

Article 3 Citizens and the Council

3.01 Citizens' Rights

Citizens have the following rights in relation to the business of the Council. Their rights to information and to participate are explained in more detail in the Access to Information Rules in Part 4 of this Constitution:

a) Voting and petitions. Citizens on the electoral roll for the area have the right to vote and sign a petition to request a referendum for an elected mayor form of local governance.

(b) Information. Citizens have the right to:

(ii) find out from the Notice of Key Decisions and Private Meetings plan what key decisions will be taken by the Executive or an Officer of the Council and when;

Article 13 Decision Making

13.03 Types of Decisions

(b) Key decisions.

(i) Key decision means an Executive decision which is taken either by the Executive itself, or by an Officer of the Council either by an express delegation from the Executive or a committee of the Executive, or by a general delegation in accordance with Part 3 Scheme of Delegation (Executive Functions), which is likely:

(a) to result in the local authority incurring expenditure or awarding a grant to an external party which is, or the making of savings which are, significant i.e greater than ~~£12500~~ £125,000 having regard to the local authority's budget for the service or function to which the decision relates; or

(b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Borough

(ii) A decision taker may only make a decision in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of this Constitution.

Part 3 Scheme of Delegation

2 Executive Functions

Chief Executive

16. To deal with grant applications above the value of £50,000 in consultation with the Executive Member for Economy and Growth.

All grant offers of a value of £10,000 or more to be signed by the Section 151 Officer or other delegated financial responsible person together with the Executive Member for Economy and Growth.

All grant offers at or above the Key Decision threshold to be dealt with in accordance with Rules 13 to 23 of Part 4 Access to Information Rules.

Part 4.2 Access to Information Procedure Rules

13 Procedure Before Taking Key Decisions

Subject to Rule 15 (general exception) and Rule 16 (special urgency), a key decision may not be taken unless:

- (a) a notice (called here the Notice of Key Decisions) has been published in connection with the matter in question;
- (b) at least 5 clear days have elapsed since the publication of the Notice of Key Decisions; and
- (c) where the decision is to be taken at a meeting of the Executive or its committees, notice of the meeting has been given in accordance with Rule 4 (notice of meetings) in particular Private Part of the Executive meeting, or

(d) where the decision is to be taken by an Officer of the Council either by an express delegation from the Executive or a committee of the Executive, or by a general delegation in accordance with Part 3 Scheme of Delegation, notice of the decision being made has been given in accordance with Rule 4 (Notice of meetings).

Part 4.4 Executive Procedure Rules

1.9 How are decisions to be taken by the Executive?

- (a) Executive decisions which have been delegated to the Executive as a whole will be taken at a meeting convened in accordance with the Access to Information Rules in Part 4 of the Constitution.
- (b) Where Executive decisions are delegated to a Committee of the Executive, the rules applying to Executive decisions taken by them shall be the same as those applying to those taken by the Executive as a whole.

(c) Where Executive decisions are delegated to an Officer of the Council either by an express delegation from the Executive or a committee of the Executive, or by a general delegation in accordance with Part 3 Scheme of Delegation (Executive Functions), the rules applying to Executive decisions taken by them shall be in accordance with Rules 13 to 23 of the Access to Information Rules in Part 4.