

## **Scheme of Delegation to Cabinet and Cabinet Members**

### **Cabinet**

The following functions and decisions are reserved to Cabinet:

1. to approve executive (Key and Non-Key) decisions collectively.
2. to make financial commitments, within the Budgetary and Policy Frameworks set by the Full Council, and discharge the functions of the Council in delivering services to the community (primarily Children and Young People Services, Adult and Community Services, Highways and Transportation, Planning and the Environment and Public Protection), and for providing Resources (primarily administrative, financial, legal, personnel, property and information and communications technology services).
3. to prepare draft proposals for the Policy Framework documents as set out in the functions of the Full Council, and in so doing consult with interested parties and the appropriate Overview and Scrutiny Committees and shall include in its submission to the Full Council a statement of all views received and the Cabinet response to those views.
4. on an annual basis, to draw up of proposals for the Council's Revenue Budget, Capital Programme, the Treasury Management Policy and Council Tax levels, and in so doing shall consult with interested parties and the appropriate Overview and Scrutiny Committees, for consideration and determination by the Full Council.
5. to make additions and amendments to the approved Capital Programme at any time provided that a source of finance, other than borrowing, has been identified and that the revenue consequences can be contained within existing budgetary provision.
6. to refer to the Full Council for determination all matters which, although normally reserved for the Cabinet to decide, are not in accordance with the Budget and Policy Framework adopted by the Full Council, except matters of urgency which shall be dealt with in accordance with the procedures set out in Standing Order 29.
7. to undertake a continuing review of the Council's broad policy objectives and priorities over the whole range of its functions and to secure a continuous review and evaluation of the effectiveness of services in accordance with value for money principles, calling upon any Overview and Scrutiny Committee to assist in that process as it considers appropriate.
8. to change approved policies.
9. to create new policies and make decisions on matters of significant policy.

10. to take decisions on the withdrawal or modification of public services.
11. to approve and revise major strategies, schemes, plans, projects, placements and other new initiatives.
12. to approve schemes and the making of orders which have resulted in the receipt of objections or adverse comments arising from local consultation procedures or the giving of Public Notices of the proposals.
13. to report to the Full Council at each scheduled meeting on the proceedings of the Cabinet. The report shall include a summary of all key decisions taken by the Cabinet collectively, individual Cabinet Members, Cabinet Committees and officers.
14. to report to the Full Council on any matters which the Full Council or an Overview and Scrutiny Committee request.
15. to deal with matters relating to civil protection/emergency planning arising from the Council's powers and duties under the appropriate legislation.
16. to provide formal responses to any White Paper, Green Paper or other consultations e.g. **nationally significant infrastructure** planning likely to lead to policy changes or have a significant impact upon services or the interests of the County Council.
17. to consider as appropriate all Bills introduced into Parliament and all Acts passed, which affect the interests of the Council, and pursue any changes in the law which it feels appropriate.
18. to make decisions in relation to significant new powers or duties arising from new legislation.
19. to make appointments to the outside organisations, committees, companies and panels whose functions relate to those exercised by the Cabinet.
20. to discharge any function under a Local Act other than a function specified or referred to in Regulation 2 or Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (As Amended) and other than any other function where the power relates to the granting of a consent, licence, permission, registration or similar function.
21. to make arrangements for the determination of any appeal arising from any decision other than of the Cabinet or Cabinet Member where a right of appeal arises by virtue of any policy or statutory provision.
22. to consider and respond to petitions in accordance with the Council's petitions scheme – see Appendix 'O' to the Constitution.

23. make decisions to alter fees, charges, and allowances above the rate of inflation;
24. to approve the discharge of functions by an officer or by another local authority;
25. approve grants to outside bodies (unless specifically delegated to a senior officer).
26. to liaise with the appropriate Head of Service, Executive Director or Director/Deputy Director as appropriate on a regular basis to ensure that there is no conflict over the exercise of delegated powers.

Heads of Service shall take all decisions within their remit that have not been reserved, as set out above, to the Cabinet. Such decisions shall be taken in accordance with the Scheme of Delegation to Heads of Service (Constitution, Appendix 'B')

## **Cabinet Members**

Cabinet Members have been allocated the following areas of responsibility by the Leader. Ordinarily decisions in these areas of responsibility will be taken by the Cabinet collectively or by officers under the Scheme of Delegation to Heads of Service. Any urgent decisions which cannot await the next meeting of the Cabinet shall be approved by the Leader (or in his/her absence, the Deputy Leader) and the relevant Cabinet Member.

### **Leader**

Responsible for:

- Governance
- Legal
- Finance Services
- Procurement
- Property including disposal of surplus Land and Buildings
- External Funding
- Corporate Communications
- Information and Communications Technology
- E-Government
- Performance Management
- Efficiency
- Human Resources
- Organisational Development
- Equality and Cohesion

### **Deputy Leader**

Responsible for:

- Waste Management
- Flooding
- Climate Change
- Environmental Strategy/Environmental Improvement Schemes
- Emergency Planning
- Conservation and Lancashire Countryside Service
- Renewable Energy Initiatives
- Certain matters regarding the public rights of way network not reserved to the Regulatory Committee
- Locality Focus
- Community Planning
- Community Involvement
- Devolution
- Member Support
- Appointments to Outside Bodies
- Coroners' Service
- Welfare Rights

- Trading Standards
- Scientific Services
- Registration Services
- Third Sector
- Parish and Town Councils
- Equality and Cohesion

## **Cabinet Member for Economic Development and Planning**

Responsible for:

- Economic Development
- Regional Affairs
- Europe
- Strategic/Spatial Planning
- Urban/Rural Regeneration
- Tourism
- Equality and Cohesion

## **Cabinet Member for Children, Young People and Schools**

Responsible as lead member for:

1. Children's Services and has responsibility for the following functions:

- Children's Integrated Services
- Children's Social Care
- Special Educational Needs
- School Attendance
- Educating Excluded Pupils/Pupil Welfare
- Early Years and Childcare
- Corporate Parenting Board
- Access and School Transport
- School Improvement and Tackling Failure
- Management
- Children and Young People's Plan

2. The Lancashire Healthy Care Programme

Responsible for:

- Young People's Service
- Youth Justice
- Teenage Pregnancy Strategy
- Further, Higher and Adult Education (\* see below)
- Equality and Cohesion

- \* provision of advice, support and financial services relating to students in or entering higher education and post 16 sector student transport arrangements. All other responsibilities to be exercised by the Cabinet Member for Adult Services

## **Cabinet Member for Highways and Transport**

Responsible for:

- Roads including Street Lighting
- Bridges
- Network Management including Highway Maintenance and Traffic Control Systems;
- Traffic and Safety including ParkWise, Road Safety, Safety Engineering and Traffic and Safety Policy;
- Passenger Transport including Local Bus Services and Public Transport Policy
- Equality and Cohesion

## **Cabinet Member for Community and Cultural Services**

Responsible for:

- Cultural Services
- Community Safety
- Customer Access Strategy
- Lancashire Shared Customer Service Centre
- Social Inclusion
- Community Cohesion
- Equality and Cohesion

## **Cabinet Member for Adult Services**

Responsible for:

- Adult Social Services
- Further, Higher and Adult Education (\* see below)
- Lancashire Adult Learning provision
- Equality and Cohesion

\* excluding provision of advice, support and financial services relating to students in or entering higher education and post 16 sector student transport arrangements. These responsibilities shall be exercised by the Cabinet Member for Children, Young People and Schools.

## **Cabinet Member for Health and Wellbeing**

Responsible for:

- The authority's Public Health responsibilities
- The Lancashire Health and Wellbeing Board
- A Joint Strategic Needs Assessment for Lancashire
- A Health and Wellbeing Strategy for Lancashire
- The HealthWatch Service
- Independent Advocacy Services
- Equality and Cohesion