

# Amendments to Constitution – Officer Delegation Scheme

Date: 14 July 2021

Report of: City Solicitor

Report to: Full Council

Will the decision be open for call in?  Yes  No

Does the report contain confidential or exempt information?  Yes  No

## What is this report about?

### Including how it contributes to the city's and council's ambitions

- In accordance with Article 15 of the Councils Constitution, and in her role as monitoring officer the City Solicitor has undertaken a review of the Constitution.
- The Monitoring Officer recommends the following amendments to the Constitution in order to ensure that it is up to date and fit for purpose and to ensure alignment of functions.
- This report sets out the recommendations of General Purposes Committee in relation to the amendments to the Constitution.

## Recommendations

- a) General Purposes Committee recommends to Full Council that the amendment to the following documents (as set out in this report and shown in the appendices attached) should be approved.
  - a. Part 3 Section 2C Officer Delegation Scheme (Council (non-executive) Functions)
    - i. Director of Resources (appendix 1)
    - ii. Director of Communities, Housing & Environment (appendix 2)

## Why is the proposal being put forward?

- 1 Amendments are proposed to the officer delegation scheme shown in the appendices 1 & 2 attached. These transfer responsibility for the regulatory functions in respect of caravan sites to the Director of Communities, Housing and Environment from the Director of Resources in line with recent organisational changes. Both Directors have been consulted and are content with the proposal.

## What impact will this proposal have?

### Wards affected:

Have ward members been consulted?  Yes  No

- 2 This will align the formal delegation of functions with the appropriate management and resource allocation.

### **What consultation and engagement has taken place?**

- 3 This arises from organisational changes given effect through the Leaders Executive Arrangements and the relevant Directors have been consulted and are content with the proposals.

### **What are the resource implications?**

- 4 There are no implications for this report.

### **What are the legal implications?**

- 5 The proposed amendments ensure that the Constitution will be up to date and fit for purpose.

### **What are the key risks and how are they being managed?**

- 6 There are no implications for this report.

### **Does this proposal support the council's three Key Pillars?**

- Inclusive Growth       Health and Wellbeing       Climate Emergency

- 7 The function will be carried out in line with the council's objectives and strategic approach.

### **Options, timescales and measuring success**

#### **What other options were considered?**

- 8 Leaving the Council functions in the same place but this would mean that functions are not aligned to managerial responsibility and would require sub-delegation between directors which reduces the transparency of the council's arrangements.

#### **How will success be measured?**

- 9 N/A

#### **What is the timetable for implementation?**

- 10 The changes will come into immediate effect following Full Council.

### **Appendices**

- 11 Appendix 1 – Part 3 Section 2Cc Officer Delegation Scheme (Council (non-executive) Functions Director of Resources.
- 12 Appendix 2 - Part 3 Section 2Cf Officer Delegation Scheme (Council (non-executive) Functions Director of Communities, Housing and Environment.

### **Background papers**

- 13 N/A