

North East Derbyshire District Council

Annual Council

18 May 2026

SCHEME OF DELEGATION

Report of the Assistant Director of Governance and Monitoring Officer

Classification: This report is public

Report By: Sarah Sternberg – Assistant Director of Governance and Monitoring Officer

Contact Officer: Sarah Sternberg – Assistant Director of Governance and Monitoring Officer

PURPOSE / SUMMARY

For Council to approve the Scheme of Delegation as set out in Council's Constitution.

DECISION ROUTE AND REASON FOR DECISION BEING BROUGHT TO COUNCIL –

- The decision is a Council decision and only the Council can determine the matter.

RECOMMENDATIONS

1. That the Scheme of Delegation be approved.

IMPLICATIONS

Finance and Risk: Yes No

Details:

On Behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details: It is a requirement under Council Procedure Rule 1.2 (o) of the Council's Constitution, that Annual Council Meeting agrees the Scheme of Delegation as set out in Section 19 of the Constitution.

Staffing: Yes No

Details:

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>NEDDC: Revenue - £125,000 <input type="checkbox"/> Capital - £310,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	No
<p>District Wards Significantly Affected</p>	None
Equality Impact Assessment (EIA) details:	
<p>Stage 1 screening undertaken</p> <ul style="list-style-type: none"> Completed EIA stage 1 to be appended if not required to do a stage 2 	Not applicable given the subject of the report.
<p>Stage 2 full assessment undertaken</p> <ul style="list-style-type: none"> Completed EIA stage 2 needs to be appended to the report 	No, not applicable
<p>Consultation: Leader / Deputy Leader <input type="checkbox"/> Cabinet <input type="checkbox"/> SMT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></p>	<p>Yes</p> <p>Details: Standards Committee as part of the Constitution Review</p>

Links to Council Plan priorities;

- **A great place that cares for the environment**
- **A great place to live well**
- **A great place to work**
- **A great place to access good public services**

All – good governance is a basic requirement for the successful functioning of the Council and achieving the Council Plan objectives.

REPORT DETAILS

1 Background (reasons for bringing the report)

1.1 It is a requirement under the Council Procedure Rule 1.1 as set out in Council's Constitution that the Annual Council Meeting agrees the Scheme of Delegation as set out in the Constitution.

1.2 The Scheme of Delegation outlines the specific delegation of Council and Executive Functions to officers. In Particular;

- The Managing Director and Head of Paid Service
- The Director of Finance and Resources and Section 151 Officer
- The Director or Growth and Assets
- The Assistant Director of Governance and Monitoring Officer.

1.3 The Scheme also outlines Proper Officer Provisions.

2. Details of Proposal or Information

2.1 The proposed Scheme of Delegation for the 2026-27 Municipal Year is set out at Appendix 1, 2 and 3. It comprises the following extracts from the Constitution:

Section 15 – Delegation of Council Functions
Section 18 - Proper Officer Provisions – Statutory Functions
Section 19 - Specific Delegations to Officers

3 Reasons for Recommendation

3.1 This report fulfils the Constitutional requirements for agreement of the scheme at the Annual Meeting of Council.

3.2 The framework outlines the specific delegation of Council and Executive Functions to officers, in order for them to do their paid work as officers of the Council taking into account the current Management Structure.

4 Alternative Options and Reasons for Rejection

4.1 None. It is a requirement of the Council Procedure Rules that the Scheme of Delegation is approved at Annual Council.

DOCUMENT INFORMATION

Appendix No	Title
	Proposed Delegation Scheme
1	Section 15 – Delegation of Council Functions
2	Section 18 - Proper Officer Provisions – Statutory Functions
3	Section 19 - Specific Delegations to Officers
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 Cabinet you must provide copies of the background papers)	