

Part 3 – Scheme of Delegation - Functions of the Council

RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS		
	General matters relating to application of provisions	<p>(a) Where more than one body / person is identified in relation to any function then each may exercise the function independently from and without reference to any other body / person.</p> <p>(b) Where a function is given to a Committee or Board, then that Committee or Board may delegate that function to a Sub-Committee unless the law or the Articles – Part 1 of the Constitution provide otherwise.</p> <p>(c) Where a body/person is identified as having power to exercise a local choice function then such a body/person shall have that power in addition to any other power that may be identified as applicable to that person/body in any other part of the Constitution.</p>
No.	FUNCTION	DECISION MAKING BODY / DELEGATION OF FUNCTION
1.	Any function under a local Act other than a function specified or referred to in regulation 2 or Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000	<p>(a) Leader; and</p> <p>(b) any other body or person as the Leader may provide for in executive arrangements.</p>
2.	The determination of an appeal against any decision made by or on behalf of the Council.	<p>(a) Appeals Committee; and</p> <p>(b) any Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution.</p>
3.	The making of arrangements in relation to appeals against the exclusion of pupils from maintained schools	Non-Executive decision - Corporate Director – Legal and Democratic Services
4.	The making of arrangements pursuant to sections 94(1), (1A) and (4) of the School Standards and Framework Act 1998 (admissions appeals)	Non-Executive decision - Corporate Director – Legal and Democratic Services
5.	The making of arrangements pursuant to section 95(2) of the School Standards and Framework Act 1998 (children to whom section 87 applies: appeals by governing bodies)	Non-Executive decision - Corporate Director – Legal and Democratic Services
6.	Any function relating to contaminated land	<p>Non-executive decision</p> <p>(a) Executive Director of Place; and</p>

		(b) any other Officer to such extent as may be provided in the Officer Scheme of Delegations – Part 3(ii) of the Constitution
7.	The discharge of any function relating to the control of pollution or the management of air quality	Non-executive decision (a) Executive Director of Place; and (b) any other Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution
8.	The service of an abatement notice in respect of a statutory nuisance	Non-executive decision (a) Executive Director of Place; and (b) any other Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution
9.	The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply in the authority's area	Non-executive decision (a) Executive Director of Place; and (b) any other Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution
10.	The inspection of the authority's area to detect any statutory nuisance	Non-executive decision (a) Executive Director of Place; and (b) any other Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution
11.	The investigation of any complaint as to the existence of a statutory nuisance	Non-executive decision (a) Executive Director of Place; and (b) any other Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution
12.	The obtaining of information under section 330 of the Town and Country Planning Act 1990 as to interests in land.	Non-executive decision (a) Executive Director – Place; (b) Corporate Director – Legal and Democratic Services; and (c) any other Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution
13.	The obtaining of particulars of persons interested in land under section 16 of the Local Government (Miscellaneous Provisions) Act 1976	Non-executive decision (a) Executive Director – Place; (b) Corporate Director – Legal and Democratic Services; and (c) any other Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution

14.	The making of agreements for the execution of highways works	Non-executive decision (a) Executive Director – Place; (b) Corporate Director – Legal and Democratic Services; and (c) any other Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution
15.	The appointment of any individual— (a) to any office other than an office in which he is employed by the authority; (b) to any body other than— (i) the authority; (ii) a joint committee of two or more authorities; or (c) to any committee or sub-committee of such a body, and the revocation of any such appointment.	Non- executive decision (a) Full Council, and (b) any other Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution
16.	The making of agreements with other local authorities for the placing of staff at the disposal of those other authorities	Non-executive Decision (a) Full Council; and (b) any Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution.
17.	Any function of a local authority in their capacity as a harbour authority (to the extent that the function does not fall within paragraph 1 of Schedule 2 Local Authorities (Functions and Responsibilities) (England) Regulations 2000.	Non-executive decision (a) Harbours Committee to the extent as provided for in its functions, (b) Full Council to such extent as it does not fall within the functions of the Harbours Committee; and (c) any Officer to such extent as may be provided for in the Officer Scheme of Delegations – Part 3(ii) of the Constitution.

No.	Power	Related Operational Requirements
	RESPONSIBILITY FOR EXECUTIVE FUNCTIONS	The discharge of executive functions is subject to various notification and call in provisions as set out in the Overview and Scrutiny Procedure Rules – Part 2 of the Constitution.
A.	LEADER	
1.	Power at any time to discharge any matter arising from any executive function, including in particular the following:	
	1. to determine and alter the arrangements for the discharge of any executive function;	The Leader will maintain a list setting out arrangements for the discharge of executive functions. This list will form part of the Constitution. Further details in relation to this can be found in

		Article 6 - The Executive– Part 1 of the Constitution. Executive functions delegated to Officers can also be found in the Officer Scheme of Delegations – Part 3(ii) of the Constitution.
	RESPONSIBILITY FOR COUNCIL FUNCTIONS (NON-EXECUTIVE)	
	General matters relating to application of provisions	<ul style="list-style-type: none"> (a) The Officer Scheme of Delegations – Part 3(ii) contains details as to the extent that such functions have also been delegated to Officers. (b) The Proper Officer is responsible for maintaining an up to date list of various other arrangements relating to certain Council functions including in relation to Sub-Committees. Further information on this can be found in Article 8 - Committees and Boards – Part 1 of the Constitution.
	Interpretation issues relating to functions	<ul style="list-style-type: none"> (a) Where a function of a Committee or Board involves the making of a determination then the function shall be interpreted as including power to make any incidental and ancillary decision including on any procedural issue of relevance to that function. (b) References to a policy shall be deemed to include reference to a protocol, scheme, strategy and / or plan. (c) Unless the law or a requirement in the Articles – Part 1 of the Constitution provides otherwise any Committee or Board: <ul style="list-style-type: none"> (i) that can have a Sub-Committee can delegate and/or refer any of its powers to such a Sub-Committee; and. (ii) Can delegate and/or refer any of its powers to an Officer. (d) Where more than one Committee, Board and/or an Officer has a delegated power or a power of recommendation then each may exercise that power independently from and without reference to any other body / person. (e) Where a determination will require financial expenditure then the Committee or Board should normally seek the agreement of the relevant budget holder prior to making any decision or if no such budget exists then with the Section 151 Officer.

COMMITTEES AND BOARDS		FUNCTIONS			
No.			DELEGATIONS	No.	POWER TO RECOMMEND
1.	Appeals Committee	1.	<p>To determine any appeal and/or review against a decision made by or on behalf of the Council or for which the Council is required to provide arrangements for an appeal/review body that includes Members. However, this only applies in the following circumstances:</p> <p>(a) a right of appeal/review exists by virtue of legislative provision and/or an extant policy of the Council;</p> <p>(b) the appeal/review does not relate to a personnel issue concerning an employee of the Council; and /or</p> <p>(c) the appeal/review does not relate to a matter within the functions of the Strategic Planning Committee, Area Planning Committee, Licensing Committee and/or in respect of which the Constitution expressly provides should be dealt with elsewhere (excluding any provision in the Officer Scheme of Delegation).</p>		
		2.	<p>To determine:</p> <p>(a) any application for discharge from mental health guardianship;</p> <p>(b) any application / request for revocation relating to any parking concession concerning a disabled person where there is any suggestion of misuse; and</p> <p>(c) any financial assessment dispute relating to residential and/or nursing home accommodation being provided to a person where the Council is responsible for funding all or part of that person's care.</p>		

2.	Area Planning Committee	1.	Within the identified area of the Area Planning Committee, to exercise all powers of the Council directly or indirectly relating to the exercise of those functions set out in Part A of Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) (including the determination of any application (including any application for reserved matters and/or technical details consent) and/or enforcement issue). However, this does not include making a determination of any matter that in the opinion of the Executive Director -Place (and any other Officer as that Executive Director may nominate) falls within the remit of the Strategic Planning Committee.	A.	To make recommendations on any matter directly or indirectly relating to any highway wholly or partly within the area of the Area Planning Committee (including for the avoidance of doubt any order) for which an Area Planning Committee does not have the power to make a determination.
		2.	Within the identified area of the Area Planning Committee, to exercise all powers of the Council (including the determination of any application and/or enforcement issue) directly or indirectly relating to the exercise of those functions set out in Part 1 of Part I of Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended).		
		3.	Within the identified area of the Area Planning Committee, to exercise all powers of the Council not expressly reserved to Full Council identified in Part 2 of Part I of Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) that concern any functions of the Council directly or indirectly relating to the following: (a) any tree; (b) any hedge; and/or (c) any hedgerow,		

			(including the making and/or confirming of any orders and the determination of any complaints).		
		4.	To determine any application and/or any other matter identified in: (a) any extant Town and Country Planning General Permitted Development Order; and/or (b) any extant Town and Country Planning General Management Procedure Order, that falls within the identified area of the Area Planning Committee. However, this does not include any matter that crosses the boundary of an Area Planning Committee.		
3.	Audit and Governance Committee	1.	To determine any response to the Annual Internal Report and opinion.	A.	In relation to Internal Audit, to make recommendations on: (a) its terms of reference; (b) the proposed and actual Internal Audit coverage and whether this provides adequate assurance on the main business risks; (c) cooperation arrangements between Internal Audit, External Audit and any other review bodies; and (d) whether there is sufficient funding to fulfil internal audit requirements including preparation of an Internal Audit Strategy.
		2.	To determine whether to accept (with or without modification) an annual report evaluating the adequacy of the application of the Council's Annual Governance Statement.	B.	In relation to External Audit to: (a) make recommendations on the proposed and actual External Audit coverage and its adequacy; (b) make recommendations arising from the External Auditor's report on the audit of the annual financial statements; and (c) receive updates from External Audit on External Audit findings, opinions and adequacy of management response to

					External Audit advice, recommendations and action plans and make recommendations in relation to them.
		3.	To determine whether to accept (with or without modification) the annual Statement of Accounts including any subsequent amendments.	C.	To make recommendations on the adequacy of arrangements for identifying and managing the Council's business risk including the Council's risk management policy and strategy and the implementation of both.
		4.	To determine any matter referred to it by or on behalf of the Monitoring Officer in relation to any complaint concerning an alleged breach of a Member Code of Conduct (including in relation to any parish or town council), Protocol for Member and Officer Relations and/or any other code or protocol relating to Members and/or co-opted persons including any appointed representatives of external bodies.	D.	To make recommendations on the robustness of the strategic risk register and the adequacy of associated risk management arrangements.
		5.	To determine whether to grant a dispensation to any Member, co-opted person including any appointed representatives of external bodies arising in relation to: (a) any code of conduct; (b) any provision of the Localism Act 2011; and/or (c) any conflict of interest.	E.	To review reports on the risk environment and associated management action and make recommendations in relation to them.
		6.	To determine procedures associated with the appointment of any independent remuneration panel.	F.	In relation to internal control arrangements to make recommendations on: (a) the Statement of Internal Control, including the procedures followed for its completion and supporting documentation; (b) the effectiveness of internal controls across the Council and the adequacy of action take to address any weaknesses;

					<p>(c) the Council's Anti-Fraud and Corruption Policy and Strategy and the effectiveness of its application; and</p> <p>(d) the adequacy of arrangements to deal with situations of suspected or actual fraud and corruption.</p>
				G.	In relation to Corporate Governance to make recommendations on the adequacy of the corporate governance strategy, any improvement action plan and any updates on improvement actions.
				H.	<p>To make recommendations on any matter arising from:</p> <p>(a) the audit of the Council's accounts, including any auditor's opinion on the accounts; and</p> <p>(b) any issues considered as part of any powers for which the Audit and Governance Committee have delegated power.</p>
				I.	To make recommendations on any findings / reports produced by the Local Government Ombudsman including in relation to any compensation payment.
				J.	<p>To make recommendations on:</p> <p>(a) the operation of the Members' Code of Conduct;</p> <p>(b) the promotion and maintenance of high standards of conduct by Members and co-opted persons;</p> <p>(c) any consultations relating to principles of conduct;</p> <p>(d) any code of practice relating to Members appointment to an external body; and</p> <p>(e) general advice to Members and co-opted persons regarding disclosure of interests and granting dispensations.</p>

4.	Harbours Committee	1.	<p>To exercise all functions of the Council as a harbour authority that relate to any matter concerning issues of administration, harbour operations and/or the management of Lyme Regis, Bridport and Weymouth harbours and associated harbour land (the terms “harbour authority” and “harbour land” all being as defined in section 57 Harbours Act 1964). This power includes power to determine income and expenditure matters relating to the harbours and harbour land in respect of which the Harbours Committee has functions. However:</p> <p>(a) in the case of income, only in relation to such matters as Full Council has expressly resolved may be determined by the Harbours Committee; and</p> <p>(b) in the case of expenditure, only to the extent that such expenditure is within such budget as may be allocated to the Harbours Committee.</p>		
5.	Health and Wellbeing Board	1.	<p>To formulate, approve (with or without modification), implement and review as necessary:</p> <p>(a) the joint strategic needs assessment;</p> <p>(b) all joint health and wellbeing strategies;</p> <p>(c) any pharmaceutical needs assessment; and</p> <p>(d) the Better Care Fund.</p>	A.	<p>To make recommendations in relation to any plan, strategy and/or policy that has health and /or wellbeing implications adopted for the whole or any part of the Council’s area including any:</p> <p>(a) Clinical Commissioning Group strategy;</p> <p>(b) local transformation plan relating to children and young people’s mental health and wellbeing; and</p> <p>(c) prevention at scale and integrated community services / primary care elements of the Sustainability and Transformation Plan.</p>
		2.	<p>To provide advice, assistance and such other support as the Health and Wellbeing Board considers appropriate to encourage the making of arrangements in connection</p>	B. C.	<p>To make recommendations on outcome and investment priorities for any groups that report to the Health and Wellbeing Board.</p> <p>To make recommendations to encourage</p>

			with the provision of services between such health bodies as identified in any relevant legislation.		improved integrated working between health and social care commissioners and any others providing and/or responsible for health related services in the Council area including the Health and Wellbeing Board. D. To make recommendations on ways to ensure that patient / service user voice, including any hard to reach groups, is intrinsic to the commissioning cycle and any commissioning decisions. E. To make recommendations on how to tackle health inequalities in Dorset. F. To make recommendations if and when required as to how the Council and other relevant health bodies can better meet their obligations to have regard to any joint needs assessment or health and wellbeing strategy produced by the Health and Wellbeing Board.
6.	Licensing Committee	1.	To exercise all powers of the Council not expressly reserved to Full Council directly or indirectly relating to the exercise of those functions set out in Part B of Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) including (for the avoidance of doubt) the determination of any application, suspension or revocation. However, this does not include the exercise of any powers for the purpose of: (a) any matter relating to the registration of common land including the variation of rights of common; (b) any matter relating to the registration of any town or village green; and/or (c) a determination as to whether or not to adopt a policy forming part of the Policy Framework as identified in Article 4 –	A.	To make recommendations on any policy matter relating to any function delegated to the Licensing Committee but for which the Licensing Committee does not have a power of determination.

			Full Council – Part 1 of the Constitution.		
		2.	To exercise all powers of the Council that are non-executive arising pursuant to the Licensing Act 2003. However, this does not include a determination as to whether or not to adopt a policy forming part of the Policy Framework as identified in Article 4 – Full Council – Part 1 of the Constitution.		
		3.	To exercise all powers of the Council that are non-executive arising pursuant to the Gambling Act 2005. However, this does not include a determination as to whether or not to adopt a policy forming part of the Policy Framework as identified in Article 4 – Full Council – Part 1 of the Constitution.		
		4.	To determine any matter relating to any function of the Council referred to the Licensing Committee for determination but which is not itself a licensing function (as defined by the Licensing Act 2003).		
		5.	To exercise all non-executive functions of the Council arising in relation to the licensing (including for the avoidance of doubt the determination of any application) and enforcement of the manufacture and/or storage of explosives.		
	Licensing Sub-Committee	6.	With the exceptions of determining proposed policy and determining any fee payable, power to determine any application or any other matter arising pursuant to: (i) the Licensing Act 2003; and /or (ii) the Gambling Act 2005, that the Licensing Committee has power to determine and which can be lawfully delegated to a Sub-Committee, including: (a) the holding and determination of any hearing arising as a consequence of		

			<p>any application or other matter pursuant to the Licensing Act 2003 or the Gambling Act 2005;</p> <p>(b) the determination as to whether a hearing needs to be held;</p> <p>(c) the determination as to whether a representation is a relevant representation;</p> <p>(d) power to determine any action in relation to any actual or alleged breach of any legislative provision relating to such functions; and</p> <p>(e) the determination of the appropriate procedure to follow in relation to the determination of any matter, provided that regard is had to any procedure that may have been adopted by the Licensing Committee.</p>		
		7.	<p>With the exceptions of determining proposed policy and determining any fees payable, power to determine any application or other matter arising in relation to the private hire and hackney carriage and functions of the Council that the Licensing Committee has power to determine and which can be lawfully delegated to a Sub-Committee, including:</p> <p>(a) any driver, vehicle, operator or proprietor licence;</p> <p>(b) power to determine any action in relation to any actual or alleged breach of any legislative provision relating to such functions including in particular whether to suspend or revoke any licence and any issue relating to any such suspension or revocation; and</p>		

			(c) any application for a private hire plate exemption.		
7.	Overview and Scrutiny Committees	1.	Except for the Health Overview and Scrutiny Committee each Overview and Scrutiny Committee can exercise all delegated functions given to an Overview and Scrutiny Committee by any legislation, including in particular those identified in Chapter 2 Local Government Act 2000. However, only the Overview and Scrutiny Committee with primary responsibility for place shall exercise such powers in relation to any education functions (which for the purposes of this article shall mean as defined in section 579 (1) of the Education Act 1996) exercisable by the Executive. Certain Overview and Scrutiny Committees may also be able to exercise additional powers (if any) to the extent identified in this section of Part 3 of the Constitution.	A.	Except for the Health Overview and Scrutiny Committee e ach Overview and Scrutiny Committee can exercise all powers of recommendation given to an Overview and Scrutiny Committee by any legislation, including in particular those identified in Chapter 2 Local Government Act 2000. However, only the Overview and Scrutiny Committee with primary responsibility for people shall exercise such powers in relation to any education functions (which for the purposes of this article shall mean as defined in section 579 (1) of the Education Act 1996) exercisable by the Executive. Certain Overview and Scrutiny Committees may also be able to exercise additional powers (if any) to the extent identified in this section of Part 3 of the Constitution.
		2.	The Overview and Scrutiny Committee with primary responsibility for place shall be the Council's Crime and Disorder Committee can exercise any additional delegated functions of a Crime and Disorder Committee provided for in any legislation including the Police and Justice Act 2006 and its relevant regulations.	B.	The Overview and Scrutiny Committee with primary responsibility for place shall be the Council's Crime and Disorder Committee and can exercise any additional powers of recommendation available to a Crime and Disorder Committee provided for in the Police and Justice Act 2006 and its relevant regulations.
		3.	The Overview and Scrutiny Committee with primary responsibility for health can exercise any additional delegated powers relating to the review and scrutiny of the planning, provision and operation of the health service in the area of Council given to an Overview and Scrutiny Committee appointed for this purpose by the National Health Service Act 2006 and its relevant regulations.	C.	The Overview and Scrutiny Committee with primary responsibility for health can exercise any additional powers of recommendation relating to the review and scrutiny of the planning, provision and operation of the health service in the area of Council given to an Overview and Scrutiny Committee appointed for this purpose by the National Health Service Act 2006 and its relevant regulations.

8.	Pension Fund Committee	1.	To exercise all powers of the Council that relate to any pension scheme for which the Council is the administering authority, including for the avoidance of doubt all powers directly or indirectly relating to the exercise of those functions set out in Part H of Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended)		
9.	Staffing Committee	1.	To determine the appointment of any Officer post as may be provided for in accordance with any relevant policy of the Council.		
		2.	To determine the appointment process and recommend an appointee for the posts of Head of Paid Service, Monitoring Officer and Section 151 Officer.		
		3.	To determine: (a) any actual or potential disciplinary and/or dismissal process relating to the Head of Paid Service, Section 151 Officer, Monitoring Officer; (b) any actual or potential disciplinary and/or dismissal process relating to such other Officers as may be identified in any relevant policy of the Council as being for determination by a Committee; and (c) any disciplinary matter relating to an Officer and/or whether an Officer should be dismissed but only to such extent as the law allows and is provided for in any relevant policy of the Council.		
		4.	To determine any appeal against a decision relating to the cessation of employment of any Officer where such an appeal is required to be undertaken by a Committee in any relevant policy of the Council.		

		5	<p>To determine any issue arising in relation to any potential or actual cessation of employment of any Officer including:</p> <p>(A) whether an Officer post should be regarded as redundant, no longer required in the interests of the efficient exercise of the Council's functions or otherwise;</p> <p>(B) whether to agree to any request for voluntary redundancy;</p> <p>(C) whether to grant, and the amount of, any discretionary compensation, additional pension or any other discretionary payment that may be available; and</p> <p>(D) the terms of any agreement relating to any cessation of employment.</p>		
10.	Strategic Planning Committee	1.	<p>To exercise all powers of the Council directly or indirectly relating to the exercise of those functions set out in Part A of Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) (including the determination of any application (including any reserved matters application and/or an application for technical details consent) and/or enforcement issue) of relevance to the following:</p> <p>(a) any matter involving energy production:</p> <p>(i) exceeding 5MW energy generation capacity; and/or</p> <p>(ii) with a site area exceeding 10 hectares;</p> <p>(b) any matter that crosses the boundaries applicable to any Planning Area Committee;</p>		

			<p>(c) any matter involving highway infrastructure that in the opinion of the Executive Director - Place (and any other Officer as that Executive Director may nominate) is primarily concerned with improving / changing the strategic highway infrastructure network; and/or</p> <p>(d) any matter that in the opinion of the Executive Director - Place (and any other Officer as that Executive Director may nominate) primarily relates to minerals and/or waste.</p>		
		2.	<p>To exercise all powers of the Council not expressly reserved to Full Council directly or indirectly relating to the exercise of those functions set out in Part B of Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) of relevance to the following:</p> <p>(a) the registration of common land including the variation of rights of common; and/or</p> <p>(b) the registration of any town or village green.</p>		
		3.	<p>To exercise all powers of the Council not expressly reserved to Full Council directly or indirectly relating to the exercise of those functions set out in Part I of Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) of relevance to the protection of common land and/or any town or village green (whether registered or unclaimed) including for the avoidance of doubt the authorising of any enforcement action and/or proceedings.</p>		

		4.	To determine any matter directly or indirectly relating to any register that the Council is required to compile and/or maintain in connection with any of its town and country planning functions.		
		6.	Power to: (a) make, amend, revoke and/or re-enact any byelaw relating to any street; and /or (b) to determine whether to take any enforcement action including any proceedings relating to any such byelaw.		