

REPORT TO CABINET

Open		Would any decisions proposed :			
Any especially affected Wards	Mandatory/	Be entirely within Cabinet's powers to decide		NO	
	Discretionary /	Need to be recommendations to Council		YES	
	Operational	Is it a Key Decision		NO	
Lead Member: Cllr Terry Parish E-mail: <i>cllr.terry.parish@west-norfolk.gov.uk</i>		Other Cabinet Members consulted:			
		Other Members consulted:			
Lead Officer: Sam Winter E-mail: <i>sam.winter@west-norfolk.gov.uk</i> Direct Dial:		Other Officers consulted: Chief Executive, Monitoring Officer, MT and SLT			
Financial Implications NO	Policy/ Personnel Implications NO	Statutory Implications YES	Equal Impact Assessment NO	Risk Management Implications NO	Environmental Considerations NO

Date of meeting: 27 June 2023

AMENDMENTS TO THE SCHEME OF DELEGATION

Summary

Following the recent Borough elections and appointment of a new Leader and subsequently changes to the list of portfolio responsibilities, amendments are required to the Scheme of Delegation so the two documents align. The recommendations also suggest that if areas of responsibility should change between Cabinet Members, those changes to the Scheme of Delegation be made by the Monitoring Officer.

Recommendation

- 1) That Cabinet note the list of portfolio responsibilities.
- 2) That the amended Scheme of Delegation be approved as a change to the Constitution by Council.
- 3) That delegated authority be granted to the Monitoring Officer to amend the scheme of delegation should changes be made to the areas of responsibility of Cabinet Members.

Reason for Decision

To ensure the scheme of delegation is in line with the portfolio areas of responsibility.

1 Background

Following the May 2023 Borough Council Elections a new Leader has been appointed and he has amended the list of Cabinet responsibilities, this requires the scheme of delegation to be amended accordingly. The list of Portfolio responsibilities is attached for information and noting.

It proposed that should the areas of responsibility of Cabinet members be amended the Monitoring Officer be given delegated authority to amend the Scheme of Delegation accordingly.

2 Options Considered

The Scheme of delegation must accord with those areas of responsibility.

3 Policy Implications

None

4 Financial Implications

None

5 Personnel Implications

None

6 Environmental Considerations

None

7 Statutory Considerations

A scheme of Delegation must be in place to permit decisions to be taken by individual Cabinet members and officers.

8 Equality Impact Assessment (EIA)

(Pre screening report template attached)

None

9 Risk Management Implications

The Scheme of Delegation must accord with the portfolio list.

10 Declarations of Interest / Dispensations Granted

None

11 Background Papers

Previous scheme and portfolio list