

Portfolio Holders – Amended Delegations

The Deputy Leader of the Council and Portfolio Holder for Business Connections and Performance

The Deputy Leader of the Council shall have overall responsibility for:

- Undertaking the responsibilities and delegated powers of the Leader of the Council, to the extent permitted by the Constitution, in the absence of the Leader;
- the chairing of meetings of the Executive in the absence of the Leader of the Council;
- the development of the Council's response to crime, substance abuse and associated issues and the maintenance of good working relationships with other agencies to secure a safe living and working environment within the Borough.
- oversee the management processes of the Council and to keep under review the management structure of the Council, in order to ensure their effective contribution to the provision of effective and high quality services;
- oversee the implementation of e-government;
- developing and implementing the Community Plan;
- develop and oversee the Council's response to Best Value
- propose the annual programme of Best Value Reviews
- monitor the programme of Best Value reviews and the subsequent implementation plans
- work closely with Overview and Scrutiny Committees to ensure continuous improvement in Harrow services.

General Business Connections and Performance responsibilities

- with the Leader, to develop and maintain a coherent, sustainable financial strategy for Harrow
- ensure that the development of proposals for and consultation on the Annual budget takes place within the requirements of the Budget and Policy Framework Rules and good corporate governance practice
- *lead on health and safety matters.*

Specific Business Connections and Performance responsibilities:

- To overview the development of clear systems and structures for budget development, management and monitoring
- ensure procedures for virement within budgets are updated as appropriate and followed at Member and officer level
- evaluate the financial procedures of the Council and recommend improvements
- bring forward proposals for the annual review of charges made by the Council and monitor the equalities impact of charges.
- promote a corporate framework for performance management and service planning and to keep the framework under review
- to make reports to the Executive on the performance of services
- to overview the Councils approach to public service agreements, corporate performance assessment and other performance related initiatives.
- *ensure that the Council has effective risk management and internal control systems and processes in place*
- *develop the Council's procurement strategies and support of and interactions with local businesses*
- *ensure the Council has effective arrangements to promote the take-up of welfare benefits across the Borough*
- *ensure that the Council has effective procedures for the recovery of all income owed to it and payment of its creditors*