

CABINET DELEGATIONS TO THE DEPUTY CHIEF EXECUTIVE AND CORPORATE DIRECTOR OF RESIDENTS SERVICES

Cabinet Member(s)	Councillor Sir Raymond Puddifoot MBE
Cabinet Portfolio(s)	Leader of the Council
Officer Contact(s)	Mark Braddock - Democratic Services
Papers with report	None

HEADLINES

Summary	With the upcoming retirement of the Deputy Chief Executive and Corporate Director of Residents Services, Jean Palmer OBE, Cabinet is requested to permit the orderly transfer of delegated authority to this post previously granted by Cabinet, to posts within the Council's new top-tier management structure.
Putting our Residents First	This ensures the correct delegated authority is in place to carry out the decisions of the Cabinet to deliver services and projects to the residents of Hillingdon.
Financial Cost	None.
Relevant Policy Overview Committee	Corporate Services, Commerce and Communities
Relevant Ward(s)	N/A

RECOMMENDATIONS

That the Cabinet:

1. Expresses its appreciation to Jean Palmer OBE, the Council's Deputy Chief Executive and Corporate Director of Residents Services, for her outstanding service to the London Borough of Hillingdon.
2. Effective 12 January 2021, permits the transfer of all previous delegations granted by Cabinet to the Deputy Chief Executive and Corporate Director of Residents Services (in conjunction with the Leader of the Council and Cabinet Members) to the Chief Executive or the relevant Corporate Director or Director post responsible for the service area relating to that delegation.

Reasons for recommendation

This report proposes the orderly transfer of the substantial delegated authority Cabinet has previously granted to the retiring Deputy Chief Executive and Corporate Director of Residents Services, to the new posts within the Council's new top-tier management structure.

Alternative options considered / risk management

None, as Cabinet is the body that has previously delegated such authority, and thereby is the body to determine the transfer of such delegated authority.

Democratic compliance

The recommendations are compliant with the Executive Procedure Rules - Schedule C in the Council's Constitution that permit Cabinet to discharge and delegate its functions to a designated officer of the Council, or as is frequently the case, to delegate to individual Cabinet Members, in consultation with a designated officer post.

Policy Overview Committee comments

None at this stage.

SUPPORTING INFORMATION

Background

Full Council in February 2020 authorised the implementation of a new top-tier management structure of the Council, in light of the upcoming retirement of the Deputy Chief Executive and Corporate Director of Residents Services. Whilst Council granted authority for relevant changes to be made to the Council Constitution and Officer Delegations in light of the transition to the new management structure, it cannot amend the authority that Cabinet itself has specifically granted on decisions already taken.

Whilst the key strategic service and project decisions are taken by the Cabinet, the use of such delegated executive decision-making over the years has enabled the Council to be highly responsive in terms of service and project delivery for residents. As Deputy Chief Executive and Corporate Director of Residents Services, Jean Palmer has, therefore, received an exceptionally high degree of delegated authority in conjunction with the Leader and Cabinet Members.

Jean Palmer OBE

Ms Jean Palmer started her local government service with the Greater London Council, joining Lambeth Council in 1974 and later Hackney Council in 1978. Jean Palmer then joined the London Borough of Hillingdon as Head of Planning and Transportation on 5th March 2001.

Throughout her career in Hillingdon, Jean Palmer has continuously strived for improvements for Hillingdon's residents and has achieved many successes, through cross-cutting projects, determination and by gaining the trust and respect of key Members.

As a result, Jean Palmer has taken on pivotal roles, including Group Director of Planning and Transportation in 2005, in 2006 Corporate Director of Planning and Community Services and then later becoming the Council's Deputy Chief Executive in 2011. Upon the creation of a new directorate in 2013 to successfully deliver the Council's mission of "putting our residents first", Jean Palmer took up her current role of Deputy Chief Executive & Corporate Director of Residents Services.

Jean Palmer's achievements at Hillingdon include refurbishing or rebuilding each of the Borough's libraries, the only project of its kind in the country, as well as driving forward a £150m school expansion programme, the largest of its kind in London. Jean Palmer has also been responsible for two new sports centres, including the first 50m swimming pool to be built in London for more than 40 years. Jean has also led the Council's Business Improvement Delivery Programme, which has played an integral part in delivering gold standard front-line services and achieving sound financial management.

In 2015, Jean Palmer's record as an outstanding public service employee was recognised when Her Majesty The Queen graciously conferred on her the honour of Officer of the Most Excellent Order of the British Empire (OBE) for services to the community.

Delegation to the Deputy Chief Executive and Corporate Director of Resident Services

Since Jean Palmer OBE's appointment to this post in 2013, Cabinet has delegated a significant number of decisions to her in two ways:

1. The Leader and Cabinet Members, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services (*Democratic Cabinet Member decisions*)
2. Directly to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader and relevant Cabinet Members (*Officer executive decisions*).

Whilst the majority of such previous delegations from Cabinet will have already been exercised and there would be no need to amend these, as they are of historical record, there will continue to be a number of delegations that are 'ongoing' in nature, as well as more recent delegations that are yet to be exercised for specific services or projects. Two examples of these include the School Condition Programme (ongoing delegation since 2017) and Cranford Park Renovation Project (delegation in 2020, with some decisions yet to be exercised).

Rather than consider each and every Cabinet delegation granted and review whether it remains 'active', it is considered that a general transfer authorisation from Cabinet is the most practicable approach. It will ensure good governance so that these delegations can still be exercised in light of senior management changes.

It is, therefore, proposed that these delegations would transfer to the following new posts, dependent on their service responsibilities at the current time:

- Director, Environment, Education & Community Services (Dan Kennedy)
- Director of Building Services, Infrastructure & Business Improvement (Perry Scott)
- Director, Corporate Services and Resources (Interim - Mike Talbot)

Additionally, the recommendation before Cabinet is worded in such a way to provide flexibility in respect of Jean Palmer's specific delegations from Cabinet, should changes in top-tier management service responsibility be amended in the future. Indeed, over time, the requirement for this will gradually diminish as new delegated authority is granted by Cabinet to new Director posts, and in consultation with the Leader and Cabinet Members as determined.

Whilst not directly applicable to this report's recommendations, where Cabinet Member portfolio titles have changed over the years, this does not affect the ability to take previous delegated decisions by Cabinet to specific Cabinet Member posts/titles, as they all by default include delegated authority to the Leader of the Council, whose authority would take precedence in terms of decision-making.

Financial Implications

There are no financial implications arising from this report.

RESIDENT BENEFIT & CONSULTATION

The benefit or impact upon Hillingdon residents, service users and communities?

Good delegated authority in place enables the Cabinet to be responsive, accountable and transparent in terms of service and project delivery for residents.

Consultation carried out or required

None required.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed the report and concur with the Financial Implications set out above, noting that there are no financial implications arising from the report recommendations.

Legal

The Executive Procedure Rules, which form part of the Council's Constitution, provide for the discharge of Cabinet functions by a designated Council officer which, if exercised, is usually done in consultation with the relevant Cabinet Members. On the basis that Cabinet has previously authorised delegations of Cabinet functions to the Deputy Chief Executive and Corporate Director of Residents Services, only it has the constitutional and legal power to transfer such delegations to other designated officers.

BACKGROUND PAPERS

- [Council Constitution](#)