



Cabinet Members Responsibilities 2011/12

This document sets out the general areas of responsibility of each Cabinet Member for 2011/12.

The responsibilities set out in this document have necessary overlap amongst Cabinet Members, Directors and Assistant Directors, enabling close working and delivery across a whole range of council activity.

This document is published by the Leader of the Council and is subject to change only by him.

Issued 9th November 2011



Leader & Cabinet Member for Community Leadership Councillor Jim Harker

CABINET FUNCTIONS

The Leader of the Council is responsible for key areas of activity and the leading of the delivery of the Council's vision:

Key Responsibilities:

- Council Plan
- Corporate Policy and Planning
- Community Strategy & Development
- External Relations (regional, national and international)
- Governance
- Northamptonshire Enterprise Partnership Board Member
- Economic Development and Regeneration
- Northamptonshire Leaders Board





Deputy Leader & Cabinet Member for Business Intelligence, Performance and Democracy Councillor Joan Kirkbride

CABINET FUNCTIONS

The purpose of this Cabinet role is to lead on key strategic projects and support the Leader of the Council in the delivery of the Council's Vision and customer outcomes:

Key Responsibilities:

- Business Performance
- Business planning
- Information processes
- Knowledge management
- Regulatory returns
- Leadership Support and Democracy
- Transparency
- Strategic Voluntary Sector support
- Northamptonshire Enterprise Partnership Board – Substitute
- Northamptonshire Leaders Board – Substitute
- Big Society development
- Marketing and communications
- Web engagement
- Brand management & development
- Governmental Liaison



Cabinet Member for Children Learning and Skills

Councillor Andrew Grant

Assistant Cabinet Member – Councillor Scott Edwards

Key Responsibilities:

- Safeguarding Children
- Children's Social Care and Family Support
- Aspire
- 14-19/16-19 Skills Agenda
- Academies / University Technology Colleges (UTCs)
- Admissions, Attendance and Appeals
- LASI (school performance)
- Adult Learning , Apprenticeships / Youth Employment
- Nourish
- SEN
- Youth Offending
- Fostering and Adoption
- Unaccompanied Asylum seeking children
- Early Years schooling
- Music service
- Outdoor and residential centres and respite care for children
- School transport
- Teenage pregnancy
- Connexions



Cabinet Member for Customer & Community Services

Councillor Heather Smith

Assistant Cabinet Member – Councillor Scott Edwards

Key Responsibilities:

- Customer Service Strategy
- Sure Start / Children's Centres
- Community Safety
- Youth Services
- Cultural Policy and Planning
- Libraries Plus
- Customer Service Centre
- Registration Services
- Countryside Services
- Heritage/Archives
- Northamptonshire Records Office
- 2012 Olympics and legacy
- Chester Farm
- Diamond Jubilee
- Credit Union & social resourcing
- Sport and Leisure
- School Olympics
- Extended Services
- Drug and Alcohol Action Team (DAAT)
- Catalyst Council / Developing local markets
- Supporting People



Cabinet Member for Environment

Councillor Ben Smith

Key Responsibilities:

- Minerals and Waste
- Trading Standards
- Enforcement
- Environment
- River Nene Regional Park
- Energy and Carbon Management
- Planning Services / Development Control
- Flooding
- Countywide Travellers Unit
- HS2





Cabinet Member for Finance

Councillor Bill Parker

Key Responsibilities:

- Overview of :
 - Preparing the Annual Budget
 - Financial Operations (Revenue and Capital)
 - Fraud Management
- Engagement with Internal/External Audit
- Investment Panel
- Medium Term Financial Plan
- Pensions
- Risk Management





Cabinet Member for Health and Adult Social Services

Councillor Robin Brown

Assistant Cabinet Member – Councillor Suresh Patel

Key Responsibilities:

- Targeted, specialist early intervention
- Area based managers
- Adult Care Management Teams
- Safeguarding Adults
- Health and Wellbeing Board
- Hospital
- Older People
- Mental Health
- Adults with a learning disability
- Adults with a physical disability
- Adaptations and equipment for disabled people
- Adult crisis response teams
- Adult day care
- Care Services for Adults
- Home Care
- Mental health care management
- Older persons and adults with physical disabilities care management
- Older persons and adults with physical disabilities commissioning
- Residential Care – Adults
- Centres for Independent Living (CILs)
- Over 50s



Cabinet Member for Infrastructure and Public Protection

Councillor Andre Gonzalez de Savage

Assistant Cabinet Member – Councillor Catherine Boardman

Key Responsibilities:

- Highways and Traffic
- Transportation
- Infrastructure and Development Funding
- MGWSP Contract
- Strategic Planning / ARC / HS2
- Northamptonshire Enterprise Partnership Board Member
- Archaeology
- Emergency Planning
- Fire and Rescue (including Fire Futures)





Cabinet Member for Local Government Shared Services Councillor Andrew Langley

Key Responsibilities:

- Legal Services
- OD/Human resources
- Member/Union Relations (CCNF)
- Internal Audit
- Property and Asset Management
- Capital Asset Strategy
- Commercial Development

