

Annex B

Officer Delegation Scheme (Executive Functions) **THE CHIEF EXECUTIVE**

With the exception of those matters where an appropriate Executive Member¹ has directed that the delegated authority should not be exercised and that the matter should be referred to the Executive Board for consideration², the Chief Executive³ is authorised to discharge any function⁴ of the Executive not otherwise delegated to a Director⁵, including civic and ceremonial functions of the Council.

¹ An “appropriate Executive Member” is the Leader or other appropriate portfolio-holding Member of the Executive Board.

² The Chief Executive may consider in respect of any matter that the delegated authority should not be exercised and that it should be referred to the Executive Board for consideration.

³ The fact that a function has been delegated to the Chief Executive does not require the Chief Executive to give the matter his/her personal attention and he/she may arrange for such delegation to be exercised by an officer of suitable experience and seniority. However, the Chief Executive remains responsible for any decision taken pursuant to such arrangements.

⁴ “Function” for these purposes is to be construed in a broad and inclusive fashion and includes the doing of anything which is calculated to facilitate or is conducive or incidental to the discharge of any of the specified functions. The delegation also includes the appointment of the Chief Executive as “proper officer” for the purpose of any function delegated to him/her under these arrangements.

⁵ “Director” for this purpose includes the Deputy Chief Executive, the Assistant Chief Executives and any Director or Chief Officer to whom functions have been delegated under this scheme.