

REPORT TO Executive & Council

Date of Meeting: 11 April 2017 & 24 April 2017

Report of: Corporate Manager, Democratic & Civic Support

Title: UPDATES TO THE SCHEME OF DELEGATION

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 to match operational arrangements, particularly following discussion at the Council meeting on 21 February 2017.

2. Recommendations:

That the Council approve the changes to the Scheme of Delegation to Officers set out in Appendix 1 to this report

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, thereby ensuring that day to day operational decisions can be taken.

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

4.1 None

5. Section 151 Officer comments:

5.1 There are no financial implications contained within this report.

6. What are the legal aspects?

6.1 The Scheme of Delegation must be amended to take account of the Senior Management Restructure. Otherwise, no other legal aspects have been identified.

7. Monitoring Officer's comments:

7.1 This report raises no issues concerned to 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 report specifically deals with issues relating to:-

- The ability for certain officers below that designated as Chief Officers, to undertake certain disciplinary action. This is a reinstatement of these powers, following their inadvertent deletion in the most recent revision;
- Identification of the Officer with delegated authority to deal with any penalty charge appeal that may be received. This was a matter which was raised at the meeting of Council on 21st February 2017.

8.3 Once these changes have been approved, a revised up to date version of the constitution will be made available to Members.

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:-

Contact for enquires:

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