

**WRITTEN RECORD OF A DECISION BY THE LEADER TO BE COMPLETED BY  
THE LEADER AND PROPER OFFICER**

**SECTION A**

**Date of Decision:** 24 May 2023  
**Portfolio Area:** Leader  
**Subject Title:** Establishment of Portfolios and Appointment of Portfolio Holders  
  
Decision reference: 24/05/2023

**SECTION B – IDENTITY OF THE “DECISION-MAKER”**

**An individual Cabinet member:** Councillor North, the Leader of Council

Under Delegated Powers as set out in Part 3 of the Constitution, Functions retained by the Leader, and Delegations to the Deputy Leader and Portfolio Holders.

**SECTION C – THE DECISION**

The decision-maker made the following decisions:

**1. The Establishment of the following Portfolios:**

- **Leader’s Portfolio**
- **Climate Emergency and Countryside**
- **Community, Leisure and Tourism (including Diversity and Inclusion)**
- **Democracy and Governance**
- **Finance and Resources**
- **Housing and Environmental Health**
- **Planning**
- **Recycling and Environmental Services**
- **Strategic Regeneration and Partnerships (North)**
- **Strategic Regeneration and Partnerships (South)**

**2. The appointment of Portfolio Holders to Portfolios as follows:**

- **Leader's Portfolio – Councillor P North**
- **Climate Emergency and Countryside – Councillor A Johnston**
- **Community, Leisure and Tourism (including Diversity and Inclusion) – Councillor T Swain**
- **Democracy and Governance – Councillor N Lodge**
- **Finance and Resources – Councillor M Flood**
- **Housing and Environmental Health – Councillor N Adams-King**
- **Planning – Councillor P Bundy**
- **Recycling and Environmental Services – Councillor D Drew**
- **Strategic Regeneration and Partnerships (North) – Councillor P North**
- **Strategic Regeneration and Partnerships (South) – Councillor N Adams-King**

**SECTION D – REASONS FOR THE DECISION**

The decision-maker's reasons for making the decision recorded in Section C:

The Leader had authority as set out in Part 3 of the Constitution, Functions retained by the Leader, and Delegations to the Deputy Leader and Portfolio Holders.

(2) That subject to the Council's Constitution, The Leader retains the following functions:

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(b) the establishment of Portfolios, which includes the determination of their name, number and content;

(c) the appointment and removal of Portfolio Holders

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**SECTION E – DETAILS OF ANY ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

Having considered the needs of the organisation, corporate priorities and communities of Test Valley, the Portfolios and Portfolio Holder appointments represent the most effective allocation.

**SECTION F – OTHER RELEVANT MATTERS CONCERNING THE DECISION\_**

None

**SECTION G – CONFLICTS OF INTEREST DECLARED AND DISPENSATIONS GIVEN**

Tick ONE only, and complete the details if necessary

X	*The decision-maker consulted in taking the decision did not declare a personal or disclosable pecuniary interest in the matters set out in the decision.
	*The decision-maker / *A member of the Cabinet taking the decision / *A member of the Executive consulted in taking the decision declared a personal or disclosable pecuniary interest in the Matters set out in the decision and as detailed below:  Nature of Interest: a) Personal b) Disclosable Pecuniary  Details:

NB: If an interest is a Disclosable Pecuniary Interest and no exceptions apply, the person who has declared such an interest must be recorded as leaving the room and taking no part in the decision.

We certify that the decision this document records was made in accordance with the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 and is a true and accurate record or minute of that decision.

Cabinet Member:           Councillor P North, The Leader           Dated: 24 May 2023

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