

Article 4 – The Council

4.1 Meanings

Policy Framework

4.1.1 The policy framework includes the following plans and strategies:

- i. Corporate Plan
- ii. Development Management Documents prepared in accordance with the Planning and Compulsory Purchase Act 2004 (or as subsequently amended)
- iii. Licensing Authority Policy Statement
- iv. Crime and Disorder Reduction Strategy
- v. Annual Treasury Management Strategy
- vi. Financial Strategy (Medium Term Financial Plan, Revenue Budget, Council Tax Setting and Capital Programme)
- vii. Capital Investment Strategy

Budget

4.1.2 The budget includes the allocation of financial resources to different services and projects, centrally held funds, determining the Council Tax base, setting the Council Tax and decisions relating to the control of the Council's borrowing requirement, the control of its capital expenditure and the setting of virement limits.

Functions of the full Council

The Council will exercise the following functions unless otherwise stipulated in the Responsibility for Functions or the Scheme of Delegation in Part 3 of this Constitution:

4.2.1 adoption and alteration of the Constitution apart from where legislation overrides an existing provision or changes to the Scheme of Delegation in relation to Executive functions;

4.2.2 approval or adoption of the policy framework and the budget (both revenue and capital programme);

4.2.3 election of the Mayor and Deputy Mayor;

4.2.4 appointment and removal of the Leader of the Council;

4.2.5 approval and/or amendment of Committee responsibilities;

4.2.6 determination of the allocation of seats on Committees and the appointment of Members to Committees;

4.2.7 approval of the annual General Fund Budget and determination of the Council Tax;

4.2.8 adoption of the Members' Code of Conduct and Allowance Scheme;

4.2.9 approval and amendment of the Petition Scheme;

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4.2.10 appointment of Head of Paid Service and designation of statutory Officers;

4.2.11 changing the name of the area, granting the Freedom of the Borough and conferring the title of Honorary Alderman;

4.2.12 electoral matters including functions relating to community governance;

4.2.13 making, amending, revoking, re-enacting or adopting bylaws and promoting or opposing the making of local legislation or personal Bills;

4.2.14 all local choice functions set out in Table 1 (Responsibility for Local Choice Functions) of Part 3a of this Constitution which the Council decides should be undertaken by itself; and

4.2.15 all other matters which, by law, must be reserved to Council.

4.3 Council Meetings

4.3.1 There are three types of Council meeting:

- i. The annual meeting;
- ii. Ordinary meetings; and
- iii. Extraordinary meetings;

4.3.2 and they will be conducted in accordance with Procedure Rule 2 – Council, in Part 4 of this Constitution.

4.4 Responsibility for functions

4.4.1 The Council will maintain the Tables in Part 3a of this Constitution setting out the responsibilities for the Council's functions which are not the responsibility of the Leader of the Council.

4.5 Urgent Decision Making

4.5.1 In the event that any matters arise in circumstances rendering it impossible for the Leader/Executive or Council to give instructions within sufficient time in the normal conduct of their business for such matters to be properly dealt with, the Head of Paid Service (or in their absence a nominated deputy) shall have delegated authority to take or authorise all necessary steps to deal with the matters sufficiently to protect the Council's and the public's interests, provided that he or she complies with legislative requirements for determining Key Decisions and shall, before taking action, consult:

- i. The Chief Finance Officer and Monitoring Officer (or their deputies); and
- ii. In respect of Executive functions, either the Leader (or in his/her absence the Deputy Leader or his/her absence another Executive Member); or
- iii. In respect of non-Executive functions, the Mayor (or in his/her absence the Deputy Mayor or in his/her absence the Chairman of the relevant committee).

4.6 Reporting Urgent Decisions

4.6.1 Any decisions taken in accordance with Article 4.5 will be reported to the next meeting of Council in order to fulfil the legal requirements associated with determining and publicising Key Decisions.