

COUNCIL

Amendment of the Executive Scheme of Delegation to Officers – Requests to Light Up the Ashton Memorial

9 November 2016

Report of the Monitoring Officer

PURPOSE OF REPORT

To give notice of an addition made by the Leader to the Scheme of Delegation to Officers.

This report is public

RECOMMENDATIONS

- (1) That the report be noted.

1.0 Introduction

- 1.1 The current delegations of Executive functions to officers were approved by Council in May 2016, and are set out in Part 3 of the Constitution.
- 1.2 Rule 1.4(b) of the Cabinet Procedure Rules provides as follows:

“The Leader may amend the Scheme of Delegation relating to Executive functions at any time during the year. To do so, the Leader must give written notice to the Monitoring Officer and to the person, body or committee concerned. The notice must set out the extent of the amendment to the Scheme of Delegation, and whether it entails the withdrawal of delegation from any person, body, committee or the Executive as a whole. The Monitoring Officer will present a report to the next ordinary meeting of the Council setting out the changes made by the Leader.”

- 1.3 This report informs Council of the following addition made by the Leader to the Scheme of Delegation to Officers in relation to requests from charities to light up the Ashton Memorial.

2.0 Background

- 2.1 The Council receives several requests every year from charities to light up the Ashton Memorial, as a prominent local landmark, in support of various

international and national campaigns. The requests are most frequent in the autumn. For example, between 1 September 2016 and 17 November 2016, requests have been granted to five separate campaigns: Children's Cancer, World Sepsis Day, World Mental Health Day, World Osteoporosis Day and World Pancreatic Cancer Day. Such requests must be dealt with as Individual Cabinet Member Decisions (ICMD), requiring a report and decision notice. When a request has been received at short notice, it has also been necessary to consult with the Chairman of Overview and Scrutiny Committee to waive call-in.

3.0 Addition to the Scheme of Delegation

- 3.1 The cost of satisfying occasional requests for lighting of the Memorial is minimal and can be contained within existing budgets. The Leader has therefore delegated the Executive function of taking decisions on satisfying requests from charities to light up the Ashton Memorial to the Chief Officer (Environment). Accordingly, this function has been added to the Scheme of Delegation (page 34 of Part 3, Responsibility for Functions Section 14, Scheme of Delegation to Officers). That section is appended to this report for information with the addition tracked for clarity.
- 3.2 It should be noted that the delegation still allows the Chief Officer (Environment) to refer requests to the relevant Cabinet Member if it is felt appropriate.

4.0 Conclusion

- 4.1 The report is for noting.

CONCLUSION OF IMPACT ASSESSMENT

(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

The delegations authorised by the Leader will ensure that appropriate action can be taken without delay or the need to complete the paperwork which is necessary to implement an Individual Cabinet Member Decision.

LEGAL IMPLICATIONS

No legal implications have been identified.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from 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 report has been prepared by the Monitoring Officer.

BACKGROUND PAPERS

None

Contact Officer: Debbie Chambers

Telephone: 01524 582057

E-mail: dchambers@lancaster.gov.uk

TO THE CHIEF OFFICER (ENVIRONMENT)

To add properties to the Register of Excluded Properties established by Cabinet in December 2005 in respect of residents' parking schemes.

To authorise the closure of Council owned public land and car parks where required to do so for operational or health and safety purposes.

To designate authorised officers for the purposes of the Environmental Protection Act 1990, Clean Neighbourhoods and Environment Act 2005 and the Refuse Disposal (Amenity) Act 1978, who may then act on behalf of the Council under the relevant legislation in accordance with their designation as authorised officer.

To approve the terms and conditions of market lettings.

To approve requests for the lighting of the Ashton Memorial in recognition of national or international charity campaigns.