

SCHEME OF DELEGATION
WDA/21/09

Recommendation

That:

1. the Scheme of Delegation be adopted for the 2009/10 Municipal Year.

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SCHEME OF DELEGATION**WDA/21/09****Report of the Director****1. Purpose of the Report**

- 1.1 To seek Members' approval to the adoption of a Scheme of Delegation for the 2009/10 Municipal Year.

2. Background

- 2.1 The Authority's constitution is derived from its Scheme of Delegation and a set of Procedural Rules.
- 2.2 There is a specific requirement in the Procedural Rules for the Authority to adopt its Scheme of Delegation at its Annual Meeting which also gives the opportunity to review the scheme each year.
- 2.3 The Authority also reviews its Procedural Rules on an annual basis and these will be submitted to a future meeting of the Authority, and will incorporate the findings from the Annual Code of Corporate Governance Assessment.

3. Review of Scheme of Delegation

- 3.1 The existing Scheme of Delegation has been reviewed and minor amendments have been identified.
- 3.2 The previous scheme made reference in paragraph 1 to 'specified functions,' of the Authority. The scheme does not in fact explicitly list the functions of the Authority and so the wording has been changed to, 'its functions.'
- 3.3 Paragraph 3 (b) (ii) makes reference to the Solicitor to the Authority. Previously this has not been an issue as the Authority's Monitoring Officer has in the past also been the Solicitor to the Authority. As Members will be aware, the Authority no longer has a full time Solicitor and therefore the reference has been amended to 'the Monitoring Officer,' in this paragraph.

- 3.4 The above amendments have been incorporated into the Scheme of Delegation which is attached at Appendix 1.
- 3.5 Members are asked to adopt the amended scheme in accordance with Procedural Rule 3.2 (vi).

4. Risk Implications

- 4.1 The following risk analysis had been undertaken in relation to this report:

Identified Risk	Likelihood Rating	Consequence Rating	Risk Value	Mitigation
Delegation of decisions not proportionate to levels of responsibility.	1	4	4	Scheme of Delegation defines parameters for decision making.

5. HR Implications

- 5.1 There are no HR implications associated with this report

6. Environmental Implications

- 6.1 There are no environmental implications associated with this report.

7. Financial Implications

- 7.1 There are no financial implications associated with this report.

8. Conclusion

- 8.1 It is proposed that the Authority's revised Scheme of Delegation be approved and adopted for the 2009/10 Municipal Year.

The contact officer for this report is: Mandy Valentine
6th Floor, North House, 17 North John Street, Liverpool L2 5QY

Email: mandy.valentine@merseysidewda.gov.uk

Tel: 0151 255 2523

Fax: 0151 227 1848

The background documents to this report are open to inspection in accordance with Section 100D of The Local Government Act 1972 - Nil.