

PAMBER PARISH COUNCIL

SCHEME OF DELEGATION

1. Section 101 of the Local Government Act 1972 provides:
 - That a Council may delegate its powers (except those incapable of delegation) to a committee or an officer.
 - A Committee may delegate its powers to an officer.
2. Any delegation to a Committee or the Proper Officer shall be exercised in compliance with the Council's Standing Orders, any other policies or conditions imposed by the Council and within the law.
3. In an emergency the Proper Officer is empowered to carry out any function of the Council.
4. When Councillors cannot meet in person, or it is impracticable to do so, the Proper Officer is empowered to carry out any function of the Council.
5. Where the Proper Officer is contemplating any action under delegated powers likely to have a significant impact, they should consult with the Chairman or Vice-Chairman and available Councillors, and must ensure that they obtain appropriate legal, financial and other specialist advice before action is taken.

Delegation to The Proper Officer

5. As a temporary measure, to allow for effective decision making whilst Covid-19 restrictions and considerations are in place, the Proper Officer may be empowered to take any and all decisions recommended to them by the relevant Committee or Full Council
6. This empowerment does not affect the delegations already in place via Standing Orders or Financial regulations.
7. The Proper Officer may not take additional decisions beyond those that have been expressly agreed at a Full Council Meeting, suitably convened under the requirements of the Local Government Act 1972, and made available to the public to view (where not covered by confidentiality)

Full Council matters

8. The following items are reserved for Full Council decision only and cannot be delegated to an Officer.
 - To appoint the Chairman and Vice-Chairman
 - To sign off the Governance Statement
 - To set the Precept
 - To appoint the Parish Clerk
 - To make byelaws
 - To borrow money
 - To consider any matter required by law to be considered by Council