

# Leader Decisions

Date: Tuesday 16 May 2023  
Time: 2.00 pm or on the Rising of Council  
Venue: Council Chamber, Shire Hall

## Membership

Councillor Isobel Seccombe OBE

Items on the agenda: -

1. **Appointment of Cabinet Portfolios, Delegation of Executive Functions and Appointments to Bodies**

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**Monica Fogarty**  
Chief Executive  
Warwickshire County Council  
Shire Hall, Warwick

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- Declare the interest if they have not already registered it
- Not participate in any discussion or vote
- Leave the meeting room until the matter has been dealt with
- Give written notice of any unregistered interest to the Monitoring Officer within 28 days of the meeting

Non-pecuniary interests relevant to the agenda should be declared at the commencement of the meeting.

The public reports referred to are available on the Warwickshire Web  
<https://democracy.warwickshire.gov.uk/uuCoverPage.aspx?bcr=1>

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Any member of the public who is resident or working in Warwickshire, or who is in receipt of services from the Council, may speak at the meeting for up to three minutes on any matter within the remit of the Committee. This can be in the form of a statement or a question. If you wish to speak please notify Democratic Services in writing at least two working days before the meeting. You should give your name and address and the subject upon which you wish to speak. Full details of the public speaking scheme are set out in the Council's Standing Orders.

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Any member or officer of the Council or any person attending this meeting must inform Democratic Services if within a week of the meeting they discover they have COVID-19 or have been in close proximity to anyone found to have COVID-19.

## Leader Decision Making Session

16 May 2023

### Appointment of Cabinet Portfolios, Delegation of Executive Functions and Appointments to Bodies

#### Recommendations

1. That the Leader confirms the appointment of the Deputy Leader as set out in the Appendix.
2. That the Leader appoints councillors to the Cabinet and determines their portfolios/delegations as set out in the Appendix.
3. The Leader confirms and/or amends the delegation of executive functions to members, officers and/or other bodies as set out in the Constitution in line with this decision and authorises the Strategic Director for Resources to make such amendments to the Council's Constitution as may be required as a consequence of this and any other changes agreed at this meeting.
4. That the Leader appoints to the bodies listed as set out in the Appendix.

#### 1. Appointments to Cabinet

The Leader may appoint up to a maximum of nine other members to form a Cabinet. The appointments and their portfolios are a matter for the Leader. The Leader must also appoint a Deputy Leader from within the Cabinet members. The Leader is invited to appoint the Cabinet, determine the portfolios and delegation of executive functions.

The Leader is invited to confirm the appointments set out in the Appendix.

#### 2. Delegation of Executive Functions

The Leader is invited to confirm and/or amend the delegation of executive functions to members, officers and/or other bodies as set out in the Constitution as is necessary in line with this decision. The Strategic Director for Resources is authorised to make such modifications to the Council's Constitution, and otherwise as may be required, to effect the Leader's decisions.

### **3. Appointments to Member Bodies**

#### **3.1. Joint Negotiating Bodies**

There are two negotiating bodies – one for teaching staff and one for other staff. The bodies provide a forum for discussions with relevant trade unions in relation to conditions of service of members of staff and to recommend to the Staff and Pensions Committee any changes or amendments to those conditions of service.

The membership of each is two Cabinet members and two non-Cabinet members. The Leader is required to appoint the two Cabinet members to each body and is invited to confirm the appointments set out in the Appendix.

#### **3.2. Adoption Panel**

The Adoption Panel is a statutorily required body and its membership is prescribed by legislation. The Leader is required to appoint one County Councillor to the Panel and is invited to confirm the appointment set out in the Appendix.

#### **3.3. Fostering Panel**

The Fostering Services Regulations 2002 section 24(3) (C) states that when the local authority is the agency at least one elected member of that authority may sit on the Panel. In Warwickshire the Council has determined that it would be one County Councillor and the Leader is invited to confirm the appointment set out in the Appendix.

### **4. Appointment to External Bodies**

#### **4.1. Eastern Shires Purchasing Organisation (ESPO) Management Committee and Finance and Audit Committee**

ESPO is a joint committee between consortium authorities whose purpose is to improve and maintain effective and efficient and economical arrangements for the supply of goods and services to its constituent authorities.

Each member authority has 2 places on the Management Committee (one to be a Cabinet member). The Leader is invited to confirm the two appointments to the ESPO Management Committee.

The Leader is also asked to make an appointment from one of those appointed members to sit on the ESPO Finance and Audit Committee. The purpose of this sub-committee is to oversee the financial planning process undertaken by ESPO.

### **5. Financial Implications**

All of the proposals set out in the report can be accommodated within the 2023/24 approved budget.

## 6. Environmental Implications

None

### Background Papers

None. The information in this report is drawn from the Council's current published Constitution.

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**On rising of Council – 16 May 2023  
Leader Decision Making Session**

**Appendix to the Report:**

**Appointment to Cabinet, Delegation of Executive Functions and  
Appointments to Bodies Report**

Decisions Proposed by the Leader:

1. That [            ] be appointed as Deputy Leader.
2. That the terms of reference of the Cabinet Portfolios (and Cabinet Support as applicable) and the appointments to them be as set out below:

<b>Portfolio</b>	<b>Appointee</b>

**Cabinet Support**

<b>Portfolio</b>	<b>Appointee</b>

The General Powers and the Specific Powers as set out in the Council's Constitution are confirmed by the Leader and will be delegated as she considers necessary to align with the Portfolio Holders and their Terms of Reference as listed above.

3. That the following are appointed to the bodies listed below:

<b>Body</b>	<b>Councillor</b>	<b>Councillor</b>
Joint Negotiating Body – Staff (2 Cabinet members)		
Joint Negotiating Body – Teachers (2 Cabinet members)		
Adoption Panel (1)		
Fostering Panel (1)		
ESPO Management Committee (2 – of which 1 to be a Cabinet member)		
ESPO Finance and Audit Committee*		

\* To be one of the members appointed to sit on the ESPO Management Committee

4. That the delegation of executive functions to members, officers and/or other bodies as set out in the Constitution are confirmed.
5. The current Portfolios and Terms of Reference are available [here](#)

6. The Portfolios and Terms of Reference for municipal year 2023/24 will be confirmed at the Leader Decision Making session of 16 May 2023.