

Central  
Bedfordshire  
Council  
Priory House  
Monks Walk  
Chicksands,  
Shefford SG17 5TQ



**CONSTITUTION ADVISORY GROUP**

**DATE:** 21 July 2009

<b>TITLE</b>	<b>Scheme of Delegation to Officers</b>	<b>ITEM NO.</b>
<b>REPORT OF</b>	Head of Democratic Services	7

<b>PURPOSE</b>	To request the Advisory Group to endorse amendments to the Scheme of Delegation to Officers
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**RECOMMENDATION:**

**That the Advisory Group endorse the proposed revisions to the scheme of delegation now submitted.**

**SUPPORTING INFORMATION**

1. A number of changes to the Scheme of Delegation to Officers were approved by the Monitoring Officer, in consultation with the Constitution and Governance Working Group, during the interim period April to June 2009 under the auspices of the authority given to the Monitoring Officer by the Shadow Council at its meeting on 26 February 2009. These amendments were reported to Council at the Annual meeting on 18 June 2009.
2. Subsequently the Director of Corporate Resources has advised that adjustments to the Scheme of Delegation are required to pick up certain functions which have been excluded or require amendment as follows:-

(i) *Tax and VAT matters*

There is no specific delegation to permit the Director to manage tax and VAT matters.

The following additional delegation is therefore requested:-

<i>Delegation</i>	<i>Qualification</i>
To manage all tax and VAT matters including arrangements made with HM Revenue and Customs	None

(ii) *Property Matters*

The existing additional delegation has been requested in relation to property matters:-

<i>Delegation</i>	<i>Qualification</i>
To authorise the development and appropriation of land and buildings, together with the granting or taking, assignment, surrender or termination of leases, tenancies, licences, easements, wayleaves and variations of rent, and, subject to a maximum value in any case of £200,000, to authorise the acquisition and disposal of land and buildings or any estate or interest in any land and buildings.	None

3. As both delegations are executive functions, it will also be necessary to seek the approval of the Leader of the Council to the proposed amendments to the Scheme of Delegation as set out above.

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<b>Contact Officer Details:</b>	<b>Key Background Papers:</b>
Kathrin John – 0300 300 4033	None