

Bolsover District Council

Meeting of Council on 31st July 2024

Recommendations of the Employment and Personnel Committee

Chair of the Employment and Personnel Committee

Classification	This report is Public
Contact Officer	Amy Bryan, Governance and Civic Manager

PURPOSE/SUMMARY OF REPORT

For Council to consider a budget increase for proposals made and agreed at the Employment and Personnel Committee on 3rd July 2024 regarding changes to the Procurement Service.

Council's role is to agree the budget implications following full scrutiny of the proposals put to the Employment and Personnel Committee.

REPORT DETAILS

1. Background and details of the proposal

- 1.1 At its meeting held on 3rd July 2024, the Employment and Personnel Committee considered a proposal for changes to the Council's establishment.
- 1.2 The remit of the Committee is to consider and deal with issues relating to the Council's establishment structure and employees, and to recommend to Council in relation to any growth in the establishment resulting in budgetary increase.
- 1.3 A review of the Procurement Service led to the Employment and Personnel Committee agreeing to end the shared service arrangements for procurement with North East Derbyshire District Council and to create a small Bolsover focussed team. The current Procurement Assistant (0.5 FTE) would remain with the Council and a Procurement Manager (1 FTE) would need to be recruited. The proposal was considered in detail at the Employment and Personnel Committee meeting and now Council needs to consider the budgetary increase to fund the new structure. An increased budget of £54,684 is required to fund 1 FTE Grade 10 post and a 0.5 FTE Grade 5 post.
- 1.4 The reports and Minutes of the Employment and Personnel Committee meeting are not appended to this report but are available to Members through the Mod.gov app or on request from the Governance Team.

2. Reasons for Recommendation

- 2.1 The proposals have been fully considered by the Employment and Personnel Committee who agreed with the reasons and rationale for changes to the service and therefore recommend to Council an increase in the Council's General Fund budget to fund the new structure.

3 Alternative Options and Reasons for Rejection

- 3.1 Council are to consider the financial implications only. Council may choose to approve all, some, or none of the requests for growth to the establishment.

RECOMMENDATION(S)

That Council approve the growth in salary budgets (General Fund) as set out in paragraph 1.3 of the report as recommended by the Employment and Personnel Committee on 3rd July 2024.

Approved by Employment and Personnel Committee on 3rd July 2024

IMPLICATIONS:

Finance and Risk: Yes No

Details: An increased budget of £54,684 is required to fund the new Bolsover only structure, consisting of 1 FTE Grade 10 post and a 0.5 FTE Grade 5 post.

There is potential in the future for the unit to generate an income by carrying out work for other organisations such as parish councils, as capacity allows. Any income for this work would reduce the extra cost sought.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details: Procurement requirements can be complex and so it is important that the Council employs qualified and competent procurement professionals.

On behalf of the Solicitor to the Council

Environment: Yes No

Details: There will be no environmental impact arising from this post.

Staffing: Yes No

Details: The Council's policies and procedures will be followed for recruitment these posts.

On behalf of the Head of Paid Service

DECISION INFORMATION

<p>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:</p> <p>Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i></p>	No

<p>District Wards Significantly Affected</p>	None
<p>Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input checked="" type="checkbox"/> Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></p>	Details: Employment and Personnel Committee

<p>Links to Council Ambition: Customers, Economy, and Environment.</p>

DOCUMENT INFORMATION	
Appendix No	Title

<p>Background Papers</p>
<p><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></p>