

ANNUAL MEETING OF MEDWAY COUNCIL

19 MAY 2010

ELECTION OF LEADER

Report from: Neil Davies, Chief Executive

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Leisure, Culture, Democracy and Governance

Summary

This report requests the Council to elect a Leader. Medway Council has adopted the Leader and Cabinet form of executive and the Leader must be a Councillor elected by the Council.

1 Budget and Policy Framework

- 1.1 The election of a Leader of the Council is a matter for the Annual Meeting of the Council.
- 1.2 The Leader may make arrangements to delegate some matters to the Cabinet, a Cabinet Committee, individual Cabinet Members or to employees.
- 1.3 The Cabinet will consist of the Leader together with not less than two but not more than nine other Members of the Council appointed by the Leader.

2 Background

- 2.1 The current composition of the Council is as follows:

Name of Group	Number of councillors	Proportionality %
Conservative	33	60.00
Labour	10	18.18
Liberal Democrat	8	14.55
Independent Group	3	5.45

Name of Group	Number of councillors	Proportionality %
(Plus one additional) Independent member	1	1.82
	55	100%

- 2.2 Under the Leader and Cabinet form of executive adopted by the Council, a Leader must be appointed by the Council. The Leader will appoint a Cabinet of up to nine other Members of the Council to take decisions on every matter that is not assigned to anyone else in the Council's constitution.
- 2.3 At the Annual Meeting of the Council the Leader, once elected, is required to present to the Council a written record of delegations made by him/her for inclusion in the Council's scheme of delegation as Chapter 3 to the constitution.
- 2.4 The majority group will be proposing the nomination of the Leader of the Council. Nominations from other Members can also be put forward.
- 2.5 Once elected the Leader of the Council will determine the membership of the Cabinet and the allocation of portfolios (including Deputy Leader) to each of the recommended Cabinet Members for inclusion in chapter 3 of the constitution. The Cabinet will make decisions collectively. The Council's scheme of delegation of executive functions from the Leader and Cabinet will also be determined by the Leader. The Council has to agree the delegation of any non-executive functions to officers. This is set out in appendix B to the report.
- 2.6 If other Members are to be proposed as Leader of the Council, a list of proposed Cabinet Members and their proposed portfolios must also be submitted for approval.

3 Financial implications

- 3.1 There are no financial implications arising from this report.

4 Legal implications

- 4.1 The legal implications are set out in the body of the report.

5 Risk management

- 5.1 There are no risk management implications arising from this report.

6 Recommendation

6.1 The Council is asked to agree:

- (i) to elect a Leader of the Council;
- (ii) to note the details of those appointed by the Leader to serve as Deputy Leader and members of the Cabinet and the extent of their individual portfolios (**these will be circulated separately as Appendix A**);
- (iii) to note the delegation of executive functions to officers as set out in appendix B to the report;
- (iv) to agree to the delegation of non-executive functions to officers as set out in Appendix B to the report.

Lead officer contact

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Appendices

Appendix A - Responsibility for Cabinet functions (To follow)
Appendix B - Employee delegation scheme

Background papers

None

PART 4 - EMPLOYEE DELEGATION SCHEME

General scheme of delegation	
Description of delegation	Responsibility delegated from
1. General scheme of delegation to Chief Executive and directors	
1.1 The Chief Executive should be responsible for management arrangements across the whole Council and directors shall have the responsibility to manage the department and service area for which they are responsible	Council/Cabinet
1.2 In managing the service all directors shall be authorised in their discretion to exercise such powers as may be provided by the relevant legislation including the service or receipt of notices, the making of agreements, the making, revoking or amending of orders, the authorisation of any action or the institution, defence or conduct of proceedings, appeals and enforcement byelaws, authorisation of named employees to enforce specific powers and making of grants or loans within the budget and policy framework. Where the areas of responsibility and powers of an employee refer to specific acts of parliament, regulations, orders or guidance any subsequent re-enactment or amendment of the same shall apply	Council/Cabinet
1.3 Where the Council is by law required to designate a proper officer, the Chief Executive and Directors are authorised to act as proper officers within their area of responsibility save for where a different proper officer is designated either by law or by this constitution	Council/Cabinet
1.4 It is the responsibility of the directors and assistant directors referred to in this scheme to delegate matters to ensure matters are dealt with at the appropriate level to maintain the balance between efficiency and control. Employees shall be under a duty to consult and, where appropriate, agree with other appropriate employees before exercising their delegated powers and to consult the Chief Executive in cases of doubt	Council/Cabinet
2. Financial delegations	
2.1 Directors may transfer resources between their directorate budget heads, subject to the budget and policy framework rules and the financial rules	Council/Cabinet
2.2 The financial delegations permit directors to: <ul style="list-style-type: none"> • incur expenditure within approved revenue budgets and generate income; • sell items which become surplus to service; 	Council/Cabinet

<ul style="list-style-type: none"> • write off irrecoverable debts in accordance with financial limits forming part of the financial rules; 	
Description of delegation	Responsibility delegated from
<ul style="list-style-type: none"> • enter into contracts subject to compliance with financial and contract rules; • commit variations to capital schemes in accordance with the financial rules; • accept the most economically advantageous tender 	
3. Personnel delegations	
3.1 Directors may agree to reorganisations within their departments subject to there being: <ul style="list-style-type: none"> • no significant service policy implications or clear departure from existing Council policies; • no expenditure in excess of budget; • no growth in net expenditure beyond the current year; • no changes affecting directors or assistant directors; • consultation with the Assistant Director, Organisational Services 	Council
3.2 Appoint permanent staff (other than directors and assistant directors) in accordance with the approved structure and to appoint temporary staff as required	Council
3.3 Agree the application of Job Share Schemes to posts	Council
3.4 Agree extensions to sick pay, grant special leave and make maternity and paternity arrangements.	Council
3.5 To discipline, suspend and dismiss employees in accordance with the Council's disciplinary procedure and capability procedures	Council
3.6 Pay gratuities in accordance with Council policy and the Local Government Pension regulations subject to the agreement of the Chief Executive	Council
3.7 Authorise payments to staff temporarily undertaking additional duties, as provided for in the conditions of employment	Council
3.8 Refer staff to the Council's occupational health service in appropriate circumstances and to take any consequential action required	Council
3.9 Authorise ex-gratia payments to employees who incur loss or damage to their property whilst engaged in official duties up to a maximum of £250	Council
3.10 Approve the attendance of employees at conferences and courses of training	Council
3.11 Approve financial assistance for post-entry training	Council

Description of delegation	Responsibility delegated from
3.12 Providing the costs are met from existing budgets, to implement the outcome of job evaluation exercises in conjunction with the Assistant Director, Organisational Services	Council
3.13 Authorise car allowances and to authorise payments in accordance with the conditions of employment and Council policy	Council
3.14 Approve payments of reasonable out-of-pocket expenses for newly appointed employees	Council
3.15 Authorise payments to recompense employees who are required to work on public holidays, when time off in lieu is not practicable	Council
4. Urgent action	
4.1 Matters reserved to Council: In relation to Council responsibilities, subject to consultation with the Leaders of all the groups which comprise at least 1/10 th of the membership of the Council (or their nominees), directors shall have the power to act on behalf of the Council in cases of urgency only where the urgent matter is of such a nature that it may be against the Council's interest to delay and where it is not practicable to obtain the approval of the Council	Council
5. Departmental schemes of delegation	
5.1 Directors and assistant directors referred to in this scheme may delegate matters for which they are responsible to an appropriate employee. Where the employee is not within the delegating director/assistant director's department such delegation may only occur with the agreement of the proposed employee's director or assistant director.	Council/Cabinet

Specific scheme of delegation	
Description of delegation	Responsibility delegated from
6. Chief Executive	
6.1 Corporate delegations: <ul style="list-style-type: none"> • To be responsible for policy development, the overall strategic direction of the Council and the governance of the Council save for matters which should be referred to the Council or the cabinet; • To act as the Council's Head of Paid Service under section 4(1) of the Local Government and Housing Act 1989; 	Council/Cabinet Council

Description of delegation	Responsibility delegated from
<ul style="list-style-type: none"> To handle complaints made against the Council (including Ombudsman complaints) and to settle complaints locally where the costs of settlement do not exceed £5,000; 	Council/Cabinet
<ul style="list-style-type: none"> To represent the interests of the Council to the community, local interest groups and external agencies; 	Council/Cabinet
<ul style="list-style-type: none"> To resolve disputes between directorates; <p>Democratic Services:</p>	Council/Cabinet
<ul style="list-style-type: none"> To retain contract staff or appoint consultants on matters related to the management of the Council 	Council/Cabinet
<ul style="list-style-type: none"> To arrange appointments to outside bodies (other than officer appointments) in consultation with group whips to fill casual vacancies and make new appointments during the year; 	Council
<ul style="list-style-type: none"> To make any in-year changes to the membership of Cabinet advisory groups in consultation with group whips. 	Cabinet
<ul style="list-style-type: none"> To arrange the appointment of officers to outside bodies 	Council
<ul style="list-style-type: none"> To add to the list of joint Committees, outside bodies, other bodies and charities in respect of indemnities for members and officers (3684/09/2001); 	Council
<ul style="list-style-type: none"> In liaison with party group whips, to agree the nominations of Councillors to places at conferences; 	Council
<ul style="list-style-type: none"> In consultation with party group leaders, to approve future annual increases in travel and subsistence rates, as long as these do not exceed the maximum thresholds stipulated by the Secretary of State and subject to available budget provision; 	Council
<ul style="list-style-type: none"> To approve minor changes to Committee and Sub-Committee memberships in line with the wishes expressed by party groups and insofar as there is no change to the overall size of membership and political balance in each case 	Council
<ul style="list-style-type: none"> To appoint independent people to serve on the Complaints Review Panels dealing with stage 3 adult and children's social care complaints subject to satisfactory completion of an application form by each prospective panel member and no objections from Group Whips to each appointment. 	Council
<p>Civil protection and civil defence:</p>	
<ul style="list-style-type: none"> To approve and implement the Council's Emergency Plan and any amendments to it; 	Cabinet

Description of delegation	Responsibility delegated from
<ul style="list-style-type: none"> • To approve and implement the Council's Civil Defence Plan and any amendments to it. <p>Civic:</p> <ul style="list-style-type: none"> • To accept gifts on behalf of the Council, make arrangements to host and fund visits by royal, foreign, civic, political, twinning and local dignitaries and personalities. 	Cabinet
<p>Electoral registration:</p> <ul style="list-style-type: none"> • To designate an adjoining polling district for a polling place where no suitable polling station is available within the original polling place. 	Council
<p>Members' allowances:</p> <ul style="list-style-type: none"> • Dependent carers' allowances - To authorise payment of more than the maximum payable in circumstances where more than 18 hours care is required. • Conference expenses - To agree the nomination of Councillors to attend conferences and also to approve the attendance by Councillors at conferences where these do not appear on the approved list, in liaison with Party Whips. This will only be considered in exceptional circumstances where it is clear the Council would be disadvantaged if there was no attendance. 	<p>Council</p> <p>Council</p>
<p>Assistant Director, Communications, Performance and Partnerships</p>	
<p>6.2 Communications and improvement:</p> <ul style="list-style-type: none"> • To deal with all matters in connection with the media and public relations including issuing press releases on behalf of the Council within the Council's procedures agreed from time to time. 	
<p>Assistant Director, Housing and Corporate Services</p>	
<p>6.3 Legal Services:</p> <ul style="list-style-type: none"> • Subject to budgetary cover and regular reports being made to Cabinet to determine liability and authorise payment in respect of claims against the Council as follows: <ul style="list-style-type: none"> (i) In consultation with the relevant director where the claim does not exceed £5,000; (ii) In consultation with the relevant director, the Chief Finance Officer and the relevant portfolio holder where the claim exceeds £5,000 but does not exceed £10,000 	Cabinet

Description of delegation	Responsibility delegated from
<ul style="list-style-type: none"> • Institute, defend and conduct any legal proceedings and to make any representations affecting the property rights or interests of the Council or which the Council may be entitled to authorise, institute or defend. Proceedings shall only be instituted, defended or conducted with the approval of the relevant director and that regular reports be made on the conduct of proceedings; • Retain counsel, independent solicitors or consultants, where appropriate; • Give notices to quit and other notices or formal demands which are deemed requisite to serve in the interests of the Council. • To convey and lease houses and flats under the Right to Buy Scheme; • Sign discharges on behalf of the Council signifying repayment of a mortgage or discount; • The Assistant Director, Housing and Corporate Services is authorised where appropriate to vary the terms and conditions of contract as specified in the contract rules; • The Assistant Director, Housing and Corporate Services to authorise employees to appear on behalf of the Council in the County Court and/or Magistrates' Court pursuant to Section 60 of the County Courts Act 1984 and Section 223 of the Local Government Act 1972. • Manage the Coroner's Service in compliance with current legislation and the policies of the Council. 	<p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p>
<p>6.4 Local Land Charges:</p> <ul style="list-style-type: none"> • Manage the local land charges functions in compliance with current legislation and the policies of the Council. 	<p>Cabinet</p>
<p>6.5 Property:</p> <ul style="list-style-type: none"> • Manage the Council's land and property resources in compliance with current legislation and Council policy; • Agree terms for the disposal or purchase of property approved by the Council. Where there is a disposal of a property to accept the highest tender/offer, provided that the assistant director is satisfied it is the best price reasonably obtainable; • Within the financial limits delegated to the director, to agree terms and dispose of or purchase property; 	<p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p>

Description of delegation	Responsibility delegated from
<ul style="list-style-type: none"> • Grant, enter into, or vary the terms of leases or sub leases, where the consideration does not exceed £10,000 per annum on any single transaction or £20,000 after consultation with the relevant portfolio holders. Similarly to enter into and vary the terms of easements, licences, agreements, restrictive covenants or other rights or documents subject to the same financial limit; • Approve the terms of short-term leases and licences of Council-owned properties on the Rochester, Strood and Chatham Riverside; • Approve terms for the appropriation of land previously authorised by the Council; • Authorise the making of 'well maintained' payments, home loss payments and the payment of statutory compensation removal expenses and trade disturbance allowance to displaced owners and occupiers. 	<p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p>
<p>6.6 Licensing:</p> <ul style="list-style-type: none"> • Except where a specific Council side responsibility, to manage all licensing and registration functions of the Council including the licensing and registration of pleasure boats, hackney carriage and private hire, sex establishments, street and house to house collections, motor scallage, scrap metal dealers, street trading consents and such other services as may be authorised. • With regard to Licensing Act 2003 matters, to determine: <ul style="list-style-type: none"> (i) An application for a personal licence, if no objection made; (ii) An application for a premises licence/club premises certificate, if no relevant representation made; (iii) An application for a provisional statement, if no relevant representation made; (iv) An application to vary a premises licence/club premises certificate, if no relevant representation made; (v) An application to vary a designated premises supervisor in all cases other than where there is a police objection; (vi) A request to be removed as a designated premises supervisor; 	<p>Council</p>

Description of delegation	Responsibility delegated from
<p>(vii) An application for transfer of premises licence in all cases other than where there is a police objection;</p> <p>(viii) Applications for interim authorities in all cases other than where there is a police objection;</p> <p>(ix) A decision on whether a complaint is irrelevant, frivolous, vexatious, etc.</p> <p>Note: A relevant representation is one which relates to the likely effect of the grant of the licence on the promotion of at least one of the four licensing objectives specified in the Licensing Act 2003.</p> <ul style="list-style-type: none"> • With regard to the Gambling Act 2005, to determine: <ul style="list-style-type: none"> (i) Fee setting (when appropriate); (ii) An application for a premises licence, where no representations received/representations have been withdrawn; (iii) An application for a variation to a licence, where no representations received/representations have been withdrawn; (iv) An application for a transfer of a licence, where no representations received from the Commission; (v) An application for a provisional statement, where no representations received/representations have been withdrawn; (vi) An application for club gaming/club machine permits, where no objections made/objections have been withdrawn; (vii) Applications for other permits; (viii) A cancellation of licensed premises gaming machine permits; (ix) The consideration of a temporary use notice. 	
<p>6.7 Housing:</p> <ul style="list-style-type: none"> • Manage the housing service in compliance with current legislation and the policies of the Council; to include the management of shops, garages, and other ancillary buildings associated with the housing management function; • Review the allocation of two smaller properties in return for the release of a larger property and to allocate accommodation according to the merits of each case. 	<p>Cabinet</p> <p>Cabinet</p>
<p>6.8 Housing grants and loans:</p> <ul style="list-style-type: none"> • Exercise the function of the Council under the Housing (Grants, Construction and Regeneration) Act 1996 and 	<p>Cabinet</p>

Description of delegation	Responsibility delegated from
<p>the Regulatory Reform (Housing Assistance) Order 2002 and in accordance with any other relevant legislation and Council Policy;</p> <ul style="list-style-type: none"> • Authorise the determination of hardship cases where improvement grant applicants have proved to be in receipt of housing benefit and or income support; • Approve the payment of renovation grants, disabled facilities grants and home repair assistance, in accordance with the renovation grant policy and within the allocated resources in the approved capital programme; • Consider applications to waive repayment of renovation grants where an elderly or infirm person is disposing of the grant property to live permanently in a care home or to be cared for at a relative's home and to demand repayment of the full grant. 	<p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p>
<p>6.9 Rent officer service:</p> <ul style="list-style-type: none"> • Manage the rent officer service in compliance with current legislation and the policies of the Council. 	<p>Cabinet</p>
Assistant Director, Customer First, Leisure, Culture, Democracy and Governance	
<p>6.10 Cemeteries and cremation:</p> <ul style="list-style-type: none"> • Manage the burials, cremation and cemetery service in compliance with current legislation and the policies of the Council; • Pursuant to Section 2 of the Parish Council's and Burial Authorities (Miscellaneous Provisions) Act 1970, to sign grants of exclusive rights of burial. 	<p>Cabinet</p> <p>Cabinet</p>
<p>6.11 Electoral registration:</p> <ul style="list-style-type: none"> • Manage the electoral registration and elections service in compliance with current legislation and the policies of the Council. 	<p>Council</p>
<p>6.12 Registration of births, marriages and deaths:</p> <ul style="list-style-type: none"> • Manage the registration of births, marriages and deaths in compliance with current legislation, guidance from the Registrar General and the policies of the Council. 	<p>Cabinet</p>
<p>6.13 Libraries:</p> <ul style="list-style-type: none"> • Manage the library and public information services of the Council in compliance with current legislation and the policies of the Council. 	<p>Cabinet</p>
Assistant Director, Organisational Services	
<p>6.13 Personnel:</p>	

Description of delegation	Responsibility delegated from
<ul style="list-style-type: none"> • Agree every three years, suitably rounded, increases in the monetary value of the 25 year long service awards to non-teaching staff, in line with inflation; • Implement the Council's post-entry training scheme; • Negotiate and reach agreement on behalf of the Council on policies and procedures concerning the workforce; • Obtain the necessary statistical information to enable the Council to monitor the composition of its workforce in connection with the implementation of its equal opportunity and other policies. 	<p>Council</p> <p>Council</p> <p>Council</p> <p>Cabinet</p>
<p>6.14 Information technology:</p> <ul style="list-style-type: none"> • To manage the information and communications technology (ICT) services of the Council including the sale of spare computer time in compliance with current legislation and Council policy; • Establish an overall ICT strategy for the Council and to enforce the policies of the Council in respect of ICT procurement and implementation; • Dispose of surplus ICT equipment for the best price or lowest cost available. 	<p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p>
Chief Finance Officer	
<p>6.15 Financial:</p> <ul style="list-style-type: none"> • To be responsible for all borrowing, investment, and financial decisions, such decisions to be consistent with the Council's treasury policy statement; • Approve the re-phasing of expenditure between years on approved schemes, provided that the impact does not exceed the overall level of the approved programme and the level of resources estimated to be available; • Authorise the opening and closing of any such bank accounts as may be considered necessary in accordance with the bank mandate; • In respect of national non domestic rates, Council tax, and other income and debtors to exercise the powers of the Council including the institution of legal proceedings and all steps necessary to prosecute, enforce judgements and approve the writing off of irrevocable sums; • Determine relief from non-domestic rates in accordance with the approved guidelines. Any appeal arising from a disputed decision made under these delegated powers or where the guidelines do not cover the circumstances surrounding the claim for relief shall be to the Cabinet; 	<p>Council</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p>

Description of delegation	Responsibility delegated from
<ul style="list-style-type: none"> • Manage the housing benefits scheme in compliance with current legislation and policies of the Council; • Fund insurance management initiatives up to a maximum level of £50,000 in total per annum. • Approve in-year additions to the capital programme and revenue budget in consultation with the Finance Portfolio Holder, subject to: <ul style="list-style-type: none"> (i) funding coming from external sources; (ii) no financial contribution being required from the Council; (iii) funding being ring fenced for specific purposes. 	<p>Cabinet</p> <p>Cabinet</p> <p>Council</p>
<p>6.16 For the avoidance of doubt, the Chief Executive shall have all the delegations of a Director in respect of the Business Support Department.</p>	<p>Council/Cabinet</p>
<p>7. Director of Children and Adults</p>	
<p>7.1 Manage the education service in compliance with current legislation and the policies of the Council.</p>	<p>Cabinet</p>
<p>7.2 Manage the children and families services in compliance with current legislation and the policies of the Council.</p>	<p>Cabinet</p>
<p>7.3 Services for elderly and disabled:</p> <ul style="list-style-type: none"> • Manage the services for the elderly and disabled people in compliance with the current legislation and policies of the Council; • Exercise the function of the Council under the Community Care (Direct Payments) Act 1996 in accordance with the provisions of the proposed Medway direct payments scheme. 	<p>Cabinet</p> <p>Cabinet</p>
<p>7.4 Mental health:</p> <ul style="list-style-type: none"> • Manage the services for adults with mental health problems in compliance with current legislation and policies of the Council; 	<p>Cabinet</p>
<p>7.5 General:</p> <ul style="list-style-type: none"> • To consider and determine urgent matters in relation to individual cases in consultation with the Cabinet. 	<p>Cabinet</p>
<p>7.6 Act as the 'authorised officer' for all contracts falling within the children and adults service.</p>	<p>Cabinet</p>
<p>8. Director of Regeneration, Community and Culture</p>	
<p>8.1 Planning:</p> <ul style="list-style-type: none"> • To manage the Council's functions in relation to the planning function, listed building consent, building preservation, conservation areas, tree preservation, 	<p>Council</p>

Description of delegation	Responsibility delegated from
<p>grounds supporting the representation).</p> <ul style="list-style-type: none"> • To determine details reserved by conditions, minor amendments to proposals for which consent has been granted, applications for lopping or topping trees, to confirm or reject tree preservation orders where no more than three representations are received from separate households contrary to the proposed decision, applications on the direction of the Secretary of State in respect of a trunk road, applications for Certificates of Lawfulness of existing or proposed use and to determine applications submitted pursuant to s.10 of the Planning (Hazardous Substances) Act 1990; • To contest planning appeals in accordance with Council or Committee policy including the appointment of appropriate legal and professional representatives; • To submit observations upon proposals outside the Medway area upon which the Council has been consulted subject to prior consultation with members representing the wards adjoining the proposed development. 	<p>Council</p> <p>Council</p> <p>Cabinet</p>
<p>8.2 Building control:</p> <ul style="list-style-type: none"> • To submit comments to the Secretary of the Joint Committee on the first draft of the Building Control Business Plan and on any proposed amendments (during the course of each year), in consultation with the Chief Finance Officer and the Council's representative on the South Thames Gateway Building Control Joint Committee. 	<p>Cabinet</p>
<p>8.3 Highways and traffic regulations:</p> <ul style="list-style-type: none"> • To manage the highways, parking provision, public rights of way, traffic regulation, traffic calming, road safety and watercourse management services in compliance with current legislation and the policies of the Council; • With respect to the determination of requests for the approval of details submitted pursuant to the provisions of Schedule 6 of the Channel Tunnel Rail Link Act 1996: <ul style="list-style-type: none"> (i) to determine plans and specifications submissions made pursuant to paragraph 15; (ii) to determine requests for the approval of details submitted pursuant to conditions attached to Construction Arrangements Approvals granted under paragraphs 16, 17, 23, 24 and 25 and requests for approval to amendments to matters 	<p>Council/Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p>

Description of delegation	Responsibility delegated from
<p>subject to approval issued under the aforementioned paragraphs;</p> <p>(iii) the determination of restoration plans submitted pursuant to the provisions of paragraph 19;</p> <p>(iv) the determination of additional details submitted pursuant to conditions imposed under paragraph 22(2);</p> <p>(v) the determination of all applications for the construction and working site vehicular access points.</p> <ul style="list-style-type: none"> To respond to all consultative submissions made directly to the Council pursuant to the provision of the Channel Tunnel Rail Link Act 1996 junctions 1-4 widening memorandum of undertaking by either the Highways Agency or the Channel Tunnel Rail Link's nominated undertaker; and to respond to all neighbouring authority consultative submissions. This delegation to be suspended if any member of the Council so requests. 	<p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p>
<p>8.4 Public transport:</p> <ul style="list-style-type: none"> To manage the public transport regulation, public transport development and transport policies of the Council in compliance with current legislations and the policies of the Council. 	<p>Council/Cabinet</p>
<p>8.5 Land:</p> <ul style="list-style-type: none"> To accept blight notices and to approve the purchase of land which is statutorily blighted by highway proposals, and to approve counter-notices where it is considered there is no such statutory obligation; To demolish properties (as part of any scheme approved by the Council). 	<p>Cabinet</p> <p>Cabinet</p>
<p>8.6 Street naming and numbering:</p> <ul style="list-style-type: none"> To agree street naming and the naming or numbering of buildings. 	<p>Council</p>
<p>8.7 Gifts for the benefit of the public:</p> <ul style="list-style-type: none"> To accept gifts of seats, trees, etc. on behalf of the Council. 	<p>Cabinet</p>
<p>8.8 Tree donation:</p> <ul style="list-style-type: none"> To fix the fee for any tree donation scheme. 	<p>Cabinet</p>
<p>8.9 Buildings at risk:</p> <ul style="list-style-type: none"> To offer grant monies towards urgent repairs of buildings at risk in cases where they may have recently come into new ownership and would, therefore, not 	<p>Cabinet</p>

Description of delegation	Responsibility delegated from
<p>meet the normal criteria and where the director is satisfied that a grant is necessary to secure the repair of the building at risk.</p>	
<p>8.10 Civil protection and defence:</p> <ul style="list-style-type: none"> • To manage the emergency planning, civil protection and defence functions in compliance with current legislation and the policies of the Council. 	Cabinet
<p>8.11 Environmental health and trading standards matters:</p> <ul style="list-style-type: none"> • To manage the services of public health, port-health, environmental health, food poisoning and infectious diseases, waste collection and management, street cleansing, health and safety, food safety, shops, markets and street trading, Sunday trading, trading standards, consumer protection, weights and measures, litter, animal health and welfare, pest and dog control services, contaminated land, public conveniences, shopping trolleys, abandoned vehicles and materials on the highway, private drainage, and water supplies in compliance with current legislation and the policies of the Council. 	Council/Cabinet
<p>8.12 Planning and transport fees and charges:</p> <ul style="list-style-type: none"> • To make minor adjustments to fees and charges during the financial year in line with government guidance as it emerges, within 5% of amount levels. 	Cabinet
<p>8.13 Museums:</p> <ul style="list-style-type: none"> • Manage the museums and archiving services of the Council in compliance with current legislation and the policies of the Council. 	Cabinet
<p>8.14 Parks and open spaces and professional fun fairs:</p> <ul style="list-style-type: none"> • To manage the parks, open spaces and country parks of the Council in compliance with current legislation and the policies of the Council; • To determine applications for professional sideshows and amusements in open spaces or recreation grounds in the borough. 	Cabinet Cabinet
<p>8.15 Allotments:</p> <ul style="list-style-type: none"> • To manage the allotment service of the Council in compliance with current legislation and the policies of the Council. 	Cabinet
<p>8.16 Medway Partners for Growth Scheme:</p> <ul style="list-style-type: none"> • Applications to the scheme to be considered and determined by the Assistant Director (Development, Economy and Transport) in consultation with the Portfolio Holder. 	Cabinet

Description of delegation	Responsibility delegated from
8.17 Sports and leisure facilities, children's play activities and halls of the Council: <ul style="list-style-type: none"> • Manage the sports and leisure facilities, children's play activities and halls of the Council in compliance with current legislation and the policies of the Council. 	Cabinet
8.18 Arts and entertainment: <ul style="list-style-type: none"> • Manage the arts and entertainment services of the Council including the management of theatres in compliance with current legislation and the policies of the Council. 	Cabinet
8.19 Black Lion Leisure Centre Car Park: <ul style="list-style-type: none"> • The operation of the parking ticket reimbursement system to the Black Lion Leisure Centre users. 	Cabinet
8.20 International Relations Project Funding: <ul style="list-style-type: none"> • In the event of urgent project funding applications being received in the future which require decisions prior to the next scheduled meeting of the International Relations Committee, such applications will be processed as follows: <ul style="list-style-type: none"> - Referral for consideration and determination to a Special Meeting, or - Considered and determined under delegated authority granted to the Director of Regeneration, Community and Culture in consultation with all members of the Committee, subject to any individual application not exceeding 20% of the total budget allocation of the Committee. 	Council
9. Officer Scrutiny Panel	
9.1 Contract award: <ul style="list-style-type: none"> • Subject to the provisions of paragraph 5.2 of part 5 - financial limits, to award service/supply contracts and works/construction contracts. 	Cabinet

4.1 So far as this scheme relates to delegations to employees for Cabinet functions it is provisional pending confirmation by the Leader of the Cabinet.