

F. Scheme of Delegation of Functions to Thematic Executive Boards

1. Introduction

- 1.1. This scheme of delegation has been prepared in accordance with section 101 Local Government Act 1972 which concerns arrangements for the discharge of functions by Local Authorities by a committee, a sub-committee or an officer of the Authority.
- 1.2. This scheme concerns the Authority's delegation of operational decision making to thematic Executive Boards ("Boards").
- 1.3 The Authority shall establish the following Boards:-
 - i. Business Growth (Appendix 4);
 - ii. Housing (Appendix 5);
 - iii. Infrastructure (Appendix 6);
 - iv. Skills and Employment (Appendix 7); and
 - v. Transport (Appendix 8)
- 1.4 The Authority shall formally appoint the Members of each Board and appoint the Chair and Vice Chair.

2. Limitations

- 2.1. The formal authority for delegated decision making responsibility and accountability for each Board rests with the Head of Paid Service (or their nominated representative) in consultation with the Chair of the Board. Any reference in this Part F or the appended Terms of Reference to the Board taking decisions means a decision taken in accordance with this paragraph. This delegation is only to be exercised when the members of the Board who are in attendance at the meeting have unanimously approved the decision. Where there is not such unanimity the matter shall be referred for decision to the next available meeting of the Authority.
- 2.2. Board decisions taken in accordance with paragraph 2.1 above will be reported to the Authority which as the delegating body will retain the authority to review or amend any decision which has not been acted upon subject to giving due reason for doing so.
- 2.3. If a Board believes a matter is of strategic significance and outside its agreed limitations or the broader policy framework of the Authority as set out in its

Strategic Economic Plan or other relevant policy documents the matter shall be referred to the Authority for consideration.

- 2.4. A Board will have general authority to incur expenditure which is within any Programme of expenditure approved by the Authority subject to any specific financial limits as may be determined by the Authority, following due consultation between the Board and the section S151 Officer as may be determined appropriate with reference to and detailed in the Board's Terms of Reference.

3. Terms of Reference

- 3.1 The terms of references of the Boards are appended hereto at Appendices 4 - 8 respectively.
- 3.2 The Monitoring Officer shall be consulted in the event of any ambiguity as to the scope of the Board's Terms of Reference who shall give appropriate advice and if necessary shall report the matter to the Authority for determination.