

CABINET MEMBER FOR SPORTS, CULTURE AND COMMUNITY

1. SPORTS AND LEISURE

- a) The provision, management, maintenance and development of the Council's sports and leisure facilities, Sayers Croft Field Centre, the Physical Activity, Leisure and Sport team (including sports development, PE and school sport) and also including provision and associated contracts within the Paddington Recreation Ground.
- b) To be responsible for all functions relating to Paddington Recreation Ground and the Community Use of School sports facilities, including Westminster Academy Sports Centre.
- c) The encouragement of the provision of all leisure facilities and activities, including Olympic Legacy events.
- d) The fixing of charges for services and facilities provided by or on behalf of the Council in respect of sports and leisure functions.

2. VOLUNTARY AND COMMUNITY SECTOR (VCS)

- a) To be responsible for the Council's engagement with the VCS, in particular the Council's volunteering community and social value strategies.
- b) To be responsible for the Council's relationship with the Westminster Faith Exchange.

3. CULTURE

- a) To oversee the development and delivery of the Council's cultural vision, in consultation with Cabinet.
- b) To be responsible for the Council's City of Sculpture and Green Plaques programmes.

4. COMMUNITY ENGAGEMENT AND NEIGHBOURHOODS

- a) To lead and develop the Council's Community Engagement Strategy and to be responsible for the development of such proposals and the subsequent implementation of the agreed strategy.
- b) To be responsible for determining ward budget spending proposals developed by Ward Members.
- c) To be responsible for the Open Forums or similar engagement events.

- d) To be responsible for the Council's advice services.
- e) To be responsible for the Community Right to Bid Scheme and the register of Assets of Community Value as set out in the Localism Act 2011.
- f) To be responsible for liaison with neighbourhood fora and Amenity Societies, in consultation with the Cabinet Member for Place Shaping and Planning.
- g) To be responsible for relationships with the Queen's Park Community Council.

5. CONTRACTS

Subject to the policies and procedures approved by the Cabinet Member for Finance, Property and Regeneration:

1. To agree the general levels of service for all term contracts that are being let for the first time. In the case of contracts being re-let over the value of £1.5m to approve the service levels only where, in the opinion of the Executive Director, there are significant changes to these since the last contract award.
2. To award all contracts exceeding £1,500,000 and consultants agreements exceeding £300,000 within the terms of reference of the Cabinet Member and contracts of lesser values where referred to the Cabinet Member by the relevant Chief Officer, with the exception of contracts which have been referred to the Cabinet Member for Finance, Property and Regeneration on the basis that there are corporate implications which need to be considered.
3. To monitor the performance of contracts relating to the Cabinet Member's terms of reference let by the said Cabinet Member for the first time or where the re-let of the contract has significant changes to service levels after the first six months after the award of the contract.
4. To monitor all contracts within the terms of reference of the Cabinet Member where the contract value exceeds £1,500,000 (£300,000 in respect of consultant's agreements).
5. To approve extensions of contracts or contract overspends where the total contract value is more than £1.5 million and the extension or overspend would account for an additional cost of 10 per cent or more of the contract value.
6. To approve claims in excess of £150,000 from contractors for contracts within the Cabinet Member's terms of reference.
7. To make decisions on requests for waiver of the Procurement Code in respect of contracts with overall values of more than £1,500,000 (£300,000 for consultancy agreements) for contracts within the Cabinet Member's terms of reference).

8. To consider such other contractual matters as may be required by the Procurement Code.
9. To consider settlement of disputes which exceed £150,000.
10. To receive a briefing note advising of a contract award by an Executive Director or Leadership Team Member where the contract is more than £500,000 in value (£50,000 for consultancies) for contracts within the Cabinet Member's terms of reference.

6. FINANCIAL MATTERS

- (a) To approve capital expenditure in accordance with the Financial Regulations on schemes within these terms of reference which form part of the approved capital programme.

7. STAFFING MATTERS

- a) Staffing matters in respect of matters within these Terms of Reference.
- b) Subject also to the endorsement of the Cabinet Member for Finance, Property and Regeneration where proposals involve redundancy/"early retirement" payments.

8. ETHICAL STANDARDS

- (a) To have responsibility for ensuring that all activities within the remit of the Cabinet Member are carried out having regard to the highest ethical standards.

9. CONSULTATION

- (a) To consult with other Cabinet Members on major matters affecting this portfolio, as appropriate, to enable them to maintain a general oversight across portfolios as described in their terms of reference.