

Report to Constitution and Members' Services Standing Scrutiny Panel

Date of meeting: 6 April 2009



Portfolio: Leader

Report of: Assistant to the Chief Executive

Subject: Officer Delegation - Annual Review 2008/9

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Democratic Services Assistant: M Jenkins (01992 564607)

Recommendations:

- (1) To consider the proposals for changes to officer delegation as set out in Appendix 1 to this report and to recommend their adoption by the Leader of Council;**
- (2) To consider the proposed changes to officer delegation as set out in Appendix 2 and to recommend these changes to the Council at its April 2009 meeting; and**
- (3) To authorise the Assistant to the Chief Executive to incorporate within the final versions of officer delegation minor drafting changes including typographical errors, changes in officer delegations as a result of Senior Management Review and any changes in legislation which have occurred since the last review took place.**

Report:

1. Each year the Council reviews its scheme of officer delegation and this task has once again been undertaken by a working party of officers.
- ... 2. Appendix 1 to this report sets out changes to delegation being proposed in respect of Cabinet functions whilst Appendix 2 shows changes to functions which remain the responsibility of the Council. This latter category includes regulatory and non-executive functions.
3. One change which will take effect from 2009/10 is in relation to the approval of officer delegation of Cabinet functions. Previously any changes have been referred to the Council for approval but it will now be the Leader of the Council who determines whether the scheme of officer delegation is to continue or whether changes should be made.
4. With this in mind, any recommendations arising from Appendix 1 will be submitted to the Overview and Scrutiny Committee for approval prior to submission to the Leader of Council. In relation to Appendix 2, the Panel would recommend to the Overview and Scrutiny Committee and, through that Committee, the Council.

5. The two Appendices show amendments in matters of substance relating to officer delegations. There are a number of typographical corrections, changes in officer delegations and responsibilities, changes in legislation or minor drafting changes which also need to be dealt with. Authority is requested from the Panel that the Assistant to the Chief Executive should make these minor alterations, prior to submission to the Council and the Leader of the Council.