

## Definition of Executive Portfolios (revised June 2010)

| <b>Portfolio</b>                     | <b>Other Responsibilities</b> |
|--------------------------------------|-------------------------------|
| <b>1. Leader</b>                     |                               |
| <b>Councillor D Collins</b>          |                               |
| Chairman of Cabinet                  | CEF/MB Liaison                |
| Constitutional Matters               | PDR for Chief Executive       |
| Corporate Plan                       | Staff Monitoring              |
| Customer Services                    | Section 106 Agreements        |
| Democratic Services                  |                               |
| Forward Planning                     |                               |
| Local Plan and Development Framework |                               |
| Local Strategic Partnership          |                               |
| Major Property Development Proposals |                               |
| Media and Website                    |                               |

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| <b>2. Finance and Economic Development</b> |                   |
| <b>Councillor C Whitbread</b>              |                   |
| Accountancy                                | Business Champion |
| Audit                                      |                   |
| Benefits                                   |                   |
| Budgets (inc Capital Programme)            |                   |
| Business Prosperity                        |                   |
| Cashiers                                   |                   |
| Council Tax/NNDR                           |                   |
| Economic Development                       |                   |
| External Funding                           |                   |
| Financial Management/Investment            |                   |
| Insurance                                  |                   |
| North Weald Airfield (Asset Mgt Committee) |                   |
| Procurement                                |                   |
| Town Centre Management                     |                   |

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| <b>3. Leisure and Wellbeing</b>            |                           |
| <b>Councillor B Rolfe</b>                  |                           |
| Arts Development                           | Voluntary Sector Champion |
| Community Development                      |                           |
| Equality and Diversity                     |                           |
| Grant Aid                                  |                           |
| Health and Health Inequalities             |                           |
| Health Improvement Programmes              |                           |
| Holiday Schemes                            |                           |
| Museum Services                            |                           |
| Leisure Centre Management                  |                           |
| Olympic, Paralympic Games and Games Legacy |                           |
| Supporting People Initiative               |                           |
| Voluntary Action Epping Forest             |                           |
| Young People and Youth Council             |                           |

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| <b>4. Operational Planning and Transport</b> |                      |
| <b>Councillor S-A Stavrou</b>                |                      |
| Building Control/Dangerous Structures        | Local Highways Panel |
| Car Parking                                  | L.V.R.P              |
| Community Transport                          |                      |
| Concessionary Fares                          |                      |
| GLA/LUL/TfL Liaison                          |                      |
| Highways Liaison                             |                      |
| Planning Applications (Process only)         |                      |
| Public Transport                             |                      |

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| <b>5. Performance Management</b><br><b>Councillor R Bassett</b> |                 |
| Performance Management  | Outsourcing/VFM |
| Risk Management   | IT Advice       |
| Building Maintenance (Non HRA)                                  |                 |
| Business Plans  |                 |
| Compliments and Complaints                                      |                 |
| Emergency Planning  |                 |
| Facilities Management   |                 |
| Fleet Management  |                 |
| Health and Safety (Internal)                                    |                 |
| Human Resources (including Payroll and Pensions)                |                 |

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| <b>6. Environment</b><br><b>Councillor M Sartin</b> |  |
| Abandoned Vehicles                                  |  |
| Air Quality   |  |
| Animal Welfare                                      |  |
| Contaminated Land                                   |  |
| Dangerous Waste/Asbestos                            |  |
| Environmental Health                                |  |
| Furniture Exchange                                  |  |
| Inter Authority Agreement                           |  |
| Land Drainage/Sewerage                              |  |
| Pest Control  |  |
| Pollution (Noise and Others)                        |  |
| Statutory and other Nuisances                       |  |
| Waste Management and Partnership Board              |  |

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| <b>7. Housing</b>                                |  |
| <b>Councillor D Stallan</b>                      |  |
| Adaptations for Disabled                         |  |
| Affordable Housing Development                   |  |
| Caravan Sites                                    |  |
| Care and Repair (CARE)                           |  |
| Careline Emergency Alarm                         |  |
| Council House Sales/Right to Buy                 |  |
| Decent Homes                                     |  |
| Elderly Persons' Garden Maintenance<br>(Tenants) |  |
| Estate Management (HRA Housing)                  |  |
| Garages (HRA)                                    |  |
| Homelessness                                     |  |
| Housing Investment Programme                     |  |
| Housing Maintenance                              |  |
| Housing Needs                                    |  |
| National Mobility Scheme                         |  |
| Private Sector Housing (inc Empty<br>Properties) |  |
| Social Housing Applications                      |  |
| Transfers and Mutual Exchanges                   |  |
| Warden Assisted/Sheltered Housing                |  |
| Works Unit and Repairs                           |  |

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| <b>8. Legal and Estates</b>                          |                                     |
| <b>Councillor L Wagland</b>                          |                                     |
| Asset Management                                     |                                     |
| Depots   | Regulatory and Enforcement Overview |
| Estates (Land Acquisition/Sales under<br>£1 million) |                                     |
| ICT  |                                     |
| Legal Services                                       |                                     |
| Local Land Charges                                   |                                     |
| Public Conveniences                                  |                                     |

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| <b>9. Safer and Greener</b>                |                       |
| <b>Councillor P Smith</b>                  |                       |
| CCTV                                       | Rural Champion/Issues |
| Community Safety                           |                       |
| Conservation and Landscape/Trees           |                       |
| Countrycare                                |                       |
| Crime and Disorder                         |                       |
| Energy Conservation                        |                       |
| Environmental Co-ordination/Sustainability |                       |
| Fuel Poverty and Energy Efficiency         |                       |
| Grange Farm                                |                       |
| Grounds Maintenance                        |                       |
| Home Safety                                |                       |
| Licensing Policy                           |                       |
| Roding Valley Nature Reserve               |                       |
| Water Safety                               |                       |