

EXECUTIVE MEMBER PORTFOLIOS 2011/2012

EXECUTIVE MEMBER FOR ENVIRONMENT & ECONOMY

Role specification

Role

Members of the Executive will have wide ranging leadership roles and will need to:

- lead the community planning process and ensure best value, with input and advice from Overview and Scrutiny, Township Forums, officers and any other persons as appropriate;
- lead the preparation of the Council's budget and policy framework, to include attending and contributing to the Council's annual Strategic Planning Event;
- take decisions on resources and priorities with other stakeholders and partners in the local community to deliver and implement the budget and policies decided by full Council;
- be the focus for forming partnerships with other local public, private, voluntary and community sector organisations to address local needs;
- ensure that the diverse needs of all groups and citizens are properly reflected in local strategies, plans and service provision;
- commit to the delivery of fair and non-discriminatory services to all members of the local community;
- commit to upholding human rights and promoting equality and diversity; promote and uphold the values within the Bury Values Prospectus;
- present, where appropriate, performance reports to the Overview and Scrutiny;
- represent the Council's view on portfolio issues at Council, Executive and where appropriate, Overview and Scrutiny;
- represent the view of the Council on matters of corporate or strategic policy as the lead Executive Member, to the Government and to other bodies and organisations relevant to the Council's work;
- participate as a member of any panel, task group or other Council forum as appropriate;
- participate in local consultative arrangements and actively engage in communication and dialogue with any bodies and organisations involved in portfolio issues;
- provide support and guidance and work collaboratively with the designated lead members working within the portfolio holders area of responsibility; and
- be responsible for the functions delegated to the Executive either as a whole or to the Executive Member, as set out in the Council's Constitution.
- ensure that occupational health and safety implications are adequately considered in policy development and decision making within the area of responsibility;

Specific responsibilities

The role of the Executive Member for Environment and Economy is pivotal to the success of the Council in meeting its ambitions and priorities, especially in the delivery of environment, development, planning and transport policies and services to

support economic growth within the corporate and community planning framework adopted by the Council.

In addition, this role has lead political responsibility for the successful delivery of operational and financial performance targets within the Council's service development and delivery planning framework on all issues relating to the environment and transport portfolio, in conjunction with appropriate directors.

The main areas of responsibility are:

- participation in the formulation and application of policies and in decision making and cross cutting issues, to include the following policy and service areas:-
- to ensure that the sustainability issues are taken into account by the Council in its budget and policy framework and planning processes;
- to promote the environmental agenda in the Borough
- to foster good relations with voluntary groups, other public bodies and the private sector on environmental issues;
- on strategy, to lead on public sector neighbourhood renewal activity, working with other Executive Members as appropriate;
- identify and understand the significant occupational health and safety risks within the area of responsibility and to ensure that they are adequately considered in policy development and decision making;
 - Operational Services
 - Highways and Engineering
 - Traffic Management
 - Transportation
 - Network management and maintenance
 - Street lighting
 - Design and consultancy
 - Land drainage
 - Grounds maintenance
 - Cemeteries, crematoria, burial grounds and memorials
 - Waste Management
 - Refuse collection and recycling
 - Street cleansing
 - Winter maintenance
 - Public conveniences
 - Transport and Workshops
 - Fleet management
 - Vehicle workshop
 - Cleaning Services
 - Planning, Environment and Regulatory Services
 - Planning
 - Building control
 - Development control
 - Local Development Framework
 - Project plans e.g. Love Prestwich
 - Implementation/tourism
 - Policy
 - Environmental Services
 - Licensing

- Environmental health
- Trading standards, consumer protection and fair trading
- Private sector housing
- Animal health/welfare
- Environmental protection
- Public health
- Energy management
- Climate change
- Public protection
- Architectural and Landscape Practice

Learning Skills and Employment:

- participation in the formulation and application of policies and in decision making and cross cutting issues, concentrating on the policy and service areas involved in skills, employment, economic development and regeneration to:
 - the local, regional and sub-regional planning agenda;
 - oversee activities in respect of employment sites and development sites overall;
 - participate in the 16-19 Learning Partnership;
 - oversee activities to promote equality of opportunity in learning, skills and employment within the Borough, especially through the use of information and analysis to develop policies and programmes which support corporate and partnership activity towards this end;
 - oversee activities to promote economic development, regeneration and social inclusion within the Borough, especially through the use of information and analysis to develop policies and programmes which support corporate and partnership activity towards this end;
 - lead for the Council in joint activity through the partnerships, especially in respect of town centre and other retail activity;
 - lead with the co-ordination of activity in respect of the European Union;
 - monitor the Council's performance in respect of the utilisation of external monies provided to the Borough for the benefit of the community;
 - develop, as appropriate with other Executive Members, policies which meet the sustainable development objectives of the Council;
 - lead on private sector neighbourhood renewal activity working with other Executive Members as appropriate.
- to provide a strategic oversight for the enforcement work associated with:
 - Licensing
 - Parking
 - Food and Health & Safety Inspections
 - Environmental Health and Environmental Issues
 - Trading Standards