

**SURREY HEATH BOROUGH COUNCIL**

Surrey Heath House  
Knoll Road  
Camberley  
Surrey  
GU15 3HD

Tuesday, 12 May 2015

To: The Members of the Surrey Heath Borough Council

Dear Councillor,

You are hereby summoned to attend a meeting of Surrey Heath Borough Council to be held in the Council Chamber, Surrey Heath House on Wednesday, 20 May 2015 at 7.00 pm. The business which it is proposed to transact at the meeting is set out below.

**Please note that this meeting will be recorded.**

Yours sincerely

Karen Whelan

Chief Executive

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**1. Mayor**

To elect the Mayor for the ensuing year.

**2. Deputy Mayor**

To elect the Deputy Mayor for the ensuing year.

**3. Report of the Returning Officer (Pages 5 - 8)**

To receive the report of the Returning Officer formally notifying the return of Borough Councillors.

**4. Minutes (Pages 9 - 14)**

To approve as a correct record, the minutes of the meeting of the Council held on 15 April 2015.

**5. Apologies for Absence**

To report apologies for absence.

## **6. Mayor's Announcements**

The Mayor to make their announcements.

## **7. Leader of the Council**

To elect the Leader for a four year term of office.

## **8. Executive Arrangements**

The Leader has responsibility for the discharge of all executive functions, for the appointment of councillors to the Executive and for the determination of the individual portfolios to be allocated to the Portfolio Holders.

The Leader can chose to delegate any/all of the executive functions to the Executive as a whole; a committee of the Executive; an individual member of the Executive; an officer; an area committee; joint arrangements; local Member in relation to their ward, or another local authority.

The Leader to advise the Council in relation to

- (a) the arrangements for the exercise of executive functions for the ensuing year;
- (b) the appointment of councillors to the Executive;
- (c) the individual portfolios to be allocated to the Portfolio Holders.

## **9. Establishment of Committees, Determination of Committee Member Numbers and Review of Political Proportionality**

To appoint the committees of the Council for the ensuing year, to determine the number of Members on each committee and to review the political proportionality of the committees. (Report of the Executive Head of Transformation to follow).

## **10. Appointment of Members to Committees**

In accordance with the allocation of seats, as determined at item 9 above, and having regard to the nominations of the political groups (to be laid on the table), to appoint members to the following committees for the 2015/16 municipal year:

- (a) Planning Applications Committee
- (b) Licensing Committee
- (c) External Partnerships Select Committee
- (d) Performance and Finance Scrutiny Committee
- (e) Audit and Standards Committee
- (f) Appointments Committee

## **11. To appoint the Chairmen and Vice-Chairmen of the Committees of the Council**

To appoint Chairmen and Vice-Chairmen to the Committees established in Item 9 above. Nominations to these position will be laid on the table.

**12. Joint Committee**

To appoint a Member to the Police and Crime Panel for the 2015/16 municipal year on the nomination of the Leader of the Conservative Group.

**13. To Appoint Working Groups and Other Bodies of the Council and the Membership thereof**

For the 2015/16 municipal year, to appoint the following working groups of Council, to appoint the membership thereof having regard to the nominations of the political groups, as laid on the table:

<u>Working Group/Committee</u>	<u>Seats</u>
The Governance Working Group	5
Joint Staff Consultative Group	8
The Waste Contract Consultative Committee	5

**14. Responsibility for Functions (Pages 15 - 24)**

To consider the report of the Executive Head of Transformation in relation to the Scheme for Delegation of Functions (attached).

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**ELECTION OF COUNCILLORS FOR THE  
BOROUGH OF SURREY HEATH**

**7 MAY 2015**

**REPORT OF THE RETURNING OFFICER**

I, Karen Whelan, the Returning Officer, hereby report the results of the election of councillors for the Borough of Surrey Heath held on 7 May 2015 as follows:

**BAGSHOT WARD**

HUTCHINSON, Ruth Christabel	1,061	Elected
LYLE, Nick	511	
MALCAUS-COOPER, Katia	1,302	Elected
WHITE, Valerie	1,897	Elected
WILLGOSS, Andrew J	685	
YU, Jarmila	983	

**BISLEY WARD**

MANSFIELD David John	1,204	Elected
PRICE, Wynne Stewart	951	Elected
RAYNOR, Mike	679	

**CHOBHAM WARD**

GREGORIOUS, Carol A	966	
ROWBOTHAM, Christopher	819	
TEDDER, Pat	1,085	Elected
WHEELER, Victoria E	1,007	Elected

**FRIMLEY WARD**

ALLEN, David	1,899	Elected
BARNARD Alan Russell	773	
MANSELL, Bruce	1,679	Elected
MCKEE, Robert	834	
SAMS, Ian George	1,601	Elected

**FRIMLEY GREEN WARD**

BRIMICOMBE, Juliana	145	
CHAPMAN, Paul J	727	
CLARK, Duncan James	948	
FERGUSON, Cindy	729	
HILL, Eddie	529	
LEWIS, Oliver A	1,323	Elected
NELSON, Max J	1,264	Elected
PITT, Chris	1,503	Elected
WHITCROFT, Catherine M	864	

**HEATHERSIDE WARD**

CULLEN, Ian	1,870	Elected
ILNICKI, Paul Frederick	2,256	Elected
LYTLE, Jonathan S A	1,580	Elected
TAPPER, Graham Francis	1,475	

### **LIGHTWATER WARD**

BEERE, Rob	948	
GALLIFORD, Sharon Rose	591	
GANDHUM, Surinder Singh	2,038	Elected
HARDLESS, Robert	607	
JENNINGS-EVANS, Rebecca Philippa Jane	2,160	Elected
SHEEHAN, Mick	529	
WINTERTON, John Leonard	1,906	Elected

### **MYTCHETT AND DEEPCUT WARD**

Deach, Paul	1,871	Elected
EMUSS, John A	1,065	
FENNELL, Craig Victor	1,378	Elected
OLMO, Jacques	668	
POTTER, Jo	1,403	Elected
STOKES, Adam Philip	921	
WHITCROFT, David Leslie	934	

### **OLD DEAN WARD**

BAKAR, Abu	611	
BATES, Rodney John	771	Elected
CHAMBERS, Nick	724	Elected
GERRED, Heather Lorraine	704	

### **PARKSIDE WARD**

BENNIE, Fran	1,031	
HAWKINS, Edward Francis	2,280	Elected
HAWKINS, Josephine Mary	2,175	Elected
PROWSE, Hazel Anne	870	
RATIRAM, Darryl	1,831	Elected

### **ST MICHAELS WARD**

CLARIDGE Richard Dean	773	
DOUGAN, Colin	1,308	Elected
MCCLAFFERTY Alan	1,108	Elected
ROWLANDS Murray Chesterton	665	

### **ST PAULS WARD**

ADAMS, Dan	2,480	Elected
CHAPMAN, Bill	2,440	Elected

CHAPMAN, Vivienne Eve	2,432	Elected
PHILIPPSON, Mike	562	

**TOWN WARD**

BROOKS, Richard	1,367	Elected
HARMAN, Phyllis Eveline	407	
PERRY Robin Edward	1,163	Elected
PHILIPPSON, Linda	363	
SMITH, Martin Abbott	394	
TONKS, Paul Antony	234	

**WATCHETTS WARD**

GIBBS, Brian Henry Martin	676	
LEWIS, David John	1,623	Elected
MORLEY, Charlotte Mary	1,515	Elected
NWOKEOMA, Jefferson Felix Arinze	442	

**WEST END WARD**

ALLEWAY, Graham Victor George	948	
DOUCH, Judy	614	
PAGE, Adrian Robert	1,365	Elected
PRICE, Nic	1,002	Elected

**WINDLESHAM WARD**

GIBSON, Moira Lillian	1,700	Elected
STURT, Conrad	1,692	Elected
WHITCROFT, Helen Laura	270	
WILLIAMS, Margaret Mary	338	
WILSON, Richard Michael	305	

Returning Officer

Surrey Heath House  
Knoll Road  
Camberley  
Surrey  
GU15 3HD

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**MINUTES OF A MEETING OF SURREY  
HEATH BOROUGH COUNCIL held at  
Surrey Heath House, Camberley on  
15 April 2015**

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+ Cllr Bob Paton (Mayor)  
+ Cllr Joanne Potter (Deputy Mayor)

+ Cllr David Allen	+ Cllr Edward Hawkins
+ Cllr Rodney Bates	+ Cllr Josephine Hawkins
+ Cllr Richard Brooks	+ Cllr Paul Ilnicki
+ Cllr Keith Bush	+ Cllr Lexie Kemp
- Cllr Glyn Carpenter	+ Cllr Bruce Mansell
+ Cllr Bill Chapman	+ Cllr David Mansfield
+ Cllr Mrs Vivienne Chapman	+ Cllr John May
+ Cllr Ian Cullen	+ Cllr Charlotte Morley
+ Cllr Paul Deach	- Cllr Adrian Page
+ Cllr Tim Dodds	+ Cllr Ken Pedder
+ Cllr Colin Dougan	- Cllr Chris Pitt
+ Cllr Craig Fennell	+ Cllr Wynne Price
+ Cllr Surinder Gandhum	+ Cllr Audrey Roxburgh
+ Cllr Heather Gerred	+ Cllr Ian Sams
- Cllr Liane Gibson	+ Cllr Pat Tedder
+ Cllr Moira Gibson	+ Cllr Judi Trow
- Cllr Alastair Graham	+ Cllr Valerie White
- Cllr David Hamilton	+ Cllr Alan Whittart
+ Cllr Beverley Harding	- Cllr John Winterton

+ Present  
- Apologies for absence presented

**(The Deputy Mayor in the Chair)**

**60/C Apologies for Absence**

Apologies for absence were submitted on behalf of Councillors Glyn Carpenter, Liane Gibson, Alastair Graham, David Hamilton, Adrian Page, Chris Pitt and John Winterton.

**61/C Minutes**

It was moved by the Deputy Mayor, seconded by Councillor Moira Gibson, and

**RESOLVED that the minutes of the meeting of the Council held on 25 February 2015 be approved as a correct record.**

**62/C Leader's Announcements**

The Council Leader referred to Councillor Dodds' praise, prior to the meeting, of the previous mayors who would be standing down at the Election. She also

thanked the other departing Members for their unstinting efforts over many years, particularly the longstanding Councillors and those who had filled senior posts.

## **63/C Executive, Committees and Other Bodies**

### (a) Executive

It was moved by Councillor Moira Gibson, seconded by Councillor Keith Bush, and

**Resolved that the minutes of the meetings of the Executive, held on 24 February, 17 March and 7 April 2015, be received.**

### (b) Planning Applications Committee

It was moved by Councillor Edward Hawkins, seconded by Councillor David Allen, and

**Resolved that the minutes of the meetings of the Planning Applications Committee, held on 9 March and 9 April 2015, be received.**

### (c) External Partnerships Select Committee

It was moved by Councillor Josephine Hawkins, seconded by Councillor Paul Deach and

**Resolved that the minutes of the meetings of the External Partnerships Select Committee, held on 3 March 2015, be received.**

### (d) Joint Staff Consultative Group

It was moved by Councillor Charlotte Morley, seconded by Councillor Moira Gibson and

**Resolved that the minutes of the meeting of the Joint Staff Consultative Group, held on 19 March 2015, be received.**

### (e) Performance and Audit Scrutiny Committee - Audit meeting and Scrutiny meeting

It was moved by Councillor David Allen, seconded by Councillor Tim Dodds, and

**Resolved that the minutes of the meetings of the Performance and Audit Scrutiny Committee (Audit meeting and Scrutiny meetings) held on 25 March 2015, be received.**

### (f) Community Services Scrutiny Committee

It was moved by Councillor Audrey Roxburgh, seconded by Councillor Valerie White and

**Resolved that the minutes of the meeting of the Community Services Scrutiny Committee, held on 2 April 2015, be received.**

**64/C Report from the Governance Working Group**

The Council received the report of the Governance Working Group in relation to:

- (i) The Committee Structure and the Terms of Reference of the Executive, Committees and Other Bodies;
- (ii) The Social Media Protocol for Councillors; and
- (iii) The Protocol for the Recording of Council, Executive and Committee Meetings.

The Working Group has reviewed the Council's current committee structure and had made a number of recommendations regarding the future appointment of committees and revisions to the Terms of Reference of the Executive, Committees and Other Bodies.

It had been proposed that the Council focus scrutiny on one committee (Policy and Finance Scrutiny Committee), establishing an Audit and Standards Committee and transferring the responsibilities of the Selection Committee, in respect of appointments to outside bodies, to the Executive, taking into account the recommendations of the Group Leaders.

The use of Task and Finish Working Groups to carry out in-depth work had been recommended as had the deletion of the Appeals Committee, as Members were no longer involved in determining appeals.

The changes proposed to the Social Media Protocol were to allow Members to use Council facilities for blogs, be they personal or party political. The changes proposed to the Protocol for Recording Meetings were to recognise that where Members were restricted in using media devices during consideration of particular items, they may need to maintain contact in the event of an emergency.

The required changes to the Social Media Protocol and the Protocol for the Recording of Meetings had been implemented by the Executive Head of Transformation under delegated authority.

It was proposed by Councillor Moira Gibson, seconded by Councillor Richard Brooks and

**Resolved that**

- (i) the revised committee structure, as attached at Annex A to the agenda report, be adopted;**
- (ii) the following consequential changes arising from the revised committee structure be noted;**

- a. that the Selection Committee not be re-appointed;
  - b. that the Community Services and Performance and Audit Scrutiny Committees be replaced by a Performance and Finance Scrutiny Committee, to be responsible for the scrutiny of all of the Council's functions;
  - c. that a combined Audit and Standards Committee be established to replace the existing Standards Hearing and Determination Committee and the Audit meetings of the Performance and Audit Scrutiny Committee;
- (iii) the revised Terms of Reference of the Executive, Committees and Other Bodies at Part 3, Section E of the Constitution, as attached at Annex B to the agenda report, be adopted;
- (iv) officers be authorised to make any consequential changes to Article 6, Article 9 and Article 13 resulting from the review of the Council's scrutiny arrangements;
- (v) the Scheme of Delegation of Functions to Officers be amended to authorise the Monitoring Officer to appoint members to the Hearing Sub Committees from the membership of the Audit and Standards Committee; and
- (vi) membership levels for each of the committees be as follows:

Planning Applications	16
Licensing	15
Performance and Finance Scrutiny	15
External Partnerships Select	15
Audit and Standards	7
Appointments	5

The Mayor in the Chair

## 65/C Mayor's Announcements

The Mayor highlighted the growing issue of Dementia in the Borough and the impact that sport, health and fitness could have on this condition. Because of this, he had organised a Dementia Seminar which would be held in the Council Chamber on the following evening. So far, over 90 individuals had committed to participation and a number of organisations providing services which could delay the onset of the condition would have stalls on the night. All Members would be welcome to attend.

The Mayor reiterated the Council Leaders praise for the skills and dedication shown by departing Members and the efforts made across the Borough to assist the community.

## 66/C Exclusion of Press and Public

In accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraphs of Part 3 of Schedule 12A of the Act as set out below:

<u>Minute</u>	<u>Paragraphs</u>
67/C	3
68/C	3
69/C	3

## 67/C Council, Executive and Committees - Exempt

- (a) It was moved by the Mayor, seconded by the Deputy Mayor and

**Resolved that the exempt minutes of the meeting of the Council held on 25 February 2015 be approved as a correct record.**

- (b) It was moved by Councillor Moira Gibson, seconded by Councillor Richard Brooks and

**Resolved that the exempt minutes of the meetings of the Executive, held on 17 March and 7 April 2015, be received.**

## 68/C Urgent Action

The Council noted urgent action taken by the Chief Executive, under the Scheme of Delegation of Functions to Officers and after consultation with the Mayor and the Leader of the Council, in relation to an increase in the Capital Programme and changes to the Prudential Indicators

## 69/C Review of Exempt Items

The Council reviewed the minutes and decisions which had been considered at the meeting following the exclusion of members of the press and public, as they involved the likely disclosure of exempt information.

**Resolved that**

- (i) **58/C - Exempt Council Minutes of 25 February 2015 - to remain exempt as indicated at Minute 103 /C.**
- (ii) **119/E - Acquisition of Property - to remain exempt until completion of the negotiations.**
- (iii) **127/E – Bagshot Playing Fields Association – to remain exempt until completion of the Lease negotiations.**

- (iv) 128/E - Future of the former Watchetts Bowling Club Pavilion and Grounds - To remain exempt until completion of the negotiations.**
- (v) 129/E - SANGS Expenditure - to remain exempt for the present time.**
- (vi) Item 12 – Urgent Action – to remain exempt until the completion of negotiations.**

Mayor

## Responsibility for Functions

### Purpose

**To agree the Scheme of Delegation of Functions.**

### Background

1. The Constitution, at Part 4 Section A, requires the Council at its annual meeting to agree the Scheme of Delegation of Functions.
2. The Scheme, as currently included in the Constitution at Part 3 Section A, is set out at Annex A to this report.

### Proposal

3. It is proposed that the Scheme of Delegation of Functions be agreed as set out at Annex A.

### Recommendation

4. The Council is advised to RESOLVE that the Scheme of Delegation of Functions as set out at Annex A be agreed.

Background Papers: None

Author: Jane Sherman 01276 707336  
e-mail: [jane.sherman@surreyheath.gov.uk](mailto:jane.sherman@surreyheath.gov.uk)

Executive Head of Service Richard Payne – Executive Head of Transformation

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# **PART 3 - RESPONSIBILITIES FOR FUNCTIONS**

## **SECTION A**

### **SCHEME FOR DELEGATION OF FUNCTIONS**

#### **1. INTRODUCTION**

- 1.1 The Scheme for Delegation of Functions set out in this Part explains where responsibility for the various functions of the Council is located. It details what body is responsible for which functions in the Council. Elsewhere in this Part the Scheme of Officer Delegations details the extent to which, if at all, any functions have been delegated to officers or other bodies.
- 1.2 The functions which the authority is responsible for are either executive or non-executive. Non-executive functions are those specifically required by statute or designated by the Council to be non-executive functions. These will be exercised by either the full Council, committees appointed by the Council or officers. Executive functions are all those functions which are not non-executive functions and will be exercised by the Leader. The Leader may delegate any/all of the executive functions.
- 1.3 The Scheme for Delegation of Functions shall not extend to powers, duties or functions with respect to the levying of the Council Tax or issuing a rate or precept for a rate, or to the borrowing of money. Neither shall it extend to any powers, duties or functions for which the Council must retain responsibility.

#### **2. TYPES OF FUNCTION**

- 2.1 Functions fall into the following categories:

a) Non-Executive Council Functions.

These are functions which, under the law, may not be the responsibility of the Leader. In some cases, such as adopting the Council's budget or the policy framework, only the full Council meeting may take the decision. In other cases, the Council may delegate the responsibility for taking the decision to a Committee or an officer.

Council functions shall therefore comprise:

- i) those functions which are reserved as Council functions by the Local Government Act 2000 and by subsequent legislation;
- ii) those functions which are reserved as Council functions by Regulation 2 and Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and

subsequent regulations made under the Local Government Act 2000;

- iii) those functions set out in Regulation 3 and Schedule 2 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and subsequent regulations shown at Table 1 below as non-executive functions;
- iv) the adoption or approval of those plans and strategies which form the Policy Framework, being those plans and strategies set out in Schedule 3 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 together with such plans and strategies as the Council shall identify from time to time for this purpose.

Article 4 (The Council) sets out the functions which the Council has decided shall only be carried out by the Full Council.

The Council has determined that certain Council functions shall be carried out by the committees as set out elsewhere in this Part of the Constitution in accordance with their terms of reference, which are set out further in Part 3 of the Constitution.

- b) 'Local Choice' Functions.

'Local Choice' functions are functions which may, by law, be exercised by the Leader or by the Council or a committee or officer of the Council, according to the decision of the Council. Table 2 below sets out the bodies authorised by the Council to undertake these 'local choice' functions identified in Schedule 2 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000.

- c) Shared functions

Table 3 below sets out the bodies authorised by the Council to undertake those functions identified in Schedule 2 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 as functions which shall not be the sole responsibility of the Leader. The amendment or adoption of the plans and strategies identified in this Schedule shall be the responsibility of the bodies shown except where the amendment, modification, variation or revocations giving effect to requirements of the Secretary of State or a Minister of the Crown in relation to a plan or strategy submitted for his approval, or where it has been so authorised by the Council when approving or adopting the plan or strategy, when the responsibility shall be that of the Leader.

- d) Executive Functions.

All functions not otherwise identified in the legislation are executive functions. The Leader may delegate decision-making of his functions to

- (i) the Executive as a whole;
- (ii) a committee of the Executive;
- (iii) an individual member of the Executive;
- (iv) an officer;
- (v) an area committee;
- (vi) joint arrangements;
- (vii) local Member in relation to their ward, or another local authority.

e) Proper Officer Functions.

The purpose of the Proper Officer provisions is to designate people to carry out certain statutory functions. These functions are set out in Part 3 of the Constitution.

f) Delegations to Officers.

The Council and the Leader may authorise designated officers to undertake on their behalf certain of their functions, including some of those listed in the Tables below. Details of these delegations are set out in the Scheme of Officer Delegations set out in Part 3 of the Constitution. A number of powers delegated to officers are also contained in Financial Regulations, as set out in Part 4 of the Constitution.

2.2 This Scheme includes the power for the Council and the Leader to delegate functions to officers or other local authorities.

2.3 Where any Acts or Regulations referred to in Schedule 2 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 are amended or repealed the Schedule will be deemed to have been changed to incorporate the appropriate new or amended Act or new or amended Regulation.

2.4 Article 4 (the Council), Article 6 (the Scrutiny Committees), Article 7 (the Leader, Deputy Leader and the Executive) and Article 8 (The Regulatory and Other Committees), as set out in Part 2 of the Constitution, identify the powers of the Council, its committees and the Leader. The terms of reference of these decision-makers are set out in Part 3 of the Constitution.

**Table 1****Responsibility for non-executive functions**

(i.e. the functions identified in Schedule 2 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 which may not be undertaken by the Leader)

<b>Function</b>	<b>Decision making body</b>
Functions relating to town and country planning, development control and building control insofar as they are the responsibility of the Council as specified in Section A of Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000.	Planning Applications Committee (except where as provided for in Article 4.2(n).)
Except as otherwise provided in the Licensing Act 2003 and Gambling Act 2005, all functions of the licensing authority prescribed by those Acts.  Functions relating to licensing and registration insofar as they are the responsibility of the Council, other than the licensing of films for public exhibition, as specified in Section B of Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000.	Licensing Committee
Functions relating to health and safety at work insofar as they are specified in Section C of Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000.	Licensing Committee
Functions relating to elections, name and status of areas and individuals and pensions and powers relating to byelaws and local and personal Bills insofar as they are the responsibility of the Council as specified in Sections D, E, F, G and H of Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000.	Council
Functions relating to public rights of way and other miscellaneous functions insofar as they are the responsibility of the Council as specified in Section I of Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000.	Council (functions 23, 36 - 41, 43 - 45, 48) Licensing Committee (functions 22, 30, 31, 42) Planning Applications Committee (functions 32, 46, 47)

**Table 2****Responsibility for local choice functions**

(i.e. the functions identified in Schedule 2 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 which the Council can choose how to allocate)

<b>Function</b>	<b>Decision making body</b>
Any function under a local Act other than a function specified or referred to in regulation 2 or Schedule 1.	The Leader
The determination of an appeal against any decision made by or on behalf of the authority (other than staffing or licensing matters).	The Leader
Any function relating to contaminated land. <i>Part IIA of the Environmental Protection Act 1990</i>	Licensing Committee
The discharge of any function relating to the control of pollution or the management of air quality. <i>Pollution Prevention and Control Act 1999, Part IV of the Environment Act 1995, Part I of the Environmental Protection Act 1990, Clean Air Act 1993</i>	Licensing Committee
The service of an abatement notice in respect of a statutory nuisance. <i>Section 80(1) of the Environmental Protection Act 1990.</i>	Licensing Committee
The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply in the authority's area. <i>Section 8 of the Noise and Statutory Nuisance Act 1993</i>	Licensing Committee
The inspection of the authority's area to detect any statutory nuisance <i>Section 79 of the Environmental Protection Act 1990</i>	Licensing Committee
The investigation of any complaint as to the existence of a statutory nuisance <i>Section 79 of the Environmental Nuisance Act 1990</i>	Licensing Committee
The obtaining of information under section 330 of the Town and Country Planning Act 1990 as to interests in land.	Planning Applications Committee
The obtaining of particulars of persons interested in land under section 16 of the Local Government (Miscellaneous Provisions) Act 1976.	The Leader
The making of agreements for the execution of highway works.	Council

Function	Decision making body
<i>Section 278 of the Highways Act 1980</i>	
<p>The appointment of any individual :</p> <p>(a) to any office other than an office in which he is employed by the authority</p> <p>(b) to any body other than (i) the authority or (ii) a joint committee of two or more authorities</p> <p>(c) to any committee or sub-committee of such a body and the revocation of any such appointment</p>	Council
<p>The making of agreements with other local authorities for the placing of staff at the disposal of those other authorities.</p>	The Leader

**Table 3**

**Functions not to be the sole responsibility of the Leader**

The functions identified in the table may be considered by the Leader and will be so considered where there are budgetary implications.

<b>Plan or Strategy</b>	<b>Responsibilities</b>
Sustainable Community Strategy <i>Section 4 of the Local Government Act 2000</i>	The Leader recommending to Council
Crime and Disorder Reduction Strategy (locally known as the Surrey Heath Community Safety Strategy) <i>Sections 5 and 6 of the Crime and Disorder Act 2000</i>	The Leader recommending to Council
Plans and alterations which together comprise the Development Plan <i>Section 54 of the Town and Country Planning Act 1990</i>	The Leader recommending to Council

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