

## **Review of arrangements for Chief Officer departures – Amendment to Scheme of Delegated Functions and Terms of Reference approved.**

4 With reference to the minutes of the Wellbeing, Equalities, Communities, Culture and Engagement City Policy Committee of 17th April 2025 (Print 1, page 77) when it had been agreed to recommend to this committee approval of the review of arrangements for Chief Officer departures, there was submitted a report by the Director of Communication and Corporate Governance regarding the matter, advising of

- (1) the current approach that the Council adopted in relation to early retirement and voluntary redundancy;
- (2) the current arrangements set out in the Scheme of Delegated Functions in relation to the approval of early retirement or redundancy arrangements and that early retirement or redundancy for chief officials (Grade 12 and above) required the Chief Executive's authorisation;
- (3) a number of shortcomings in the Council's current approach highlighted from the independent review carried out by Brodies LLP, namely that
  - (a) there was no explicit mechanism to approve arrangements that related to the Chief Executive;
  - (b) members were not asked to approve arrangements that related to chief officials which could lead to an appearance of conflict of interest; and
  - (c) there was no process to routinely make electronic records of decisions that related to the departure of senior officers where the decision was taken under the scheme of delegations;
- (4) the proposed new governance arrangements for chief officials, staff and officers with an approval role, as detailed in the report;
- (5) the current monitoring process conducted by the Finance and Audit Scrutiny Committee, indicating that this should now be reported at least quarterly;
- (6) the current arrangements in relation to the mechanisms to support workforce reform and the next steps to ensure that enhanced terms were properly scrutinised to ensure that enhanced terms were incidental to the reform or underpinned the reform; and
- (7) the proposed changes to the Scheme of Delegated Functions and Terms of Reference, as detailed in the report.

After consideration, the committee

- (a) noted the report; and

- (b) approved the changes to the Scheme of Delegated Functions and Terms of Reference, as detailed in the report.