

TRAFFORD COUNCIL

Report to: Annual Meeting of the Council
Date: 22 May 2019
Report for: Decision
Report of: Corporate Director of Governance and Community Strategy and Monitoring Officer

Report Title

DELEGATION OF FUNCTIONS

Summary

To confirm arrangements for the delegation of Council (non-Executive) and Executive functions and to obtain Council's agreement to amend the Constitution of the Council to incorporate these arrangements.

Recommendation(s)

- 1) That Council notes that Executive functions not covered by the Officers' Scheme of Delegation are delegated by the Leader of the Council as follows:
 - (a) functions are delegated to all individual Executive Members in accordance with the Executive Members' Scheme of Delegation;
 - (b) all other functions are delegated to the Executive.
- 2) That the current Scheme of Delegation to Officers contained within the Constitution be re-confirmed and the Corporate Director of Governance and Community Strategy be requested to review and align the Office Scheme in accordance with the Leader of the Council's revisions to the Executive Scheme of Delegation.
- 3) That the Corporate Director of Governance and Community Strategy be authorised to amend the Constitution of the Council in accordance with and as a consequence of this report and other decisions made by Council at this Annual Meeting.
- 4) That Council notes that further changes may be made to delegations and that the Corporate Director of Governance and Community Strategy be authorised to amend the Constitution following consultation with the Leader and Chief Executive.

Contact person for access to background papers and further information:

Name: Ian Cockill
Extension: 1387

Background Papers:

Constitution of the Council

1. Background

- 1.1 It is the duty of the Council's Monitoring Officer to review the Constitution from time to time and to propose amendments to the Council. Generally amendments are proposed at the Council's Annual Meeting to reflect any changes which are proposed to the schemes of delegation for both Members and Officers, together with any further amendments which may be considered to be necessary for the efficient and effective management of the Council and Council services.

2. Executive Scheme of Delegation

- 2.1 The Leader of the Council determines how, and by whom, executive functions are carried out. The Leader has agreed a scheme of delegation of executive functions to the individual members of the Executive. The Executive Scheme of Delegation is set out in the Responsibility for Functions document at appendix 1. This document forms part 3 of the Council's Constitution. Changes have been made to reflect changes to portfolios as reported to Council under item 7 Membership of the Executive.

3. Officer Scheme of Delegation

- 3.1 The Officers Scheme of Delegation is set out in part 3 of the Council's Constitution. As a consequence of revisions proposed to the Executive Scheme of Delegation the Corporate Director of Governance and Community Strategy is requested to review and align the Officer Scheme and also to ensure that the Constitution is in line with changed statutory regulations and current Council policy.
- 3.2 There may need to be other changes throughout the year and it is recommended that these be dealt with by the Corporate Director of Governance and Community Strategy following consultation with the Leader and Chief Executive.