



**REPORT of
MONITORING OFFICER**

to
**COUNCIL (EXTRAORDINARY)
14 NOVEMBER 2024**

COUNCIL CONSTITUTION UPDATE – NEW CORPORATE LEADERSHIP STRUCTURE

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to seek Council approval to some further consequential changes to the Constitution in the light of the appointment of a Chief Executive and Deputy Chief Executive in place of the existing Corporate Director posts.

2. RECOMMENDATIONS

- (i) That the Council agrees the proposed revisions to the Scheme of Delegation documents as detailed in **APPENDICES A** and **B** to this report to take effect from 2 December 2024;
- (ii) That Officers continue to be authorised to make any further consequential updates to these and associated Constitutional documents to reflect the change in the corporate leadership structure.

3. SUMMARY OF KEY ISSUES

- 3.1 The Council has agreed to introduce a new corporate leadership structure involving the appointment of a Chief Executive and Deputy Chief Executive in place of Corporate Directors. Both appointments have been made and the appointees are in post. Throughout November 2024 transitional arrangements will be made with reporting lines from the existing Directorates being established with effect from 2 December 2024.
- 3.2 Alongside this, the Constitution needs to be updated to reflect the shift in responsibility from the existing Corporate Directors to the new Chief Executive and Deputy Chief Executive. The immediate changes need to be reflected in Part 3 Scheme of Delegation, in both the General Provisions document which includes a range of Proper Officer designations, and then in the actual Scheme of Delegation itself to ensure the continued ability to exercise such delegated powers and functions.
- 3.3 **APPENDIX A** to this report is an extract from General Provisions document scheduling those previously approved designations involving a Director and/or where a change of Officer is involved. These proposals are supported by the Corporate Leadership Team (CLT). It also picks up on a required change to the Access to Information Procedure Rules.
- 3.4 The Scheme of Delegation itself has recently been the subject of change agreed by the Council and which saw significant delegation in the Service Delivery Directorate

moved from the Director to the relevant Assistant Director to reflect the functional responsibility arising from the restructure of that Directorate. For now, all that needs to happen is the reallocation of the residual delegation to both existing Directors to either the Chief Executive or the Deputy Chief Executive. It is proposed that this follows the reporting lines that will take effect from the beginning of December with Chief Executive broadly taking on the Strategy, Resources and Governance area, and the Deputy Chief Executive overseeing the Service Delivery area. The Director of Strategy, Performance and Governance had previously absorbed the delegation to the Director of Resources, and it is felt that this element can now feature as new delegation to the Chief Financial Officer.

- 3.5 **APPENDIX B** to this report is the contents page extract from the Scheme of Delegation itself with proposed revisions in red where the Scheme is affected by the current changes. Again, this is supported by the CLT.
- 3.6 The Scheme of Delegation (General Provisions) document in the Constitution also provides that “In the absence of Director or other authorised Officer, or in the event of their inability to act in the exercise of a delegated power or function, another Director may exercise that power or function should the need arise”. It is proposed that is revised to read -

In the absence of the Chief Executive or other authorised Officer, or their inability to act, the Deputy Chief Executive may exercise that power or function should the need arise, and vice versa.

4. CONCLUSION

- 4.1 The proposed revisions to the Scheme of Delegation are necessary to reflect the agreed change to the corporate leadership structure of the Council. These changes do not affect the substance of the areas of delegation involved.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2023 - 2027

5.1 Provide good quality services.

- 5.1.1 Clear and effective delegation will assist improved performance and efficiency in decision-making which in turn will contribute to the quality of services provided, and functions undertaken by the Council.

6. IMPLICATIONS

- (i) **Impact on Customers** – None directly, though a clear framework for decision making can only improve the potential operation of the Council’s services and functions.
- (ii) **Impact on Equalities** – Not applicable.
- (iii) **Impact on Risk (including Fraud implications)** – None directly, though a clear framework for decision-making can only reduce the potential for risk in the exercise of the Council’s functions.
- (iv) **Impact on Resources (financial)** – Not applicable.

(v) **Impact on Resources (human)** – Not applicable.

Background Papers: None.

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