

**APPOINTMENT OF DEPUTY LEADER AND MEMBERS OF THE CABINET**

**Leader:**

Councillor Giles Archibald

**Portfolio:**

Promoting South Lakeland

**Deputy Leader:**

Councillor Sue Sanderson

**Portfolio:**

Council Organisation, People and Wellbeing

**The Portfolios and other Cabinet Members are as follows:-**

**Cabinet Member:**

Councillor Matt Severn

**Portfolio:**

Culture, Media and Sport

Councillor Graham Vincent

Economy

Councillor David Fletcher

Environment

Councillor Peter Thornton

Finance

Councillor Jonathan Brook

Housing and Innovation

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## **4. RESPONSIBILITY FOR CABINET FUNCTIONS**

The Cabinet will be responsible for all the functions and duties of the District Council which are specified in legislation, and which are not specifically reserved to the Council or any Committee elsewhere in this constitution.

The individual members of the Cabinet will have the following personal portfolios, as allocated by the Leader, and will exercise the powers and duties of the Cabinet within those areas, subject to the detailed rules on Access to Information Procedures (Part 4(2)) of this Constitution.

Any changes to the personal portfolios will be determined by the Leader. These will take effect from the date that the Proper Officer receives notification of such changes in writing. The Leader will also report any changes to the next appropriate meeting of Full Council.

### **A DELEGATION TO INDIVIDUAL MEMBERS OF THE CABINET**

The functions of the Cabinet detailed below shall be the responsibility of the individual members of the Cabinet who hold the portfolios listed below. The individual members shall give guidance to officers regarding decisions to be made under section 5 of the delegation scheme.

Each of the Portfolios indicated will take primary responsibility in their individual areas and work with other Cabinet members, officers and partners to ensure that cross cutting themes are being communicated effectively in all policies and projects and across all services. In doing this, Cabinet Members may set up appropriate groups, but should ensure that Committee Services are aware that the group has been set up and the composition of its membership.

#### **Promoting South Lakeland Portfolio – Leader**

The promotion and marketing of SLDC including working with partners and stakeholders in the public, private and voluntary sector, at national, regional and sub-regional level. To act as an ambassador and advocate for the Communities of South Lakeland.

To represent the Council on local and other strategic partnerships.

Nominated representative on the Cumbria Local Enterprise Partnership/Health and Wellbeing Board as appropriate.

Looking at issues that address those disadvantaged.

Working with key partners with regards to welfare reforms.

#### **Policies, Plans and Strategies:**

- Communications Strategy
- Community Strategy

#### **Key Areas:**

- Media and Communications
- Local and Cumbria Wide Strategic Partnerships
- Localism
- Devolution
- Relationships with Government Departments, and other relevant authorities at a sub-regional, regional and national level.

## **Council Organisation, People and Wellbeing Portfolio – Deputy Leader**

The implementation and renewal of the Council Plan.

The Council Plan objectives in relation to quality of service and high performance culture.

The organisation of the Authority relating to the Council's central services including Member Services and Employee relations.

To support the Leader of the Council and to deputise in his/her absence.

### **Policies, Plans and Strategies:**

- Council Plan (incorporating the Five Year Strategy)
- Performance Management
- Equality Scheme
- Emergency Plan
- Member Development and Training Plan
- Workforce Plan
- Health and Wellbeing Strategy
- Public Health

### **Key Areas:**

- Community strategy/area planning/development of recovery group
- Emergency Planning
- Performance Management
- Corporate Health and Safety
- Legal and Committee Services and HR Services
- Member Services
- Member Training and Development
- Public Health

## **Culture, Media and Sport Portfolio**

The Council plan objectives in relation to promoting culture and the arts.

To work with our cultural organisations to attract investment and to promote South Lakeland as a premier area for Arts and Events.

The relationship of the Council with its citizens; civic participation and the Council plan objectives around leisure, health and wellbeing and working with communities.

Working with key partners with regards to public health and community safety.

Working with the Leader on promoting South Lakeland in and through the media.

### **Policies, Plans and Strategies:**

- Arts and Events
- Grants Strategy
- Community Safety Strategy

- Licensing and Statement of Gambling Policies

**Key Areas:**

- Arts and Culture
- Grants
- Public Halls
- Use of community assets for the promotion of arts and culture
- Young People/ projects
- Heritage and Events
- Heritage Listed Buildings and built environment
- Community Development
- Crime and Disorder Reduction
- Voluntary Sector Engagement
- Leisure and Recreation
- Licensing and Gambling

**Economy Portfolio**

The Council Plan objectives as they relate to the Portfolio area of work, and cross-cutting work developed through the Local Plan and Economic Development Strategy.

Working in partnership to ensure a thriving and prosperous District within the context of the wider sub-region, through effective economic development, regeneration and transport strategies.

Working in partnership to ensure thriving and prosperous town centres throughout the District.

Providing public realm infrastructure to promote the local economy.

Promoting small businesses in both towns and rural areas

**Policies, Plans and Strategies**

- Economic Development Strategy

**Key Areas:**

- Economic Inward Investment
- Business Support and Sector Development
- Visitor Economy
- Town Centre Planning, Car Parks and Transportation
- Markets

**Environment Portfolio**

To take the lead on Waste Management/Recycling and relevant Council Plan measures under the environment objectives.

Providing public realm infrastructure to promote the local economy.

**Policies, Plans and Strategies:**

- Waste Management Strategy
- Air Quality Strategy and action plan
- Active Travel Strategy and action plan

**Key Areas:**

- Waste Management and Recycling
- Streetscene
- Community microenergy schemes
- Carbon/Greenhouse gas Reduction
- Green agenda – Low carbon reduction
- Public realm (Parks and open spaces)

**Finance Portfolio**

The development of strategic policy to ensure that the Council has put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, i.e. Value for Money.

To ensure that the Council has proper arrangements in place for securing financial resilience.

**Policies, Plans and Strategies:**

- Medium Term Financial Strategy
- Budget Framework
- Procurement Strategy
- Asset Management Strategy
- Discretionary Benefit and Rate Relief Policies
- Council Tax Reduction Scheme

**Key Areas:**

- Strategic Finance
- Budget monitoring
- Treasury Management
- Capital Programme
- Value for money
- Procurement
- Savings programme
- Payments and Sundry Debtors
- Insurance and risk management
- Benefits Administration
- Council Tax Collection
- NNDR Collection
- Fraud
- Rural Affairs
- Asset Management

## **Housing and Innovation Portfolio**

The Local Plan and Council Plan objective of promoting the economic well-being of the area.

Working in partnership to improve the standard, availability and affordability of housing in the District to meet local needs, championing these issues at national, regional and sub-regional level.

The Council Plan objectives in relation to improved customer engagement and communication.

Looking at innovative ways of working.

### **Policies, Plans and Strategies:**

- Local Plan (including Development Management Policies)
- Housing Strategy and Policy (including Choice Based Lettings Allocation Policy)
- Customer Charter and Contact Strategy
- IT/Information/E Government Strategy

### **Key Areas**

- Strategic Housing and delivery (including Housing Enabling and Housing Grants)
- Development Management and Building Control
- Housing Options and Homelessness Prevention
- Customer Services
- Customer Connect programme
- IT Services

## **B DELEGATION TO THE DISCRETIONARY RATE RELIEF SUB-COMMITTEE**

In accordance with CEX/128 (2016/17), in exceptional circumstances officers have the authority to refer a decision to a panel consisting of three Cabinet members or as a final point of appeal if considered appropriate.

## **C DELEGATION TO THE HERITAGE ASSET APPEALS SUB-COMMITTEE**

In accordance with CEX/159 (2014/15), a Panel of three Cabinet Members be established to determine appeals made by the owners of buildings or structures against their inclusion on the list of locally important heritage assets for South Lakeland.

***Please note, Delegation to Officers from the Leader/Cabinet, remains as in the current copy of the Council's Constitution.***

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**SIZE AND SEATS TO BE ALLOCATED TO POLITICAL GROUPS ON COMMITTEES  
AND ELECTION OF CHAIRMEN AND VICE-CHAIRMEN TO THOSE COMMITTEES**

Item No. 9  
Revised Appendix 2

**Political Group Makeup:-** Liberal Democrat (32) Conservative (16) Labour (2) Independent (1)  
**Committees subject to political balance (to be agreed with Group Leaders)**

	Liberal Democrat		Conservative		Labour		Independent		Election of Chair / Vice-Chair
	A	B	A	B	A	B	A	B	
<b>Committees (68 places)</b>	<b>42.66</b>	<b>43</b>	<b>21.34</b>	<b>21</b>	<b>2.66</b>	<b>3</b>	<b>1.34</b>	<b>1</b>	
Audit (7)	4.39	4	2.20	2	0.27	0	0.14	1	<i>Council</i>
Human Resources (9)	5.65	7	2.82	2	0.35	0	0.18	0	<i>Council</i>
Licensing Regulatory (15)	9.41	9	4.71	5	0.59	1	0.29	0	<i>Council</i>
Overview and Scrutiny (12)	7.53	8	3.76	4	0.47	0	0.24	0	<i>Council</i>
Planning (18)	11.29	11	5.65	6	0.71	1	0.35	0	<i>Council</i>
Standards (7)	4.39	4	2.20	2	0.27	1	0.14	0	<i>Council</i>
<b>Total</b>		<b>43</b>		<b>21</b>		<b>3</b>		<b>1</b>	

**Committees not subject to political balance<sup>1</sup>**

	Liberal Democrat		Conservative		Labour		Independent		Election of Chair / Vice-Chair
	A	B	A	B	A	B	A	B	
<b>Committees (31 places)</b>									
Lake Administration (24 – 16 District Council members)	10.04	10	5.02	5	0.63	1	0.31	0	<i>Committee<sup>2</sup></i>
Licensing (15)	9.41	9	4.71	5	0.59	1	0.29	0	<i>Council</i>
<b>Total</b>		<b>19</b>		<b>10</b>		<b>2</b>		<b>0</b>	

**A=** Exact proportion of seats for each political group. **B=** Number of seats for each group proposed.

<sup>1</sup> Lake Administration Committee and Licensing Committee are not subject to political balance rules. However, the Council, by custom and practice, appoint members in accordance with the political balance of the Council.

<sup>2</sup> Lake Administration Committee will appoint its Chairman and Vice-Chairman at its first meeting as normal, as the Committee's co-optees are entitled to vote on these appointments.

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**SOUTH LAKELAND DISTRICT COUNCIL**  
**PROPOSED 2017/18 COMMITTEE MEMBERSHIPS as at 17 May 2017**  
**and Cumbria County Council Health Scrutiny Committee Outside Body Nominations**

**AUDIT COMMITTEE (7)** (non Exec members)

Stephen Coleman	Stan Collins	Joss Curwen
Andrew Jarvis	Kevin Lancaster	Ian Stewart
David Williams		

**CABINET (7)**

Giles Archibald	Jonathan Brook	David Fletcher
Sue Sanderson	Matt Severn	Peter Thornton
Graham Vincent		

**HUMAN RESOURCES COMMITTEE (9)** (min 1 Exec member)

Roger Bingham	Andrew Butcher	Philip Dixon
Sylvia Emmott	Chris Hogg	Annie Rawlinson
Sue Sanderson	Graham Vincent	Mary Wilson

**LAKE ADMINISTRATION COMMITTEE (16)**

Roger Bingham	Andrew Butcher	Stan Collins
David Evans	Gill Gardner	Brenda Gray
John Holmes	Dyan Jones	Mel Mackie
Annie Rawlinson	Vivienne Rees	Sue Sanderson
Graham Vincent	Phil Walker	David Williams
Mark Wilson		

**Lakes Parish Council Members (3)**

<i>Leslie Johnson</i>	<i>Fiona Sparrow</i>	<i>Philip Thompson</i>
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**Windermere Town Council Members (5)**

<i>Kathleen Atkinson</i>	<i>Jennifer Borer</i>	<i>Peter Jewell</i>
<i>Adrian Legge</i>	<i>John Saunders</i>	

**LICENSING COMMITTEE/LICENSING REGULATORY COMMITTEE (15)**

James Airey	Rupert Audland	John Clough
Nick Cotton	Philip Dixon	Sheila Eccles
Clare Feeney-Johnson	Alvin Finch	Gill Gardner
Tom Harvey	John Holmes	Keith Hurst-Jones
Helen Irving	Andrew Jarvis	Mel Mackie

### **OVERVIEW AND SCRUTINY COMMITTEE (12)**

Norman Bishop-Rowe	Andrew Butcher	Brian Cooper
Nick Cotton	Shirley Evans	Anne Hall
Dyan Jones	Eric Morrell	Vivienne Rees
Phil Walker	Mark Wilson	Mary Wilson

### **PLANNING COMMITTEE (18)**

John Clough	Brian Cooper	Joss Curwen
Philip Dixon	Sheila Eccles	Sylvia Emmott
Gill Gardner	Brenda Gray	John Holmes
Vicky Hughes	Helen Irving	Janette Jenkinson
Kevin Lancaster	Pete McSweeney	Eric Morrell
Phil Walker	David Williams	Mary Wilson

### **STANDARDS COMMITTEE (7) (non Leader)**

Caroline Airey	Chris Hogg	John Holmes
Pete McSweeney	Eric Morrell	Phil Walker
Mark Wilson		

### **Co-opted Members (2)**

*David Peters*

*Peter Smillie*

### **Cumbria County Council Health Scrutiny Committee Outside Body Nominations**

Vivienne Rees

Substitute to be confirmed

**SOUTH LAKELAND DISTRICT COUNCIL  
NOMINATIONS FOR 2017/18 COMMITTEE CHAIRMEN AND VICE-CHAIRMEN**

<b>Committee</b>	<b>Nominations for Chairman</b>	<b>Nominations for Vice-Chairman</b>
<b>Audit</b>	Stephen Coleman	Ian Stewart
<b>Human Resources</b>	Annie Rawlinson	Sylvia Emmott
<b>Licensing/Licensing Regulatory</b>	Sheila Eccles	Gill Gardner
<b>Overview and Scrutiny</b>	Dyan Jones	Phil Walker
<b>Planning</b>	Mary Wilson	Pete McSweeney
<b>Standards</b>	Chris Hogg	Pete McSweeney

***Note - Lake Administration Committee will appoint its Chairman and Vice-Chairman at its first meeting as normal, as the Committee's co-optees are entitled to vote on these appointments.***

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### **The Police and Crime Panel - Outside Bodies Report 2016/17**

The Police and Crime Panel has a number of functions which aggregate into “holding the Police and Crime Commissioner to account”, but the prime amongst these is the ability to both comment upon, and even refer back to, the Commissioner’s budget and precepting proposals. Because of this, the quarterly meetings in January has greatest focus. As in all other areas of public sector budgets are particularly challenging, and notwithstanding Government commitments to maintain police funding, the “small print” can often leave that commitment open to interpretation.

This was the first year in post of the current Police and Crime Commissioner following his election in May 2016. His first budget and precepting proposals took into account the cap which like for local authorities is applicable on raising the police precept. The maximum was sought and under the circumstances of needing to see the maximum numbers of police in Cumbria, this was accepted by the Panel.

In addition to the standard agenda items regarding budget monitoring and progress against the Police and Crime Plan, there have been some other notable items which have been brought before the Panel this year, and which colleagues might find of interest:

Back in October we received a statement from the Commissioner expressing embarrassment that he had “received a speeding ticket as a result of travelling at 36mph in a 30mph limit in early August”. The formal referral to the Independent Police Complaints Commission resulted in no further action, other than the attendance on a Speed Awareness Course. It is worth sharing the Commissioners’ view that “I am fully aware of the negative impact that speeding can have on peoples’ lives and that makes the disappointment even more hard hitting for me”.

Colleagues will be aware that the case of Poppi Worthington has been of interest and concern within Cumbria over the past few years. At the April meeting there was a statement from the Commissioner to the Panel on the outcome of that inquiry. Those that have been placed into the public domain can be found should colleagues so wish.

The new Commissioner has introduced a Newsletter, which I encourage colleagues to ask to be placed on the distribution list as it gives further insights into the work of the Commissioner.

Moving forward there are two significant areas which will have implications for policing and local government in the forthcoming year. The first relates to funding, and Governments responses to consultations on a “Fair Funding Formula”. In a similar vein to other funding reviews, the sparse nature of the indigenous Cumbrian population, and the seeming lack of recognition of the tourism population and additional costs of providing services in a rural area, may have the effect of a significant cut in the budget of the Cumbria service. Along with other rural places the Commissioner is seeking protection from the savagery of the anticipated cuts.

The second area is the desire of this Commissioner to remove the Cumbria Fire & Rescue Service from the ambit of local government and bring it within his remit. This is a national issue and one which needs a careful watch in the next 12 months.

**Cllr Ian Stewart**  
**May 2017**

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