



SHEFFIELD CITY COUNCIL Report to Council

Report of: Chief Executive

Date: 15th May 2013

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

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

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.

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

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial implications
YES – Cleared by Paul Jeffries
Legal implications
YES – Cleared by Lynne Bird
Equality of Opportunity implications
NO
Tackling Health Inequalities implications
NO
Human Rights implications
NO
Environmental and Sustainability implications
NO
Economic impact
NO
Community Safety implications
NO
Human Resources implications
NO
Property implications
NO
Area(s) affected
None
Relevant Scrutiny Committee if decision called in
N/A
Is the item a matter which is reserved for approval by the City Council?
Yes
Press release
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

- 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.

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. The Executive (Cabinet) shall consist of up to 10 members, including the Leader. 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 the 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 Leader has previously delegated some Executive functions to Area Committees (i.e. Community Assemblies) to be exercised within their Ward areas. However, the delegation of those functions has recently been removed from the Leader's Scheme of Delegation in view of the Council's intention to abolish its Community Assemblies as formal decision-making bodies in 2013/14.

- 2.4 The Council does not propose to amend the current and published arrangements in respect of Executive functions adopted by the Council on 7th April 2010, with regard to the Strong 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); 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 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

- 3.1 There are no direct financial implications arising from this report. However, the posts of Cabinet Member, Cabinet Adviser and Shadow Cabinet Member attract Special Responsibility Allowances (SRAs) under the Council's Members' Allowances Scheme. Therefore, the appointments to be made by the Leader of the Council and the Leader of the main opposition group will have financial implications.
- 3.2 It should also be noted that the Members' Allowances Scheme is under review and a new Scheme will be approved at the Annual Meeting of the Council. Should any changes be made in respect of these particular SRAs, then this too would impact on the financial implications of the two Leaders' appointments.
- 3.3 The 2013/14 Revenue Budget approved by the Council on 1st March, 2013 includes a target saving of £100K on spending on Members' budgets.
- 3.4 The financial implications of the Members' Allowances Scheme to be approved at the Annual Meeting of the Council and of the appointments of Members to positions of Special Responsibility in the Municipal Year 2013/14, will be outlined at the meeting.

4. LEGAL IMPLICATIONS

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

5. RECOMMENDATIONS

- 5.1 That the Council receives, notes and approves where relevant, 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; and
 - 5.1.4 the scheme of delegation for the discharge of Executive functions;
- (all the above to be circulated in a schedule presented at the meeting).
- 5.2 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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