

Council – Supplementary agenda No.1

A meeting of the Council will be held on:

Date: 17 May 2017

Time: 7.00pm

Venue: St George's Centre, Pembroke Road, Chatham Maritime, Chatham
ME4 4UH

Items

- 7 Executive Responsibilities and Scheme of Delegations (Executive and Non-Executive) (Pages 3 - 8)**

Please find attached Appendix A to the report.

- 8 Establishment of Committees, Appointments and Schedule of Meetings 2017/2018 (Pages 9 - 10)**

Please find attached some revisions to Appendix A to the report.

For further information please contact Julie Keith, Head of Democratic Services on Telephone: 01634 332760 or Email: democratic.services@medway.gov.uk

Date: 17 May 2017



This agenda and reports are available on our website
www.medway.gov.uk

A summary of this information can be made available in other formats from **01634 333333**

If you have any questions about this meeting and you want to speak to someone in your own language please ring **01634 335577**

বাংলা	331780	ગુજરાતી	331782	ਪੰਜਾਬੀ	331784	كوردی	331841	أروو	331785	Русский	332374
中文	331781	हिंदी	331783	Polski	332373	ଏହ୍‌ଶଫଦ	331786	فارسی	331840	Lietuviškai	332372

PART 3 - RESPONSIBILITY FOR CABINET FUNCTIONS

The table below sets out a summary of the information presented to the annual meeting of the Council by the Leader of the Council and will be revised if necessary following each annual meeting. In addition, where the Leader makes any change to a portfolio, a Portfolio Holder or the themes within a portfolio, during the course of a municipal year the Leader shall produce a revised version of the table which shall be copied to all members and the Chief Executive, following which it shall replace any previous version in the constitution.

Portfolio	Portfolio Holder	Themes
Leader	Alan Jarrett	<ul style="list-style-type: none"> • Strategic Leadership of the Council • Communications and Marketing • Finance
Deputy Leader and Housing and Community Services	Howard Doe	<ul style="list-style-type: none"> • Adult Learning • All Housing Services (including HRA) • Archives • Armed Forces Covenant • Events and Festivals • Greenspaces • Heritage • Homelessness and Housing Options • Leisure Services • Libraries and Community Hubs • Sporting Legacy • Theatres and Arts • Tourism • Voluntary Sector
Adults' Services	David Brake	<ul style="list-style-type: none"> • Adults' Mental Health and Disability Services (including Learning and Physical Disabilities) • Adults' Partnership Commissioning (25+) and Better Care Fund • Community Care • Health • Independent Safeguarding and Review Service • Older people • Public Health – Lead Member, including Health and Wellbeing Board • Sustainability and Transformation Plan • Telecare/Tele Medicare

Business Management	Rupert Turpin	<ul style="list-style-type: none"> • Audit and Counter Fraud • Bereavement Services • Business Management • Commissioning • Community Centres • Community officers • Customer Contact • Democracy and governance • Emergency Planning • Income Generation • Registration • Revenue & Benefits • Risk Management
Children's Services – Lead Member (statutory responsibility) (see Note 1)	Andrew Mackness	<ul style="list-style-type: none"> • Children's Partnership Commissioning (0-25) • Children's Provider Services (including Adoption, Fostering, Supported Accommodation and Residential Care) • Children's Social Care and Safeguarding Services • Children with Special Educational Needs and Disabilities (including Mental Health) • Early Help (including Medway Action for Families, Youth Offending Team (YOT) and Youth Services) • Early Years • Inclusion • Safeguarding Children Board (MSCB) • Medway Commercial Group (MCG)
Educational Attainment and Improvement	Martin Potter	<ul style="list-style-type: none"> • Further Education • Primary and Secondary Educational Improvement • Safeguarding • School Organisation and Capital Projects • School Services (including Admissions and Medway Test) • Schools Liaison
Front Line Services	Phil Filmer	<ul style="list-style-type: none"> • Highways • Parking • Public Transport • Street Cleaning and Waste Collection/Recycling/Waste

		<ul style="list-style-type: none"> Disposal • Street Lighting • Traffic Management • Transport Strategy • Travel Safety
Inward Investment, Strategic Regeneration and Partnerships	Rodney Chambers OBE	<ul style="list-style-type: none"> • Heritage Champion • Inward investment • Local Growth Fund • Medway Ambassadors • Strategic Partnerships • Strategic Regeneration and Planning
Planning, Economic Growth and Regulation (see Note 2)	Jane Chitty	<ul style="list-style-type: none"> • Economic Development • Employment • Local Plan • Markets • Planning Policy • Regulation – Environmental Health, Trading Standards, Enforcement and Licensing (Executive Functions only) • Social Regeneration • South Thames Gateway Building Control Partnership • Travellers
Resources (see Note 3)	Adrian Gulvin	<ul style="list-style-type: none"> • Business and Administration Support Service • Category Management / Procurement • Community Safety Partnership • Complaints Policy and Management • Council Plan • HR • ICT • Joint Ventures • Legal • Performance and Service Improvement • Property • Transformation and Digital Services

***Note 1:**

The roles and responsibilities of the Portfolio Holder for Children's Services are set out in statutory guidance "The roles and responsibilities of the Lead Member for Children's Services and the Director of Children's Services, under sections 18(7) (Director of Children's Services) and 19(2) (Lead Member for Children's Services) of the Children Act 2004:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/271429/directors_of_child_services_-_stat_guidance.pdf

***Note 2:**

The Leader and Full Council have delegated the Council's building control functions to the South Thames Gateway Building Control Joint Committee. The Terms of Reference of the South Thames Gateway Building Control Joint Committee are set out within the Council's Constitution and include executive and non-executive functions. Councillor Chitty is appointed to sit on the South Thames Gateway Building Control Joint Committee.

***Note 3:**

The following services will fall within the remit of the Resources Portfolio, in relation to the Community Safety Partnership:

- Tobacco control, excluding smoking cessation services
- Community safety aspects of alcohol and drug misuse
- Public health aspects of promotion of community safety, violence prevention and response.

Addresses and wards of Cabinet Members can be found here:

<http://democracy.medway.gov.uk/mgMemberIndex.aspx?bcr=1>

Other bodies established by Cabinet

Title	No and ratio	Names of nominated representatives	Term of office
Bus Lane Adjudication Service Joint Committee	1	Councillor Filmer	Municipal year
Medway Commercial Group Ltd	1	Councillor Mackness	Municipal year
Medway Public Services Ltd	1	Councillor Mackness	Municipal year
Medway Commercial Services Ltd	1	Councillor Mackness	Municipal year
Medway NORSE Board of Directors and Operational Liaison Board	2	Councillors Filmer and Gulvin	Municipal year
Medway Norse Grounds Maintenance Operational Liaison Board	2	Councillors Franklin and Filmer	Municipal year
South East Local Enterprise Partnership (SELEP) Accountability Board	1 plus 1 substitute	Councillor Jarrett Substitute: Councillor Rodney Chambers OBE	Municipal year
Transport for the South East Sub National Transport Body (Shadow)	1	Leader of the Council	Municipal year

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Updates to Labour Group membership in **bold** for the following three Overview and Scrutiny Committees

Note: C = Chairman VC = Vice-Chairman S = Designated Spokesperson

BUSINESS SUPPORT (13 MEMBERS)

<u>Conservative (9)</u>	<u>Labour (3)</u>	<u>UKIP (1)</u>
Councillors:	Councillors:	Councillor:
Carr (C)	Maple (S)	Freshwater
Clarke	Murray	
Etheridge (VC)	Stamp	
Hall		
Josie Iles		
Purdy		
Royle		
Tejan		
Tranter		

HEALTH AND ADULT SOCIAL CARE (13 MEMBERS)

<u>Conservative (9)</u>	<u>Labour (4)</u>	<u>UKIP (0)</u>
Councillors:	Councillors:	
Aldous	Craven	
Bhutia	McDonald	
Fearn	Murray (S)	
Franklin	Shaw	
Howard		
Steve Iles		
Joy		
Purdy (C)		
Willey (VC)		

Representative without voting rights

Dan Hill – Healthwatch Medway CIC representative (Substitute Paddy Powell)

Medway Pensioner Forum without voting rights

Mrs Christine Baker

REGENERATION, CULTURE AND ENVIRONMENT (13 MEMBERS)

<u>Conservative (9)</u>	<u>Labour (4)</u>	<u>UKIP (0)</u>
Councillors:	Councillors:	
Bhutia (VC)	Gilry	
Carr	Khan	
Clarke (C)	Osborne	
Etheridge	Stamp (S)	
Griffin		
Hicks		
Josie Iles		
Saroy		
Tejan		

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