

Report to Constitution & Member Services standing scrutiny Panel

Date of meeting: 14 January 2014

Report of: Assistant to the Chief Executive

Subject: Officer Delegation

Officer contact for further information: I. Willett (Telephone 01992 564243)

Committee Secretary: M. Jenkins (01992 56)



Recommendations:

- (1) To consider proposed alterations (shown in red highlighting) to the schedules of officer delegation following the decision of the Council to adopt a new Directorate structure with effect from 1 April 2014;**
- (2) To recommend the adoption of the revised schedules to the Overview & Scrutiny Committee and then to the Council or Leader of the Council prior to publication in the Council's constitution; and**
- (3) To note that the delegated authorities in respect of Deputy monitoring Officer, Deputy Electoral Registration Officer and Deputy RIPA Officer cannot be finalized at present due to pending appointments required under the implementation of the new directorate structure but that once an appointment has been made, the decisions of the Director of Governance and the Chief Executive be added to the schedule..**

Report:

1. The Appendices to this report are amended versions of the schedules of officer delegation published in the Council's constitution. These now require amendment to reflect the new Directorate structure approved by the Council on 17 December 2013.
2. The new structure changes the number of Directors and re-allocates functions across the new Directorates and this means that the existing delegated authorities will be exercised by different post holders. However, the scope of the delegation is largely unaltered although an opportunity has been taken to review the electoral matters as recent changes, including some referendums, were not covered.
3. Three positions, set out in recommendation (3), cannot be finalized at present pending the outcome of ring-fenced interviews as part of the implementation of the new structure. It is recommended that once an appointment to the position concerned has been made, the decisions of the Chief Executive and the Director of Governance on allocation of these roles be added to the schedule.
4. As previously, those delegated authorities must be approved by either the Leader of the Council (Executive functions) or the Council (Council functions) before being published in the Constitution.
5. These schedules will be referred to the Management Board at its meeting on 8.1.14 and any further comments from Directors will be reported at the meeting.

