

Appendix C

Associate Cabinet Members – Additions to the Constitution

Part 2

Chapter 2.2

2.3 Roles and Functions of All Councillors

Add beneath point (g)

Enfield has created a new role for councillors - Associate Cabinet Member. Full details in Part 3 Paragraph 3.7 of the constitution.

Chapter 2.6

Add new section

6.5 Cabinet and Associate Cabinet Members

Associate Cabinet Members are accountable to Cabinet and will be invited to attend Cabinet meetings.

They will be required to produce an annual work programme which will be presented to Cabinet every autumn, followed by regular updates throughout the municipal year. Progress updates on the work programme will be provided to Cabinet on a 6 monthly basis.

Part 3 - Responsibility for Functions

After 3.6 (7) Capital and Revenue

Include an item 3.7

3.7 Associate Cabinet Members – Roles and Responsibilities

Three Associate Cabinet Members (ACMs) will be appointed at Annual Council every year, to cover the following geographical areas.

Enfield North – (Chase, Enfield Highway, Enfield Lock, Grange, Ponders End, Southbury, Town, Turkey Street wards)

Enfield South East – (Bush Hill Park, Edmonton Green, Haselbury, Jubilee, Lower Edmonton, Upper Edmonton wards)

Enfield West – (Bowes, Cockfosters, Highlands, Palmers Green, Southgate, Southgate Green, Winchmore Hill wards).

Members appointed to these positions will be able to serve for more than one Municipal Year, subject to the appointments being agreed at Annual Council.

(1) Role

The role of the ACM is to deliver a spatially focused, cross cutting support function that will assist with informed decision making at Cabinet, providing insight into spatial issues affecting local communities, driving transformational change and providing a focal point for ward business in the areas covered.

Associate Cabinet Members will work closely with the relevant Cabinet members to facilitate delivery of their programmes.

(2) Responsibilities

(a) Area Champion/Chairing Area Partnership Boards

In addition to having responsibility for oversight and championing of activities in their wider spatial areas, each ACM will chair the area partnership boards falling within their area as follows:

Edmonton Leaside Partnership Board (Enfield South East) which covers the following wards: Jubilee, Edmonton Green, Upper Edmonton, Lower Edmonton and Haslebury

North East Enfield Partnership Board (Enfield North) which covers the following wards: Turkey Street, Enfield Lock, Enfield Highway and Ponders End

South West Enfield Partnership Board (Enfield West) which covers the following wards: Bowes, Southgate Green and Palmers Green

(b) Support to Ward Councillors

The ACM's will provide support to ward councillors in their area, and help with any issues arising through ward forums, taking these further when required.

(c) Engaging with Partners

The ACM is responsible for linking with partner agencies in their areas to ensure a joined up approach (including co-ordinating engagement activities, sharing information and providing a contact point for partner agencies wishing to engage in activities in their areas).

(d) Liaising with Planning Activity in the Area

ACMs will be actively involved in strategic land use planning issues in their areas, (but not including involvement in particular development control applications) providing support and advice to relevant cabinet members. They will also be invited to attend the Local Plan Cabinet Sub Committee.

(e) Attending Enfield Strategic Partnership Board

ACMs will be required to attend and engaged with the Enfield Strategic Partnership Board to provide regular updates on progress and make representations to strategic partners, as required. They will not have voting rights on the Board.

(3) Work Programme

ACMs will develop a work programme which they will present to Cabinet in the autumn.

The work programme will contain key milestones on which progress will be reported to Cabinet on a 6 monthly basis.

(4) Officer Support

No dedicated officer support will be available to facilitate the work of ACMs. Where the need for support is identified the ACM will be required to contact the relevant Director for response. This will be with the exception of support required to chair the relevant Area Partnership Board, where the ACMs should liaise with the Area Partnership and Regeneration Manager.

Part 4:

Chapter 43: Cabinet Procedure Rule 7

Cabinet and Associate Cabinet Members

Associate Cabinet Members are accountable to Cabinet and will be invited to attend Cabinet meetings.

They will be required to produce an annual work programme which will be presented to Cabinet every autumn, followed by regular updates throughout the municipal year. Progress updates on the work programme will be provided to Cabinet on a 6 monthly basis.