



## SHEFFIELD CITY COUNCIL Report to Council

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**Report of:** Deputy Chief Executive

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**Date:** 18<sup>th</sup> May 2011

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**Subject:** Notification of Cabinet, Shadow Cabinet and Cabinet Adviser Appointments, and the Leader's Scheme of Delegations for the Discharge of Executive Functions

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**Author of Report:** Paul Robinson – Head of Democratic Services (Council and Members)

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**Summary:**

This report outlines the constitutional requirements for the appointment of a Leader of the Council and notification of arrangements for the discharge of Executive functions.

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**Recommendations:**

That the Council:-

- (1) Receives and notes the Leader's notification of:-
    - (i) appointment of a Deputy Leader and Cabinet Members including their portfolio areas of responsibility;
    - (ii) appointment of advisers to the Cabinet;
    - (iii) appointment of Cabinet Members to serve on the Cabinet Highways Committee including substitutes;
    - (iv) the scheme of delegation for the discharge of Executive functions (all to be circulated in a schedule presented at the meeting).
  - (2) Receives and notes the main opposition group's notification of the Leader of the Opposition and the appointment of Shadow Cabinet Members (to be circulated in a schedule presented at the meeting).
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**Background Papers:**

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**Category of Report:** OPEN

## Statutory and Council Policy Checklist

<b>Financial implications</b>
NO Cleared by Chris Nicholson
<b>Legal implications</b>
YES Cleared by Lynne Bird
<b>Equality of Opportunity implications</b>
NO
<b>Tackling Health Inequalities implications</b>
NO
<b>Human rights implications</b>
NO
<b>Environmental and Sustainability implications</b>
NO
<b>Economic impact</b>
NO
<b>Community safety implications</b>
NO
<b>Human resources implications</b>
NO
<b>Property implications</b>
NO
<b>Area(s) affected</b>
ALL
<b>Relevant Scrutiny Board if decision called in</b>
N/A
<b>Is the item a matter which is reserved for approval by the City Council?</b>
YES
<b>Press release</b>
NO

# **Notification of Cabinet, Shadow Cabinet and Cabinet Adviser Appointments, and the Leader's Scheme of Delegations for the Discharge of Executive Functions**

## **1. INTRODUCTION**

This report outlines the constitutional requirements for the appointment of a Leader of the Council and notification of arrangements for the discharge of Executive functions.

## **2. THE ESTABLISHMENT OF THE EXECUTIVE**

2.1 Under the Constitution the Council is required to appoint a Leader to hold office until the first annual meeting after the Leader's normal day of retirement as a Councillor. The Executive (Cabinet) shall consist of up to 10 members, including the Leader. The Constitution provides for the Leader to present to the Council annual meeting the names of Members he or she has appointed to be members of the Executive, including the Deputy Leader, and in addition a scheme of delegation for the discharge of Executive functions. The functions of the Executive, including portfolio holder areas of responsibility, are set out in the current Leader's Scheme of Delegation, but are subject to change at the discretion of the Leader.

2.2 The Leader may also establish sub-groups consisting of Executive members which can also take decisions. There is currently one established sub-group, the Cabinet Highways Committee comprising 4 of the Cabinet members, with the remaining 6 acting as substitutes and having the following terms of reference:

"The exercise of executive functions in relation to the application of the Highways Act 1980 and the Road Traffic Regulation Act 1984, including in particular the approval of Traffic Regulation Orders, designated traffic management matters, controlled parking zones and other orders in respect of parking and major transport scheme designs."

The Leader may establish further sub-groups and delegate functions to them, reporting this to Council at the earliest opportunity.

2.3 The Leader has previously agreed to delegate some Executive functions to Area Committees (Community Assemblies) to be exercised within their Ward areas. These functions are described in Schedule 5 of the Leader's Scheme of Delegation.

2.4 There are no proposals to amend the current and published arrangements in respect of Executive functions adopted by the Council on 7 April 2010, with regard to the Stronger Leader and Cabinet governance arrangements.

2.5 Details of the Leader's notification of appointments of a Deputy Leader; the

Cabinet Members (including their portfolio areas of responsibility); advisors to the Cabinet; Cabinet Members to serve on the Cabinet Highways Committee (including substitutes); and the scheme of delegation for the discharge of Executive functions, will be circulated in a schedule presented at the meeting.

- 2.6 Details of the main opposition group's notification of the Leader of the Opposition and the appointment of Shadow Cabinet Members, will also be circulated in a schedule presented at the meeting.

### **3. FINANCIAL IMPLICATIONS**

There are no financial implications arising from this report.

### **4. LEGAL IMPLICATIONS**

The legal implications are set out in the body of this report.

### **5. RECOMMENDATIONS**

- 5.1 That the Council receives and notes the Leader's notification of:-
- 5.1.1 appointment of a Deputy Leader and Cabinet Members including their portfolio areas of responsibility;
  - 5.1.2 appointment of advisers to the Cabinet;
  - 5.1.3 appointment of Cabinet Members to serve on the Cabinet Highways Committee including substitutes;
  - 5.1.4 the scheme of delegation for the discharge of Executive functions (all to be circulated in a schedule presented at the meeting).
- 5.2 That the Council receives and notes the main opposition group's notification of the Leader of the Opposition and the appointment of Shadow Cabinet Members (to be circulated in a schedule presented at the meeting).

Lee Adams  
Deputy Chief Executive