

Delegated Decision

17 July 2024

Authorisation of Legal and Democratic Services Officer



Report of Legal and Democratic Services

Helen Bradley, Director of Legal and Democratic Services

Electoral division(s) affected:

None

Purpose of the Report

- 1 To authorise Legal and Democratic Services Officers to exercise powers delegated to the Director of Legal and Democratic Services.

Executive summary

- 2 To ensure the efficient day-to-day running of business within Legal and Democratic Services it is necessary for the Officers within Legal and Democratic Services to exercise certain powers delegated to the Director of Legal and Democratic Services.

Recommendation(s)

- 3 To authorise Legal and Democratic Services Officers to exercise the powers delegated to the Head of Legal and Democratic Services in the Constitution at Part 3, Table 2 as set out in Appendix 2.

Background

- 4 The Constitution at Part 3, Table 1, Paragraph 8 enables Chief Officers and Heads of Service to authorise officers within their service area to exercise powers delegated to them.
- 5 To ensure the efficient day-to-day running of business within Legal and Democratic Services it is necessary for the Director of Legal and Democratic Services to authorise officers within the service area to exercise some of those powers delegated to her.
- 6 The Director of Legal and Democratic Services has reviewed the delegations contained in Part 3, Table 2 of the Constitution to ensure that they remain up-to-date and reflect the needs of the Service.

Decision

- 7 To authorise Legal and Democratic Services Officers to exercise the powers delegated to the Director of Legal and Democratic Services in the Constitution at Part 3, Table 2 as set out in Appendix 2.

Background papers

- None

Other useful documents

- None

Author(s)

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Appendix 1: Implications

Legal Implications

None.

Finance

None.

Consultation

None.

Equality and Diversity / Public Sector Equality Duty

None.

Climate Change

None.

Human Rights

None.

Crime and Disorder

None.

Staffing

None.

Accommodation

None.

Risk

None.

Procurement

None.

Appendix 2: Delegation of powers from the Director of Legal and Democratic Services to Legal and Democratic Services Officers

Consideration must be given to signing in the name of the Director of Legal and Democratic Services or personally. When signing in the name of the Director of Legal and Democratic Services, the authorised officer should add their own initials against the signature

Constitution, Part 3, Table 2	Legal or Democratic Services Officer
45. To approve officer severance payments of less than £20,000.	Director of Legal and Democratic Services. In the absence of the Director of Legal and Democratic Services, Legal Manager, Commercial.