

BOLSOVER / NORTH EAST DERBYSHIRE DISTRICT COUNCIL *

**RECORD OF DECISION TAKEN BY THE
Joint Chief Executive**

22 February 2016

**Engagement of a Consultant to undertake an Electoral Review for both Bolsover and
North East Derbyshire District Councils**

Exempt under Paragraphs 1,2 and 3 of Schedule 12A of the Local Government act 1972.

Authority for decision	Decision	Reasons	Alternative options considered and rejected	Conflicts of interest and any dispensation
<p>9.1 To exercise within approved budgets all matters of day to day administration and operational management of the services and functions for which they are responsible.</p> <p>10.25 Delegated to the Chief Executive Officer: (i) To determine all staffing matters..... For the avoidance of doubt this power includes secondments and temporary appointments of any staff.</p>	<p>The appointment of a temporary employee w.e.f. 2 March 2016 to carry out a review of Electoral Services within BDC and NEDDC.</p> <p>The temporary contract is for approx 20-25 days over a 15 month period at a daily rate of £577 per day. It is anticipated that the maximum cost will be one of £15,000 split equally between the two Councils.</p> <p>The cost will be met from the Transformation Reserve at BDC and from Invest to Save Reserve at NEDDC.</p>	<p>The Local Government Boundary Commission for England has advised that it intends to carry out a full review of the electoral arrangements in Bolsover and NE Derbyshire.</p> <p>Both elections teams have elections in May and an EU Referendum on 23 June, as well as County Council and possible Combined Authority Mayoral elections in 2017, together with the usual IER annual canvas arrangements.</p> <p>Whilst a lot of the research will be</p>	<p>The option to carry out the submission work in house was rejected due to capacity issues and the need to have the submission completed in full by September 2016.</p> <p>There is no requirement to appoint someone on a permanent basis and therefore a short-term employment contract seemed a viable alternative.</p> <p>Advertising a temporary position was not appropriate given the timescales involved, the temporary nature of the project, the limited cost and the specialist</p>	<p>None.</p>

		<p>gathered in-house, the Councils do not have sufficient in-house capacity to pull together the relevant submissions and draw together a substantiated case to put forward to the leaders.</p> <p>The person engaged is a former Association of Electoral Administrators consultant who has expert knowledge and has managed a number of local authority electoral reviews.</p>	nature of the work.	
--	--	--	---------------------	--

Please complete the following where relevant:

Key Decision?	Confidential/ Exempt (if yes, please state paragraph)?	Do General Exception or Special Urgency Rules apply to this decision?	Consultation has taken place with the Section 151 & Monitoring Officer?	The Leader, Deputy Leader or relevant Portfolio Member have been consulted?
Yes/No	Yes/No (Paragraph *)	Yes/No	Yes/No	Yes/No

Authorising Signature: 

Job title: *CHS*

To be completed by PA to Director of Transformation:

Unique Reference Number: BDC DD/036/16/SS
NEDDC DD/035/16/SS.....

Date decision may be implemented following call in (if necessary):

Circulation to:

Councillors
Chief Executive
Monitoring Officer
Section 151 Officer
Scrutiny Officer
Internal Audit

