

## DEFINITIONS

In this Constitution, unless it appears to the contrary, the following words and phrases shall have the meanings set out below:

**“Closely connected”** means related to or is maintaining or has maintained a friendship or personal relationship with a member, co-opted member or officer of any of the relevant authorities where a reasonable person would conclude that that relationship would influence his or her judgement, or to or with a person who has been appointed to any committee, sub-committee, joint committee or joint sub-committee of any of the relevant authorities (other than a Standards Committee or sub-committee).

**“Level”** means a monetary amount or value, adjusted from time to time by the Chief Finance Officer in line with inflation rates in accordance with Contract Standing Order 23. Different Levels may be designated with separate corresponding values. The following shall be the designated values of the respective levels until further notice of adjusted values is given to Council

<b>Level 1</b>	<b>£5,000.00</b>
<b>Level 2</b>	<b>£25,000.00</b>
<b>Level 3</b>	<b>£50,000.00</b>
<b>Level 4</b>	<b>£120,000.00</b>

A **“key decision”** is one which:

1. is likely to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council’s budget for the service or function to which the decision relates; or
2. is likely to be significant in terms of its effects on communities living or working in an area of the District comprising two or more wards; or
3. is not in accordance with the revenue budget, capital programme or borrowing limits approved by the Council, subject to normal virement rules; or
4. is in conflict with a policy, plan or strategy approved by the Council or a committee of the Council; or
5. raises new issues of policy, or is made in the course of developing proposals to amend the policy framework, or is a decision taken under powers delegated by the Council to amend an aspect of the policy framework; or
6. increases financial commitments (revenue and / or capital) in future years above existing budgetary approvals; or
7. requires any of the following:
  - (a) the appointment of additional permanent staff for which there is no budgetary provision;
  - (b) the acquisition or disposal of any land or interest in land with a value in excess of Level 4;
  - (c) a virement of funding in excess of the virement limits approved by the Council; or
8. is of such significance to a locality, the Council or the services which it provides that the decision-taker is of the opinion that it should be treated as a key decision.

**“Policy”** includes plan, strategy and, where the context admits, established practice or procedure whether or not formally prescribed or approved by the Council or the Executive. Where there is no formally prescribed or approved policy bearing upon any decision falling to be made it shall be deemed to have been made in accordance with policy if

- (a) it complies with the rules of procedure, the principles of decision-making set out in Article 13.02 and the corporate objectives of the Council set out in Article 1.04;
- (b) it conforms with relevant Best Value service objectives and / or targets; and
- (c) it is not inconsistent with any relevant decision of the Council or the Executive

Where there is doubt by any person making any decision whether these criteria are met, the Chairman of the Scrutiny and Overview Committee shall be consulted.

**“Standing Orders Regulations”** means The Local Authorities (Standing Orders) (England) Regulations 2001 [SI No.3384] or any statutory modification thereto.