

Report to Cabinet

Subject: Changes to the Delegation Scheme following the Management Restructure

Date: 11 February 2016

Author: Director of Organisational Development & Democratic Services

Wards Affected

Not Applicable.

Purpose

To seek approval to amend all current executive delegations, policies and procedures following the management restructure.

Key Decision

This is not a Key Decision.

Background

- 1.1 On 24 November 2015 the Appointments and Conditions of Service Committee agreed a number of proposed changes to the existing staffing arrangements across the Council, including changes to Senior Leadership Team. The new structure became effective on 11 January 2016.
- 1.2 The current executive delegation scheme, policies and procedures refer to posts existing in the outgoing structure and therefore will need to be amended to take account of the new structural arrangements.

Proposal

- 2.1 It is proposed that all current executive delegations and all policies and procedures approved by Cabinet or Cabinet member be amended as follows:
 - a) delete references to Council Solicitor and Monitoring Officer and replace with Director of Organisational Development and Democratic Services.
 - b) delete reference to Corporate Director and replace with:
 - Deputy Chief Executive and Director of Finance in relation to

Finance, Parks and Street Care, Waste, Transport, Revenues and Benefits and Audit and Asset Management functions;

- Director of Health and Community Wellbeing in relation to Leisure, Public Protection, Housing and Community Relations functions;
- Director of Organisational Development and Democratic Services in relation to Legal, Elections and Member Services, Organisational Development, Customer Services, IT and Communications functions; and
- Head of Planning and Economic Growth in relation to Planning, Building Control and Economic Development functions.

2.2 Any delegations to statutory officers (Head of Paid Service, Chief Financial Officer and Monitoring Officer) are unaffected and will remain.

2.3 The current executive delegation scheme includes a provision to 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. It is proposed that this provision remains but references to 'Corporate Director' are replaced with 'Director'.

Alternative Options

3.1 Not to amend the delegations, policies and procedures, but this will lead to lack of clarity about which officer has the power to act.

Financial Implications

4.1 None arising from this report.

Appendices

5.1 None.

Background Papers

6.1 None.

Recommendations

It is therefore recommended that:

- a) all current executive delegations, policies and procedures approved by Cabinet or a Cabinet member are amended as set out in the report to reflect the new management arrangements, and
- d) the Monitoring Officer be authorised to make any necessary amendments to reflect the new management arrangements.

Reasons for Recommendations

To ensure that delegations, policies and procedures are updated to refer to posts in

the new management structure.