

1. The functions of the Cabinet shall be divided into Portfolios agreed by the Council.
2. The Leader shall allocate responsibility for each Portfolio to a Member of the Cabinet who shall be known as a Portfolio Holder.
3. The Portfolio Holder shall provide the political vision and leadership for each of the services contained within his/her Portfolio.
4. The responsibilities of the Portfolio Holders for the functions and services contained within each of the Portfolios approved by the Council, and referred to below, shall be as described in the Annexes to Chapter 4 to the Constitution:-

### **Policy and Resources**

Functions and Services included:

- Corporate and Community Plans
- Performance Management
- Political and Management Structures
- Financial Strategy
- Risk Management
- Communications
- Human Resources Strategy
- Service Specific Grants
- Other Corporate Matters

### **Crime and Disorder**

Functions and Services included:

- Crime and Disorder
- Community Safety
- Emergency Planning
- Road Safety
- Service Specific Grants

### **Employment, Health and Wellbeing**

Functions and Services included

- Economic Development
- Business Partnership
- Tourism
- Adult Learning
- Personal Health
- Social Inclusion
- Environmental Health Services
- The Council's Health and Safety Responsibilities as an Employer
- Service Specific Grants
- Meals on Wheels and Sheltered Housing Catering

## **Environment**

Functions and Services included:

- Sustainability co-ordination
- Refuse Collection
- Street Cleaning
- Grounds Maintenance
- Recycling
- Public Conveniences
- Abandoned Vehicles
- Cemeteries
- Coastal Protection
- Land Drainage and Sewerage (other than in the public health context)

## **Finance and Efficiency**

Functions and Services included:

- Value for Money
- Information and Communications Technology
- Asset Management
- Commercial Services
- Capital and Revenue Budgets
- Council Tax and Benefits
- National Non-Domestic Rates and Discretionary Non-domestic rate relief
- Central Support Services
- Employee and Civic Catering

## **Housing**

Functions and Services included:

- Housing Strategy
- Housing Investment Programme
- Housing Service Delivery
- Improvement Grants

## **Leisure, Culture and Youth Matters**

Functions and Services included:

- Arts
- Play
- Sport
- Recreation
- Museums
- Galleries
- Libraries
- Children and Youth Matters
- Open Space
- Leisure related and other non-service specific and core funding grants (but not CAB or Community First)
- Eling Tide Mill/Tollbridge
- Catering at Health and Leisure Centres and Dibden Golf Centre

## **Planning & Transportation**

Functions and Services included:

- Planning Strategy
- Development Plans
- Building Control
- Transportation
- Car Park Management
- Concessionary Travel
- Highways Agency and Highways Development Control Advice
- Street Naming and Numbering
- Local Land Charges