

Bolsover District Council

Meeting of the Annual Council on 22nd May 2024

Scheme of Delegation for Officers

Report of the Director of Governance and Legal Services & Monitoring Officer

Classification	This report is Public
Report By	Jim Fieldsend, Director of Governance and Legal Services & Monitoring Officer

PURPOSE/SUMMARY OF REPORT

For Council to approve the Scheme of Delegation as outlined in Part 3 of the Council's Constitution.

REPORT DETAILS

1. Background

- 1.1 It is a requirement under Council Procedure Rule 1.1 (o) of the Council's Constitution that the Annual Council Meeting agrees the Scheme of Delegation as set out in Part 3 of the Constitution.
- 1.2 The Scheme of Delegation outlines the specific delegation of Council and Executive functions to officers. The scheme includes general powers delegated to all senior managers together with specific powers delegated to the Chief Executive Officer, the Service Director Finance & Section 151 Officer and Service Director Governance and Legal Services & Monitoring Officer
- 1.3 The Scheme also outlines Proper Officer Provisions.

2. Details of Proposal or Information

- 2.1 The Scheme of Delegation for Officers is shown in Appendix 1.
- 2.2 Standards Committee on the 15th April 2024 considered a proposal and recommended to Council that the Scheme of Delegation be amended to enable the Strategic Director of Services to agree to the purchase of all vehicles. This power would only be used where the Council's Contract Procurement Rules have been complied with. Where the cost of the vehicles exceeds the key decision threshold a proposed decision will still need to be recorded on the Forward Plan for at least 28 days unless the exceptions in the Constitution are invoked.

2.3 The proposed wording of the delegation to Strategic Director of Service is “To agree to the purchase of all vehicles subject to the purchase being in accordance with the approved capital budget and the Contract Procurement Rules”.

3. Reasons for Recommendation

3.1 That Council approves the Scheme of Delegation for Officers in accordance with Council Procedure Rule 1.1 (o).

3.2. The framework outlines the specific delegation of Council and Executive Functions to officers in order for them to undertake their work as officers of the Council.

4 Alternative Options and Reasons for Rejection

4.1 It is a requirement of the Council’s Procedural Rules that a scheme of delegation is approved.

RECOMMENDATION(S)

That Council approves the Scheme of Delegation for Officers as set out in Appendix 1 to this report.

IMPLICATIONS:

Finance and Risk: Yes No

Details: There are no financial or risk implications arising from this report.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details: It is a requirement under Council Procedure Rule 1.1 (o) of the Council’s Constitution, that Annual Council Meeting agrees the Scheme of Delegation as set out in Part 3 of the Constitution.

On behalf of the Solicitor to the Council

Environment: Yes No

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment. Please speak to the Climate Change lead officer for further advice.

Details: There are no environmental implications arising from this report.

Staffing: Yes No

Details: There are no human resource issues implications arising from this report.

On behalf of the Head of Paid Service

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	None directly
Consultation: Leader / Deputy Leader <input checked="" type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input 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	Scheme of Delegation

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