

Somerset West and Taunton Council

Full Council – 5 July 2022

Scheme of Delegation to Officers

This matter is the responsibility of the Leader of the Council, Councillor Federica Smith-Roberts

Report Author: Kevin Williams, Deputy Monitoring Officer

1 Executive Summary / Purpose of the Report

- 1.1 The purpose of this report is to present Members with the Scheme of Delegation to Officers (Appendix A). The Scheme has been updated to reflect the current structure of the Council.

2 Recommendations

- 2.1 That Full Council note the Scheme of Delegation to Officers (Appendix A).

3 Risk Assessment

- 3.1 Failure to have a Scheme of Delegation to Officers could result in Managers and staff making decisions that they do not have authority to.
- 3.2 Failure to have a Scheme of Delegation to Officers could mean that operational decisions are not dealt with in an efficient, effective and economic manner, and ultimately the performance of the Council could suffer.

4 Background and Full details of the Report

- 4.1 The Council is required by the Local Government Act 1972 Section 101 to have a Scheme of Delegation to Officers.
- 4.2 The Council's Scheme of Delegation to Officers sits alongside the Constitution to ensure that delegations for making decisions are assigned to the most suitable officers to make those decisions.
- 4.3 Managers and staff must have authority to act in line with their levels of responsibility within the organisation to ensure the authority is able to function effectively. The Scheme of Delegation to Officers provides clear lines of delegation so that managers and staff are empowered to make decisions but also accountable and responsible for those decisions.

- 4.4 All delegated powers must be exercised in accordance with the Council's Constitution, any legislative responsibilities and/or relevant Council policies and procedures.
- 4.5 The Directors hold responsibility for advising existing and newly appointed managers and staff in writing of their personal levels of delegated authority. Directors are also responsible for implementing, monitoring and reviewing the Scheme of Delegation to Officers.
- 4.6 The Council has always had a Scheme of Delegation for Officers in place, but the Senior Management Team have requested that it is brought before Council for Members information and for them to note.

5 Links to Corporate Strategy

- 5.1 The Scheme of Delegation to Officers overarches the Corporate Strategy and enables the Council to deliver the strategy and services to customers in an efficient manner.

6 Finance / Resource Implications

- 6.1 There are no Finance or Resource Implications.

7 Unitary Council Financial Implications and S24 Direction Implications

- 7.1 There are no Unitary Council Financial Implications or S24 Direction Implications.

8 Legal Implications

- 8.1 Section 101 of the Local Government Act 1972 requires that the Council has a Scheme of Delegation to Officers.

9 Climate and Sustainability Implications

- 9.1 None arising from this report

10 Safeguarding and/or Community Safety Implications

- 10.1 None arising from this report

11 Equality and Diversity Implications

- 11.1 None arising from this report

12 Social Value Implications

- 12.1 None arising from this report

13 Partnership Implications

- 13.1 None arising from this report

14 Health and Wellbeing Implications

14.1 None arising from this report

15 Asset Management Implications

15.1 None arising from this report

16 Data Protection Implications

16.1 None arising from this report

17 Consultation Implications

17.1 None arising from this report

Democratic Path:

- **Scrutiny / Audit and Governance Committee – No**
- **Executive – No**
- **Full Council – Yes (5 July 2022)**

Reporting Frequency: Once only / Ad-hoc

List of Appendices

Appendix A	Scheme of Delegation to Officers
------------	----------------------------------

Contact Officers

Name	Kevin Williams
Email	K.Williams@somersetwestandtaunton.gov.uk