SECTION 1 - INTRODUCTION

(i) This part of the Constitution sets out which bodies and individuals are responsible for particular functions of the Authority. These fall into two categories:

- Council functions; and
- Executive functions

(ii) These are described in more detail in this part of the Constitution. Also included in this part of the Constitution are details of the membership of boards and committees, the Scheme of Delegation to Officers, and the list of Proper Officer designations. The list of Proper Officer designations sets out the officers responsible for certain functions under a particular piece of legislation.

Council Functions

(iii) These are also sometimes referred to as non-executive functions and under law are functions that cannot be the responsibility of the Cabinet. In some instances, for example adopting the annual budget, the decision can only be taken at a meeting of the full Council. In other cases, the responsibility for undertaking the function may be delegated by the Council to a board, committee or an officer - where this is the case it is identified in this part of the Constitution.

(iv) There are a number of functions for which Councils are able to determine responsibility locally. These are known as “local choice functions”. Those local choice functions which this Council has determined will be the responsibility of Council or a committee and which will be the responsibility of the Cabinet are listed in Section 3 of this part of the Constitution.

Executive Functions

(v) All other functions are executive functions. Decisions about these functions may be taken by the Leader, the Cabinet, individual Cabinet members, Cabinet committees, joint arrangements with other authorities and officers. Further information about the executive delegation scheme and its operation is set out in Section 5 of this part of the Constitution.