

## 1) SUMMARY OF THE EXECUTIVE DECISION MAKING PROCESS

- a) The Leader of the Council has overall responsibility for the executive functions of the Council, as described in Part 2 Section 4 of the Constitution.
- b) In accordance with Part 2 Section 4 paragraph 1 of the Constitution, to deliver those executive functions effectively, the Leader has:
  - i) Appointed an Executive comprising nine further elected Councillors and has determined which executive functions, if any, shall be reserved to it as being the responsibility of the collective Executive at its meetings;
  - ii) Appointed two of those Councillors as Deputy Leaders of the Council (one statutory) to act in the absence of the Leader;
  - iii) Allocated a portfolio of responsibility to each of the Executive members, including a portfolio of matters to be retained as being the responsibility of the Leader, and has determined a Scheme of Delegation to the individual Executive members setting out the decisions that each Executive member may take;
  - iv) Established and appointed to an Executive Committee and to a Joint Committee:
  - v) Determined which delegated executive functions shall be the responsibility of an officer of the Council and has determined a scheme of Executive delegation to officers that sets out the decisions that an officer may take;
  - vi) Confirmed the responsibility of the Head of Paid Service and chief officers for the general management of the authority and for day to day operations for functions and services of the Council; and
  - vii) Determined the process and circumstances in which those decisions must be made.