

## Part 3.1 Responsibility for Functions and Scheme of Delegation

1. This Section of the Constitution summarises which part of the new decision making process is responsible for which functions. Further details are set out in the Scheme of Officer Delegation.
2. The aim is to show which functions are the responsibility of the Council and its various Committees and which are the responsibility of the Cabinet. This section also clarifies which functions are the responsibility of the Cabinet to the extent specified in Tables 1 or 3.
3. The information is set out in a tabular form as follows:
  - Table 1 – Responsibility for Local Choice Functions.
  - Table 2 – Responsibility for Council Functions.
  - Table 3 – Responsibility for Executive functions discharged through the Cabinet.
4. Unless prohibited by law Council and Executive functions can be delegated to a Committee, Joint Committee, an Individual Lead Member (executive functions only) or an Officer.
5. The Authority's Scheme of Delegation to Officers and Proper Officer Appointments is set out at Appendix 1 to Part 3 of the Constitution.
6. Members appointed to any of the quasi-legal bodies listed below must attend the compulsory training sessions provided, before they can participate in any hearing, inquiry or decision which will affect the rights of any individual. The quasi-legal bodies are:-

Standards (Determination) Sub-Committee  
Planning Committee  
Licensing Committee  
Licensing Sub-Committees  
Employment and Appeals Committee  
Appeals Sub-Committee