

CABINET MEMBER ROLES

Leader of the Council			
Role Purpose Prosperity, Wellbeing and Safer Communities	<ul style="list-style-type: none"> • To be responsible for the Council’s overall strategy and budget setting and monitoring. • To provide clear political leadership both within and outside the County Council to help advance all of the County Council’s key outcomes. • To create effective internal and external relationships with key organisations both within Staffordshire, nationally and internationally. • To win new resources for Staffordshire to deliver the vision of a connected Staffordshire, where everyone has the opportunity to prosper, be healthy and happy • To be accountable for the development and delivery of the county council strategies and to ensure that those strategies are able to meet the outcomes required by the Council and Cabinet. • To appoint and hold Cabinet colleagues to account as they ensure accountability within their commissioning/service areas including that financial and operational performance in those areas meets the requirements of the Council’s Strategic Plan, Business Plan and the Medium Term Financial Strategy (MTFS). • To hold Cabinet colleagues accountable for the delivery of the appropriate key projects/programmes including the delivery on time and budget and meet the requirements of the Strategic Plan, Business Plan and the MTFS. • To Chair meetings of the Cabinet • To represent, or appoint a representative of, the County Council on a range of outside bodies both within and outside of Staffordshire. <ul style="list-style-type: none"> ○ To be the County Council’s representative on the Local Enterprise Partnership (LEP) • In consultation with the Chief Executive, to appoint (and/or remove) officers and members (as appropriate) to act as Directors on Boards of companies of which the County Council is a member or is to be a member. 		
Key External Relationships	<ul style="list-style-type: none"> • Public sector bodies locally, nationally and internationally as appropriate including the LEP, Staffordshire Strategic Partnership, Midlands Engine, Midlands Connects Board, Northern Gateway, criminal justice partners, HM Treasury and the Department for Communities & Local Government • Business locally, nationally and internationally as appropriate 		
Key Internal Relationships	<table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> • Cabinet • Shadow Cabinet </td> <td style="vertical-align: top;"> <ul style="list-style-type: none"> • Senior Leadership Team • Appropriate scrutiny committee/s </td> </tr> </table>	<ul style="list-style-type: none"> • Cabinet • Shadow Cabinet 	<ul style="list-style-type: none"> • Senior Leadership Team • Appropriate scrutiny committee/s
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Strategic Responsibilities	<ul style="list-style-type: none"> • Development and implementation of Council's Strategic Plan • To lead on Public Sector reform 		
Project Responsibilities	<ul style="list-style-type: none"> • Public Sector Reform • Overseeing all key projects through Cabinet members 		

Deputy Leader and Cabinet Member for Finance and Corporate Matters

Role Purpose

**Prosperity,
 Wellbeing and
 Safer
 Communities**

**Well Run
 Council**

- To deputise for the Leader in his absence and to assist him at other times as agreed with the Leader.
- To provide clear political leadership both within and outside the County Council to help advance all of the County Council’s key outcomes.
- To assist in creating effective internal and external relationships with the organisations listed below to help advance the outcome.
- To be accountable for the development and delivery of the strategies listed below and to ensure that those strategies are able to meet the outcomes required by the Council and Cabinet.
- To be accountable for the commissioning/service areas listed below and to ensure that financial and operational performance in those areas meets the requirements of the Strategic Plan, Business Plan and the MTFS.
- To be accountable for the delivery of the key projects/programmes listed below and to ensure that these are delivered on time and budget and meet the requirements of the Strategic Plan, Business Plan and the MTFS.
- To assist the Leader in holding Cabinet colleagues to account as they ensure accountability within their commissioning/service areas in respect of performance, including financial performance, meeting the requirements of the Strategic Plan, Business Plan and the Medium Term Financial Strategy (MTFS).
- To assist the Leader in holding Cabinet colleagues accountable for the delivery of the appropriate key projects/programmes including delivery on time and within budget to meet the requirements of the Strategic Plan, Business Plan and the MTFS.
- To approve business cases developed for the Council and any joint projects/programmes listed in the Penda Property Partnership Plan with the exception of those projects exceeding £2 million and identified in the Plan as ‘Reserved Matters’ thus requiring the approval by full Cabinet.
- In consultation with the Director of Finance and Resources, to approve any new projects for inclusion in the Penda Property Partnership Plan where an immediate opportunity presents itself that supports delivery of the Strategic Outcomes subject to the investment from the County Council being below £10 million.
- To assist the Leader by providing local political leadership in respect of the changing criminal justice environment and its implications for the council’s vision and outcomes

In order to effectively discharge the Prosperity and Well Run Council agenda, the Deputy Leader and Cabinet Member for Finance and Corporate Matters will work in partnership with the Cabinet Member for Economic Growth to ensure that decisions in respect of property support the council’s wider prosperity agenda

**Key External
 Relationships**

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| <ul style="list-style-type: none"> • Strategic Property Partner • District & Borough Councils [finance and corporate matters] • Entrust [in respect of finance] | <ul style="list-style-type: none"> • HM Treasury, Department for Communities & Local Government • Criminal justice partners [including Office of the Police and Crime Commissioner, Court Service, Probation] • Fire and Rescue Service |
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Key Internal Relationships	<ul style="list-style-type: none"> • Director of Finance & Resources • Director of Strategy, Governance and Change 	<ul style="list-style-type: none"> • Appropriate Shadow Cabinet member/s • Appropriate scrutiny committee/s
Strategic Responsibilities	<ul style="list-style-type: none"> • Assist with the development and implementation of the Strategic Plan • Business Plan and MTFS 	<ul style="list-style-type: none"> • Voluntary, Community and Social Enterprise contract [strategic]
Operational Responsibilities	<ul style="list-style-type: none"> • Strategy, Governance and Change 	<ul style="list-style-type: none"> • Finance and Resources
Project Responsibilities	<ul style="list-style-type: none"> • Well Run Council • Digital 	<ul style="list-style-type: none"> • Demand management • Commercialism

Cabinet Member for Health, Care and Wellbeing

<p>Role Purpose</p> <p>Wellbeing</p>	<ul style="list-style-type: none"> • To provide clear political leadership both within and outside the County Council to help advance the County Council’s key outcome of developing a Staffordshire where everyone can benefit from improved Health & Wellbeing. • To create effective internal and external relationships with the organisations listed below to help advance the outcome. • To be accountable for the development and delivery of the strategies listed below and to ensure that those strategies are able to meet the outcomes required by the Council and Cabinet. • To be accountable for the commissioning/service areas listed below and to ensure that financial and operational performance in those areas meets the requirements of the Strategic Plan, Business Plan and the MTFS. • To be accountable for the delivery of the key projects/programmes listed below and to ensure that these are delivered on time and budget and meet the requirements of the Strategic Plan, Business Plan and the MTFS. • To be the co-chair of the Staffordshire Health & Wellbeing Board and ensure that the views of the County Council are influential in the work of the Board. <p>In order to effectively discharge the Wellbeing agenda, this Cabinet Member will lead and work in partnership with the Cabinet Support Member for Social Care and Wellbeing</p>	
<p>Key External Relationships</p>	<ul style="list-style-type: none"> • Department of Health • NHS England • Public Health England • National Health Improvement [NHS(I)] • Monitor • Care Quality Commission, and Principle Social Worker 	<ul style="list-style-type: none"> • Staffordshire Health & Wellbeing Board members • Health Commissioners & Providers across Staffordshire • Care providers • District & Borough Councils re housing
<p>Key Internal Relationships</p>	<ul style="list-style-type: none"> • Director of Health and Care • Deputy Chief Executive and Director of Families and Communities 	<ul style="list-style-type: none"> • Appropriate Shadow Cabinet member/s • Appropriate scrutiny committee/s
<p>Strategic Responsibilities</p>	<ul style="list-style-type: none"> • Development and implementation of Health & Wellbeing strategy • Development of the Sustainability and Transformation Plan for Staffordshire and Stoke on Trent • Development of strategy to foster closer integration with NHS commissioners. • Development and implementation of Public Health strategies (including active Staffordshire) • All age Mental Health Strategy • Development and implementation of all age disability strategy • Long Term Care Strategy 	

	<ul style="list-style-type: none"> • Contributing to the development of Building Resilient Families and Communities and Families First strategies in partnership with the Cabinet member for Children and Young People • Adult Safeguarding Board (delegated to Cabinet support member)
Operational Responsibilities	<ul style="list-style-type: none"> • Delivery of Better Care Fund and integrated commissioning • Health visiting (jointly with Cabinet member for Children and Young People) • School nursing (jointly with Cabinet member for Children and Young People) • Drugs & Alcohol services • Sexual health services • Health improvement services and activities • Reablement and rehabilitation services • Housing related support
Project Responsibilities	<ul style="list-style-type: none"> • Health and Care Transformation Programme • Sustainable Transformation Plan

Cabinet Support Member for Social Care and Wellbeing

Role Purpose

Wellbeing

- To support the Cabinet Lead Member for Health and Adult Care to provide clear political leadership both within and outside the County Council to help advance the County Council's key outcome of developing a Staffordshire where everyone can benefit from improved Health & Wellbeing.
- To create effective internal and external relationships with the organisations listed below to help advance the outcome.
- To be accountable to the Cabinet Lead Member for the development and delivery of the strategies listed below and to ensure that those strategies are able to meet the outcomes required by the Council and Cabinet.
- To be accountable to the Cabinet Lead Member for the commissioning/service areas listed below and to ensure that financial and operational performance in those areas meets the requirements of the Strategic Plan, Business Plan and the MTFS.
- To be accountable to the Cabinet Lead Member for the delivery of the key projects/programmes listed below and to ensure that these are delivered on time and budget and meet the requirements of the Strategic Plan, Business Plan and the MTFS.

In order to effectively discharge the Wellbeing agenda, the lead Cabinet Member for Health, Care and Wellbeing will be supported by the Cabinet Support Member for Social Care and Wellbeing

Cabinet Member for Economic Growth

<p>Role Purpose</p> <p>Prosperity</p>	<ul style="list-style-type: none"> • To provide clear political leadership both within and outside the County Council to help advance the County Council’s key outcome of developing a Staffordshire where everyone can benefit from improved Prosperity. • To create effective internal and external relationships with the organisations listed below to help advance the outcome. • To be accountable for the development and delivery of the strategies listed below and to ensure that those strategies are able to meet the outcomes required by the Council and Cabinet. • To be accountable for the commissioning/service areas listed below and to ensure that financial and operational performance in those areas meets the requirements of the Strategic Plan, Business Plan and the MTFs. • To be accountable for the delivery of the key projects/programmes listed below and to ensure that these are delivered on time and budget and meet the requirements of the Strategic Plan, Business Plan and the MTFs. • To be the County Council’s representative on the Midlands Connect Steering Group • To be the County Council’s Principal Director to the Board of West Midlands Rail Limited (The Leader of the Council to be the substitute Board member) • To be accountable for the delivery of the agreed strategic property ambitions <p>In order to effectively discharge the Prosperity agenda, the Cabinet Member for Economic Growth will work in partnership with the Cabinet members for Highways & Transport and for Learning and Skills and with the Deputy Leader and Cabinet Member for Finance and Corporate Matters to ensure that decisions in respect of property support the council’s wider prosperity agenda</p>	
<p>Key External Relationships</p>	<ul style="list-style-type: none"> • Stoke on Trent and Staffordshire Local Enterprise Partnership and other surrounding LEPs • Department for Business, Innovation & Skills • Department for Works and Pensions • Schools, colleges and universities • National Careers Service • HS2 Ltd 	<ul style="list-style-type: none"> • BT • Chambers of Commerce • Federation of Small Businesses • Businesses across Staffordshire • Stoke on Trent City Council • District & Borough Councils [prosperity] • Major contractors
<p>Key Internal Relationships</p>	<ul style="list-style-type: none"> • Director for Economy, Infrastructure and Skills 	<ul style="list-style-type: none"> • Appropriate Shadow Cabinet member/s • Appropriate scrutiny committee/s
<p>Strategic Responsibilities</p>	<ul style="list-style-type: none"> • Development and implementation of Council’s Economic Development • Tourism strategy • Strategic Planning • Development and implementation of the roll out and utilisation strategies for rural broadband. 	<ul style="list-style-type: none"> • HS2 • West Midlands Rail devolution • County Farms • Countryside Review

Operational Responsibilities	<ul style="list-style-type: none">• Economic Development• Inward Investment	<ul style="list-style-type: none">• Tourism• Chasewater and Marquis Drive• Delivery of strategic property ambitions
Project Responsibilities	<ul style="list-style-type: none">• Economic Growth	

Cabinet Member for Highways and Transport

<p>Role Purpose</p> <p>Prosperity</p>	<ul style="list-style-type: none"> • To provide clear political leadership both within and outside the County Council to help advance the County Council’s key outcome of developing a Staffordshire where everyone can benefit from improved Prosperity. • To create effective internal and external relationships with the organisations listed below to help advance the outcome. • To be accountable for the development and delivery of the strategies listed below and to ensure that those strategies are able to meet the outcomes required by the Council and Cabinet. • To be accountable for the commissioning/service areas listed below and to ensure that financial and operational performance in those areas meets the requirements of the Strategic Plan, Business Plan and the MTFS. • To be accountable for the delivery of the key projects/programmes listed below and to ensure that these are delivered on time and budget and meet the requirements of the Strategic Plan, Business Plan and the MTFS. <p>In order to effectively discharge the Prosperity agenda, the Cabinet Member for Highways and Transport will work in partnership with the Cabinet Member for Economic Growth</p>
<p>Key External Relationships</p>	<ul style="list-style-type: none"> • Department for Transport • Highways Agency • Environment Agency • Flood Alleviation Group • HS2 Ltd • Network Rail • Bus operating companies • Train operating companies • District, Town & Parish Councils • Amey • Staffordshire and Stoke on Trent Safer Roads Partnership
<p>Key Internal Relationships</p>	<ul style="list-style-type: none"> • Director for Economy, Infrastructure and Skills • Appropriate Shadow Cabinet member/s • Appropriate scrutiny committee/s
<p>Strategic Responsibilities</p>	<ul style="list-style-type: none"> • Development and implementation of Council’s Transport Strategies including working with Cabinet Member for Economic Growth on HS2
<p>Operational Responsibilities</p>	<ul style="list-style-type: none"> • All Highways & Transport operational issues, including Infrastructure+ partnership
<p>Project Responsibilities</p>	<ul style="list-style-type: none"> • Securing & Delivering Infrastructure • Transport

Cabinet Member for Communities and the Environment

<p>Role Purpose</p> <p>Safer Communities</p>	<ul style="list-style-type: none"> • To provide clear political leadership both within and outside the County Council to help advance the County Council's key outcome of developing a Staffordshire where everyone can benefit from improved Prosperity. • To create effective internal and external relationships with the organisations listed below to help advance the outcome. • To be accountable for the development and delivery of the strategies listed below and to ensure that those strategies are able to meet the outcomes required by the Council and Cabinet. • To be accountable for the commissioning/service areas listed below and to ensure that financial and operational performance in those areas meets the requirements of the Strategic Plan, Business Plan and the MTFS. • To be accountable for the delivery of the key projects/programmes listed below and to ensure that these are delivered on time and budget and meet the requirements of the Strategic Plan, Business Plan and the MTFS. • To serve as the member exercising all powers and full voting rights at meetings of the Cannock Chase AONB Joint Committee <p>In order to effectively discharge the Safer Communities agenda, the Cabinet Member for Communities and Environment will work in partnership with the Cabinet Member for Children and Young People and the Cabinet Member for Learning and Skills</p>	
<p>Key External Relationships</p>	<ul style="list-style-type: none"> • Department for Environment, Food and Rural Affairs • Department for Culture, Media and Sport • Natural England • Rural special interest groups • Providers such as Veolia, Biffa, FCC • Staffordshire and Stoke-on-Trent Archive Service 	<ul style="list-style-type: none"> • Stoke on Trent City Council , District & Borough Council [community and rural matters] • Town & Parish Councils • Community Council for Staffordshire • Other voluntary sector organisations • Police and Crime Commissioner; Staffordshire Police; Fire & Rescue Service; Probation and Courts' Service
<p>Key Internal Relationships</p>	<ul style="list-style-type: none"> • Director for Families and Communities • Director for Economy, Infrastructure and Skills 	<ul style="list-style-type: none"> • Appropriate shadow cabinet member/s • Appropriate scrutiny committee/s
<p>Strategic Responsibilities</p>	<ul style="list-style-type: none"> • Communities • Culture and heritage including libraries • Waste, carbon reduction and rural strategies 	<ul style="list-style-type: none"> • Sports strategy • Arts and Archives • Community safety
<p>Operational Responsibilities</p>	<ul style="list-style-type: none"> • Community leadership, engagement and development • Community safety 	<ul style="list-style-type: none"> • Waste Management • Trading Standards • Scientific Services

	<ul style="list-style-type: none"> • Culture and Heritage including Libraries, Arts and Museums • Country Parks [excluding Chasewater and Marquis Drive] • Energy and Climate Change • County Farms • Voluntary, Community and Social Enterprise contracts
Project responsibilities	<ul style="list-style-type: none"> • Building Community Capacity

Cabinet Member for Children and Young People

<p>Role Purpose</p> <p>Safer Communities</p>	<ul style="list-style-type: none"> • To be the statutory Lead Member for Children • To provide clear political leadership both within and outside the County Council to help advance the County Council's key outcome of developing a Staffordshire where everyone can benefit from improved Safety and to support the needs of children in relation to this and the Council's other key outcomes. • To create effective internal and external relationships with the organisations listed below to help advance the outcome. • To be accountable for the development and delivery of the strategies listed below and to ensure that those strategies are able to meet the outcomes required by the Council and Cabinet. • To be accountable for the commissioning/service areas listed below and to ensure that financial and operational performance in those areas meets the requirements of the Strategic Plan, Business Plan and the MTFs. • To be accountable for the delivery of the key projects/programmes listed below and to ensure that these are delivered on time and budget and meet the requirements of the Strategic Plan, Business Plan and the MTFs. • To be the Council's main representative on the Local Safeguarding Children Board, to chair the Corporate Parenting Panel, to Chair of the Children's Improvement Board, to represent the needs of children on the Health & Wellbeing Board, to be the main Cabinet link between the County Council and the Safer Staffordshire Board, and to be the principal lead on discussions between the County Council and the Police & Crime Commissioner in respect of children's safety <p>In order to effectively discharge the Safer Communities agenda, the Cabinet Member for Children and Young People will work in partnership with the Cabinet Member for Communities and Environment and the Cabinet Member for Learning and Skills</p> <p>In order to effectively discharge the responsibilities of the statutory Lead Member for Children, the Cabinet Member for Children and Young People will work in partnership with the Cabinet member for Health, Care and Wellbeing and work in partnership with, and hold to account, the Cabinet Member for Learning and Skills</p>
<p>Key External Relationships</p>	<ul style="list-style-type: none"> • Department for Education • OfSTED • Safer Staffordshire Board • Child care providers • Voluntary sector organisations
<p>Key Internal Relationships</p>	<ul style="list-style-type: none"> • Deputy Chief Executive and Director of Family and Communities • Appropriate Shadow Cabinet member/s • Appropriate scrutiny committee/s
<p>Strategic Responsibilities</p>	<ul style="list-style-type: none"> • Development and implementation of Council's Children's & Youth Strategies
<p>Operational</p>	<ul style="list-style-type: none"> • All Children's Services including Families First • Corporate Parenting

Responsibilities	<ul style="list-style-type: none">• Safeguarding• Looked After Children• Children's Centres
Project Responsibilities	<ul style="list-style-type: none">• Families & Children's System

Cabinet Member for Learning and Skills

<p>Role Purpose</p> <p>Safer Communities</p>	<ul style="list-style-type: none"> • To provide clear political leadership both within and outside the County Council to help advance the County Council's key outcome of developing a Staffordshire where everyone can benefit from improved Learning & Skills in support of the Council's key outcomes. • To create effective internal and external relationships with the organisations listed below to help advance the outcome. • To be accountable for the development and delivery of the strategies listed below and to ensure that those strategies are able to meet the outcomes required by the Council and Cabinet. • To be accountable for the commissioning/service areas listed below and to ensure that financial and operational performance in those areas meets the requirements of the Strategic Plan, Business Plan and the MTFS. • To be accountable for the delivery of the key projects/programmes listed below and to ensure that these are delivered on time and budget and meet the requirements of the Strategic Plan, Business Plan and the MTFS. • To be the Council's main representative on the Education Trust Board. <p>In order to effectively discharge the Safer Communities agenda, the Cabinet Member for Learning and Skills will work in partnership with the Cabinet Member for Children and Young People and the Cabinet Member for Communities, Environment and Rural Matters.</p> <p>In order to effectively discharge the Prosperity agenda , the Cabinet Member for Learning and Skills will work in partnership with the Cabinet Member for Economic Growth</p>	
<p>Key External Relationships</p>	<ul style="list-style-type: none"> • Department for Education • OfSTED • National Careers Service • Skills Funding Agency • Education Funding Agency • Department for Business Innovation and Skills 	<ul style="list-style-type: none"> • Education Trust • Schools, • Private & Voluntary sector education providers • Entrust [attainment and improvement] • Regional Schools Commissioner • Further Education Colleges • Universities
<p>Key Internal Relationships</p>	<ul style="list-style-type: none"> • Deputy Chief Executive & Director for Families and Communities • Director for Economy, Infrastructure and Skills 	<ul style="list-style-type: none"> • Appropriate Shadow Cabinet member/s • Appropriate scrutiny committee/s
<p>Strategic Responsibilities</p>	<ul style="list-style-type: none"> • Development and implementation of Council's Learning and Skills strategies 	<ul style="list-style-type: none"> • Special Educational Needs and Disabilities [SEND]

Operational Responsibilities	<ul style="list-style-type: none">• All Learning related functions, including LEA responsibilities• SEND	<ul style="list-style-type: none">• Commissioning of Entrust.• Statutory duties for Early Education and Childcare, including sufficiency
Project Responsibilities	<ul style="list-style-type: none">• Education & School Improvement• Early Implementer scheme for 30 hours free childcare	

LOCAL CHOICE FUNCTIONS WHICH ARE THE RESPONSIBILITY OF CABINET

1. Any function under a local Act other than a function specified elsewhere in this Appendix.
2. The making of arrangements in relation to appeals against the exclusion of pupils from maintained schools.
3. The making of arrangements pursuant to Section 94(1), (1A) and (4) of the School Standards and Framework Act 1998 (admission appeals).
4. The making of arrangements pursuant to Section 95(2) of the 1998 Act (Children to whom Section 87 applies: appeals by governing bodies).
5. The making of appointments to the Joint Appointments Committee under paragraphs 2 to 4 (appointment of members by relevant Councils) of Schedule 2 (Police Authorities established under Section 3) to the Police Act 1996.
6. The conducting of best value reviews in accordance with the provisions of any order for the time being having effect under section 5 (best value reviews) of the Local Government Act 1999.
7. Any function relating to contaminated land.
8. The discharge of any function relating to the control of pollution or the management of air quality.
9. The obtaining of information under section 330 of the Town and Country Planning Act 1990 as to interests of land.
10. The obtaining of particulars of persons interested in land under section 16 of the Local Government (Miscellaneous Provisions) Act 1976.
11. The making of agreements for the execution of highways works
12. The appointment of any individual –
 - (a) to any office other than an office in which he is employed by the authority;
 - (b) to any body other than –
 - (i) the authority;
 - (ii) a joint Committee of two or more authorities; or
 - (c) to any Committee or Sub-Committee of such a body, and the revocation of any such appointment.
13. The making of agreements with other Local Authorities for the placing of staff at the disposal of those other Authorities.
14. Power and duties in respect of Local Development Documents which are not Development Plan Documents.