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| Title: | Constitution of the Council (Part 3Ca: Leader and Deputy Leaders' Responsibilities) |
| Owner: | Angela Wakefield |
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Adopted by Full Council on 21st December 2020

ALLOCATION OF EXECUTIVE FUNCTIONS BY THE LEADER OF THE COUNCIL

1 LEADER OF THE COUNCIL

Overall responsibility for all Council functions
Policy Framework, including Corporate Plan and ensuring priority led budgeting
Corporate Plan Performance Management
Resilience and Emergency Planning
Councillor Support
Corporate Health & Safety
County Council relations
Equalities
Human Resources, Payroll, Democratic and Legal Services
Electoral Registration and Elections
Assets and Estates Management
Financial Management, Treasury Management and Accounts
Internal Audit (outsourced)
Risk Management
Programme Management
Communications function and Public Relations
Corporate Procurement
ICT

2 DEPUTY LEADER (LEISURE, AMENITIES AND TOURISM)

Leisure Centres Contract Management including Sports and Health Development
Markets
Open Spaces and contract management
Greenhouse Centre
Cemeteries
Facilities Management

Strategic Tourism

3 DEPUTY LEADER (REGENERATION AND PLANNING POLICY)

Town Centre Regeneration Programme
Stewardship of Capital Regeneration Monies
Economic Development
Regeneration
Brownfield Strategy
Local Enterprise Partnership
Planning Policy
Planning and Development Control (Executive Functions only)
Local Land Charges

4 DEPUTY LEADER (COMMUNITY AND REGULATORY SERVICES)

CCTV
Off Street Car Parking
Environmental Health (including: pollution, food safety, housing standards and commercial)
Dog re-homing
Licensing (Executive Functions only)
Enforcement
Climate Change Adaption
Private Sector Housing
Disabled Facilities Grants
Partnerships (including LSP, Safer Neighbourhood panels, community safety, health and well being)
Community centres- (including Neighbourhood Working
Councillors' Community Fund
Safeguarding & Counter-Terrorism
Brewhouse and Arts Development
Civic Function Suite

5 DEPUTY LEADER (ENVIRONMENT AND HOUSING)

Waste Management and Recycling
Street Cleansing
Public Toilets
Building Control
Borough Council Drainage and Sewerage Functions
Housing Strategy and Homelessness
Housing Benefits
Customer Services
Collection and recovery of Council Tax, Business Rates and Other Income

6 DEPUTY LEADERS WITHOUT PORTFOLIO

The Leader may appoint Deputy Leaders Without Portfolio who shall not be able to exercise any executive function individually.