
ITEM 3.1 – EXECUTIVE FUNCTIONS 2012/13 (see pages 1 - 4 of the main agenda)

All cabinet members

All cabinet members will be publicly accountable for the actions of the council and provide community leadership for the borough. This will include specific responsibility for:

- proactive community engagement of Soutwark's diverse communities in order to promote the work of the council, to promote engagement in decisions and activities relating to the council and to improve council awareness and responsiveness to community needs and aspirations
- working to eliminate unlawful discrimination, harassment and victimisation, to advance equality of opportunity and foster good relations between people of all backgrounds
- promoting good communication of the work of the council, its plans and objectives in order to improve public understanding and support for the work of the council and its partners
- representing the council with external bodies and agencies in order to promote the work of the council and the council's interests and to improve council influence with external bodies, particularly government
- the development of clear, ambitious and affordable policies and strategies for services which are consistent with the council's wider objectives, particularly the community strategy, and are consistent with the council's cross-cutting objectives
- setting clear priorities and performance objectives, which are consistent with policy and strategic objectives, and ensuring these are properly communicated and performance managed
- ensuring that resources are efficiently managed within allocations, delivering the savings identified for the year as set by council and that risk is well managed
- specific projects as agreed with the leader of the council.

All full-time cabinet members are expected to work an average of 38 hours per week on executive matters; some of this work will naturally be in the evenings and at weekends and much of it will be undertaken out of the office. Cabinet members will have 30 days of leave per year. They are expected to keep a record of their leave taken.

Leader of the council – Councillor Peter John

To provide leadership of the council, by setting the strategic direction and key priorities and representing the council in the community and in negotiations with regional and national organisations. The leader will appoint the deputy leader and other members of the cabinet and has the discretion to change cabinet member portfolios during the year. In the absence of a cabinet member the leader will have responsibility for all relevant matters within the remit of the cabinet. The leader will work closely with the deputy leader on developing a long-term housing stock strategy

The leader will have particular responsibility for:

- performance management of the Cabinet
- communications
- strategic partnerships and relationships with government
- equal opportunity
- legal services
- electoral registration
- 30 year housing strategy, with the Deputy Leader
- regeneration in the north of the borough (all aspects of development control and planning) in Rotherhithe (Canada Water), Bermondsey, Borough & Bankside and Walworth (Elephant & Castle & Aylesbury Estate).
- Affordable Housing policy (SPD and Affordable Housing Fund)
- Community Infrastructure Levy
- Open Spaces Strategy.

Deputy leader and cabinet member for housing management – Councillor Ian Wingfield

To deputise in the leader’s absence. The deputy leader will also be responsible for the housing portfolio, including housing management, community housing services, including homelessness and sheltered housing, housing allocations, the housing investment programme and leasehold management. To work closely with the cabinet member for health and adult social care (with regard to the housing needs of vulnerable adults) and to work closely with the leader (with regard to developing a long-term housing stock strategy).

The portfolio holder will have particular responsibility for:

- deputising in the Leader’s absence
- making all council homes warm, dry and safe
- 30 year housing strategy, with the Leader
- housing services
- housing repairs
- engaging with council tenants and leaseholders
- leaseholder charging
- major works
- rehousing arrangements as part of major regeneration projects.

Health and adult social care – Councillor Catherine McDonald

To improve the health of the borough and to safeguard the needs of vulnerable adults, including health promotion, the provision of personal social services, services to older people, services to people with disabilities, services to those with HIV/AIDS and/or those with drug and alcohol problems, services to those with mental health needs and “supporting people”. The portfolio holder will work closely with the leader (with regards to the council’s new public health role) cabinet member for children’s services (with regard to children’s health), with the cabinet member for culture, leisure, sport and the Olympics (with regard to healthy lifestyles) and the deputy leader (with regard to the housing needs of vulnerable adults).

The portfolio holder will have particular responsibility for:

- developing the council’s new public health role, with the Leader
- adult social care, including personalisation

- the council's relationship with the NHS
- relationships with relevant voluntary organisations
- local health services
- the council's contribution to the Freedom Pass and approach on the taxicard scheme
- older people and pensioner poverty
- developing networks of community volunteer champions.

Transport, environment and recycling – Councillor Barrie Hargrove

To continue working towards a cleaner and greener borough, including having responsibility for waste management, street scene and highway infrastructure, traffic management and parking enforcement, improved facilities for walking and cycling, lobbying for improved public transport services, protecting and improving parks and open spaces, and increasing levels of recycling. The portfolio holder will be required to work closely with the leader and cabinet member for (to ensure that traffic management is integrated into plans for town centre regeneration)

The portfolio holder will have particular responsibility for:

- street cleaning
- recycling
- refuse collection
- the council's relationship with Transport for London
- roads and road safety
- parking
- cycling
- pedestrians
- carbon reduction and climate change
- markets and street trading
- parks
- street scene.

Finance, resources and community safety – Councillor Richard Livingstone

To ensure sound business planning and financial probity within the council, including the medium term resource strategy and all financial management of revenue and capital, the Housing Revenue Account, the capital programme and the management of capital receipts. The portfolio holder will be responsible for oversight of the implementation of the council's budget and for identifying areas where the council can transform the way it works to secure savings. To deliver a safer Southwark through oversight of council initiatives and services concerned with community safety, tackling anti-social behaviour, enforcement policy, emergency planning and business continuity. The portfolio holder will work closely with the cabinet member for children's services (to work to reduce the number of young people who are victims of crime or commit offences).

The portfolio holder will have particular responsibility for:

- council tax collection
- corporate ICT
- the council's property portfolio
- human resources

- customer services
- corporate procurement, corporate debt strategy, income management and audit & risk management
- crime & drugs strategy and alcohol control zones
- licensing policy
- lobbying to protect Southwark's police
- environmental health
- trading standards
- Southwark anti-social behaviour unit
- the community warden service
- the noise team
- CCTV and other safety measures in public places
- corporate strategy, including the Council Plan, Performance management, Shared Services, Service delivery modernisation.

Children's services – Councillor Dora Dixon-Fyle

To assume the statutory role of lead member for children's services in accordance with the guidance produced by the Department for Education (DfE), including responsibility for children's social care, early years and youth services, the inclusion agenda, and work to develop and implement the children and young people's plan. The portfolio holder will hold political accountability and exercise leadership over all areas included in DfE guidance. They will work closely with the cabinet member for health and adult social care (with regard to children's health) and with the cabinet member for community safety (with regard to children's safety and youth offending).

The portfolio holder will have particular accountability for:

- youth offending.
- universal services for people aged 0-19
- early intervention
- specialist services for most vulnerable children, young people and their families
- Free Healthy School Meals
- school place provision and admissions
- reducing teenage conception rates
- services for young people
- the Youth Fund
- Building Schools for the Future and the primary capital programme
- safeguarding children
- corporate parenting.

Communities and economic development – Councillor Claire Hickson

To improve the council's engagement with all Southwark's communities, including those hardest to reach, and to work to promote business growth and employment. The portfolio holder will work closely finance, resources and community safety on the council's transition fund and with the leader and cabinet member for culture, sport, the Olympics and regeneration (south) to ensure that Southwark's employers and job-seekers get a good deal out of development.

The portfolio holder will have particular responsibility for:

- relationships with the voluntary and community sector

- the Transition Fund and working to ensure Southwark has a strong voluntary and community sector
- community councils and community engagement
- relationships with faith communities
- economic development and employment
- business improvement districts
- the council's relationship with Jobcentre Plus
- Employment & enterprise support
- Business engagement
- Community restoration fund.
- adult learning.

Culture, Sport, the Olympics and Regeneration (South) – Councillor Veronica Ward

To promote and develop sport and culture in the borough, including leisure services and facilities, sports development, arts, museums and heritage, and libraries. To have To work with the cabinet member for health and social care (with regard to public health and healthy lifestyles)

The portfolio holder will have particular responsibility for:

- performance of the council's leisure contractor
- leisure investment
- events
- work to secure an Olympic legacy
- libraries
- working with organisations in the borough's thriving culture, leisure and sporting communities
- regeneration in the south of the borough (all aspects of development control and planning) in Camberwell, Peckham, Nunhead and Dulwich.

Councillor Fiona Colley (maternity leave)