

**SCHEME OF DELEGATION TO INDIVIDUAL CABINET MEMBERS**

**DECISION OF THE CABINET MEMBER FOR TOWNSHIPS AND  
CORPORATE MANAGEMENT**

**15<sup>TH</sup> FEBRUARY 2007**

**Cabinet Member:** Councillor Keith Swift

**Attending Officer(s):** Catherine Witham, Borough Solicitor

**LEGAL & DEMOCRATIC SERVICES - SERVICE PLAN 2007 - 2010**

CONSIDERED - A report of the Borough Solicitor (ICM. 1/07) recommending approval of the Legal and Democratic Services Service Plan.

**DECIDED - That the recommendation of the report to approve the Legal & Democratic Services Service Plan 2007 – 2010 be approved.**

Reason for the recommendation: The Service Plan will enable Legal & Democratic Services (LDS) to evolve, develop and improve in order to realise its Mission and to help deliver the vision of the Council in a constantly changing business environment.

Alternatives considered: The LDS Service Plan aims to ensure the Service contributes fully to the achievement of the Council's aims and priorities and that national standards and targets are achieved. Failure to fulfil statutory duties or meet these standards and could lead the Council being penalised, either directly or indirectly, and may result in a reduced Comprehensive Performance Assessments rating.

As such, development by each Service and approval (via the Delegated Decision Making (DDM) process) of an appropriate Service Plan is a corporate requirement.

The process of validation of Service Plans has changed slightly this year. In order to make it less bureaucratic, Plans are no longer approved by Cabinet but by the relevant Portfolio Holder under the DDM process

**DECLARATION OF INTEREST:** None

**ELIGIBLE FOR CALL-IN:** No, item to be considered by Corporate Overview & Scrutiny Committee.