

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Operational	(a) Be entirely within cabinet's powers to decide NO		
		(b) Need to be recommendations to Council		YES
		(c) Is it a Key Decision		NO
Lead Member: Cllr Brian Long E-mail: cllr.brian.long@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Samantha Winter E-mail: sam.winter@west-norfolk.gov.uk Direct Dial: 616327		Other Officers consulted: Chief Executive, Legal Services Manager,		
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications (incl S.17) NO	Equality Impact Assessment NO	Risk Management Implications YES

Date of meeting: 8 January 2019

SCHEME OF DELEGATION - UPDATE

Summary

The report recommends an updated scheme of delegation for approval. The Scheme has been amended to take account of an additional area of responsibility, and to provide the Chief Executive with a formal Deputy Returning Officer and Electoral Registration Officer.

Recommendation

- 1) That Council approve the amended Scheme of Delegation
- 2) That the Chief Executive, in consultation with the Leader be given delegated Authority to make minor amendments to the Scheme to resolve any anomalies which may occur.

Reason for Decision

To ensure that the Delegation Scheme mirrors the decision making structure

1 Background

1.1 The Scheme of Delegation was last amended in June 2017. The amended version now submitted incorporates the duties relating to Port Health Authority, and a formal Deputy for the Chief Executive in his role as Returning Officer and Electoral Registration Officer.

2 Policy Implications

2.1 The alterations to the scheme are within current policies.

3 Financial Implications

3.1 There are no financial implications arising directly out of this report.

4 Statutory Consideration

4.1 The amendments to the scheme ensure that the decision making structure is in line with the structure of the Council.

5 Risk Assessment

5.1 Updating the Scheme ensures decisions are taken in accordance with correct procedures and structures.

6 Access To Information

6.1 Previous Scheme of Delegation.