

# South Hams District Council

## Executive Role and Responsibilities

The Executive

Deputy Leader and Executive Member for Prosperity

Cllr Hitchins

		<b>MCTI Cluster</b> Dartmouth
Area of Responsibility	Joint Management Team (JMT)/Heads of Service	Comment
<b>Deputy Leader of Council</b> 1. Work with Leader and deputise where necessary	JMT and Heads of Service as necessary.	
<b>Budget</b> 1. Strategy 2. Preparation and Presentation 3. Monitoring	Chief Executive, Strategic Director (Resources) and Head of Financial Services	
<b>Property Services</b> 1. Overview of Property Portfolio. 2. Delivery and Monitoring Asset Management Plan. 3. Ensure property resources contribute towards service delivery in a cost effective way. 4. Development and Delivery of repair and maintenance programme. 5. Development of Asset Acquisition and Disposal programme. 6. Monitor Council's ability to conform to the Disability Discrimination Act	Strategic Director (Community) and Head of Property Services	Member of Asset Management Group
<b>Economic Activity</b> 1. Development of workspaces to meet the needs of new and existing businesses 2. Develop an improved and reliable infrastructure 3. Monitor local Business Partnerships including Business Link 4. Liaise with other to ensure appropriate training and organisational development is available 5. Represent District on outside bodies 6. Monitor Strategic Overview of Tourism	Strategic Director (Community) Strategic Director (Resources) Head of Strategic Planning and Economy Head of Property Services Head of Landscape and Leisure	