

APPENDIX C

Strategic Portfolio Responsibilities					
Portfolio	General Responsibilities	Key Policies	Generally relates to the following services	Corporate Aim or Priority	Partnerships
Finance Revenues and Support Services	<ul style="list-style-type: none"> - Finance - Legal and Democratic Services - Procurement - Treasury Management - Members Services - Corporate Governance - Human Resources - Revenues and Benefits 	<ul style="list-style-type: none"> - The Council's loans policy. - Policies and guidelines for Treasury Management. - Annual Members' Training and Development Policy and Programme. - Procurement Strategy - The Human Resources Strategy, and Human Resources policies - Council's Charging Policy 	Human Resources, Legal, Democratic Services, Financial Services, Policy and Performance, Revenues and Benefits Procurement and Office Services Audit	Deliver well managed, cost effective services valued by our customers	Joint Consultative Panel

Strategic Portfolio Responsibilities					
Portfolio	General Responsibilities	policies	Generally relates to the following services	Corporate Aim or Priority	Partnerships
Housing, Environmental Health, Inclusion and Revenues and Benefits	<ul style="list-style-type: none"> - Housing, - Environmental Health - Community Protection - Inclusion - Licensing - <u>Revenues and Benefits</u> 	<ul style="list-style-type: none"> - Homelessness Strategy - Housing Allocations Policy. - Housing and Accommodation Strategy - Social Housing Development Programme - Private Sector Housing Renewal Policy - Rural Housing Strategy - Policies and protocols relating to Travellers. 	Housing, Food Safety and Licensing, Social Inclusion, Environmental Protection. Licensing Policy Air Quality <u>Revenues and Benefits</u>	Improve the health and well-being of our citizens <u>Deliver well managed services valued by our customers</u>	<ul style="list-style-type: none"> - Health and Well being Partnership - Somerset Supporting People Commissioning Body

Additional Delegations to individual Portfolio Holders

Housing, Environmental Health, and Inclusion and Revenue and Benefits Portfolio Holder

1. To enable the provision of new affordable housing, to approve (in consultation with the Head of Finance) the transfer of land to an appropriate RSL or other partner, for only nominal consideration where:

to do so would be in keeping with the Council's housing strategy
there are no strategic reasons for retaining such land
appropriate covenants have been agreed
2. To allocate funding under the approved Healthy Living Pooled Fund following consultation with the Health and Wellbeing Partnership.
3. To agree Local Lettings policies subject to:
 - No extensions to be granted for longer than three years without scrutiny of available of data on the outcome;
 - If the percentage of the total social housing stock covered by local lettings policies exceeds 5% then the Portfolio Holder shall make a report to District Executive before any further policies are approved.
 - To approve the Health and Safety and Food Safety Annual Service Plans

Economic Development, Planning and Transport

To award grants under the Building Improvements Guidelines.

Finance and Support Services

- To authorise attendance by Members on training courses and other development opportunities in line with the Members' Learning and Development Policy, Programme and budget allocation.
- To approve the write off of bad debts above the value of £20,000, subject to consultation with the relevant ward member(s) and in consultation with the Head of Finance.
- To consider and determine requests for discretionary business and rate relief that fall outside existing policies, subject to consultation with the relevant ward members.

Strategy, Policy and Performance

To approve the Council's submissions to Government under the Implementing Electronic Government Programme.

Environment and Property

To consider any responses received to the statutory advertisement of variations to car park charges.

To agree changes to the waste management ("Sort It") policy

In the event of any disagreement between officers and the Portfolio Holder in respect of a decision to be made the matter shall be referred to the Chief Executive, who in consultation with the Leader, will decide where the matter shall be determined.