

Officer Decision Record – Non Key Decision

Title of Report: Proposed amendments to the Constitution to reflect current management structure including change of References from Corporate Director to Executive Director

Decision of: Interim Chief Legal Officer and Monitoring Officer

Cabinet Member: Leader of the Council

1) What is the decision about? (Brief Summary)

This decision makes changes to the Constitution to reflect the current management structure within the Council, which was introduced in 2018. This includes changing references in the Constitution from Corporate Director to Executive Director and updating references to specific job titles.

2) Recommendation

To make the changes to the Constitution marked up in the Appendix to this report.

3) Background to the proposals

On 30 April 2018 the Chief Executive exercised her power under the scheme of delegation set out in Part 3 of the Constitution to re-allocate the functions of senior officers. As part of this re-allocation the role of Corporate Director was removed from the Council's structure and replaced by the role of Executive Director. Three Executive Directors were appointed: Executive Director - People, Executive Director – Corporate, Customers and Community Services and Executive Director – Economy and Infrastructure. In addition, the role of Assistant Director – Finance was replaced by the role of Director of Finance and the role of Assistant Director – Corporate Governance was replaced by the role of Chief Legal Officer.

These changes were confirmed by the Council at a meeting on 5 September 2018. On 15 November 2018 a revised scheme of delegation was approved by Council which reflected these changes. However, all references to Corporate Directors and to the previous roles in the Constitution were not updated. In order to ensure that the Constitution reflects the current management structure it is recommended that all consequential changes are made to the Constitution including removing all references to Corporate Directors and replacing them with references to Executive Directors.

The Constitution in Appendix 1 to this report sets out the changes which are necessary to reflect the current management structure.

4) **Reasons for decision**

The changes proposed are those which are necessary to reflect the reshaping of the Extended Leadership Team which occurred in 2018.

5) **What options have been considered?**

The changes proposed are only those necessary to reflect the agreed reshaping of the Extended Leadership Team. No alternative options have been considered.

6) **What risks have been identified?**

The changes proposed are only those which are necessary to reflect the agreed reshaping of the Extended Leadership Team. Failure to make these changes would mean the Constitution would not reflect the current management structure.

7) **What resources will be needed/how will the proposal be funded?**

None. (Not referred to Finance – changes to the Constitution made by the Monitoring Officer are not referred to Finance).

8) **What Legal considerations are relevant to the decision?**

Part 3A of the Constitution provides at paragraph 15.8(b) that minor amendments to the Constitution may be made by the Chief Legal Officer (Monitoring Officer) provided the amendment does not materially change any principles previously approved by Council.

Decision

Signature of the decision record authorises the implementation of the recommendations in Section 2.

Signature of decision maker:



Name: Catherine A. Parkinson

Post title: Interim Chief Legal Officer (Monitoring Officer)

Date: 09/06/2022

Delegated authority to make the decision: see Legal comments above.