



Report of the Assistant Chief Executive (Corporate Governance)

Full Council

Date: 16 September 2009

Subject: Amendments to officer delegation scheme (executive functions)

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

1. This report notifies Council of amendments to the officer delegation scheme (executive functions) approved by the Leader with effect from 2 September 2009.
2. The amendments were in relation to a new concurrent delegation to the Chief Recreation Officer.
3. A copy of the delegation is attached as Appendix 1 to this report.
4. In addition, under authority delegated to the Monitoring Officer under Article 15, consequential amendments to the constitution have now been approved, following the Leader's amendments to the scheme. These are outlined in this report for information. They include an amendment to the officer delegation scheme (council functions) which is also attached to this report for information, as Appendix 2.

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.
- 1.2 It also notifies Council about consequential amendments made to the constitution under delegated authority.

2.0 Background Information

- 2.1 Under Executive Procedure Rule 1.4, the Leader may amend the scheme of delegation relating to executive functions, at any time, by giving notice to the Assistant Chief Executive (Corporate Governance) and to the person, body or committee concerned.
- 2.2 The Assistant Chief Executive (Corporate Governance) must then present a report to the next ordinary meeting of full Council, setting out the changes made by the Leader.

3.0 Main Issues

- 3.1 With effect from 2 September 2009, the Leader amended the officer delegation scheme (executive functions), as set out below.

3.2 Chief Recreation Officer

- 3.2.1 Following an appointment by the Employment Committee, a delegation has been given to this post, in relation to:
- recreation services;
 - cemeteries, crematoria, burial grounds, and mortuaries; and
 - countryside management.
- 3.2.2 These functions have already been delegated to the Director of City Development, and are therefore now concurrently delegated.
- 3.2.3 A copy of the delegation to the Chief Recreation Officer is shown attached as Appendix 1.
- 3.2.4 The general delegations to officers under the officer delegation scheme (executive functions) were also extended to the Chief Recreation Officer from the same date.

Consequential amendments

- 3.3 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), (a new concurrent delegation to the Chief Recreation Officer). Minor amendments were also needed to:
- Article 12 of the constitution, (which sets out the functions and areas of responsibility for Directors and Chief Officers with concurrent delegations);
 - Part 3 Section 2B - Scrutiny Board Terms of Reference (to reflect the revised delegations only);

- Part 3 Section 3B(a) – Executive Member portfolios (to reflect the revised delegations only); and
- Part 7 - management structure.

3.4 The concurrent delegation to the officer delegation scheme (Council functions) is attached for information as appendix 2 to this report.

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.

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 officer delegation scheme (executive functions), in accordance with the Executive Procedure Rules. Other necessary consequential amendments to the constitution have also been made.

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.