

PART 3 - RESPONSIBILITY FOR CABINET FUNCTIONS

The section 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.

1. Portfolio, Portfolio Holder and Themes

1.1 Leader: Vince Maple

Themes:

- Finance
- Communications and Marketing
- Democracy and Governance
- Strategic Overview of Medway including Council Plan, Risk Management and Performance Monitoring
- Armed Forces Covenant (in conjunction with Armed Forces Champion)

1.2 Deputy Leader: Teresa Murray

Themes:

- Adults' Mental Health and Disability Services (including Learning and Physical Disabilities)
- Adults' Partnership Commissioning (25+) and Better Care Fund
- Community Care
- Health and Health Partnerships
- Residential Care
- Shared Lives
- Financial Assessments, Adult Social Care Income and Debt
- External inspections
- Carers
- Approved Mental Health Professional (AMHP)
- Older people
- Public Health - Lead Member, including Health and Wellbeing Board
- Voluntary Sector
- Kyndi

1.3 Business Management: Zoe Van Dyke

Themes:

- HR
- Legal
- Bereavement and Registration Services
- Customer and Business Support (CABS)
- Internal Audit and Counter Fraud
- Council Tax and Business Rates Administration / Recovery
- Benefits and Financial Welfare Services

- Complaints Policy and Management
- Category Management / Procurement

1.4 Children's Services (including statutory responsibility): Adam Price (see Note 1)

Themes:

- Early Help and Targeted Support
- Children's Social Care (including Children's Social Work and 0-25)
- Children in Care (including care arrangements)
- Care Leavers
- Corporate Parenting
- Medway Virtual School
- Children's Provider Services (including Adoption and Fostering)
- Safeguarding including Children's Safeguarding Partnership
- Quality Assurance, including Independent Reviewing Officer Service
- Youth Offending Team (YOT)
- Youth Service
- Children's Partnership Commissioning
- External Inspections
- Child Friendly Medway Champion (including Medway Youth Council and Medway Youth Mayor)
- Inclusion
- Special Educational Needs and Disabilities (SEND), including SEND Transport
- Alternative Provision

1.5 Climate Change and Strategic Regeneration: Simon Curry

Themes:

- Climate Change
- Greenspaces
- Medway Norse
- Strategic Regeneration and Planning policy
- Local Plan
- Highways
- Public Transport
- Traffic Management
- Transport Strategy
- Parking Strategy
- Road Safety
- River Strategy
- Flooding
- Emergency Planning
- Public Rights of Way
- Street Cleaning and Waste Collection / Recycling / Waste Disposal

1.6 Community Safety and Enforcement: Tristan Osborne (see Note 2)

Themes:

- Street Lighting
- CCTV
- Community Safety Partnership
- Digital Services (including Medway 2.0)
- Licensing (Executive Functions Only)
- Regulation – Environmental Health, Trading Standards and Enforcement (Executive Functions Only)
- All Wardens
- Parking Enforcement
- Enforcement Hubs

1.7 Economic and Social Regeneration and Inward Investment: Lauren Edwards

Themes:

- Town Centres
- Markets
- Small Business
- Economic Regeneration
- Inward Investment
- Employment
- Labour Market Planning and Strategic Skills Development

1.8 Education: Tracy Coombs

Themes:

- Attendance
- Children missing education
- Early Years
- Education Safeguarding
- Elective Home Education
- Further Education
- Liaison between Higher Education and Schools
- Quality of Education: Mainstream Primary and Secondary Education
- Mainstream School Sufficiency
- Mainstream School Transport
- Early Careers Teachers
- Post 16 participation (including children not in education, employment and training)
- School Organisation and Capital Projects
- School Services (including Admissions and Medway Test)
- Adult Learning and Skills

1.9 Heritage, Culture and Leisure: Harinder Mahil

Themes:

- Events and Festivals
- Heritage
- Leisure and Sport Services
- Libraries and Community Hubs
- Theatres and Arts
- Tourism
- Community Centres
- Archives

1.10 Housing and Property: Naushabah Khan (see Note 3)

Themes:

- All Housing Services, including Housing Revenue Account (HRA)
- Homelessness and Housing Options
- Private Sector Housing
- Medway Development Company
- South Thames Gateway Building Control Partnership.
- Travellers
- Property

*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.

*Note 2:

The following services will fall within the remit of the Community Safety and Enforcement 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.

*Note 3:

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 Khan is appointed to sit on the South Thames Gateway Building Control Joint Committee.

Addresses and wards of Cabinet Members can be found on the [Council's website](#).