

## REVISED REPORT – see paragraph 8

**Meeting:** COUNCIL

Portfolio Area: Council-wide

**Date:** 21<sup>st</sup> May 2003

### STEVENAGE BOROUGH COUNCIL – EXECUTIVE PORTFOLIOS 2003/04

(Chief Executive)

#### NON-KEY DECISION

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|---|--|
| 1. <u>Housing</u>                           | <u>Areas of responsibility</u> <ul style="list-style-type: none"><li>- Council Housing generally;</li><li>- Services to Council tenants</li><li>- Homelessness and Housing Advice;</li><li>- Sheltered accommodation</li><li>- The assessment of and strategies to address housing needs;</li><li>- Rehousing including allocations, transfers and waiting lists;</li><li>- Liaison with voluntary and private sector bodies, including housing associations and formulation of proposals for partnership;</li><li>- Repairs and Maintenance;</li><li>- Monitoring and enforcing statutory housing standards including houses in multiple occupation;</li><li>- Housing fitness, disrepair and renovation grants;</li><li>- Aids and adaptations for the disabled.</li></ul> |
| 2. <u>Community and</u><br>- <u>Culture</u> | <ul style="list-style-type: none"><li>- Community Development;</li><li>- Community Care Service (excluding sheltered housing);</li><li>- Services for Children and Young People;</li><li>- Community buildings;</li><li>- Holidays for older people;</li><li>- Anti-poverty strategy;</li><li>- Locality planning;</li></ul>   |

- Links with local organisations, public and voluntary bodies;
- Grants to local organisations and voluntary bodies;
- Council's relationship with Stevenage Leisure Limited, including grant and grant conditions;
- SRB and Neighbourhood Regeneration;
- Parks (Client Side);
- Cultural Strategy;
- Tourism.

### 3. The Environment

- Urban Regeneration (Town Centre and Neighbourhood Centres);
- Land Use Plans and Policy;
- District Plan;
- Stevenage West;
- Employment and Economic Development;
- Waste Strategy;
- Waste Recycling;
- Collection of domestic and other waste;
- Highways including agency agreements;
- Council owned unadopted sewers and land drainage;
- Car Park and lorry parking;
- Collection and disposal of abandoned vehicles;
- Transportation, transportation services, including concessionary fare schemes and liaison with Herts County Council;
- Closed circuit television;
- Hackney carriage licensing;
- Town Centre Management;
- LA21

### 4. Public and Environmental Health

- Health Improvement Plan;
- Licensing of premises and persons;
- Health Promotion and Education;
- Environmental Protection and Statutory nuisance;
- Public health protection including sanitation and infectious disease;
- Consumer advice and protection;
- Food safety enforcement and education;
- Health and Safety at Work enforcement;
- Dog Warden and Pest Control services and clinical waste collection;
- Street Cleansing and Public Convenience;
- Grounds Maintenance (including grass cutting);
- Parks Maintenance

### 5. Resources

- The Council's finances and financial strategy;
- Investment and borrowing strategy;
- Insurance and banking policy and strategy;
- Land and property management/policy particularly in relation to sales/acquisitions;

- Public consultation strategies (excluding Best Value consultations);
  - Modernisation of Local Government – new political structures and constitution;
  - “E.Government”;
  - Emergency Planning
6. Personnel
- Personnel and industrial relations policies; Consultation with employee representatives.
- 7 Community Safety
- Community Safety Strategy on a corporate basis.
8. Performance & Improvement
- Comprehensive Performance Assessment
  - Monitoring of Performance, including BVPIs
  - Corporate Improvement Programme
  - Improvement Plans, in consultation with Service Portfolio Holders
  - Monitoring and advising on priorities
  - Best Value
  - Performance Management
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9. Additionally, the Leader of the Council has responsibility for Town Twinning, Media and Communications, Member Services and the Civic Suite.