



# SHEFFIELD CITY COUNCIL

## Report to Council

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**Report of:** Chief Executive

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**Date:** 15<sup>th</sup> May 2019

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**Subject:** Notification of Cabinet, Cabinet Adviser and Shadow Cabinet Appointments for the Municipal Year 2019-20, and the Leader's Scheme of Delegation for the Discharge of Executive Functions

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**Author of Report:** Jason Dietsch, Head of Democratic & Member Services  
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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, notes and approves where relevant, the Leader's notification of:-
    - (i) appointment of a Deputy Leader and Cabinet Members, including their portfolio areas of responsibility;
    - (ii) appointment of advisors to the Cabinet;
    - (iii) appointment of Cabinet Members to serve on the Cabinet Highways Committee, including substitutes; and
    - (iv) the scheme of delegation for the discharge of Executive functions(all to be circulated in a schedule presented at the meeting).
  
  - (2) Notes the main opposition group's notification of the Leader of the Opposition and approves the appointment of Shadow Cabinet Members (to be circulated in a schedule presented at the meeting).
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**Background Papers:** Constitution of Sheffield City Council

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**Category of Report:** OPEN

## Statutory and Council Policy Checklist

<b>Financial implications</b>
YES – Cleared by Paul Schofield
<b>Legal implications</b>
YES – Cleared by Nadine Wynter
<b>Equality of Opportunity implications</b>
NO – Cleared by Diane Owens
<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>
None
<b>Relevant Scrutiny Committee 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, Cabinet Adviser and Shadow Cabinet Appointments for the Municipal Year 2019-20, and the Leader's Scheme of Delegation for the Discharge of Executive Functions**

## **1. INTRODUCTION**

- 1.1 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, as set out in Chapter 2 of the Local Government Act 2000.

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

- 2.1 Under the Constitution, the Council at its Annual Meeting is required to appoint a Leader to hold office until the next Annual Meeting (and it will do this under a separate item of business on the agenda for the Annual Meeting). The Executive (Cabinet) shall consist of up to 10 Members, including the Leader (Section 9C(5) of the Local Government Act 2000). The Constitution provides for the Leader to present to the Council's Annual Meeting the names and Wards of the 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 Cabinet Members acting as substitutes. The functions delegated to the Committee are described in Schedule 4 of the Leader's Scheme of Delegation and are to:-

"Exercise all the Council's executive functions arising from the Council's roles as the Highways Authority and Road Traffic Authority, including transport and parking matters, where these relate to:-

1. the Capital Programme;
2. policy statements;
3. matters that have drawn objections from members of the public; and
4. schemes with a value in excess of £250,000."

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

- 2.3 The Council does not propose to amend the current and published arrangements in respect of Executive functions adopted by the Council on 7<sup>th</sup> April 2010, with regard to the Strong Leader and Cabinet governance arrangements.
- 2.4 Details of the Leader's notification of appointments of a Deputy Leader; the Cabinet Members (including their portfolio areas of responsibility); advisers

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 Council's Annual Meeting.

- 2.5 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**

- 3.1 All the posts of Cabinet Member and Cabinet Adviser attract Special Responsibility Allowances (SRAs) under the Council's Members' Allowances Scheme. Therefore, the appointments to be made by the Leader of the Council at the Council's annual meeting will have financial implications. SRAs at Band C level (£5,536.30 per annum) are also available for Opposition Group Office Holders, with the number of posts attracting an allowance being determined by the size of the opposition group – a group with more than 40% membership of the Council is entitled to three SRAs, two Band C SRAs with more than 30% membership, and one Band C SRA with more than 20% membership.
- 3.2 In the Municipal Year 2018/19, in addition to the Deputy Leader, there were a further 8 Cabinet Members, plus 10 Cabinet Advisers, in receipt of an SRA. The Leader also receives an SRA, as does the Leader of the main opposition group (while ever the Group has more than 20% membership of the Council). One post of Opposition Group Office Holder (a Shadow Cabinet Member) also received an SRA.
- 3.3 The Members' Allowances Scheme for 2019/20 approved by the Council at its meeting on 6<sup>th</sup> March 2019, made no changes to either the roles for which Special Responsibility Allowances are paid, or the amounts of those Allowances (other than the annual index-linked adjustment). However, changes to the numbers of appointments made to the various roles will have financial implications, which will have to be managed within the overall finances of the Council.
- 3.4 As regards payment of SRAs to Opposition Group Office Holders, following the Municipal Elections held on 2<sup>nd</sup> May 2019, the political composition of the Council is now 49 : 26 : 8 : 1 (Labour : Lib Dem : Green : Other, respectively). This means that the number of Shadow Cabinet Member posts that will attract an allowance in 2019/20 will be two, an increase of one from 2018/19, on the basis that the main opposition group now has 30.95% (i.e. more than 30% but less than 40%) of the membership of the Council. This membership size also entitles the Leader of the main opposition group to retain his/her SRA. The additional Opposition Group Office Holder allowance represents an additional cost of £5,536.30 for the Members' Allowances budget.
- 3.5 The financial implications of all the appointments of Members to positions of Special Responsibility in the Municipal Year 2019/20, will be outlined at the Council's Annual Meeting.

#### **4. LEGAL IMPLICATIONS**

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

#### **5. EQUALITY OF OPPORTUNITY IMPLICATIONS**

5.1 There are no equalities implications.

#### **6. RECOMMENDATIONS**

6.1 That the Council receives, notes and approves where relevant, the Leader's notification of:-

6.1.1 appointment of a Deputy Leader and Cabinet Members, including their portfolio areas of responsibility;

6.1.2 appointment of advisers to the Cabinet;

6.1.3 appointment of Cabinet Members to serve on the Cabinet Highways Committee, including substitutes; and

6.1.4 the scheme of delegation for the discharge of Executive functions;

(all the above to be circulated in a schedule presented at the meeting).

6.2 That the Council notes the main opposition group's notification of the Leader of the Opposition and approves the appointment of Shadow Cabinet Members (to be circulated in a schedule presented at the meeting).

John Mothersole  
Chief Executive

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