

**Audit Committee**

**28 APRIL, 2022**

**Agenda  
Item No.**

**9.**

**Amendments to officer delegations under Part 3.5 of the Council's  
Constitution**

**Ward(s): All**

**Portfolios: All**

**Purpose:**

**1. Aim**

- 1.1 To ensure that decision making by officers is clear, transparent and lawful.

**2. Summary**

- 2.1 The Council must ensure that it has a Scheme of Delegations which clearly sets out the delegated powers given to holders of various posts within the Council.
- 2.2 Prior to the start of each municipal year, a review of delegations is undertaken to ensure appropriateness for the forthcoming municipal year and, where appropriate, implement changes to the delegations to ensure that they comply with any internal audit recommendations, best practice requirements, or changes in legislation.

**3. Recommendations**

- 3.1 That the Committee review and note the revisions to officer delegations as set out in the Appendix to this report.
- 3.2 That the report be circulated to Group Leaders and independent members for information.
- 3.3 That Audit note that a delegation is being sought to allow the Director of Governance to make minor and/or necessary changes to the Constitution as and when required to ensure that the council can respond quickly when the need arises.

#### **4. Report detail – know**

- 4.1 The proposed amendments to officer delegations for the forthcoming municipal Year (2022/2023) reflect new legislation and operational changes across the Council during the last municipal year.
- 4.2 To assist with members deliberations, the proposed changes to delegations are set out within a table attached as appendix 1 to this report.
- 4.3 Members attention is also drawn to appendix 2 which is a new addition to the delegations which provides clarity on the level of delegations to different tiers within the Council.
- 4.3 It is suggested that, as in previous years, this report be circulated to Group Leaders and independent members for information.

#### **5. Financial information**

- 5.1 There are no direct financial implications.

#### **6. Reducing Inequalities**

- 6.1 It is imperative that the Councils decision making structures and processes are lawful, clear and transparent. This ensures that powers are used responsibly and reasonably to give confidence to the entire borough that decision making is fair and beyond reproach.

#### **7. Decide**

- 7.1 There is a requirement to undertake an annual review of the delegations in place. However, in light of the experience during Covid, it is being suggested that the Director of Governance be granted authority by way of a delegation to make minor and/or necessary amendments as and when required to ensure that the Council can react to situations as they develop.
- 7.2 The Director of Governance will maintain a record of any changes within a register which will be submitted alongside the annual report to Council each May when the review of delegations is submitted.

#### **8. Respond**

- 8.1 The proposed amendments will be submitted to Council for consideration and approval at its meeting to be held on 23<sup>rd</sup> May, 2022.

#### **9. Review**

- 9.1 There will be an ongoing requirement to keep the officer delegations under review to ensure that the Council acts within the law.

## **Background papers**

None

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