

## Notice of Meeting

# Leader's Decision Day

**Date:** Wednesday, 11 May 2016

**Time:** 11:00, immediately following Annual Council

**Venue:** The Council Chamber, (Guildhall, Andover), High Street, Andover,  
Hampshire

**For further information or enquiries please contact:**

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**Legal and Democratic Service**

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SP10 3AJ

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The recommendations contained in the Agenda are made by the Officers and these recommendations may or may not be accepted by the Committee.

**Leader’s Decision Day**

Wednesday 11 May 2016

**Agenda**

1. **DELEGATION OF FUNCTIONS BY THE LEADER**



<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
None			
<u>Confidentiality</u>			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.			
No of Annexes:	None	File Ref:	
(Portfolio: Leader) Councillor Carr			
Officer:	W Lynds	Ext:	8401
Report to:	Annual Council	Date:	11 May 2016

## **Functions retained by the Leader and delegations to the Deputy Leader and Portfolio Holders**

- (1) That subject to the protocol for decision making, the Leader is retaining for himself as follows:
  - (a) the appointment and removal of the Deputy Leader;
  - (b) the establishment of Portfolios, which includes the determination of their number, name and content;
  - (c) the appointment and removal of Portfolio Holders;
  - (d) the delegation of executive functions to Cabinet and Portfolio Holders or the removal of those previously delegated; and
  - (e) the determination (within the budget and policy framework set by Full Council) of all matters relating to executive functions delegated to the Cabinet, to Portfolio Holders or to Officers, where there is no convenient meeting of the Cabinet or individual available (or willing) to exercise their delegated power.
  
- (2) That subject to the protocol for decision making, the appropriate Portfolio Holders be delegated the ability to make decisions in the following minor matters:-
  - (a) where the value of the decision does not exceed £25k;
  - (b) approving the negotiation of a contract with a single contractor where the case for doing so is properly made by a Head of Service;
  - (c) responses to consultation documents;
  - (d) minor service restructures;
  - (e) grant and surrender of commercial leases;
  - (f) acceptance of tenders and corrections to tender submissions;
  - (g) authority for staff to appear in the Courts;
  - (h) approval of attendance at Conferences; and
  - (i) leasing arrangements.