

PART 3 - RESPONSIBILITY FOR FUNCTIONS

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PART 3 - RESPONSIBILITY FOR FUNCTIONS

Section 13 of the Local Government Act 2000 provides that all the functions of the authority shall be functions of the Executive except insofar as they are reserved to the Council by the Local Government Act 2000, by subsequent legislation or by regulations made under the Local Government Act 2000. The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 as amended and which may be amended from time to time sets out those functions:

(a) which must not be discharged by the Executive, eg. determination of planning applications; licensing and registration functions

(b) which may be the responsibility of the Executive, eg. service of an abatement notice for a statutory noise nuisance, functions relating to contaminated land

(c) which may not be the sole responsibility of the Executive, eg. the Best Value Performance Plan, Community Plan.

(d) circumstances in which functions which would otherwise be functions of the Executive fall to be discharged other than by the Executive, eg. where the Executive is taking a decision concerning the budget and wish to make a decision contrary to the approved budget, then this is a matter for the Council.

Accordingly the Council has discretion as to the allocation of functions between the Council (Council functions) and the Executive (Executive functions) only in respect of those functions which fall within category (b) above.

Council functions shall therefore comprise:

(a) those functions which are reserved as Council functions under the Local Government Act 2000 and subsequent legislation.

(b) those functions which are reserved as Council functions by the Local Authorities (Functions and Responsibilities)(England) Regulations 2000 and subsequent regulations under the Local Government Act 2000 as amended, including those aspects of functions to be performed by the Council where functions are not to be the sole responsibility of an authority's Executive.

(c) those functions shown under the heading 'responsibility for local choice functions' where the decision making body is the Council or a Committee of the Council.

(d) the plans and strategies the adoption or approval of shall be a Council function. These comprise of those functions set out in Schedule 3 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) as are applicable to the Borough Council together with such other plans and strategies that the Council shall identify from time to time for this purpose. This is set out in Article 4 of the Constitution.

1. RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS

Function (Schedule 2 to the Local Authorities (Functions and Responsibilities)(England) Regulations 2000)	Decision-making body	Delegation of Functions
1. The determination of an appeal against any decision made by, or on behalf of, the authority (a) where there is a statutory appeals procedure (b) relating to the granting of a licence.	Council Council	Relevant Head of Service to follow statutory procedures Licensing Sub Committee
2. Any function relating to contaminated land.	Executive	Head of Environment and Amenities
3. The discharge of any function relating to the control of pollution or the management of air quality.	Executive	Head of Environment and Amenities
4. The service of an abatement notice in respect of a statutory nuisance.	Executive	Head of Environment and Amenities
5. The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply to the Authority's area.	Council	
6. The inspection of the authority's area to detect any statutory nuisance.	Executive	Head of Environment and Amenities
7. The investigation of any complaint as to the existence of a statutory nuisance.	Executive	Head of Environment and Amenities
8. The obtaining of information under Section 330 of the Town and Country Planning Act 1990.	Executive	Head of Legal and Head of Development Services
9. The obtaining of particulars of persons interested in land under Section 16 of the Local Government (Miscellaneous Provisions) Act 1976.	Executive	Head of Legal, Head of Housing, Head of Environment and Amenities.
10. The making of agreements for the execution of highways works.	Executive	Head of Environment and Amenities
11. The appointment of any individual : (a) to any office other than an office in which he is employed	Council	

Function (Schedule 2 to the Local Authorities (Functions and Responsibilities)(England) Regulations 2000)	Decision-making body	Delegation of Functions
by the authority; (b) to any body other than (i)the authority; (ii) a Joint Committee of two or more authorities; or (c) to any Committee or Sub-Committee of such a body; and the revocation of any such appointment.		

2. RESPONSIBILITY FOR COUNCIL FUNCTIONS

The Council's terms of reference is set out on pages 1 and 2 of this section. The Committees listed below are expected to determine, by resolution, all matters falling within their functions. They may also delegate to officers as they consider appropriate to ensure the efficient management of the Council's business. The delegation of functions should be read in conjunction with the list of delegations to Officers.

Council/Committee	Membership	Functions	Delegation of function
Council	47 Members	<p>The Council has responsibility for all non Executive functions. Functions which have not been delegated remain the sole responsibility of the Council.</p> <ol style="list-style-type: none"> 1. To adopt and approve amendments to the policy and budget framework. 2. Adopting and changing the Constitution; this includes financial transactions, accounting, tenders and the publication and availability of information. 3. Approving or adopting the policy framework and the budget; This is set out in Article 3 of the Constitution. 4. Subject to the urgency procedure contained in the Access to Information Procedure Rules in Part 4 of this constitution, making decisions about any matter in the discharge of an executive functions which is covered by the policy framework 	

Council/Committee	Membership	Functions	Delegation of function
		<p>budget where the decision maker is minded to make it in a matter which would be contrary to the policy framework or contrary to/ or not wholly in accordance with the budget,</p> <p>5. To appoint the Leader;</p> <p>6. To appoint (following recommendations by the Leader) and dismiss the Executive;</p> <p>7. Agreeing and/or amending the terms of reference for Committees, deciding on their composition and making appointments to them;</p> <p>8. Appointing representatives to outside bodies unless the appointment is an executive function or has been delegated by the Council;</p> <p>9. Changing the name of the area, conferring the title of Honorary Alderman or Freeman of the Borough;</p> <p>10. To adopt the Codes of Conduct for Members and Officers</p> <p>11. To adopt a Members' Allowances Scheme, after considering the report of the Independent Members Allowances Panel.</p> <p>12. To appoint the Head of the Paid Service and Returning Officer.</p> <p>13. To resolve any matters requiring Member involvement, relating to local elections, electoral registration, revisions of electoral boundaries, orders in respect of parishes and related matters pertaining to the Borough or Parish Councils.</p>	

Council/Committee	Membership	Functions	Delegation of function
		<p>14. Making, amending, revoking, re-enacting or adopting bylaws and promoting or opposing the making of local legislation or personal Bills;</p> <p>15. All local choice functions set out in Part 3 of the constitution which the Council decides should be undertaken by itself rather than the Executive</p> <p>16. To make arrangements for the discharge of functions by officers under section 101 of the Local Government Act 1972.</p> <p>17. All other matters which, by law, must be reserved to Council.</p>	
Emergency Committee	6 members, to include the Group Leaders subject to political balance.	To act on behalf of the Council, if necessary, in cases where it is not possible to call an extraordinary Council Meeting, subject to a full report to the next available meeting for information.	
Planning Committee	17 Councillors	<p>To make decisions under the Town and Country Planning Act 1990 (as amended) and Planning (Listed Buildings and Conservation Areas) Act 1990:</p> <p>(a) Refusals.</p> <p>(b) The granting of permission, or approval.</p> <p>(c) Applications for listed building and conservation area consent.</p> <p>(d) Resolution to make and confirm tree preservation orders.</p> <p>(e) Orders under Section 215 relating to maintenance of waste land and resolution to prosecute for non-compliance with an order.</p> <p>(f) Resolution to serve enforcement notices and listed building enforcement notices and service of "stop notices", or resolution to prosecute in the case of failure to comply with any type of confirmed order.</p> <p>(g) Resolution to serve a</p>	See delegations to Head of Development Services.

Council/Committee	Membership	Functions	Delegation of function
		<p>repairs notice and to carry out urgent works to preserve listed buildings under Sections 48 and 54 of the Planning (Listed Buildings and Conservation Areas) Act 1990.</p> <p>(h) Resolution to prosecute for the unauthorised display of advertisements.</p> <p>(i) Agreements under Section 106 of the Town and Country Planning Act 1990 (as amended).</p> <p>(j) Notices under Section 79 of the Building Act 1984. (Minute Nos. 404/7/85 and 443/9/87)</p> <p>(k) To respond to consultations on County Matter applications and on all other consultations for developments to be carried out by and/or determined by other Authorities, Agencies or Government Departments.</p> <p>(l) The determination of applications for development to be carried out by the Borough Council.</p> <p>(m) To resolve to make an Article 4 Direction.</p> <p>(n) To resolve to make an 'Area of Special Control' under the Advertisement Regulations.</p> <p>(o) To resolve to secure the preservation of a building under Sections 3 and 4 of the Planning (Listed Buildings and Conservation Areas) Act 1990 or such other relevant legislation as may be enacted hereafter.</p> <p>(p) To resolve to revoke a planning permission.</p> <p>(q) To resolve to accept a Purchase Notice.</p> <p>(r) To resolve to serve a discontinuance order</p> <p>(s) To determine other related planning matters including conservation, tree preservation, advertisement control, building preservation and functions the</p>	

Council/Committee	Membership	Functions	Delegation of function
		<p>subject of agency.</p> <p>(t) To resolve to designate a Conservation Area and to review existing designations.</p> <p>NOTE</p> <p>(i) that in cases where the Committee is minded to make a decision that would be contrary to officer recommendation and contrary to policy and/or guidance, determination of the application should be deferred to the next meeting of the Committee. At that next meeting, the Head of Development Services should advise Members of the prospects of such a decision if challenged on appeal and if it becomes the subject of an application for costs.</p> <p>(ii) that in cases where the Committee determines an application contrary to officer recommendation, a full record should be made of the reasons for rejecting the recommendation.</p>	
Planning Working Group	Planning Committee Members and Ward Members.	To visit sites the subject of planning applications, as directed by the Planning Committee, and report back to the subsequent Planning Committee.	
Licensing Committee	15 Councillors	<p>1. To determine applications for the grant of liquor related licences under the provisions of the Licensing Act 1976 and the Licensing Act 2003.</p> <p>2. To determine applications for the grant, renewal or transfer of Licences for Sex Establishments in accordance with the approved policy.</p> <p>3. To determine applications for the grant or renewal of public entertainment licence applications in accordance with the approved policy.</p>	See delegations to the Head of Legal.

Council/Committee	Membership	Functions	Delegation of function
		<p>4. To undertake the Council's quasi-judicial functions relating to licensing under any enactment where such functions are not delegated to Officers. (Minute No. 539/11/01)</p> <p>5. To settle the draft Licensing Policy Statement under the Licensing Act 2003 and to submit for public consultation, to recommend Statement after consultation to the Council.</p> <p>6. To administer the provisions of the Licensing Act 2003 after the first appointment date.</p> <p>7. To operate under the Management Arrangements set out in the approved Licensing Policy.</p>	
Licensing Sub-Committee	3 councillors selected from the Licensing Committee	<p>Licensing Act:</p> <ol style="list-style-type: none"> 1. Application for a personal licence if objection made. 2. Application for a personal licence where a person has unspent convictions – all cases. 3. Application for a premises/club premises licence if a representation is made. 4. Application for a provisional statement if representation is made. 5. Application to vary the DPS if the police object. 6. Application for the transfer of premises licence if the police object. 7. Application for interim authority if the police object. 8. Application to review a premises/club premises licence – all cases. 9. Decision to object when the Council is a consultee and not the Licensing Authority. 10. Application for a temporary event notice when the police 	See delegations to the Head of Legal.

Council/Committee	Membership	Functions	Delegation of function
		<p>object.</p> <p>Gambling Act:</p> <ol style="list-style-type: none"> 1. Application for a premises licence where representations have been received. 2. Application to vary a premises licence where representations have been received. 3. Application to transfer a licence where representations have been received. 4. Application for a provisional statement where representations have been received. 5. Review of a premises licence. 6. Application for club gaming machine permits where representations have been received. 7. Cancellation of a club gaming machine permit. 8. Application for more than 4 gaming machine permits in a licensed premises. 	
Appointments Committee	7 Members - The Leader, three other members of the Executive, and the Leaders (or nominees) of each political group.	<p>To agree the appointment of Directors and Heads of Service.</p> <p>To make recommendations to Council regarding the appointment of the Chief Executive.</p>	
Audit Committee	9 Members	<ol style="list-style-type: none"> 1. Consider the effectiveness of the authority's risk management arrangements, the control environment and associated anti-fraud and anti-corruption arrangements. 2. Seek assurances that action is being taken on risk-related issues identified by auditors and inspectors. 3. Be satisfied that the authority's assurance statements, including 	

Council/Committee	Membership	Functions	Delegation of function
		<p>the Statement on Internal Control, properly reflect the risk environment and any actions required to improve it.</p> <p>4. Approve (but not direct) internal Audit's strategy and Annual Audit Plan and monitor performance against them.</p> <p>5. Review summary internal audit reports and the main issues arising, and seek assurance that action has been taken where necessary.</p> <p>6. Receive the annual report of the Head of Internal Audit</p> <p>7. Consider the reports of external audit and inspection agencies.</p> <p>8. Ensure that there are effective relationships between external and internal audit, inspection agencies and other relevant bodies, and that the value of the audit process is actively promoted.</p> <p>9. Review the financial statements, external auditor's opinion and reports to Members, and monitor management action in response to the issues raised by external audit.</p> <p>10. Approve the Annual Statement of Accounts.</p> <p>11. Present an annual report to the Executive on exceptions and highlights throughout the year.</p>	
Standards Committee	11 Members comprising of 3 independent members (people who are not councillors or	<p>(a) To promote and maintain high standards of conduct by Councillors and Co-opted Members;</p> <p>(b) To assist Councillors and Co-opted Members to observe the Members' Code of Conduct;</p>	See Standards Committee Procedure Rules.

Council/Committee	Membership	Functions	Delegation of function
	<p>officers), 2 parish councillors and 6 borough councillors. The chairman is to be an independent member.</p>	<p>(c) To advise the Borough and Parish Councils on the adoption, and amendment of Local Codes of Conduct;</p> <p>(d) To monitor the operation of the Members' Code of Conduct;</p> <p>(e) To grant dispensations to Councillors and Co-opted Members from requirements relating to interests as set out in the Members' Code of Conduct;</p> <p>(f) To act as the Council's interface with the Standards Board for England and to consider any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter which is referred by an Ethical Standards Officer to the Monitoring Officer;</p> <p>(g) (a) to (f) apply to Parish Councils in the Borough and the members of those Parish Councils'</p> <p>(h) To monitor and keep under review the corporate complaints procedures and complaints related to Councillors, Co-opted Members or to Officers' conduct;</p> <p>(i) To monitor and promote protocols and standards of behaviour for Councillors, Co-opted Members and Officers of the Borough Council;</p> <p>(j) To monitor and review procedures for Councillors' Co-opted Members and Officers relating to working arrangements with outside organisations;</p> <p>(k) To monitor and review procedures for Councillors, Co-opted Members and Officers relating to the acceptance of gifts</p>	

Council/Committee	Membership	Functions	Delegation of function
		<p>and hospitality and the declaration of interests.</p> <p>(l) To receive a report on a quarterly or six monthly basis on the meeting attendance levels of each Councillor.</p> <p>(m) To keep under review local protocols/operating framework for the consideration of complaints and assessment criteria.</p>	
Standards Referrals Sub Committee	3 Members, to include an independent member and a parish/town council representative if a parish matter. The Chairman is to be an independent member.	<p>1 To consider allegations of failure to observe the relevant Code of Conduct for Members by any member(s) of Swale Borough Council and of town and parish councils within Swale Borough, with delegated powers to:</p> <p>a) Refer the allegation to the Monitoring Officer for investigation;</p> <p>b) Refer the allegation to the Standards Committee of another relevant authority;</p> <p>c) Refer the matter to the Standards Board for England;</p> <p>d) Refer the allegation to the Monitoring Officer for action short of formal investigation and adjourn consideration of the allegation until completion of such action; or</p> <p>e) Decide that no action should be taken in respect of the allegation.</p> <p>2. To consider allegations of failure to observe any local protocol adopted by Swale Borough Council by any member(s) or members of Swale Borough Council with delegated powers to:</p> <p>a) Refer the allegation to the Monitoring Officer for</p>	See Standards Committee Procedure Rules.

Council/Committee	Membership	Functions	Delegation of function
		<p>investigation;</p> <p>b) Refer the allegation to the Monitoring Officer for action short of formal investigation and adjourn consideration of the allegation until completion of such action; or</p> <p>c) Decide that no action should be taken in respect of the allegation.</p> <p>3. To make recommendations to the Standards Committee to secure improved standards of conduct and to secure the effective handling of allegations of misconduct by members of Swale Borough Council and of town and parish council within Swale Borough.</p>	
Standards Appeals Sub Committee	3 Members, to include an independent member and a parish/town council representative if a parish matter. The Chairman is to be an independent member.	<p>1 To consider any request received within the specified time period from the complainant to review the Standards Referrals Sub Committee decision that no action should be taken in respect of allegations of failure to observe the relevant Code of Conduct for Members, by any member(s) of Swale Borough Council and of town and parish councils within Swale Borough, or any local protocol adopted by Swale Borough Council, with delegated powers to:</p> <p>a) Refer the allegation to the Monitoring Officer for investigation;</p> <p>b) Refer the allegation to the Standards Committee of another relevant authority;</p> <p>c) Refer the matter to the Standards Board for England;</p> <p>d) Refer the allegation to the Monitoring Officer for action short of formal investigation and</p>	See Standards Committee Procedure Rules

Council/Committee	Membership	Functions	Delegation of function
		<p>adjourn consideration of the allegation until completion of such action; or</p> <p>e) Decide that no action should be taken in respect of the allegation</p>	
Standards Hearing Sub Committee	3 Members, to include an independent member and a parish/town council representative if a parish matter. The Chairman is to be an independent member.	To conduct a hearing in accordance with the agreed hearing procedure (Minute No. 71/06/08)	See Standards Committee Procedure Rules.
Hackney Carriage and Private Hire Vehicles Sub Committee	9 Members	<p>1. To make recommendations to Council on matters relating to the Council's responsibilities in respect of Hackney Carriage and Private Hire Vehicles. (Minute No. 538/11/01)</p> <p>2. To consider the further issues and implications of the possible introduction of a transport token/voucher scheme. (Minute No. 283/9/01)</p>	
Scrutiny Committee	11 Members	See Scrutiny Procedure Rules.	
Policy Overview Committee	13 Members	See Scrutiny Procedure Rules	

3. RESPONSIBILITY FOR EXECUTIVE FUNCTIONS

The Executive comprises of 7 members who are each responsible for a portfolio. These are attached.

The Executive may make decisions collectively, or can exercise delegated powers in accordance with the scheme of delegation which is put forward by the Leader in accordance with Article 7 and the Executive Procedure Rules.

Who is responsible?	Membership	Functions	Onward limits on delegations
The Executive	The Leader and 7 members	<ol style="list-style-type: none"> 1. To lead the formulation of the policy framework and preparation of the budget, including the setting of fees and charges. 2. To take in year decisions on resources and priorities to deliver and implement the budget and policies decided by the Council. 3. To consider and make recommendations to the Council on the political and supporting staffing structure needed to meet the Council's objectives and Government requirements. 4. To lead the community planning process with input from scrutiny, area forums and other persons as appropriate. 5. To make decisions which involve a recommendation to Council (including budget and policy proposals). 6. To take Key Decisions. 7. To monitor progress on key tasks. 8. To receive and respond to reports from Scrutiny Panels; the Monitoring Officer; the Chief Finance Officer; the Audit Commission; the Performance Board or recommendations from Council. 	

Who is responsible?	Membership	Functions	Onward limits on delegations
		<p>9. To consider reports from Officers which have been agreed by Directors and identified as an item to be considered by the full Executive.</p> <p>10. To consider annual reports from the Audit Committee.</p>	
Individual Executive Members	Individual Executive Members	<p>Can take decisions within their respective portfolio areas except for the following:</p> <ol style="list-style-type: none"> 1. Key Decisions 2. Decisions which are outside the policy and budget framework (ie, are a recommendation to Council for approval) 3. Decisions which cut across two or more portfolios 4. Proposals for new or amended policies or strategies. <p>Individual members can ask for the decision to be referred to the Full Executive if they wish, for example it may be potentially controversial. Executive Members should consider the advice of the Monitoring Officer as to whether the matter should be considered by the full Executive rather than an individual member.</p>	See Executive Procedure Rules.
Local Development Framework Panel	9 Members of the authority	<p>To make recommendations to the Executive relating to the making and adoption of the Local Development Framework*.</p> <p>(*The Executive will make recommendations to the Council on these matters.)</p>	The Local Development Framework Panel are authorised to agree, on behalf of the Council, any minor changes to the Plan that arise as a result of representation submitted. (Minute No. 624(2)(iv)/4/05 refers).

Who is responsible?	Membership	Functions	Onward limits on delegations
Swale Joint Transportation Board	All KCC Members for divisions in the Council's area (7), an equal number of Swale Borough Council Members (7) and a representative of the Parish and Town Councils within the District.	<ol style="list-style-type: none"> 1. To consider <ol style="list-style-type: none"> (i) capital and revenue funded works programmes (ii) traffic regulation orders (iii) street management proposals and provide advice on these matters to the relevant Executive as appropriate. 2. Be a forum for consultation between KCC and SBC on policies, plans and strategies related to highways, road traffic and public transport. 3. Review the progress and out-turn of works and business performance indicators. 4. Recommend and advise on the prioritisation of bids for future programmes of work. 5. Receive reports on highways and transportation needs within SBC. 	<p>No delegations – recommendations submitted to the Executive.</p> <p>See Joint Transportation Board Procedure Rules in Part 4 of the Constitution.</p>
Swale Rural Forum	15 Members from the Wards in the Leader+ Programme Area and the Borden Ward and the Executive Member for Environment), County Councillor Nick Chard, Kent Association of Parish Councils representatives (3) Councillors Mr M Baldock (Borden Parish Council), Mr K Ingleton (Borden Parish Council) and B Tucker (Lower Halstow Parish Council), Swale National Farmers Union representatives (3) (Mr K Attwood, Mr	<ol style="list-style-type: none"> 1. To provide an appropriate forum for public participation and consultation on matters relating to their area. 2. To consider and champion the needs of rural communities and businesses within the context of: <ol style="list-style-type: none"> (i) The policies and services of statutory and non-statutory agencies operating within or on behalf of Swale. (ii) Community and economic regeneration activity impacting upon Swale. 3. To consider "Rural proof" relevant policy documents and statements made at a local, County, regional and national level 	<p>No delegations – consultative forum.</p>

Who is responsible?	Membership	Functions	Onward limits on delegations
	<p>Robert Hinge and Mr J Holroyd), (1) Representative from the Diocese of Canterbury (Reverend C Pinchbeck), Other representatives (maximum of 10) Mrs P Prescott - Chairman Swale Tourism Association, Mr K Harrison - Kent Rural Community Council, Ms Elizabeth Harrison - Head of Rural Regeneration, David Shaw - Swale Countryside Forum and Martin Hall - Greening the Greenway Kent and Medway.</p>	<p>and, where appropriate, respond to them.</p> <p>4. To identify issues impacting upon relevant communities and organisations and seek their views about those issues.</p> <p>5. To draw together, through partnership working, existing available resources to pursue projects to the benefit of rural communities, businesses and other organisations.</p> <p>6. To identify, promote and obtain external funding (including LEADER+) and forms of support available to rural communities, businesses and organisations and to support projects to the benefit of rural communities and businesses.</p>	
<p>Local Engagement Forums - one each for Faversham, Sittingbourne and Sheppey.</p>	<p>Membership to comprise of KCC Members, Swale Borough Council Members and Parish/Town Councillors for the respective area, plus Voluntary/Community sector representatives (Local Strategic Partnership)</p>	<p>1. To be a partnership for the borough where everyone feels they belong, knows how to and where to make their voice heard, make a difference and create a cohesive active and sustainable community.</p> <p>2. To enable locally elected representatives, as leaders of their communities, to engage with and respond to local communities needs.</p> <p>3. To create opportunities for residents to gain a greater voice and influence over local services, to improve the quality of their lives, their neighbourhoods and the borough.</p>	<p>See Local Engagement Forum Procedure Rules in Part 4 of the Constitution. This contains full terms of reference.</p>

4. JOINT ARRANGEMENTS WITH OTHER LOCAL AUTHORITIES

Who is responsible	Membership	Functions	Onward limits to delegations
Kent Joint Waste Management Committee (JWMC)	<p>Executive Members or designated Members with responsibility for waste within the 12 Districts and the County. Each Member must be a member of their Executive.</p> <p>The Executive Member for Environment is appointed.</p>	<ol style="list-style-type: none"> 1. To ensure the delivery of the JWMC strategy and objectives and vision for Kent. 2. Provide a platform for cooperative and joint working to improve or deliver services. 3. Act as a single voice for strategic waste issues for Kent local authorities and to influence central government and other bodies as necessary to key strategic waste issues. 4. To increase awareness of waste as a resource and to interact with other stakeholders to promote waste minimisation and achieve an economically, environmentally and socially sustainable waste strategy. 5. To work with and support as required statutory agencies, non governmental organisations, small and medium sized enterprises, business, scientific and commercial organisations and other bodies who are in pursuit of developing, supporting and influencing the future direction of sustainable waste/resource management. 	<p>The Executive Member for Environment is authorised to represent the Council on the JWMC and to make decisions on the Council's behalf at meetings subject to ratification by the Executive where such decisions involve significant expenditure.</p>
South Thames Gateway Building Control Joint Committee	<p>Executive Members and their substitutes from the Gravesham Borough Council, Medway Council and Swale Borough Council.</p> <p>The Executive Member for Sustainable Planning and Culture is appointed.</p>	<p>To exercise the powers and assume the responsibilities of the Council in relation to building control.</p>	

5. ADVISORY GROUPS

The Executive also has a number of advisory groups. These are internal management groups and are not subject to the Access to Information Procedure Rules.

Who is responsible	Membership	Functions	Onward limits to delegations
Performance Board	The Executive Members and Management Team.	<p>1. To monitor and review corporate performance, exploring and realising opportunity for improvement in service delivery and efficiency for our customers.</p> <p>2. To assess and manage strategic risks that might impact on the achievements of critical success factors and delivery of improvement.</p> <p>3. To approve the allocation of IEG (Implementing e-Government) Funds. (The Performance Board will report directly to the Executive, with any matters being referred to the Audit Committee.)</p>	
Budget Task Force	The Executive Member for Finance and	The purpose is to achieve a balanced revenue budget that delivers the Council's priorities for the next three years and to make available over that period sufficient capital resources to assist with the achievement of the Council's identified priorities and to review progress to date of savings and realignment of resources previously identified.	
Major Projects Board	The Executive Member for Finance, the Executive Member for Regeneration and Corporate Management Team	The purpose is to protect the Borough Council when it acts as the accountable body for large or strategic projects for which it receives funding from an external source. It seeks to minimise risks to the Council, and to ensure that all major projects are appropriately appraised, monitored and evaluated.	