



ABERDEEN

CITY COUNCIL

GENERAL

DELEGATED POWERS

GENERAL DELEGATIONS TO CHIEF OFFICERS

1. To exercise the powers delegated in terms of the Council's Management Rules and Regulations. Formatted: Justified
2. To authorise officers in the Service to carry out all or any of the Statutory powers which have been allocated by the Council to particular Services. Deleted: 2. - To authorise spend on particular items of equipment up to £10,000.¶
3. - To approve Revenue works of an emergency and essential nature up to £20,000.¶
3. To serve, in consultation as necessary with the Head of Legal and Democratic Services, statutory notices or orders and to exercise any additional powers to follow up such notices. Deleted: 4
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4. To offer services of staff to other local authorities or statutory bodies in serious emergencies where the protection of the public health is at risk or where such services are essential.
5. To accept and make charges for consultancy work subject always to the provision of the relevant legislation and Standing Order. Deleted: 7
6. To visit, or to appoint a member of staff to visit, such institutions as may be considered necessary where the expenditure involved can be met from the relevant budget. Deleted: 8
7. In respect of claims settled without recourse to litigation, if so advised, to authorise settlement or repudiation as the case may be, of any claim made against the Council, subject in the case of payment to there being sufficient budgetary provision in the relevant estimates. Deleted: 9
8. To arrange for the attendance of members of staff in the Service at seminars, courses, academic establishments, meetings in the UK and abroad, where the expenditure involved is within the budgeted estimate and subject to any statutory requirements or Government guidance governing foreign travel by officers. Deleted: 10
9. To approve staff attendance at College, Seminars etc. or other modes of study for vocational education and training, within the terms of the Council's agreed policies and practices. Deleted: 11
10. To instruct the raising of any court proceedings, or the taking of any other legal action, in connection with the Service's function and to instruct the enforcement of any court orders or decrees obtained in such proceedings or legal action. Deleted: 2

11. To instruct the defence on any court proceedings raised against the Council in connection with the Service's function.

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12. Approval of expenditure under the Council's Relocation Scheme.

Deleted: 14. . To approve attendance by employees at academic establishments, courses and seminars.[]

13. To accept gifts on behalf of the Council and to record such gifts in the relevant register where appropriate.

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14. To appoint external consultants as and when necessary in connection with projects in consultation with the Head of Finance, Head of Asset Management and Operations and Head of Customer Service and Performance included in either the Non Housing Capital Plan or the Housing Capital Plan or financed from appropriate revenue budgets or in connection with proposals or developments instructed by the Council or any Committee of the Council.

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15. To authorise all Heads of Service and third tier officers (where appropriate) to grant applications for covert surveillance under the Regulation of Investigatory Powers (Scotland) Act 2000 and access to communications data under the same Act. This delegation is subject to the Heads of Service and third tier officers attending RIPSAs training prior to granting any authorisation.

16. To permit Directors, in consultation with the relevant Conveners of Committees, to authorise spend up to £60,000 without the need to report to Council or Committee for approval, subject to the requirements of Standing Orders in relation to competitive quotes for supplies/services contracts below £60,000.

17. To approve the acceleration of increments within existing salary scales for members of staff, with sign-off by Director or Head of Service.

18. To approve a change in hours for existing authorised posts, within budget provision, with sign-off by Director or Head of Service. Human Resources and Organisational Development to be notified for recording purposes.

19. To permit all Directors to carry out restructuring including appointing new posts; converting one post to another; changing grade; changing job titles in conjunction with the Head of Human Resources and Organisational Development, provided it is within approved Service budget.

20. To approve the termination of service on medical grounds where such recommendation has been made by the Council's staff Medical Officer.

21. To authorise the appointment of (a) temporary staff for periods of up to 51 weeks; and (b) students seeking vocational employment where this can be funded within the approved estimates of the Service concerned and where the Head of Service is satisfied of the need for such temporary assistance.
22. To authorise, in consultation with the appropriate Head of Service, leave of absence to officers, where there is no opportunity to seek Committee consideration of the matter.

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