

Schedule 2:

INDIVIDUAL CABINET MEMBER DELEGATION SCHEME

- 1.1 The Cabinet delegates to Individual Cabinet Members the power to take the following actions or decisions within the functional areas set out in paragraph 1.4 as follows.
- (i) All operational matters within the Council's overall policy framework and budget, excluding actions or decisions delegated to Officers under the Scheme of Delegation to Officers;
 - (ii) Minor changes in policy or in the detail or pattern of the provision of services which do not affect the Council's overall policy framework or budget;
 - (iii) Changes to scales of fees and charges which do not affect the Council's overall policy framework or budget;
 - (iv) Approval of proposals for road traffic, parking and other orders for the purpose of public advertisements and/or consultations and/or submission for confirmation, and the confirmation of any such unopposed orders.
 - (v) Approval of the principle, content and design of capital or revenue schemes or procuring of goods and services with an estimated value between £50,000 and £140,000;
 - (vi) Responses to formal petitions, public consultations or other formal representations which do not involve a significant policy issue; and
 - (vii) All matters reserved for the decision of the Cabinet Member under The Articles or the Financial and Contract Procedure Rules
 - (viii) Approval of the early retirement of an individual where the financial consequences of that retirement:
 - (a) do not exceed £140,000 and
 - (b) are within the budgetary framework (this delegation is exercised by the Cabinet member with responsibility for Human Resources)
- 1.2 Individual Cabinet Members may consult with the Cabinet or other Cabinet Members or the Chairman of the relevant Committee or Sub-Committee on the exercise of any delegated powers or determine not to exercise a delegated power in any particular case.
- 1.3 Where an individual Cabinet member has a prejudicial interest (as defined in the Members' Code of Conduct) in relation to any decision, the Member will not take that decision but will ask the relevant officer to refer the matter to the Cabinet for determination.
- 1.4 The Cabinet delegates to the Leader the power to take any action or make any decision which would otherwise fall within the functions of Cabinet described under Article 16 where either Special Urgency under Part 2, rule 15, or Urgency under Part 3, rule 4 applies.
- 1.4A *Where the Leader is either uncontactable or unable to make a decision by virtue of a prejudicial interest, a Portfolio Holder may make any decision within his or her Portfolio which would otherwise fall within the functions of Cabinet described under Article 16 where either Special Urgency under Part 2, rule 15, or Urgency under Part 3, rule 4 applies*

1.5 **Cabinet Members – Functional Areas**

Cabinet Member	Functional Areas
<p>1. The Leader</p>	<p>Overall responsibility for</p> <ul style="list-style-type: none"> • Political leadership and management of the Council • Co-ordination and implementation of strategic policy • Community Leadership • Implementation of the power to promote the economic, social and environmental well being of the Borough • The Community Strategy
<p>2. Cabinet Member (Finance, Legal and ICT)</p>	<ul style="list-style-type: none"> • Corporate financial matters including management of the financial function but excluding financial services provided in support of a service falling within another functional area. • Corporate legal matters including management of the legal function but excluding legal services provided in support of a service falling within another functional area • Administration of benefits • Fraud prevention and control • Local taxation • Information Technology • Audit plans • Local land charges • Management of Central support services but excluding services provided in support of a service falling within another functional area. • Corporate Procurement Matters • Corporate Risk Management Matters • <i>Asset management</i>

Cabinet Member	Functional Areas
<p>3. Cabinet Member (Public Health, Housing, Land and Property)</p>	<ul style="list-style-type: none"> • Housing research • Strategic housing enabling issues • Council housing management • Housing welfare and homelessness • Care services for the elderly and other vulnerable groups • Private sector housing enforcement • Housing related grants • Harassment, unlawful eviction and reinstatement of services • Home energy conservation and affordable warmth • Property maintenance and management • Purchase, sale, lease or tenancy of all land and properties belonging to the Council • The granting of property concessions and licences • Management of the Council's administrative buildings • Allotments • Markets • Neglected and derelict sites and buildings • Environmental and public health protection and control • Health and safety at work enforcement • Food safety and hygiene • Home safety and health education • Animal care and dog control • Cemeteries and crematorium administration and funeral arrangements for destitute persons • Public conveniences • Health liaison • Pest control
<p>4. Cabinet Member (Environment and Transport)</p>	<ul style="list-style-type: none"> • Waste collection, management and recycling • Environmental improvements • Coastal protection • The administration of Council car parks • Footpaths, bridleways and highways functions (under agency arrangements with North Yorkshire County Council) including traffic management and on-street parking facilities • Lighting schemes • Works and improvements to private roads owned by the council • Transport services, including bus shelters and taxi stands

Cabinet Member	Functional Areas
5. Cabinet Member (Economic and Community Development)	<ul style="list-style-type: none"> • Strategic planning and transportation • Development of local strategic partnerships, including the development of local regeneration strategies • All matters relating to economic development including infrastructure development and business support • Town centre management • Skills development • External funding and grants for small businesses
6. Cabinet Member (Community Safety)	<ul style="list-style-type: none"> • Community Safety
7. Cabinet Member (Tourism, Leisure and Community Services)	<ul style="list-style-type: none"> • The development, operation, marketing and management of tourism and leisure facilities and services. • Conferences, exhibitions, entertainments and events • Museums and gallery, sports centres, swimming pools, bowls centre, bowling greens, sports areas and open spaces • Civic and other catering • Visitor information, amenities and attractions • Meteorological stations • Parks and Gardens • Local democracy issues (including Area Committees) • Community and recreation centres, playcentres, play areas, community sports and arts • Training services • Customer Care • <i>Countryside Services</i>
8. Cabinet Member (Human Resources and Performance)	<ul style="list-style-type: none"> • Human Resources • Performance Management
9. Cabinet Member (Harbours)	<ul style="list-style-type: none"> • Harbours

In the case of support service functions, where a support service is providing support to a service in another functional area it shall be regarded as part of the other service for the purposes of the Cabinet Member Delegation Scheme set out above.