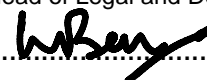


**NORTH LINCOLNSHIRE COUNCIL
OFFICER DECISION NOTICE AND RECORD
(PUBLISHED)**

1. DECISION TAKEN

To update the Constitution, pursuant to paragraph 12.1.1 of the Scheme of Officer delegations, to reflect the revised cabinet member portfolios decided by the Leader of the Council, as attached.

EXECUTIVE		NON-EXECUTIVE	√	(Please tick either)	
IS THIS A 'KEY DECISION' ? (see definition overleaf)				Yes	No ✓
DOES THIS DECISION RELATE TO EXEMPT INFORMATION?				Yes	No ✓
EXEMPT PARAGRAPH REFERENCE (NOT TO BE PUBLISHED)					

2. OFFICER DECISION TAKER	NAME	Will Bell
	POSITION/POST	Head of Legal and Democracy
	SIGNATURE	
	DATE	3 July 2020

3. REASONS FOR THE DECISION (Please ref to any report/minute/background documents attached)	To update the Constitution to reflect the revised cabinet member portfolios decided by the Leader of the Council pursuant to his powers under the Local Government Act 2000.
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4. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED (BY DECISION TAKER(S))	There are no alternative options. Once decided by the Leader, the cabinet portfolios must be incorporated into the Constitution to ensure it remains up to date.
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*TO BE COMPLETED BELOW - **ONLY** WHEN A DELEGATED OFFICER DECISION REQUIRES PRIOR CONSULTATION WITH A MEMBER (LEADER OF THE COUNCIL, CABINET MEMBER/CHAIRMAN OF A COMMITTEE) IN ACCORDANCE WITH THE 'SCHEME OF DELEGATIONS TO OFFICERS' OR DECISION/MINUTE OF COUNCIL/COMMITTEE OR DECISION/MINUTE OF CABINET/CABINET MEMBER.*

5. DECISION REQUIRED TO BE TAKEN IN CONSULTATION WITH RELEVANT MEMBER	COUNCILLOR
	POSITION
	SIGNATURE
	DATE

6. ANY CONFLICT OF INTEREST DECLARED BY ANY EXECUTIVE (CABINET) MEMBER (S) CONSULTED, WHICH RELATES TO THE DECISION, OR (NON-EXECUTIVE) – ANY MEMBER OF THE COMMITTEE THAT DELEGATED THE	Not appropriate.
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DECISION TAKEN	
7. WITH REFERENCE TO 6. ABOVE - HAS ANY DISPENSATION BEEN GRANTED TO THE EXECUTIVE (CABINET) MEMBER? (ONLY APPLIES TO EXECUTIVE)	Not appropriate.

PLEASE REMEMBER TO ATTACH ANY ACCOMPANYING REPORT.

WHEN COMPLETE, PLEASE SEND TO HEAD OF DEMOCRATIC SERVICES, CHURCH SQUARE HOUSE, SCUNTHORPE FOR PUBLISHING.

(The definitions of a key decision are when an executive decision is likely -

(i) to result in the Council incurring expenditure or the making of savings (including the receipt or loss of income) over £350,000 in any one financial year; or

(ii) to be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority).

LEADER OF THE COUNCIL - PLACE SHAPING & CONNECTIVITY PORTFOLIO

- (a) The Leader is responsible for providing overall political leadership for the council in relation to the co-ordination and delivery of council policies, strategies and services.
- (b) The Leader is responsible for leading the cabinet in its work to deliver the policy framework and to deliver services to the local community.
- (c) The Leader will chair the Cabinet.
- (d) The functions and areas of policy and decision making responsibility to the extent that they are not non-executive are:
 - (i) Lead on financial strategy and medium term financial plan
 - (ii) Community and Place Leadership
 - (iii) Promotion of North Lincolnshire as the best place to live, work, visit and invest
 - (iv) Representation at national, regional and sub-regional level
 - (v) Devolution and other regional growth initiatives and partnerships
 - (vi) Promotion of Diversity within the Council and North Lincolnshire
 - (vii) Ambassador for Place partnerships with business and business representatives
 - (viii) Public Sector Place and system transformation
 - (ix) Economic Growth
 - (x) Economy Recovery Post Covid-19
 - (xi) Highways and Local Transport Plan
 - (xii) Digital Agenda
 - (xiii) Strategic Lead for Broadband and Mobile Connectivity Development
- (e) Additional specific delegated decision making powers to:
 - (i) Appoint the Deputy Leader and cabinet members
 - (ii) Determine which individual members of the Executive, committees of the Executive, officers or joint arrangements are responsible for the exercise of particular executive functions (portfolios)

- (iii) Determine the agenda for meetings of the Executive
- (iv) Approve the Annual Governance Statement as recommended by the Audit Committee
- (v) Take any decision which in his or her opinion requires to be taken during the period of the recess and falls within the delegated powers of the Cabinet but before doing so shall consult the chair and vice chairman of the relevant scrutiny panel

DEPUTY LEADER - ADULTS & HEALTH PORTFOLIO

- (a) The functions and areas of policy and decision making responsibility to the extent that they are not non-executive are:
 - (i) To undertake responsibilities of the Leader in his absence and deputise for the Leader as required
 - (ii) To be the vice-chair of Cabinet
 - (iii) Strategic Lead for Health and Social care integration
 - (iv) Adult Social Care (as defined in the Care Act, Mental Health Act and Mental Capacity Act)
 - (v) Social Work Professional Standards (Adults) and Adult Safeguarding
 - (vi) Integrated Health and Social Care Commissioning
 - (vii) Promote sufficient, high quality and sustainable care market
 - (viii) Champion vulnerable adults and carers across the Health and Wellbeing Board partnerships and the NHS
 - (ix) Promote the improvement in health and wellbeing outcomes across North Lincolnshire
 - (x) Public Health Statutory Commissioned Services (e.g. sexual health, substance misuse)
 - (xi) Vulnerable Adult Engagement, Advocacy and Complaints
 - (xii) Housing sufficiency to meet needs of vulnerable adults
 - (xiii) Public Health Improvement and promotion (e.g. healthy lifestyles, making every contact count, suicide prevention)
 - (xiv) Strategic lead Housing Advice and Homelessness Prevention
 - (xv) Emergency Planning and Civil Contingencies
 - (xvi) Public Health Protection functions including outbreak planning and control (including Covid-19)
 - (xvii) Shared Services Lead (Joint Committee)
 - (xviii) Organisational Development (including post Covid-19)
 - (xix) Human Resources

(xx) Workforce Development

(xxi) Organisational Health and Safety

(xxii) Ensure all council policies support Public Health priorities

(b) Additional specific delegated decision powers to:

(i) Approve Statements of Purpose for North Lincolnshire Council Care Quality Commission regulated provision

(ii) Receive Annual reports in respect of Statutory Complaints

CABINET MEMBER AND PORTFOLIO HOLDER WITH RESPONSIBILITY FOR CHILDREN & FAMILIES

- (a) The functions and areas of policy and decision making responsibility to the extent that they are not non-executive are:
- (i) Statutory Lead Member for Children's Services and all related responsibilities under section 19 of the Children Act 2004
 - (ii) Strategic local leadership and development of the education and children's services sector including housing for Care leavers and homeless prevention for young people
 - (iii) Champion across North Lincolnshire to drive for high educational standards for all children and young people, and in particular for the most disadvantaged groups
 - (iv) Children's social care, including Adoption and Fostering
 - (v) Promote sufficient, high quality and sustainable education and children's social care provider market
 - (vi) Schools capital investment
 - (vii) Children's Safeguarding
 - (viii) To promote children's literacy
 - (ix) Strategic Lead for Public Transport
 - (x) Education Access and Inclusion and Disability
 - (xi) School Intervention, Improvement, Learning and Professional Standards
 - (xii) Youth Justice
 - (xiii) Children's Early Help and Family Support
 - (xiv) Vulnerable Children Engagement, Advocacy and Complaints
 - (xv) Corporate Parenting
 - (xvi) Social Work Professional Standards (Children)
- (b) Additional specific delegated decision making powers to:
- (i) Approval of the Schools and Early Years Funding Formula
 - (ii) Approval of the Local Admissions arrangements for Maintained Schools

- (iii) Appointment of local authority governors
- (iv) Appointment of Education Appeals panel members
- (v) Approval of the Statement of Purpose for Ofsted regulated provision
- (vi) Receive the Annual Statutory Complaints report

CABINET MEMBER AND PORTFOLIO HOLDER WITH RESPONSIBILITY FOR FINANCE AND GOVERNANCE

- (a) The functions and areas of policy and decision making responsibility to the extent that they are not non-executive are:
 - (i) Financial Services, including Accounting and Budgeting, Internal Audit and Assurance and Procurement, Capital Investment Strategy and Capital Programme
 - (ii) Collection of council tax and NNDR
 - (iii) Administration of Housing Benefit and Local Council Tax Support
 - (iv) Veterans - Armed forces champion and Armed Forces Covenant
 - (v) Information Governance
 - (vi) ICT
 - (vii) Democratic Services, including Electoral and Mayoral Services; Member Services
 - (viii) Legal Services
 - (ix) Arrangements for Coroner's, Local Land Charges and Registration Services

- (b) Additional specific delegated decision making powers to:
 - (i) Be consulted by the Director: Governance and Partnerships on proposals to write off debtor accounts in excess of £5000 for any one debtor
 - (ii) Approve the grant of Discretionary Rate Relief
 - (iii) Approve changes to the capital programme in excess of £350k

CABINET MEMBER AND PORTFOLIO HOLDER WITH RESPONSIBILITY FOR ENVIRONMENT AND STRATEGIC PLANNING

- (a) The functions and areas of policy and decision making responsibility to the extent that they are not non-executive are:
 - (i) Environmental Improvement, Sustainability and Energy Management
 - (ii) Municipal Waste Management, including refuse collection, disposal and recycling
 - (iii) Street Cleaning and Grounds Maintenance
 - (iv) Public Conveniences
 - (v) Public Rights of Way, Countryside Access and Nature Reserves
 - (vi) Strategic Council Planning and Performance
 - (vii) Spatial Planning
 - (viii) Strategic Housing
 - (ix) Drainage and Flood Risk Management
 - (x) Development Control and Planning Enforcement
 - (xi) Building Control

CABINET MEMBER AND PORTFOLIO HOLDER WITH RESPONSIBILITY FOR COMMERCIAL

- (a) The functions and areas of policy and decision making responsibility to the extent that they are not non-executive are:
 - (i) Commercial Property and Investment Strategy
 - (ii) Traded Services and Commercial Development, including with schools, public, private and voluntary sectors
 - (iii) Fleet Management and Vehicle Engineering
 - (iv) Corporate Landlord (operational buildings and facilities management)
 - (v) Bereavement Services, Cemeteries and Crematoria
 - (vi) Strategic Lead for markets
- (b) Additional specific delegated decision making powers to:
 - (i) Sell, purchase, acquire and dispose of land and property (outside the scope of officer delegation)

CABINET MEMBER AND PORTFOLIO HOLDER WITH RESPONSIBILITY FOR RESIDENT ENGAGEMENT AND RURAL PARTNERSHIPS

- (a) The functions and areas of policy and decision making responsibility to the extent that they are not non-executive are:
 - (i) Town and Parish Council Liaison
 - (ii) Citizen and public engagement, including Residents' Panel
 - (iii) Council wide Stakeholder Engagement and Consultations
 - (iv) Customer Services and Information
 - (v) Customer representation and complaints
 - (vi) Voluntary and community sector – capacity building and relationships
 - (vii) Rural Services Network

CABINET MEMBER AND PORTFOLIO HOLDER WITH RESPONSIBILITY FOR SAFER, STRONGER COMMUNITIES – ASHBY, BOTTESFORD & SCUNTHORPE ('URBAN')

- (a) The functions and areas of policy and decision making responsibility to the extent that they are not non-executive are:
- (i) Safer neighbourhoods/community safety partnership
 - (ii) Community Wardens, parking and public space protection order enforcement
 - (iii) CCTV, Security and Out of Hours Centre
 - (iv) Lifelong learning, library function, skills and employability
 - (v) Culture, Heritage and Arts, including Museums and Normanby Hall

For the avoidance of doubt, the policy and decision making powers under paragraph (a) above extend to all of North Lincolnshire.

- (b) Working with the Cabinet Member Safer, Stronger and Communities - Rural to promote within and relating to Urban communities:
- (i) Leisure, Outdoor Activities and Sports, Positive Activities
 - (ii) Tourism, including promoting North Lincolnshire visitor attractions
 - (iii) Community Grants and External Funding Development

Within part (b) of this portfolio reference to 'Urban' communities means the wards of Ashby, Bottesford, Brumby, Crosby and Park, Frodingham, Kingsway with Lincoln Gardens and Town.

CABINET MEMBER AND PORTFOLIO HOLDER WITH RESPONSIBILITY FOR SAFER, STRONGER COMMUNITIES – RURAL

- (a) The functions and areas of council policy and decision making responsibility to the extent that they are not non-executive are:
 - (i) Public Protection including Trading Standards; Water and Food Safety
 - (ii) Environmental Protection; Licensing; and Animal and Housing Standards
 - (iii) Leisure, Outdoor Activities and Sports, Positive Activities
 - (iv) Tourism, including promoting North Lincolnshire visitor attractions
 - (v) Community Grants approval and External Funding Development

For the avoidance of doubt, the policy and decision making powers under paragraph (a) above extend to all of North Lincolnshire.

- (b) Working with the Cabinet Member for Safer, Stronger Communities - Ashby, Bottesford & Scunthorpe (Urban) to promote within and relating to Rural communities:
 - (i) Lifelong learning, library function, skills and employability
 - (ii) Culture, Heritage and Arts, including Museums and Normanby Hall

Within part (b) of this portfolio reference to 'Rural' communities means the wards of Axholme Central, Axholme North, Axholme South, Barton, Brigg and Wolds, Broughton and Appleby, Burringham and Gunness, Burton upon Stather and Winterton, Ferry and Ridge.