

**OFFICER REPORT TO COUNCIL****AMENDMENTS TO THE SCHEME OF DELEGATION – THE EXERCISE OF EXECUTIVE FUNCTIONS****KEY ISSUE/DECISION:**

The Leader has agreed a number of changes to the executive functions delegated to officers, local committees and to individual Cabinet Members as listed in Table 2 of paragraph 8.2 of the Council's Scheme of Delegation. In accordance with Articles 5.02 and 6.04(d)(ii) of the Council's Constitution, the changes made by the Leader are being reported to Council. Council is also asked to note an addition to the portfolio of the Cabinet Member for Community Services and the 2012 Games.

BACKGROUND:

1. The Leader is responsible for maintaining a list in Part 3 of the Constitution setting out who will exercise executive functions. Any changes to this list are required to be reported to the next appropriate meeting of the County Council.
2. The Leader has agreed to delegate the following additional executive functions to individual Cabinet Members:

- (1) approval of the introduction of a charge for reading groups requesting a set of books

This function was previously exercised by the full Cabinet.

- (2) adoption of roads, forecourts and other made-up areas as highway maintainable at the public expense
- (3) authorisation of the Transport Development Control Manager to enter into legal agreements with developers providing for the adoption of new housing estate roads, forecourts and other made-up areas as highways maintainable at the public expense when the work of making up has been satisfactorily completed

These functions were previously exercised by officers.

3. The Leader has also agreed an amendment to a current delegation. The amendment is shown in bold text below:

'approval of individual business cases **of more than £100,000** prior to capital/ **invest to save** projects proceeding'

4. These changes have been reflected in Table 2 of paragraph 8.2 of the Council's Scheme of Delegation by the amendment of points (i) and (n) and the addition of points (q) and (r). The revised Table 2 is attached at Annex 1.
5. As a consequence of the delegation of the functions in respect of the adoption of highways to individual Cabinet Members, as detailed in paragraph 2 (2) and (3) above, it has been necessary to amend Part 3, Section 3 of the Scheme of Delegation (general delegation to officers). Functions T16 (power of Head of Surrey Highways and Highways Group Managers to approve the adoption of roads) and P32 (power of Transport Development Control Manager to enter into legal agreements with developers) have consequently been deleted.
6. Part 3, Section 3 of the Scheme of Delegation (general delegation to officers) has also been amended to reflect the amended delegation regarding the approval of business cases. Function F14 has been added giving the Head of Finance delegated authority to approve individual business cases of up to £100,000 prior to capital/invest to save projects proceeding. All projects approved under this delegation to be reported for information to Cabinet Members.
7. Finally, the Leader has agreed to amend paragraph 7.2 b)(iii) of Section 2 of the Scheme of Delegation - executive functions of local committees to include a minimum charge for controlled parking zone permits. The amendment is shown in bold text below:

'Decisions on delegated highway capital and revenue budgets for minor highway improvements, highway maintenance, on street parking, **subject to a *minimum charge for permits for controlled parking zones of £50.00 per annum per vehicle***, transport initiatives, road safety matters of local concern, and traffic management matters (to include Traffic Regulation Orders (TROs) providing that where significant objections are maintained to made TROs the Group Manager in consultation with the Divisional Member and the Committee Chairman/Vice Chairman shall decide whether the TRO may be confirmed and shall subsequently report that decision to the Committee).

8. These changes to the Council's Scheme of Delegation are being reported to Council for information in accordance with Articles 5.02 and 6.04(d)(ii) of the Council's Constitution.

9. Individual Cabinet Member portfolios are determined by the Leader. Accordingly, the Leader has added 'digital inclusion' to the portfolio of the Cabinet Member for Community Services and the 2012 Games

RECOMMENDATIONS:

It is recommended:

- (1) That the amendments to the Scheme of Delegation in relation to executive functions agreed by the Leader as detailed above be noted.
- (2) That the addition of 'digital inclusion' to the portfolio of the Cabinet Member for Community Services and the 2012 Games be noted.

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Sources/background papers:

The Council's Constitution
Email correspondence
