

**PART 3****SCHEDULE 5****DELEGATION OF FUNCTIONS TO INDIVIDUAL CABINET MEMBERS**General

1. Unless otherwise stated in this Scheme, before a Cabinet Member makes a decision under this Scheme, the Cabinet Member shall, as soon as practicably possible, notify the relevant and/or affected Ward Members of the matter in respect of which the decision(s) will (or may) be made.
2. Upon notification of a matter under paragraph 1 above, the relevant and/or affected Ward Member(s) may make written or oral representations to the Cabinet Member for consideration before the decision is made. All representations made under this paragraph shall be communicated to the relevant Director dealing with the matter (or their confirmed representative).
3. The Cabinet Member shall determine the relevant and/or affected Ward Members for the purposes of paragraph 1 above and how consultation shall be undertaken.
4. No notification shall be required to be given under paragraph 1 above where the matter affects or is likely to affect the whole Borough or is deemed urgent thereby providing insufficient opportunity or time to notify the relevant or affected Ward Members.
5. In the event that a Cabinet Member is required to make an urgent decision, the relevant and/or affected Ward Members shall be notified of the decision made as soon as practicably possible and an explanation provided as to why the decision was considered urgent.

**All Cabinet Members within their own Portfolio**

- (i) Approval of those matters where the recommendation is simply to note the report.
- (ii) Approval of the appointment of consultants up to the value of £50,000.
- (iii) Approval of the Council's formal response to Government consultation documents.
- (iv) Approval of the extension of contracts for a maximum of up to 2 years, where such an extension was an option in the original contract in consultation with the departmental Director and the Director of Finance.
- (v) Acceptance of tenders below £750,000 for capital works, where the tender is the lowest price, the tender complies with all the price, quality, safety, sustainability and any other criteria set out in the tender document; and the tender value is below the figure set out in the relevant budget.
- (vi) Approval of additional or replacement items for the current year's Capital Programme, where the amount of the estimate does not exceed £100,000 and does not increase the overall total of the Departmental Capital Programme.
- (vii) The award of contracts of up to 3 years, where the contract value is less than £750,000, where the tender is the lowest price the tender complies

## APPENDIX 7

with all the price, quality, safety, sustainability and any other criteria set out in the tender document; and the tender value is below the figure set out in the relevant budget.

- (viii) Approve variations to contract values post-tender where the value of the variation, or series of variations exceeds £20,000.
- (ix) Approve all non-key decisions.

### **Finance and Best Value**

- (i) Power to write off debts up to £10,000, in consultation with the Director of Finance.

### **Corporate Resources**

- (i) The disposal of surplus land, buildings and other assets up to the value of £250,000 by sale or lease.
- (ii) The purchase or lease of land, buildings and other assets up to a value of £250,000.
- (iii) The removal of restrictive covenants on land, in consultation with the Director of Corporate Services, where the increase in land value as a result is less than £250,000.
- (iv) To designate attendances at conferences, training events, meetings and seminars as an approved duty.

### **Children's Services and Lifelong Learning**

- (i) Appointments to serve on the Parental Appeals Panel.
- (ii) Approval of applications to the Prudential Borrowing Financial Support Fund up to a maximum of £20,000.

### **Streetscene and Transport Services**

- (1) To approve the recommendation of the Streetscene and Transport Services Overview and Scrutiny Committee in connection with all proposed highway and traffic management matters, as set out below, to which objections have been lodged and where he/she agrees with the recommendation:-
  - (a) All highway and traffic management matters governed by the Road Traffic Regulation Act 1984, whether subject to a Traffic Regulation Order or otherwise, including (but not limited to) the following:-
    - i. waiting and parking restrictions;
    - ii. speed limits;
    - iii. one way traffic orders;
    - iv. weight limits;
    - v. prohibiting or restricting the use of heavy commercial vehicles;
    - vi. signalised and non signalised pedestrian/cycle/horse crossings;
    - vii. provision of off street parking and parking on roads, footpaths, pavements and verges
    - viii. traffic signs and traffic signals.
    - ix. Bus lanes and taxi ranks
    - x. Siting of street furniture
- (2) To approve the recommendation of the Streetscene and Transport Services Overview and Scrutiny Committee in connection with all proposed highway and

## APPENDIX 7

traffic management matters, as set out below, to which objections have been lodged and where he/she agrees with the recommendation:-

- (a) All highway and traffic management matters governed by the Highways Act 1980 including (but not limited to) the following:-
  - i. road humps;
  - ii. traffic calming speed reducing measures;
  - iii. improvement lines for road widening;
  - iv. cycle tracks.
- (3) To approve the winter maintenance arrangements.

### **Regeneration and Planning Strategy**

- (i) Approval of the recommendations of the Mersey Waterfront Partnership Board up to the value of £250,000.
- (ii) Approval of requests for grants from the Wirral Investment Fund up to a value of £50,000.

### **Community and Customer Engagement**

- (i) Approval of the recommendations of Area Forums (other than the one which the Cabinet Member is also a member) for spending of CIF and other similar funds.

Where any Cabinet member is unable to make a decision on a matter within their delegation as a result of a prejudicial interest in the matter it can be referred to the Leader of the Council or, in his absence, the Deputy Leader, who will have the same power to make the decision as the Portfolio holder would have, if they did not have an interest.

Notwithstanding any of the above, Chief Officers may, if they believe it is in the Council's best interests, recommend to their portfolio holder that a report be taken out of delegation and placed on the Cabinet Agenda for approval or debate. Chief Officers should be mindful when doing so of the need to reduce the number of reports going to Cabinet.