

Report of Principal Corporate Governance Officer

Report to Leader of Council

Date: 20th October 2016

Subject: Amendments to Executive Arrangements

Are specific electoral wards affected? If relevant, name(s) of ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. At the Annual Meeting of Council on 19th May 2016, the Leader presented details of her Executive Arrangements to Council. Amendments to the arrangements which the Leader approved in August were presented to Council in September 2016.
2. Further amendments are now proposed to those arrangements to move responsibility for the Library and Information Service from the Director of City Development to the Assistant Chief Executive (Citizens and Communities).

Recommendations

3. The Leader is requested to approve the amendments proposed to the following documents, as shown in the relevant appendix, with effect from 1st November 2016:-
 - 3.1. Executive Members: Oversight of Officer Executive Delegations (Appendix A)
 - 3.2. Officer Delegation Scheme (Executive Functions) – Assistant Chief Executive (Citizens and Communities) (Appendix B)
 - 3.3. Officer Delegation Scheme (Executive Functions) – Director of City Development (Appendix C)

1 Purpose of this report

- 1.1 This report sets out proposed amendments to the Leader's executive arrangements to ensure that they remain up to date and fit for purpose.

2 Background information

- 2.1 At the Annual Meeting of Council on 19th May 2016 the Leader presented her executive arrangements for the 2016/17 municipal year.

- 2.2 Rule 1.3 of the Executive and Decision Making Procedure Rules provides that

“The Leader may amend the scheme of delegation relating to executive functions at any time during the year... The amendments will take effect upon publication of the decision notice unless otherwise stated thereon. The Leader will present a report to the next ordinary meeting of the Council setting out the changes made by the Leader.”

- 2.3 It is therefore proposed that the amendments set out herein are reported to Full Council at its next meeting on 9th November 2016.

3 Main issues

Libraries Service

- 3.1 The Director of City Development indicated in a decision dated 6th October his intention to transfer responsibility for the Library and Information Service to the Assistant Chief Executive (Citizens and Communities) with effect from 1st November 2016.

- 3.2 The transfer is intended to reflect and support the roll-out of the Community Hub approach which has given rise to increasing co-operation and integration between the Library and Information Service in City Development and Customer Services within Citizens and Communities.

- 3.3 Whilst the transfer can be effected by the sub-delegation of functions from the Director of City Development to the Assistant Chief Executive (Citizens and Communities) it is recommended that the transfer take place through the amendment of the Leader's delegations to these two officers giving greater transparency to the arrangements.

4 Corporate considerations

4.1 Consultation and engagement

- 4.1.1 The proposed amendment has been discussed with the Executive Member for Communities who is content with the proposals.

- 4.1.2 The Assistant Chief Executive (Citizens and Communities) and Director of City Development have been consulted and are satisfied with the proposed amendment to the officer delegation scheme.

4.2 Equality and diversity / cohesion and integration

4.2.1 There are no implications for this report.

4.3 Council policies and best council plan

4.3.1 Publication of the Executive Arrangements within the constitution is in line with the Council's values particularly in relation to being "open, honest and trusted".

4.4 Resources and value for money

4.4.1 There are no implications for this report.

4.5 Legal Implications, access to information and call In

4.5.1 As this report supports a decision of the Leader in relation to executive arrangements it will not be open to Call In.

4.6 Risk management

4.6.1 There are no implications for this report.

5 Conclusions

5.1 The recommended proposals will ensure transparency within the executive arrangements.

6 Recommendations

6.1 The Leader is requested to approve the amendments proposed to the following documents, as shown in the relevant appendix, with effect from 1st November 2016:-

- Executive Members: Oversight of Officer Executive Delegations (Appendix A)
- Officer Delegation Scheme (Executive Functions) – Assistant Chief Executive (Citizens and Communities) (Appendix B)
- Officer Delegation Scheme (Executive Functions) – Director of City Development (Appendix C)

7 Background documents¹

7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.