

Area of Review	Proposal and Rationale	Sections of the Constitution to be revised
Delegation of decisions to write off debts for rent arrears	Currently the delegation scheme allows for the Head of Finance and Resources and Section 151 Officer to write off rent arrears in appropriate circumstances up to the value of £2500. It is proposed that the level be increased to £3500.	Paragraph 12.6 of the Scheme of Delegation to Officers (Page 71 of the current version)
Functions of the Joint Employment Committee	<p>The Joint Employment Committee has responsibility for most employment matters relating to posts within the Strategic Alliance Management Team. The functions specify recruitment, and all matters of discipline and capability (performance and sickness). It is proposed that dismissal also be added to the functions, which would also cover redundancy.</p> <p>The proposal rectifies the omission from the functions allowing all staffing matters at this level to be considered by the same committee.</p> <p>This would also reflect the delegation given to the Chief Executive as the Head of Paid Service to determine all staffing matters including ‘the appointment, dismissal, suspension or discipline of staff, save that in relation to the Chief Executive Office, the Strategic Directors and the Heads of Service, this does not include the appointment and dismissal.’</p>	Section 5.10 of the Functions Scheme (Page 56 of the current version).
Protocol on Planning	The functions of the Planning Committee state that applications submitted by officers or Members must be determined by the Planning Committee and not under officer delegation. The Protocol on Planning attached to the Code of Conduct is not as clear and states that the Planning Manager will consider whether the application should be dealt with by Committee.	Section 12 of the Protocol on Planning (Page 203 of the current version).

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	<p>It is proposed that the Protocol be amended to reflect the functions scheme. The following sentence would be removed:</p> <p><i>12.2 The Planning manager will consider whether such applications are determined at the appropriate Committee Meeting and not under delegated powers.</i></p> <p>The following sentence would be added in its place:</p> <p><i>12.2 Any applications submitted by a Member or any officer of the authority, whether for himself/herself or on behalf of any other person, will be determined by Planning Committee and not under any delegated powers.</i></p>	