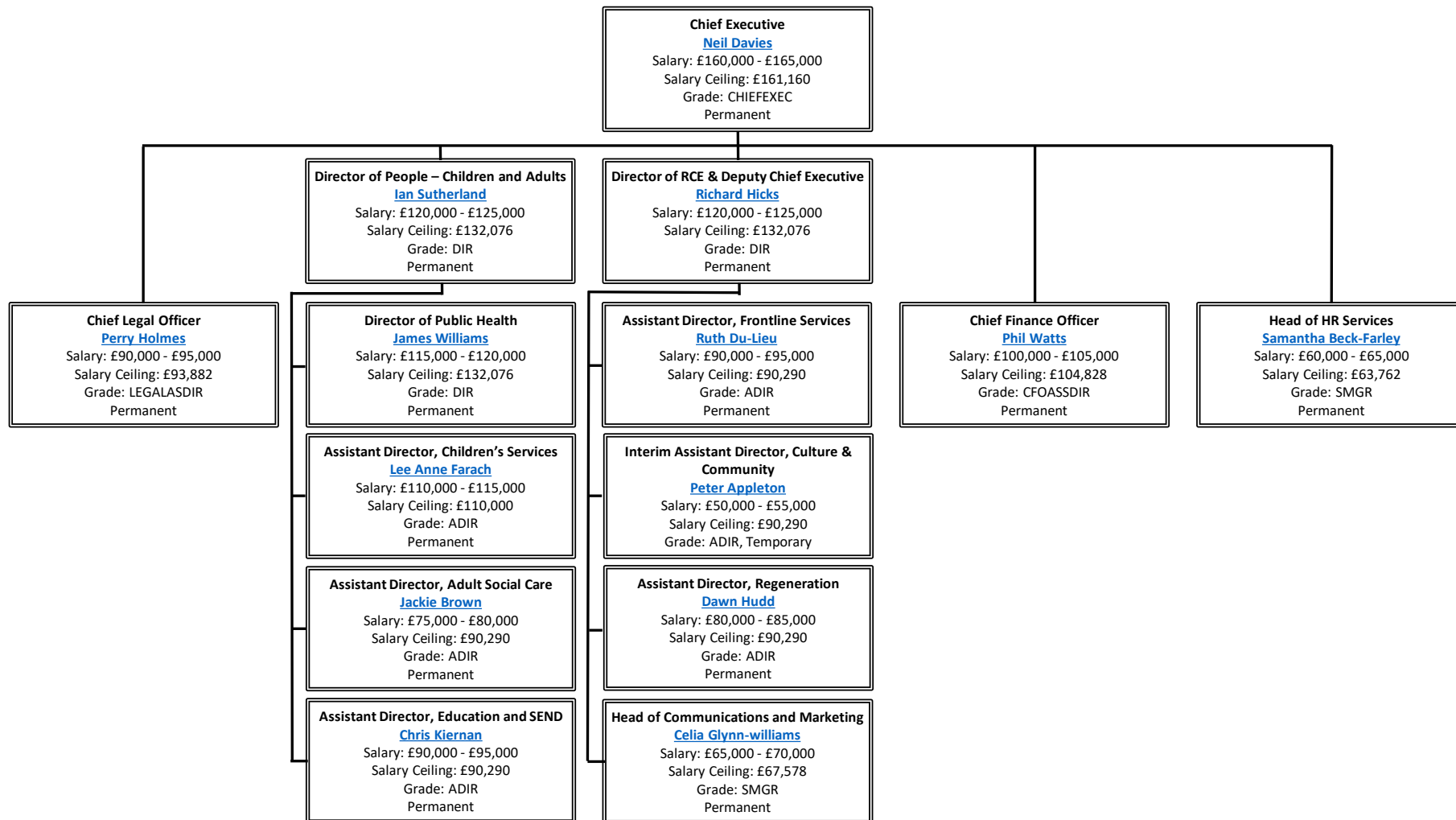


# Medway Council Organisation Chart

## November 2020



### **Chief Executive**

Responsible for:

- Head of Paid Service
- regeneration, culture, and environment
- children and adults
- business support department

### **Director of People – Children and Adults**

Responsible for:

- children's services
- adult social care
- education and SEN

### **Director of RCE & Deputy Chief Executive**

Responsible for:

- frontline services
- culture and community
- regeneration
- communications and marketing

### **Chief Legal Officer**

Responsible for:

- the provision of a comprehensive legal service to the council, which is also provide to Gravesham Brough Council
- the council's property function
- the delivery of corporate capital projects
- the liaison with Medway Norse regarding the facilities management function of Gun Wharf, St George's Centre and other corporate properties
- category management
- the local land charges and licensing service
- building and design services
- the overview of enforcement activities across the council
- democratic services
- elections and member services
- information governance
- representing Medway Council in respect of LATCOs; (Local Authority Trading Companies) Medway Commercial Group (MCG) and Medway Development Company Ltd. (MDC), and Company Secretary for Rosherville Limited.

### **Chief Finance Officer**

Responsible for:

- Section 151
- coordinating the development of the Council overarching strategy and Council Plan
- formulating the financial strategy and medium-term financial plans to provide a sound financial platform for service delivery within the organisation
- all aspects of corporate finance; financial reporting, exchequer services and treasury management
- collecting all revenues, including council tax and business rates
- paying housing benefit and administering the council tax reduction scheme
- the financial management system
- strategic risk management and the insurance fund
- Internal audit and counter fraud
- corporate performance monitoring
- payroll services
- ICT
- business change
- customer and business support
- business intelligence

- digital services

### **Head of HR Services**

Responsible for:

- employee relations
- workforce development
- recruitment
- HR schools
- corporate HR
- workforce information
- teaching partnership

### **Director of Public Health**

Responsible for:

- identifying risks to public health arising from communicable or non-communicable diseases and ensuring action is taken to address these
- developing and publishing the joint health and wellbeing strategy
- production of the annual public health report
- overseeing and informing the commissioning of NHS services
- overseeing and informing the commissioning of specific statutory public health services for Medway
- partnership commissioning of children and adults health and social care services

### **Assistant Director, Children's Services**

Responsible for:

- children's social work
- assessment
- medway virtual school
- adoption
- fostering
- children in care
- leaving care
- family support
- MASH and SPA
- adolescent service
- early help
- youth service

### **Assistant Director, Adult Social Care**

Responsible for:

- adult social care
- safeguarding vulnerable adults
- client financial affairs
- deprivation of liberty service
- C&A performance and intelligence

### **Assistant Director, Education and SEND**

Responsible for:

- disability 0-25 service
- educational psychology
- SEN assessment

### **Assistant Director, Frontline Services**

Responsible for:

- waste
- highways
- parking services
- integrated transport

- traffic networks
- road safety
- emergency planning
- community safety
- environmental health
- trading standards
- CCTV and Telecare

#### **Assistant Director, Culture and Community**

Responsible for:

- Medway's cultural offer
- library and community hubs
- planning
- housing
- sport
- leisure
- tourism
- heritage
- building control
- economic development
- Medway Adult Education

#### **Assistant Director, Regeneration**

Responsible for:

- the Housing and Infrastructure Fund programme
- regeneration strategy
- physical regeneration projects including Rochester Riverside, Strood Riverside, Deangate and Innovation Park Medway

#### **Head of Communications and Marketing**

Responsible for:

- marketing campaigns
- media management and public relations
- digital and social media
- graphic design
- internal communications