

# **Bassetlaw District Council**

## **Council**

**21<sup>st</sup> September 2023**

### **Report of the Monitoring Officer**

#### **Constitution Amendments – New Head of Service roles**

Cabinet Member: Communications, Policy and Performance  
Contact: Stephen Wormald

#### **1. Public Interest Test**

- 1.1 The author of this report, Stephen Wormald, has determined that the report is not confidential.

#### **2. Purpose of the Report**

- 2.1 To seek approval for amendments to Part 4 of the Constitution (Scheme of delegation to Officers) following the creation of one new Head of Service post (Head of Growth and Economic Prosperity) and the re-designation of another Head of Service (Head of Regeneration post becomes Head of post (to confirm the respective delegations to the Head of Planning and Place).

#### **3. Background and Discussion**

- 3.1 On 5<sup>th</sup> September 2023 Cabinet approved the creation of a new Head of Service post, the Head of Growth and Economic Prosperity. Cabinet also approved the re-designation of the post of Head of Regeneration to Head of Planning and Place. A copy of the report to Cabinet on 5<sup>th</sup> September 2023 is attached as Appendix A.
- 3.2 As a consequence of those Cabinet decisions amendments will be required to Part 4 of the Constitution in order to reflect the delegations to the two respective Head of Service posts. The proposed delegations to the two Head of Service posts are attached as Appendix B.

#### **4. Implications**

- a) For service users

The proposed amendments will provide an up to date scheme of delegation.

- b) Strategic & Policy

The Constitution review is designed to ensure that the Council continues to have robust governance arrangements.

- c) Financial - Ref: 24/561  
None

- d) Legal – Ref: 093/09/2023

The Council is meeting its statutory responsibilities by keeping an up-to-date Constitution.

- e) Human Resources  
None
- f) Community Safety, Equalities, Environmental  
None.
- g) GDPR  
None
- h) This is not a key decision.

## **5. Options, Risks and reasons for recommendations**

- 5.1 Having an effective Constitution serves to make clear the procedures the Council follows in conducting its business and minimises the risk of decisions being taken outside of the agreed framework.
- 5.2 Proposed changes to Part 4 reflect recently approved amendments to Head of Service posts and are designed to ensure that decisions are taken by the Officer with appropriate delegated authority.

## **6. Recommendations**

- 6.1 Council approves the proposed amendments to Part 4 of the Constitution and the delegations to the Head of Growth and Economic Prosperity and the Head of Planning and Place.

**Background Papers**

**Location**