

REVIEW OF OFFICER DELEGATION – EXECUTIVE FUNCTIONS

Delegation Reference	Subject	Proposed Delegation Arrangements (NB. Subject to the approval of the Leader of the Council)	Notes
1. NEW	<p>Domestic and NNDR Tax Base – Declaration</p> <p>To be responsible for the declaration of the Council's domestic and NNDR Council Tax Bases in accordance with the Local Government Finance Act 1992 and the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 and any subsequent legislation.</p>	<p>Chief Financial Officer (Director of Finance and ICT)</p>	<p>Currently, the authority to declare these Council Tax Bases rests with the Portfolio Holder responsible for the Council's finances.</p> <p>It is permitted under the legislation for this declaration to be delegated to an officer and this would be the Chief Financial Officer</p> <p>This is a technical function over which members have little control and it is recommended that the task should be delegated to officers.</p>
2. NEW	<p>Planning Applications by the Council</p>	<p>Chief Executive, Deputy Chief Executive, Service Director for the service concerned.</p> <p>To submit planning applications on behalf of the Council subject to the following conditions</p> <p>(a) prior consultation with the relevant Portfolio Holder and Planning Directorate;</p> <p>(b) the planning consent being sought being related to the Council's own property or to a Council scheme involving an external partner organisation;</p> <p>(c) the subject matter of the planning application is in</p>	<p>Currently, authority to grant a planning application on behalf of the Council rests with Portfolio Holders. In order to make the process of submitting applications more speedy, it is proposed to delegate this task to the appropriate Director.</p> <p>This would remove the decision to submit the planning application from the "call in" procedure but the original executive decision on approving the subject matter of the application would still be subject to those arrangements.</p>

		<p>accordance with an approval by the Council, the Cabinet, or a Cabinet Committee or a Portfolio Holder acting under delegated powers;</p> <p>(d) budget provision has been made for the undertaking which is the subject of the proposed application;</p> <p>(e) the decision of the officer exercising this delegation is recorded in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012.</p>	<p>The conditions attaching to the exercise of this delegation include prior consultation with the relevant Portfolio Holder on an informal basis.</p> <p>Delegation to the relevant Director is proposed to speed up the process and to recognise that the submission of a planning application is usually implied by the original inhouse decision.</p>
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