

CONSTITUTION - PART 3 - RESPONSIBILITY FOR FUNCTIONS

(Last updated May 2018)

3. Responsibility for Executive functions

(A) CABINET RESPONSIBILITIES

PORTFOLIO: HOUSING & SAFER COMMUNITIES

Councillor Mike Chambers
Kirkdale
Littlethorpe Lane
Ripon
HG4 1UB
Member for Ripon Spa Ward

Main role

Co-ordinating the activities of Council relating to housing management, operational property and safer communities.

Duties and responsibilities

1. To have responsibility for monitoring the implementation of Council objectives relating to housing by:-
 - a. Setting performance targets relating to the objectives.
 - b. Ensuring goals and milestones are met.
 - c. Reviewing relevant areas of service provision.
 - d. Developing new policies and strategies if necessary.
 - e. Assuming responsibility for the achievement of agreed Service Improvement Plans relating to the areas of responsibility included within this portfolio.
2. To be responsible for operational risk management, procurement and decision-making in the following areas:-
 - a. all operational property including housing, both public and private sector, within the Borough including all functions relating to Council Housing Management; homelessness; management of the Housing Revenue Account; and providing political management in respect of affordable housing.

- b. Environmental Protection including Public Health Complaints, Dog Wardens, Contaminated Land, Industrial Pollution Control and Private Water Supplies.
 - c. Community safety.
 - d. CCTV.
 - e. Food Safety including Infectious Disease Control and Public Water.
 - f. Fixing the maximum hire charges for Hackney Carriage and Private Hire Vehicles.
 - g. Fixing of Scrap Metal Dealers licences fees.
 - h. Emergency Planning and Civil Contingencies.
 - i. Any other matters closely related to areas (a) - (h) above not being functions which, by law, are not to be the responsibility of the executive.
3. To be the Council's representative on the North Yorkshire Police and Crime Panel.
 4. To be the Cabinet Member having overall responsibility for Parish, Christmas and decorative lighting.
 5. To work together with other Cabinet Members to achieve the Council's aims and objectives.
 6. To ensure that rural interests and concerns are understood and taken into account at all levels in decision making by or on behalf of the Council or Executive.
 7. To consider and report to the Council in respect of any Notice of Motion duly referred.
 8. To be responsible for authorising the submission of applications for planning permission and other similar applications in relation to housing land of the authority.
 9. To be responsible for preparing budget estimates and draft capital programme and to set charges for services within the ambit of the portfolio following the parameters of the budget strategy fixed by the Council.
 10. See also Local Choice Functions at Section 1.