

The Arc
High Street
Clowne
Derbyshire
S43 4JY

Date: 8th April 2016

Dear Sir or Madam

You are hereby summoned to attend a meeting of the Customer Service and Transformation Scrutiny Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Monday 18th April 2016 at 1000 hours.

Register of Members' Interest - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on page 2.

Yours faithfully




Assistant Director of Governance and Monitoring Officer

To: Chairman and Members of the Customer Service and Transformation Scrutiny Committee

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CUSTOMER
SERVICE
EXCELLENCE



CUSTOMER SERVICE AND TRANSFORMATION SCRUTINY COMMITTEE

**Monday 18th April 2016 at 1000 hours in the Council Chamber, The Arc,
Clowne**

Item No.		Page No.(s)
	<u>PART A – FORMAL</u> <u>PART 1 OPEN ITEMS</u>	
1.	<u>Apologies for Absence</u>	
2.	<u>Urgent Items of Business</u> To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972	
3.	<u>Declarations of Interest</u> Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of: a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time.	
4.	Minutes of a meeting held on 15 th February 2016.	3 to 7
5.	List of Key Decisions & Items to be Considered in Private. <i>(Members should contact the officer whose name appears on the List of Key Decisions for any further information).</i>	8 to 12
6.	Call In of Executive Minute No. 0821, New Bolsover – Local Lettings Policy	13 to 25

CUSTOMER SERVICE AND TRANSFORMATION SCRUTINY COMMITTEE

Minutes of a meeting of the Customer Service and Transformation Scrutiny Committee of the Bolsover District Council held in the Chamber Suites, The Arc, Clowne on Monday 15th February 2016 at 1135 hours.

PRESENT:-

Members:-

Councillor R.J. Bowler in the Chair

Councillors P.M. Bowmer, C.P. Cooper, M.G. Crane, R.A. Heffer, A. Joesbury (until Minute No. 0794), D. McGregor, J.E. Smith, E. Stevenson and R. Turner.

Also in attendance at the invitation of the Chair were Councillors T. Connerton (Portfolio Holder for Customer Services and Revenues & Benefits) (until Minute No. 0795), B.R. Murray-Carr (Portfolio Holder for Health and Wellbeing) (until Minute No. 0795) and Councillor M.J. Ritchie (Portfolio Holder for Housing and IT)

Officers:-

K. Drury (Information Engagement & Performance Manager) (until Minute No. 0795), C. Millington (Scrutiny Officer and A. Brownsword (Governance Officer)

0790. APOLOGIES

There were no apologies for absence

0791. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

0792. DECLARATIONS OF INTEREST

There were no declarations of interest.

CUSTOMER SERVICE AND TRANSFORMATION SCRUTINY COMMITTEE

0793. MINUTES – 18TH JANUARY 2016

Moved by Councillor R.J. Bowler and seconded by Councillor R.A. Heffer

RESOLVED that the minutes of a meeting of the Customer Service and Transformation Scrutiny Committee held on 18th January 2016 be approved as a true and correct record.

0794. LIST OF KEY DECISIONS AND ITEMS TO BE CONSIDERED IN PRIVATE

Members considered the List of Key Decisions and Items to be Considered in Private document.

Moved by Councillor J.E. Smith and seconded by Councillor R. Heffer

RESOLVED that the List of Key Decisions and Items to be Considered in Private document be noted.

Councillor A. Joesbury left the meeting during discussion of the following item of business.

0795. CORPORATE PLAN TARGETS PERFORMANCE UPDATE OCTOBER TO DECEMBER 2015 (Q3 – 2015/16)

The Information Engagement & Performance Manager presented the report which gave information on the quarter 3 outturns for the Corporate Plan 2015-2019 targets. The information was correct as of 28th January 2016. Most of the targets were on track.

C 04 – Promote the Council website and increase (unique) visitor numbers by 7% year on year

It was noted that the 53.13% increase was large and the data was currently being analysed further.

C 08 – Process all new Housing Benefit and Council Tax Claims within an average of 20 days.

Quarter 3 results were 19.4 days which was still within the target despite there being a resource issue and the Christmas period within Q 3.

CUSTOMER SERVICE AND TRANSFORMATION SCRUTINY COMMITTEE

C 09 – Process changes to Housing Benefit and Council Tax Support within an average of 10 days.

Quarter 3 result was 7.81 days which was well within the target range.

C 10 – Carry out 300 disability adaptations to Council houses each year

A discussion took place regarding what constituted an adaptation and a breakdown of the type of adaptations carried out was requested.

C 13 – Reduce average relet times of Council properties (not including sheltered accommodation) to 20 days by March 2019

It was noted that Members would be asked to reconsider the re-classification of some hard to let properties. The Portfolio Holder for Housing and IT noted that a few difficult to let properties could skew the figures and reclassification may make them easier to let. Architects drawings were awaited prior to a report being submitted to the Executive.

C 14 – Carry out 99% of emergency repairs within 6 working hours.

A discussion took place regarding whether the repairs were actually carried out, or whether an initial inspection was made. It was suggested that the wording be changed to 'attend 99% of emergency repairs within 6 working hours'.

T 06 – Introduce alternative uses to 20% of garage sites owned by the Council by March 2019

The Portfolio Holder for Housing and IT noted that there were plans for several garage sites and work was underway at Rogers Avenue, Creswell. There were some obstacles to overcome e.g. access rights, but investigations were being carried out.

A question was asked whether the empty sites could be rented in the meantime, as there was still some demand and this could create an income stream for the Council. Members also requested a list of sites and what was intended for each site.

T 08 – Fully deliver the electoral changes to District and Parish wards as a result of the Local Government Boundary Commission for England's electoral review by 1st December 2018

The Portfolio Holder for Housing and IT confirmed that an initial meeting had been held with North East Derbyshire District Council and the Boundary Commission, as the review was being carried out jointly.

CUSTOMER SERVICE AND TRANSFORMATION SCRUTINY COMMITTEE

The number of Councillors for Bolsover District Council was felt to be correct, but some minor boundary changes may be necessary. A question was asked regarding Member consultation and it was noted that both public and Member consultations would be held.

T 09 – Reduce the percentage of rent arrears by 10% through early intervention and effective monitoring by 2019

A discussion took place regarding the target and some Members felt that due to Government changes and Welfare Reforms, the Council may never achieve the target.

Moved by Councillor R.J. Bowler and seconded by Councillor J.E. Smith

RESOLVED that (1) early progress against the Corporate Plan 2015-2019 targets be noted,

(2) a breakdown of disabled adaptations be circulated for Members information,

(3) a list of garage sites and intended uses be circulated for Members information.

(Scrutiny Officer)

0796. WORK PLAN

The Customer Service and Transformation Scrutiny Committee Work Plan was circulated for Members information.

It was noted that there was a possibility that the meeting scheduled for 18th April 2016 would be cancelled.

Further to the Housing Working Group item detailed in the Work Plan, the Chair circulated a draft report from the Assistant Director of Community Safety and Head of Housing regarding a Proposed Local Lettings Policy for New Bolsover to accommodate tenants moving while refurbishment works were to be carried out, which was to be submitted to the Executive.

A discussion took place regarding the wording of the recommendations.

Moved by Councillor J.E. Smith and seconded by Councillor R.A. Heffer

RESOLVED that (1) the Work Plan be noted,

CUSTOMER SERVICE AND TRANSFORMATION SCRUTINY COMMITTEE

(2) The Assistant Director – Community Safety and Head of Housing be requested to remove the recommendation regarding priority points, prior to submission to the Executive.

The meeting concluded at 1255 hours.



The Arc
High Street
Clowne
Derbyshire
S43 4JY

Key Decisions & Items to be Considered in Private

To be made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Published on: 27 March 2016

INTRODUCTION

The list attached sets out decisions that are termed as “Key Decisions” at least 28 calendar days before they are due to be taken by the Executive or an officer under delegated powers.

Preparation of the list helps Executive to programme its work. The purpose of the list is to give notice and provide an opportunity for consultation on the issues to be discussed. The list is updated each month with the period of the list being rolled forward by one month and republished. The list is available for public inspection at the The Arc, High Street, Clowne, S43 4JY. Copies of the list can be obtained from Sarah Sternberg, Assistant Director – Governance & Monitoring Officer at this address or by email to sarah.sternberg@bolsover.gov.uk.

The list can also be accessed from the Council’s website at www.bolsover.gov.uk. The Executive is allowed to make urgent decisions which do not appear in the list, however, a notice will be published at The Arc and on the Council’s website explaining the reasons for the urgent decisions. Please note that the decision dates are indicative and are subject to change.

The names of Executive members are as follows:

Councillor A M Syrett - Leader
Councillor M Dooley – Deputy Leader
Councillor T Connerton
Councillor B R Murray-Carr
Councillor K Reid
Councillor J Ritchie

The Executive agenda and reports are available for inspection by the public five clear days prior to the meeting of the Executive. The papers can be seen at The Arc at the above address. The papers are also available on the Council’s website referred to above. Background papers are listed on each report submitted to the Executive and members of the public are entitled to see these documents unless they contain exempt or confidential information. The report also contains the name and telephone number of a contact officer.

Meetings of the Executive are open to the public and usually take place in the Chamber Suites at The Arc. Occasionally there are items included on the agenda which are exempt and for those items the public will be asked to leave the meeting. This list shows where this is intended and the reason why the reports are exempt or confidential. Members of the public may make representations to the Assistant Director – Governance & Monitoring Officer about any particular item being considered in exempt.

The list does not detail all decisions which have to be taken by the Executive, only “Key Decisions”. In these Rules a “Key Decision” means an executive decision, which is likely:

- (1) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council’s budget for the service or function to which the decision relates; or
- (2) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.

In determining the meaning of “significant” the Council must have regard to any guidance for the time being issued by the Secretary of State. The Council has decided that income or expenditure of £50,000 or more is significant.

The dates for meetings of Executive in 2015/2016 are as follows:

2016 25 April

The Council hereby gives notice of its intention to make the following Key Decisions and/or decisions to be considered in private:

<i>Matter in respect of which a decision will be taken</i>	<i>Decision-maker</i>	<i>Date of Decision</i>	<i>Documents to be considered</i>	<i>Contact Officer</i>	<i>Is this decision a Key Decision?</i>	<i>Is this decision to be heard in public or private session</i>
Oxcroft House Refurbishment Contract To approve the contract for the refurbishment of Oxcroft House	Executive	April 2016	Report of Councillor A Syrett, Leader of the Council	Assistant Director – Property and Estates	Yes – involves savings or expenditure of £50,000 or more.	Private – relates to the Council's financial or business affairs
Site Acquisition, Clowne To consider the purchase of a development site	Executive	April 2016	Report of Councillor A Syrett, Leader of the Council	Assistant Director – Property and Estates	Yes – involves savings or expenditure of £50,000 or more.	Private – relates to the Council's financial or business affairs
Vehicle Replacements To consider the purchase of Council vehicles	Executive	April – May 2016	Report of Councillor B Murray-Carr, Portfolio Holder for Environment and Well-Being	Assistant Director – Streetscene	Yes – involves savings or expenditure of £50,000 or more.	Public

<i>Matter in respect of which a decision will be taken</i>	<i>Decision-maker</i>	<i>Date of Decision</i>	<i>Documents to be considered</i>	<i>Contact Officer</i>	<i>Is this decision a Key Decision?</i>	<i>Is this decision to be heard in public or private session</i>
<p>Acquisition of Enhanced Software for Revenues and Benefits Service</p> <p>To acquire a new software system to improve collection rates for Council Tax and NNDR, and to enhance services to the public by way of improved internet functionality</p>	Executive	April 2016	Report of Councillor T Connerton, Portfolio Holder for Customer Services and Revenues and Benefits	Assistant Director - Finance, Revenues & Benefits	Yes – involves savings or expenditure of £50,000 or more.	Private – relates to the Council's financial or business affairs
<p>CCTV</p> <p>To consider future options for CCTV in the District</p>	Executive	April 2016	Report of Councillor J Ritchie, Portfolio Holder for Housing and IT	Assistant Director – Community Safety and Head of Housing (BDC)	Yes – involves savings or expenditure of £50,000 or more.	Public
<p>Pleasley Vale Mills</p> <p>To consider options for Pleasley Vale Mill</p>	Executive	April-June 2016	Report of Councillor A Syrett, Leader of the Council and Portfolio Holder for Property and Estates	Executive Director - Operations	Yes – involves savings or expenditure of £50,000 or more.	Private – relates to the Council's financial or business affairs

Bolsover District Council

Customer Service and Transformation Scrutiny Committee

21st October 2015

Call In of Minute 0821 – New Bolsover, Local Lettings Policy

Report of the Governance Manager

Purpose of the Report

- To consider a call in relating to a proposed Local Lettings Policy for Council Houses in New Bolsover

1 Report Details

Executive considered a report at its meeting on 29th February 2016 in relation to a Local Lettings Policy for New Bolsover. Executive resolved, in line with officer recommendation, that:

- (1) A local lettings policy be adopted for existing tenants of New Bolsover on the following basis.
 - (a) Any tenant applicant from New Bolsover can be direct matched with any improved property on New Bolsover for a property of the appropriate size. This means that such properties will not be advertised.
 - (b) Any tenant applicant who wishes to move to another area must apply through the Council waiting list. In considering such applications appropriate weight will be given to their needs in the light of the requirement to undertake extensive refurbishment to their existing home.
 - (c) Any tenant applicant who wishes to be re-housed in a sheltered housing scheme, or has a need for a property with adaptations will be directly matched with a property to suit their needs.
- (2) If the Council have begun possession proceedings against a tenant (defined as the tenant has a current Notice of Seeking Possession, or a Court order for any breach of tenancy) any decision will be considered by the Housing Allocations Review Panel (HARP) Panel

before any offer of accommodation is made. The HARP panel decision would be based on a balance of the status of the tenancy, the amount of rent arrears, the payment history of the tenant and the age of the debt, as well as the personal situation of the tenant. The Panel would be able to approve a move, refuse a move or make a move conditional.

- (3) From April 2016 for a period of two years the Council provide assistance for tenant applicants who move within New Bolsover or to an alternative Council property as a result of this scheme. This would include removal costs, lifting and refitting carpets and disconnection and connection of cookers and washing machines.
- (4) Resolutions (1) and (3) only apply to tenants of the Council who were living in unimproved Council owned properties on New Bolsover. These changes would not apply to situations where the Council would not obtain vacant possession of the property following a move.
- (5) The scheme starts from 1 April 2016 and runs until 31 March 2019 and may be extended by the Assistant Director – Head of Housing and Community Safety, following consultation with the Portfolio Holder for Housing and IT.

1.1 The decision was published on 4th March 2016 and Members were informed that they had until the end of 11th March 2016 to call the decision in. The decision was called in on 9th March 2016 by Councillors M.G. Crane and J. Wilson.

1.2 The reason given for the call in was:

We wish to be informed what is meant by 'appropriate weight' in Recommendation 1(b), as we feel they should be treated no differently to anyone currently on the waiting list.

We would also like to stress that we have no objection to any property being used as a decant property for a maximum of 3 years for the scheme to go ahead.

1.3 In line with the Council's Constitution, the Portfolio Holder for Housing and IT has been asked to attend the call in together with the Assistant Director – Community Safety and Head of Housing (BDC).

1.4 The process for considering the call in is for the Chair and Committee to decide, however, a proposed process is set out below:

- (a) The two signatories to the call in are asked to set out their reasons for calling in the item and may be asked questions by the Portfolio Holder for Corporate Plan, HR & Leisure and the Committee.

- (b) The Portfolio Holder for Housing and IT, supported by the Assistant Director – Community Safety and Head of Housing (BDC), will respond to the call in and may be asked questions by the call in signatories and the Committee.
 - (c) The Committee will then deliberate and decide what to do. The options available are set out in section 6 of this report. The call in signatories, Portfolio Holder and officers may remain in the room while this happens.
- 1.5 If the Committee decides to take no further action and endorses the decision by the Executive then the decision may be implemented immediately after this meeting.
- 1.6 If the Committee decides to refer the matter back to the Executive then it will be reconsidered at the meeting of the Executive on 13th June 2016. Having reconsidered the original decision, Executive may decide to affirm their original decision or to take a different decision.
- 1.7 The Committee may refer the matter to Council at this juncture but only if it is deemed to be outside the Policy or Budget Framework.

2 Conclusions and Reasons for Recommendation

- 2.1 To enable the Committee to consider a call in requested by two Scrutiny members.

3 Consultation and Equality Impact

- 3.1 As set out in the report.

4 Alternative Options and Reasons for Rejection

- 4.1 This report sets out the options and it is for the Committee to decide, by a positive resolution, which option to choose.

5 Implications (financial, legal, HR)

As set out in the report.

6 Recommendations

- 6.1 There is no officer recommendation in respect of this report. Instead, the Committee has three options:
- (a) To take no further action and endorse the decision taken by the Executive. The decision may be implemented immediately after this meeting.
 - (b) To refer the matter back to the Executive for reconsideration. The Committee should state its concerns and reasons for referring back. The decision may not be implemented until the matter has been considered.

- (c) To refer the matter to Council. This would only be where the Committee felt the decision was outside the Council's Budget Policy and Framework.

7 Decision Information

Is the decision a Key Decision? (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	
District Wards Affected	All
Links to Corporate Plan priorities or Policy Framework	Providing Our Customers With Excellent Service

8 Document Information

Appendix No	Title
A	Call In Notice
B	Minute extract from Executive, 29 th February 2016
C	Report from Executive, 29 th February 2016
D	Call in Procedures
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 (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
None.	
Covering Report Author	
Matthew Kane, Governance Manager	Contact Number 01246 242505

Report Reference –

We, the undersigned, wish to call in the following item from the Executive held on 29th February 2016.

Minute No. PROV7 – New Bolsover – Local Lettings Policy

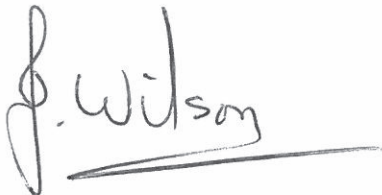
We wish to be informed what is meant by 'appropriate weight' in Recommendation 1(b), as we feel they should be treated no differently to anyone currently on the waiting list.

We would also like to stress that we have no objection to any property being used as a decant property for a maximum of 3 years for the scheme to go ahead.

Signed

A handwritten signature in black ink, appearing to be 'M. Crane', written in a cursive style.

Councillor M. Crane

A handwritten signature in black ink, appearing to be 'J. Wilson', written in a cursive style with a long horizontal line underneath.

Councillor J. Wilson

Date: 9th March 2016 at 1130 hours.

EXECUTIVE – 29TH FEBRUARY 2016
0821. NEW BOLSOVER – LOCAL LETTINGS POLICY

Executive considered a report of the Portfolio Holder for Housing and IT which sought approval of a local letting policy for New Bolsover.

The report proposed making temporary changes to the Allocation Policy in light of the major regeneration and refurbishment scheme at New Bolsover which would require tenants to move from their properties for a period of around 13 weeks while work was completed. Some tenants would move to temporary 'decant' accommodation for the duration of works before moving back to their own home while others would make their own arrangements. In some cases, it was likely that residents would want to make permanent moves either to properties that had already been refurbished or to other areas.

The changes were intended to be temporary and would only apply to tenants of the Council who were living in unimproved properties in New Bolsover. The changes would not apply to situations where the Council would not obtain vacant possession of the property following a move.

The rest of the report set out the proposed changes to the policy and its implications.

Moved by Councillor J Ritchie and seconded by Councillor K Reid.

RESOLVED that:-

- (1) A local lettings policy be adopted for existing tenants of New Bolsover on the following basis.
 - (a) Any tenant applicant from New Bolsover can be direct matched with any improved property on New Bolsover for a property of the appropriate size. This means that such properties will not be advertised.
 - (b) Any tenant applicant who wishes to move to another area must apply through the Council waiting list. In considering such applications appropriate weight will be given to their needs in the light of the requirement to undertake extensive refurbishment to their existing home.
 - (c) Any tenant applicant who wishes to be re-housed in a sheltered housing scheme, or has a need for a property with adaptations will be directly matched with a property to suit their needs.
- (2) If the Council have begun possession proceedings against a tenant (defined as the tenant has a current Notice of Seeking Possession, or a Court order for any breach of tenancy) any decision will be considered by the Housing Allocations Review Panel (HARP) Panel before any offer of accommodation is made. The HARP panel decision would be based on a balance of the

status of the tenancy, the amount of rent arrears, the payment history of the tenant and the age of the debt, as well as the personal situation of the tenant. The Panel would be able to approve a move, refuse a move or make a move conditional.

- (3) From April 2016 for a period of two years the Council provide assistance for tenant applicants who move within New Bolsover or to an alternative Council property as a result of this scheme. This would include removal costs, lifting and refitting carpets and disconnection and connection of cookers and washing machines.
- (4) Resolutions (1) and (3) only apply to tenants of the Council who were living in unimproved Council owned properties on New Bolsover. These changes would not apply to situations where the Council would not obtain vacant possession of the property following a move.
- (5) The scheme starts from 1 April 2016 and runs until 31 March 2019 and may be extended by the Assistant Director – Head of Housing and Community Safety, following consultation with the Portfolio Holder for Housing and IT.

REASON FOR DECISION: To allow sufficient flexibility to cope with a large regeneration scheme.

OTHER OPTIONS CONSIDERED: None.
(Assistant Director –
Community Safety and Head of Housing [BDC])

Bolsover District Council

Executive

29 February 2016

New Bolsover – Local Lettings Policy

Report of the Portfolio Holder for Housing and IT

This report is public

Purpose of the Report

To agree a local letting policy for New Bolsover

1 Report Details

- 1.1 All allocations to Council properties are made in accordance with the Councils Allocations scheme. This was introduced in 2012 and most recently revised in 2015. The allocations scheme aims to be fair and to make the best use of the councils housing stock.
- 1.2 As previously reported, the Council are to embark on a major regeneration and refurbishment scheme at New Bolsover. This is partly funded by Heritage Lottery fund, but the majority of the investment is made from the HRA
- 1.3 The work at New Bolsover is substantial and each tenant will need to move from their property for a period of around 13 weeks whilst the work is completed. Some people will move to temporary 'decant' accommodation for the durations of works before moving back to their own home, others will make their own arrangement. However, in some cases it is likely that residents will want to make permanent moves, either to properties that have already been refurbished, or to other areas. This report considers making temporary changes to the allocation policy to allow this to happen.
- 1.4 These changes are intended to be temporary and will only apply to tenants of the Council who are living in unimproved properties on New Bolsover. These changes will not apply to situations where the Council would not obtain vacant possession of the property following a move.
- 1.5 The changes proposed are:
 - a. Any tenant applicant from New Bolsover can be directly matched with any improved property on New Bolsover for a property of the appropriate size. This means that such properties will not be advertised.

- b. Any tenant applicant who wishes to move to another area must apply through the Council waiting list. In considering such applications appropriate weight will be given to their needs in the light of the requirement to undertake extensive refurbishment to their existing home.
 - c. Any tenant applicant who wishes to be rehoused in a sheltered housing scheme, or has a need for a property with adaptations will be directly matched with a property to suit their needs.
- 1.6 Note, that if the council have begun possession proceedings against a tenant (defined as the tenant has a current Notice of Seeking Possession, or a Court order for any breach of tenancy) any decision will be considered by the HARP Panel before any offer of accommodation is made. The HARP panel decision will be based on a balance of the status of the tenancy, the amount of rent arrears, the payment history of the tenant and the age of the debt, as well as the personal situation of the tenant. The Panel will be able to approve a move, refuse a move, or make a move conditional.
- 1.7 It is also proposed that from April 2016 for a period of 2 years the Council will provide assistance for tenant's applicants who move within New Bolsover or to an alternative Council property. This will include removal costs, lifting and refitting carpets and disconnection and connection of cookers and washing machines.
- 1.8 Members should be aware that tenants on New Bolsover are not entitled to statutory homeless payments. Members should also bear in mind that the costs incurred as a consequence of 1.7 are likely to be significantly less than the costs of moving a tenant into temporary accommodation during works, and back to their own home following works.
- 1.9 Members should also be aware that there will be a further local letting policy developed for New Bolsover which will cover how newly refurbished property in the area is let. This will be reported to a future meeting of Executive.

2 Conclusions and Reasons for Recommendation

- 2.1 The current allocations policy does not offer sufficient flexibility to cope with a large regeneration scheme. However the policy does allow for local lettings policies to be adopted where appropriate. The proposals contained within this report are in effect a local letting policy, albeit for people moving from and within an area rather than being concerned with people moving to an area. This scheme will ensure that any allocation of property is transparent and within the scope of the policy.

3 Consultation and Equality Impact

- 3.1 None directly

4 Alternative Options and Reasons for Rejection

- 4.1 None

5 Implications

5.1 Finance and Risk Implications

Any costs arising from the proposals outlined within this report will be met from within the previously approved scheme costs for the New Bolsover project. To the extent to which tenants choose to move away from their existing home in New Bolsover then costs are likely to be reduced, as only one rather than two moves will be necessary.

5.2 Legal Implications including Data Protection

None

5.3 Human Resources Implications

None

6 Recommendations

6.1 That a local lettings policy is adopted for existing tenants of New Bolsover.

a. Any tenant applicant from New Bolsover can be direct matched with any improved property on New Bolsover for a property of the appropriate size. This means that such properties will not be advertised.

b. Any tenant applicant who wishes to move to another area must apply through the Council waiting list. In considering such applications appropriate weight will be given to their needs in the light of the requirement to undertake extensive refurbishment to their existing home.

c. Any tenant applicant who wishes to be rehoused in a sheltered housing scheme, or has a need for a property with adaptations will be directly matched with a property to suit their needs.

6.2 Note, that if the council have begun possession proceedings against a tenant (defined as the tenant has a current Notice of Seeking Possession, or a Court order for any breach of tenancy) any decision will be considered by the HARP Panel before any offer of accommodation is made. The HARP panel decision will be based on a balance of the status of the tenancy, the amount of rent arrears, the payment history of the tenant and the age of the debt, as well as the personal situation of the tenant. The Panel will be able to approve a move, refuse a move, or make a move conditional.

6.3 It is also proposed that from April 2016 for a period of 2 years the Council will provide assistance for tenants applicants who move within New Bolsover or to an alternative Council property as a result of this scheme. This will include removal costs, lifting and refitting carpets and disconnection and connection of cookers and washing machines.

- 6.4 That 6.1 and 6.3 only apply to tenants of the Council who are living in unimproved council owned properties on New Bolsover. These changes will not apply to situations where the Council would not obtain vacant possession of the property following a move.
- 6.5 That the scheme starts from 1 April 2016 and runs until 31 March 2019.

7 Decision Information

Is the decision a Key Decision? (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No The decision of 7 th September was a key decision. This decision will not incur additional expenditure over £50,000
District Wards Affected	All
Links to Corporate Plan priorities or Policy Framework	

8 Document Information

Appendix No	Title
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 (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Report Author	Contact Number

Report Reference –

Call In

4.5.14

When a decision is made by the Executive or a committee of the Executive, or a key decision is made by an officer with delegated authority from the Executive or an area committee or under joint arrangements, the decision shall be published, including where possible by electronic means, and shall be available at the main offices of the Council. All Members of the Council will be sent copies of the records of all such decisions, by the person responsible for publishing the decision.

The notice will bear the date on which it is published and will specify that the decision will come into force, and may then be implemented, on the expiry of 5 clear working days after the publication of the decision, unless two members call in the decision. Members shall call in a decision of the Executive in accordance with the procedure appended to these rules. The called in item will be considered by the relevant Scrutiny Committee at its next ordinary meeting.

In the event of a called in item being within the terms of reference of more than one Scrutiny Committee, it will be for the Scrutiny Management Board to determine which Scrutiny Committee the item will go to.

The relevant Portfolio Holder shall be informed of the call-in of the relevant item and informed of the date at which the relevant Scrutiny Committee will consider the item, so that the Portfolio Member may attend that meeting of the relevant Scrutiny Committee to answer the call in.

The members calling in the item shall be informed of the date at which the relevant Scrutiny committee will consider the item.

If, having considered the decision, the Scrutiny Committee is still concerned about it, then it may refer it back to the decision making person or body for reconsideration, setting out in writing the nature of its concerns or (if the decision appears to be outside the Policy Framework) refer the matter to the Council Meeting. If referred to the decision maker that person or body shall then consider amending the decision or not, before adopting a final decision.

If the Scrutiny Committee does not consider it at its next ordinary meeting or does consider it but does not refer the matter back to the decision making person or body, the decision shall take effect on the date of the Scrutiny Committee meeting.

If the matter was referred to the Council Meeting and the Council does not object to a decision which has been made, then no further action is necessary and the decision will be effective. However, if the Council Meeting does object, it has no right to make decisions in respect of an executive decision unless it is contrary to the policy framework, or contrary to or not wholly consistent with the budget. Unless that is the case, the Council Meeting will refer any decision to which it objects back to the decision-making person or body, together with the Council Meeting's views on the decision. That decision making body or person shall choose whether to amend the decision or not before reaching a final decision and implementing it.

If the Council Meeting does not meet, or if it does but does not refer the decision back to the decision making body or person, the decision will become effective on the date of the Council meeting or expiry of the period in which the Council meeting should have been held, whichever is the earlier.