

## **JOINT CABINET AND EMPLOYMENT & GENERAL COMMITTEE**

**Tuesday, 3rd December, 2019**

Present:-

Councillor P Gilby (Chair)

Councillors	Blank	Councillors	Sarvent
	Davenport		Brittain
	T Gilby		Holmes
	Ludlow		J Innes
	Serjeant		T Murphy
	Mannion-Brunt		K Falconer

\*Matters dealt with under the Delegation Scheme

### **19 DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

### **20 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Simmons.

### **21 MINUTES**

#### **RESOLVED –**

That the Minutes of the meeting of the Joint Cabinet and Employment and General Committee of 1 October, 2019 be approved as a correct record and signed by the Chair.

### **22 EXCLUSION OF PUBLIC**

#### **RESOLVED –**

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on

the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Act.

## 23 **PROPERTY PROCUREMENT AND CONTRACT LAW TEAM STAFFING**

The Executive Director and the Property, Procurement and Contracts Law Manager submitted a report reviewing the current staffing structure and capacity within legal services with particular reference to the nature and scope of the work presently carried out by the Property, Procurement and Contracts Law Team.

The report outlined the work covered by the Team in respect of property lettings, sales, land transfers and acquisitions, contracts, procurement advice, and regeneration and economic growth projects. It noted that demand on the Team's expertise and resources had grown exponentially in recent years.

The report set out the steps taken to deal with this increased demand to date and made the case for additional specialist officer resource to meet current and projected business requirements. It identified the financial implications of the proposed additional Contracts Lawyer post and set out the risks of not making available such an additional resource. The job description and person specification for the proposed post were attached to the officer's report at Appendix A.

### **\*RESOLVED –**

1. That the permanent establishment within the Property, Procurement and Contracts Law Team be increased by an additional full time Contracts Lawyer at Grade 11.
2. That the supplementary estimate to meet the costs of the new post, as detailed in paragraph 6.1 of the officer's report, be approved.

### **REASON FOR DECISIONS**

To align delivery by the Property, Procurement and Contracts Law Team to the functional and strategic business needs of the Council.

## 24 **VENUES MANAGEMENT STAFFING**

The Arts and Venues Manager submitted a report seeking approval for an additional Assistant Premises Manager post for Chesterfield Venues.

A review of the revised management and staffing structure implemented in October, 2018 had identified several challenges in the management of the venues. The report set out how the proposed additional part-time Assistant Premises Manager post, which would be recruited to on a fixed term basis for up to two years, would enable these challenges to be met. The job description and person specification for the proposed post were attached to the officer's report at Appendix C.

The report provided detail on the financial implications of the proposed post, alternative options considered and the associated risks. It was noted that the proposal had been the subject of consultation with trade unions and relevant staff.

#### **\*RESOLVED –**

1. That the establishment of an additional Assistant Premises Manager post be approved.
2. That the Arts and Venues Manager, in consultation with the Human Resources Manager, be authorised to recruit to the additional Assistant Premises Manager post.
3. That the supplementary estimate to meet the costs of the new post, as detailed in paragraph 8.9 of the officer's report, be approved.

#### **REASON FOR DECISIONS**

To improve the operation of the Venues in order to provide a better service to visitors and residents of the town and borough.