

Powers and Duties Relating to the Cabinet and Executive Cabinet Portfolios 2016-2017 (FOR INFORMATION)



Culture, Youth and Sport

To have overall responsibility for :

- (1) All matters concerning the provision and management of public libraries, museums and art galleries (subject to the direction of the Executive Cabinet Member with responsibility for Land and Property in matters concerning the structure of buildings) and for the promotion and co-ordination of artistic and cultural activities.
- (2) Consideration of the purchase of works of art or objects for exhibition and consideration of the disposal by sale of books and other items from the reserve collections of the public library.
- (3) The implementation of the Council's arts and cultural activities.
- (4) The management of sports development and community outreach activities.
- (5) The functions of the Council as regulator for public safety at sports grounds.
- (6) Liaison with and response on behalf of the Council in relation to relevant cultural matters to regional, national and international bodies, e.g. the Department for Culture, Media and Sports, the Arts Council and the MLA.
- (7) The responsibility for the strategic management of the relationship with Bolton Community Leisure Trust and the commissioning of sport and leisure.
- (8) Strategic management of the relationship with Bolton Arena and Bolton Middlebrook Leisure Trust.
- (9) The management of all sports and leisure facilities, so far as these are within the remit of the Council.
- (10) The promotion and regulation of parks and the approval of details of arrangements in respect of fairs and shows within the Borough (excluding the Town Centre).
- (11) Matters relating to allotments in the ownership of the Council, or administered by the Council under agency arrangements, including the undertaking of consultation with allotments holders in respect of such matters.
- (12) The operation of the Youth Service throughout the Borough.
- (13) The determination and implementation of the Youth Strategy.

Deputy Leader of the Council

The designated Executive Cabinet Member is responsible for all matters relating to the Council's affairs in respect of Health and Wellbeing, Adult Social Care, Public Health and Children's Services including Looked After Children, Schools and Early Years (except any matters specifically reserved to the Council or delegated to any committee or body) in accordance with the Council's Scheme of Delegation. As such, the designated Executive Cabinet Member is responsible for liaising and, where appropriate, working in consultation with other members of the Cabinet, particularly where matters within the portfolio affect other aspects of Council business or affect the Borough generally.

The designated Executive Cabinet Member is responsible for ensuring appropriate consultation with partners and the community on matters within the Portfolio.

The actions and decisions of the designated Executive Cabinet Member will, at all times, remain within the context of the policy framework established or any variation thereto approved by the Council.

To have overall responsibility for:

- (1) The Council's strategic role in relation to the work of the Health and Wellbeing Board.
- (2) The production and delivery of a Joint Strategic Needs Assessment and a Joint Health and Wellbeing Strategy, in conjunction with NHS partners.
- (3) The Council's strategic role with respect to the devolution of health and social care in Greater Manchester via the Combined Authority.
- (4) Responsibility for the People Department.
- (5) To provide leadership across the range of the Council's children's services and through engagement with partners
- (6) Ensuring that the Council's children's services meet required standards and comply with statutory requirements.
- (7) Develop the strategic direction of the children's service and bring leaders of partner organisations together in shared vision.
- (8) The co-ordination and, where appropriate, provision of children's services as defined in the Children Act 2004 including the functions of the Council as Local Education Authority, including all matters concerning schools and the employment of children and young persons.
- (9) The co-ordination and, where appropriate, provision of children's services as defined in the Children Act 2004 including the provision of Social Services for children and young people as determined by the Local Authority Social Services Act 1970, as amended.
- (10) Determining such individual applications for discretionary awards for Further Education Students as are not delegated to the Director of People, and for Welfare Support for Pupils, together with applications for assistance towards transport costs.
- (11) Co-ordination of integrated children's services.
- (12) The functions of the Council as Local Education Authority as they relate to schools.
- (13) Issues relating to strategic and joint commissioning of health, social care and public health services and the overall health and wellbeing of the population such as narrowing the health inequalities gap, health protection and health improvement
- (14) The production and delivery of a Joint Strategic Needs Assessment and a Joint Health and Wellbeing Strategy, in conjunction with NHS partners. The publication of an annual report by the Director of Public Health on the health of the local population.
- (15) Ensure that Chief Officers are held to account for the contribution made by the services for which they are responsible to improvement in outcomes for children and young people.
- (16) Risk Management in relation to activities falling within the remit of this Portfolio.
- (17) Fees and charges in relation to activities falling within this Portfolio.
- (18) To consider any recommendations made by the relevant Scrutiny Committee with regard to any matters within this Portfolio.
- (19) Responsibility for considering changes within AGMA and GMCA for all issues within this portfolio connected to further devolution

To submit to the Cabinet (for approval, where appropriate, by the Council):

- (1) Recommendations with regard to strategic policy and service development issues relating to health promotion and Health Services of a personal nature insofar as

these are relevant to the Authority.

- (2) Recommendations with regard to matters relating to alcohol and drug abuse in the context of Public Health.
- (3) Proposals for the integration and development of children's services.
- (4) Recommendations with regard to the preparation and submission of bids for grants/loans under Department for Children, Schools and Families, Department for Innovation, Universities and Skills, European Union initiatives relating to Children's services.
- (5) Recommendations with regard to the Sure Start Plan.
- (6) Recommendations with regard to the Corporate Business Planning Process in respect of the functions and the services provided.
- (7) Recommendations with regard to Compulsory Purchase matters and blight notices as these are within the remit of this portfolio.

Education, Schools, Safeguarding and Looked After Children

To have overall responsibility for :

- (1) Ensuring the Council is responsive to its corporate parenting role.
- (2) Ensuring the provision of all services to looked after children and those leaving care including education and leisure, employment and training, accommodation and social and emotional support.
- (3) Ensuring the effective operation of services to children and young people at risk of harm.
- (4) Services to individual pupils and parents in relation to nurseries.
- (5) The Management of Children's Centres and Sure Start Centres across the Borough.
- (6) Services to individual pupils and parents in relation to primary, secondary and post-secondary education and training.
- (7) The operation of admission and transfer arrangements and matters concerning appeals in relation to these and to attendance generally.
- (8) Matters arising from meetings of governors of schools, where these relate to the above areas of activity.
- (9) Arrangements for the provision to schools of financial, personnel and IT services, for the supply of materials and equipment, and client procedures in relation to building maintenance, building cleaning, grounds maintenance and school meals.
- (10) The development and implementation of the Authority's School Improvement Strategy, including:-
 - Promoting school self-evaluation;
 - the use of data, benchmarks and targets by schools and the LEA;
 - the work of the Advisory Service;
 - criteria and processes for intervening in schools with exceptional needs;
 - training, development and project work;
 - better reporting to Governors; and

Identifying and promoting the place of education in regeneration initiatives.

- (11) Determining applications for financial assistance under the Education Act 1996 in connection with pupils wishing to attend at boarding schools.
- (12) The responsibility for strategy and funding for 14-19 year olds.
- (13) Recommendations with regard to reports on standards and quality in local primary schools.
- (14) The provision of services for pupils with special educational needs, including special schools, support services and units, Educational Psychology Services, and liaison with Health Authorities and Trusts and the designated Cabinet Member responsible for Adult Services in the provision of those services.

To submit to the Cabinet (for approval, where appropriate, by the Council):

- (1) Recommendations with regard to the Youth Justice Plan.
- (2) Recommendations with regard to reports on standards and quality in local primary schools.