



## **Report to Cabinet**

**Date:** 12 JANUARY 2012

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**Subject:** CHANGES TO THE DELEGATION SCHEME FOLLOWING THE MANAGEMENT RESTRUCTURE

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### **1. Purpose of the Report**

To seek approval to amend all current executive delegations to Officers following the Management Restructure.

### **2. Background**

- 2.1 On 31 August 2011, the Appointments and Conditions of Service Committee agreed to delete the six posts of Head of Service from the establishment and replace them with four new posts of Corporate Director. The new structure became effective on 1 January 2012.
- 2.2 The current executive delegation scheme refers to posts existing in the outgoing structure and therefore will need to be amended to take account of the new structural arrangements.

### **3. Proposal**

- 3.1 It is proposed that all current executive delegations to Heads of Service should be exercised by the Corporate Director with responsibility for the relevant power or function (or the Council Solicitor and Monitoring Officer in relation to Legal Services).
- 3.2 It is also proposed that any reference to Head of Service in any Policy or procedure approved by Cabinet or Cabinet member be substituted for Corporate Director (or the Council Solicitor and Monitoring Officer in relation to Legal Services).
- 3.3 Any delegations to statutory officers (Head of Paid Service, Chief Financial Officer and Monitoring Officer) are unaffected and will remain.
- 3.4 The current executive delegation scheme includes a provision to enable the Chief Executive to deal with all matters delegated to Heads

of Service and the Deputy Chief Executive to exercise all functions of the Chief Executive in his absence. In order to reflect the new management arrangements it is proposed that the general delegations are amended to enable the Chief Executive or another Corporate Director to deal with all matters delegated to Corporate Directors and the Corporate Directors to exercise all functions of the Chief Executive in his absence.

#### 4. **Recommendation**

It is therefore **recommended** that:

- a) all current executive delegations to Heads of Service be exercised by the Corporate Director with responsibility for the relevant power or function (or the Council Solicitor and Monitoring Officer in relation to Legal Services);
- b) any reference to Head of Service in any Policy or procedure approved by Cabinet or a Cabinet member is substituted for Corporate Director with responsibility for the relevant power or function (or the Council Solicitor and Monitoring Officer in relation to Legal Services); and
- c) the executive delegation scheme is amended to enable the Chief Executive or another Corporate Director to deal with all matters delegated to another Corporate Director in his/her absence and the Corporate Directors to exercise all functions of the Chief Executive in his absence; and
- d) the Council Solicitor and Monitoring Officer be authorised to make any other amendments to the executive delegations to reflect the new management arrangements.