

# Part 2: Chapter 3

## Executive Functions

### 1. Responsibility for Executive Functions

1.1 The following table sets out the allocation of responsibilities within the Executive. The portfolios are expressed in broad terms and may be varied, as provided for in the Executive Procedure Rules set out in Part 3 Chapter 2 of this Constitution.

1.2 The principles of responsibility are as follows:

1.2.1 unless a function, power or responsibility is specifically reserved to the County Council or a Committee of the County Council, the Executive is authorised to exercise the function or power.

1.2.2 the Executive collectively will be responsible for those decisions falling appropriately to it.

1.2.3 all decisions will be recorded.

1.2.4 if a decision is made by an individual Member of the Executive, this will be stated openly and clearly.

1.2.5 the Executive or individual Members of the Executive will normally be making Key Decisions, as defined at Part 3, Chapter 2, Paragraph 3 of this Constitution, or decisions which are significant (even though they may not be Key Decisions).

| <b>Responsible Person</b>                            | <b>Functions</b>   |
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| Leader and Executive Member for Policy and Resources | <p>Leader of the County Council and Chairing and managing the Executive and its work.</p> <p>Overall strategy (including Serving Hampshire - Strategic Plan), policy and co-ordination 'across the board', and the direction and utilisation of resources.</p> <p>Primary department links – Corporate Services, and Culture, Communities and Business Services departments.</p> <p>Service area responsibilities – services within the above departmental remit areas; except where any area has been specifically allocated within the remit</p> |

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|   | <p>of another Executive Member.</p> <p>Functional areas – policy; strategic overview; overall performance; budget strategy; and personnel policies, including strategy for pay and remuneration, asset management, and IT services; strategic land matters.</p> <p>Monitoring and developing the sustainability of the natural environment and heritage of rural Hampshire.</p> <p>Appointments to relevant outside bodies not on a proportional basis in consultation with minority parties.</p>  |
| <p>Deputy Leader and Executive Lead Member for Economy, Transport and Environment</p> | <p>Overall direction, strategy, budgets and resources for Economy, Transport and Environment Services (including the Capital Programme), but excluding regulatory matters within the remit of the Regulatory Committee.</p> <p>Primary department links – Economy, Transport and Environment and Culture, Communities and Business Services Departments</p> <p>Service area responsibilities – within the remit of the above departments.</p> <p>Functional areas - Economic Strategy &amp; Recovery Plan; Local Transport Plan; Highway maintenance and Management Plan; Highway Asset Management Plan; Transport for the South East/Solent Transport; Minerals and Waste Local Plan; Joint Municipal Waste Strategy; County Planning Services; Strategic Transport projects (£2Million plus); Local Bus Improvement Plan; Waste and Recycling Infrastructure, Strategic Environment Projects (£1Million plus), Economic Development Programmes and Projects including Tourism, Marketing and Inward Investment, Main Service Contracts and Contract Management/Performance, Highway Safety and Casualty Reduction Policy, Emergency Planning functions pursuant to the Civil Contingencies Act 2004.</p> <p>Appointments to relevant outside bodies not on a proportional basis in consultation with the minority parties.</p> |

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|   | <p>NB: This Executive Member is also the County Council's Executive appointment to Project Integra Strategic Board Joint Committee and Solent Transport.</p>   |
| <p>Executive Member for Highways Operations</p>               | <p>To assist the Executive Lead Member for Economy, Transport and Environment because of the breadth of the portfolio, by providing additional capacity at Executive level.</p> <p>Primary department link - Economy, Transport and Environment Department.</p> <p>Service area responsibilities – within the remit of the above department.</p> <p>Functional areas - Operation Resilience Annual Programme; Structures Annual Programme; Road Safety Projects and Programme; Road Safety Education; Local Road Safety Partnerships; Street Lighting; Parish Lengthsman Scheme; Parish and District Highways Liaison; Traffic Management Projects and Programmes; On Street Parking and Parking Agencies; Active Travel projects; Local Highways Improvements (&lt;£2Million); Local Subsidised Bus Contracts; Community Transport Schemes and contracts; Local Passenger Transport Infrastructure; Community Transport Local Projects.</p> |
| <p>Executive Member for Climate Change and Sustainability</p> | <p>To assist the Executive Lead Member for Economy, Transport and Environment because of the breadth of the portfolio, by providing additional capacity at Executive level.</p> <p>Primary department link - Economy, Transport and Environment Department, but with engagement across all departments of the County Council.</p> <p>Service area responsibilities – within the remit of the above department.</p> <p>Functional areas - Environment Strategy; Flood Risk Management Strategy; Local Nature Partnership; Climate Change Action Plan; Bio-diversity/Ecology; Historic Landscape/Gardens; Archaeology; Annual State of the Environment Report; Protected Landscapes Outside National Parks (incl. AONB Management Plans); Local Environment Projects (&lt;£1Million); Local Flood</p>  |

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|   | <p>Protection/Mitigation Schemes (&lt;£1Million); Flood and Water Management Act Responsibilities; Environmental Campaigns and Ambassador Role; Climate Change Expert Forum; Local Environmental Partnerships (incl. Fly-Tipping Partnership); Waste Minimisation Programme; Community Waste Minimisation and Recycling Programme and Projects; Local Air Quality Improvement Programme and Projects.</p>  |
| <p>Executive Member for Commercial Strategy, Estates and Property</p> | <p>To assist the Executive Member for Policy and Resources.</p> <p>Primary department links – Corporate Services and Culture, Communities and Business Services Departments.</p> <p>Functional areas – Property Services and Facilities Management (excluding strategic land matters), Commercial strategy, including: Procurement policies and outcomes; Corporate Services and Culture, Communities and Business Services business units and trading arrangements; business and trading arrangements in other departments where relevant; development of income generation policies across the board, energy related matters, rural broadband.</p> <p>Advisory areas – to advise the Executive Member for Policy and Resources on revenue and capital related matters, property matters, and major land policy and disposal matters and programmes; to develop with the Director of Corporate Operations / Chief Financial Officer relevant financial plans for approval by the Executive Member for Policy and Resources.</p> <p>Appointments to relevant outside bodies not on a proportional basis in consultation with minority parties.</p> <p>N.B. This Executive Member is also Chairman of the Buildings, Land and Procurement Panel. (BLAPP).</p> |
| <p>Executive Lead Member for Children’s Services</p>                  | <p>Designated Lead Member for Children’s Services pursuant to Section 19 of the Children Act 2004 and the Statutory guidance on the roles and responsibilities of the Director of Children’s Services and the Lead Member for Children’s Services</p>  |

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|   | <p>(2013).</p> <p>Overall strategy and policy for all Children’s matters, i.e. Education, Children and Families pursuant to the requirements of the Children Act 2004.<br/>Approval of the Children and Young People’s Plan.</p> <p>Primary departmental links – Children’s Services Department and Adults’ Health and Care.</p> <p>Service area responsibilities – all services within the remit of the above department</p> <p>Functional areas – statutory Social Services functions of the County Council relating to children, and all education functions exercisable by the County Council as Local Education Authority; co-ordination of post 16 skills policies and initiatives.</p> <p>Responsibility for building relationships with businesses in Hampshire in relation to the Corporate Apprenticeship Programme.</p> <p>Appointments to relevant outside bodies not on a proportional basis in consultation with the minority parties.</p> <p>N.B. This Executive Member is also Chairman of the Education Advisory Panel.</p> |
| <p>Assistant to the Executive – Children’s Services</p> | <p>To support the Executive Lead Member for Children’s Services across the breadth of the portfolio.</p> <p>Primary department links – Children’s Services Department.</p> <p>Assisting the Executive Lead Member for Children’s Services in supporting the delivery of their Executive function, but not to include any Executive Member decisions or other statutory functions.</p> <p>To champion particular the voice of particular service users as required by the Executive Lead Member for Children’s Services</p>   |

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| <p>Executive Member for Adult Services and Public Health</p>         | <p>Overall strategy and policy for all Adult Social Care and Public Health matters.</p> <p>Primary department links – Adults’ Health and Care Department and Children’s Services.</p> <p>Service area responsibilities – all services within the remit of the above department including all duties relating to adult social care including safeguarding, including under (inter alia), the Care Act 2014, the Mental Capacity Act 2005 and the Mental Health Act 1983. Primary responsibility for liaison with the National Health Service.</p> <p>All services within the remit of the County Council’s public health responsibilities pursuant to the National Health Service Act 2006.</p> <p>All duties relating to the County Council’s responsibilities to improve public health.</p> <p>Functional areas – services for population health and wellbeing (Public Health functions), adults, including older people, learning disability, physical disability, mental health and all ancillary services.</p> <p>Development of the County Council’s strategy and policy in relation to public health.</p> <p>Appointments to relevant outside bodies not on a proportional basis in consultation with the minority parties.</p> <p>N.B. This Executive Member is also Chairman of the Health and Wellbeing Board.</p> |
| <p>Assistant to the Executive – Adult Services and Public Health</p> | <p>To support the Executive Member for Adult Services and Public Health across the breadth of the portfolio.</p> <p>Primary department links – Adults’ Health and Care and Children’s Services Departments.</p> <p>Assisting the Executive Member for Adult Services and Public Health in supporting the delivery of their Executive function, but not to include any Executive Member decisions or other statutory functions.</p>  |
| <p>Executive Member for Performance, Human</p>                       | <p>Overall strategy for Performance, Human Resources and Partnership matters.</p>   |

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| <p>Resources and Partnerships</p>                                  | <p>Primary Department links – Corporate Services and Culture, Communities and Business Services departments.</p> <p>Service area responsibilities – human resources services within the remit of Corporate Services, including strategic workforce development and corporate performance, and otherwise where relevant to the role. Services within Culture, Communities and Business Services relevant to the role.</p> <p>Personnel policy formulation and skills development in relation to the County Council’s directly employed workforce (excluding schools), and review of corporate performance through the Annual Performance Report.</p> <p>Corporate oversight of the County Council’s Grant Management System.</p> <p>Responsibility for the County Council’s relationships with the Voluntary and Community Sector, and other partners.</p> <p>Functions related to the Supporting Troubled Families Programme.</p> <p>Appointments to relevant outside bodies not on a proportional basis in consultation with minority parties.</p> <p>N.B. this Executive Member is also Chairman of EHCC.</p> |
| <p>Executive Member for Recreation, Heritage and Rural Affairs</p> | <p>Overall strategy for promoting the Hampshire rural estate and partnerships with the focus on rural initiatives, to the benefit of Hampshire.</p> <p>Overall strategy and policy for libraries, museums, archives, arts, outdoor activities and leisure.</p> <p>Primary departmental links – Culture, Communities and Business Services and all departments of the County Council relevant to the responsibilities.</p> <p>Service Area Responsibilities – the Policy Framework for the County Farm Estate, Rural Affairs, Rights of Way and responsibility for the</p>   |

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|  | <p>Parish and Town Council Investment Fund and the Rural Affairs Development Fund. Recreation and Heritage Services within the Communities and Business Services Department.</p> <p>Functional Areas – development of rural initiatives into the formulation of major policy.</p> <p>Libraries, museums, archives and records, country parks, countryside sites and nature reserves, sport and culture community support, recreation and all ancillary activities, regulatory services, including registration, coroners’ services, trading standards, asbestos and scientific services.</p> <p>Developing links with other agencies and other local authorities regarding the development of rural activity. Overall responsibility for the County Council’s relationships with Parish, Town and District and Borough Councils.</p> <p>Promoting Hampshire rural interests, countryside estate and partnerships with the focus on rural initiatives, to the benefit of Hampshire.</p> <p>Appointments to relevant outside bodies not on a proportionate basis in consultation with the minority parties.</p> |
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