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To: Chair & Members of the Council

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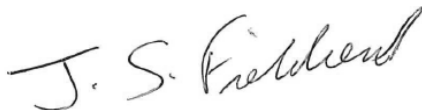
Tuesday, 19<sup>th</sup> May 2026

Dear Councillor

**ANNUAL COUNCIL – WEDNESDAY, 20TH MAY, 2026 AT 10:00 HOURS**

I refer to your recently circulated agenda for the above meeting and now enclose a copy of the papers which were marked 'To Follow' and an updated Appointments to the Executive sheet for consideration at the meeting.

Yours faithfully



Solicitor to the Council & Monitoring Officer

## **Equalities Statement**

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

### **Access for All statement**

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- Call with [Relay UK](#) - a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real-time conversation with us by text.
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## ANNUAL COUNCIL

*Wednesday, 20th May, 2026 at 10:00 in the Council Chamber, The Arc, Clowne*

<b>Item No.</b>	<b>PART 1 – OPEN ITEMS</b>	<b>Page No.(s)</b>
<b>6.</b>	<b>Appointment of the Deputy Leader and Members of the Executive</b>  The Leader will confirm the appointment of the Deputy Leader of the Council and the Members of the Executive for the 2026/27 Municipal Year. Revised document.	4 - 5
<b>7.</b>	<b>Establishment of Committees and Proportionality 2026/27</b>  To establish the Council's Committees and Advisory Groups for the 2026/27 Municipal Year.	6 - 19
<b>8.</b>	<b>Appointments to Committees</b>  To consider appointments to established committees and advisory groups for the 2026/27 Municipal Year.	20 - 29
<b>9.</b>	<b>Nominations of Chairs and Vice-Chairs of Committees</b>  To consider nominations for Chairs and Vice-Chairs of Committees for the 2026/27 Municipal Year.	30 - 34

## **CABINET MEMBERS** **ROLES AND RESPONSIBILITIES – MAY 2026**

<b>CABINET MEMBER</b>	<b>PORTFOLIO</b>
Councillor Jane Yates, Leader	<b>Policy, Strategy and Communications</b> <ul style="list-style-type: none"> <li>• Human Resources / Payroll</li> </ul>
Councillor Donna Hales, Deputy Leader	<b>Corporate Performance and Governance</b>
Councillor Tom Munro  Vacant (Junior Cabinet Member)	<b>Growth</b> <ul style="list-style-type: none"> <li>• Planning Development Management</li> <li>• Planning Policy</li> <li>• Housing Strategy (Planning)</li> </ul>
Councillor Rob Hiney-Saunders  Vacant (Junior Cabinet Member)	<b>Environment</b> <ul style="list-style-type: none"> <li>• Environmental Health &amp; Licensing</li> <li>• Emergency Planning</li> <li>• Street Scene Services</li> <li>• Corporate Health &amp; Safety</li> <li>• Climate Change</li> <li>• ICT</li> </ul>
Councillor Jeanne Raspin	<b>No specific portfolio</b>
Councillor Phil Smith  Councillor Catherine Tite (Junior Cabinet Member)	<b>Housing</b> <ul style="list-style-type: none"> <li>• Housing and Tenancy Management</li> <li>• Housing Repairs and Maintenance</li> <li>• Housing Stock</li> <li>• Estate Management</li> <li>• Homelessness</li> <li>• Housing Strategy (Housing)</li> </ul>
Councillor Mary Dooley  Councillor Catherine Jeffery (Junior Cabinet Member)	<b>Partnerships, Health &amp; Wellbeing</b> <ul style="list-style-type: none"> <li>• Leisure</li> <li>• Customer Services</li> <li>• Partnerships</li> <li>• Safeguarding</li> <li>• Leisure Go Fuel Café</li> <li>• Arts</li> </ul>

<p>Councillor Clive Moesby</p> <p>Councillor Duncan Haywood (Junior Cabinet Member)</p>	<p><b>Resources</b></p> <ul style="list-style-type: none"><li>• Finance</li><li>• Community Safety &amp; Enforcement Team</li><li>• Audit</li><li>• Risk Management</li><li>• Legal</li></ul>
<p>Councillor John Ritchie</p>	<p><b>Devolution</b></p> <ul style="list-style-type: none"><li>• East Midlands Mayoral Combined County Authority</li><li>• Devolution</li><li>• Local Government Reorganisation</li></ul>

**BOLSOVER DISTRICT COUNCIL**

**Meeting of Annual Council on 20<sup>th</sup> May 2026**

**Establishment of Committees and Proportionality 2026/27**

**Report of the Strategic Director of Legal, Governance and Monitoring Officer**

<b>Classification</b>	This report is Public
<b>Contact Officer</b>	Jim Fieldsend Strategic Director of Legal, Governance and Monitoring Officer

**PURPOSE/SUMMARY OF REPORT**

To establish the Council's Committees and Advisory Groups for the 2026/27 Municipal Year.

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**REPORT DETAILS**

**1. Background**

- 1.1 In line with the provisions within legislation and the Council's Constitution, the Annual Meeting of Council is required to:
- Appoint at least one Scrutiny Committee and other such committees as the Council considers appropriate to deal with matters which are neither reserved to the Council Meeting nor are Executive Functions.
  - Decide the size and terms of reference for those committees.
  - Decide the allocation of seats to political groups in accordance with the Political Balance rules.
- 1.2 The political balance calculations have been impacted by one former Conservative Councillor moving to Reform in January 2026 which has resulted in a change to the political make-up of the Council.
- 1.3 The political make up on the Council is now: Labour – 22 Councillors, Independent Group – 11 Councillors, Reform – 2 Councillors, 1 Conservative Councillor and 1 independent Councillor.
- 1.4 This report therefore brings forward the proposed allocation of seats to political groups in accordance with the Political Balance rules for Council approval.

- 1.5 Committees are subject to the political balance requirements of the Local Government and Housing Act 1989. Any Advisory Groups are not subject to the political balance requirements.
- 1.6 The report also seeks to establish an Investigation and Disciplinary Committee, an Independent Panel and a Grievance Committee in order to have adequate provisions in place to deal with disciplinary/grievance matters relating to Statutory Officers. This follows communication from Joint Negotiating Committee for Chief Executives advising that local authorities should ensure structures are in place to consider potential matters involving Statutory Officers. This was considered by the Standards Committee on 11<sup>th</sup> May 2026.

## **2. Details of Proposal or Information**

- 2.1 The size for each Committee is set out in **Appendix 1**.
- 2.2 The terms of reference of all current committees will remain as currently set out in the Council's Constitution.
- 2.3 The terms of reference of the new committees is set out in **Appendix 2**.
- 2.4 **Appendix 3** sets out the allocation of committee seats which best meets the requirements of Section 15 of the Local Government and Housing Act 1989 as far as is reasonably practicable.
- 2.5 Section 15 of the Local Government and Housing Act 1989 establishes the rules for allocation of the seats to councillors. These are as follows:
  - (a) that not all the seats on the body are allocated to the same political group;
  - (b) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
  - (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant authority which are allocated to each political group bears the +same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that group to the membership of the authority; and
  - (d) subject to paragraphs (a) to (c) above, that the number of the seats on the body which are allocated to each political group bears the same proportion to the number of all the seats on that body as is borne by the number of members of that group to the membership of the authority.

- 2.6 The key principle is that (b) that the majority of seats on each committee should be allocated to the majority group which is detailed in **Appendix 3** to the report.

In summary this proposal comprises:

<b>Allocation of ordinary committee seats (66 in total)</b>		
	<b>Oct 2025 Actual</b>	<b>May 2026 proposed</b>
Labour Group	35	42
Independent Group	17	20
Reform	1	4
Conservative Councillor	3	0
Independent Councillor	0	0
<b>Total seats</b>	<b>56</b>	<b>66</b>
<b>Scrutiny Committee seat allocations (29 in total)</b>		
	<b>Oct 2025 Actual</b>	<b>May 2026 proposed</b>
Labour Group	17	17
Independent Group	10	9
Reform	0	2
Conservative Councillor	2	1
Independent Councillor	0	0
<b>Total seats</b>	<b>29</b>	<b>29</b>

- 2.7 The Committees are subject to the political balance requirements of the Local Government and Housing Act 1989. The Advisory Groups are not subject to the political balance requirements.

- 2.8 Nominations to committees are detailed in a separate report.

### **3. Reasons for Recommendations**

- 3.1 The report recommends changes to the allocation of Committee seats detailed in **Appendix 3** due to a Conservative Councillor moving to Reform in January 2026. The changes would ensure that the Council still meets the requirements of section 15 of the Local Government and Housing Act as far as reasonably practicable.

**4. Alternative Options and Reasons for Rejection**

- 4.1 The Council is required within legislation and by the provisions within its constitution to establish committees at the annual meeting.
- 4.2 Members may consider that they wish to change the allocation, but this is not advised because the proposed allocation best meets the political balance requirements.

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**RECOMMENDATION(S)**

- (1) That the Council’s committees, their terms of reference and size as set out in **Appendix 1** and **Appendix 2** be established for the 2026/27 Municipal Year in accordance with Council Procedure Rule 1.1(k);
- (2) That Council agrees the allocation of seats on committees as set out in **Appendix 3**, in accordance with the political balance rules; and
- (3) That authority be delegated to the Monitoring Officer in consultation with the Leader of the Council and relevant Committee Chair (when appointed) to make amendments to the terms of reference for committees arising within the 2026/27 municipal year.

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<b><u>Finance and Risk</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
<b>Details:</b> There are no finance or risk implications arising from this report		
On behalf of the Section 151 Officer		
<b><u>Legal (including Data Protection)</u></b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
<b>Details:</b>  The Council is required to appoint at least one Scrutiny Committee and other such committees as the Council considers appropriate to deal with matters which are neither reserved to the Council Meeting nor are Executive Functions; decide the size and terms of reference for those committees; and decide the allocation of seats to political groups in accordance with Political Balance rules.  The Council is required to decide the allocation of seats to political groups in accordance with the Political Balance rules set out in the Local Government and Housing Act 1989.		
On behalf of the Solicitor to the Council		

<p><b><u>Staffing</u></b>      Yes <input type="checkbox"/>      No <input checked="" type="checkbox"/></p> <p><b>Details:</b> There are no staffing implications arising from this report.</p>	<p>On behalf of the Head of Paid Service</p>
<p><b><u>Equality and Diversity, and Consultation</u></b>      Yes <input type="checkbox"/>      No <input checked="" type="checkbox"/></p>	
<p><b>Details:</b> There are no Equality and Diversity, and Consultation implications arising from this report.</p>	
<p><b><u>Environment</u></b>      Yes <input type="checkbox"/>      No <input checked="" type="checkbox"/></p>	
<p>Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.</p> <p><b>Details:</b> There are no Environmental implications arising from this report.</p>	

## DECISION INFORMATION

<p><input checked="" type="checkbox"/> <b>Please indicate which threshold applies:</b></p>	
<p><b>Is the decision a Key Decision?</b> A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:</p>	<p>Yes <input type="checkbox"/>      No <input checked="" type="checkbox"/></p>
<p><b>Revenue (a)</b> Results in the Council making Revenue Savings of £75,000 or more or <b>(b)</b> Results in the Council incurring Revenue Expenditure of £75,000 or more.</p>	<p>(a) <input type="checkbox"/>      (b) <input type="checkbox"/></p>
<p><b>Capital (a)</b> Results in the Council making Capital Income of £150,000 or more or <b>(b)</b> Results in the Council incurring Capital Expenditure of £150,000 or more.</p>	<p>(a) <input type="checkbox"/>      (b) <input type="checkbox"/></p>
<p><b>District Wards Significantly Affected:</b> <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick <b>All</b> if all wards are affected: <b>None</b></p>	<p><b>All</b> <input type="checkbox"/></p>

<p><b>Is the decision subject to Call-In?</b>  <i>(Only Key Decisions are subject to Call-In)</i></p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>If Yes, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><b>Consultation carried out:</b>  <i>(this is any consultation carried out prior to the report being presented for approval)</i></p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Leader <input checked="" type="checkbox"/> Deputy Leader <input checked="" type="checkbox"/> Executive <input type="checkbox"/>  SLT <input type="checkbox"/></p>	
<p>Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/>  Other <input type="checkbox"/></p>	

<b>Links to Council Ambition: Customers, Economy, Environment, Housing</b>
<b>Customers</b>

DOCUMENT INFORMATION	
Appendix No	Title
1	Establishment of Committees
2	Terms of reference of new Committees
3	Proportionality on Committees

<b>Background Papers</b>
<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i>
None

## Establishment of Committees and Terms of Reference 2026/27

1. The following committees be established with their current terms of reference as set out in the Council's Constitution:
  - (1) Finance & Corporate Overview Committee - 8 Members
  - (2) Climate Change and Communities Scrutiny Committee - 7 Members
  - (3) Customer Services Scrutiny Committee - 7 Members
  - (4) Local Growth Scrutiny Committee - 7 Members
  - (5) Employee Appeals Committee - 3 Members plus 3 deputies
  - (6) General Licensing Committee - 10 Members
  - (7) Licensing and Gambling Acts Committee – 10 Members
  - (8) Licensing and Gambling Acts Sub Committees - 3 Members
  - (9) Safety Committee - 5 Members plus 5 employee representatives
  - (10) Standards Committee - 6 Members plus 1 co-opted member
  - (11) Union / Employee Consultation Committee - 6 Members plus 6 employee representatives
  - (12) Planning Committee - 10 Members
  - (13) Joint ICT Shared Services Committee - 3 Members
  - (14) Audit Committee - 6 Members plus 2 co-opted Members
  
2. The two committees are required to be politically balanced but their membership is specified as follows:
  - (15) Investigating and Disciplinary Committee – 3 Members with at least one member of the Executive who are not members of the Grievance Committee or Employment and Appeals Committee required to consider disciplinary matters for Statutory Officers as explained in the Joint Negotiating Committee (JNC) Conditions of Service Handbook.
  - (16) Grievance Committee - 3 Members who are not members of the Investigatory and Disciplinary Committee or Employment and Appeals Committee required to consider grievances against the Chief Executive as contained the Joint Negotiating Committee (JNC) Conditions of Service Handbook.
  - (17) Employment and Appeals Committee – 4 Members (Leader, Deputy Leader, Executive Member and Leader of Largest Minority Group or their appointed substitutes) \*these should not be members of the Investigatory and Disciplinary Committee or Grievance Committee.
  
3. The following Independent Panel to be established as part of the Model disciplinary procedure as outlined in the Joint Negotiating Committee for Chief Executives of Local Authorities.
  - (18) Independent Panel – 2 Independent Persons (as appointed by Council)

4. The following Working Groups be established with their existing terms of reference and are not required to be politically balanced:
  - (1) Local Plan Implementation Advisory Group - 10 Members
  - (2) Member Development Working Group - 7 Members
  - (3) Pleasley Park and Vale Conservation Area Joint Working Group - 5 Members
  - (4) Housing Liaison Board - 5 Members

## **Proposed Terms of Reference**

### **Investigating and Disciplinary Committee**

#### (1) Purpose.

The role of the Investigating and Disciplinary Committee is to consider allegations against a Statutory Officer (Chief Executive Officer, Section 151 Officer and Monitoring Officer) which may ultimately lead to their dismissal; determine whether further investigation or action is required; determine whether action short of dismissal should be imposed or whether dismissal is recommended.

#### (2) Membership

The Committee shall have a membership of 3 councillors including at least one Executive member and shall not consist of members of the Grievance Committee or Employment and Appeals Committee. Where a councillor has a conflict of interests they may appoint a substitute who is also not a member of the Grievance Committee or Employment and Appeals Committee.

#### (3) Function

- 3.1 Consider allegations against the Chief Executive, Section 151 Officer or Monitoring Officer (Statutory Officers) which may ultimately lead to his/her dismissal, in accordance with the procedures agreed by Council]
- 3.2 Determine whether an allegation made against a Statutory Officer requires further investigation or other appropriate action
- 3.3 Give informal, unrecorded oral warnings in appropriate cases where no further formal action is required
- 3.4 Appoint an Independent Investigator, agree the terms of remuneration, provide the investigator with their terms of reference and working methods
- 3.5 Take decisions on the suspension of the Chief Executive, Section 151 Officer or Monitoring Officer while investigations are undertaken (suspensions to be reviewed after two months in conjunction with the Independent Investigator)
- 3.6 Consider the recommendations of the Independent Investigator
- 3.7 Determine whether action(s) short of dismissal should be imposed
- 3.8 Where dismissal is recommended, to refer matters to the Independent Panel for consideration, and

3.9 Recommend dismissal to Full Council.

(4) Frequency of meetings

Meetings of the Committee will be convened when required

(5) Quorum

The standard quorum for Council committees applies to this committee, but one member must be an Executive member.

(6) Appointment of Chair

A Chair to be appointed at each meeting.

### **Grievance Committee**

(1) Purpose.

The role of Grievances Committee is to consider grievances against a Statutory Officer (Chief Executive Officer, Section 151 Officer and Monitoring Officer)

(2) Membership

The Committee shall have a membership of 3 councillors and shall not consist of members of the Investigating and Disciplinary Committee or Employment and Appeals Committee. Where a councillor has a conflict of interests they may appoint a substitute who is also not a member of the Investigating and Committee or Employment and Appeals Committee.

(3) Function

The terms of reference of the Grievance Committee apply to grievances brought against the Chief Executive Officer. A case can be referred to the Committee by either the Statutory Officer or the aggrieved employee and will be as follows:

- a) To hear the case having regard to the evidence presented to it and reach a conclusion on whether or not the grievance is upheld in full or in part;
- b) To consider, if the grievance is upheld in whole or in part, whether to include a decision or recommendation on how the issue(s) can best be resolved to the satisfaction of the aggrieved employee;

- c) To decide, where the grievance is upheld, whether there is a matter(s) of a serious nature that it should be referred to the Investigation and Disciplinary Committee

(4) Frequency of meetings

Meetings of the Committee will be convened when required

(5) Quorum

The standard quorum for Council committees applies to this committee, but one member must be an Executive member.

(6) Appointment of Chair

A Chair to be appointed at each meeting.

### **Independent Panel**

(1) Purpose.

The Independent Panel (the Panel) is a Non-Executive Committee of Council, and is accountable to Council. It is not politically balanced as it is comprised of independent members. It is appointed under section 28(7) of the Localism Act 2011.

The purpose of the Independent Panel is to:

- (a) consider proposals for dismissal of the Chief Executive, Section 151 Officer or Monitoring Officer
- (b) offer advice, views or recommendations to Council on the proposal to dismiss.

(2) Membership

The Independent Panel comprises two independent persons.

Invitations for membership of the Panel will be issued in accordance with the following priority order:

- a. an independent person who has been appointed by the Council and is a local government elector within Bolsover District
- b. any other Independent Person appointed by the Council

- c. an independent person who has been appointed by another council.

(3) Function

Where the Investigating and Disciplinary Committee recommends the dismissal of a Statutory Officer, this recommendation needs to go before the Independent Panel. This is not a full re-hearing of the case and will not involve the calling of witnesses.

The Independent Panel should hear the reasons for the Investigating and Disciplinary Committee's recommendation and also receive any oral representations from the Chief Executive, in which case it should invite any response on behalf of the Investigating and Disciplinary Committee to the points made, and may ask questions of either party. The Independent Panel should review the Investigating and Disciplinary Committee's recommendation for dismissal and prepare a report for Council. This report should contain a clear rationale if the Independent Panel disagrees with the recommendation to dismiss.

(4) Frequency of meetings

Meetings of the Committee will be convened when required

(5) Quorum

The quorum of the Independent Panel is 2.

**Appendix 1 - Political balance calculations - Annual Council 2026**

	Seats on Council Jan 2026	Proportion on Council			Actual Ord Committee allocations Oct 2025	allocation of Ordinary Committee seats May 2026
<b>Total seats</b>	<b>37</b>			<b>Total seats</b>	56	<b>66</b>
Labour Group	22	59.46%		Labour Group	35	<b>42</b>
Independent Group	11	29.73%		Independent Group	17	<b>20</b>
Conservative	1	2.70%		Conservative	3	<b>0</b>
Reform	2	5.41%		Reform	1	<b>4</b>
Independent (RW)	1	2.70%		Independent (RW)	0	<b>0</b>
<b>∞</b>		100.00%			56	<b>66</b>

	Actual Scrutiny allocation Oct 2025	Proposed Scrutiny allocation May 2026
<b>Total seats</b>	29	<b>29</b>
Labour Group	17	<b>17</b>
Independent Group	10	<b>9</b>
Conservative	2	<b>1</b>
Reform	0	<b>2</b>
Independent (RW)	0	<b>0</b>
	29	<b>29</b>

Ordinary Committees	Total seats on Ord Committees	Labour Group		Independent Group		Conservative		Reform		Independent (RW)		Total seats allocated
		Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	
Employee Appeals Committee	3	1.78	2	0.89	1	0.08	0	0.16	0	0.08	0	3
General Licensing Committee	10	5.95	6	2.97	3	0.27	0	0.54	1	0.27	0	10
Licensing and Gambling Acts Committee	10	5.95	6	2.97	3	0.27	0	0.54	1	0.27	0	10
Planning Committee	10	5.95	6	2.97	4	0.27	0	0.54	0	0.27	0	10
Safety Committee	5	2.97	3	1.49	2	0.14	0	0.27	0	0.14	0	5
Standards Committee	6	3.57	4	1.78	1	0.16	0	0.32	1	0.16	0	6
Audit Committee	6	3.57	4	1.78	1	0.16	0	0.32	1	0.16	0	6
Union/Employee Consultation Committee	6	3.57	4	1.78	2	0.16	0	0.32	0	0.16	0	6
Investigating & Disciplinary Committee	3	1.78	2	0.89	1	0.08	0	0.16	0	0.08	0	3
Grievance Committee	3	1.78	2	0.89	1	0.08	0	0.16	0	0.08	0	3
Employment & Appeals Committee	4	2.38	3	1.19	1	0.11	0	0.22	0	0.11	0	4
<b>Total Seats on Ordinary Committees</b>	<b>66</b>	<b>39.24</b>	<b>42</b>	<b>19.62</b>	<b>20</b>	<b>1.78</b>	<b>0</b>	<b>3.57</b>	<b>4</b>	<b>1.78</b>	<b>0</b>	<b>66</b>

Scrutiny Committees	Total seats on Committee	Labour Group		Independent Group		Conservative		Reform		Independent (RW)		Total seats allocated
		Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	
Customer Services Scrutiny Committee	7	4.16	4	2.08	2	0.19	0	0.38	1	0.19	0	7
Local Growth Scrutiny Committee	7	4.16	4	2.08	2	0.19	1	0.38	0	0.19	0	7
Finance and Corporate Overview Scrutiny Committee	8	4.76	5	2.38	3	0.22	0	0.43	0	0.22	0	8
Climate Change and Communities Scrutiny Committee	7	4.16	4	2.08	2	0.19	0	0.38	1	0.19	0	7
<b>Total Scrutiny seats</b>	<b>29</b>	<b>17.24</b>	<b>17</b>	<b>8.62</b>	<b>9</b>	<b>0.78</b>	<b>1</b>	<b>1.57</b>	<b>2</b>	<b>0.78</b>	<b>0</b>	<b>29</b>

Tables below not included in the overall allocation of available committee seats and not subject to Political Balance requirements

Advisory/Working Groups**	Total seats on Group	Labour Group		Independent Group		Conservative		Reform		Independent (RW)		Total seats allocated
		Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	
Member Development Working Group	7	4.16	4	2.08	2	0.19	0	0.38	1	0.19	0	7
Local Plan Implementation Advisory Group	10	5.95	6	2.97	4	0.27	0	0.54	0	0.27	0	10
Pleasley Park and Vale Conservation Area Joint Working Group	5	2.97	3	1.49	2	0.14	0	0.27	0	0.14	0	5
Housing Liaison Board	5	2.97	3	1.49	2	0.14	0	0.27	0	0.14	0	5
<b>Total seats</b>	<b>27</b>	<b>16.05</b>	<b>16</b>	<b>8.03</b>	<b>10</b>	<b>0.73</b>	<b>0</b>	<b>1.46</b>	<b>1</b>	<b>0.73</b>	<b>0</b>	<b>27</b>

\*\*Note - allocated proportionally but not included in proportionality calculations

Joint Committees*	Total seats on Committee	Labour Group		Independent Group		Conservative		Reform		Planning Committee		Total seats allocated
		Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	Proportion of seats	Allocated Seats	
Joint ICT	3	1.78	3	0.89		0.08	0	0.16	0			3

\* Note – For political balance to apply, there must be at least three seats to be filled on joint committees (excl executive committees)

## BOLSOVER DISTRICT COUNCIL

### Meeting of Annual Council on 20<sup>th</sup> May 2026

#### Appointments to Committees and Advisory Groups 2026/27

#### Report of the Strategic Director of Legal, Governance & Monitoring Officer

<b>Classification</b>	This report is Public
<b>Contact Officer</b>	Jim Fieldsend Strategic Director of Legal, Governance & Monitoring Officer

#### PURPOSE/SUMMARY OF REPORT

To establish and appoint Members to the Council’s Committee and Advisory Groups for the 2026/27 Municipal Year.

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#### REPORT DETAILS

##### **1. Background**

- 1.1 In line with the provisions within the Council’s constitution, the Annual Meeting of Council is required to:
- Appoint at least one Scrutiny Committee and other such committees as the Council considers appropriate to deal with matters which are neither reserved to the Council Meeting nor are Executive Functions;
  - Decide the size and terms of reference for those committees;
  - Decide the allocation of seats to political groups in accordance with the political balance rules.
- 1.2 There are no proposed changes to the terms of reference for any of the Committees.

##### **2. Details of Proposal or Information**

- 2.1 Political Groups are requested to nominate Members to serve on Committees and Advisory Groups (as set out in **Appendix 1**) for the 2026/27 Municipal Year.
- 2.2 The Committees are subject to the political balance requirements of the Local Government and Housing Act 1989. The Advisory Groups are not subject to the political balance requirements.

### 3. Reasons for Recommendation

- 3.1 The report recommends that the allocation of Committee seats detailed best meets the requirements of section 15 of the Local Government and Housing Act as far as reasonably practicable.
- 3.2 Nominations that have been received in advance of the meeting from Political Groups are detailed in **Appendix 1**.

### 4 Alternative Options and Reasons for Rejection

- 4.1 There are no alternative options as Council is required by the provisions within its Constitution to establish and appoint to committees at the annual meeting.

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### RECOMMENDATION(S)

1. That the appointments to Committees and Advisory Groups for the 2026/27 Municipal Year as set out in **Appendix 1**, be agreed.

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### IMPLICATIONS:

<b><u>Finance and Risk</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b> None arising from this report. <p style="text-align: right;">On behalf of the Section 151 Officer</p>
<b><u>Legal (including Data Protection)</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b> The Constitution requires that the following be agreed at Annual Council each year: <ul style="list-style-type: none"><li>• Appoint at least one Scrutiny Committee and other such committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are Executive Functions;</li><li>• Decide the size and terms of reference for those committees;</li><li>• Decide the allocation of seats to political groups in accordance with the Political Balance rules.</li></ul> <p style="text-align: right;">On behalf of the Solicitor to the Council</p>
<b><u>Staffing</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b> None arising from this report. <p style="text-align: right;">On behalf of the Head of Paid Service</p>
<b><u>Equality and Diversity, and Consultation</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b> None.

**Environment**      Yes       No

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

**Details:**

None arising from this report.

**DECISION INFORMATION:**

**Please indicate which threshold applies:**

**Is the decision a Key Decision?**

A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:

**Revenue (a)** Results in the Council making Revenue Savings of £75,000 or more or **(b)** Results in the Council incurring Revenue Expenditure of £75,000 or more.

**Capital (a)** Results in the Council making Capital Income of £150,000 or more or **(b)** Results in the Council incurring Capital Expenditure of £150,000 or more.

**District Wards Significantly Affected:**

*(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)*

Please state below which wards are affected or tick **All** if all wards are affected:

Yes       No

(a)       (b)

(a)       (b)

All

**Is the decision subject to Call-In?**

*(Only Key Decisions are subject to Call-In)*

If Yes, is the call-in period to be waived in respect of the decision(s) proposed within this report? *(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)*

**Consultation carried out:**

*(this is any consultation carried out prior to the report being presented for approval)*

Leader     Deputy Leader     Executive     SLT

Relevant Service Manager     Members     Public

Other

Yes       No

Yes       No

Yes       No

**Links to Council Ambition: Customers, Economy, Environment, Housing**

Customers.

**DOCUMENT INFORMATION:**

<b>Appendix No</b>	<b>Title</b>
1	Appointments to Committees and Advisory Groups for 2026/27

**Background Papers**

*(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive, you must provide copies of the background papers).*

None.

## APPOINTMENTS TO ESTABLISHED COMMITTEES AND ADVISORY GROUPS – ANNUAL COUNCIL MAY 2026/27

Committee	Labour Group (22)	Independent Group (11)	Reform Councillors (2)	Conservative Councillor (1)	Independent Councillor (1)
<b>Finance &amp; Corporate Overview Scrutiny Committee (8)</b>	(5) Councillors: 1. Bennett 2. Haywood 3. McGregor 4. Tite 5. Kirkham	(3) Councillors: 1. R Clarke 2. Fritchley 3. Tait	(0)	(0)	(0)
<b>Local Growth Scrutiny Committee (7)</b>	(4) Councillors: 1. Haywood 2. Hinman 3. Kirkham 4. Renshaw	(2) Councillors: 1. Gilbody 2. Watson	(0)	(1) Councillor Fletcher	(0)
<b>Customer Services Scrutiny Committee (7)</b>	(4) Councillors: 1. Bennett 2. Davis 3. Powell 4. Wappington	(2) Councillors: 1. Stevenson 2. Turner	(1) Councillor Fox	(0)	(0)
<b>Climate Change and Communities Scrutiny Committee (7)</b>	(4) Councillors: 1. Davis 2. King 3. Jeffery 4. Taylor	(2) Councillors: 1. A Clarke 2. Peake	(1) To be advised	(0)	(0)

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<b>Employee Appeals Committee (3)</b>  <b>Deputies (3)</b>	Councillors: (2) 1. Hales 2. Yates  Deputies: (2) Deputy 1 - Moesby Deputy 2 - Haywood	Councillor Peake (1)  Deputy: Watson	(0)	(0)	(0)
<b>General Licensing Committee (10)</b>	Councillors: (6) 1. Bennett 2. Davis 3. Dooley 4. Jeffery 5. McGregor 6. Raspin	Councillors: (3) 1. A Clarke 2. Stevenson 3. Turner	(0)	(1) Councillor Fletcher	(0)
<b>Licensing and Gambling Acts Committee (10)</b>	Councillors: (6) 1. Bennett 2. Davis 3. Dooley 4. Jeffery 5. McGregor 6. Raspin	Councillors: (3) 1. A Clarke 2. Stevenson 3. Turner	(0)	(1) Councillor Fletcher	(0)
	(6)	(4)	(0)	(0)	(0)

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<b>Planning Committee (10)</b>	Councillors: 1. McGregor 2. Munro 3. Renshaw 4. Ritchie 5. Smith 6. Tite	Councillors: 1. Fritchley 2. Kane 3. Tait 4. Watson			
<b>Safety Committee (5)</b>	(3) Councillors: 1. Munro 2. Raspin 3. Yates	(2) Councillors: 1. Gilbody 2. Peake	(0)	(0)	(0)
<b>Audit Committee (6) Plus 2 co-opted Members</b>	(4) Councillors: 1. Jeffery 2. Kirkham 3. Powell 4. Tite	(1) Councillor Fritchley	(1) Councillor Wood	(0)	(0)
<b>Standards (6) Plus 1 co-opted Member</b>	(4) Councillors: 1. Hales 2. Haywood 3. Moesby 4. Waplington	(1) Councillor Gilbody	(1) Councillor Fox	(0)	(0)
<b>Union / Employee Consultation Committee (6)</b>	(4) Councillors: 1. Dooley 2. Munro 3. Renshaw	(2) Councillor: 1. R Clarke 2. Fritchley	(0)	(0)	(0)

	4. Ritchie				
<b>Investigating and Disciplinary Committee (3)</b> <i>*one must be an Executive Member and none can be a member of the Grievance Committee or the Employment and Appeals Committee</i> <i>(substitutes allowed)</i>	(2) Councillors: 1. Moesby 2. Renshaw  Substitutes: 1. Munro 2. Haywood	(1) Councillor Fritchley  Substitute: 1.			
<b>Grievance Committee (3)</b> <i>* should not be a member of the Investigatory and Disciplinary Committee or the Employment and Appeals Committee</i> <i>(substitutes allowed)</i>	(2) Councillors: 1. Davis 2. Taylor  Substitutes: 1. Wappington 2. Bennett	(1) Councillor Tait  Substitute: 1.			
<b>Employment and Appeals Committee (4)</b> <i>* should not be members of the Investigatory and Disciplinary Committee or the Grievance Committee</i>	(3) (1) Leader (2) Deputy Leader (3) Executive Member  Substitutes: (1) Raspin (2) Ritchie	(1) (1) Leader of the largest opposition group or substitute			

<i>(substitutes allowed)</i>	(3) Smith				
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**JOINT COMMITTEES**

<b>Committee</b>	<b>Labour Group (22)</b>	<b>Independent Group (11)</b>	<b>Conservative Councillor (1)</b>	<b>Reform (0)</b>	<b>Independent Councillor (0)</b>
<b>ICT Shared Services Committee</b>	Councillors: 1. Bennett 2. Hales 3. Yates (3)	(0)	(0)	(0)	(0)

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## ADVISORY GROUPS

<b>Committee</b>	<b>Labour Group (22)</b>	<b>Independent Group (11)</b>	<b>Conservative Councillor (0)</b>	<b>Reform (1)</b>	<b>Independent Councillor (1)</b>
<b>Pleasley Park and Vale Conservation Area Joint Working Group (5)</b>	(3) Councillors: 1. Kirkham 2. McGregor 3. Tite	(2) Councillors: 1. Fritchley 2. Tait	(0)	(0)	(0)
<b>Local Plan Implementation Advisory Group (10)</b> <i>*same as Planning Committee</i>	(6) Councillors: 1. McGregor 2. Munro 3. Renshaw 4. Ritchie 5. Smith 6. Tite	(4) Councillors: 1. Fritchley 2. Kane 3. Tait 4. Watson	(0)	(0)	(0)
<b>Member Development Working Group (7)</b>	(4) Councillors: 1. Dooley 2. Jeffery 3. Munro 4. Renshaw	(2) Councillors: 1. Peake 2. Watson	(0)	(1) Councillor Fox	(0)
<b>Housing Liaison Board (5)</b>	(3) Councillors: 1. Smith 2. Taylor 3. Waplington	(2) Councillors: 1. Peake 2. Turner	(0)	(0)	(0)

**Bolsover District Council**

**Meeting of the Annual Council on 20<sup>th</sup> May 2026**

**Nominations to Chairs and Vice-Chairs of Committees and Advisory Bodies  
2026/27**

**Report of the Strategic Director of Legal, Governance and Monitoring Officer**

<b>Classification</b>	This report is Public
<b>Report By</b>	Jim Fieldsend, Strategic Director of Legal, Governance and Monitoring Officer

**PURPOSE/SUMMARY OF REPORT**

For Council to decide upon the appointment of Chairs and Vice-Chairs for the 2026/27 Municipal Year.

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**REPORT DETAILS**

**1. Background**

1.1 Council is asked to consider the list of nominations for Chairs and Vice-Chairs.

**2. Details of Proposal or Information**

2.1 **Appendix 1** sets out the Committees and Advisory Bodies for which Chairs and Vice-Chairs should be appointed and any nominations received by the time of writing the report. Further nominations can be presented at the meeting.

**3. Reasons for Recommendation**

3.1 To appoint Chairs and Vice-Chairs for the Committees and Advisory Bodies as attached at **Appendix 1**.

**4. Alternative Options and Reasons for Rejection**

4.1 There are no alternative options as each of the listed bodies requires a Chair and Vice-Chair to be appointed.

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**RECOMMENDATION(S)**

- (1) That Council considers the nominations for Chairs and Vice-Chairs and makes appointments to these positions.
- 

<b><u>Finance and Risk</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>Details:</b> There are no financial or risk implications arising from this report. <p style="text-align: right;">On behalf of the Section 151 Officer</p>
<b><u>Legal (including Data Protection)</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>Details:</b> There are no legal or data protection implications arising from this report. <p style="text-align: right;">On behalf of the Solicitor to the Council</p>
<b><u>Staffing</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>Details:</b> There are no human resource issues implications arising from this report <p style="text-align: right;">On behalf of the Head of Paid Service</p>
<b><u>Equality and Diversity, and Consultation</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>Details:</b> None.
<b><u>Environment</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>Details:</b> There are no environmental implications arising from this report.

**DECISION INFORMATION**

<input type="checkbox"/> <b><i>Please indicate which threshold applies:</i></b>	
<b>Is the decision a Key Decision?</b> A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

<p><b>Revenue (a)</b> Results in the Council making Revenue Savings of £75,000 or more or <b>(b)</b> Results in the Council incurring Revenue Expenditure of £75,000 or more.</p>	<p><b>(a)</b> <input type="checkbox"/>      <b>(b)</b> <input type="checkbox"/></p>
<p><b>Capital (a)</b> Results in the Council making Capital Income of £150,000 or more or <b>(b)</b> Results in the Council incurring Capital Expenditure of £150,000 or more.</p>	<p><b>(a)</b> <input type="checkbox"/>      <b>(b)</b> <input type="checkbox"/></p>
<p><b>District Wards Significantly Affected:</b>  <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i>  Please state below which wards are affected or tick <b>All</b> if all wards are affected:</p>	<p><b>All</b> <input type="checkbox"/></p>

<p><b>Is the decision subject to Call-In?</b>  <i>(Only Key Decisions are subject to Call-In)</i></p>	<p><b>Yes</b> <input type="checkbox"/>      <b>No</b> <input checked="" type="checkbox"/></p>
<p>If Yes, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i></p>	<p><b>Yes</b> <input type="checkbox"/>      <b>No</b> <input type="checkbox"/></p>
<p><b>Consultation carried out:</b>  <i>(this is any consultation carried out prior to the report being presented for approval)</i></p>	<p><b>Yes</b> <input type="checkbox"/>      <b>No</b> <input type="checkbox"/></p>
<p><b>Leader</b> <input checked="" type="checkbox"/>    <b>Deputy Leader</b> <input checked="" type="checkbox"/>    <b>Executive</b> <input type="checkbox"/>    <b>SLT</b> <input type="checkbox"/>  <b>Relevant Service Manager</b> <input type="checkbox"/>    <b>Members</b> <input type="checkbox"/>    <b>Public</b> <input type="checkbox"/>  <b>Other</b> <input type="checkbox"/></p>	

<b>Links to Council Ambition:</b>
Customers.

**DOCUMENT INFORMATION:**

Appendix No	Title
1	List of Chairs and Vice-Chair nominations 2026/2027

<b>Background Papers</b>
<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive, you must provide copies of the background papers).</i>
None.

**NOMINATIONS OF  
CHAIRS AND VICE-CHAIRS TO ESTABLISHED COMMITTEES  
2026/27 – MAY 2026**

	<b>Committee/Regulatory Body</b>	<b>Labour Group nomination</b>	<b>Other nomination</b>
a)	<b>Audit Committee</b> Chair Vice-Chair	Cllr Kirkham Independent Appointed Person	
b)	<b>Climate Change and Communities Scrutiny Committee</b> Chair Vice-Chair	Cllr Taylor Cllr Davis	
c)	<b>Customer Services Scrutiny Committee</b> Chair Vice-Chair	Cllr Waplington Cllr Davis	
d)	<b>Local Growth Scrutiny Committee</b> Chair Vice-Chair	Cllr Renshaw Cllr Kirkham	
e)	<b>Finance &amp; Corporate Overview Scrutiny Committee</b> Chair Vice-Chair	Cllr Bennett Cllr McGregor	
g)	<b>Licensing Committee(s)</b> Chair Vice-Chair	Cllr McGregor Cllr Davis	
h)	<b>Planning Committee</b> Chair Vice-Chair	Cllr Tite Cllr McGregor	
i)	<b>Safety Committee</b>	Appointed at first meeting	
j)	<b>Standards Committee</b> Chair Vice-Chair	Mrs Ruth Jaffray Cllr Moesby	

k)	<b>Union / Employee Consultation Committee</b>	Appointed at first meeting	
l)	<b>Member Development Working Group</b> Chair Vice-Chair	Cllr Jeffery Appointed at first meeting	
m)	<b>Local Plan Implementation Advisory Group</b> Chair Vice-Chair (same as Planning Committee)	Cllr Tite Cllr McGregor	

**The chairs and vice-chairs of all other joint committees and advisory groups are selected at the first meetings of those bodies.**