



Report of the Assistant Chief Executive (Corporate Governance)

Full Council

Date: 24 February 2010

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 full Council of amendments to the Officer Delegation Scheme (Executive Functions) approved by the Leader.
2. With effect from 1 February, the Leader approved delegations relating to public private partnership/Private Finance Initiative and other major property and infrastructure related projects. These are set out at Appendix 1 to this report.
3. With effect from 24 February, the Leader approved other amendments to the Scheme, creating new concurrent delegations to the Chief Asset Management Officer and Chief Economic Development Officer, and making minor amendments to the existing concurrent delegations to the Chief Libraries Arts and Heritage Officer and the Chief Planning Officer.
4. Copies of these delegations are attached as Appendices 2-5 to this report.
5. In addition, under authority delegated to the Monitoring Officer under Article 15, consequential amendments to the constitution have now been approved, following the new concurrent delegations approved by the Leader. These are outlined in this report for information.

1.0 Purpose Of This Report

1.1 This report notifies Council about amendments approved by the Leader 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 Officer Delegation Scheme (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 1 February 2010, the Leader amended the Officer Delegation Scheme (Executive Functions) general delegations to officers, to include provisions in respect of Public Private Partnership / Private Finance Initiative and other major property and infrastructure related projects.

3.2 The amendments introduced a number of delegations to Directors and Chief Officers, some general and some specific to individual officers, to enable the alignment between the Council's constitutional arrangements and the work of the Public Private Partnership Unit. These delegations will take the place of the previous practice of making routine delegations in respect of each PPP/PFI project.

3.3 These amendments are set out in Appendix 1 to this report.

3.2 With effect from 24 February 2010, the Leader further amended the Officer Delegation Scheme (Executive Functions), as set out below.

3.3 Chief Asset Management Officer

3.3.1 Following an appointment to this post by the Employment Committee, a delegation has been given to this post, in relation to obtaining of information as to interests in land, management of land, design services and asset management.

3.3.2 These functions were already delegated to the Director of City Development, and are therefore now concurrently delegated.

3.3.3 A copy of the delegation to the Chief Asset Management Officer is shown attached as Appendix 2.

3.4 Chief Economic Development Officer

3.4.1 Following an appointment to this post by the Employment Committee, a delegation has been given to this post, in relation to the operation of markets and car boot

schemes, the promotion of economic development and economic led regeneration, the management of the city centre, and tourism and promotions.

3.4.2 These functions were already delegated to the Director of City Development, and are therefore now concurrently delegated.

3.4.3 A copy of the delegation to the Chief Economic Development Officer is shown attached as Appendix 3.

3.5 General Delegations

3.5.1 The general delegations to officers under the officer delegation scheme (executive functions) were also extended to the Chief Asset Management Officer and Chief Economic Development Officer from the same date.

3.6 Chief Libraries Arts and Heritage Officer

3.6.1 Minor amendments have been made to the concurrent delegation to the Chief Libraries Arts and Heritage Officer. These amendments remove reference to matters reserved to the Executive Board from the exceptions to the delegation and include functions in relation to records repositories in the delegation.

3.6.2 A copy of the amended delegation to the Chief Libraries Arts and Heritage Officer is shown attached as Appendix 4.

3.7 Chief Planning Officer

3.7.1 Minor amendments have been made to the concurrent delegation to the Chief Planning Officer. These amendments reflect the fact that the delegation of the functions in relation to the authority's role as local planning authority are not concurrent with the Director of City Development. They also remove reference to matters reserved to the Executive Board from the exceptions to the delegation.

3.7.2 A copy of the amended delegation to the Chief Planning Officer is shown attached as Appendix 5.

3.8 Consequential amendments

3.8.1 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. Minor amendments were needed to reflect the new concurrent delegations:

- 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.

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.