

**All Executive Cabinet Members (individually)**

To be responsible for policy development for submission to Cabinet within their portfolio area.

To submit to the Cabinet all revenue estimates and capital programmes within the remit of the portfolio with a view to the Cabinet determining the budget for submission to Council.

To exercise and be responsible for all other powers of the Executive for their portfolio area.

To be responsible for all staffing matters within their portfolio area.

To make recommendations on all land issues within their portfolio area to the Cabinet Member for Corporate Services.

**Cabinet Member for Community and Leisure Services - Responsibilities**

To take the lead within the Cabinet for ensuring that the Council delivers its strategic objectives with respect to Maidstone as a decent place to live and customer excellence particularly that residents are not disadvantaged because of where they live or who they are, vulnerable people are assisted and the level of deprivation is reduced

**Strategic Planning** - to oversee the development, review and implementation of the Council's

- ☐ Housing Strategy
- ☐ Community Development Strategy
- ☐ Community Safety Strategy
- ☐ Safety In Action
- ☐ Parks and Open Spaces Strategy
- ☐ Compact with the Voluntary and Community Sectors
- ☐ Contribution to relevant Community Health strategies and plans

**Performance Management** - to ensure excellent standards of performance and improvement with respect to the Council's services for

- ☐ Strategic housing management in consultation with the Strategic Housing Board
- ☐ Community Safety in consultation with the Safer Maidstone Partnership
- ☐ Community development including oversight of neighbourhood planning
- ☐ Parks, open spaces and allotments including grounds maintenance
- ☐ Leisure activities including sporting and recreational based activities and including services provided via the Maidstone Leisure Centre
- ☐ Community engagement
- ☐ Allocation and monitoring of grants
- ☐ Capital projects and programmes relevant to the portfolio including environmental improvement schemes

**External Affairs and Partnerships**

- ☐ To represent the Council on all relevant partnerships including the Local Children's Trust

- ☐ To take responsibility for external relationships with parish councils including the parish services scheme
- ☐ To take responsibility for relationships with funders including the Homes and Community Agency, service delivery partners including housing providers, voluntary and community groups and trusts including the Maidstone Leisure Trust
- ☐ To be responsible for all aspects of Community Engagement

### **Cabinet Member for Environment – Responsibilities**

To take the lead within the Cabinet for ensuring that the Council delivers its strategic objective for Maidstone to be a decent place to live and in particular that the borough continues to have a clean and attractive environment

**Strategic Planning** - to oversee the development, review and implementation of the Council's

- ☐ Waste Management Strategy
- ☐ Public Health Strategies
- ☐ Air Quality Management Strategy
- ☐ Contaminated Land Strategy
- ☐ Private Water Management
- ☐ Climate change Framework
- ☐ Licensing Strategy and policies
- ☐ Carbon Management Plan
- ☐ Local Biodiversity Action Plan

**Performance Management** - to ensure excellent standards of performance and improvement with respect to the Council's services for

- ☐ Waste minimisation and recycling
- ☐ Waste collection including collaboration with the waste disposal authority (KCC)
- ☐ Cleansing services
- ☐ Environmental Health services
- ☐ Licensing
- ☐ Bereavement i.e. services provided from the cemetery and crematorium
- ☐ Capital projects and programmes relevant to the portfolio
- ☐ Cobtree Golf Course

### **Climate Change and Sustainability**

- ☐ To be the Lead Cabinet Member for Climate Change.
- ☐ To ensure that the Council, the non-executive Committees, Cabinet and Cabinet Members are aware of sustainability issues when formulating policy.
- ☐ To make recommendations to Council on sustainability issues arising from Council policies, and promote proposals to be adopted as Council Policy.

### **External Affairs and Partnerships**

- ☐ To represent the Council on all relevant partnerships including the Kent Waste Partnership
- ☐ To take responsibility for relationships with funders including Kent County Council and WRAP, service delivery partners including contractors, voluntary and community groups