

## DIRECTORATE OF CHIEF EXECUTIVE

### MEMORANDUM

**To: MONITORING OFFICER. HEAD OF LEGAL AND HEAD OF DEMOCRATIC SERVICES (DEPUTY MONITORING OFFICERS).**

From: ZULFIQAR DARR Ref: Delegated Authority  
CHIEF EXECUTIVE

Date: 15 June 2026

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#### **DELEGATED AUTHORITY – Authorised Onward Delegation**

In accordance with the Scheme of Delegation Chapter 3, Part 1 of the Council's Constitution) –

#### **5. Transfer of Functions**

5.1 Where the name of a post is changed, or its relevant functions become vested in a different post, any delegated powers possessed by the post shall be retained by the renamed post or transferred to the different post as the case may be. This includes any delegated powers vested in a post by resolution of the Council, the Cabinet, or a Committee/Sub Committee.

5.2 In the event of a restructure the Chief Executive shall have authority to re-allocate the delegated powers to other posts and shall give notice of this to the Monitoring Officer. Any use of this delegated power must be reported to the Council and/or to the Cabinet as soon as practicable.

#### **8. Delegation of General Powers**

##### **1. Delegation of General Powers**

8.1 The delegation to Chief Officers and Senior Officers shall include:-

8.1.1 All powers under all present and future legislation relevant to their areas of responsibility and the discharge of their duties and functions, including all powers incidental and/or conducive to that legislation, their areas of responsibility and the discharge of their duties and functions. All such functions must be managed in accordance with Council policies, strategies and procedures and all applicable laws. It shall be the responsibility of each chief Officer to liaise with their senior Officers as to the discharge of their delegated functions to ensure it aligns with corporate policy.

8.1.2 The power to authorise the exercise of the delegated powers of decision by such other Officers as may be deemed appropriate for the proper and efficient

performance of the work. A record of any delegations shall be provided to the Monitoring Officer and Head of Legal and Head of Democratic Services (The Deputy Monitoring Officers) for their retention.

8.2 If the Officer to whom a function has been delegated is unable to act due to a conflict of interest, a conflict of opinion with a Chief Officer or any other reason, then it is for the Chief Executive to determine who should exercise that function. If the Chief Executive is unable to act due to a conflict of interest, or any other reason, then it is for the Deputy Chief Executive/Section 151 Officer to determine who should exercise that function. If the Chief Executive and Deputy Chief Executive/Section 151 Officer are unable to act due to a conflict of interest, or any other reason, then the function can be exercised by any Chief Officer from the General Management Team.

8.3 Subject to any statutory restrictions or as otherwise provided for in this Constitution, the powers of a Statutory Officer/Chief Officer, Proper Officer or Senior Officer may be exercised by their nominated deputies or any other authorised Officer.

8.4 A Statutory Officer/Chief Officer, Proper Officer or Senior Officer may, so far as permissible under the law or otherwise as provided for in this Constitution, sub delegate their powers within their area of responsibility (including cross -service delegation where appropriate).

### **Authorisation**

I authorise specific delegated powers without limitation and the responsibilities to the Interim Director of Planning and Economic Development:

To perform functions relating to Planning Regeneration and Economic Development.

To perform functions relating to Planning and Development Management.

To perform functions relating to Planning Policy.

To perform functions relating to Building Control.

Signed:

A handwritten signature in blue ink, appearing to be 'Zulfiqar Darr', written in a cursive style.

Zulfiqar Darr  
Chief Executive