

**AGENDA**  
**EXECUTIVE LEADER (DELEGATED DECISION)**

**Date:** Thursday, 11 May 2017

**Time:** 9.30 am

**Venue:** Executive Meeting Area - Civic Offices

**Members:**

Councillor S D T Woodward



**1. Report Published**

**Non-Key Decision(s)**

- (1) Amendments to Areas of Executive Portfolio Responsibility and Delegations of Decisions to Executive Leader (Pages 3 - 12)**



P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
03 May 2017

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# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive Leader

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

**Purpose:**

To consider revisions to the areas of executive responsibility for 2017-18 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 Executive Leader therefore gives notice that he intends to implement the following revisions from 11 May 2017:

- a) the responsibility for the function of Health to be moved from the Health and Housing portfolio to the Public Protection portfolio;
- b) the Public Protection portfolio to be renamed as the Health and Public Protection portfolio;
- c) the Health and Housing portfolio to be renamed as the Housing portfolio;
- d) The areas of responsibility for the functions of Council Tax, Asset Management, Tenancy Management and Cemeteries to be renamed as set out in Appendix A to this report.;
- e) the areas of responsibility for the functions within portfolios to be added/removed as follows:
  - i. Town Centre Management to be removed from the Policy and Resources portfolio;

- ii. Youth Strategy/Youth Council to be removed from the Leisure and Community portfolio;
  - iii. Traffic Management (e.g Traffic Regulation Orders) to be removed from the Health and Public Protection portfolio;
  - iv. Daedalus Vision to be added to the Policy and Resources portfolio;
  - v. Town Centre Events to be added to the Leisure and Community Portfolio; and
  - vi. Housing Benefits and Housing Maintenance to be added to the Housing Portfolio.
- f) The Scheme of Delegations to Executive Members as attached as Appendix B to be amended to:
- i. reflect the amended names of the Housing Portfolio and the Health and Public Protection Portfolios;
  - ii. remove Traffic Regulation Orders from the scheme of delegations.

**Recommendation:**

That the Executive Leader approves:

- (a) the amendments to the Executive portfolios as set out in Appendix A to this report; and
- (b) the amendments to the Scheme of Delegations to Individual Members as set out in Appendix B to this report.

**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

<b>Policy and Resources</b>	
• Financial Strategy	• Corporate Vision and Priorities
• Capital and Revenue Budgets	• Public Consultation
• Council Tax & Benefits	• Community Action Teams
• National Non Domestic Rates (NNDR)	• Economic Development
• Procurement	• Daedalus Vision
• Asset Management and Commercial Acquisitions	• Local Land Charges
• Debt Recovery	• Public Relations
• Benefits	

<b>Planning and Development</b>	
• 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	• CIL

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

<b>Housing</b>	
• Housing Strategy	• Housing Allocations
• Homelessness	• Council Housing
• Housing Options	• Tenancy and Leaseholder Management
• Housing Advice	• Housing grants and home improvements
• Housing Benefits	• Housing Maintenance

<b>Health and Public Protection</b>	
• 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	• Emergency Planning
• Pest Control	• ICT
• Health and Safety	• Performance Management (including Systems Thinking)
• Equalities	• Public Health
• Personnel	

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





# FAREHAM

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 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
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 Health and Public Protection
Approval of proposals under the Homelessness Action Fund	None	Enables a fast response to housing clients in need	Executive Member for 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*

