

Record of Officer Decision

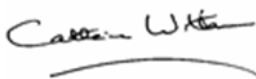
This form is the written record of a key or significant operational decision taken by an officer.

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision
Accountable Director	City Solicitor	
Contact person:	Kate Sadler	Telephone number: 0113 37 88663
Subject¹:	Annual Publication of Constitution 2020-21	
Decision details:	What decision has been taken? ² The City Solicitor has approved the 2020-21 constitution for publication.	
	A brief statement of the reasons for the decision ³ Article 15 requires the Monitoring Officer to monitor and review the Constitution. The Constitution is traditionally published following the annual council meeting each year. The Leader of Council has published a decision confirming that her Executive Arrangements will continue as set out in the 2019-20 Constitution into the 2020-21 municipal year. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020/392 were made under the Coronavirus Act 2020 in response to the Coronavirus Pandemic. Regulations 6 disapplies the requirement in Schedule 12 of the Local Government Act 1972 to hold an annual meeting. Regulation 4(2) provides that where an appointment would otherwise be made or require to be made at an annual meeting of a local authority, such appointment continues until the next annual meeting of the authority or until such time as that authority may determine. The Monitoring Officer notes therefore that the Council will not be holding an ACM in 2020 and that therefore the appointments (including the appointment of Lord Mayor, and Council Committees) and delegations (including delegations to officers) made in the 2019-20 Municipal Year and reflected in the Constitution will continue unless and until formally amended.	

¹ If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

² Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.

³ Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal or Equality colleagues as appropriate.

	Having reviewed the Constitution, and being satisfied that it continues to give effect to the aims and principles set out therein, the City Solicitor has approved publication of the constitution for 2020-21 for clarity and transparency.	
	Brief details of any alternative options considered and rejected by the officer at the time of making the decision Continuation with the 2019-20 constitution may lead to confusion.	
Affected wards:	None	
Details of consultation undertaken⁴:	Executive Member	
	Ward Councillors	
	Others	
Implementation	Officer accountable, and proposed timescales for implementation The Head of Democratic Services will arrange for publication of the Constitution as soon as practicable.	
List of Forthcoming Key Decisions⁵	Date Added to List:-	
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision	
	If Special Urgency Relevant Scrutiny Chair(s)	
	Signature	Date
Call In	Is the decision available ⁶ for call-in?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:	
Approval of Decision	Authorised decision maker ⁷ City Solicitor	
	Signature 	Date 1 st June 2020

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁵ Complete this section for key decisions only

⁶ Significant operational decisions are never available for call in. Key decisions are always available for call in unless they have been exempted from call in.

⁷ Give the post title and name of the officer with appropriate delegated authority to take the decision.

