

**Decision Maker:** Executive

**Date:** 10<sup>th</sup> June 2014

**Decision Type:** Non-Urgent Executive Non-Key

**Title:** **UPDATE ON PORTFOLIO HOLDERS, APPOINTMENT OF EXECUTIVE ASSISTANTS AND MEMBER WORKING GROUPS AND APPOINTMENT OF MEMBERS TO THE BROMLEY ADOPTION PANEL**

**Contact Officer:** Keith Pringle, Democratic Services Officer  
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**Chief Officer:** Director of Corporate Services

**Ward:** N/A

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1. Reason for report

This report allows the Executive to note appointments made by the Leader of the Council to help with administration of Executive business during 2014/15. It also enables confirmation of elected member representation on the Bromley Adoption Panel for 2014/15.

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2. **RECOMMENDATIONS**

- (1) that the appointment of Councillors to serve on the Executive for the 2014/15 Municipal Year, as made by the Leader of the Council, be noted;
- (2) that the responsibility for Portfolios, as determined by the Leader of the Council for the 2014/15 Municipal Year, be noted;
- (3) that the appointment of Councillors as Executive Support Assistants by the Leader of the Council for the 2014/15 Municipal Year be noted;
- (4) the appointment by the Leader of the Council of Executive Members to serve on the following Working Parties and Advisory Panel for the 2014/15 Municipal Year be noted, along with other Councillors invited to serve on them –
  - SEN Working Party
  - Town Centre Working Party;

- **Child Safeguarding and Corporate Parenting Working Party;**
- **Local Development Framework Advisory Panel; and**
- **Constitution improvement Working Group; and**

**(5) elected member representation on the Bromley Adoption Panel be confirmed for 2014/15.**

## Corporate Policy

1. Policy Status: Existing Policy
  2. BBB Priority: Excellent Council:
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## Financial

1. Cost of proposal: Not Applicable:
  2. Ongoing costs: Not Applicable:
  3. Budget head/performance centre: Democratic Representation – Members Allowances
  4. Total current budget for this head: £1,106,380
  5. Source of funding: Revenue Budget
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## Staff

1. Number of staff (current and additional): N/A
  2. If from existing staff resources, number of staff hours: N/A
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## Legal

1. Legal Requirement: Statutory Requirement: Part II Local Government Act 2000 – Executive arrangements.
  2. Call-in: Not Applicable:
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## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): N/A
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## Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A

### 3. COMMENTARY

3.1 The Constitution of the London Borough of Bromley specifies that the Executive should consist of the Executive Leader plus at least two but no more than nine other Members. At the Annual Meeting of the Council to be held on 4<sup>th</sup> June 2014, the Leader of the Council is appointed for a four year term of office. In accordance with the constitutional arrangements, the Leader appoints a Deputy Leader and up to five other Members to serve on the Executive for the 2014/15 Municipal Year. It is for the Leader to determine which Portfolios are held by Members of the majority party on the Executive and their period of office. The Council's Portfolios are currently:

- i) Care Services (including Public Health)
- ii) Education
- iii) Environment
- iv) Public Protection and Safety
- v) Renewal and Recreation; and
- vi) Resources

The appointments by the Leader of the Council of Councillors to serve on the Executive will be reported to this meeting (Recommendation 1).

3.2 The Constitution also makes provision for non-Executive Councillors to be appointed by the Leader to assist Executive Portfolio Holders carry out their duties. Their role is to assist and advise the Portfolio Holder but they do not have any decision-making powers. However, under the Constitution, they can represent/deputise for the Portfolio Holder in most other circumstances. Last year three assistants were appointed. Executive Assistants may not serve on the PDS Committee which mirrors the Executive Portfolio they support. The position on Councillors appointed to serve as Executive Assistants will be reported at the meeting (Recommendation 3).

3.3 In November 2002 the Executive appointed a *Special Educational Needs (SEN) Working Party* to look at implementation of the SEN Best Value Review. The Working Party has been re-appointed each year since and has been carrying out work on the reconfiguration of SEN provision and Invest to Save initiatives. Membership of the Working Party also includes non-Councillors representing health and education interests. Any recommendation from the Working Party requiring executive action is reported to either the Executive or relevant Portfolio Holder. Action may also be taken by the appropriate Chief Officer. The Leader of the Council appoints Executive Members to serve on the Working Party and invites other Councillors to serve on it. Details will be reported at the meeting (Recommendation 4).

3.4 At its meeting in May 2009, the Executive also appointed a *Town Centre Working Party* to guide and advise on work to improve town centres in the Borough. This is an ongoing project and 2014/15 Membership of the Working Party will be reported at the meeting (Recommendation 4). Ward Members are also to be invited to meetings when ward issues are to be discussed.

3.5 Other groups and their memberships for appointment by the Leader of the Council are: (i) *the Executive Working Party on Child Safeguarding and Corporate Parenting*, (ii) *the Local Development Framework Advisory Panel* and (iii) *the Constitution Improvement Working Group*, with details of the groups being reported at the meeting (Recommendation 4).

3.6 The Executive is also asked to confirm 2014/15 elected member representation on Bromley's *Adoption Panel* (Recommendation 5), the Panel being regulated by statutory regulations and managed by the Head of the Adoption Agency i.e. the Executive Director of Education and Care Services. The Head of the Adoption Agency appoints members to the Adoption Panel which currently has three elected members. Other members of the Panel include a medical adviser, Children's Services representatives and independent members.

#### 4. POLICY IMPLICATIONS

4.1 The allocation of Portfolios to Executive Members by the Leader is specified in the Council's Constitution, along with the ability of individual Portfolio Holders to take decisions. The Constitution also provides for the Leader of the Council to appoint Executive Assistants to support Portfolio Holders and to appoint membership of the Executive Working Parties/Panels.

<b>Non-Applicable Sections:</b>	Financial/Personnel
Background Documents: (Access via Contact Officer)	Constitution of the LBB