

<b>[REPORT TO:</b>		Annual General Meeting	
<b>DATE:</b>		28th May 2026	
<b>PORTFOLIO:</b>			
<b>REPORT AUTHOR:</b>		Executive Director (Legal & Democratic Services)	
<b>TITLE OF REPORT:</b>		Scheme Of Delegation To Officers 2026/27	
<b>EXEMPT REPORT:</b>	<b>No</b>		
<b>KEY DECISION:</b>	<b>No</b>	If yes, date of publication:	

### 1. **Purpose of Report**

1.1 To seek approval for the scheme of delegation to officers for the 2026/27 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 Council's scheme of delegation to officers 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 scheme of delegation sets out both the executive and non-executive functions that are delegated to chief officers. The non-executive delegations relate to the legal functions of the full Council and its various committees, and these are the delegations that legally require approval by the Council. As a matter of law, the delegations relating to the functions of the Council's Cabinet will be delegated to chief officers by the Leader of the Council and this will formally be done in writing and as soon as possible after this meeting.

3.3 The proposed scheme of delegation for 2026/27 is set out in Schedule 1 to this report. There have been no changes that increase or decrease the delegations to chief officers. Instead, the scheme has been updated as follows:

- to reflect the outcome of the recent organisational review, which led to changes to the responsibilities of some chief officers and some changes to job titles;

- the layout of the scheme has been changed to make it easier to use and, in particular, the executive and non-executive delegations to each chief officer have been grouped together rather than set out in different sections of the scheme as previously;
- the delegations to the Head of Environmental Health have been simplified to refer to the various environmental health functions in more general terms, rather than including a very long list of environmental health legislation as previously. This is considered to be easier to understand and more comprehensive, as it avoids the risk of specific pieces of legislation or regulations being omitted by accident.

#### 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 the draft scheme of delegation.

#### 6. **Implications**

<b>Financial implications (including mainstreaming)</b>	None.
<b>Legal and human rights implications</b>	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 2026/27 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.
<b>Assessment of risk</b>	None
<b>Equality and diversity implications</b> <i>A <a href="#">Customer First Analysis</a> 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.