

Public Document Pack



TRAFFORD COUNCIL

11 June 2014

Trafford Town Hall
Talbot Road
Stretford
M32 0TH

Dear Councillor,

Please find enclosed reports in respect of the following items of business listed on the Summons for the meeting of Council on **WEDNESDAY, 11 JUNE 2014, at 6.00 PM** in the **COUNCIL CHAMBER, TRAFFORD TOWN HALL, TALBOT ROAD, STRETFORD**:

	Pages
6. Membership of the Executive	
To note the membership of the Executive Cabinet, including the Deputy Leader, as appointed by the Leader of the Council.	1 - 4
7. Shadow Executive	
To note the membership of the Shadow Executive.	5 - 6
12. Delegation of Functions and Amendments to the Constitution – Appendix 1	
To receive a report of the Director of Legal and Democratic Services and Monitoring Officer.	7 - 24

Yours sincerely,

THERESA GRANT
Chief Executive

Annual Meeting of the Council - Wednesday, 11 June 2014

Membership of the Council

Councillors D. Butt (Mayor), E.H. Malik (Deputy Mayor), D. Acton, S. Adshead, S. Anstee, Dr. K. Barclay, J. Baugh, J. Bennett, Miss L. Blackburn, R. Bowker, C. Boyes, H. Boyle, Mrs. A. Bruer-Morris, J. Brophy, B Brotherton, D. Bunting, C. Candish, K. Carter, R Chilton, Mrs. L. Cooke, M. Cordingley, M. Cornes, J. Coupe, L. Dagnall, Mrs. P. Dixon, A. Duffield, Mrs. L. Evans, N. Evans, T. Fishwick, M. Freeman, P. Gratrix, J. Harding, D. Higgins, J. Holden, M. Hyman, C. Hynes, D. Jarman, P. Lally, J. Lamb, J. Lloyd, A. Mitchell, P. Myers, D. O'Sullivan, I. Platt, K. Procter, J.R. Reilly, Mrs. J. Reilly, B. Rigby, T. Ross, M. Sephton, B. Sharp, B. Shaw, J. Smith, E.W. Stennett, S. Taylor, L. Walsh, Mrs. V. Ward, A. Western, D. Western, M. Whetton, A. Williams, M. Young and Mrs. P. Young

Further Information

For help, advice and information about this meeting please contact:

Ian Cockill, Democratic Services Officer

Tel: 0161 912 1387

Email: ian.cockill@trafford.gov.uk

This Supplementary was issued on **Wednesday, 11 June 2014** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH

Agenda Item 6

TRAFFORD COUNCIL

Report to: Annual Meeting of the Council
Date: 11 June 2014
Report for: Decision
Report of: Director of Legal and Democratic Services

Report Title

MEMBERSHIP OF THE EXECUTIVE

Summary

The Leader of the Council was elected at the Meeting of Council on 13 March 2014 for a fixed term of office to the first Annual Meeting of the Council after his normal day of retirement as a councillor in May 2016. Each year the Leader will appoint the Deputy Leader, decide the composition of the Executive Cabinet and appoint the Membership of the Cabinet.

Recommendation(s)

The Council is requested to note:

1. that the Leader of the Council has determined that the Executive shall comprise himself plus 7 councillors;
2. the appointment of the Deputy Leader and Membership of the Executive for 2014/15, as agreed by the Leader of the Council and set out in the Appendix to the report.
3. that a report of the Independent Remuneration Panel on Members Allowances will be brought to a future meeting.

Contact person for access to background papers and further information:

Name: Ian Cockill
Extension: 1387

Background Papers: Local Government and Health Act 2007
Constitution of the Council

1.0 Background

- 1.1 At its meeting on 2 December 2009, the Council approved a new style 'strong' Leader and Cabinet model of executive leadership, in accordance with the Local Government and Health Act 2007. The Act required changes to the leadership of Councils giving only two options, both of which place all executive powers in the hands of one individual, who, in the normal course of events, will serve an uninterrupted 4 year term. The Council's new Executive Arrangements came into operation on 6 May 2010.

2.0 New Style Leader and Cabinet

- 2.1 Under this model the Council appoints the Leader for a fixed term of office of 4 years. The Leader then appoints a Cabinet but also determines the size of the Cabinet (within the statutory minimum and maximum of 3 and 10). Under these executive arrangements provision must be made for the appointment of a Deputy Leader with power to act in the Leader's absence. Again the Deputy Leader is appointed (and may also be removed) by the Leader.
- 2.2 The term of office of the Leader is from the date of election as Leader to the first annual meeting after their normal day of retirement as a councillor i.e. up to 4 years. Thus, a Leader needing to seek re-election as a councillor before the end of the maximum 4 year term will be elected for a shorter term.
- 2.3 The Council includes provisions in its Constitution whereby the Council may remove the Leader from office at any time (if the Council did not include such provision for the mid term removal of the Leader, the Leader would remain in office for their full term). The Council's Constitution states that the Leader shall hold office until:
- (a) (s)he resigns from the office; or
 - (b) (s)he is disqualified from being a councillor; or
 - (c) (s)he is no longer a councillor; or
 - (d) the first Annual Meeting after their normal day of retirement as a councillor save that the Council may by resolution remove the Leader from office at an earlier date.
- 2.4 The Leader will be vested with all the authority's executive functions, initially holding all the Council's executive functions under their personal control. It is then for him/her to choose whether to exercise some or all of these functions personally or to make arrangements for their discharge by the executive, a committee of the executive, by an individual member of the executive, or by officers and these will be notified at the Annual Meeting of the Council.
- 2.5 The Leader of the Council shall appoint an Executive Member as Deputy Leader with power to act in the Leader's absence.

- 2.6 Executive members appointed by the Leader of the Council (including the executive member appointed as Deputy Leader) shall hold office until:
- (a) they resign from office; or
 - (b) (s)he is disqualified from being a councillor; or
 - (c) they are no longer councillors; or
 - (d) the Annual General Meeting following the meeting at which they are appointed to the Executive save that the Leader of the Council may remove them from office either individually or collectively at an earlier date.

3.0 Lead Members

- 3.1 The Leader has designated a specific role for an additional 2 Non-Executive Members to support the work of the Executive.
- 3.2 The Lead Member for Safeguarding will support the Executive Member for Children's Services and the Executive Member for Adult Social Services and Community Wellbeing.
- 3.3 The Lead Member for Trust Development will support the Executive Member for Transformation and Resources and the Executive Member for Communities and Partnership and report to the Leader of the Council for Reshaping Trafford.

4.0 Members Allowances

- 4.1 The Council's allowances scheme for Members has not been significantly reviewed for some time. The Group Leaders have asked the Independent Remuneration Panel to review the scheme and will produce a report for the Council's consideration.

MEMBERSHIP OF THE EXECUTIVE 2014/15

<u>Councillor</u>		<u>PORTFOLIO</u>
Sean Anstee (Leader)		Reshaping Trafford
Michael Young (Deputy Leader)		Adult Social Services and Community Wellbeing
Michael Cornes		Children's Services
Michael Hyman		Economic Growth and Planning
John Reilly		Environment and Operations
John Lamb		Communities and Partnerships
Alex Williams		Transformation and Resources
Patrick Myers		Finance
 <u>Non-Executive Members with Special Responsibilities</u>		
Linda Blackburn	-	Lead Member for Safeguarding
Jonathan Coupe	-	Lead Member for Trust Development

Agenda Item 7

TRAFFORD COUNCIL

Report to: Annual Meeting of the Council
Date: 11 June 2014
Report for: Information
Report of: Chief Executive

Report Title

SHADOW EXECUTIVE

Summary

To note the Members of the main opposition with shadow responsibility for the Executive portfolio areas.

Recommendation(s)

To note the members of the Shadow Executive as set out in the Appendix.

Contact person for access to background papers and further information:

Name: Ian Cockill
Extension: 1387

Background Papers: None.

MEMBERSHIP OF THE SHADOW EXECUTIVE 2014/15

<u>Councillor</u>	<u>PORTFOLIO</u>
David Acton (Leader)	Reshaping Trafford
Andrew Western (Deputy Leader)	Transformation and Resources
Joanne Bennett	Adult Social Services and Community Wellbeing
Jane Baugh	Children's Services
Mike Cordingley	Economic Growth and Planning
Stephen Adshead	Environment and Operations
Catherine Hynes	Communities and Partnerships
Tom Ross	Finance

Non-Shadow Executive Members with Special Responsibilities

Judith Lloyd	-	Shadow Lead Member for Safeguarding
Barry Brotheron	-	Shadow Lead Member for Trust Development

Note: The Members' Allowances Scheme specifies that Shadow Executive arrangements should reflect the composition of the Council's Executive, thus:

- (a) the Shadow Executive must be composed of identical portfolio areas; and
- (b) the number of Members appointed to the Shadow Executive (including the Members appointed as Leader and Deputy Leader) must be equal to or less than the number of Members appointed to the Executive.

Agenda Item 12 – Appendix 1

Leader's Responsibilities for Re-Shaping Trafford

To act as the Executive Portfolio Holder responsible for all matters relating to the development and implementation of the Reshaping Trafford Programme, including: Trust arrangements; trading; early intervention and well-being; integration of health and social care; managing budget pressures and the joint venture contract for environmental, highways, waste and technical planning services. As such, the Leader is responsible for:

1. Chairing the Re-shaping Trafford Executive Board comprising of the Leader, Executive Portfolio Holder for Transformation & Resources and Executive Portfolio Holder for Finance.
2. Receiving contributions and reports from other members of the Executive, particularly from the Lead Member for Trust Development.
3. To approve strategic direction of the Programme
4. To monitor overall performance of the Programme

In addition, to add to the 'key roles and responsibilities' in the Leader's portfolio:-

To ensure delivery of the Council's overall vision for Trafford Borough Council, including the Reshaping Trafford Programme.

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EXECUTIVE TERMS OF OFFICE

Portfolio – Adult Social Services and Community Wellbeing

GENERAL

The Executive Portfolio holder is responsible for:-

- § all matters relating to the Council's affairs in respect of Adult Social Services including acting as the Lead Member for Adult Services in accordance with best practice guidance; and
- § all matters relating to Community Health and Wellbeing, including acting as the Lead Member for Community Health and Wellbeing Services in accordance with best practice guidance.

As such, the Executive Portfolio holder is responsible for:

1. Liaising with other members of the Executive, particularly where matters within the portfolio affect other aspects of Council business or the Borough generally.
2. Providing the Executive's lead in the development and implementation of key policy within the remit of the portfolio.
3. Agreeing, in conjunction with the relevant Corporate Director or Director, Annual Service Improvement Plans for the services within the remit of the Portfolio holder.
4. Participating as necessary in the work of the Overview and Scrutiny Committees and promoting the value of Scrutiny within their service area.
5. Ensuring that spending is in line with the approved budget for the Services within the portfolio.
6. Representing and acting as an ambassador for the Council.
- 7 Promoting a neighbourhood and area focus across the Council and the Borough.
- 8 Representing the Council's views on matters of corporate or strategic policy and on any other matters which are within the Portfolio holder's terms of office.
9. Working with other Members of the Executive on matters, as directed by the Leader.
10. Ensuring effective partnership working in respect of matters within these terms of office.
11. Overseeing the timely progress of reviews or inspections with the remit of the Portfolio holder.
12. Exercising a monitoring role regarding performance and budgets and ensuring progress toward meeting the Executive's key objectives in these areas.
13. Ensuring appropriate consultation with partners and the community on matters within the portfolio.

Working with the Lead Member for Safeguarding

In accordance with the statutory guidance on the role and responsibilities of Lead Members for Adults Social Services the Executive Member for Adult Social Services and Community Wellbeing, who acts as the authority's statutory Lead Member for Adults Social Services, is supported by the Lead Member for Safeguarding "to assist in the exercise of his/her (the Executive Member for Adults Social Services and Community Wellbeing) functions and duties". The Executive Member for Adults Social Services and Community Wellbeing, however, will need to maintain "effective overview and overall political accountability for the full range of local authority adult's social services". This will be achieved by the Lead Member for Safeguarding:

- having delegated responsibilities and powers for aspects of the Lead Member for Adults Social Services role; and
- reporting on a regular basis to the Executive Member for Adult Social Services and Community Wellbeing on how these delegated responsibilities and powers are being exercised including all formal decisions made.

Reports recommending decisions to be made by the Executive should be countersigned by the Executive Member for Adult Social Services and Community Wellbeing.

Areas of Responsibility

To have overall responsibility for:

1. Adult Social Services including:

- § Services to Older People
- § Mental Health
- § Learning Disabilities
- § Health & Disability Services
- § Sensory Services
- § Other Adult services
- § Liaison with Health Service bodies
- § Housing issues including:
 - § Supporting People
 - § Adaptations Services
- § Community Rights

2. Community Health and Wellbeing Services including:

- § The Health and Wellbeing Board
- § Public health functions
- § Delivery of the Health and Wellbeing Strategy
- § Liaison with Health Service bodies
- § Liaison with voluntary and community sector organisations in relation to health and wellbeing
- § Championing health and wellbeing issues on behalf of the Council and Trafford Partnership
- § Equality and Diversity

Key Roles and Responsibilities of the Adult Social Services and Community Wellbeing Portfolio:

In accordance with section 15(4) of the local Government Act 2000, but subject to legislation, the Scheme of Delegation to officers and other provisions set out in Part 3 of the Council's Constitution, the Executive Member for Adult Social Services and Community Wellbeing is responsible for all matters within their Areas of Responsibility as set out above, to the extent that they comprise Executive functions, including in particular:-

1. The powers and duties of the Council as an Adult Social Services Authority.
2. The duty to make provision for services to people in need as defined by the National Assistance Act 1948, the Chronically Sick and Disabled Persons Act and the NHS and Community Care Act 1989.
3. The duty to protect vulnerable adults.
4. Developing working partnerships with NHS bodies, exploiting the flexibility afforded by the Health Act (1999) when likely to deliver improved services for Trafford residents. This may involve integrated commissioning and provider arrangements.
5. Ensuring Services are in place that meet the needs of carers in Trafford.
6. Liaison with the NHS and related bodies on matters affecting the social care and the general social welfare of people in Trafford.
7. Development of a positive relationship with voluntary sector organisations who represent service users or carers ensuring they are appropriately involved in determining service priorities, service planning and review.
8. Acting as Older People's Champion.
9. Administration of the Supporting People Programme.
10. Administration and delivery of the equipment and adaptations service.
11. Matters concerning the community rights service, including liaison with other agencies such as the Citizens' Advice Trafford (CAT) and the Community Legal Services Partnership.
12. Promotion of equality and diversity and ensuring compliance with the Council's equalities duties.
13. The powers and duties of the Council with regard to the public health functions.
14. Meeting the Council's responsibilities in relation to prevention, health improvement and the reduction of health inequalities.
15. Liaison with the Clinical Commissioning Group to ensure that they are provided with appropriate support to deliver public health objectives and priorities in Trafford.

16. To ensure that a Joint Strategic Needs Assessment is in place and that it informs commissioning strategies.

To submit to the Executive:

Recommendations in respect of key decisions concerning matters covered by these terms of reference unless otherwise authorised by the Leader of the Council.

EXECUTIVE TERMS OF OFFICE

Portfolio – Children’s Services

GENERAL

The Executive Portfolio holder is responsible for all matters relating to the Council’s affairs in respect of the Children’s Services portfolio, including acting as Lead Member for Children’s Services in accordance with the Children Act 2004 and associated statutory guidance. As such, the Executive Portfolio holder is responsible for:

1. Liaising with other members of the Executive, particularly where matters within the portfolio affect other aspects of Council business or the Borough generally.
2. Providing the Executive’s lead in the development and implementation of key policy within the remit of the portfolio.
3. Agreeing in conjunction with the relevant Corporate Director or Director, Transformation Plans for the services within the remit of the Portfolio holder.
4. Participating as necessary in the work of the Overview and Scrutiny Committees and promoting the value of Scrutiny within their service area.
5. Ensuring that spending is in line with the approved budget for the Services within the portfolio.
6. Representing and acting as an ambassador for the Council.
- 7 Promoting a neighbourhood and area focus across the Council and the Borough.
8. Representing the Council’s views on matters of corporate or strategic policy and any other matters which are within the Portfolio holder’s terms of office.
9. Working with other Members of the Executive on matters, as directed by the Leader.
10. Ensuring effective partnership working in respect of matters within these terms of office.
11. Overseeing the timely progress of reviews or inspections with the remit of the Portfolio holder.
12. Exercising a monitoring role regarding performance and budgets and ensuring progress toward meeting the Executive’s key objectives in these areas.
13. Ensuring appropriate consultation with partners and the community on matters within the portfolio.

Working with the Lead Member for Safeguarding

In accordance with the statutory guidance on the role and responsibilities of Lead Members for Children's Services the Executive Member for Children's Services, who acts as the authority's statutory Lead Member for Children's Services, is supported by the Lead Member for Safeguarding "to assist in the exercise of his/her (the Executive Member for Children's Services) functions and duties". The Executive Member for Children's Services, however, will need to maintain "effective overview and overall political accountability for the full range of local authority children's services". This will be achieved by the Lead Member for Safeguarding:

- having delegated responsibilities and powers for aspects of the Lead Member for Children's Services role; and
- reporting on a regular basis to the Executive Member for Children's Services on how these delegated responsibilities and powers are being exercised including all formal decisions made.

Reports recommending decisions to be made by the Executive should be countersigned by the Executive Member for Children's Services.

Areas of Responsibility:

- Statutory Lead Member for Children's Services in accordance with the Children Act 2004 and associated statutory guidance
- Development of the integrated multi-agency Children and Young People's Service
- Children's Social Services, Youth Service and the Youth Offending Team
- Early Years and Children's Centres
- the functions of the Council with regard to its responsibilities for the safeguarding of children and young people, including:
 - receiving and responding to referrals where there is concern about the welfare and safety of individual children and young people;
 - investigating referrals for child protection and children-in-need and taking appropriate action to safeguard children and young people's safety and welfare;
 - maintaining an up-to-date Child Protection Register;

Key Roles and Responsibilities of the Children's Services portfolio:

In accordance with section 15(4) of the local Government Act 2000, but subject to legislation, the Scheme of Delegation to officers, the responsibilities of the Lead Member for Children's Services and other provisions set out in Part 3 of the Council's Constitution, the Executive Member for Children's Services is responsible for all matters within their Areas of Responsibility as set out above, to the extent that they comprise Executive functions, including in particular

1. Political accountability for the effectiveness, availability and value for money of all children's services;
2. Leadership to engage and encourage local communities in order to improve services and outcomes for children and young people both within the local authority and externally with partner organisations;
3. Safeguarding and promoting welfare of children across all agencies;

4. The functions, powers and duties of the Council as a Children's Services Authority, including specific areas such as:
 - Child protection
 - Children and families – social care
 - Looked after children
 - Foster care and adoption services
 - Provision of preventative services such as outreach services, family support services
 - Supporting vulnerable and at-risk children and young people, their families, schools and partner agencies;

5. The functions, powers and duties of the Council's social care services for children including:
 - Child protection
 - Provision of a social work service to children, young people, families and carers in the community
 - Provision of specialist fieldwork social services to children with disabilities, their families and carers, and arranging respite facilities;
 - Looked after children
 - Foster care and adoption services
 - Provision of a range of preventative services through family aides, family support workers, outreach services, Trafford Young Carers etc.
 - Provision of a field social work service to children looked after on a medium and long-term basis and placed for adoption;
 - a range of preventative services field social work service to children looked after on a medium and long-term basis and placed for adoption;
 - Supporting care leavers
 - Supporting vulnerable and at-risk children and young people, their families, schools and partner agencies;

6. The Youth Service including targeted services for 13 to 19 year olds such as youth centres, 'one-stop-shops'; street-based work; mobile youth centre, school-based work and support to the voluntary sector;

7. The functions, powers and duties of the Council with regard to the Youth Offending Service including:

- working with and reporting to the Crime and Disorder Reduction Partnership;
- preventing children and young people being involved in offending or anti-social behaviour, and re-offending;
- supporting those young people who have offended through assessment; court reports; and non-custodial sentences such as final warnings, restorative justice, involvement of victims and referral orders; and education; and
- supporting young people serving custodial sentences and on release from custody;

8. Development of the integrated multi-agency Children and Young People's Service and implementation of the statutory requirements under the Children Act 2004 and those which will stem from the Green Paper, *Every Child Matters*, and from the DfES strategy documents including *Every Child Matters – Change for Children*.

9. The functions, powers and duties of the Council as a local education authority, including specific areas such as:

- Special educational needs
- Education welfare service
- Educational Psychology Service
- School improvement
- Early years education and care
- School admissions
- School attendance and provision for pupils not in school
- School Organisation
- Asset management planning
- Provision of management and administrative support to schools
- Funding of schools
- To receive schools OFSTED reports and subsequent Action Plans
- To ensure an effective response to the OFSTED inspection of the LEA

10. The functions, powers and duties of the Council with regard to Connexions and the Youth Service including targeted services advice and information for 13 to 19 year olds.

To submit to the Executive:

Recommendations in respect of key decisions concerning matters covered by these terms of reference unless otherwise authorised by the Leader of the Council

TERMS OF OFFICE

Lead Member for Safeguarding

GENERAL

The Lead Member is responsible for supporting the Executive Portfolio Holders for Children's Services and for Adult Social Care and Community Wellbeing in all matters relating to the Council's affairs in respect of safeguarding of children, young people and vulnerable adults. In particular this will involve:-

1. Liaising with members of the Executive, particularly where safeguarding matters could impact upon other aspects of Council business or the Borough generally.
2. Advising the Executive Portfolio Holders for Children's Services and for Adult Social Care and Community Wellbeing in the development and implementation of key safeguarding policy.
3. Participating as necessary in the work of the Overview and Scrutiny Committees and promoting the value of Scrutiny in all matters relating to the Council's affairs in respect of safeguarding of children, young people and vulnerable adults.
4. Representing and acting as an ambassador for the Council.
5. Promoting a neighbourhood and area focus across the Council and the Borough.
6. Working with other Members of the Executive on matters, as directed by the Leader or the Executive Portfolio Holders for Children's Services and for Adult Social Care and Community Wellbeing.
7. Ensuring effective partnership working in respect of matters within these terms of reference.

8. Overseeing the timely progress of reviews or inspections insofar as they relate to safeguarding assurance.
9. Exercising a monitoring role regarding performance and ensuring progress toward meeting the Executive's key objectives in these areas.

Working with the Executive Member for Children's Services

In accordance with the statutory guidance on the role and responsibilities of Lead Members for Children's Services, the Executive Member for Children's Services, who acts as the authority's statutory Lead Member for Children's Services, is supported by the Lead Member for Safeguarding "to assist in the exercise of his/her (the Executive Member for Children's Services) functions and duties". The Executive Member for Children's Services, however, will need to maintain "effective overview and overall political accountability for the full range of local authority children's services".

This will be achieved by the Lead Member for Safeguarding:

- having delegated responsibilities for aspects of the Executive Member for Children's Services role; and
- reporting on a regular basis to the Executive Member for Children's Services on how these delegated responsibilities are being exercised.

Reports recommending decisions to be made by the Executive will be signed by the Executive Member for Children's Services.

Working with the Executive Member for Adult Social Care and Community Wellbeing

The Executive Member for Adult Social Care and Community Wellbeing is supported by the Lead Member for Safeguarding "to assist in the exercise of his/her (the Executive Member for Adult Social Care and Community Wellbeing) functions and duties". The Executive Member for Adult Social Care and Community Wellbeing however, will need to maintain "effective overview and overall political accountability for the full range of local authority adult social care services".

This will be achieved by the Lead Member for Safeguarding:

- having delegated responsibilities for aspects of the Executive Member for Adult Social Care and Community Wellbeing role; and
- reporting on a regular basis to the Executive Member for Adult Social Care and Community Wellbeing on how these delegated responsibilities are being exercised.

Reports recommending decisions to be made by the Executive will be signed by the Executive Member for Adult Social Care and Community Wellbeing.

Areas of Responsibility:

The Lead Member for Safeguarding is responsible for championing all aspects of safeguarding activity across the council. They will provide advice and support to the Executive in fulfilling their safeguarding responsibilities and undertake certain activities on their behalf.

Specific roles and responsibilities will be:-

- Elected Member representative in attendance at the Trafford Safeguarding Children's Board
- Elected Member representative in attendance at the Adult Safeguarding Board
- Executive oversight of all LA Safeguarding policies and procedures
- Oversight of the Council's safeguarding training programme for members
- Securing effective member engagement in:
 - Regulation 33 visits
 - Fostering and Adoption Panels
- Executive liaison with the Principal Social Workers for adults and children's services to ensure appropriate arrangements are in place for the recruitment, retention, professional development and quality assurance of social work practice

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TERMS OF OFFICE

Lead Member – Trust Development

GENERAL

The Lead Member for the Trust Development is responsible for supporting the Executive Members for Transformation & Resources and Communities & Partnerships in all matters relating to the Council's affairs in respect of developing Trust arrangements which will support the sustainable delivery of services for culture, leisure, sport and libraries by and for the community. This will include:-

1. Liaising with members of the Executive, where Trust matters affect other aspects of Council business or the Borough generally.
2. Advising Council and relevant Executive Members in the development and implementation of relevant Council policies/strategies (eg Health & Well Being Strategy, Sports & Leisure Strategy) which align with the development of Trust objectives.
3. Advising on, in conjunction with the relevant Corporate Director, transformation plans to develop and sustain the range of functions relevant to the Trust.
4. Acting as an ambassador for the Council and for the Trust with particular focus on potential funders.
5. Promoting a neighbourhood and community focus across the Council and the Borough.
6. Representing the Council's views on matters of corporate or strategic policy and any other matters which are within the Lead Member terms of office.
7. Working with other Members of the Executive on Corporate matters as directed by the Leader.
8. Ensuring effective partnership working in respect of matters within these terms of office.
9. Ensuring appropriate consultation with partners and the community on matters within the portfolio.

Areas of Responsibility

The Lead Member for Trust Development is responsible for championing all aspects of the development of a trust model which will support the sustainable delivery of services for culture, leisure, sport and libraries by and for the community across the Borough. They will provide advice and support to the Executive Members for Transformation & Resources and Communities & Partnerships in fulfilling their service responsibilities and undertake certain activities on their behalf.

Specific roles and responsibilities will be:-

- Elected Member representative at the Trafford Community Leisure Trust Board
- Elected Member representative on any future Trust Board
- Oversight of Trust Development and communicating the benefits to elected Members
- Report to, and advise on, the development of the Trust as part of the Reshaping Trafford Programme to the relevant Executive Members and the Leader

Working with the Executive Member for Transformation & Resources

The Executive Member for Transformation & Resources will be supported by the Lead Member for Trust Development to assist in the exercise of his/her functions and duties in respect of developing alternative ways to deliver customer facing services including libraries, arts, sport and leisure.

This will be achieved by the Lead Member for Trust Development:

- having special responsibilities for aspects of the Executive Member for Transformation & Resources role;
- agreeing with the Executive Member for Transformation and Resources the scope and extent of the special responsibilities;
- being the principal point of contact for the relevant Corporate Directors and Senior Responsible Officers for the Transforming Trafford programme in relation to the Trust development; and
- reporting on a regular basis to the Executive Member for Transformation & Resources on any issues within the scope of the special responsibilities.

Reports recommending decisions to be made by the Executive will be signed by the Executive Member for Transformation & Resources.

Working with the Executive Member for Communities & Partnerships

The Executive Member for Communities & Partnerships will be supported by the Lead Member for Trust Development to assist in the exercise of his/her functions

and duties in respect of developing alternative ways to deliver customer facing services including libraries, arts, sport and leisure.

This will be achieved by the Lead Member for Trust Development:

- having delegated responsibilities for aspects of the Executive Member for Communities & Partnerships role;
- agreeing with the Executive Member for Partnerships and Communities the scope and extent of the special responsibilities;
- being the principal point of contact for the relevant Corporate Directors and Senior Responsible Officers for the Transforming Trafford programme in relation to the Trust development; and
- reporting on a regular basis to the Executive Member for Partnerships and Communities on any issues within the scope of the special responsibilities.

Reports recommending decisions to be made by the Executive will be signed by the Executive Member for Communities & Partnerships.

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