

Public Document Pack



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22 July 2022

Dear Councillor

ARRANGEMENTS MADE BY THE LEADER OF THE COUNCIL FOR THE DISCHARGE OF EXECUTIVE FUNCTIONS

Please find attached a decision notice regarding amendments made to the Scheme of Officer Delegations by the Leader of the Council in relation to the recording and broadcast of meetings by the Council.

Members of the public who require further information are asked to contact Kate Batty-Smith, Democratic Services Officer, on 01304 872303 or by e-mail at democraticservices@dover.gov.uk.

Yours sincerely

A handwritten signature in purple ink that reads "Kate Batty-Smith". Below the signature is a short horizontal line.

Democratic Services Officer

ENCL

1 **ARRANGEMENTS MADE BY THE LEADER OF THE COUNCIL FOR THE DISCHARGE OF EXECUTIVE FUNCTIONS** (Pages 2-3)

**COMMITTEE SECTION ONLY**

Arrangement No: 01/22

Date: 22/07/2022

Arrangements Made by the Leader of the Council for the Discharge of Executive Functions under Section 9E (2) Local Government Act 2000 (as amended)

Schemes of Delegation of Executive Functions to Executive Members/Executive Committees/Officers

I hereby make arrangements for the discharge of the executive functions specified at Box A below and give notice to the Monitoring Officer that I have done so.

A. Specify the Arrangements being made:

Amendments to the Scheme of Officer Delegations (Section 6 of Part 3 (Responsibility for Functions) of Section 3 (Responsibility for Executive Functions) of the Constitution) to incorporate delegations to officers in respect of the broadcast and recording of meetings.

Amendment to the Scheme of Officer Delegations

INSERT NEW DELEGATION

Delegation to: Solicitor to the Council
Head of Governance and HR
Democratic and Corporate Services Manager

Executive Function

Column 1 Legislation	Column 2 Brief Description	Column 3 Conditions/ Exclusions Limitations/Notes
Broadcast of Meetings	To manage all aspects of the broadcast meetings of the Executive including determining not to broadcast or to suspend a live broadcast of a meeting	
Recording of Meetings	To manage all aspects of the recording of broadcast meetings of the Council, its committees, sub-committees and any other bodies including editing the broadcast and deleting the broadcast at the end of the retention period	

B. Specify the date from which the arrangements/amendment(s) are to have effect:

From the date upon which the Leader signs this document.

C. State whether the arrangements/amendment(s) made affect executive members or officers:

Officers

D. State reasons for, and effect of, the arrangements/amendment(s):

To enable the permanent arrangements for the broadcast and recording of Executive meetings.

E. State whether, in the view of the Leader of the Council, the effect of the arrangements/amendment(s) is to withdraw delegations from the executive as a whole, a committee of the executive or an individual executive member (in any such case) to any significant extent:

They do not.

F. State anticipated date of report to Council:

Council considered the report on the broadcast and recording of meetings on 20 July 2022.

Signed: _____
Leader of the Council

Dated: 22 July 2022