

<p>Council Meeting 15 December 2009</p>
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**FURTHER SUPPLEMENTAL REPORT OF THE ACTING DEMOCRATIC SERVICES
 MANAGER**
AGENDA ITEM 5.3

5.3.2 APPOINTMENTS TO CABINET

The Leader of the Council has given notice of her proposal for the following Members to be appointed to the Cabinet and that they will have the portfolio responsibilities set alongside their names below.

1. Leader & Resources	Lynne Hillan
2. Deputy Leader & Children’s Services	Andrew Harper
3. Planning & Environmental Protection	Melvin Cohen
4. Housing and Regeneration	Richard Cornelius
5. Adults	Sachin Rajput
5. Public Health	Helena Hart
6. Policy & Performance	Daniel Webb
7. Investment in Learning	Robert Rams
8. Environment & Transport	Daniel Thomas
9. Community Engagement & Community Safety	Matthew Offord

RECOMMEND – That Council approve the membership of the Cabinet.

**5.3.3 LEADER’S SCHEME OF DELEGATION
 RESPONSIBILITY FOR EXECUTIVE FUNCTIONS**

5.3.3.1 All the local authority functions that are not mentioned in the first two tables, or reserved to Council in Article 4, are executive functions. These are the responsibility of

- Individual members of the Executive (the Leader and members of the Cabinet)
- Cabinet Committees

The Leader of the Council has given notice of her Scheme of Delegation the details of which are as follows:-

5.3.3.2 Cabinet Members

- i. Set out below is a table in the first column of which are listed the names, addresses and wards of Cabinet Members.

- ii. The second column sets out each Cabinet member's functions and the third column summarises what has been delegated.

Executive Member and Portfolio	Responsibilities	Delegation
<p>Cllr. Lynne Hillan 20 Ashurst Road North Finchley London, N12 9AX Brunswick Park Ward LEADER OF THE COUNCIL RESOURCES</p>	<p>The Leadership of the Council. Specific individual responsibilities:</p> <ul style="list-style-type: none"> Human resources Equalities and diversity <p>Responsibility for the Oversight of the Council's duties as an employer under Health and Safety related legislation.</p> <p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p> <p>To lead on budget and policy formulation and implementation in relation to:</p> <ul style="list-style-type: none"> resources (including billing, collection and recovery of local taxation) financial forward planning and budgeting risk management asset management major corporate contracts communications and marketing <p>The monitoring of the Council's budget and to instigate such interventions as necessary to ensure spending is kept within limits determined by council.</p> <p>The administration of Housing Benefits</p> <p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>The Leader may discharge any function of the Executive.</p>

<p>Cllr. Andrew Harper 15 Hampstead Gardens London NW11 7EU Garden Suburb Ward DEPUTY LEADER OF THE COUNCIL CHILDREN'S SERVICES</p>	<p>To lead on budget and policy formulation and implementation in relation to the Children Act 2004 and the Education and Inspection Act 2007. To enhance the Council's corporate parenting role and to champion the causes of all children in the London Borough of Barnet, optimising opportunities to reduce and remove disadvantage. Includes Children's Social Services and the Youth Offending Team and the advantages offered by working with other agencies to secure a seamless approach to all aspects of children's services. To drive forward the Youth Justice Plan and ensure its approval annually by full Council.</p> <p>To lead on budget and policy formulation and implementation in relation to education and schools. In particular, raising and enhancing standards, ongoing education and services to schools, Early Years Provision and the Youth Service. Positively to encourage integration of all schools within the London Borough of Barnet into the community to achieve the best possible opportunities for education and learning. To work with children service provider partners to improve lifelong learning outcomes.</p> <p>All schools matters (Community, Voluntary and Foundation) associated with the teaching and development of children and young persons and the optimising of opportunities to further the same (including pre-school preparation).</p> <p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>The general powers delegated to Cabinet Members are set out below. Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution. The Deputy Leader may discharge any function of the Leader during periods for which the Leader has given formal notification that she will be unable to be contacted or in circumstances where the Leader cannot be contacted due to illness or other indisposition, or in cases of utmost urgency where the Leader cannot be contacted by any means.</p>
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<p>Cllr. Matthew Offord 6 Cousins Court Alwyn Gardens NW4 4XW Hendon Ward COMMUNITY ENGAGEMENT AND COMMUNITY SAFETY</p>	<p>To lead on budget and policy formulation and implementation in relation to community engagement and community safety. In particular, to build upon the Council's leadership role in improving community safety, embracing diversity and inclusiveness, removing inequality and ensuring that each person and group in the community has opportunities for involvement. To work with the many different ethnic and religious groups to maintain community cohesion. All matters relating to Community Safety, CCTV, liaison with Barnet Police and anti-social behaviour, including Domestic Violence and combating graffiti, fly-tipping and fighting crime including policy development on combating fly-tipping and graffiti. Additionally to deal with community safety in its widest sense by being responsible for Environmental Health and trading standards and licensing, as falls within the remit of the Executive. Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>The general powers delegated to Cabinet Members are set out below. Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>
<p>Cllr. Robert Rams 6 Delroy Court Franklin Close London N20 9QT East Barnet Ward INVESTMENT IN LEARNING</p>	<p>To lead on budget and policy formulation and implementation in relation to investment in educational infrastructure in schools and libraries, in particular the Primary Schools Capital Investment Programme. To lead on budget and policy formulation and implementation in relation to all operational aspects of the library service. Also to be involved in and promote discussions in</p>	<p>The general powers delegated to Cabinet Members are set out below. Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution</p>

	relation to any matters within the portfolio.	
<p>Cllr Daniel Thomas 61 Lyttelton Court Lyttelton Road Hampstead Garden Suburb N2 0ED Finchley Church End Ward ENVIRONMENT AND TRANSPORT</p>	<p>To lead on budget and policy formulation and implementation in relation to the environment and transport. In particular, promoting the reputation of the London Borough of Barnet as a clean and green borough, with a transport infrastructure designed to meet the needs of today and the challenges of the future. This to include the development of a waste minimisation strategy. All matters relating to the development and management of the environment, including:</p> <ul style="list-style-type: none"> the street scene including pavements and all classes of roads; parking provision refuse and recycling graffiti removal waterways parks and open spaces trees (includes public highways, council housing estates and in parks) allotments transport and transport initiatives contract management <p>Operational responsibility for service delivery on combating fly-tipping and graffiti.</p>	<p>The general powers delegated to Cabinet Members are set out below. Certain functions are delegated to Area Sub-Committees as set out in paragraph 3.10 below. Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>

	<p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p> <p>All Matters relating to the provision of services under the Leisure Contract</p>	
<p>Cllr Daniel Webb Flat 7, Milligan Lodge 66A Hendon Lane London, N3 1JT Underhill Ward POLICY AND PERFORMANCE</p>	<p>To lead on budget and policy formulation and implementation in relation to:</p> <ul style="list-style-type: none"> Policy and Performance (including Partnerships) CAA and Best Value Corporate Governance Customer Service <p>In particular, the effectiveness and value in performance of council services, the development of partnerships to further the Council's Corporate Plan and the Sustainable Community Strategy, and an effective consultation structure.</p> <p>To secure the most beneficial terms for services and goods provided to the council. All aspects of performance and delivery of council services, and to instigate such interventions as required, including consultation with the Leader, as necessary, to secure best value.</p> <p>The distribution of all grants, except those relating to the adaptation of properties in the private sector, after consultation with appropriate portfolio holders.</p> <p>Also to be involved in and</p>	<p>The general powers delegated to Cabinet Members are set out below. Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p> <p>In addition this Cabinet Member may approve grants to voluntary organisations, up to £20,000 per annum.</p>

	<p>promote discussions in relation to any matters within the portfolio.</p>	
<p>Cllr Richard Cornelius 7 Rowben Close Totteridge London N20 8QR Totteridge Ward HOUSING AND REGENERATION</p>	<p>To lead on budget and policy formulation and implementation in relation to housing (including housing and council tax benefit). In particular working with Barnet Homes, housing associations and other providers to secure the optimum provision and associated environmental, neighbourhood development and social facilities for all those members of the community not living in private accommodation, or for those who require public sector housing.</p> <p>Also to promote the better integration of privately rented properties into the boroughs framework, including the distribution of grants as necessary, for the adaptation of private properties, to further care in the community. All matters related to public sector housing excluding the administration of Housing Benefits.</p> <p>To lead on budget and policy formulation and implementation in relation to regeneration. In particular, economic and strategic development, town centre regeneration, and policies and opportunities for the enhancement and enrichment of the London Borough of Barnet.</p> <p>To promote partnerships and opportunities for the economic development of the borough. Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>The general powers delegated to Cabinet Members are set out below. Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>

<p>Cllr. Sachin Rajput Oakleigh Ward 63 Longmore Avenue New Barnet EN5 1LA ADULTS</p>	<p>To lead on budget and policy formulation and implementation in relation to adult social care.</p> <p>In particular, promoting the best possible adult social services and seamless care in the community by working with and optimising all opportunities offered by other providers to further these aims.</p>	<p>The general powers delegated to Cabinet Members are set out below. Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>
<p>Cllr Melvin Cohen 146 Broadfields Avenue Edgware HA8 8SS Golders Green Ward PLANNING AND ENVIRONMENTAL PROTECTION</p>	<p>To lead on budget and policy formulation and implementation in relation to planning, development plans, building and property construction.</p> <p>To include all aspects of the development and development control service, building control and the naming and numbering of streets and properties. Responsibility for the Council's regulatory role of ensuring that other organisations and business in the Borough comply with their duties under health and safety related legislation.</p> <p>Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	<p>The general powers delegated to Cabinet Members are set out below. Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>
<p>Cllr Helena Hart 37 Crooked Usage Finchley, London N3 3EU Edgware Ward PUBLIC HEALTH</p>	<p>To lead on budget and policy formulation and implementation in relation to the emerging public health agenda (including health partnerships).</p> <p>To include optimising all opportunities offered by the health authorities; shaping the community health and hospital services; to act as the champion on access to health facilities; to consider the implications for health facilities as the borough</p>	<p>The general powers delegated to Cabinet Members are set out below. Certain functions are delegated to officers, in consultation with the Cabinet Member. These are set out in Paragraph 6 of Part 3 of the Constitution.</p>

	<p>develops. Also to be involved in and promote discussions in relation to any matters within the portfolio.</p>	
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Cabinet Committees

5.3.3.3 Cabinet Committees may discharge the executive functions that fall within their terms of reference, whether or not they are also delegated to officers, except for matters specifically reserved to Cabinet. The Rules in Part 4 of the Constitution may reserve certain decisions to cabinet committees.

5.3.3.4 Cabinet Committees - Membership 2009/10

Committee	Functions	Membership 2009/10
Resources	<p>Capital and revenue finance, forecasting, monitoring, borrowing and taxation. To consider reports on treasury management strategy and activity, including creating and maintaining a Treasury Management Policy Statement. Grants to voluntary organisations above £20,000. Monitor the trading position of appropriate council services, carry out debt analysis and look at income sources and charging policies To write off debt. To determine external or cross-boundary trading limit. To agree exceptions to standing orders, all decisions relating to approved lists and agreed national registers, authorise post tender negotiations and accept tenders which are not the lowest.</p>	<p>Cllr Lynne Hillan (Chairman) Cllr Richard Cornelius Cllr Daniel Webb Cllr Andrew Harper Cllr Robert Rams Cllr Daniel Thomas</p>

	<p>To agree externalisation contracts including any proposal to appoint external cash investment managers.</p> <p>Approval of schemes not in performance management plans but not outside the Council's budget or policy framework.</p> <p>All matters relating to land and buildings owned, rented or proposed to be acquired or disposed of by the Council.</p> <p>To develop and recommend to Cabinet for adoption an e-Government strategy and associated ICT policies and strategies</p>	
Housing & Regeneration	<p>To monitor the delivery of the Council's housing needs, both within and outside the regeneration schemes, including delivery through Barnet Homes, Registered Social Landlords and the regeneration development partners.</p> <p>To make recommendations to Cabinet or Cabinet Resources Committee as appropriate</p>	<p>Cllr Richard Cornelius (Chairman) Cllr Melvin Cohen Cllr Andrew Harper Cllr Lynne Hillan Cllr Daniel Thomas</p>

RECOMMEND – That Council note and adopt the Leader's Scheme of Delegation

5.3.4 ASSISTANT CABINET MEMBERS

Further to noting the changes referred to in 5.3.4 of the report of the Acting Democratic Services Manager, Council is asked to note that Cllr Darrel Yawitch will be the Assistant Cabinet Member for Resources. Councillor Daniel Webb will no longer be an Assistant Cabinet Member.

RECOMMEND – That Council note the further change to Assistant Cabinet Members

5.3.8 CHANGES TO COMMITTEE MEMBERSHIP

The Conservative Group has indicated that they wish to make the following changes:

RECOMMEND –

(1) That the following changes in Committee Membership be approved:

Planning and Environment Committee:

- **Councillor John Marshall to replace Councillor Sachin Rajput as a substitute member of the Committee**

Budget and Performance Overview and Scrutiny Committee:

- **Councillor Eva Greenspan to replace Councillor Darrel Yawitch as a Member of the Committee.**
- **Councillor John Marshall to replace Councillor Daniel Webb as a Member of the Committee.**
- **Councillor Brian Salinger to replace Councillor Eva Greenspan a substitute Member of the Committee.**

Policy and Performance Overview and Scrutiny Committee:

- **Councillor Hugh Rayner to replace Councillor Daniel Webb as Chairman of the Committee.**
- **Councillor Fiona Bulmer to replace Councillor Darrel Yawitch as a Member of the Committee.**

Health Overview and Scrutiny Committee:

- **Councillor Joanna Tambourides to replace Councillor Sachin Rajput as Chairman of the Committee.**

Licensing Committee

- **Councillor Lisa Rutter to replace Councillor Joanna Tambourides as a Member of the Committee.**

Corporate Joint Negotiation and Consultation Committee.

- **Councillor Daniel Webb to replace Councillor Fiona Bulmer as a Member of the Committee.**

Audit Committee

- **Councillor Darrel Yawitch to replace Councillor Daniel Webb as a Member of the Committee.**

(2) RECOMMEND - That the Policy and Performance Overview and Scrutiny Committee be asked to confirm the following changes and that the Acting Democratic Services Manager be instructed to arrange a meeting of that Committee prior the next meeting of the Sub Committees.

Business Management Overview and Scrutiny Sub-Committee

- Councillor Fiona Bulmer to replace Councillor Darrel Yawitch as a Member of the Sub-Committee.

Children's Services Overview and Scrutiny Sub-Committee:

- Councillor Fiona Bulmer to replace Councillor John Marshall as Chairman of the Sub-Committee

- (3) **RECOMMEND** - The Planning and Environment Committee be asked to confirm the following changes at its next meeting:

Chipping Barnet Area Planning Sub-Committee:

- Councillor Bridget Perry to replace Councillor Sachin Rajput as Vice-Chairman of the Sub-Committee.
- Councillor Sachin Rajput to remain a Member of the Sub-Committee

Chipping Barnet Area Environment Sub-Committee:

- Councillor Mukesh Depala to replace Councillor Joanna Tambourides as Chairman of the Sub-Committee.

5.3.9 CHANGES TO REPRESENTATION OF THE COUNCIL ON OUTSIDE BODIES

The Conservative Group has indicated that they wish to make the following changes:

RECOMMEND – That the following changes on the Outside Bodies be approved:

London Councils – Children, Young People and Families Forum

Reference ALGCYPF1:

- Councillor Andrew Harper to replace Councillor Fiona Bulmer as a Council representative on the London Councils – Children, Young People and Families Forum.

London Councils – Grants Committee

Reference 0109a:

- Councillor Daniel Webb to replace Councillor Mike Freer as a Council representative on the London Councils – Grants Committee.

London Councils – Greater London Employment Forum

Reference 0001:

- Councillor Andrew Harper to replace Councillor Mike Freer as a Council representative on the London Councils – Greater London Employment Forum.

London Councils – Health and Adult Services Forum

Reference 0207:

- Councillor Helena Hart to replace Councillor Richard Cornelius as a Council representative on the London Councils – Health and Adult Services Forum.

Reference 0207a:

- **Councillor Sachin Rajput to replace Councillor Helena Hart as a Council representative on the London Councils – Health and Adult Services Forum.**

London Councils - S101 Leaders Committee

Reference 0198:

- **Councillor Lynne Hillan to replace Councillor Mike Freer as a Council representative on the London Councils - S101 Leaders Committee.**

Reference 0198b:

- **Councillor Andrew Harper to replace Councillor Lynne Hillan as a Council representative on the London Councils - S101 Leaders Committee.**

London Councils – Transport and Environment Committee

Reference 0227:

- **Councillor Daniel Thomas to replace Councillor Andrew Harper as a Council representative on the London Councils – Transport and Environment Committee.**

London Youth Games Limited

Reference 0124:

- **Councillor Andrew Harper to replace Councillor Fiona Bulmer as a Council representative on London Youth Games Limited.**

North London Waste Authority

Reference 0133:

- **Councillor Daniel Thomas to replace Councillor Andrew Harper as a Council representative on the North London Waste Authority.**

Reference 134:

- **Councillor Lynne Hillan to replace Councillor Mike Freer as a Council representative on the North London Waste Authority.**

Stonegrove and Spur Road Partnership Board

Reference SSRPB1

- **Councillor Richard Cornelius to replace Councillor Anthony Finn as a Council representative on the Stonegrove and Spur Road Partnership Board**

Reference SSRPB2

- **Colin Cross to replace Dave Stephens as a Council representative on the Stonegrove and Spur Road Partnership Board**

**Aysen Giritli
Acting Democratic Services Manager**