

CHAPTER 5.2 – THE EXECUTIVE - COMPOSITION AND AREAS OF RESPONSIBILITY

5.2.1 Current Membership

The Executive will consist of the Leader of the Council together with those Councillors as stated below:

Currently, neither the Leader nor members of the Executive have any onward limits on delegations.

The Executive for the 2015/16 Municipal Year consists of the following Members:

Councillor	Portfolio
Keith Baker	Leader of the Council
Charlotte Haitham Taylor	Executive Member for Children's Services
Anthony Pollock	Executive Member for Economic Development and Finance
Angus Ross	Executive Member for Environment
Julian McGhee Sumner	Deputy Leader Executive Member for Health and Wellbeing
John Kaiser	Executive Member for Planning and Highways
Philip Mirfin	Executive Member for Regeneration and Communities
Pauline Jorgensen	Executive Member for Resident Services

Further details of each Executive Member's area of responsibility can be found within this chapter.

5.2.2 Executive Delegation Arrangement

The Scheme of Delegation as set out below is designed to enable efficient and effective decision making.

5.2.2.1

Determination of whether or not any matter lies within the delegated powers of the Executive shall rest solely with the Chief Executive or in his/her absence the appropriate Director:

- a) delegated powers shall be exercisable only in accordance with approved policies of the Council, except that when a Committee (i.e. Licensing and Appeals or Planning) is acting in a quasi-judicial capacity, regard shall be taken of the approved policies of the Council but each matter must be determined on its merits;
- b) in exercising delegated powers, except as provided in Financial Regulations, the Executive shall not incur expenditure other than for which provision has been made in the approved budget for the relevant financial year;
- c) delegated powers include the power to institute legal action and/or proceedings as necessary to effect the discharge or regulation of the function.

5.2.3 Matters Reserved Solely To The Council

The following matters are reserved solely to the Council and any decisions by the Executive or the Overview and Scrutiny Committees regarding any of the matters set out below shall be submitted as recommendations or stand referred to the Council for decision:

- a) adopting the Constitution and subsequent changes to it;
- b) adopting the local authority's Code of Conduct;
- c) agreeing the local authority's policy framework and budget;
- d) taking decisions in respect of functions which are not the responsibility of the Executive;
- e) taking decisions in respect of functions which are not the responsibility of the Executive and which have not been delegated by the Council to committees, sub-committees or Officers;
- f) making appointments to committees, negotiating forums with staff and trades unions and the Standards Committee;
- g) making appointments to the Executive where executive arrangements in the Constitution so provide;
- h) confirming the appointment of the Head of Paid Service.

5.2.4 Scheme of Delegation to The Executive

Subject to the general reservation of powers to the Council, the Terms of Reference of the Executive shall be as follows and it shall have delegated authority to exercise and perform the Powers and Duties of the Council in relation to the following functions.

5.2.4.1 Financial Responsibilities:

- a) to recommend to the Council the overall budget and the level of Council Tax;
- b) to identify issues, which represent a major change in financial policy for reference to the Council;
- c) to recommend to the Council the allocation of resources to service areas;
- d) to approve the level of discretionary fees and charges to be levied in any financial year;
- e) to recommend approval of the Capital Programme and Capital Strategy to the Council.

5.2.4.2 Policy Formulation and Development

- a) to exercise overall responsibility for the corporate working of the Council and its performance;
- b) to consider any amendments to the Council's vision, values and corporate or service objectives;
- c) to consider matters relating to the Council's image, profile and reputation;
- d) to commission and consider reports on consultation with residents and partner agencies;
- e) to be responsible for the community planning process and the action resulting from it;
- e) to be responsible for business planning throughout the Council ensuring that service and financial planning are integrated;
- f) to approve service plans;
- g) to consider and make recommendations to the Council on all statutory plans and others which must, according to the Constitution, be approved by the Council;
- h) to approve Service Improvement Plans and implement and monitor actions;
- i) to be responsible for performance management, monitoring and evaluation;
- j) to determine and agree proposals for the market testing and/or outsourcing of services.

5.2.4.3 Procedural Matters

To recommend to the Constitution Review Working Party on the making, revocation or modification of Rules of Procedure, Terms of Reference, Financial Regulations and Procurement and Contract Regulations and Delegated Powers.

5.2.5 General Responsibilities of Executive Members

5.2.5.1

As directed by the Executive, to be the Lead Member for the development and implementation of key projects and plans within their remit.

5.2.5.2

To ensure that appropriate reports are brought to the Executive to:

- a) monitor and evaluate progress on key projects;
- b) monitor and evaluate performance of services within their remit;
- c) consider service improvement plans.

5.2.5.3

To attend meetings of the Overview and Scrutiny Management Committee and its committees as reasonably required.

5.2.5.4

To foster good working relations with the Chief Executive and Directors where issues cover more than one service area to foster collaborative working.

5.2.5.5

To engender good working relations with external partners, involving those partners in decision making wherever appropriate.

5.2.5.6

To seek to implement the corporate policies of the Council, integrating the Council's overall objectives into the work falling within their remit.

5.2.5.7

To oversee the production of service plans, ensuring that service and financial planning are integrated.

5.2.5.8

To oversee and agree consultation arrangements with residents, service users and other stakeholders on major projects falling within their remit.

5.2.5.9

To seek to ensure that the highest standards of probity are achieved in the work covered by their remit.

5.2.5.10

To seek to ensure that policies and strategies meet the needs of all residents/service users and that minority groups are not excluded from participating in Council activities or accessing Council services.

5.2.5.11

To be the point of contact for all press enquiries relating to areas covered by their portfolio.

5.2.5.12

To be responsible for mentoring, supporting and developing their Deputy Executive Member.

5.2.5.13

To establish, monitor and report monthly on high level performance indicators.

Specific Responsibilities of Executive Members

5.2.6 Leader of The Council

To appoint up to nine members of the Executive (appointments to be on an annual basis).

5.2.6.1

To make changes to the composition of the Executive within the municipal year as necessary.

5.2.6.2

To present to the Executive the Forward Programme of Executive business covering no less than four months.

5.2.6.3

To ensure that the Forward Programme is updated monthly in accordance with statutory requirements.

5.2.6.4

To be responsible for policy co-ordination and strategy and to oversee the production of the Council's Corporate Plan.

5.2.6.5

To oversee the Council's external funding strategy in order to maximise income from government, EU and other sources.

5.2.6.6

To work with other Executive Members in the co-ordination of the Council's Service Plans and advise the Executive on meeting the Council's financial targets.

5.2.6.7

To be responsible for overseeing the production of the service plans of the Communications Service.

5.2.6.8

To promote and oversee the Council's Communications and Marketing Strategy.

5.2.6.9

To seek to raise the profile of the Council in both a county, regional and national framework.

5.2.6.10

To lead on Member training and mentoring.

5.2.6.11

To work with the Chief Executive on the Council's organisational programme.

5.2.6.12

To ensure that there is an appropriate level of consultation, communication and participation by residents, community groups, businesses and public sector.

5.2.6.13

To oversee the operation of all Council owned companies and their subsidiaries by working with the Holding Company.

5.2.7 Deputy Leader

5.2.7.1

To deputise for the Leader of the Council and undertake all the Leader's statutory functions in his/her absence and to deal with specific tasks allocated by the Leader.

5.2.8 Executive Member for Children's Services

5.2.8.1

Liaison with school governors, headteachers and other relevant stakeholders including teachers, parents and diocesan representatives.

5.2.8.2

Overseeing the work of the Education Service and ensuring that it meets the needs of schools, colleges, academies and other stakeholders and is provided efficiently and effectively.

5.2.8.3

Reviewing the Council's Children's Services policies and strategies and advising the Executive, and where appropriate making recommendations to Council.

5.2.8.4

Responsible for Children's Social Services and Safeguarding.

5.2.8.5

Responsible for overseeing transitional arrangements when children become adults.

5.2.8.6

To undertake the lead role in ensuring that Members and Officers fulfil their responsibility as Corporate Parents for children and young people in the care of the Council.

5.2.8.7

To champion and promote the wellbeing and educational attainment of children who are Looked After by the Council.

5.2.8.8

Ensuring that the work of the Council contributes to the raising of standards in schools; through developing partnerships with schools, colleges and universities.

5.2.8.9

Securing or providing the fullest range of support services to schools, colleges and academies as required by them and as determined by the Council.

5.2.8.10

To ensure that all school and governor representatives play as full a part as possible in the work of the Council in promoting educational improvement and are given opportunities to participate (in accordance with statutory needs and best practice), and to ensure that schools are fully consulted on changes in policy and practice.

5.2.8.11

Ensuring the continued work of the Council as a provider of Early Years and Childcare services and as a major provider in the Early Years and Childcare Partnership.

5.2.8.12

Representing the interests of the Children's Services with government departments, and regional and national bodies.

5.2.8.13

To oversee the development, location and performance of children's centres.

5.2.8.14

To be responsible for welfare and support services for children and young people, youth and community services.

5.2.8.15

Overseeing the Council's youth service and activities and as required, to represent the interests of the youth service on community partnerships and outside bodies.

5.2.8.16

To be responsible for the planning and provision of school places and recommend changes in school organisation to the Council.

5.2.8.17

Establish New and Re-sited Schools as appropriate.

5.2.8.18

Oversee the School Admission Process.

5.2.8.19

Oversee school improvement plans (academic results).

5.2.8.20

Oversee school development and refurbishment plans.

5.2.8.21

To be responsible for working with academies and free schools in the Borough.

5.2.8.22

Overseeing the production of all statutory and service plans within the remit of the service.

5.2.8.23

Responsible for overseeing major projects, and for preparing for inspections and reviews.

5.2.8.24

Reporting on evaluation and review of services as necessary.

5.2.8.25

Oversee and report to the Executive on drugs action work.

5.2.9 Executive Member for Economic Development and Finance

5.2.9.1

To be responsible for overseeing the preparation of the Council's 3 year rolling budget and its presentation to Council.

5.2.9.2

To act as the Member coordinator for:

- a) monitoring of the Council's budget in line with policy decisions;
- b) ensuring appropriate financial information is brought to the Executive for decision.

5.2.9.3

To oversee the production of the Council's budget timetable.

5.2.9.4

To oversee the workings of the Council's finance functions, advising Business Assurance as appropriate and making appropriate recommendations to the Executive on improvements.

5.2.9.5

To oversee the production of the Council's annual review of fees and charges and the development of policy in this respect.

5.2.9.6

To oversee the preparations for setting the Council Tax.

5.2.9.7

To be responsible for the production and presentation to the Executive of the Council's Capital Strategy and three/five year Capital Programme and for monitoring and evaluating performance against targets set by the Executive.

5.2.9.8

To monitor the financial impact of the organisational development of the Council including any structural changes or initiatives.

5.2.9.9

Responsible for the financial monitoring of WBC-owned companies.

5.2.9.10

To be responsible for overseeing and monitoring the Treasury Management Strategy and alerting the Executive to issues of concern.

5.2.9.11

Responsible for monitoring the Council's Revenues and Benefits function.

5.2.10 Executive Member for Environment

5.2.10.1

To oversee the work of the Environment Service and all of the Council's environmental functions within that service.

5.2.10.2

To identify and address flooding problems within the Borough.

5.2.10.3

To oversee the production of a flooding strategy and the link this has to the Core Strategy.

5.2.10.4

Responsible for overseeing waste collection and recycling services.

5.2.10.5

To oversee the development of a Carbon Reduction Plan.

5.2.10.6

To represent the Council on the Re3 Waste Management Board.

5.2.10.7

To be the Executive Member responsible for overseeing appropriate playground provision.

5.2.10.8

To take the leading role in developing partnerships with other partner agencies and to make representations to central government, regional government etc as appropriate.

5.2.10.9

To oversee the Sports Development Strategy.

5.2.10.10

Responsible for overseeing the Public Rights of Way function.

5.2.11 Executive Member for Health and Wellbeing

5.2.11.1

To oversee the work of Community Services and all of the Council's Adult Social Services functions and ensure they are carried out efficiently and effectively.

5.2.11.2

To be the Executive Member responsible for:

- a) overseeing the production of all statutory and service plans within the remit of the service;
- b) joint working with health organisations and the voluntary sector;
- c) taking forward the Council's Better Government for Older People's Strategy;

- d) preparation for and implementation of agreed action plans from inspections including joint reviews, CQC, and Housing Inspectorate reviews;
- e) developing a range of partnerships and initiatives in liaison with community groups, e.g. the Carers' Strategy.

5.2.11.3

Responsible for the development of new or revised Adult Social Services or Housing policies with due regard to corporate objectives, including equal opportunities and social inclusion.

5.2.11.4

Responsible for monitoring liaison with tenants through discussion with the Council's representatives on the Tenant and Landlord Improvement Panel.

5.2.11.5

Advise the Council on forthcoming developments in the Health Legislation including Public Health responsibilities.

5.2.11.6

To oversee the production and development of the Council's future strategy for Social Care, specifically concerning Putting People First.

5.2.11.7

Responsible for overseeing Optalis, the Council's Social Care Company from a service perspective.

5.2.12.8

To represent the Council as determined by the Executive on outside bodies and in discussions/negotiations with regional, national and government bodies.

5.2.11.9

To lead on the Commissioning Strategy.

5.2.12 Executive Member for Planning and Highways

5.2.12.1

Overseeing the production of all statutory and service plans within the remit of Planning, Highways Services, Enforcement, Land Use, Transport Policy Services and Affordable Housing.

5.2.12.2

To recommend to the Executive new or amended policies in respect of the services listed in 5.2.12.1.

5.2.12.3

Responsible for Strategic Highways Planning issues overseeing the production of the Council's Highways Infrastructure Strategy.

5.2.12.4

Responsible for Strategic Planning for the development areas of the Borough.

5.2.12.5

To oversee the production of all documents included within the Local Development Framework: Spatial Framework Planning, Managing Development Delivery Development Plan Document, Borough Design Guide and S106 Infrastructure Strategy.

5.2.12.6

Responsible for overseeing the Council's strategic approach to gypsies and travellers.

5.2.12.7

To advise the Executive in relation to operational highways and transport policies and programmes.

5.2.12.8

To oversee the production and implementation of the Council's Local Transport Plan.

5.2.12.9

Responsible for monitoring highway maintenance plans, including street scene and signage and winter road maintenance plan.

5.2.12.10

To oversee the production of a Community, School and Subsidised Transport Strategy.

5.2.12.11

To oversee the co-ordination of the Council's transport requirements and plans (including school, social services and community transport) and procure the best possible services for residents and service users.

5.2.12.12

To oversee the production of the service plans for the Corporate Transport service units.

5.2.12.13

Responsible for overseeing the Highway Safety Schemes.

5.2.12.14

Responsible for overseeing Planning and Development consultations.

5.2.12.15

Responsible for overseeing the Affordable Housing Strategy and advising the Executive on future policy in respect of the housing stock and functions.

5.2.12.16

Responsible for implementing the Council's statutory housing functions and bringing forward potential innovation in the delivery of housing services.

5.2.12.17

Responsible for the overall management of the housing stock (including proposals for disposal of stock) and to exercise the powers and duties of the Council in relation to housing fitness, standards and grant aid where these powers are not delegated to the relevant Director.

5.2.12.18

Responsible for overseeing S106 contributions.

5.2.12.19

To represent the Council as determined by the Executive on outside bodies and in discussions/negotiations with regional, national and government bodies.

5.2.13 Executive Member for Regeneration and Communities

5.2.13.1

To oversee the projects relating to the regeneration of the Borough's Town Centres.

5.2.13.2

To be responsible for overseeing the Council's Asset Strategy with regard to all Council owned property.

5.2.13.3

To take a lead role in acquisition and/or disposal of assets in line with Council policies.

5.2.13.4

To advise other Executive Members of Council policy and targets in respect of asset management.

5.2.13.5

Responsible for Town Centre Regeneration Public Realm.

5.2.13.6

To ensure the development of a wide range of partnerships.

5.2.13.7

To oversee the production and Implementation of the Borough's Community Strategy, including engagement with the community and voluntary sector.

5.2.13.8

To represent the Council as determined by the Executive on outside bodies and in discussions/negotiations with regional, national and government bodies.

5.2.14 Executive Member for Resident Services

5.2.14.1

Responsible for overseeing the Council's IT function.

5.2.14.2

To be responsible for developing the Council's E-government strategy and for meeting government targets for electronic delivery of services.

5.2.14.3

To be responsible for advising the Executive on the development and performance of Customer Services.

5.2.14.4

To oversee the production of the service plans for Shared Legal Services and Governance and Improvement Services (including Electoral and Democratic Services).

15.2.14.5

To ensure that services to Members are kept under review and that Members are provided with all the services they reasonably need.

5.2.14.6

To oversee all aspects of the Council's human resources function, making recommendations for the improvement of the service.

5.2.14.7

To be responsible for the monitoring of traded and shared services and for the exploration of opportunities for joint working with a view to achieving economies of scale and/or greater efficiency.

5.2.14.8

To take forward the Council's Equal Opportunities Policy and practices and lead on the development of best practice throughout the Council.

5.2.14.9

To have overall responsibility for the efficient and effective management of the Council's Public Protection Service.

5.2.14.10

Responsible for overseeing the development of the Council's Culture and Library Services.

5.2.14.11

To oversee strategies for developing arts, leisure and cultural activities in the Borough.

5.2.14.12

To oversee the Council's role in lifelong learning and playing a full part in the work of the Lifelong Learning Partnership.

5.2.14.13

To be responsible for overseeing the Health and Safety, Environmental Health, Building Control, Licensing and Trading Standards functions.

5.2.14.14

To discharge the Council's functions in respect of community resilience and be responsible for advising the Executive in relation to such issues.

5.2.14.15

Responsible for monitoring the Council's Procurement function.

5.2.14.16

To take responsibility for overseeing the development of the Council's contract procurement strategy with particular regard to the following:

- a) ensuring corporate and consistent standards for monitoring and evaluation of contracts throughout the Council;
- b) examining with appropriate Officers ways in which contracts of all types can be better managed on a timely renewal basis to achieve greater value for money;
- c) to examine potential new ways of procuring services including;
 - i) outsourcing;
 - ii) market testing;
 - iii) public/private partnerships or the Private Finance Initiative;
 - iv) joint working with other public bodies.

5.2.14.17

To represent the Council as determined by the Executive on outside bodies and in discussions/negotiations with regional and national bodies.

CHAPTER 5.3 – DEPUTY EXECUTIVE MEMBERS

5.3.1 Purpose

To support and assist the Executive in its role as identified in Chapter 5.2 and to inform the Executive's decision-making process.

5.3.1.1

The following Members will take on the roles of Deputy Executive Members for the 2015/16 Municipal Year:

Councillor	Role
Ian Pittock	Deputy Executive Member for Children's Services
Stuart Munro	Deputy Executive Member for Economic Development and Finance
Philip Houldsworth	Deputy Executive Member for Environment
Bob Wyatt	Deputy Executive Member for Health and Wellbeing
John Halsall	Deputy Executive Member for Planning and Highways
Mark Ashwell	Deputy Executive Member for Regeneration and Communities
Alistair Auty	Deputy Executive Member for Resident Services

5.3.1.2

Each Executive Member will have a nominated Deputy Executive Member who will focus on specific tasks and projects as defined below. The post holders will report to the Leader of the Council via their Executive Member.

5.3.2 Lines of Accountability

In accordance with the Local Government Act 2000 the Executive may not have formal substitute or deputy members who are not themselves members of the Executive. However Councillors may be nominated from outside the Executive to shadow an Executive Member, attend Executive meetings and speak on behalf of an absent Executive Member. Deputy Executive Members are not however able to take formal decisions i.e. vote on items at the Executive or exercise any delegated authority.

Deputy Executive Members will be held to account by their relevant Executive Member of the Council.

5.3.3 General Responsibilities of Deputy Executive Members

5.3.3.1

As directed by the relevant Executive Member, to be the Lead Member for the development and implementation of key projects and plans within their remit.

5.3.3.2

The lines of accountability (see 5.3.2) have to be adhered to at all times.

5.3.3.3

Support and assist their Executive Member as required.

5.3.3.4

Work with the relevant Executive Members to achieve their specific objectives.

5.3.3.5

Work with Officers as appropriate to produce information and recommendations to the Executive via their relevant Executive Member.

5.3.3.6

Represent the Council as determined by the relevant Executive Member on outside bodies and in discussions/negotiations with regional, national and government bodies.

5.3.3.7

Co-ordinate workload with the relevant Executive Member.

Specific Responsibilities of Deputy Executive Members

5.3.4 Deputy Executive Member for Children's Services

5.3.4.1

Work closely with Education and Planning Departments to bring forward our school building programme to ensure sufficient school places are available.

5.3.4.2

To work closely with all relevant service areas to ensure the most cost effective home to school transport is provided.

5.3.4.3

To ensure appropriate school development occurs in the 4 Strategic Development Locations.

5.3.4.4

To ensure the council has a valid Education Strategy including both Teacher and Governor professional development.

5.3.4.5.

To be responsible for Traded Services to schools.

5.3.4.6

To be responsible for the planning and delivery of Schools, Colleges and Academies refurbishment.

5.3.5 Deputy Executive Member for Economic Development and Finance

5.3.5.1

Oversee the Economic Development Strategy and develop good working relationships with local businesses.

5.3.5.2

Lead on the Local Enterprise Partnership.

5.3.5.3

To lead on the City Deal.

5.3.6 Deputy Executive Member for Environment

5.3.6.1

Overseeing the Council's management of country parks, countryside services and activities, and have responsibility for environmental initiatives.

5.3.6.2

To oversee the development of new country parks in accordance with the Core Strategy.

5.3.7 Deputy Executive Member for Health and Wellbeing

5.3.7.1

To consider and establish our learning disabled housing as well as older people's housing needs.

5.3.7.2

Be able to determine the needs and wishes of the Borough's elderly population and vulnerable children in relation to housing.

5.3.7.3

Renew older people and other vulnerable groups' forums.

5.3.7.4

Review the current housing options in the Borough for both older people and vulnerable children.

5.3.7.5

Determine the numbers of sheltered, pensioner bungalows, care homes and extra care units required.

5.3.7.6

Determine the locations required.

5.3.7.7

Bring forward clear recommendations to meet our needs.

5.3.7.8

Be able to meet with officers and Members to understand the potential sites available;

5.3.7.9

Be able to consider innovative ideas to achieve our needs;

5.3.7.10

Liaise with and advise the Affordable Housing Working Group as to requirements.

5.3.7.11

Keep officers, such as Planning Officers, advised of our needs.

5.3.7.12

Understand the importance of voluntary groups such as Age Concern UK and the Link Visiting Scheme.

5.3.7.13

Understand the sustainability issues and the services such people require to ensure proper locations are identified.

5.3.8 Deputy Executive Member for Planning and Highways

5.3.8.1

Responsible for overseeing the Car Park Strategy and performance.

5.3.8.2

To oversee the delivery of the new primary roads infrastructure with focus on the 6 new roads currently planned.

5.3.8.3

To explore, in line with the Vision, different private and public transport options to reduce congestion.

5.3.8.4

Appreciate the opportunities arising to improve traffic flow.

5.3.9 Deputy Executive Member for Regeneration and Communities

5.3.9.1

To seek to ensure the most efficient and effective use of assets.

5.3.9.2

To review council assets.

5.3.9.3

To establish the future of identified assets.

5.3.9.4

To identify any assets that might be developed by WHL.

5.3.9.5

To act as a major information source to all key stakeholders for Wokingham Town Centre Regeneration project.

5.3.10 Deputy Executive Member for Resident Services

5.3.10.1

To oversee the implementation of a new CRM System to improve residents' experience.

5.3.10.2

Chair the program board and all working groups associated with this.

5.3.10.3

Ensure any project allocated to Deputy is delivered on time, on budget, suitable quality, delivers the needed requirements including accessibility to all.

5.3.10.4

Ensure maximum flexibility is built in for other service areas to participate.

5.3.11 EXECUTIVE MEMBER AND DEPUTY EXECUTIVE MEMBER PORTFOLIOS

2015/16

Leader of the Council
<ul style="list-style-type: none">• Communications, PR and Consultations• Corporate Plan• Policy co-ordination and strategy• Health & Wellbeing Board• Preparation of the Executive Forward Programme• Organisational Change• WBC-owned companies• Member Training• Equalities• To mentor, support and develop Executive & Deputy Executive Members

Deputy Leader of the Council
<ul style="list-style-type: none">• To deputise for the Leader of the Council and undertake all the Leader's statutory functions in his absence and to deal with specific tasks allocated by the Leader

Executive Member for Children's Services

- To act as the press spokesman on all matters relating to this portfolio
- Statutory Responsibility for Children's Services
- School Improvement Plans (Academic Results)
- Schools Development including Academies and Colleges and Refurbishment Plans
- Oversee School Admission Process
- Youth Services and Youth Centre's
- 16-19 Agenda including Training Opportunities
- Nursery Sector (2-4 years) and Children's Centre's
- Children's Social Services and Safeguarding
- Looked after Children including transitional arrangements and housing needs
- To establish, monitor and report monthly on high level performance indicators
- To undertake the lead role in ensuring that Members and Officers fulfil their responsibility as Corporate Parents for Looked After Children
- To mentor, support and develop Deputy Executive Member

Deputy Executive Member for Children's Services

- School place planning
- Home-school-transport
- SDL school development
- Education strategy - incl. teacher and governor professional development
- Traded services to schools
- Schools, colleges and academies refurbishment- planning and delivery

Executive Member for Economic Development & Finance

- To act as the press spokesman on all matters relating to this portfolio
- WBC Budget & Council Tax
- Revenues & Benefits
- Monitoring of WBC-owned companies from a financial perspective
- Monitoring high level performance indicators for all service areas
- To mentor, support and develop Deputy Executive Member

Deputy Executive Member for Economic Development & Finance

- Economic Development Strategy
- Local Enterprise Partnership
- City Deal

Executive Member for Environment

- To act as the press spokesman on all matters relating to this portfolio
- Flooding Policy
- Waste Services and Re3
- CO₂ Reduction
- Sports Development Strategy
- Rights of Way
- Air Quality
- To establish, monitor and report monthly on high level performance indicators
- To mentor, support and develop Deputy Executive Member

Deputy Executive Member for Environment

- Parks and Open Spaces
- Countryside Service

Executive Member for Health and Wellbeing

- To act as the press spokesman on all matters relating to this portfolio
- Public Health
- Adult Social Services and Vulnerable Adults
- Monitoring of Optalis, the Council's Social Care Company from a service perspective
- Tenant Services
- Commissioning Strategy
- To establish, monitor and report monthly on high level performance indicators
- To mentor, support and develop Deputy Executive Member

Deputy Executive Member for Health and Wellbeing

- Older peoples housing
- Vulnerable children's housing

Executive Member for Planning and Highways

- To act as the press spokesman on all matters relating to this portfolio
- Strategic Planning Policy Development and Implementation
- Strategic Planning for the Development Areas of the Borough
- Infrastructure including Strategic Highways Planning
- Highway Maintenance and Operations
- Borough Transport Plan
- Street Care and Roadside Management
- Bus and Rail Services and all Transport Subsidies
- School and Community Transport
- Highway Safety Schemes
- Responsible for overseeing the General Planning Policy Development and Implementation functions
- Responsible for overseeing General Planning and General Development consultations.
- Overseeing the production of all statutory and service plans within the remit of the General Planning, Enforcement and Affordable Housing
- Responsible for overseeing the Affordable Housing strategy and advising the Executive on future policy in respect of the housing stock and functions.
- Responsible for overseeing S106 contributions
- To establish, monitor and report monthly on high level performance indicators
- To mentor, support and develop Deputy Executive Member

Deputy Executive Member for Planning and Highways

- To oversee the delivery of the new primary roads infrastructure with focus on the 6 new roads
- Improving Traffic Flow
- Parking in the Borough

Executive Member for Regeneration and Communities

- To act as the press spokesman on all matters relating to this portfolio
- Regeneration of Towns and Villages
- Development of a Corporate Asset Strategy
- Public Realm
- Community Strategy
- Liaise with Executive Member for Planning & Highways regarding affordable housing assets
- To mentor, support and develop Deputy Executive Member

Deputy Executive Member for Regeneration and Communities

- Review of WBC assets
- Future of identified assets
- Identification of any assets that might be developed by WHL
- Be a major information source to all key stakeholders for Wokingham Town Centre Regeneration project

Executive Member for Resident Services

- To act as the press spokesman on all matters relating to this portfolio
- Legal and Governance and Improvement Services
- Libraries and Community Centres
- Culture
- Health and Safety
- Environmental Health
- Customer Services
- IT Strategy
- Procurement
- Human Resources
- Traded and Shared Services
- To establish, monitor and report monthly on high level performance indicators
- To mentor, support and develop Deputy Executive Member

Deputy Executive Member for Resident Services

- To oversee implementation of new CRM System to improve residents experience
- Chair program board and all working groups associated with this
- Ensure project is delivered on time, on budget, suitable quality, delivers the needed requirements including full accessibility to all
- Ensure maximum flexibility is built in for other service areas to participate