

Meeting of:	<b>Annual Meeting</b>
Date of Meeting:	<b>Monday, 23 May 2022</b>
Relevant Scrutiny Committee:	All Scrutiny Committees
Report Title:	Executive Arrangements: Cabinet Membership and Portfolios
Purpose of Report:	To be informed of the names of Councillors chosen to be Deputy Leader and Members of the Cabinet, together with details of their portfolios, together with the designated "Champion" roles.
Report Owner:	Chief Executive
Responsible Officer:	Jeff Rees, Head of Democratic Services.
Elected Member and Officer Consultation:	The Leader, Chief Executive and the Monitoring Officer have been consulted on the contents of the report.
Policy Framework:	Matters contained within this report are to be dealt with at the Council's Annual Meeting.
<p>Executive Summary:</p> <ul style="list-style-type: none"> <li>Section 4.10.1(f) of the Constitution "Council Procedure Rules - Annual Meeting of the Council" provides that the Annual Meeting will be told by the Leader of the names of Councillors chosen to be Deputy Leader and the number and names of Members to be appointed to the Cabinet and their portfolios / responsibilities.</li> <li>Section 5.2 of the Constitution "Form and Composition of the Executive" provides that the Cabinet will consist of the Leader of the Council and at least two, but not more than nine, other Councillors appointed to the Cabinet by the Leader.</li> <li>Details of Cabinet Portfolios, together with the Leader's confirmation that, as part of their portfolios, Cabinet Members will be designated as the Council's "Champions" with regard to various areas will be circulated prior to the meeting.</li> </ul>	

## **Recommendations**

- 1.** That the Leader inform the Council of the names of Councillors chosen to be Deputy Leader and Members of the Cabinet, together with details of their portfolios (Appendix A), together with the designated "Champion" roles as set out in the Supplementary Information to be circulated prior to the meeting.
- 2.** That the Chair of the Scrutiny Committee Chairs and Vice-Chairs Group and Chair of the Democratic Services Committee continue to be designated the Council's Scrutiny and Member Development Champions respectively.
- 3.** That the Council's payments of Senior Salaries for 2022/23 be as set out within paragraph 2.1 of the report.

## **Reason for Recommendations**

**1-3** In order to comply with the Council's Constitution.

### **1. Background**

- 1.1** Section 4.10.1(f) of the Council's Constitution - "Council Procedure Rules - Annual Meeting of the Council" - provides that the Annual Meeting will be told by the Leader(s) of the names of Councillors he / she has chosen to be Deputy Leader and the number and names of Members to be appointed to the Cabinet and their portfolios / responsibilities.
- 1.2** Section 5.2 of the Council's Constitution - "Form and Composition of the Executive" - provides that the Cabinet will consist of the Leader of the Council (the "Leader") and at least two, but not more than nine, other Councillors appointed to the Cabinet by the Leader.
- 1.3** Under the provisions of the 2021 Annual Report of the Independent Remuneration Panel for Wales, the Vale of Glamorgan Council is able to pay up to a maximum of 18 Senior Salaries to Members in those positions agreed by the Council to receive such. The figure of 18 does not include Civic Salaries able to be paid to the Mayor and Deputy Mayor.

### **2. Key Issues for Consideration**

- 2.1** Including Cabinet Members, it is proposed that the Council pay a total of 16 Senior Salaries, together with Civic Salaries to the Mayor and Deputy Mayor, as set out below:
  - Cabinet Members - 8;
  - Group Leader (of the largest opposition Group) - 1;
  - Scrutiny Committee Chairs - 5;
  - Chair of Planning Committee;
  - Chair of Licensing Committee;

- Mayor;
  - Deputy Mayor.
- 2.2** Full details of the relevant payments, together with basic allowances for all Members, are incorporated within the Council's Constitution.
- 2.3** It has been confirmed that the Cabinet Portfolios will be as set out in Appendix A. Details of (as part of their portfolios) which Cabinet Members will be designated as the Council's "Champion Roles" with regard to various areas are as set out in the Supplementary Information to be circulated prior to the meeting.
- 2.4** It is recommended that the role of the following "Champion Roles" continue to be undertaken by the position-holder indicated:
- Scrutiny Champion - Chair of the Scrutiny Committee Chairs and Vice-Chairs Group;
  - Member Development Champion - Chair of the Democratic Services Committee.

### **3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?**

- 3.1** The Well-Being of Future Generations (Wales) Act sets out effective transparency as a key part of improving the delivery of public bodies.
- 3.2** The Act requires public bodies to communicate and explain the processes of selecting its well-being objectives and why these objectives have been chosen, how decisions are taken in line with these objectives and what difference these objectives have made.
- 3.3** The importance of presenting the report to Council is to ensure that transparency has taken place and to inform the Council and the public of the above arrangements which are required to be undertaken annually to comply with the Council's Constitution.

## **4. Resources and Legal Considerations**

### **Financial**

- 4.1** Under the provisions of the 2022 Annual Report of the Independent Remuneration Panel for Wales, the Council is able to pay up to a maximum of 18 Senior Salaries to Members in those positions agreed by the Council to receive such. The figure of 18 does not include Civic Salaries able to be paid to the Mayor and Deputy Mayor.

### **Employment**

- 4.2** None as a direct consequence of this report however, section 143 (1) (b) of the Local Government Measure 2011 provides for an eligibility for membership of a pension scheme in accordance with regulations under section 7 of the Superannuation Act 1972 (Local Government Pension Schemes).

### **Legal (Including Equalities)**

- 4.3** Section 4.10.1(f) of the Council's Constitution - "Council Procedure Rules - Annual Meeting of the Council" - provides that the Annual Meeting will be told by the Leader of the names of Councillors he / she has chosen to be Deputy Leader and the number and names of Members to be appointed to the Cabinet and their portfolios / responsibilities.
- 4.4** Section 5.2 of the Council's Constitution - "Form and Composition of the Executive" - provides that the Cabinet will consist of the Leader of the Council (the "Leader") and at least two, but not more than nine, other Councillors appointed to the Cabinet by the Leader.
- 4.5** Section 142 of the Local Government Measure 2011 sets out the various requirements and authority to make payments to Members of the Council based on determinations decided by the Independent Remuneration Panel for Wales.

### **5. Background Papers**

The Vale of Glamorgan Council's Constitution.

The 2022 Annual Report of the Independent Remuneration Panel for Wales.

### Executive Leader and Cabinet Member for Performance and Resources –

- Chief Executive's Office
- Cabinet Support Office
- Strategic Policy and Corporate Planning
- Public Services Board
- Performance Monitoring and Improvement Planning
- Communications and Media Relations
- Customer Care
- Human Resources Strategy and Implementation
- Organisational Development and Training
- Employee Relations
- Recruitment, Retention and Management of Attendance
- Corporate Health and Safety
- Democratic Services, Member Development and Support
- Financial Services
- Budget Planning and Management
- Digital transformation
- Information and Communication Technology
- Land, Property and Asset Management
- Procurement and Contracts
- Risk Management
- Reshaping Services and Transformation
- Local Government modernisation, collaboration and wellbeing agenda
- Strategic Regeneration, including Levelling Up and Shared Prosperity Funding
- Cardiff Airport and Bro Tathan Enterprise Zone
- Inward Investment

### Regional Working

Cardiff Capital Region City Deal and South East Wales Corporate Joint Committee

## **Cabinet Member for Education, Arts and the Welsh Language –**

- Education Strategic Planning
- Early Years Education Provision
- Education Welfare, Advice and Assessment
- Governor Support and Training
- Education Inclusion and Access, including Pupil Referral
- School Admissions
- Schools and Community Development
- School Funding and Support
- School Improvement and Challenge, including Central South Consortium
- Special Educational Needs
- Catering Service/ Big Fresh
- Welsh Language Policy and Development
- Welsh in Education Strategic Plan
- Adult Community Learning
- Library and Information Services
- Youth Service
- Sustainable communities for learning
- Arts Strategy and Development

## **Deputy Leader and Cabinet Member for Sustainable Places –**

- Town Centre development and promotion
- Regeneration service and projects
- Community Capacity building
- Countryside Services, including Public Rights of Way, Country Parks, Heritage Coast and Landscape Services
- Biodiversity Policy and Implementation
- Economic Development and Business Support
- Employment Land and Buildings
- Private Sector Housing Renewal and Improvements
- Tourism and Events
- Climate Change and Project Zero
- Active Travel and Sustainable Transport
- Local and Regional Transport Plans
- METRO Delivery
- Public Transport
- Home to School Transport Policy and Provision
- Community Transport
- Road Safety, including Safe Routes in Communities

## **Cabinet Member for Neighbourhood and Building Services –**

- Parks and Grounds Maintenance
- Coastal and Resort Management
- Water Safety
- Waste Management
- Recycling Policy and Implementation
- Environmental Enforcement
- Public Toilet provision
- Street Lighting

### **Highway Engineering Services:**

- Highway Development and Engineering
- Highway and Highway Structures Maintenance
- Adverse Weather and Winter Maintenance
- Highway Tree Management
- Traffic Management
- Car Parking Provision and Management
- Flood Risk Management and Coastal Protection

### **Fleet Services, including:**

- Fleet Acquisition and Leasing
- Garage Services and Fleet Maintenance
- Pool Car Management

### **Building Services:**

- Housing and Property Maintenance
- Building Cleaning
- Building Security



## **Cabinet Member for Public Sector Housing and Tenant Engagement –**

- Housing Policy and Implementation
- Welsh Housing Quality Standards Delivery
- Council House development programme
- Elderly Persons' Homes
- Home Office Related Issues
- Homelessness and Travellers (including sites)
- Housing Strategy and Investment
- Identification of Housing Need and Accommodation
- Social Housing Responsibilities
- Housing Allocations
- Tenant Services
- Specialist Housing Services
- Tenant / community engagement and community based regeneration
- Community Safety

## **Cabinet Member for Social Care and Health –**

- Adoption Service
- Adult and Children's Services
- Adults Advice and Assessment
- Adult and Children Community Care
- Home Care Provision
- Health Liaison
- Mental Health Services for Adults and Children
- Services for Adults and Children with Disabilities / Impairment
- Family Support and Liaison
- Youth offending
- Health and Social Care Integration and Collaboration including Regional Partnership Board
- Adult and Children Voluntary Sector Inclusion
- Social Services Special Needs
- Social Services Business Support and Innovation
- Resource management and Safeguarding
- Collaboration with the Health Board on social care and health integration.

## **Cabinet Member for Community Engagement, Equalities and Regulatory Services –**

### **Community Engagement and Participation**

- Public Participation Strategy
- Consultation and Engagement

### **Equalities**

- Equalities planning, strategy and monitoring

### **Land Use Planning:**

- Planning Policy and Local Development Plan
- Development Management
- Building Control

### **Legal Services:**

- Community Legal Services
- Property and Contracts
- Litigation

Electoral Services

Registration Services

Record Management and Information Services

**Shared Regulatory Services and Licensing**

**Civil Protection and Emergency Planning**

## **Cabinet Member for Leisure, Sport and Well-being –**

- Community Centre management and partner liaison
- Leisure Strategy and Policy development
- Leisure Management (including Sports and Leisure Centres)
- Strategic Investment – Leisure
- Sport Development and Play
- Regional collaboration on sport development
- Partnership development – local sport facilities
- Sport and leisure promotion
- Sport participation and access
- Well-Being collaboration (including Public Health Wales and Cardiff and Vale UHB)