REALLOCATION OF FUNCTIONS

ADVICE OF CORPORATE DIRECTOR

1.0 EXECUTIVE SUMMARY

1.1 In February 2017 Council approved the reallocation of certain functions in the officer Scheme of Delegation to the Assistant Director Finance until 31 January 2018, pending a review of staffing by the Chief Executive.

1.2 This report seeks Council’s approval to continue the arrangements until 30 September 2018.

2.0 STRATEGIC PLANNING AND EQUALITY IMPLICATIONS

2.1 The recommendations in the report contribute to the delivery of the Council Plan objective to be a modern and efficient council by ensuring that appropriate arrangements are in place to discharge the functions of the Council.

2.2 There are no specific equality implications associated with the proposals in this report.

3.0 RECOMMENDATION

3.1 That Council approves the continuation of the allocation to the Assistant Director – Finance in the Scheme of Delegation, of authority to give approval under the Contract Procedure Rules in respect of specific matters, acting in accordance with the Contract Procedure Rules, until 30 September 2018.

4.0 BACKGROUND

4.1 In early 2016, following a review of the chief officer arrangements for the Council a new post of Corporate Director – Resources and Transformation was created, to which Dawn Roberts was appointed.
4.2 A decision was made not to fill the vacated post of Assistant Director – Corporate Governance to allow time for the Chief Executive to review the senior officer structure. In order to ensure that the business of Council could continue, the Chief Executive reassigned responsibilities among other remaining Assistant Directors.

4.3 Certain of these arrangements required a reallocation of functions delegated by the Council through the Scheme of Delegation to Officers in the Constitution.

4.4 The Chief Executive initially took the decision to reallocate the functions under delegated authority given to her by paragraph 6.1(j) of Part 3A of the Constitution. However, the Constitution states that any allocation of responsibility for more than 6 months must be reported to the Council as a change to the Scheme of Delegation.

4.5 The Council approved an extension to this reallocation of functions on 16 February 2017 as a change to the Scheme of Delegation until 31 January 2018.

4.6 The Chief Executive wishes the current reallocation of functions from the Assistant Director – Business Services to the Assistant Director – Finance to continue for a further period.

4.7 This report therefore asks Council to approve the continuation of the current arrangements until 30 September 2018.

5.0 OPTIONS

5.1 Option 1 – Council can approve the recommendations in this report which will ensure that all necessary functions are appropriately allocated and the business of the Council can continue to be delivered efficiently and lawfully.

5.2 Option 2 – Council could decide not to approve the recommendations in this report which would require officers to reconsider urgently appropriate arrangements.

6.0 RESOURCE AND VALUE FOR MONEY IMPLICATIONS

6.1 This paper recommends that Council approves the continuation of the allocation to the Assistant Director – Finance in the Scheme of Delegation, of authority to give approval under the Contract Procedure Rules in respect of specific matters, acting in accordance with the Contract Procedure Rules, until 30 September 2018. In February 2017, the Council agreed to these arrangements, until 31 January 2018.

6.2 There is no specific resource or value for money implications; however should Council decide not to approve the recommendation, there is a risk that the Council I may not be able to deliver its business efficiently or lawfully.
7.0 **LEGAL IMPLICATIONS**

7.1 Changes to the Scheme of Delegation for a period exceeding 6 months require the approval of the Council. In this case, the Council is asked to approve a further temporary extension of the Scheme of Delegation in respect of the functions specified in the report.

8.0 **CONCLUSION**

8.1 Approval of the recommendations in this report will allow arrangements already in place to continue and therefore ensure the continued efficient and lawful delivery of Council business.

Iolanda Puzio  
Senior Manager Legal and Democratic Services/Monitoring Officer  
7 November 2017

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**APPENDICES**  
*No appendices*

Electoral Division(s): **All**

<table>
<thead>
<tr>
<th>Executive Decision</th>
<th>N/A</th>
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<tbody>
<tr>
<td>Key Decision</td>
<td>No</td>
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</tbody>
</table>

If a Key Decision, is the proposal published in the current Forward Plan?  

| N/A |

Is the decision exempt from call-in on grounds of urgency?  

| N/A |

If exempt from call-in, has the agreement of the Chair of the relevant Overview and Scrutiny Committee been sought or obtained?  

| N/A |

Has this matter been considered by Overview and Scrutiny?  
If so, give details below.  

| N/A |

Has an environmental or sustainability impact assessment been undertaken?  

| N/A |

Has an equality impact assessment been undertaken?  

| N/A |
PREVIOUS RELEVANT COUNCIL OR EXECUTIVE DECISIONS
Decision of the Council 16 February 2017

CONSIDERATION BY OVERVIEW AND SCRUTINY
Not considered by Overview and Scrutiny

BACKGROUND PAPERS
No background papers

RESPONSIBLE CABINET MEMBER
The Leader of the Council

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