

REPORT OF THE COUNCIL BUSINESS MANAGEMENT COMMITTEE**CONSTITUTIONAL CHANGES**

Council Business Management Committee considered a report relating to changes to the City Council's Constitution.

Under the Representation of the People Act 1983 the Council must appoint both a Returning Officer and Electoral Registration Officer. The new Chief Executive's terms and conditions of employment do not include the role of Returning Officer and Election Registration Officer. It is therefore proposed that the role should be integrated into the role and job description of the City Solicitor and Monitoring Officer.

The proposed amended text on page 21 of the Constitution is set out below:

"The Statutory Officers of the Council are as follows:

- **Head of Paid Service (Chief Executive)** – This is the Chief Executive of the Council. The Council must approve the appointment of the Head of Paid Service before a final offer of appointment is made to him/her. The Council must approve the dismissal of the Head of Paid Service before notice of dismissal is given to him/her.
- **City Solicitor and Monitoring Officer** – This role promotes the legality of decision making, high standards of conduct by Councillors and officers and supports the Standards Committee.
- **Returning Officer and Electoral Registration Officer** – This will be the City Solicitor.
- **Corporate Director of Finance** - This role is responsible for ensuring the sound financial administration of the Council.
- **Scrutiny Officer (Head of Scrutiny Services)** - This role promotes Overview & Scrutiny functions of the Council."

The tracked changes are set out in Appendix 1.

MOTION

That the Council adopts the following changes to its constitution:

"The Statutory Officers of the Council are as follows:

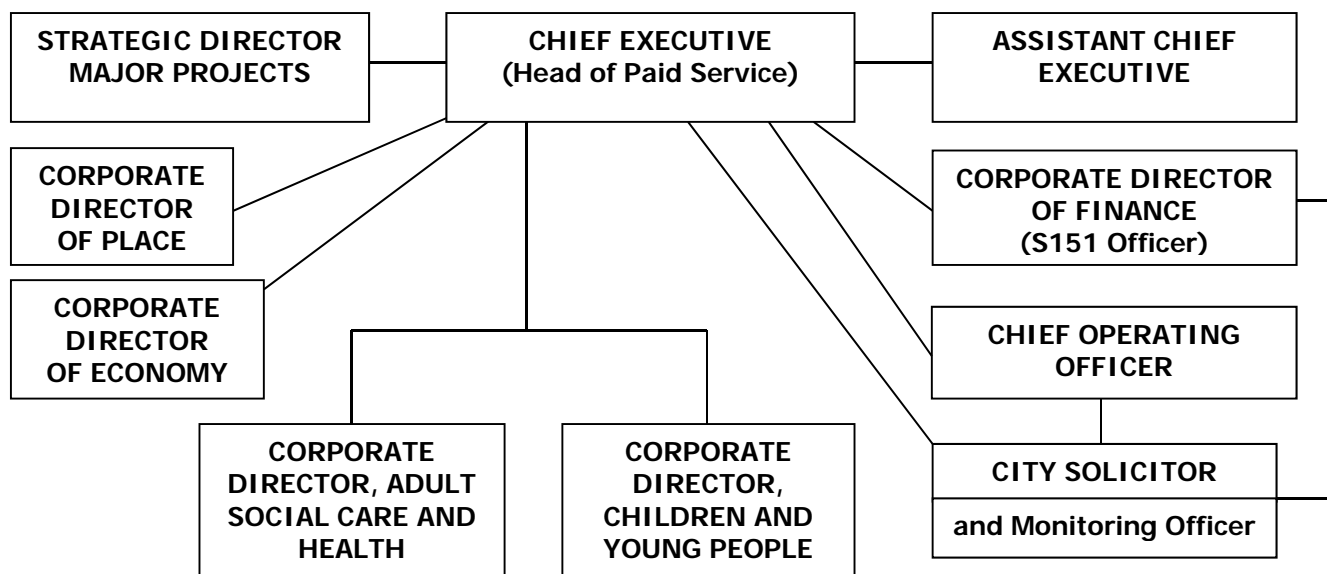
- **Head of Paid Service (Chief Executive)** – This is the Chief Executive of the Council. The Council must approve the appointment of the Head of Paid Service before a final offer of appointment is made to him/her. The Council

must approve the dismissal of the Head of Paid Service before notice of dismissal is given to him/her.

- **City Solicitor and Monitoring Officer** – This role promotes the legality of decision making, high standards of conduct by Councillors and officers and supports the Standards Committee.
- **Returning Officer and Electoral Registration Officer** – This will be the City Solicitor.
- **Corporate Director of Finance** - This role is responsible for ensuring the sound financial administration of the Council.
- **Scrutiny Officer (Head of Scrutiny Services)** - This role promotes Overview & Scrutiny functions of the Council.”

and authorises the City Solicitor to implement the changes to the Constitution set out in the Appendices with immediate effect.

SENIOR MANAGEMENT TEAM STRUCTURE CHART



The Statutory Officers of the Council are as follows:

- **Head of Paid Service (Chief Executive and Returning Officer and Electoral Registration Officer)** – This is the Chief Executive of the Council. The Council must approve the appointment of the Head of Paid Service before a final offer of appointment is made to him/her. The Council must approve the dismissal of the Head of Paid Service before notice of dismissal is given to him/her.
- **City Solicitor and Monitoring Officer** - This role promotes the legality of decision making, high standards of conduct by Councillors and officers and supports the Standards Committee.
- **Returning Officer and Electoral Registration Officer** – This will be the City Solicitor
- **Corporate Director of Finance** - This role is responsible for ensuring the sound financial administration of the Council.
- **Scrutiny Officer (Head of Scrutiny Services)** - This role promotes Overview & Scrutiny functions of the Council.

The Council's Corporate Directors have delegated powers in respect of all matters which are not "key decisions" and not reserved for decision by the Council or by a Committee of the Council. Details of these delegated authorities can be found [here](#).

Further information regarding the Senior Leadership Team can be found [here](#):
https://www.birmingham.gov.uk/info/50068/how_the_council_works/965/management_structure