

Staffing Matters & Urgency Committee

24 March 2020

Report of the Monitoring Officer

Deputation for the Deputy Chief Executive

Summary

In the absence of a Chief Executive, approval is sought for the appointment of a Director to act as a decision-maker in the absence of the Deputy Chief Executive, and hence offer much needed resilience during the current COVID-19 emergency.

Background

The Chief Executive took early retirement from City of York Council on 16th March 2020. The result of this is that the Deputy Chief Executive has assumed all of the constitutional responsibilities of the Chief Executive. This arrangement has been previously approved by the Staffing Matters and Urgency Committee. The Deputy Chief Executive is currently the interim Head of Paid Services.

The COVID-19 crisis has highlighted that there is a lack of resilience for the Deputy Chief Executive who may, in consultation with and or in conjunction with the Leader of the Council, be required to direct resource and make decisions at pace in order to support the Council delivering vital services.

The Monitoring Officer is preparing a revised Scheme of Delegation for decision-making which will incorporate proposed revised guidance from Central Government. This revised Scheme of Delegation will require all decisions to be made following consultation with the s151 Officer, The Monitoring Officer, the Head of HR and OD (where relevant and appropriate) and the Director of Public Health (where relevant and appropriate).

This proposal to support the Deputy Chief Executive will constitute as an amendment to the Council's Constitution and if approved will be reported

to a future meeting of Full Council. The Monitoring Officer currently has the ability to amend the Council's Constitution to reflect changes in legislation, guidance and council policy.

Implications

Financial

Not applicable to this report.

Human Resources (HR)

The Directors concerned will be advised of the proposed change to the constitution but this delegation does not attract any additional financial remuneration.

Equalities

Not applicable to this report.

Legal

This proposal will be an amendment to the Council's Constitution as referenced within the report.

Crime and Disorder, Information Technology and Property

Not applicable to this report.

Recommendations

To authorise the Deputy Chief Executive to use his discretion to designate a Director to undertake all decisions on his behalf in the event of:

- conflict of interest
- incapacity
- not being able to be contacted

Such designation shall carry with it the delegation to exercise all and any of the functions of the Deputy Chief Executive for a period of time where:

- he is absent or limited to a specific issue
- he has a conflict of interest
- he cannot be contacted

The designation of a Director by the Deputy Chief Executive for the purposes of making a decision in accordance with the Scheme of Delegation will be formally recorded by the Monitoring Officer.

**Author & Chief Officer
responsible for the report:**

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Director of Governance &
Monitoring Officer

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**Report
Approved**

Date 20 March
2020

Specialist Implications Officer(s):

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Background papers: None