

**FALKIRK COUNCIL**

**Subject: RENEW OF THE SCHEME OF DELEGATION**  
**Meeting FALKIRK COUNCIL**  
**Date: 8 OCTOBER 2014**  
**Author: CHIEF GOVERNANCE OFFICER**

**1. PURPOSE**

The purpose of this report is to present an amendment to the scheme of delegation to reflect the decision of Council taken on 25 June 2014 with regard to travel abroad as part of a Council delegation.

**2. BACKGROUND**

2.1 The following decision was agreed unanimously by Council in June 2014:

“Council notes that in order to attend a conference, an elected member must receive the authority of the Executive through a report to that body. However, no such requirement is necessary for a member to travel abroad on behalf of or as part of a delegation. Council views this as an unnecessary inconsistency and agrees that, in order to ensure maximum openness and transparency, Standing Orders be amended to replicate the requirements in place for attendance at conferences with trips abroad.”

2.2 The decision taken by Council on 5 December 2012 with regard to members’ learning and development was in the following terms:

“to delegate to the Chief Governance Officer decision making in relation to members’ attendance at courses and seminars where the cost does not exceed £200 and to delegate to Policy and Resources Committee (and any similar successor body) the decision to select the method by which decisions are made in relation to members’ access to any other developmental learning/or training, including funded or part funded qualifications.”

2.3 It is accordingly proposed to amend the scheme of delegation by adding an additional paragraph in the following terms:

60.14A Council Delegations

Where any member of Council is invited to form or be part of a delegation to an event or place which involves overseas travel, the decision on whether to approve that travel will rest with the Chief Governance Officer where the cost does not exceed £200. In all other cases, decision making will rest with the Executive. This provision does not extend to travel by or on behalf of the Provost to any events of a civic nature, decision making on which will remain with the Chief Governance Officer in consultation with the Provost.

- 2.4 It should be noted that events involving overseas travel which are cost neutral to the Council, e.g. where the costs are paid by a host organisation or otherwise not by the Council do not fall within the foregoing amendment.

### **3. RECOMMENDATION**

**Council is invited to consider the proposed amendment to the scheme of delegation in implementation of the decision taken on 25 June 1014.**

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Chief Governance Officer

Date: 26 September 2014

Contact Officer: Brian Pirie (Tel: 01324 50506110)

**Background papers**  
**Nil**