

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Annual Council Meeting
2.	Date:	18th May, 2012
3.	Title:	Constitution, Scheme of Delegation for Members and Officers and Standing Orders
4.	Directorate:	Resources

5. Summary

The Council's Constitution includes the *Scheme of Delegation for Members and Officers and Standing Orders*. These are reviewed annually and it is proposed to make some changes as set out in the report.

Changes to the *Scheme* as regards executive functions may be made by the Leader and will be reported to all Members. Copies of the full *Scheme* are available on the intranet/internet as part of the agenda for this meeting.

6. Recommendations

That the amendments to the Constitution, the Scheme of Delegation for Members and Officers for 2012/13 and to Standing Orders be approved.

7. Proposals and Details

The Constitution

Minor clerical changes have been made including changes to reflect new job titles and the change of description of overview and scrutiny panels to overview and scrutiny select commissions.

Scheme of Delegation for Members and Officers

Appendix 9 to the Council's Constitution sets out the Council's *Scheme of Delegation for Members and Officers*.

The Council is required annually to approve the *Scheme of Delegation* in respect of non-executive functions such as planning and licensing.

Under the "Strong" Leader and Cabinet Model adopted by the Council, the Leader is responsible for the delegation of executive functions. The Leader may discharge such functions, or may arrange for them to be discharged by the Cabinet, a Cabinet Member, a Committee of the Cabinet, an Area Assembly Co-ordinating Group, an officer or by joint arrangements.

The *Scheme of Delegation* has been prepared on the basis that there will be no changes to previous arrangements as regards the allocation of executive functions, except for those of a clerical nature and those which reflect organisational changes within the Council. The Leader may make a statement at the meeting as to any further amendments to be made to the scheme as regards executive functions. Any future changes will be notified to all Members of the Council directly they are made, formally reported to the next meeting of the Council and included in the Council's *Scheme*.

Changes have been made to the *Delegation Scheme* to reflect the creation of the Resources Directorate including the transfer of certain functions from Environment and Development Services and the early completion of the RBT partnership.

Standing Orders

Minor clerical changes have been made to Standing Orders to correct clerical errors and changed job titles. And amendments have been made to standing order 18 (recording of council meetings) in respect of the recording of the ceremonial part of the annual meeting of the Council and standing order 28 (declarations of interest) in anticipation of the coming into force of the new standards arrangements. The amendment will require a member with a disclosable pecuniary interest in an item of business to leave the meeting while the item of business is dealt with unless a dispensation to remain has been granted.

8. Finance

There are no financial implications arising from this report.

9. Risks and Uncertainties

An annual review of the Council's constitutional documentation helps to reduce the risk of incorrect decision making.

10. Policy and Performance Agenda Implications

There is a need for sound corporate governance and open and transparent decision making, which is assisted by clear constitutional documentation and in particular delegation arrangements.

11. Background Papers and Consultation

The Council's Constitution.

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