

Report to the Constitution and Member Services Standing Scrutiny Panel



Date of meeting: 20 February 2012

Subject: Officer Delegation – 2011/12 Review

Responsible Officer: I Willett (01992 564243)
Assistant to the Chief Executive

Democratic Services Officer: Mark Jenkins (01992 564607)
Democratic Services Officer

Recommendations:

- (1) That a report be submitted to the Overview and Scrutiny Committee and the Council recommending that the schedule of changes to Council delegation (Appendix 1) be approved; and
- (2) That the changes to executive delegations be incorporated in the Constitution, once these having been signed off by the Leader of the Council.

Report:

1. Introduction

- 1.1 Each year a cross-Directorate Working Party of Officers carries out a review of Financial Regulations, Contract Standing Orders and Officer Delegation. Every second year a review of contract standing orders is undertaken. These reviews are designed to keep these documents up-to-date and to reflect current statutory requirements and operational needs.
- 1.2 Such delegated authorities are agreed in one of two ways:
 - (a) approval by the Council in respect of Council (i.e. non-executive and regulatory) functions; or
 - (b) approval of the Leader of the Council for Executive (or Cabinet) functions.
- 1.3 This report brings forward updates to the delegation schedule, including those which has already been approved during the last 12 months.

2. Proposed Changes

- 2.1 The only new change in delegation relates to the detailed wording on tree preservation. These should be recommended to the Overview and Scrutiny Committee and Council. The remainder are executive delegations and have already been approved by the Cabinet and/or Portfolio Holders and will be incorporated in the Constitution once the Leader of Council has reviewed and approved the overall schedule.