

**REPORT TO Executive & Council**

**Date of Meeting: 12 April 2016 & 19 April 2016**

**Report of: Corporate Manager, Democratic & Civic Support**

**Title: AMENDMENTS TO THE SCHEME OF DELEGATION AND UPDATES TO THE CONSTITUTION**

**Is this a Key Decision?**

No

**Is this an Executive or Council Function?**

**Council**

**1. What is the report about?**

- 1.1 This report sets out proposals to amend the Scheme of Delegation to Officers, Deputies for Delegated Powers and any further relevant amendments to the constitution to match a change in management arrangements with regards to the Human Resources Unit.

**2. Recommendations:**

That the Council be asked to approve:-

- (1) the changes to the Scheme of Delegation to Officers and Deputies for Delegated Powers as set out in the appendices to this report; and
- (2) any further amendments to the Constitution arising from the change of the management of the Human Resources Unit to the Corporate Manager Legal Services.

**3. Reasons for the recommendation:**

- 3.1 To ensure that the Scheme of Delegation to Officers is up to date and matches the operational arrangements of the Council.

**4. What are the resource implications including non financial resources.**

- 4.1 None

**5. Section 151 Officer comments:**

- 5.1 No comment.

**6. What are the legal aspects?**

- 6.1 No comment.

**7. Monitoring Officer's comments:**

- 7.1 This report raises no issue of concern for the Monitoring Officer.

**8. Report details:**

8.1 The Scheme of Delegation to Officers is the working document which sets out what decisions and powers officers have on a day to day basis. It therefore needs to be up to date to match operational arrangements.

8.2 This latest amendment to the Scheme of Delegation has been necessary following the change in the management arrangements with the Corporate Manager Legal Services having responsibility for the Human Resources Unit.

**9. How does the decision contribute to the Council's Corporate Plan?**

9.1 It ensures that the Council is working as efficiently as possible.

**10. What risks are there and how can they be reduced?**

10.1 There are no risks associated with the proposals.

**11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?**

11.1 None

**12. Are there any other options?**

12.1 No.

**John Street  
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Local Government (Access to Information) Act 1972 (as amended)  
Background papers used in compiling this report:-

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