

**Bolsover District Council**

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

**Scheme of Delegation for Officers 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 approve the Scheme of Delegation as outlined in Part 3 of the Council's Constitution.

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**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, the Director Finance & Section 151 Officer and Director of Governance and Legal Services & Monitoring Officer
- 1.3 The Scheme also outlines Proper Officer Provisions.

**2. Details of Proposal or Information**

- 2.1 At its meeting on 21<sup>st</sup> May 2025, Council approved a change to the Constitution to enable the Monitoring Officer to make changes arising from any new legislation, administrative errors or administrative changes or conflicts in interpretation.
- 2.2 The only changes to the Scheme of Delegation for 2026 relate to administrative changes such as job titles for example following the transfer in-house of the Dragonfly Companies staff or where there has been a change to the title of an existing post within the Council's structure.

### **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.

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### **RECOMMENDATION(S)**

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

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### **IMPLICATIONS:**

<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 checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Details:</b> 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. <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> here 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.

**Environment**      Yes       No

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.  
There are no environmental implications 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:

Yes       No

**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.

(a)       (b)

**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.

(a)       (b)

**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:

All

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

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

Yes       No

If No, 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)***

Yes       No

**Consultation carried out:**

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

Yes       No

Leader     Deputy Leader     Executive     SLT

Relevant Service Manager     Members     Public

Other

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

Customers.

**DOCUMENT INFORMATION:**

<b>Appendix No</b>	<b>Title</b>
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.