



# SCHEME OF DELEGATION TO INDIVIDUAL MEMBERS OF THE EXECUTIVE



## DELEGATION OF DECISIONS TO EXECUTIVE MEMBERS

1. The purpose of this scheme of delegation is to allow Individual Members of the Executive to make decisions on behalf of the Executive.
2. No delegation set out in this scheme can be undertaken without the actions set out in Part 3 – Chapter 5 - Decision making by Individual Member of the Executive and Key Decisions by Officers being adhered to.
3. As set out in Part 3 – Chapter 5 of this Constitution - Where any matter considered by an Executive Member, on an occasion they are unable to carry out their delegated powers, the Executive Leader may appoint another member of the Executive to exercise the delegations of that Executive Member.

| Executive Member Delegated to | No.      | Delegation   | Decision Date/Last updated | Reason   | Limits  |
|-------------------------------|----------|--|----------------------------|--|---|
| All Executive Members         | <b>1</b> | <b>Publication of consultation drafts.</b>               |                            | Speeds up the process and reduces paperwork for the Executive.   | The Executive will still be required to approve the final draft   |
|                               | <b>2</b> | <b>Tender acceptance*</b>                                | 19/02/19                   | A faster and more responsive procurement process, as per the Procurement and Contract Procedure Rules. | Between £250,001 up to a maximum limit of £500,000 and relevant to the portfolio of the decision maker. |
| Executive Leader              | <b>3</b> | <b>Attendance of members at conferences or seminars.</b> | 21/06/04                   | Reduction in paperwork for the Executive and allows flexibility to respond to invitations.             | Maximum limit of £1,000 per conference.   |
|                               | <b>4</b> | <b>Spending on Emergency Repairs.</b>                    | 19/02/19                   | Allows a fast response to emergencies.   | Maximum limit of £15,000, in agreement with the Section 151 Officer.                                    |
| Executive Member for          | <b>5</b> | <b>Award of Historic Building Grants.</b>                | 19/02/19                   | Grant applicants have to follow strict criteria and applicants are                                     | Maximum limit of £15,000 per grant  |

|  |           |  |                                |   |   |
|--|-----------|--|--------------------------------|---|---|
| Planning and Development   |           |  |                                | assessed by officers prior to decision.   |   |
| Executive Member for Housing   | <b>6</b>  | <b>Minor amendments to the housing allocations scheme.</b>           | 21/06/04 - 28/01/14            | Enables a fast response to housing clients in need.   | none  |
|  | <b>7</b>  | <b>Approval of proposals under the Homelessness Action Fund</b>      | 28/01/14                       | So that the Executive retains decision making in respect of the allocation of funding from the budget specifically set up for initiatives relating to crime and disorder.   | Up to £15,000 on individual initiatives for the prevention and detection of crime and tackling criminal damage and disorder |
| Executive Member for Health and Public Protection<br><br>(or in the case of TROs, subsequent appropriate Member) | <b>8</b>  | <b>Determine Traffic Regulation Orders (TROs)</b>                    | 07/06/21                       | In order to ensure the efficiency and timeliness of implementing any changes to TROs  | None  |
|  | <b>9</b>  | <b>Criminal Damage &amp; Vandalism (Community Safety Initiative)</b> | 19/02/19                       | So that the Executive retains decision making in respect of the allocation of funding from the budget specifically set up for initiatives relating to crime and disorder.   | Up to £15,000 on individual initiatives for the prevention and detection of crime and tackling criminal damage and disorder |
| Executive Member for Leisure and Community   | <b>10</b> | <b>Community Fund Application</b>                                    | 11/06/07 – 28/01/14 – 19/02/19 | To enable a fast response to applications for funding for small-value cleansing initiatives, small value neighbourhood initiatives, funding applications of small value and applications for funding of biodiversity projects | Up to £15,000 per individual application  |