

**ANNUAL COUNCIL
MEETING (25.5.10)**

ITEM: 13

APPENDIX

Chief Executive Delegation		
EX12	Awards under Camps Procedure.	No action required. (Deputy CE authority).
EX14	Authority to approve bids for Works Outside District.	Deputy CE to act.
EX15	Approval of officer attendances at conference.	No action required. (All Directors authorised).
EX18	Ex Gratia Payments to Staff for additional duties undertaken.	No action required. (All Directors authorised).
EX48	Press Release.	No action required. (All Directors authorised). (DCE authorised).
EX61	Officers' Travel Claims - Policy Exception re: travel arrangements.	No action required. (All Directors authorised). (DCE authorised).
EX62	Study Lease for Staff.	No action required. (All Directors authorised). (DCE authorised).
EX66	Temporary Staff - Engagement.	No action required. (All Directors authorised). (DCE authorised).
CL2	Deposit of Background Papers.	No action required. (All Directors authorised). (DCE authorised).
CL5	Staff Personal Development Reviews – Office of Chief Executive.	Deputy CE to act. (All other Directors authorised).
CL6	Staff Meeting Allowances - Approval.	No action required. (All Directors authorised).
CL10	Car Lease Scheme - Approval of Staff Applications.	No action required. (All Directors authorised).
CL11	Chairman of Council - Casual Vacancy (Proper Officer).	No action required. (All Directors authorised). (DCE authorised).

CL15	Common Seal - Attestation.	No action required - Other staff authorised.
CL16	Compassionate Leave for Staff.	No action required. (All Directors authorised).
CL17/18	Council Summonses - Authorised Signatory and Addresses.	No action required. (DCE authorised).
CL19	Councillors Acceptance of Office.	DCE authorised at Council meeting on 20.4.10.
CL/20	Receipt of Councillors' Resignations from Office.	No action required. (DCE authorised).
CL30	Proper Office for Inspection and Supply of Documents (Councillors).	No action required. (DCE authorised).
CL/39	Freedom of Information Act - Responding to Requests from the Public.	No action required. (All Directors authorised).
CL/42	Head of Paid Service.	DCE authorised at Council meeting on 20.4.10.
CL/43	Health and Safety - Responsibility for Council.	DCE to Act.
CL/72 and 73	Appointment of Staff below Assistant Director Level in Office of Chief Executive.	DCE to Act.

NB: Bold type indicates those delegated authorities requiring review