

# SCHEME OF GOVERNANCE - REMOVAL OF BUSINESS MANAGER (AND DEPUTE BUSINESS MANAGER)

## TERMS OF REFERENCE

### INTRODUCTION

10. Non material amendments to these committee and sub committee terms of reference can be made by the Chief Officer - Governance, following consultation with the ~~Business Manager Co-Leaders~~, without the requirement to report to Council or the appropriate parent committee.

## URGENT BUSINESS COMMITTEE

### PROCESS

- 1.1 A meeting of the Committee will be called by the Chief Officer - Governance on the instruction of the Chief Executive where the Chief Executive and the ~~Convener Business Manager~~ are satisfied that the relevant business is urgent.
- 1.2 The Chief Officer - Governance may subject to the ~~Business Manager Convener~~'s approval add further matters to the agenda of a meeting already called only where the Chief Executive and the ~~Business Manager Convener~~ are satisfied that the matters are urgent.

## STANDING ORDERS

- 13.12 Any officer listed under Standing Order 13.1 will have the authority to withdraw his/her report from the agenda, following consultation with the ~~Co-Leaders Business Manager~~.

### 43. Amendments to Standing Orders

- 43.1 Non-material amendments can be made to the Standing Orders by the Chief Officer - Governance, following consultation with the ~~Co-Leaders Business Manager~~, without the requirement to report to Council.

## POWERS DELEGATED TO OFFICERS

### GENERAL DELEGATIONS TO CHIEF OFFICERS

39. To determine Participation Requests (requests by community participation bodies to participate in outcome improvement processes) under the Community Empowerment (Scotland) Act 2015; and to inform the ~~Business Manager Co-Leaders~~, and members of affected wards, of the receipt and determination of any such requests.

## CHIEF OFFICER - GOVERNANCE

### *General Legal/Governance*

1. Following consultation with the ~~Co-Leaders~~Business Manager, to amend the Council's Scheme of Governance documentation to:
  - correct obvious, technical or clerical errors;
  - reflect the law (including changes to the law), government guidance, regulators' guidance, codes of conduct, codes of practice and Council policies and decisions;

## CHIEF OFFICER - STRATEGIC PLACE PLANNING

### *General Delegations*

6. To determine following consultation with the Chief Officer - Governance, the Convener of the Planning Development Management Committee and the ~~Co-Leaders~~Business Manager, whether to appeal a decision of the Scottish Ministers which overturned or modified a decision of the Council and thereafter, if applicable, to instruct the making of such an appeal.