

REPORT TO EXECUTIVE

Date of Meeting: 4 October 2022

REPORT TO COUNCIL

Date of Meeting: 18 October 2022

Report of: Director Corporate Services

Title: Amendments 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?

This reports sets out proposals to amend the Scheme of Delegation to Officers to match operational arrangements.

2. Recommendations:

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

3. Reasons for the recommendation:

3.1 To ensure that that 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. Particular attention has also been taken to ensure that Deputies have been appointed in all cases where authority has been delegated to officers, thereby ensuring that matters can continue to be dealt with, even in the absence of the named officer(s).

4. What are the resource implications including non financial resources

None.

5. Section 151 Officer comments:

5.1 There are no financial implications for Council to consider.

6. What are the legal aspects?

It is important to ensure that appropriate authority for officers to undertake the operational requirements of the Council, is appropriately approved by full Council and forms part of the Council's constitution.

7. Monitoring Officer's comments:

This report raises no issues for the Monitoring Officer

John Street – Deputy 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 kept up to date to match operational requirements and arrangements.

8.2 The latest annual revision mainly concentrates on:-

- The amendment of the Service Lead City Development function to include listing and compensation reviews in respect of assets of community value;
- The amendment of the Corporate Manager Executive Support to decide whether to list an asset nominated as an asset of community value;
- The inclusion of additional responsibilities for the Assistant Director of Housing (Tenancy Services) for the authority to opt to surrender Right to Buy (RTB) to Department of Communities & Local Government or pass receipts over to a housing association,
- The amendment of the title of Royal Albert Memorial Museum;
- The inclusion of the additional function of determining appropriate stewardship and development of the museum collection with relevant professional standards and policy;
- The amendment to responsibilities of the City Surveyor, notably the exceedance cost for property matters and amendments to the deputy's for each function; and
- The responsibilities of the Engineering, Waterways and Parking Service Manager being deleted and re-allocated to the following service leads as follows:-
 - Car Parking – Service Lead - Net Zero, Commercialisation, Skills, Business and City Centre;
 - Engineering – Service Manager Public and Green Spaces;
 - Waterways – Harbour Master Exeter Port Authority; and
 - Exercising the Council's powers under Section's 6-8 of the Exeter City Act 1987 to the City Surveyor.

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

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

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

There are no risks associated with the proposals.

11. Equality Act 2010 (The Act)

In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act.

12. Carbon Footprint (Environmental) Implications:

No direct carbon/environmental impacts arising from the recommendations.

13. Are there any other options?

None

Director Corporate Services, Baan Al-Khafaji

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Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:-

None

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