

<b>Council</b>	
<b>Meeting Date</b>	7 October 2020
<b>Report Title</b>	<b>Cabinet portfolio responsibilities 2020/21</b>
<b>Cabinet Member</b>	Cllr Roger Truelove – Council Leader
<b>SMT Lead</b>	David Clifford – Head of Policy, Communications and Customer Services (Monitoring Officer)
<b>Head of Service</b>	
<b>Lead Officer</b>	
<b>Key Decision</b>	No
<b>Classification</b>	<b>Open</b>
<b>Recommendations</b>	<p>Council is asked to:</p> <ol style="list-style-type: none"> <li>1. <b>Note</b> the updated cabinet portfolio responsibilities set out at Appendix I.</li> <li>2. <b>Note</b> that the scheme of delegations set out in Part 3 of the constitution remains otherwise unchanged.</li> </ol>

## 1 Purpose of Report and Executive Summary

- 1.1 This report provides council with an updated list of cabinet portfolio responsibilities, which will be effective once it has been noted by council.

## 2 Background

- 2.1 Under s11 of the Local Government Act 2000, councils operating a leader-and-cabinet executive model must appoint a cabinet consisting of the leader and between two and nine further members of the council. The membership and responsibilities of the cabinet are within the gift of the leader, but the custom at Swale is for council to be notified of these.
- 2.2 Council noted the list of cabinet members and their portfolios at the annual meeting in July. Following this, a number of relatively minor updates have been made to some portfolios' lists of responsibilities, as set out in Appendix I.

## 3 Proposals

- 3.1 Council is now **recommended** to note the updated cabinet portfolio responsibilities set out at Appendix I, and to note that the scheme of delegations set out in Part 3 of the council's constitution remains otherwise unchanged.

## 4 Alternative Options

4.1 As the proposals in the report are for noting only, there are no alternative options.

## 5 Consultation Undertaken or Proposed

5.1 This is a matter for the leader to determine, and consultation has therefore been restricted to cabinet members.

## 6 Implications

Issue	Implications
Corporate Plan	The cabinet has primary responsibility for delivery of all the objectives in the corporate plan.
Financial, Resource and Property	The arrangements in Appendix I include cabinet portfolios with responsibility for finance and property matters.
Legal, Statutory and Procurement	Relevant legal considerations are outlined in the body of the report.
Crime and Disorder	The arrangements in Appendix I include a cabinet portfolio with responsibility for crime and disorder matters.
Environment and Climate/Ecological Emergency	The arrangements in Appendix I include a cabinet portfolio with responsibility for the environment and the climate and ecological emergency.
Health and Wellbeing	The arrangements in Appendix I include a cabinet portfolio with responsibility for health and wellbeing matters.
Risk Management and Health and Safety	No specific implications identified at this stage.
Equality and Diversity	No specific implications identified at this stage.
Privacy and Data Protection	No specific implications identified at this stage.

## 7 Appendices

7.1 The following documents are to be published with this report and form part of the report:

- Appendix I: Cabinet portfolio responsibilities 2020/21

## 8 Background Papers

8.1 The papers from July's annual council relating to the allocation of committee seats, which include a list of cabinet members, are available under Item 10 [here](#).