

AGENDA ITEM

REPORT TO:		Council	
DATE:		23 rd May 2024	
PORTFOLIO:		Options	
REPORT AUTHOR:		Executive Director (Legal & Democratic Services)	
TITLE OF REPORT:		The Scheme of Delegation to Officers 2024/25	
EXEMPT REPORT:	No		
KEY DECISION:	No	If yes, date of publication:	

1. Purpose of Report

- 1.1 To seek approval for the scheme of delegation of non-executive functions to officers for the 2024/25 municipal year

2. Recommendations

- 2.1 That Council approves the scheme of delegation to officers attached at Schedule 1 to this report.

3. Reasons for Recommendations and Background

- 3.1 It is good practice to review the scheme of delegation regularly to keep it up to date. This helps to ensure that the Council's decision-making processes operate as effectively as possible and in accordance with legal requirements. The scheme is therefore updated annually at the Council's AGM.
- 3.2 The proposed scheme of delegation for 2024/25 is set out in Schedule 1 to this report. The changes this year are minor and relate to:
- Delegating powers to enable the Head of Environmental Services to exercise the Council's powers relating to stray dogs in sections 149 - 151 Environmental Protection Act 1990 and the powers of the Council set out in The Microchipping Of Cats And Dogs (England) Regulations 2023. It is anticipated that these powers will be sub-delegated to the Council's dog warden.;
 - Updating the powers of the Executive Director (Environment) in respect of the management and disposal of waste to include the most recent legislation e.g. The Packaging Waste (Data Reporting) Regulations 2024

- Delegating power to the Chief Planning & Transportation Officer to make non-material changes to the Local Plan prior to formal approval and adoption of the same and only following consultation with the Portfolio Holder. This will enable minor, non-controversial changes to be made without the delay of a referral back to members for rubber-stamping.

4. Alternative Options considered and Reasons for Rejection

4.1 No alternative proposal is suggested.

5. Consultations

5.1 All chief officers have been consulted about changes which may be required to reflect recent changes to legislation or recent changes to the Council’s staffing structure.

6. Implications

Financial implications (including mainstreaming)	None.
Legal and human rights implications	None, other than those set out in paragraph 3 of this report. The scheme of delegation forms part of the Council’s written constitution and the updated scheme for 2024/25 will be published on the Council’s website. Keeping the scheme under regular review helps the Council to demonstrate good practice in respect of its governance arrangements.
Assessment of risk	None
Equality and diversity implications <i>A Customer First Analysis should be completed in relation to policy decisions and should be attached as an appendix to the report.</i>	None

7. Local Government (Access to Information) Act 1985: List of Background Papers

None

8. Freedom of Information

8.1 The report does not contain exempt information under the Local Government Act 1972, Schedule 12A and all information can be disclosed under the Freedom of Information Act 2000.