



## AMENDMENTS TO THE CONSTITUTION

### REPORT OF THE GOVERNANCE COMMITTEE

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Continued review of the Council's schemes for the delegation of responsibility for its various functions had identified the need for a number of comparatively minor changes in the Constitution, to reflect changes of circumstance and in ways of working.

The Governance Committee has now considered, and accepted, proposals for the following changes to the Council's Constitution.

##### **(a) Financial authorities, responsibilities and functions**

It is proposed that the inclusion of an explicit power relating to spending authority will enable formal spend delegations covering all aspects of spend to be put in place by CMT members and Heads of Service and remove the need to maintain inefficient processes relating to authorised signatories. This also ties in with the authorisation chain within the new Oracle systems.

In addition, Internal Audit investigations have resulted in a number of recommendations intended to ensure that value for money is obtained and that risk is minimised, as follows.

A specific reference in the Group Director Finance & Commerce's powers relating to pension fund administration will facilitate a single set of delegations and signatories, replacing existing arrangements (which comprise a set of authorisations for each and every fund portfolio).

It is also proposed to update to limits for settling insurance claims. These are required on an annual basis where appropriate.

Finally, an amendment is proposed to ensure that all bank accounts created, for example where the Council is responsible for looking after the financial affairs of a vulnerable person, are in line with treasury guidelines.

These proposed changes are set out in Appendix 1 to this report.

##### **(b) Virements and key decisions**

It is proposed to amend the definition of "key decision" and the rules relating to budget virements, as a result of review that has revealed inconsistencies of approach.

These proposed changes are set out in Appendix 2 to this report.

**(c) Delegated decision-making powers: Head of Development & Building Control**

A number of minor changes are proposed to the delegated powers of the Head of Development & Building Control, in order to streamline planning process.

**It should be noted that none of these delegations would affect Members' rights to call in specific applications for consideration by the Regulatory Services Committee.**

The proposed changes are set out in Appendix 3 to this report.

**The Committee RECOMMENDS that the Council approve the proposed delegations as set out in the Appendices to this report.**