

**BRIDGEND COUNTY BOROUGH COUNCIL**

**REPORT TO COUNCIL**

**3 JULY 2013**

**REPORT OF THE MONITORING OFFICER**

**AMENDMENT OF THE CONSTITUTION AND SCHEME OF DELEGATION OF FUNCTIONS**

**1. Purpose of Report**

- 1.1 Council is asked to approve the amendment of the Constitution and Scheme of Delegation of Functions to reflect the recent appointment of the Corporate Director – Resources.

**2. Connection to Corporate Improvement Plan / Other Corporate Priority**

- 2.1 The Constitution directly impacts upon the Authority's ability to implement the Corporate Improvement Plan and other Corporate Priorities.
- 2.2 The Scheme of Delegation of Functions provides the authority for Cabinet Members and Officers to undertake their respective duties. The scheme therefore directly affects the ability of the Authority to process the Corporate Improvement Plan and all Corporate Priorities.

**3. Background**

- 3.1 As a result of the changes made to the Senior Management structure it is necessary to update the Constitution and Scheme of Delegation of Functions.

**4. Current situation / proposal**

**Constitution**

- 4.1 It is proposed that references throughout the Constitution to 'Assistant Chief Executive – Performance' be amended accordingly to 'Corporate Director – Resources'.
- 4.2 It is proposed that the Functions and areas of responsibility set out in Article 11 of the Constitution be amended as set out below and in italics:

<b>Post</b>	<b>Functions and areas of responsibility</b>
Chief Executive Officer (and Head of Paid Service)	<ul style="list-style-type: none"><li>• Overall corporate management and operational responsibility (including overall management responsibility for all officers).</li><li>• Acting as principal policy adviser on all matters of general policy and local governance.</li><li>• Representing the Council as required on national and local bodies.</li></ul>

	<ul style="list-style-type: none"> <li>• Assisting the Mayor in the performance of civic functions.</li> <li>• <del>Management and Overall Responsibility for, taking the lead role in strategy and policy development in respect of and ensuring effective service co-ordination of the following services: Property Services; Architectural Services; Building Maintenance; Cleaning; Information Technology &amp; Customer Contact.</del></li> </ul>
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Post	Functions and areas of responsibility
<p>Assistant Chief Executive – Performance <b>Corporate Director – Resources</b></p>	<p>Management and Overall Responsibility for, taking the lead role in strategy and policy development in respect of and ensuring effective service co-ordination of the following services:</p> <ul style="list-style-type: none"> <li>• Regional &amp; Partnership Working;</li> <li>• Business Planning;</li> <li>• Community Strategy;</li> <li>• Corporate Plan;</li> <li>• Policy Development / Research;</li> <li>• Performance Management;</li> <li>• Communications;</li> <li>• Equalities;</li> <li>• Consultation;</li> <li>• Human Resources;</li> <li>• Electoral Services;</li> <li>• Finance</li> <li>• <b>Technology, Property and Customer Services</b></li> <li>• <b>Architectural Services</b></li> <li>• <b>Building Maintenance</b></li> <li>• <b>Cleaning</b></li> </ul>

### **Scheme of Delegation of Functions**

4.3 It is proposed that references throughout the Scheme of Delegation of Functions to ‘Assistant Chief Executive – Performance’ be amended accordingly to ‘Corporate Director – Resources’.

### **5. Effect upon Policy Framework & Procedure Rules**

5.1 The report proposes amendment of the Procedure Rules.

### **6. Equality Impact Assessment**

6.1 There are no equality implications.

### **7. Financial Implications**

7.1 There are no financial implications.

### **8. Recommendation**

8.1 Council is requested to approve amendment of the Constitution and Scheme of Delegation of Functions as set out in paragraph 4 of the report.

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**Background documents**

None