



To: Chair & Members of the Council

The Arc
High Street
Clowne
S43 4JY

Contact: Alison Bluff
Telephone: 01246 242528
Email: alison.bluff@bolsover.gov.uk

Tuesday, 29th March 2022

Dear Councillor

EXTRAORDINARY COUNCIL

You are hereby summoned to attend an Extraordinary meeting of Council of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Wednesday, 6th April, 2022 at 10:00 hours.

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.



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

**If you require this agenda in large print
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.

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 on page 3.

Yours faithfully



Interim Monitoring Officer

EXTRAORDINARY COUNCIL

AGENDA

**Wednesday, 6th April, 2022 at 10:00 hours taking place in the Council Chamber,
The Arc, Clowne**

Item No.		Page No.(s)
1.	Apologies For Absence	
2.	Declarations of Interest 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 matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time.	
3.	Appointment of Assistant Director and Monitoring Officer	4 - 9
4.	Proposals for Shirebrook Crematorium - Presentation from the CDS Group	Presentation

Bolsover District Council

Meeting of Extraordinary Council on 6th April 2022

Senior Management Review

Report of the Leader of the Council

Classification	This report is Public
Report By	Sara Gordon, HR & OD Manager
Contact Officer	Grant Galloway, Executive Director

PURPOSE/SUMMARY OF REPORT

To seek approval from Council to appoint Mr Jim Fieldsend to the post of Assistant Director Governance and Monitoring Officer

REPORT DETAILS

1. Background & Details of Proposal

- 1.1 At the meeting on 3rd November 2021, Council considered the background to the Strategic Alliance and the Strategic Alliance Senior Management Team. The report set out the proposals for the revised Senior Management Team structure at Bolsover District Council.
- 1.2 Council recognised the changing needs of the organisation and that the structure was no longer fit for purpose and had in fact incrementally moved closer to a 'single authority only' senior management team in recent years.
- 1.3 It is recognised that all organisations, including the Council, require a robust structure in order to be effective, to achieve its ambitions and to deliver its objectives.
- 1.4 BDC Full Council approved the disestablishment of the Joint Assistant Director – Governance and Monitoring Officer and established a BDC only version of the post. The post was offered to the existing Joint Assistant Director of Governance and Monitoring Officer. The postholder accepted an equivalent post at NE Derbyshire District Council which resulted in a vacancy at Bolsover District Council.
- 1.5 The post of Assistant Director - Governance and Monitoring Officer was advertised externally and recruitment was undertaken in line with the Council's policies and procedures.

1.6 The shortlisted candidates undertook a first stage interview with the Senior Management Team on Tuesday 22nd March 2022. An Employment and Appeals Committee comprising Leader, Deputy Leader, Cabinet Member and a Member of the Opposition Group was called in accordance with the Constitution to undertake the Chief Officer interviews. The Employment & Appeals Committee conducted interviews on Thursday 24th March 2022 and the minutes from the Committee are included at Appendix One.

1.7 The Committee recommended that Mr Jim Fieldsend be appointment to the post of Assistant Director Governance and Monitoring Officer.

2. Details of Proposal or Information

2.1 As detailed above in Section One

3. Reasons for Recommendation

3.1 The Council has a statutory duty to have a designated Monitoring Officer in place at the Council.

4 Alternative Options and Reasons for Rejection

4.1 Consideration of alternative structures at senior management level have been undertaken, but rejected as either not fit for purpose or not as beneficial.

4.2 The Council has a statutory duty to have a designated Monitoring Officer in place at the Council. Recruitment and selection has been undertaken in line with Council policies and procedures.

RECOMMENDATION(S)

1. That Council approve:

1.1 That Mr Jim Fieldsend be appointed as Assistant Director Governance and Monitoring Officer (statutory role)

Approved by Deputy Leader of the Council

IMPLICATIONS:

Finance and Risk: Yes ☒ No ☐

Details:

There are no additional costs to the Council arising from this report. The full cost of this statutory post has already been included in the MTFP approved in February 2022.

On behalf of the Section 151 Officer

<u>Legal (including Data Protection):</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Details: The Council is required to keep its management structure under review so that it has the resource to deal with Council priorities and the delivery of Council services. Following recommendation by the Employment & Appeals Committee only Council have the authority to appoint the recommended candidate to be the Monitoring Officer. In so far as there are legal issues these will be dealt with by following the Council's Policy and Procedure for Organisational Review. <div style="text-align: right;">On behalf of the Solicitor to the Council</div>
<u>Staffing:</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Details: The Council's Policy and Procedure for Organisational Review will be followed. Consultation will take place in line with Policy <div style="text-align: right;">On behalf of the Head of Paid Service</div>

DECISION INFORMATION

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	No

District Wards Significantly Affected	(please state which wards or state All if all wards are affected)
Consultation: Leader / Deputy Leader <input checked="" type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Details:

Links to Council Ambition: Customers, Economy and Environment.

DOCUMENT INFORMATION	
Appendix No	Title
1	Minutes from Employment and Appeals (Bolsover)

Background Papers
<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>

JOINT EMPLOYMENT AND APPEALS COMMITTEE (BOLSOVER)

Minutes of a meeting of the Employment and Appeals Committee (Bolsover) of the Bolsover District Council held in Committee Room 1, The Arc, Clowne on Thursday 24th March 2022 at 10:00 hours.

PRESENT:-

Members:-

Councillors David Downes, Steve Fritchley, Duncan McGregor and Deborah Watson.

Officers:- Karen Hanson (Executive Director of Resources), Pam Brown (Assistant Director of Leader's Executive, Partnerships and Communications), Sara Gordon (Human Resources & Organisational Development Manager) and Tom Scott (Governance Officer) (To Minute No. EACB5 21/22)

EACB1 ELECTION OF CHAIR FOR THE MEETING 21/22

Moved by Councillor Duncan McGregor and seconded by Councillor David Downes
RESOLVED That Councillor Steve Fritchley be elected Chair for the meeting.

Councillor Steve Fritchley in the Chair

EACB2 APOLOGIES FOR ABSENCE 21/22

There were no apologies for absence.

EACB3 DECLARATIONS OF INTEREST 21/22

There were no declarations of interest.

EACB4 EXCLUSION OF THE PUBLIC 21/22

Moved by Councillor Duncan McGregor and seconded by Councillor David Downes
RESOLVED 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.

JOINT EMPLOYMENT AND APPEALS COMMITTEE (BOLSOVER)

The Governance Officer left the meeting at this point and the Human Resources & Organisational Development Manager minuted the rest of the meeting.

EACB5 INTERVIEWS FOR THE POST OF ASSISTANT DIRECTOR - 21/22 GOVERNANCE AND MONITORING OFFICER EXEMPT PARAGRAPHS 1 AND 2

Members had considered the applications from candidates who had been shortlisted for the post of Assistant Director - Governance and Monitoring Officer (BDC Only). Two candidates were invited to interview by the Committee.

The Committee welcomed the candidates for interview. The interviews were undertaken in line with the Council's Recruitment & Selection Policy.

After the questions the candidates were advised that the Committee would be making a decision that day on their eventual recommendation to Council.

The Chair thanked the candidates for attending.

The Committee took advice from officers and deliberated the presentations given and reconsidered all answers to questions asked. They weighed up the strengths of each candidate, which led to their recommendation to Council.

Moved by Councillor Steve Fritchley and seconded by Councillor Duncan McGregor
RECOMMENDED that James Fieldsend be recommended for the post of Assistant Director - Governance and Monitoring Officer (BDC Only) with the final terms and conditions delegated to the Head of Paid Service.

(Head of Paid Service/Human Resources & Organisational Development Manager)

The meeting concluded at 12:20 hours.