

PURPOSES OF PORTFOLIOS

LEADER	DEPUTY LEADER	CHILDREN AND YOUNG PEOPLE	COMMUNITY SERVICES
<p>To chair the Cabinet and lead on the development of corporate policy and resource allocation for the Council as a whole, presenting such policies to the Council and the people of Buckinghamshire focusing specifically on</p>	<p>To support the Leader of Council in his/her role with a specific emphasis on</p>	<p>To co-ordinate and integrate the services to protect children and young people and to improve the care, education and health of disadvantaged children. Establish specific and measurable performance outcomes over a 3/4 year period for such children so that there are demonstrable improvements in</p>	<p>To take the lead in raising the profile of services provided for the community. Assisting people to gain access to the County Council and to ensure the highest standards of customer care are delivered.</p>
<p>a) the content of the policy framework and Local Performance Plan to reflect the majority group manifesto and the views of the people of Buckinghamshire</p> <p>b) the creation of annual and three year plans</p> <p>c) the improvement in the profile of the Council as leader of the community in the county and beyond.</p>	<p>a) co-ordinating the work of developing policy so that they integrate effectively and are realistic</p> <p>b) ensuring progression is made in achieving the Council's aims</p> <p>c) taking responsibility for the necessary action so that the Council complies with the modernising agenda, especially in addressing the Best Value requirements</p> <p>d) establishing effective member support/communication/and information services to all members of the Council in the period of change and into the new Council so that the Cabinet is informed of backbench opinion.</p> <p>e) Managing important corporate partnership arrangements and establishing a clear protocol for the way the Council works with stakeholders and others.</p>	<p>a) The protection of vulnerable children</p> <p>b) education provided is continuous and uninterrupted and enables children to achieve their full potential</p> <p>c) the likelihood that such children will achieve appropriate qualifications, obtain work and find a home</p> <p>d) better value for money by improved co-operation.</p> <p>e) The care of children for whom the Council is responsible.</p>	<p>a) establishing a programme of improved customer for service delivery.</p> <p>b) developing services so that they reflect and adapt to the changing needs of the users</p> <p>c) Using service delivery points, including electronic, to provide better access to the County Council.</p> <p>d) improved co-ordination to obtain greater value for money.</p> <p>e) Take the lead in involving the community in the work of the Council</p>
<p>Services/Functions</p> <ul style="list-style-type: none"> • Policy Framework • Strategic Overview • Overall Performance • COC, Cabinet support team • Budget Strategy • External Relations • Local Performance Plan • Development of the organisation 	<p>Services/Functions</p> <ul style="list-style-type: none"> • Communications • Policy co-ordination and monitoring • Best Value Co-ordination • Member Services • Working with partners • Economic Development 	<p>Services/Functions</p> <ul style="list-style-type: none"> • Pupils, Students and Families (excl admissions but including SEN support services) • EWS • Children and Families – SSD • Youth Service • YOT and links with Probation • Special Schools • PRUs • Emotionally and Behaviourally disturbed children • Looked after children and those on the protection register 	<p>Services/Functions</p> <ul style="list-style-type: none"> • Library, Museum, Records, Local Studies • Countryside Services • Trading Standards • Registration Service • Gypsies • Sport and Culture • Information Centres • Corporate Grants • Business Support • Continuing Education/Awards • Community Safety • Coroner • Waste Management • Emergency Planning

PLANNING AND TRANSPORTATION

To recognise the high priority placed by the people of Buckinghamshire, in public consultation exercises, on the development and maintenance of the environment of Buckinghamshire by

- a) leading and creating the most effective means of improving and maintaining the road system in Buckinghamshire through new and innovative means such as the Local Transport Plan which will deliver the county's priorities
- b) improving the performance of public transport providers and establishing a means of improving integration and accessibility of public bus, rail and other transport services
- c) taking the policy lead on the preparation and approval of the new County Structure Plan to achieve development which addresses local needs but preserves the attractiveness of the urban and rural environment of the county.

Services/Functions

- Highways and Bridges
- Highways Maintenance
- Routine Maintenance
- Winter Maintenance
- Structural Maintenance
- Passenger Transport
- Traffic and Road Safety
- Highway Lighting
- Transport Strategy
- Structure Planning
- Minerals Plan and Development Control
- Integration of Public/Private Transport arrangements across the Council

HEALTH AND CARE SERVICES FOR ADULTS

To develop the Council's approach to those services which focus on the specific needs of individuals so that services are delivered in a co-ordinated and specific way to address those needs but in particular address how

- a) the budgets for these services can be contained within an agreed envelope of affordable cost by establishing priorities
- b) new partnership/joint arrangements can be created both within and outside the County Council to provide these services
- c) the client centred approach can be developed into practical steps which benefit the individual.

Services/Functions

- Learning Disabled
- Physical Disability
- Mental Health
- Older People
- Supporting activities

SCHOOLS (incl SEN in mainstream schools)

To recognise the priority that the Council has given to the support of the unique and successful Buckinghamshire system of education. Lead the work of continuing to raise achievement for pupils in all the schools in the county but in particular addressing

- a) shaping the Council's response to the challenge posed by the transfer of school budgets direct to schools and planning the re-organisation of the services and functions of the LEA to reflect such changes
- b) champion the existing system for delivery of education through high performing grammar schools and improving upper schools
- c) putting in place specific action which will prevent schools from failing and will establish expectation of performance for all schools linked to both existing and new resources
- d) seeking improved efficiency by identifying any over provision and exposing support services to competition.

Services/Functions

- Schools Direct
- Early Years
- Schools Support
- School Organisation
- Policy and Planning
- Admissions (part of PSF)
- Directorate
- Resources
- Home to School transport policy

RESOURCES

To establish clear arrangements for identifying the effectiveness of support services(including by identifying the best practice/good governance) for the Council as a whole, providing strategic and corporate advice to support service delivery and delivering specific support services concentrating specifically on

- a) creating an Asset Management Plan for the better use/disposal/acquisition of resources
- b) developing the Information CommunicationsTechnology Strategy into specific actions which deliver a return on investment including specifically long term strategic partnerships for their provision
- c) building on the Council's aim to be a good employer by actions to produce a workforce of improving skills and competencies.

Services/Functions

- Finance
- Legal
- Human Resources
- Repairs and Maintenance
- Building Surveying
- Depots and Properties
- Property and related services
- Contracts including Fleet Hire
- Architectural Services
- Health and Safety
- Admin Buildings

GENERAL ROLE FOR ALL PORTFOLIO HOLDERS

- 1) To work together as a team, recognising that achievement in 1 portfolio area is dependent on performance in another.
- 2) To use the Council's "Committed to Quality" framework to deliver services which reflect the expressed needs of the users of services.
- 3) To place a high emphasis on checking out what actually happens and seeking to improve.
- 4) To be looking for opportunities to make more effective links with outside agencies/companies/bodies/users so that the dialogue creates the reality of a listening but leading organisation.
- 5) To be challenging to existing policies, problems and perceptions.