

## **PART 5 - THE EXECUTIVE**

### **5.1 The Cabinet**

5.1.1 The Cabinet comprises the Executive of the Council.

5.1.2 The Cabinet will comprise eight Members appointed by Council at its Annual Meeting as follows:

- The Leader
- The Deputy Leader
- Six other Executive Members.

5.1.3 The Cabinet provides strategic leadership and direction to the Council:

- It is responsible for developing and proposing to the Council the plans and strategies which make up the Policy Framework of the Council. (see Part 4).
- It is responsible for proposing the budget to the Council for approval, including the allocations to different services and projects, proposed council tax levels and contingency funds.

5.1.4 The Cabinet will exercise all of the local authority's functions, which are not the responsibility of any other part of the local authority, by law or under this Constitution. These functions are hereafter referred to as Executive Functions. Where any Executive Function is allocated to any person under or in accordance with this constitution the Cabinet may nevertheless discharge any such function.

### **5.2 The Leader**

5.2.1 The Leader will be elected by Council. The Leader will hold office until:

- (a) the annual meeting following his/her election; or
- (b) he/she resigns from the office; or
- (c) he/she is suspended from being a councillor under Part III of the Local Government Act 2000 (although he/she may resume office at the end of the period of suspension); or
- (d) he/she is no longer a councillor; or
- (e) he/she is removed from office by resolution of the Council.

5.2.2 Two or more councillors may be elected to share the position of Leader by the Council

5.2.3 The Leader will chair the Cabinet if present.

- 5.2.4 The portfolio responsibilities of the Leader are set out in Appendix 6 and are the functions allocated to him/her in accordance with section 15(2) of the Local Government Act 2000.
- 5.2.5 The Leader may discharge the function of any Executive Member with portfolio who is unable to act or may appoint another Executive Member to act on his or her behalf or may delegate matters to Strategic Directors as he or she considers fit.

### **5.3 The Deputy Leader**

- 5.3.1 The Deputy Leader will be elected by Council. The Deputy Leader will hold office until:
- (a) the annual meeting following his/her election; or
  - (b) he/she resigns from the office; or
  - (c) he/she is suspended from being a councillor under Part III of the Local Government Act 2000 (although he/she may resume office at the end of the period of suspension); or
  - (d) he/she is no longer a councillor; or
  - (e) he/she is removed from office by resolution of the Council.
- 5.3.2 The portfolio responsibilities of the Deputy Leader are one of the cabinet portfolios set out in Appendix 6 and are the functions allocated to him/her in accordance with section 15(2) of the Local Government Act 2000.
- 5.3.3 The Deputy Leader will act as Vice-Chair of the Cabinet and will deputise for the Leader in respect of all of his/her responsibilities (including exercising the functions allocated to him/her) in the Leader's absence.

### **5.4 Assistants to the Executive**

- 5.4.1 Other Councillors may from time to time be designated by the Leader as Assistants to the Executive. Such Councillors will not be:
- (a) a member of the Executive
  - (b) the Presiding Member and Deputy Presiding member of the Council
- 5.4.2 Assistants to the Executive will not participate in Executive Decision making but may work closely with the Executive Member. Assistants to the Executive are entitled to attend and speak at any meeting of the Cabinet or a committee of the Cabinet

### **5.5 Other Executive Members**

- 5.5.1 Each of the other Executive Members will be elected by Council. An Executive Member will hold office until:
- (a) the annual meeting following his/her election; or
  - (b) he/she resigns from the office; or

- (c) he/she is suspended from being a councillor under Part III of the Local Government Act 2000 (although he/she may resume office at the end of the period of suspension); or
- (d) he/she is no longer a councillor; or
- (e) he/she is removed from office by resolution of the Council.

5.5.2 Six other Executive Members shall be appointed to a portfolio at the Annual Meeting of the Council. The portfolios (including one portfolio to be held by the Deputy Leader) are:

- Corporate Governance & Performance
- Resources
- Education
- Children, Families & Communities
- Economy, Skills & Regeneration
- Environment
- Adult Services & Housing

5.5.3 The portfolio areas are set out in Appendix 6 and are the functions allocated to each of the Executive Members in accordance with section 15(2) of the Local Government Act 2000. The Leader may allocate specific responsibilities not referred to in the Appendix to any Executive Member at his or her discretion and shall notify the Monitoring Officer of any such allocation. Cabinet may allocate responsibilities for decision making on Partnership bodies to Executive Members.

5.5.4 Within their portfolio areas, the Executive Members have the following broad responsibilities including those set out in Appendix 6:

- to provide leadership for the services and issues within their respective portfolios and to have key accountability for respective policies and plans;
- along with other members of the Cabinet to ensure consistency within the Authority's overall Policy Framework when implementing policies;
- to oversee the approved portfolio budget including the relevant capital programme;
- to provide the public focus for democratic accountability and involvement for their respective portfolio areas;
- to work with the respective Strategic Directors towards professionally managing the delivery of services by providing political guidance/judgement; and
- to represent the Authority on key outside bodies, in particular in areas in which the Council's community leadership role will be enhanced.

## **5.6 Remote Attendance**

- 5.6.1 Members will be regarded as present at a meeting of the cabinet or a committee of the Cabinet where they attend that meeting by remote means in accordance with the Council's arrangements for multi location meetings providing they can speak to and be heard by other attendees at the meeting
- 5.6.2 For the purposes of section 5.5.1 attendance "by remote means" means attendance in a different physical location to that of the other participants and participating through an online platform

## **5.7 Job sharing by Executive Leaders and Executive Members**

- 5.7.1 Any election of the Leader or appointment of a councillor to the Cabinet may include the election of two or more councillors to share office
- 5.7.2 Where two or more members have been elected or appointed to share the same office on the Cabinet the maximum number of members of the Cabinet including the Leader will be:
- (a) 12 where at least two of the members have been elected or appointed to share office:or
  - (b) 13 where at least three of the members have been elected or appointed to share office
- 5.7.3 The members of the cabinet who share the same office will have one vote between them in respect of any matter on which they have a right to vote because they are a member of the Cabinet
- 5.7.4 Where any meeting is attended by more than one of the members who share the same office and those members are attending in their capacity as a member of the Cabinet , they together count as one person for the purpose of determining whether the meeting is quorate

## **5.8 Principles of the Scheme of Delegation of Executive Decision-making**

- 5.8.1 The formal delegation of powers to make Executive decisions is as follows:

### **Cabinet**

- Cabinet may exercise any of the functions of the authority not reserved to Council by this Constitution or by law or otherwise delegated to some other body or person in this Constitution.
- Cabinet may delegate specific functions to a Sub-Committee consisting of members of the Cabinet or to Officers from time to time and may determine the functions and membership of any such Sub-Committee.

Cabinet may delegate any function to the Executive of another local authority or to a Joint Committee.

### **Executive Members**

- Executive Members may make decisions about matters exclusively within their portfolio responsibility, portfolio budget and approved capital programme provided that:
  - the decision is not referred to Cabinet under the rules on Executive decision making in Appendix 5; and
  - if there are legal implications, the decision has been taken with advice from the Monitoring officer; and
  - if there are human resources implications, the decision has been taken with advice from the Head of Strategic Human Resources; and
  - the decision is consistent with the policies and strategies determined by Council and Cabinet.
- Two or more Executive Members may make decisions within their joint portfolio responsibilities, budgets and approved capital programmes subject to the same provisos as above
- Executive Members may make decisions within their portfolios but outside their budget and approved capital programme only if the decision is made jointly with the Executive Member for Resources and Strategic Leadership or in the case of the Executive Member for Resources and Strategic Leadership, jointly with the Leader.

### **Officers**

- Officers may exercise the powers delegated to them in Part 11 of this constitution and any other powers delegated to them by Council, Cabinet, Committees or Executive Members.

5.8.2 The rules on Executive decision making set out in Appendix 5 shall apply.

5.8.3 Within this formal framework of delegation, it is for the decision-maker to determine what category any particular decision falls into after such consultation with other Officers and Members about the appropriate category as they consider appropriate. The decision-maker is accountable for the decision they make and can be called upon to justify their decision to categorise the decision in accordance with the framework.

## **5.9 Decisions within Partnership bodies**

5.9.1 Executive Members and officers who attend meetings of Partnerships at which joint decisions are made are making an Executive decision. The portfolios for Executive Members set out those partnerships in relation to which those Executive Members may make decisions.

5.9.2 The Rules in Appendix 5 apply to decisions at Partnerships by Executive Members and officers when the nature of the decisions at meetings of the Partnership are such that they would be reported to the relevant Overview and Scrutiny Committee if made by the Council alone.

## **5.10 Committees and Joint Committees**

5.10.1 The Cabinet may establish committees of the executive and may make arrangements for the discharge of any of its functions. Committees of the Executive are set out in Appendix 4.

5.10.2 Cabinet may establish such Joint Committees as it considers appropriate with other authorities to be responsible for specified services jointly with another authority. The current joint committees established and a summary of how decisions are made within them is set out in Appendix 4.

5.10.3 Cabinet will decide the membership of joint committees by the Council and appointees may be any member or officer.

## **5.11 Decisions outside the Policy Framework**

5.11.1 The Cabinet, individual Executive Members and Officers may not make a decision that is covered by the Policy Framework or the Budget and which is contrary to the Policy Framework or contrary to or not wholly in accordance with the Budget unless:

- The urgency provisions in paragraph 5.8.2 apply; or
- They are authorised by the Financial Standing Orders or the Scheme of Delegation to Officers to make the decision.

5.11.2 A decision can be made which is contrary to the Policy Framework or contrary to or not wholly in accordance with the Budget only if the circumstances which render necessary the making of the determination may be reasonably regarded as urgent and the individual or body who will be making the decision has obtained from the Chair of an Overview and Scrutiny Committee within whose terms of reference the decision falls or if they are unwilling or unable to act from the Presiding Member or in his or her absence the Deputy Presiding Member a statement in writing that the decision needs to be made as a matter of urgency.

5.11.3 The advice of the Chief Executive, Monitoring Officer and Chief Financial Officer shall be obtained before the decision under paragraph 5.8.2 above is made.

5.11.4 Where a decision is made under paragraph 5.8.2, a report shall be made to the next meeting of Council reporting the decision, the reasons for its urgency and the reasons for the decision.

5.11.5 If:

- The Chief Executive, Monitoring Officer or Chief Financial Officer certifies that any decision by any body or person exercising Executive functions is contrary to the Policy Framework or is contrary to or not wholly in accordance with the Budget; and
- The procedure in paragraph 5.8.2 has not been followed; and
- The decision-maker is not authorised by the Financial Regulations or any Scheme of delegation in this Constitution to make the decision

then the implementation of the decision shall immediately be suspended and the decision shall be of no effect until the matter has been referred to Council for consideration as to whether the Policy Framework or Budget should be varied.

## **5.12 Executive Forward Plan**

5.12.1 The Cabinet, Executive Members, Deputy Chief Executive and Strategic Directors of Service will develop a forward Work programme (known as the Forward Plan). This will provide information on key decisions that will be taken within the next month or such longer period as may be agreed.

5.12.2 The provisions of Appendix 5 in relation to the Forward Plan shall apply.

## **5.13 Challenge and Scrutiny of Cabinet decisions**

### **Implementation of Cabinet decisions**

5.13.1 No decision of the Cabinet other than those referred to in paragraph 5.10.2 will be implemented before the conclusion of the next Council meeting or for a period of eight clear calendar days following the decision (whichever is the shorter period), to enable Members who are not on the Cabinet to have an opportunity to challenge or call the decision in.

5.13.2 A decision of the Cabinet may only be implemented before there has been an opportunity to challenge or call-in the decision in the following circumstances:

- On the recommendation of the Deputy Chief Executive or the Monitoring Officer, Cabinet resolves at the time they make a decision that the decision must be implemented before the process of challenge and call-in has been completed because implementation is required urgently; or
- After the decision has been made the Chief Executive, Monitoring Officer or Chief Financial Officer is satisfied that because of circumstances which were unknown to the Cabinet, implementation of the decision has become urgent.

5.13.3 Where either of the circumstances set out in paragraph 5.10.2 apply, the decision may be implemented immediately but may still be reviewed by the Council Overview and Scrutiny Committee after implementation.

## **Challenge or call-in of Cabinet decisions**

- 5.13.4 Any Councillor may challenge or call-in a Cabinet decision in accordance with the provisions of this part of the constitution if there are genuine and serious concerns about the decision. Nothing in the challenge and call-in process prevents Members exercising their right to ask questions at Council of the Leader about a decision of the Cabinet.
- 5.13.5 Where a Council meeting is programmed to follow a Cabinet meeting within the period of eight calendar days, any Member who is not an Executive Member may give notice to the Proper Officer not later than noon on the day before a Council meeting (or another time if another time is published, e.g. where special circumstances apply due to a bank holiday) that they wish to challenge one or more decisions of the Cabinet.
- 5.13.6 The deadline for members to give notice of challenge in paragraph 5.10.5 shall not apply if Council is programmed to meet within 2 working days of the Cabinet meeting. In those circumstances, any Member not on Cabinet may give notice to the Proper Officer not later than half an hour before the start of the Council meeting.
- 5.13.7 If a challenge is received under paragraph 5.10.5 or 5.10.6 and the Council is scheduled to meet within the challenge period, the Council meeting concerned will adjourn and a meeting of the Council Overview and Scrutiny Committee will take place to consider the challenge. The Council may reconvene at the end of the Overview & Scrutiny Committee to consider the outcome. If in the opinion of the Monitoring Officer the matter cannot be dealt with at that Council Meeting, a special meeting of the Overview & Scrutiny Committee will be held within 29 days after Council. The decision shall not be implemented until the Council Overview & Scrutiny Committee has considered the challenge unless the Chief Executive, Monitoring Officer or Chief Financial Officer are satisfied that implementation is too urgent to await the Committee's consideration of the challenge.
- 5.13.8 Where no meeting of Council is programmed to take place within the eight day period following a Cabinet meeting any Member who is not a member of the Cabinet may notify the Proper Officer within the eight calendar day period that they wish to challenge one or more decisions of the Cabinet.
- 5.13.9 If five or more Members give notice of challenge, then a special meeting of the Council Overview and Scrutiny Committee shall be convened and held not later than 29 days after Cabinet. The decision shall not be implemented until the Council Overview and Scrutiny Committee has considered the challenge unless the Chief Executive, Monitoring Officer or Chief Financial Officer are satisfied that implementation is too urgent to await the Committee's consideration of the challenge.
- 5.13.10 If less than five Members give notice of challenge:
- If the Chief Executive, Monitoring Officer or Chief Financial Officer are

satisfied that implementation of the decision is too urgent to await the meeting of the Council Overview and Scrutiny Committee, the decision may be implemented immediately; or

- The Presiding Member or Chief Executive may require the Proper Officer to convene a special meeting of the Council Overview and Scrutiny Committee to consider the challenge; or
- Consideration of the challenge can be deferred until the next ordinary meeting of Council during which the Council Overview and Scrutiny Committee will be convened.

5.13.11 If no challenge is received by the Proper Officer to a decision of the Cabinet within the periods set out above, then the decision becomes effective and can be implemented immediately.

5.13.12 If the Council Overview and Scrutiny Committee recommends that Cabinet reconsider its decision, the decision shall not be implemented until the Cabinet has reconsidered the matter.

5.13.13 The Leader may convene a meeting of the Cabinet immediately following the meeting of the Council Overview and Scrutiny Committee to reconsider the matter submitted to it.

#### **Review of Cabinet decisions**

5.13.14 Decisions of Cabinet which fall within the terms of reference of particular Overview and Scrutiny Committees will be reported to the next meeting of the Committee for scrutiny and review.

#### **5.14 Meetings of the Cabinet**

5.14.1 The Cabinet shall meet at times to be agreed by the Leader on the recommendation of the Proper Officer. In addition the following may require a meeting of the Cabinet to be convened:

- The Council
- The Chief Executive
- The Monitoring Officer

#### **5.15 Challenge Scrutiny and Review of Executive Member and Officer Decisions (Delegated Decisions)**

5.15.1 Prior to a Delegated Decision being taken, 5 clear working days are allowed for pre-decision scrutiny by non-executive members.

- 5.15.2 Following the publication of a Delegated Decision, 2 clear working days ( the call in period) are allowed for a Delegated Decision to be called in by non-executive members
- 5.15.3 Any 2 non-executive members can call-in a Delegated Decision, but only if both non executive members made comments prior to that decision being made.
- 5.15.4 The categories of decisions and the criteria in Appendix 5 will be applied to establish decisions are subject to pre decision scrutiny and can be called-in.
- 5.15.5 There is no prescribed period after a call-in of a Delegated Decision by which time that decision must be implemented.
- 5.15.6 A requirement is placed on the non-executive members who called-in a Delegated Decision to make a formal request within 2 clear working days of the end of the call-in period to discuss the issues with the delegated decision taker. If no discussion request is made, the decision maker may re-take the Delegated Decision. If such a request is made, all parties must make every effort to meet within 5 working days of the request to discuss the matter.
- 5.15.7 A written response from the delegated decision taker regarding the call-in must be made to the non-executive members who either made a comment pre – decision or requested a call-in, and also to the Chair of the relevant Overview and Scrutiny committee, explaining the nature of the comment / call-in and how this had been reflected upon when the Delegated Decision was taken or re taken after consideration of any call in. This must also be reported to the next relevant Overview and Scrutiny meeting.
- 5.15.8 There is no limit placed on the number of Delegated Decisions which may be called in per annum by a non-executive member.
- 5.15.9 A Delegated Decision of the Executive member(s) and Strategic Director(s) may only be implemented before there has been an opportunity to challenge or call-in the decision in the following circumstances:
- (a) On the recommendation of a member of the Leadership Team or the Monitoring Officer, the Executive Member or Strategic Director resolves at the time they make a decision that the decision must be implemented before the process of challenge and call-in has been completed because implementation is required urgently; or
  - (b) After the decision has been made the Chief Executive, Monitoring Officer or Chief Financial Officer is satisfied that because of circumstances which were unknown to the Executive member or Strategic Director, implementation of the decision has become urgent. Where either of the circumstances set out in the above paragraphs a) and b) apply, the decision may be implemented immediately but may still be reviewed by the relevant Overview and Scrutiny Committee after implementation.
- 5.15.10 The table below sets out the above process

<b>Working Days</b>
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- 5	- 4	- 3	- 2	- 1	0	+ 1	+ 2	+ 3	+ 4	+ 5	+ 6	+ 7	+ 8	+ 9
Pre decision comment period for non-executive members					<b>Decision date</b>	Call-in period for non-executive members		Non executive members who called in the decision must make formal request to the decision maker to arrange to meet with them		Period within which the decision maker and the non-executive members who called it in must meet to discuss the reasons for the call-in.				

## 5.16 Rules of Proceedings

5.16.1 The following paragraphs relating to the Council apply to the Cabinet with references to the Leader in place of references to the Presiding Member, and to the Deputy Leader in place of the Deputy Presiding Member. They also apply to any Committee of the Cabinet with references to the Chair in place of references to the Presiding Member:

4.11, 4.12, 4.18, 4.19, 4.20, 4.21, 4.22, 4.23, 4.24, 4.25, 4.26.

5.16.2 The agenda and order of business for meetings of the Cabinet shall be determined by the Leader or in her or his absence by the Deputy Leader.

5.16.3 At least three clear days before a meeting, or if the meeting is convened at shorter notice, as soon as it is convened, the Proper Officer will send an invitation and agenda to every Member of the Cabinet and a copy to every Member of the Council. The agenda will give the date, time and place of each meeting and specify the business to be transacted and will be accompanied by such reports as are appropriate.

5.16.4 After any meeting of the Cabinet, the Proper Officer shall produce a decision notice comprising a written statement of each decision at the meeting as soon as reasonably practicable and in any event within three working days. The decision notice shall be circulated to all Members as soon as it is available.

5.16.5 The decision notice (which may form part of minutes of the proceedings) shall include the following:

- A record of the decision and the date it was made
- A record of the reasons for the decision
- A record of any declaration of interest by any Member in relation to that decision
- In relation to any declared interest, any dispensation granted by the

Ethics and Standards Committee

- Details of any consultation undertaken in accordance with this Constitution and where such consultation has not taken place, the reasons why that is the case.
- A record of attendance including apologies.

## **5.17 Public Access to Information**

5.17.1 The public shall have the following rights of access to information about Executive decision making meetings. These provisions are contained in the Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings)(Wales) Regulations 2001.

### **Public notice of decision making meetings**

5.17.2 Public notice of the time and place of each decision making meeting shall be given at least three clear days before the meeting or, if the meeting is convened at shorter notice then at the time the meeting is convened.

### **Public access to the agenda for decision making meetings and reports**

5.17.3 Copies of the agenda for each decision making meeting and copies of any report for the meeting shall be open to inspection by members of the public at the Civic Centre unless paragraph 5.14.8 applies.

5.17.4 These papers shall be available at least three clear working days before the meeting unless:

- The meeting is convened at less than three clear working days notice in which case they shall be available from the time of publication of the agenda;
- An item is added to the agenda after the publication of the agenda, in which case they shall be available from the time at which it is added to the agenda.

5.17.5 These papers shall be available for inspection by members of the public for a period of six years from the date of the meeting.

5.17.6 Background papers referred to in any report shall also be available for inspection by members of the public from the time the agenda is published until four years after the date of the meeting. This requirement is satisfied if arrangements exist to produce the background paper on request as soon as reasonably practicable after a request is made. This paragraph shall not apply to any background papers that disclose exempt or confidential information.

5.17.7 Where a meeting is open to the public, a reasonable number of copies of the agenda shall be available at the meeting for use by the public.

5.17.8 Paragraphs 5.14.3 to 5.14.5 shall not apply to any report where the Proper Officer is of the opinion that the meeting is likely not to be open to the public

during the consideration of the report.

5.17.9 Where a document is open to inspection, a member of the public may make a copy or require the Proper Officer to provide a copy on payment of a reasonable fee.

### **Public access to written statements of meetings**

5.17.10 After a meeting, the written statement of each decision at the meeting shall be available for public inspection for a period of six years from the date of the meeting.

5.17.11 Paragraph 5.14.10 shall not require any information to be disclosed in the written statement which is confidential or exempt and accordingly a statement or some part of a statement may not be available to the public where items were considered and the meeting was not open to the public.

### **Items considered to be included in the published agenda**

5.17.12 An item of business may not be considered by the Cabinet unless:

- a copy of the agenda including the item has been available for inspection by the public for at least three clear days before the meeting;
- the meeting is convened at shorter notice and the item is available from the time the meeting is convened;
- by reason of special circumstances, which shall be specified in the record of the meeting, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency.

### **Access to meetings by the press and public**

5.17.13 All meetings will be open to the press and public, unless the Cabinet resolves to exclude the press and public during an item of business for one of the following reasons:

- because, in view of the nature of the business to be transacted or the nature of the proceedings, it is likely that confidential information would be disclosed to them in breach of the obligation of confidence or exempt information would be disclosed to them; or
- the Cabinet is excluding a member of the public or the public at large because of the conduct of that person or because of a general disturbance under the powers set out in paragraph 4.26.

5.17.14 The definition of confidential information is set out in section 100A of the Local Government Act 1972 and the definition of exempt information is contained in schedule 12A of that Act.

5.17.15 A resolution to exclude the public because exempt information is likely to be disclosed shall identify the part of the proceedings to which it applies and the paragraph of schedule 12A that applies to the information.

### **Photographs and tape recording at meetings**

5.17.16 Proceedings at meetings may not be photographed, videoed, tape recorded or transmitted in any way outside the meeting room without the prior permission of the Leader or Chief Executive.

### **5.18 Executive Decisions by Individual Members of the Executive**

5.18.1 As soon as reasonably practicable after an Executive Member has made a decision in discharge of an Executive Function that member shall instruct the proper officer to produce a written statement of that decision, and the statement will include:-

- (a) a record of the decision and date;
- (b) the reasons for it;
- (c) a record of any interest declared and any dispensation granted;
- (d) details of advice given and details of consultations and if there was no advice sought or consultation undertaken why not;
- (e) if the decision was taken urgently the reasons for the urgency.

5.18.2A decision by an Executive Member in discharge of an Executive Function shall not be implemented until the above written statement has been produced and has not been subject to call-in unless the matter is urgent.

5.18.3After a decision by an Executive Member in discharge of an Executive Function the Proper Officer shall ensure that a copy of the above written statement and any report considered by the Executive Member which is relevant to the decision shall be available for public inspection as soon as reasonably practicable at the Civic Buildings except if the written statement or the report contains confidential or exempt information.

5.18.4 When a copy of a report is made available for inspection by the public in accordance with paragraph 5.15.3 at the same a list of the background documents must be included in the report and a copy of documents included in that list shall be available for inspection by the public at the Civic Offices

### **Statutory Provisions:**

Sections 11, 13,15,19,20 and 22 and Schedule 1 of the Local Government Act 2000

The Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) Regulations 2007 as amended.

The Local Authorities Executive Arrangements (Functions and Responsibilities)  
(Wales) Regulations 2007 as amended.

## **End of Part Five**