

Scheme of Delegation

Officers' Recommendation

That the Scheme of Delegation (Annex 1) is adopted by the Authority

Background

At the Authority meeting held on 19th October 2020, Members agreed that the Authority establish a Governance Working Group (GWG) with the responsibility to produce the Authority's Scheme of Delegation. Officers have working with Members of the GWG to prepare the draft Scheme of Delegation for consideration. Delegating responsibilities, including a range of decision-making elements (key functions) for Officers and Members, improves efficiency and decision making of the organisation. The Scheme of Delegations (Annex 1) clarifies and documents responsibilities for all relevant parties.

The Authority has always delegated some powers to Officers and Sub-Committees. The draft Scheme of Delegation (Annex 1) identifies what associated responsibilities have already been delegated and where changes are proposed to responsibilities, decision making, and relevant documentation. The changes are designed to resolve overall weaknesses associated with un-delegated powers, which in the past has led to excessive agenda time, on such matters, at Full Authority meetings. Responsibilities for operational matters will be clearly defined for the Chief Officer, including authorisation for increased expenditure where required. These changes will provide more time at Full Authority meetings for strategic and direction setting matters.

Amendments to Relevant Documents

The draft Scheme of Delegation, as proposed, would require the changes (highlighted in red within the draft) to other documents. These include the Terms of Reference of the Finance and General Purposes Sub-Committee and Governance Working Group, the Authority's Standing Orders, and the Finance Probity and Financial and Administrative Regulations. Adopting the Schemes of Delegation, as proposed, would also require updating the Job Profile of the Chief Officer and formally setting out the Chair's role.

Changes to D&S IFCA's Finance and Purpose Sub-Committee will be considered at Agenda Item 9. The Terms of Reference for the Governance Working Group will be considered at Agenda Item 10.

Changes identified in the draft Scheme of Delegation reflect the recommendations set out in the Officer's paper.

Background Papers/Links

[Authority meeting minutes from 19th October 2020](#)

End.