

---

**3B Council Functions**

---

3B.1 The functions which may only be exercised by the Council are set out in the table below:

<b>Council Functions</b>	
1	Determine which plans, strategies and polices shall comprise the Council's Policy Framework and from time to time approve, adopt and amend those plans, strategies and policies.
2	Determine and amend the Council's Budget.
3	Approve a departure from the approved Policy Framework and / or the approved Budget.
4	Appoint and remove the Leader.
5	Change the executive arrangements of the Council.
6	Establish, abolish, and decide the terms of reference and the composition of Council and non-Executive Committees, and make appointments including co-opted members to them and other non-Executive bodies.
7	Make and amend Procedural Rules, Financial Rules and Contract Rules.
8	Change the name of the District or a Parish.
9	Elect a Council Chair and appoint a Council Deputy Chair.
10	Promote or oppose parliamentary or private members bills.
11	Where it is the function of the Council, divide Parliamentary Constituencies and local government electoral divisions into polling districts.
12	Appoint an Electoral Registration Officer and Returning Officer for local government elections.

## Constitution of West Oxfordshire District Council

13	Make, amend, revoke, or re-enact by-laws.
14	Fill Council or Parish Council vacancies in the event of insufficient nominations.
15	Change ordinary year of election of parish councillors.
16	Confirm the appointment of the Head of Paid Service (Chief Executive) and designate officers as the Monitoring Officer and the S151 Officer.
17	Make a scheme for the payment of allowances to Members and determine the amount of all allowances payable to Members of the Council.
18	Establish and abolish Joint Committees (in respect of non-Executive functions).
19	Approve the Pay Policy Statement.
20	To appoint or nominate individuals to outside bodies in respect of non-Executive Functions and revoke or withdraw such appointment or nomination where there is no Group Leader consensus on the decision to be taken. To note the Leader's appointments to outside bodies in respect of Executive Functions, as advised.
21	Adopt or amend the Code of Conduct for Members.
22	Receive and consider statutory reports from the Head of Paid Service, the Section 151 Officer, and the Monitoring Officer.
23	Authorise virements from the Council's approved Annual Revenue and Capital Budgets in excess of £150,000.
24	Certain functions of local authorities are classified as "Local Choice" functions under the Local Government Act 2000 and the Local Authorities (Functions and Responsibilities) Regulations 2000, Schedule 2. The Council can decide which of these decisions should be taken by the Full Council and which should be taken by the Executive.
25	Approval and allocation of the Council's annual borrowing limit.
26	The power to submit proposals to the Secretary of State for an Order under Section 10 (pilot schemes for local elections in England and Wales) of the Representation of the People Act 2000.
27	Any resolution for whole Council elections.

28	Any change in the name of electoral areas.
29	Any decision as to whether a casino should be in the District.
30	To undertake the function of Trustee in respect of all Trusts held by the Council (where applicable).
31	Make changes to the Constitution (other than those which are delegated to the Monitoring Officer or any protocol which falls within the Terms of Reference of any Committee).
32	Delegating functions to other local authorities and deciding whether to accept such a delegation from another authority.
33	Set the Council Tax.
34	Approving the acquisition or disposal of land or property outside of the Council's Recovery Investment Strategy over £1,000,000.
35	Approving the acquisition or disposal of land and property made under the Council's Recovery Investment Strategy over £3,000,000
36	Conferring Honorary Titles upon Aldermen and Alderwomen.
37	All other matters which by law must be reserved to the Council.

### 3B.2 Policy Framework

The policy framework comprises the following plans and strategies:

- [Council Plan](#)
- [Community Safety Plan](#)
- Plans and strategies which together comprise the Development Plan (the [West Oxfordshire District Local Plan](#) and the Council's input into all relevant Oxfordshire planning documents
- [Pay Policy](#)
- Licensing Policy Statements (Licensing Act 2003 and [Gambling Act 2005](#))
- [Budget](#), which includes:
  - [The Medium-Term Financial Strategy](#)
  - Capital Programme
  - Setting the Council Tax
  - Decisions relating to the control of the Council's borrowing requirements, the control of its capital expenditure and the setting of virement limits
  - The Capital, Treasury Management and Investment Strategies