

FAREHAM

BOROUGH COUNCIL

AGENDA

EXECUTIVE LEADER DELEGATED DECISION

Date: Tuesday, 28 January 2014

Time: 5:30 pm

Venue: Executive Meeting Area - Civic Offices

Members:
Councillors S D T Woodward



1. Report Published

Non-Key Decision(s)

- (1) **Amendments to Areas of Executive Responsibility and Delegation of Decisions** (Pages 1 - 10)

P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk

20 January 2014

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FAREHAM

BOROUGH COUNCIL

Report to the Executive Leader

Portfolio:	Executive Leader
Subject:	Amendments to Areas of Executive Portfolio Responsibility and Delegations of Decisions to Executive Leader
Report of:	Chief Executive
Strategy/Policy:	Constitution
Corporate Objective:	

Purpose:

To consider revisions to the areas of executive responsibility for 2013-14 and to the scheme of delegations of decisions to Executive Members.

Executive summary:

The Council's Standing Orders with respect to Meetings allows the Executive Leader to determine the areas of executive responsibility and to discharge Executive functions in accordance with S9E Local Government Act 2000 (SO 31 & 32).

The portfolios for 2013-14 were reviewed and determined on 9 May 2013 but some modifications are now necessary to achieve an improved working arrangement.

The Executive Leader therefore gives notice that he intends to implement the following revisions from 1 February 2014:

- (a) the amendment of the name of the portfolio for Strategic Planning and Environment to Planning and Development;
- (b) the areas of responsibility for the functions of Equalities, ICT, Personnel and Performance Management including Systems Thinking be moved from the Policy and Resources portfolio to the Public Protection portfolio, as set out in Appendix A;
- (c) the scheme of delegations to Executive Members be amended to:
 - i. move the minor amendments to the housing allocations scheme and the approval of proposals under the Homelessness Action Fund from the Executive Member for Leisure and Community to the Executive Member for Health and Housing; and
 - ii. move the Community Fund Applications from the Executive Leader to the Executive Member for Leisure and Community,as set out in Appendix B to this report.

Recommendation:

That the Executive Leader approves the amendments to Executive portfolios and Delegations of Decisions to Executive Members, as set out in Appendices A and B to this decision notice.

Reason:

To secure the effective administration of Council business.

Cost of Proposals:

There is no cost to this proposal.

Risk Assessment:

There are no risk considerations in relation to this report.

EXECUTIVE PORTFOLIOS

Policy and Resources	
• Financial Strategy	• Corporate Vision and Priorities
• Capital and Revenue Budgets	• Public Consultation
• Council Tax	• Community Action Teams
• National Non Domestic Rates (NNDR)	• Economic Development
• Procurement	• Town Centre Management
• Asset Management	• Local Land Charges
• Debt Recovery	• Public Relations
• Benefits	

Planning and Development	
• Planning Strategy	• Flooding and Coastal Management
• Local Plan	• Environmental Improvement Schemes
• Welborne	• Biodiversity
• Development design (including highways)	• Tree Management
• Transportation Liaison	• Tree Preservation Orders
• Parking Strategy	• Built Conservation
• Sustainability	• Street naming and numbering
• Building Control Partnership	

Leisure and Community	
• Leisure Strategy	• Parks and Play Areas
• Leisure Centre	• Fareham in Bloom
• Ferneham Hall	• Sports Pavilions, pitches, greens and courts
• Museum	• Sports Development
• Tourist Information	• Community Development
• Community Centres	• Youth Strategy/Youth Council
• Countryside rangers	• Children and Young People
• Community Grants	

Housing and Health	
• Housing Strategy	• Housing Allocations
• Homelessness	• Council Housing
• Housing Options	• Tenancy Management
• Housing Advice	• Housing grants and home improvements
• Health	

Public Protection	
• Environmental Health	• Community Safety
• Air Quality and Pollution	• Enforcement - (litter, fly tipping, graffiti, abandoned vehicles, unauthorised encampments)
• Contaminated Land	• Car Parks and Parking Enforcement
• Dog Control	• Traffic Management (e.g. Traffic Regulation Orders)
• Pest Control	• Emergency Planning
• Health and Safety	• ICT
• Equalities	• Performance Management (including Systems Thinking)
• Personnel	

Streetscene	
• Waste Collection (domestic and trade)	• Vehicle Fleet
• Recycling	• Street nameplates
• Green Waste	• Lamp columns and benches
• Grounds Maintenance	• Cemeteries
• Open Spaces	• Public Conveniences
• Street Cleaning	• Bus shelters

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BOROUGH COUNCIL

SCHEME OF DELEGATION TO INDIVIDUAL MEMBERS OF THE EXECUTIVE



DELEGATION OF DECISIONS TO EXECUTIVE MEMBERS

DECISION	LIMITS	REASON	DELEGATED TO
Minor amendments to the housing allocations scheme.	None	Enables a fast response to housing clients in need.	Executive Member for Health and Housing
Award of Historic Building Grants.	Maximum limit of £2,500 per Grant	Grant applicants have to follow strict criteria and applicants are assessed by officers prior to decision.	Executive Member for Planning & Development
Publication of consultation drafts.	The Executive will still be required to approve the final draft	Speeds up the process and reduces paperwork for the Executive.	All Executive Members
Attendance of members at conferences or seminars.	Maximum limit of £1,000 per conference.	Reduction in paperwork for the Executive and allows flexibility to respond to invitations.	Executive Leader
Tender acceptance.*	Maximum limited of £150,000 and relevant to the portfolio of the decision maker.	A faster and more responsive procurement process.	All Executive Members
Traffic Regulation Orders.	When ward members and County member are in agreement with the proposal.	To speed up the process and reduce paperwork for the Executive.	Executive Member for Public Protection
Spending on Emergency Repairs.	Maximum limit of £10,000, in agreement with the Director of Finance and Resources	Allows a fast response to emergencies.	Executive Leader

Criminal Damage & Vandalism (Community Safety Initiative)	Up to £5,000 on individual initiatives for the prevention and detection of crime and tackling criminal damage and disorder	So that the Executive retains decision making in respect of the allocation of funding from the budget specifically set up for initiatives relating to crime and disorder.	Executive Member for Public Protection
Approval of proposals under the Homelessness Action Fund	None	Enables a fast response to housing clients in need	Executive Member for Health and Housing
Community Fund Application	Up to £5,000 per individual application	To enable a fast response to applications for funding for small-value cleansing initiatives, small value neighbourhood initiatives, funding applications of small value and applications for funding of biodiversity projects	Executive Member for Leisure and Community

Approved by Executive 21/06/04; amended : 11/06/07; 16/07/07; 28/07/08, 18/07/10,

Approved by Council 26/07/12

Approved by the Executive Leader 28/01/14

