

WIRRAL COUNCIL

CABINET (SELECTION MEETING) – 12 May 2009

CABINET AND COMMITTEES - DUTIES AND TERMS OF REFERENCE

1. Executive Summary

- 1.1 This report sets out the current terms of reference (portfolios) of Cabinet members and those of overview and scrutiny committees and other committees. Together with other reports on this agenda, it includes information relating to the discharge of executive functions, as required by the Executive Procedure Rules
- 1.2 The Cabinet is requested to consider to what extent, if at all, these need to be amended and to make any appropriate recommendations to the Annual Meeting of the Council. Any changes to the terms of reference would require an amendment to the Constitution and the Council has been alerted to that possibility. This would involve a key decision, as defined by the Constitution, and the matter has been included in the Forward Plan.

2. Cabinet Portfolios, etc.

- 2.1 Appendix 1 sets out current terms of reference for
 - (i) the portfolios for each of the ten Cabinet members (including the Leader);
 - (ii) the five new overview and scrutiny committees, plus the Scrutiny Programme Board, with an indication of how they relate to each Cabinet portfolio;
 - (iii) other committees.

3. Financial and Staffing Implications

- 3.1 There are no financial or staffing implications arising out of this report other than that there is a correlation between the number of committees and costs.

4. Other Implications

- 4.1 There are no direct implications arising out of this report in terms of equal opportunities, ethnic minorities, the elderly or the disabled; nor are there any human rights, community safety, social inclusion, Local Agenda 21, or planning implications. The Cabinet portfolios will, of course, relate to such issues.

5. **Local Member Support**

5.1 This report has no implications for specific wards.

6. **Background Papers**

6.1 Other than the Council's Constitution and minutes or internal departmental records, no background papers have been used in the preparation of this report.

7. **Decision Required**

7.1 The Cabinet is requested (subject to any changes that might be considered necessary) to recommend to the Council, for the municipal year 2009/10, that it approve the terms of reference and responsibilities of Cabinet members, overview and scrutiny committees and other committees, as set out in Appendix 1 to this report.

Bill Norman
Director of Law, H.R. and Asset Management