



The Arc  
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To: Chair & Members of the  
Employment and Personnel Committee

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Thursday, 6 January 2022

Dear Councillor

### **EMPLOYMENT AND PERSONNEL COMMITTEE**

You are hereby summoned to attend a meeting of the Employment and Personnel Committee to be held in the Council Chamber, The Arc, Clowne on Monday, 17th January, 2022 at 14:00 hours.

This meeting will be held in person, and health and safety measures will be employed in line with the existing risk assessments.

#### **Risk Assessment Disclaimer**

When attending this meeting in person, I confirm that I have read and understood the contents of each of the following risk assessments and agree to act in line with its content.

- Covid-19 ARC RTW RA001
- Working in Offices At The Arc During Covid-19 Pandemic Guidance – ARC – SSW001
- Meetings – EM001 - Committee and Council Meetings during the Covid-19 pandemic

*These documents have been emailed to Members and are available on the Modern.Gov App library.*

**Register of Members' Interests** - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised from page 3 onwards.

Yours faithfully



Solicitor to the Council & Monitoring Officer



**Bolsover**  
District Council

**We speak your language**  
Polish **Mówimy Twoim językiem**  
Slovak **Rozprávame Vaším jazykom**  
Chinese **我们会说你的语言**

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or another format please call us on **01246 217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.



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**EMPLOYMENT AND PERSONNEL COMMITTEE  
AGENDA**

***Monday, 17 January 2022 at 14:00 hours taking place in the Council Chamber, The Arc,  
Clowne***

<b>Item No.</b>	<b>PART 1 – OPEN ITEMS</b>	<b>Page No.(s)</b>
<b>1.</b>	<b>Apologies for Absence</b>	
<b>2.</b>	<b>Urgent Items of Business</b>  To note any urgent items of business which the Chair has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
<b>3.</b>	<b>Declarations of Interest</b>  Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:  a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time.	
<b>4.</b>	<b>Minutes</b>  To consider the minutes of the last meeting held on 16 <sup>th</sup> September 2021 and reconvened on 23 <sup>rd</sup> September 2021.	<b>5 - 9</b>
<b>5.</b>	<b>Exclusion of the Public</b>  To move:- "That under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the stated Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed." [The category of exempt information is stated after each item].	

- 6. Customer Standards and Complaints Officer** 10 - 13
- Report of the Solicitor to the Council and Monitoring Officer.  
(Paragraphs 1, 2 and 3)
- 7. Repair Team Structure Changes** 14 - 17
- Report of the Assistant Director of Property Services and Housing  
Repairs.  
(Paragraphs 1, 2 and 3)
- 8. Training Requests to be Approved** 18 - 19
- Any training requests to be approved within the remit of this  
Committee are attached for Members consideration.  
(Paragraph 1)