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Report of the Assistant Chief Executive (Corporate Governance)

Full Council

Date: 20 February 2008

Subject: Amendments to officer delegation scheme (executive functions)

Electoral Wards Affected:



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

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Community Cohesion

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Narrowing the Gap

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Executive Summary

1. This report notifies council of amendments to the officer delegation scheme (executive functions) approved by the Leader with effect from **1 February 2008**. These follow the report to the executive board on 9 February 2007, on the council change programme, and the appointments of the Assistant Chief Executive (Planning Policy and Improvement) and the Chief Officer (Environment Services).
2. The main amendments were in relation to:
 - new delegation to the Assistant Chief Executive (Planning Policy and Improvement) and consequential amendment to the delegation to the Chief Executive;
 - transfer of remaining streetscene functions from the Director of City Services to the Director of Environment and Neighbourhoods; and
 - new concurrent delegation to the Chief Officer (Environment Services).
4. Appendix 1 to this report is a summary of these amendments. Copies of the revised delegations are attached as annexes to Appendix 1.
5. In addition, under authority delegated to her under Article 15, the Monitoring Officer has approved consequential amendments to the constitution, following these amendments. These are also outlined in this report for information.

1.0 Purpose Of This Report

- 1.1 This report notifies council about amendments to the officer delegation scheme (executive functions) in accordance with Executive Procedure Rule 1.4.

2.0 Background Information

- 2.1 At their meeting of 9 February the Executive Board endorsed various proposals including:
- establishing the post of Assistant Chief Executive (Planning Policy and Improvement) as part of the revised leadership arrangements for central and corporate functions;
 - reducing the number of strategic service directors to four (functions delegated to the Director of City Services to be withdrawn in a phased way, and delegated to other Directors); and
 - concurrent delegations to Chief Officers to be implemented in a phased way.
- 2.2 The Assistant Chief Executive (Planning Policy and Improvement) and the Chief Officer (Environment Services) have since been appointed.

3.0 Main Issues

Amendments to the officer delegation scheme (executive functions)

- 3.1 With effect from 1 February 2008, the Leader amended the officer delegation scheme (executive functions). A table summarising the changes is attached as appendix 1 to this report, together with the revised delegations as annexes to the table.
- new delegation to the Assistant Chief Executive (Planning Policy and Improvement) together with an amended delegation to the Chief Executive, to reflect functions now delegated to the Assistant Chief Executive (Annexes A and B);
 - withdrawal of the remaining streetscene functions from the Director of City Services, these now delegated to the Director of Environment and Neighbourhoods (Annex C); and
 - New concurrent delegation to the Chief Officer (Environment Services) (Annex D).
- 3.2 The officer delegation scheme (executive functions) general delegations to officers, which delegate authority in respect of functions common to all Directors, has also been amended to extend to the Assistant Chief Executive (Planning Policy and Improvement) and the Chief Officer (Environment Services) (Annex E).
- 3.3 The Leader has also amended the Executive Member Portfolios to reflect the revised delegation scheme only (Annex F).

Consequential amendments

- 3.4 By virtue of Article 15 of the Constitution, the Assistant Chief Executive (Corporate Governance) has delegated authority to approve consequential amendments to the constitution, to implement decisions of the council or the executive. These were needed to:
- The officer delegation scheme (council functions), to delegate council environment functions concurrently the Chief Officer (Environment Services);

- Article 12 of the constitution, (which sets out the functions and areas of responsibility for Directors);
- Part 3 Section 2B - Scrutiny Board Terms of Reference (to reflect the re-allocation of functions between the Directors and the delegations to the Assistant Chief Executive (Planning Policy and Improvement) and the Chief Officer (Environment Services) only;
- Part 3 Section 2A - Summary of council functions;
- Part 3 Section 2B - Local Choice functions; and
- Part 7 - management structure.

3.5 As a result of these amendments, the Director of City Services no longer has any functions delegated to him under the delegation schemes set out in the constitution, pending his retirement at the end of February.

4.0 Implications for Council Policy and Governance

- 4.1 Under its code of Corporate Governance, the Council is committed to ensuring that the necessary roles and responsibilities for the governance of the council are identified and allocated, so that it is clear who is accountable for decisions.
- 4.2 The constitution must therefore be kept up to date to reflect any changes in the executive arrangements, and changes should be communicated to relevant people.

5.0 Legal and Resource Implications

- 5.1 Under Rule 1.4 of the Executive Procedure Rules, the Assistant Chief Executive (Corporate Governance) must present a report to the council setting out any changes made by the Leader to the officer delegation scheme (executive functions). This report fulfils that requirement.

6.0 Conclusions

- 6.1 Amendments have been made by the Leader to the executive arrangements, which council is asked to note. The Monitoring Officer under her delegated authority has made other necessary consequential amendments to the constitution.

7.0 Recommendations

- 7.1 The council is asked to note the changes to the officer delegation scheme (executive functions) and other consequential amendments to the constitution, set out in this report.