

## **SPECIFIC FUNCTIONS**

### **MISCELLANEOUS**

	<b>FUNCTION</b>	<b>EXERCISED BY</b>
(1)	Appointment of Chief Executive	Full Council
(2)	Appointment of Executive Directors	Chief Officers Appointments, Review and Appeals Committee
(3)	Appointment of staff below level of Executive Director and above Grade 12	Chief Officers Appointments, Review and Appeals Committee
(4)	Appointment of staff in Grade 12 and below	Chief Executive or appropriate Executive Director
(5)	Acceptance of tenders subject to financial provision having been made	Cabinet or Chief Executive or Executive Director in accordance with Financial Regulations and Contract Rules
(6)	Dealing with matters as items of urgency (i.e. non-agenda items) unless two or more Members disagree (by standing and voting against such motion)	All Committees
(7)	To determine matters in respect of Internal Audit and risk	Audit & Risk Committee
(8)	Seeking planning permission	Cabinet
(9)	Determination of bus fare allowance payable to employees	Executive Director (Resources and Support Services)
(10)	Action (including briefs to Counsel) which the Chief Executive or Head of Business Improvement, Central Services and Partnerships considers necessary to protect or defend the Council where complaints are made or action brought or threatened against it including compromises and including payments of money including those arising from Ombudsman or other complaints and the withdrawal of action in the interests of the Council	Chief Executive or Head of Business Improvement, Central Services and Partnerships
(11)	To issue a formal caution as an alternative to prosecution	Head of Business Improvement, Central Services and Partnerships
(12)	To authorise the issue of a Closure Notice and take all other action in respect of premises associated with persistent disorder or nuisance	Chief Executive or Head of Business Improvement, Central Services and Partnerships
(12)	To authorise proceedings for an Anti-social Behaviour Order and to respond to consultation in respect of anti-social behaviour	Chief Executive or Head of Business Improvement, Central Services and Partnerships

(14)	To authorise proceedings for breach of an Anti-social Behaviour Order	Chief Executive or Head of Business Improvement, Central Services and Partnerships
(15)	To give a consent under Section 31 of the Anti-social Behaviour act 2003 to an authorise to disperse groups and remove persons under 16 to their place of residence	Chief Executive
(16)	Closure of noisy premises under the Anti-social Behaviour Act 2003	Chief Executive (including the power to designate officers for the purpose) or appropriately qualified and appointed Environmental Health Officers
(17)	Action to secure the eviction of trespassers from Council land	Head of Business Improvement, Central Services and Partnerships
(18)	To procure goods and services within existing agreed budget provisions and in accordance with Standing Orders	Chief Executive and all Executive Directors or Head of Business Improvement, Central Services and Partnerships
(19)	To carry on tendering and negotiation procedures in accordance with the Council's Rules	Chief Executive or appropriate Executive Directors or Head of Business Improvement, Central Services and Partnerships
(20)	To accept any tender <b>** This is currently under review</b>	Cabinet
(21)	Implementation of national wage and salary awards	Chief Executive
(22)	To make appointments to all committees other than the Cabinet to give effect to the rules of political balance	Chief Executive in consultation with the Leader of the appropriate political group
(23)	To approve small grants in accordance with the Terms of Reference (98/07)	Grants Assessment Panel
(23)	To act on behalf of the Council in any matters relating to applications for grant funding	Chief Executive and all members of Executive Management Team