

APPENDIX 1

greater subject to it being within the approved budget for that scheme (see paragraph 4, Budget and Policy Framework Procedure Rules for Urgent Decisions outside the Council's Budget and Policy Framework).

- (v) To sign contracts of a value below £50,000 or some other officer authorised by him or her to do so.
- (vi) To approve jointly with the Section 151 Officer acquisitions of land in respect of their service area up to a capital value of £100,000 per site or with a periodic payment of less than £20,000 per annum in consultation with the relevant Portfolio Holder.
- (viii) To approve jointly with the Section 151 Officer disposals of land in respect of their service area up to a capital value of £50,000 per site in consultation with the relevant Portfolio Holder.

4. CHIEF EXECUTIVE

- (i) To exercise the functions of the Authority's Head of Paid Service under Section 4 of the Local Government and Housing Act 1989 and in this role:
 - (a) to exercise overall responsibility for corporate management and operational issues (including overall management responsibility for all staff);
 - (b) to give professional advice to all parties in the decision making process (the Cabinet, Scrutiny Bodies, the Council, Boards and Committees);
 - (c) to ensure that the Authority has a system of record keeping for all key and executive decisions (a key decision is defined at page 26); and
 - (d) to ensure that the Authority achieves and delivers its objectives; and
 - (e) to represent the Authority on partnerships and external bodies (as required by statute or by the Authority).
- (ii) To co-ordinate, direct and monitor the Authority's initiatives to achieve Best Value in the delivery of its functions.
- (iii) To be responsible for performance review issues.
- (iv) To lead the Corporate Leadership Team.
- (v) After consultation with the Leader of the Council, to authorise action and incur expenditure, where urgent action is needed to enable the Authority to fulfil its functions.

APPENDIX 2

- (vi) To enter into deeds of dedication on such terms as the Chief Executive sees fit.
- (vii) To agree perpetual and fixed term easements and wayleaves on such terms as the Chief Executive sees fit.
- (viii) To determine rent reviews and to instigate and participate in arbitrations.
- (ix) To agree terms for the surrender of leases.
- (x) To authorise action to determine a lease in the event of rent arrears or other breach of covenant.
- (xi) To agree terms for waiving covenants, whether freehold or leasehold.
- (xii) To approve and issue consents for assignments, sub-lettings, alterations, additions and changes of use.
- (xiii) To make and settle claims for dilapidation.
- (xiv) To appropriate land belonging to the Authority at proper value.
- (xv) To agree the grant and renewal of leases of land and buildings where the annual rental does not exceed £40,000.
- ~~(xvi) To dispose of freehold land where the market value does not exceed £30,000.~~
- (xvii) Following consultation with Asset Management Group, to approve the Asset Management Policy.
- (xviii) ~~In exceptional circumstances acting on advice of the Section 151 Officer and in consultation with the Leader of the Council accept offers for land and property for a value in excess of £50,000 per site. Notwithstanding the above to undertake acquisitions and disposals of land up to a value of £10,000 per site~~ in accordance with and to give effect to the Council's policies and programmes (subject to a report being made to the next available Cabinet meeting setting out the reasons for urgency).
- (xix) To determine applications for discretionary non-domestic rural rate relief following consultation with the ward member(s) for the settlement concerned and the portfolio holder.
- (xx) Subject to those matters reserved for decision by the Licensing Committee, the Licensing Sub-committee and the Taxi and Private Hire Sub-committee, to exercise all those functions for which the Council is responsible concerning licensing and registration and the grant of consents and refusals set out in

APPENDIX 3

- vi. To represent the Authority and appear as an advocate on the Authority's behalf in any related legal proceedings.
- vii. To serve notice of seeking possession, notice to quit and applying for possession orders.
- viii. To determine applications by tenants to alter their homes.
- ix. To reimburse tenants for tenants' improvements.
- x. To transfer tenancies into joint names and vice-versa.
- xi. To agree mutual exchange.
- xii. To take immediate action to secure the removal of trespassers from housing land and property.
- xiii. To determine the eligibility of applicants to right to buy.
- xiv. To determine the future use of properties, including the redesignation, disposal or demolition of properties and to take such properties out of debit, in consultation with the Portfolio Holder. ~~subject to the approval by Cabinet of such proposals.~~

7. HEAD OF LEGAL AND SUPPORT SERVICES

(i) Monitoring Officer

To exercise the functions of the Authority's Monitoring Officer under Section 5 of the Local Government and Housing Act 1989.

Whilst changes to the "executive arrangements" within the Constitution may only be changed by resolution of the full Council after consideration of the proposal by the Monitoring Officer, save that the Monitoring Officer is given delegated authority to make changes to the Constitution to reflect changes of fact and law, and decisions of the Council and of the Cabinet.

(ii) Legal Proceedings

Acting on the recommendations of the Chief Executive or the Director (who has been given authority to act on a particular service function in accordance with the Scheme of Delegation) or where it is necessary to give effect to a decision of the Council, to institute, prosecute, defend, conduct, participate in, withdraw or settle any legal proceedings brought by or against the Council, to make any necessary applications and to take steps to enhance or protect the Council's legal position or interest.