>• Democratic services including member support, committee/scrutiny support, corporate governance and the Lord Mayor’s office</li> <li>• Support services including ICT, HR and procurement</li> <li>• Legal services</li> <li>• Licensing</li> <li>• Traded and other services comprising catering and cleaning, property maintenance, fleet services, passenger transport services and school crossing patrols</li> </ul> <p>Cross-Cutting Champion Role: Delivery of the council’s locality working aspirations</p> <p>To represent the Council on key inter-sector and inter-authority partnerships.</p>
<p>Executive Member for Leisure and Skills</p>	<p>To have political oversight for the following principal areas of Council activity:</p> <ul style="list-style-type: none"> <li>• Libraries and record repositories</li> <li>• Museums and art galleries</li> <li>• Public entertainments, halls and venues</li> <li>• The arts and events</li> <li>• Sports facilities</li> <li>• Jobs and Skills</li> <li>• Apprenticeships</li> </ul> <p>Cross-Cutting Champion Role: Getting young people into work</p> <p>To represent the Council on key inter-sector and inter-authority partnerships.</p>

*Executive Functions*

<b>POST</b>	<b>AREA OF RESPONSIBILITY</b>
Executive Member for Development and the Economy	<p>To have political oversight for the following principal areas of Council activity:</p> <ul style="list-style-type: none"> <li>• The provision of strategic property and asset management services inc. corporate landlord</li> <li>• Economic development and economic policy</li> <li>• Transport policy and transportation</li> <li>• Highway authority and road traffic authority services including highway design services</li> <li>• Car parking policy</li> <li>• Land drainage activities</li> <li>• The provision of architectural design related services</li> <li>• Housing investment</li> <li>• Area Based Regeneration</li> </ul> <p>Cross-Cutting Champion Role: Delivery of the Growth Strategy – “Getting Leeds Working”</p> <p>To represent the Council on key inter-sector and inter-authority partnerships.</p>
Executive Member for the Environment	<p>To have political oversight for the following principal areas of Council activity:</p> <ul style="list-style-type: none"> <li>• Parks and countryside management</li> <li>• Cemeteries, crematoria, burial grounds and mortuaries</li> <li>• Street cleaning and grounds maintenance</li> <li>• Refuse collection</li> <li>• Waste strategy and waste management</li> <li>• Enforcement – parking and environmental</li> <li>• Sustainability, environmental policy, low carbon and climate change</li> <li>• Environmental protection e.g. pest control, air pollution, food safety, health surveillance, health improvement, fuel savers team</li> </ul> <p>Cross-Cutting Champion Role: Delivering the city’s low carbon agenda</p> <p>To represent the Council on key inter-sector and inter-authority partnerships.</p>

<b>POST</b>	<b>AREA OF RESPONSIBILITY</b>
<p>Executive Member Adult Social Care</p>	<p>To have political oversight for the following principal areas of Council activity:</p> <ul style="list-style-type: none"> <li>• Adult social care services</li> <li>• Meeting Social Care needs in the city ensuring personalised solutions.</li> <li>• Ensuring the quality and availability of social care Market capacity</li> <li>• Provision of elements of social care services</li> <li>• Adult safeguarding</li> </ul> <p>Cross-Cutting Champion Role: Putting people at the heart of everything that we do</p> <p>To represent the Council on key inter-sector and inter-authority partnerships.</p>
<p>Executive Member for Health and Well Being</p>	<p>To have political oversight for the following principal areas of Council activity:</p> <ul style="list-style-type: none"> <li>• Health services across the city</li> <li>• Public health functions</li> <li>• Health and well being board</li> <li>• Health services as they relate to adults</li> <li>• Health services as they relate to children</li> </ul> <p>Cross-Cutting Champion Role: Delivery of a healthy city for everyone who lives, visits or works here.</p> <p>To represent the Council on key inter-sector and inter-authority partnerships.</p>