

Meeting of:	Annual Meeting
Date of Meeting:	Monday, 10 May 2021
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:	Managing Director.
Responsible Officer:	Jeff Rees, Head of Democratic Services.
Elected Member and Officer Consultation:	The Leader, Managing Director 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"> 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 Executive and their portfolios / responsibilities. Section 5.2 of the Constitution "Form and Composition of the Executive" provides that the Executive will consist of the Leader of the Council and at least two, but not more than nine, other Councillors appointed to the Executive by the Leader. 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. 	

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 Appendix B to the report.
- 2.** That the Chairman of the Scrutiny Committee Chairmen and Vice-Chairmen Group and Chairman 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 2021/22 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 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 Executive and their portfolios / responsibilities.
- 1.2** Section 5.2 of the Council's Constitution - "Form and Composition of the Executive" - provides that the Executive will consist of the Leader of the Council (the "Leader") and at least two, but not more than nine, other Councillors appointed to the Executive 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, as currently, the Council continue to pay a total of 15 Senior Salaries, together with Civic Salaries to the Mayor and Deputy Mayor, as set out below:
 - Cabinet Members - 7;
 - Group Leaders (in respect of Groups comprising 10% or more of the total membership of the Council) - 1;
 - Scrutiny Committee Chairmen - 5;
 - Chairman of Planning Committee;

- Chairman 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** The Leader has confirmed that the Cabinet Portfolios will remain unchanged (Appendix A). Details of (as part of their portfolios) which Cabinet Members will be designated as the Council's "Champions" with regard to various areas are attached at Appendix B.
- 2.4** It is recommended that the role of the following "Champions" continue to be undertaken by the position-holder indicated:
- Scrutiny Champion - Chairman of the Scrutiny Committee Chairmen and Vice-Chairmen Group;
 - Member Development Champion - Chairman 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 2021 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 Executive and their portfolios / responsibilities.
- 4.4** Section 5.2 of the Council's Constitution - "Form and Composition of the Executive" - provides that the Executive will consist of the Leader of the Council (the "Leader") and at least two, but not more than nine, other Councillors appointed to the Executive 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 2021 Annual Report of the Independent Remuneration Panel for Wales.

CABINET PORTFOLIOS – MAY 2021

Councillor Neil Moore – Executive Leader and Cabinet Member for Performance and Resources (Leader – Labour Group)

Resources, including:

- Managing Director's Office
- Cabinet Support Office
- Strategic Policy and Corporate Planning
- Public Services Board
- Performance Monitoring and Improvement Planning
- Communications
- Customer Care
- Human Resources Strategy and Implementation
- Organisational Development and Training
- Employee Relations and Equalities
- Recruitment, Retention and Management of Attendance
- Corporate Health and Safety
- Democratic Services, Member Development and Support
- Financial Services, Financial Planning and Budget
- Information and Communication Technology
- Land, Property and Asset Management
- Procurement and Contracts
- Risk Management
- Reshaping Services
- Local Government modernisation, collaboration and wellbeing agenda
- Cardiff Airport and St. Athan Enterprise Zone
- Inward Investment

Cardiff Capital Region City Deal

Councillor Lis Burnett – Deputy Leader and Cabinet Member for Education and Regeneration (Labour Group)

Education, including:

- Education Strategic Planning
- Adult Community Learning
- Early Years Education Provision
- Education Welfare, Advice and Assessment
- Governor Support and Training
- Education Inclusion and Access, including Pupil Referral
- School Admissions
- School Funding and Support
- School Improvement and Challenge, including Central South Consortium
- Special Educational Needs
- Catering Service
- Library and Information Services

Regeneration, including:

- 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
- Urban and Rural Regeneration
- Private Sector Housing Renewal and Improvements
- Communities First
- Tourism and Events
- Town Centre development and promotion
- Regeneration projects

Councillor Eddie Williams – Cabinet Member for Legal, Regulatory and Planning Services (Llantwit First Independents Group)

Legal Services, including:

- Community Legal Services
- Property and Contracts
- Litigation
- Electoral Services

Registration Services

Record Management and Information Services

Regulatory Services, including:

- The Shared Regulatory Service

Planning, including:

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

Civil Protection and Emergency Planning, including:

- Community Safety and Crime and Disorder (including Section 17 responsibilities)

Councillor Margaret Wilkinson – Cabinet Member for Housing and Building Services (Labour Group)

Public Sector Housing, including:

- 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
- Housing Policy and Implementation
- Welsh Housing Quality Standards Delivery

Building Services, including:

- Building Maintenance
- Building Cleaning
- Building Security

Councillor Ben Gray – Cabinet Member for Social Care and Health (Leader – Vale Independents Group)

Social Care and Health, including:

- 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
- Health and Social Care Integration and Collaboration
- Adult and Children Voluntary Sector Inclusion
- Social Services Special Needs
- Social Services Business Support and Innovation
- Collaboration with the Health Board on social care and health integration

**Councillor Kathryn McCaffer – Cabinet Member for Leisure, Arts and Culture
(Vale Independents Group)**

Leisure Services, including:

- Community Centres
- Leisure Strategy
- Leisure Management (including Sports and Leisure Centres)
- Strategic Investment – Leisure
- Sport Development and Play

Youth Engagement, including:

- Youth Offending Team (YOT)
- Youth Service

Arts, Culture and Heritage, including:

- Welsh Language Services and Provision

Councillor Peter King – Cabinet Member for Neighbourhood Services and Transport (Labour Group)

Operational Neighbourhood Services, including:

- Highway Maintenance
- Parks and Grounds Maintenance
- Beach Management
- Water Safety
- Waste Management
- Recycling Policy and Implementation
- Environmental Enforcement
- Public Toilets
- Street Lighting

Highway Engineering Services, including:

- Adverse Weather and Winter Maintenance
- Highway Engineering, Design and Development
- Highway and Highway Structures Maintenance
- Highway Tree Management
- Traffic Management
- Car Parking Provision and Management
- Road Safety, including Safe Routes in Communities
- Flood Risk Management and Coastal Protection

Transportation, including:

- Active Travel and Sustainable Transport
- Local and Regional Transport Plans
- METRO Delivery
- Public Transport
- Home to School Transport Policy and Provision
- Community Transport
- Fleet Acquisition and Leasing
- Garage Services and Fleet Maintenance
- Pool Car Management

Vale of Glamorgan Council – Champions

Title	Cabinet Member / Member
Anti-Poverty Champion	Councillor S. Sivagnanam
Armed Forces Champion	Councillor E. Williams
Biodiversity Champion	Councillor J.C. Bird
Carers Champion	Councillor L. Burnett
Diversity Champion	Councillor S. Sivagnanam
Domestic Violence Champion	Councillor S.D. Perkes
Equalities Champion	Councillor S. Sivagnanam
L.G.B.T. Champion	Councillor O. Griffiths
Older People's Champion	Councillor B.T. Gray
Safeguarding Champion	Councillor B.T. Gray
Superfast Broadband Champion	Councillor J.C. Bird
Time to Change Wales Champion	Councillor K.F. McCaffer
Veterans Champion	Councillor E. Williams
Youth Champion	Councillor K.F. McCaffer