

# **Report to Overview and Scrutiny Committee**

**Date of meeting: 16 April 2009**



**Report of:** Constitution and Member Services  
Standing Scrutiny Panel

**Subject:** Officer Delegation - Annual Review 2008/9

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## **Recommendations:**

- (1) That the changes to officer delegation as recommended in Appendix 1 to this report be approved and submitted for adoption by the Leader of Council;**
- (2) That the proposed changes to officer delegation recommended in Appendix 2 be approved and recommended to the Council for adoption at its April 2009 meeting; and**
- (3) That a report be submitted to the Council recommending that the Assistant to the Chief Executive 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. The latter includes regulatory and non-executive functions.
3. One change which will take effect from 2009/10 is in relation to the approval of delegation of Cabinet functions to officers. 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 should 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.
6. We recommend as set out at the commencement of this report.