

REPORT TO CONSTITUTION COMMITTEE

REPORT OF: HEAD OF LEGAL AND DEMOCRATIC SERVICES

REPORT NO: LDS107

DATE: 23rd SEPTEMBER 2013

TITLE:	CONSTITUTION REVIEW – SCHEME OF DELEGATION	
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	Not applicable	
PORTFOLIO HOLDER: NAME AND DESIGNATION:	Councillor Paul Carpenter – Portfolio Holder for Governance & Communication	
CONTACT OFFICER:	Lucy Youles Head of Legal and Democratic Services l.youles@southkesteven.gov.uk Tel:01476 406105	
INITIAL IMPACT ANALYSIS: Equality and Diversity	Carried out and Referred to in paragraph (7) below Not applicable	Full impact assessment Required: Not applicable
FREEDOM OF INFORMATION ACT:	This report is publicly available via the Your Council and Democracy link on the Council's website: www.southkesteven.gov.uk	
BACKGROUND PAPERS	The Constitution	

1. RECOMMENDATIONS

It is recommended the Constitution Committee consider the proposed changes to the Scheme of Delegation to officers as detailed at the Appendix to this report and approve for consultation with officers.

2. PURPOSE OF THE REPORT

The purpose of the report is to inform the Constitution Committee of the proposed changes to the Constitution and to obtain approval for consultation.

3. DETAILS OF REPORT

3.1 The Scheme of Delegation to officers is detailed at part 3 (green) of the Constitution. The Scheme currently runs to 26 pages. The changes proposed provide a more streamlined scheme which should be more user friendly. The Scheme, as currently written, is separate from the functions of officers set out in Article 15 of the Constitution. The proposal would be to amalgamate the scheme and functions as one article relating to officers of the Council.

3.2 The proposed scheme will list the Proper Officers authorised to act for the purposes of the delegated functions and those authorised to act in the absence of the Proper Officer. General delegated authorities will be grouped as delegated authority to all those appointed as chief executive, strategic director, head of service and service manager Specific authorities will then be presented as shown in the table detailed in the Appendix.

3.3 It is proposed that Members consider the proposals and confirm approval/changes to allow full consultation with officers before submitting to Council for approval.

4. OTHER OPTIONS CONSIDERED

No other options have been considered in respect of these amendments.

5. RESOURCE IMPLICATIONS

There are no resource implications relating to the proposals.

6. RISK AND MITIGATION

Risk has been considered as part of this report and any specific high risks are included in the table below:

Category Risk	Action / Controls
No significant risks	

7. ISSUES ARISING FROM IMPACT ANALYSIS

Equality impact analysis not required

8. CRIME AND DISORDER IMPLICATIONS

No crime and disorder implications

9. COMMENTS OF FINANCIAL SERVICES

There are no financial implications relating to the amendments.

10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES

There are no legal or democratic implications relating to the proposed amendments.

11. COMMENTS OF OTHER RELEVANT SERVICES

None relevant

Appendix - Proposed Scheme of Delegation to Officers.