

Forest Heath District Council

Section 3 - Responsibility for Cabinet functions

- 3.1 Executive functions will be performed by the Cabinet. These functions will be grouped together in the form of Cabinet portfolios, the number and scope of which will be agreed by the Leader. The Leader will also allocate responsibility for the portfolios among the individual Members of the Cabinet, on an annual basis.
- 3.2 The Cabinet Portfolios and areas of responsibility are as follows:-

Portfolio	Areas of Responsibility
Leader of the Council	<ol style="list-style-type: none"> 1. Leadership and strategic direction of the Council 2. External relations and communications 3. Strategic economic development
Families and Communities	<ol style="list-style-type: none"> 1. Corporate communications 2. Corporate strategy/planning and co-ordination 3. Crime and community safety 4. Customer Services, access and engagement 5. Equalities and diversity 6. Families and Communities 7. Future of public services and service integration 8. Health
Whole Cabinet <i>(with Portfolio Holder for Housing at SEBC being the shared lead Councillor)</i>	<ol style="list-style-type: none"> 1. Choice based lettings 2. Homelessness advice 3. Public health 4. Safeguarding 5. Social care 6. Strategic housing (including private sector housing and DFG policy)
Leisure and Culture	<ol style="list-style-type: none"> 1. Heritage and culture 2. Parks and open spaces (including trees) 3. Sport
Operations	<ol style="list-style-type: none"> 1. Car parking 2. CCTV 3. Cemeteries 4. Fleet management 5. Grounds maintenance 6. Land drainage 7. Markets (delivery)

Appendix A

Portfolio	Areas of Responsibility
	<ul style="list-style-type: none"> 8. Operations 9. Property services and estate management 10. Public conveniences 11. Refuse/recycling 12. Street scene 13. Tourism (operations)
Planning and Growth	<ul style="list-style-type: none"> 1. Building control 2. Conservation 3. Development control 4. Economic development 5. Enforcement 6. Environmental health 7. Growth areas and regeneration 8. Licensing 9. Planning policy 10. Rural development 11. Tourism (strategic) 12. Town centres
Resources and Performance	<ul style="list-style-type: none"> 1. Business development/commercial 2. Cabinet management and support 3. Civic office 4. Democratic services (including members' support) 5. Financial services (including audit) 6. Health and safety 7. Human resources (including payroll) 8. ICT 9. Learning and development 10. Legal services 11. Performance and risk management 12. Procurement 13. Scrutiny management and support

3.3 Joint Executive Arrangements

3.3.1 The Leader has established joint arrangements with the Leader of St Edmundsbury Borough Council for the discharge of executive functions through the Joint Cabinet. All matters which are performed by Cabinet as a collective are delegated to the Joint Cabinet Committee to exercise, unless either Leader notifies that the matter or function shall not be delegated to the Joint Cabinet Committee to make.

3.3.2 The Joint Cabinet Committee shall consist of the Leaders and the portfolio holders of both Forest Heath District Council and St Edmundsbury Borough Council and shall operate until 1 April 2019.

Appendix A

3.3.3 All decisions made by the Joint Cabinet shall be undertaken in accordance with Article 12 (decision making) and the Cabinet Procedure Rules in Part 4 of this constitution.

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