

Responsibility for Functions

(Local Authorities (Functions and Responsibilities) (England) Regulations 2000) (The Functions Regulations)

1. Responsibility for Local Choice Functions

Function	Responsible body	Delegation of Functions
1. Any function under a local Act other than a function specified or referred to in Regulation 2 or Schedule 1 of the Functions Regulations.	Cabinet	
2. The determination of an appeal against any decision made by or on behalf of the Council, (other than licensing and related quasi-judicial matters which are the functions of a committee or delegated by them).	Cabinet save that personnel appeals shall be delegated to the Head of Paid Service except for those involving Directors and the Statutory Officers.	Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein.

Function	Responsible body	Delegation of functions
<p>3. Any function relating to contaminated land.</p> <p>4. The discharge of any function relating to the control of pollution or the management of air quality.</p> <p>5. The service of an abatement notice in respect of a statutory nuisance.</p> <p>6. The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply in the Council's area.</p> <p>7. The inspection of the Council's area to detect any statutory nuisance.</p> <p>8. The investigation of any complaint as to the existence of a statutory nuisance.</p> <p>9. The obtaining of information under section 330 of the Town and Country Planning Act 1990 as to interests in land.</p> <p>10. The obtaining of particulars of persons interested in land under section 16 of the Local Government (Miscellaneous Provisions) Act 1976.</p> <p>11. The appointment of any individual:</p> <p>11.1 to any office other than an office in which he/she is employed by the Council;</p> <p>11.2 to any body other than:</p> <p>11.2.1 the Council;</p>	<p>)</p> <p>) Cabinet</p> <p>)</p> <p>Council on recommendation of the Cabinet</p>	<p>Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein.</p>

<p>11.2.2 a joint committee of two or more authorities</p> <p>11.3 to any committee or sub-committee of such a body, and the revocation of any such appointment.</p>		
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2. Responsibility for Council Functions

Committee	Membership	Functions	Delegation of functions
Planning	12 Members of the Council	<p>Planning and conservation Functions relating to town and country planning and development control specified in Schedule 1 of the Functions Regulations.</p> <p>Highways use and regulation The exercise of powers relating to the regulation of the use of highways, footpaths, bridleways, public paths and rights of way set out in Schedule 1 of the Functions Regulations as amended.</p>	Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein.
Licensing	11 Members of the Council	<p>Sale/Supply of Alcohol and Provision of Entertainment and Late Night Refreshment and Gambling The licensing functions of the Council under the Licensing Act 2003 and the Gambling Act 2005 (except for such functions as cannot be delegated).</p> <p>Taxi, gaming, entertainment, food and miscellaneous licensing Functions relating to licensing and registration set out in Schedule 1 of the Functions Regulations.</p>	Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein.

Committee	Membership	Functions	Delegation of functions
		<p>Health and Safety Functions relating to health and safety under any "relevant statutory provision" within the meaning of Part 1 of the Health and Safety at Work etc. Act 1974, to the extent that those functions are discharged otherwise than in the Council's capacity as employer.</p>	
<p>Standards Committee</p>	<p>9 Members of the Council and such Independent Members as the Committee considers appropriate (non-voting) and two Parish Council Members (non voting)</p>	<p>To exercise all those roles and functions set out in Article 10.</p>	<p>Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein.</p>
<p>Hearings Panel</p>	<p>Any 3 Members of the Standards Committee plus a Parish Council Member where an issue affects a Parish Council (non-voting) and an</p>	<p>To exercise all those roles and functions set out in Article 10 as far as they relate to the Panel</p>	<p>Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein.</p>

Committee	Membership	Functions	Delegation of functions
	Independent Member (non-voting)		
Audit Committee	8 Members of the Council (excluding members of the Cabinet)	Generally considering all relevant processes for risk, control and governance set out in Article 9.	Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein.
General Purposes Committee	9 Members of the Council	To exercise all those functions set out in Article 11.	Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein.
Appointments and Appeals Committee	7 Members of the Council to include at least 2 Members of Cabinet	<ul style="list-style-type: none"> (i) To recommend to the Council the appointment of the Chief Executive. (ii) To make appointments of other Chief Officers set out in Article 14 of this Constitution. (iii) To undertake all associated activities including agreeing job descriptions, person specifications, the interview processes generally. (iv) To establish, agree terms of reference and appoint to the following three Sub-Committees (of the 	Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein.

Committee	Membership	Functions	Delegation of functions
		<p>Appointments and Appeals Committee) to hear and determine disciplinary, capability, grievance and appeal matters in relation to Chief Officers and the three Statutory Officers:</p> <ul style="list-style-type: none"> • Investigating and Disciplinary Sub-Committee • Grievance Sub-Committee • Appeals Sub-Committee 	
Civic Panel	One Member from each Group and the Mayor, the Deputy Mayor and the immediate past Mayor	To act as an advisory panel (and not a Committee) to provide the Chief Executive with advice in relation to the exercise of the Chief Executive's delegated power in paragraph 1.2.10 in Part B of Part 8 of this Constitution regarding civic and related matters.	Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein.

3. Responsibility for Executive Functions

Responsibilities and Portfolios	Detailed Functions	Delegation of functions
<p>The Cabinet has collective responsibility for all executive functions, individual Members having lead responsibility for separate portfolios outlined in the Leader's Scheme of Delegations.</p>	<p>Contained in the Leader's Scheme of Delegations (see post).</p>	<p>Those functions referred to in Part 8 of this Constitution (Delegations to Officers) are delegated to Officers as provided therein. Individual Cabinet Members have the powers delegated to them under the Leader's Scheme of Delegations.</p>