

# Matters Reserved to Full Council

- 1 The responsibilities of the Full Council are to:
  - 1.1. approve, adopt and change the Constitution (including political management structure, Council Procedure Rules, Standing Orders, Terms of Reference, Delegation Scheme, Financial Regulations and codes of conduct, subject to paragraph 2 below).
  - 1.2. elect the Chair of the Council.
  - 1.3. appoint the Vice Chair of the Council.
  - 1.4. appoint the Leader of the Council, subject to the provisions in Part 2, Article 6 of the Constitution.
  - 1.5. make appointments to Committees subject to paragraph 2 below.
  - 1.6. appoint Member Champions
  - 1.7. agree and amend the terms of reference and delegated powers of those Committees, Sub Committees, Working Groups, Parties, Panels and Officers, reporting to Council, deciding on their composition and making appointments to them, subject to paragraph 2 below.
  - 1.8. agree the policy framework meaning the following plans and strategies and those required by regulations under the Local Government Act 2000 (as amended)
    - a) The Corporate Strategy
    - b) Medium Term Financial Strategy
    - c) Community Cohesion Strategy
    - d) Housing Strategy and Business Plan
    - e) Homelessness Strategy
    - f) Licensing Policy and Statement
    - g) Local Development Framework
    - h) Sustainable Community Strategy

- i) Crime and Disorder Reduction Strategy.
  - j) Together with such other plans and strategies as the Council may decide from time to time should be adopted by the Council as a matter of local choice.
- 1.9. approve the budget including :
- a) The allocation of financial resources to different services and projects
  - b) Proposed contingency funds
  - c) The Council Tax base
  - d) Setting the Council Tax and decisions relating to the control of the Council's borrowing requirement
  - e) The control of its capital expenditure
  - f) The setting of virement limits
  - g) The retention of reserve funds.
- 1.10. approve the adoption of applications (whether in draft form or not) to the Secretary of State in respect of any Housing Land Transfer. This is for the approval of a programme of disposal of 500 or more properties to a person under the Leasehold Reform, Housing and Urban Development Act 1993 or to dispose of land used for residential purposes where approval is required under sections 32 or 43 of the Housing Act 1985.
- 1.11. approve the following:
- a) Council Tax
  - b) General Fund, Housing Revenue Account and Capital Expenditure Estimates
  - c) Housing rent levels (including domestic garages)
  - d) Members' Allowances Scheme
  - e) Applications to the Secretary of State for the transfer of housing land.
- 1.12. appointment of Honorary Aldermen at meetings called specifically for this purpose.
- 1.13. appointment and dismissal of the Chief Executive and Statutory Officers subject to any statutory provision.

- 1.14. resolve differences between the Cabinet, the Scrutiny Committee or the Call In Sub Committee.
  - 1.15. review and make appointments to external organisations except where delegated, for example, to Cabinet.
  - 1.16. deal with other matters not within the terms of reference of any other Committee.
  - 1.17. to receive the reports of Statutory Officers made under Section 114 of the Local Government Finance Act 1988 or the Local Government and Housing Act 1989.
  - 1.18. such other matters as the Full Council may from time to time reserve to itself or are reserved to Full Council by law.
  - 1.19. decide on departures from previously agreed Council policies, strategies and budgets.
  - 1.20. Changing the name of an electoral area of Harlow.
  - 1.21. Making, amending, revoking, re-enacting or adopting byelaws.
  - 1.22. Promoting or opposing the making of local legislation or personal Bills (Personal/Local Bills are Parliamentary Bills but are not part of the legislative programme of Parliament. These normally relate to a specific local issue and are proposed in pursuit of local interests)
- 2 1.1, 1.5 and 1.6 above are subject to the functions delegated to the Licensing Committee by the Council under the Licensing Act 2003 in respect of:
- 2.1. the establishment of a Sub Committee
  - 2.2. regulation of its own procedure and that of its Sub Committees
  - 2.3. arrangements for the discharge of its functions by a Sub Committee or Officer(s).