

## **SCHEME OF DELEGATION**

**Report By: Assistant Chief Executive - Legal and Democratic**

### **Wards Affected**

None.

### **Purpose**

1. To approve the revised Scheme of Delegation to Council for adoption.

### **Financial Implications**

2. There are no financial implications.

### **RECOMMENDATIONS**

#### **3. THAT:**

- (i) **the Committee comment on and approve in principle the revised Scheme of Delegation attached as Appendix 1 which represents the Scheme as approved by Audit and Corporate Governance Committee (21 December 2007), as amended with comments made by the Constitutional Review Working Group (16 April 2008) and which take account of the new senior management team arrangements.**
- (ii) **Members note that the Scheme of Delegation attached as Appendix 1 will be considered by the Joint Management Team on 7 July 2008. As Audit and Corporate Governance Committee are meeting in advance of JMT, approval is sought that, should the comments from JMT require substantial (non technical) changes to the revised Scheme of Delegation, the Chairman and Vice-Chairman of Audit and Corporate Governance Committee be informed and their approval sought for ratification of such changes prior to formal adoption by Council on 25 July 2008.**

### **Reasons**

4. Following the decision by Council on 2 November to refer the revised Scheme of Delegation together with the Policy Procedure Rules, Financial Procedure Rules and Contract Procedure Rules documents to Audit and Corporate Governance Committee, there have been discussions held at the meetings held on 16 November 2007, 21 December 2007 and the 29 February 2008.

5. Whilst the Budget and Policy Framework Procedure Rules, Financial Procedure Rules and Contract Procedure Rules were adopted by Council on 8 March 2008, the Scheme of Delegation required additional revision in order to reflect the evolving management structures and to provide further clarification of the respective responsibilities of Directors and Cabinet Members.
6. The Committee will recall that this work was identified by both the S151 Officer's report and Mr Crookall's report.

### **Considerations**

6. The draft Scheme of Delegation was last considered by the Audit and Corporate Governance Committee on 21 December 2007 and, subject to slight amendments, was endorsed for further consideration by the Constitutional Review Working Group on 14 April 2008. The document attached as Appendix 1 to the report takes into account the amendments from the Audit and Corporate Governance Committee (21 December 2007), the Constitutional Review Working Group (16 April 2008), which requested the Scheme, be updated to reflect the senior management structure for the Council and its partner, the PCT. Appendix 2 attached provides a 'tracked changes' version of this document (which for ease of reference does not highlight changes of a purely technical nature, e.g Post holder titles/roles, paragraph numbering and changes to state 'Joint Management Team').
7. The Audit & Corporate Governance Committee is invited to comment upon and approve the revised Scheme of Delegation attached as Appendix 1. The Committee is advised that the Joint Management Team will be considering the Scheme of Delegation at their meeting on 7 July, and Members are requested to consider providing the Chairman and the Vice-Chairman with authority to ratify any substantial (non technical) changes to the revised Scheme of Delegation proposed by JMT, prior to formal adoption by Council on 25 July 2008
9. Members are further advised that a thorough review of the Constitution has been proposed and consideration is being given to establishing a Members task and finish working group in order that revisions can be submitted to the Council meeting on 31 October 2008 for formal adoption.

### **Risk Management**

10. The Scheme of Delegation provides clarity on both the roles of Directors and Cabinet Members on decision making.

### **BACKGROUND PAPERS**

- Appendix 1 – Proposed Scheme of Delegation
- Appendix 2 – Track Changes of Scheme of Delegation (incorporating the changes as approved by Audit and Corporate Governance Committee on 21 December 2007 and Constitutional Review Working Group on 16 April 2008)