APPENDIX D

HARROW CONSTITUTION EXTRACT
# CONSTITUTION

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Article 1

The Constitution

Introduction

This Article sets out the fundamental provisions of the Constitution. It confirms that the Authority will act within the law and the provisions of this Constitution, and also that the Authority will monitor and review its Constitution.

1.01 Powers of the Council

The Council will exercise all its powers and duties in accordance with the law and this Constitution.

1.02 The Constitution

This Constitution, and all its appendices, is the Constitution of the Council of the London Borough of Harrow.

1.03 Purpose of the Constitution

The Council’s aim is:

To deliver high quality, cost effective services through a partnership with all stakeholders and the community in general.

To govern within a framework of fairness, openness, integrity and accountability.

The purpose and principles outlined in the Constitution seek to:

- enable the Council to provide clear leadership to the community;
- work in partnership with citizens, businesses and other organisations;
- support the active involvement of citizens in the process of local authority decision making;
- help Councillors represent their constituents more effectively;
- enable decisions to be taken efficiently and effectively;
- create a powerful and effective means of holding decision makers to public account;
- provide excellent standards of ethics and probity in decision making;
3B DELEGATIONS TO THE CHIEF EXECUTIVE
CORPORATE DIRECTORS AND STATUTORY OFFICERS

This Scheme sets out those delegations made to the Chief Executive and Corporate Directors whether by the Council or by Cabinet (the Executive) or derived from statute. The Scheme also sets out the powers of the Statutory Officers of the Council.

The Chief Executive, Corporate Directors and Statutory Officers may (where statute allows this) further delegate responsibility for matters to officers within their departments. These delegations must be in writing.

All delegated powers are derived from either the Council or Executive. The source of each delegation is specified in the Scheme.

Council, Cabinet or Committees may reserve to themselves decisions that have been delegated to officers by giving notice to the relevant Corporate Director or the Chief Executive.

When any new power or duty is given to the Council and it is unclear where responsibility for that function lies, the exercise of that power or duty will be undertaken by the Chief Executive or relevant Corporate Director.

Principles of Delegation

1. Officers may exercise delegated powers provided that the matter:-
   a) is covered by an approved policy
   b) there are no unusual features
   c) there are no political or other significant issues,
       otherwise the matter should be referred to Members to determine.

2. In exercising delegated powers officers must:
   2.1 Incur expenditure within approved estimates/limits.
   2.2 Comply with the Council’s Procedural Rules and Financial Regulations in force at the time.
   2.3 Comply with any policy, plan or direction of the Council, Cabinet or Committee.
   2.4 Consult and where appropriate, and/or agree with other relevant officers.
   2.5 Consult or refer the matter to the Chief Executive in appropriate cases.
   2.6 Keep appropriate records and registers of decisions and report to Council, Cabinet or Committee if required.