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**Report of Director of City Development and Director of Environments and Neighbourhoods**

**Report to General Purposes Committee**

**Date: 25<sup>th</sup> June 2012**

**Subject: Amendments to Council Delegation Scheme**

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

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**Summary of main issues**

1. At its AGM on 21<sup>st</sup> May the Council made changes to its Executive Member Portfolios
2. At the same time, consultations were begun regarding moving services from City Development to Environment and Neighbourhoods and vice versa.
3. This report summarises the moves and proposes that amendments are made to the Officer Scheme of Delegation to allow for responsibilities to transfer for various functions.

**Recommendations**

4. General Purposes Committee are asked to consider proposed changes before these are reported to Full Council for all Elected Members consideration.

## **1 Purpose of this report**

- 1.1 To consider proposed changes to the Officer Delegation Scheme (Council (non executive) functions) in respect of the Director of Environment and Neighbours and Director of City Development
- 1.2 For the Committee to recommend to Full Council that changes are adopted.

## **2 Background information**

- 2.1 At its AGM the Council agreed to amend the portfolios of Executive Members.
- 2.2 At the same time consultations were begun regarding a movement of services from City Development to Environment and Neighbourhoods and vice versa.
- 2.3 This report covers the moves and proposes that amendments are made to the Officer Scheme of Delegation to allow for responsibilities to move for various functions

## **3 Main issues**

- 3.1 Portfolio responsibility for Parks and Countryside has transferred to the Executive Member of Environment Services. As has responsibility for Climate Change and Environmental Policy.
- 3.2 Conversely responsibility for Jobs and Skills and has moved to the Executive Member for Leisure and Skills. Area based Regeneration also moves to the Development Portfolio.
- 3.3 To better align services to the revised portfolios it was also announced that a planned move of services between Directors would follow. This would create better and more coherent accountability regarding the Executive Member Portfolios. Operationally, it would also allow for greater service consolidation and joint working on Council priorities. In terms of services affected the following was announced:
  - 3.3.1 Employment and Skills – to move to City Development
  - 3.3.2 Regeneration Projects – to move to City Development
  - 3.3.3 Parks and Countryside – to move to Environment and Neighbourhoods.
- 3.4 These moves can come into effect by re-arrangement Chief Officer reporting lines. Otherwise there is no immediate need for changes to services.
- 3.5 It is also proposed that there will be a consolidation of climate change and fuel saver activity within the Environment and Neighbourhoods Directorate, however, the detail of this arrangement will be considered further, before any organisation changes are implemented.
- 3.6 Consultations on the proposed changes are detailed in this report.

- 3.7 To enable Directors to assume proper responsibility for these functions, various changes to the Constitution are needed.
- 3.7.4 Council functions which are delegated to Officers, require approval of Full Council. Proposals for these changes are given in Appendix I.
- 3.7.5 Where the changes to the Executive functions that apply to the above are concerned, revisions can be made by the Leader taking a delegated decision before the Council meeting. These changes will come into effect at the same time the Council functions are revised. Proposed changes are given in Appendix II.
- 3.7.6 Changes predominantly apply to a range of legal powers under a variety of acts and mainly concern Public Rights of Way in relation to Parks and Countryside services.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.7 Group Leaders have been notified of the organisational changes in terms of transferring services between the two Directorates. Members would also have been able to access communications on the intranet.
- 4.1.8 Cascaded briefings have been provided for all staff affected, and this includes support service staff too.
- 4.1.9 The trade unions have also been consulted .
- 4.1.10 Feedback suggests widespread support for changes.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 A screening exercise has been carried out. The transfer of functions will mean that there will be extremely limited changes to how services operate and consequent equality implications. The Screening is attached as a background paper.

### **4.3 Council policies and City Priorities**

- 4.3.1 Changes to the scheme of delegation will enable closer working and a better focus on City Priorities.

### **4.4 Resources and value for money**

- 4.4.1 There are no immediate plans to make changes to how services operate. However, it is likely that various options will be considered in the future regarding better service delivery and potential efficiencies.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 In order to operate effectively, the transfer of services between directorates will require amendments to the scheme of delegation and in turn the relevant Directors to amend their sub-delegations to enable transparent decision making.

## **4.6 Risk Management**

4.6.1 N/a

## **5 Conclusions**

5.1 Changes to Executive Board portfolios have led to plans to manage some services more effectively in different Directorates. Consequently, changes to the scheme of delegation are also needed. These can be addressed by the Leader in relation to Executive functions. However only Full Council can approve changes to the non-executive functions.

## **6 Recommendations**

6.1.1 The General Purposes Committee are asked to recommend that the Full Council agrees to changes in the scheme of delegation that are given in Appendix I.

## **7 Background documents<sup>1</sup>**

7.2 Equality Impact Screening

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.