

**Non-Executive Delegations
16 May 2016**

Report of the Monitoring Officer

PURPOSE OF REPORT

To report to Council on the Scheme of Delegation to Officers in relation to non-executive functions.

This report is public

RECOMMENDATIONS

- (1) That Council approves its current Scheme of Delegation to Officers (“Scheme of Delegation”) in regard to non-executive functions.

1.0 Introduction

- 1.1 It is good practice for Council to approve its Scheme of Delegation at the Annual Meeting, and the current Scheme is appended for that purpose.

2.0 Amendments made by the Monitoring Officer

- 2.1 The Constitution authorises the Monitoring Officer to amend the Scheme of Delegation to reflect reorganisations, changes in job title and vacancies where such changes result in redistributing existing delegations (not the creation of new ones).

- 2.2 Since last May, two posts with delegations have become vacant and have not yet been filled, namely the posts of Chief Officer (Governance) and Legal Services Manager. The Scheme of Delegation has therefore been updated by the Monitoring Officer to reflect this, with the Chief Executive taking on functions delegated to those vacant posts except for some of those related to the licensing functions which have been redistributed to the Chief Officer (Environment) who has temporarily taken on responsibility for the Licensing section formerly overseen by Legal Services.

3.0 Conclusion

- 3.2 The report is submitted for Council’s approval.

CONCLUSION OF IMPACT ASSESSMENT
(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

None directly arising from this report.

LEGAL IMPLICATIONS

The report complies with the requirements of the Constitution and ensures continuity of the current Scheme of Delegation.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report.

OTHER RESOURCE IMPLICATIONS

Human Resources:

None

Information Services:

None

Property:

None

Open Spaces:

None

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has prepared this report.

BACKGROUND PAPERS

None

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