

# EXECUTIVE

**14<sup>TH</sup> JULY 2008  
AT 1000 HOURS**

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Minicom: 01246 242450 Fax: 01246 242423

Sherwood Lodge  
Bolsover  
Derbyshire  
S44 6NF

Date: 4<sup>th</sup> July 2008

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the Executive of the Bolsover District Council to be held in the Council Chamber, Sherwood Lodge, Bolsover, on Monday 14<sup>th</sup> July 2008 at 1000 hours.

Members are reminded that under Section 51 of the Local Government Act 2000 the Bolsover Code of Conduct was adopted by the Council on 16<sup>th</sup> May 2007. It is a Councillor's duty to familiarise him or herself with the rules of personal conduct by which Councillors must conduct themselves in public life. In addition, Members should review their personal circumstances on a regular basis with these rules in mind and bearing in mind the matters listed on the Agenda for discussion at this meeting.

Copies of the Bolsover Code of Conduct for Members will be available for inspection by any Member at the meeting.

Register of Members' Interest - Members are reminded that a Member must within 28 days of becoming aware of any changes to their interests under paragraph 14 or 15 of the Code of Conduct provide written notification to the Authority's Monitoring Officer.

Members are reminded of the provisions of Section 106 of the Local Government Finance Act 1992 and the responsibility of Members to make a declaration at this meeting if affected by the Section and not to vote on any matter before this meeting which would have an affect on the Council's budget.

You will find the contents of the agenda itemised on page 50.

Yours faithfully,



Chief Executive Officer

To: Chairman and Members of the Executive

**Tel** 01246 242424 **Fax** 01246 242423 **Minicom** 01246 242450 **Text** 07729 421737

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Chief Executive Officer: Wes Lumley, B.Sc.,F.C.C.A.

**DECLARATION OF INTERESTS**

COMMITTEE - EXECUTIVE \_\_\_\_\_ DATE - 14<sup>TH</sup> JULY 2008

NAME OF MEMBER - \_\_\_\_\_

- Levels of Interest    1.    Personal  
                                 2.    Personal and prejudicial

AGENDA ITEM	SUBJECT	LEVEL OF INTEREST
Signed		
Dated		

**Note**

- \* Completion of this form is to aid the accurate recording of your interest in the minutes only. This form, duly signed, should be provided to the Clerk at the commencement of the meeting
  
- \* A nil return is not required.
  
- \* It is still your responsibility to disclose any interests which you may have at the commencement of the meeting.

## EXECUTIVE

Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, Sherwood Lodge, Bolsover, on Monday, 16<sup>th</sup> June 2008 at 1000 hours.

### PRESENT:-

Members:-

Councillor A. F. Tomlinson – in the Chair

Councillors J.E. Bennett, K. Bowman, A.J. Hodkin, D. Kelly, D. McGregor (Until Minute No. 88), and B.R. Murray-Carr.

Also in attendance until Minute No. 82, with the permission of the Chairman were Councillors R. Bowler and H. Gilmour.

Officers:-

W. Lumley (Chief Executive Officer), J Brooks (Director of Resources), S. Tomlinson (Director of Strategy), A. Turner (Legal and Standards Officer), F Bacon (Head of Revenue Services), D Whallett (Housing Enforcement Manager) (Until Minute No. 84), T Robinson (Property and Estates Manager) (Until Minute No. 85), L. Hickin (Leisure Operations Manager), D. Troop (Strategic Housing Officer) (Until Minute No. 86), P Campbell (Head of Housing) (Minute No 82 to 88), and A. Brownsword (Democratic Services Officer).

### 75. APOLOGIES

Apologies for absence were received from Councillors A. Syrett and E. Watts.

### 76. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

### 77. DECLARATIONS OF INTEREST

The following declaration of interest was received.

Minute No.	Councillor	Level of Interest
89	D. McGregor	2
90	D. McGregor	2

## EXECUTIVE

### 78. MINUTES – 12<sup>TH</sup> MAY 2008

Moved by Councillor D. Kelly and seconded by Councillor B. R. Murray-Carr.

**RESOLVED** that the minutes of a meeting of the Executive held on 12<sup>th</sup> May 2008, be approved as a true and correct record.

### 79. MINUTES – 30<sup>TH</sup> MAY 2008

Moved by Councillor D. McGregor and seconded by Councillor A. Hodkin.

**RESOLVED** that the minutes of a special Meeting of the Executive held on 30<sup>th</sup> May 2008, be approved as a true and correct record.

### 80. REPRESENTATIVES ON OUTSIDE BODIES

A question was raised regarding whether or not substitutes should be specified. The Chief Executive Officer noted that not all groups allowed substitutes.

Moved by Councillor B.R Murray-Carr and seconded by Councillor D. McGregor.

**RESOLVED** that the schedule be approved.

(Solicitor to the Council/Head of Democratic Services)

### 81. CONFERENCES 2008/09

A report was submitted detailing some of the conferences to be attended and Members nominated attendees where appropriate. This was not a complete list and other conferences may be brought before the Executive.

Moved by Councillor D McGregor and seconded by Councillor D. Kelly

**RESOLVED** that (1) the report be received,

(2) attendance at the conferences listed for the 2008/2009 financial year, be approved,

(3) Member nominations be made to attend those conferences listed, as necessary,

(4) Members consider ad hoc conferences on an ongoing basis.

## EXECUTIVE

**Reason for Decision: To establish which conferences it would be most advantageous for the Council to attend.**

(Head of Human Resources and Payroll)

The Head of Housing entered the meeting.

### **82. RECOMMENDED ITEM FROM SCRUTINY COMMITTEE HELD ON 29<sup>TH</sup> APRIL 2008 – MEMBER SERVICE REVIEW PANELS (PPMG1)**

The Former Chair of PPMG1 presented a report detailing a review that had been carried out into the role of Member Service Review Panels.

A discussion took place regarding the Officer comments.

Moved by Councillor A. Hodkin and seconded by Councillor D. Kelly.

**RESOLVED** that (1) the feedback form be issued to all attendees at the MSRP held this year,

(2) the proposed changes to Officer attendance be approved,

(3) the proposed changes to the Member Service Review Panel reports, be approved.

**RECOMMENDED** that the changes to the Member Service Review Panel Terms of Reference be forwarded to the Standards Committee for approval.

**Reason for Decision: In order to approve the role of the Member Service Review Panels following the Scrutiny review.**

(Scrutiny and Policy Officer/Democratic Services Officer)

Councillors R. Bowler and H. Gilmour left the meeting.

### **83. RECOMMENDED ITEM FROM SCRUTINY COMMITTEE HELD ON 29<sup>TH</sup> APRIL 2008 – CORPORATE ENFORCEMENT POLICY (PPMG2)**

The Legal and Standards Officer presented the report which had been developed through the Patch Management Group and approved by PPMG2 and the Scrutiny Committee. The policy covered enforcement activities across all of the Council's services.

## EXECUTIVE

Moved by Councillor D. McGregor and seconded by Councillor D. Kelly.  
**RESOLVED** that the Corporate Enforcement Policy be approved.

**Reason for Decision:** In order to approve the Corporate Enforcement Policy.

(Legal & Standards Officer)

### **84. RECOMMENDED ITEM FROM SCRUTINY COMMITTEE HELD ON 29<sup>TH</sup> APRIL 2008- ANTI SOCIAL BEHAVIOUR POLICY (PPMG2)**

The Housing Enforcement Manager presented the report, which had been developed through the Patch Management process and approved by PPMG2 and the Scrutiny Committee. The policy set out the Council's process of dealing with anti-social behaviour throughout the district.

Moved by Councillor D. McGregor and seconded by Councillor A. Hodkin  
**RESOLVED** that with the inclusion of Parish/Town Councils being included in the list of partners, the Anti Social Behaviour Policy, be approved.

**Reason for Decision:** In order to approve the Anti Social Behaviour Policy.

(Housing Enforcement Manager)

The Housing Enforcement Manager left the meeting.

### **85. POLICY OUTLINING PROCEDURES REGARDING EXTERNAL CONTRACTORS WORKING AT COUNCIL PREMISES**

The Property and Estates Manager submitted a report seeking approval of a generic policy outlining procedures regarding external contractors working at all Council premises.

Moved by Councillor D. Kelly and seconded by Councillor J.E. Bennett.  
**RESOLVED** that the policy be approved for inclusion in the Council's policy framework.

**Reason for Decision:** In order to improve the supervision and management of contractors on all Council owned sites in accordance with obligations under Health and Safety at Work and other legislation.

(Property and Estates Manager)

## EXECUTIVE

The Property and Estates Manager left the meeting.

### **86. CORPORATE RESPONSE TO DRAFT 2008 EAST MIDLANDS HOUSING STRATEGY**

The Strategic Housing Officer submitted a report detailing a proposed consultation response to the draft 2008 East Midlands Housing Strategy.

Moved by Councillor B. R. Murray-Carr and seconded by Councillor D. Kelly.

**RESOLVED** that the proposed consultation responses included within the report, be approved.

**Reason for Decision: Consultation response to Regional Policy as affecting District Policy.**

(Strategic Housing Officer)

The Strategic Housing Officer left the meeting.

### **87. ORDER OF BUSINESS**

Due to the Head of Housing being present, the Chairman consented to the order of business being changed. Agenda Item 14 – Verbal Update on Rent Arrears would be taken before Agenda Item 13 – Creswell Miners Welfare Cricket Ground Site Lease.

### **88. VERBAL UPDATE ON RENT ARREARS**

The Head of Housing circulated information to Members on area based targets in respect of housing rent arrears and confirmed that the outstanding amounts were steadily decreasing.

Moved by Councillor J. E. Bennett and seconded by Councillor B. R. Murray-Carr.

**RESOLVED** that the report be noted.

**Reason for Decision: To keep Members updated on the present position.**

(Head of Housing)

Having previously declared his level 2 interest in the following item of business, Councillor D. McGregor left the meeting.



## EXECUTIVE

### 89. CRESWELL MINERS WELFARE CRICKET GROUND SITE LEASE

The Leisure Operations Manager submitted a report seeking to approve the lease of the Creswell Miners Welfare Cricket Ground to Elmtton with Creswell Parish Council in order to facilitate a Sports and Arts in the Community Project.

Moved by Councillor J. E. Bennett and seconded by Councillor D. Kelly.

**RESOLVED** that (1) the report to be received,

(2) the Executive approve 'in principle' the hand over of the Creswell Miners Welfare Cricket Ground site including Bowling Green to Elmtton with Creswell Parish Council to be used for recreational purposes only. (subject to Planning Committee views),

(3) the Executive approve 'in principle' that along with the hand over of the site, the provision in the section 106 agreement for the capital sum of £18,000 and the maintenance/revenue sum of £44,823.79 would also be handed over to the Parish to assist them develop and deliver their programme and allow them to maintain the site in the future,

(4) the Executive approves that any further funding arising from a new section 106 agreement should be subject to a further report,

(5) the Executive approve 'in principle' that a 'surrender' clause in relation to the Parish Council's failure to achieve the project aims, should be negotiated by the District Council Senior Valuer and delegated powers given to the Director of Strategy in consultation with the Chief Executive Officer, Leader of the Council, Deputy Leader of the Council and Portfolio Holders for Social inclusion and planning, to agree terms of 'clawback' provision,

(6) the Executive approve 'in principle' that a 'clawback' clause in relation to the value of the land significantly changing in the future, should be negotiated by the District Council Senior Valuer and delegated powers given to the Director of Strategy in consultation with the Chief Executive Officer, Leader of the Council, Deputy Leader of the Council and Portfolio Holders for Social inclusion and planning to agree terms of clawback provision.

**Reason for Decision:** **To consider various options for the future control and management arrangements of the former Creswell Miners Welfare Cricket Ground and Bowling Green site.**

(Leisure and Operations Manager)

## EXECUTIVE

### 90. SHORT TERM LOAN TO ELMTON WITH CRESWELL PARISH COUNCIL

The Revenue Service Manager presented a report seeking approval to place a short term loan to Elmton with Creswell Parish Council to assist with enabling the development of a new Health Centre.

Moved by Councillor J. E. Bennett and seconded by Councillor B. R. Murray-Carr.

**RESOLVED** that (1) the Council loans money to Elmton with Creswell Parish Council in support of the financial assistance required for the Health Centre,

(2) the Council charges interest on the outstanding principal at the Bank Base Rate applicable at the time.

**Reason for Decision:** To enable Elmton with Creswell Parish Council to go ahead with the scheme to provide a Health Centre

(Head of Finance)

### 91. ARREARS – IRRECOVERABLE ITEMS OVER £1000

The Head of Revenue Services submitted a report requesting approval to write off irrecoverable items as detailed in the report, including costs amounting to £17,601.36.

Moved by Councillor A. Hodkin and seconded by Councillor B. R. Murray-Carr.

**RESOLVED** that the irrecoverable items, including costs amounting to £17,601.36 be written off with the proviso that should any of the debts become collectable, the amounts be re-debited.

**Reason for Decision:** In order that outstanding debts can be written off.

(Head of Revenue Services)

### 92. THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1972

Moved by Councillor K. Bowman and seconded by Councillor A. Hodkin.

**RESOLVED** that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the stated Paragraph of Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed.

## EXECUTIVE

### 93. APPLICATIONS FOR CHARITABLE AND DISCRETIONARY RATE RELIEF EXEMPT – PARAGRAPH 3

The Head of Revenue Services submitted a report for Members to consider two applications, from an applicant who was a registered charity who qualified for mandatory relief and from a 'not for profit' organisation to determine whether discretionary relief should be granted.

Moved by Councillor D. Kelly and seconded by Councillor B. R. Murray-Carr.

**RESOLVED** that (1) the organisation on Schedule A be granted 80% mandatory relief and 20% discretionary relief,

(2) the organisation on Schedule B be granted 100% discretionary relief.

**Reason for Decision:** In order to apply relief for rates when billing ratepayers in order to assist Voluntary and Charitable Organisations by wholly or partially covering their National Non-Domestic Rate charge.

(Head of Revenue Services)

### 94. SPECIAL WRITE OFF REPORT EXEMPT – PARAGRAPH 3

The Head of Revenue Services submitted a report to inform Members that the Chief Finance Officer under delegated authority had written off 15 Sundry Debtor invoices amounting to £4,243.49 and sought approval to write off uncollectable National Non-Domestic Rates amounting to £30,860.33.

Members asked questions which the Head of Revenue Services responded to.

Moved by Councillor K. Bowman and seconded by Councillor J. E. Bennett.

**RESOLVED** that the actions of the Chief Finance Officer in writing off sundry debts amounting to £4,243.49, be noted.

Moved by Councillor A. Tomlinson and seconded by Councillor A. Hodkin.

**RESOLVED** that the itemised National Non-Domestic Rates amounting to £30,860.33 be written off as uncollectible.

(Head of Revenue Services)

The meeting concluded at 1212 hours.

**Recommendation from Scrutiny Committee held on 29<sup>th</sup> April 2008**

**129. UNTIDY LAND AND BUILDING POLICY**

The Head of Community Services presented the report.

The Untidy Land and Building Policy had been developed through Patch Management and had been reviewed by PPMG2. Concerns had been raised that timescales had not been included in the policy and the Head of Community Services explained that this would be difficult to gauge due to individual cases.

Members asked questions.

Moved by Councillor T. Cook, seconded by Councillor R. Heffer

**RESOLVED** that 1) the Untidy Land and Building Policy be accepted,

2) the Untidy Land and Building Policy be forwarded to the Executive for approval.

(Head of Community Services / Head of Democratic Services)

Council/ Committee:	Scrutiny	Agenda Item No.:	10
Date:	24 June 2008	Category	
Subject:	Untidy Land & Building Policy	Status	Open
Report by:	Head of Community Services		
Other Officers involved:			
Director	Chief Executive Officer		
Relevant Portfolio Holder	<b>Community Safety</b>		

### **RELEVANT CORPORATE AIMS**

COMMUNITY SAFETY – Ensuring that communities are safe and secure

The policy will improve the amenity of residential neighbourhoods across the district in order to make them a cleaner, safer, greener place to live.

### **TARGETS**

There are no specific targets in the Corporate Plan for the delivery of the policy.

### **VALUE FOR MONEY**

The Council has already authorised the Rangers to issue notices under S215 of the Town & Country Planning Act 1990, thereby increasing the capacity without increasing the staffing.

## **THE REPORT**

The Untidy Land and Building Policy is attached and has been developed via the Patch management process. The policy has been reviewed by PPMG2 who had a concern that there were no timescales included.

The Head of Community Services has explained that it would be difficult to put timescales into the policy as each case has to be dealt with on its merits and within its own timeframe.

Some cases will be resolved without resort to the legal process thereby being very short in timescale and some cases will need the full force of our legal services, considerably extending the timescale.

It may also be prudent to add that the timescale for cases is a process issue not a policy issue.

## **ISSUES FOR CONSIDERATION**

Whether or not to accept the Untidy Land and Buildings Policy.

## **IMPLICATIONS**

Financial: None.

Legal May require legal input on an individual case by case basis

Human Resources: None.

## **RECOMMENDATIONS :**

- 1. That Scrutiny Committee review and accept the Untidy Land and Buildings Policy**
- 2. That the Untidy Land and Building Policy is forwarded to the Executive for approval**

ATTACHMENT: Y

FILE REFERENCE:

SOURCE DOCUMENT:

# **BOLSOVER DISTRICT COUNCIL**

## **Untidy Land & Buildings Policy**

January 2008



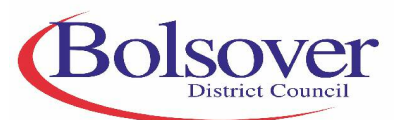
COMMUNITY  
SAFETY



CUSTOMER  
FOCUSED SERVICES



ENVIRONMENT



## **The District of Bolsover Equalities Statement**

The District of Bolsover is committed to equalities as an employer and in all the services provided to all sections of the community.

□ The Council believes that no person should be treated unfairly and is committed to eliminate all forms of discrimination in compliance with the Equality Strategy.

□ The Council also has due regard to eliminate racial discrimination and to proactively promote equality of opportunity and good relations between persons of different racial groups when performing it's functions.

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Fax: 01246 242423



## CONTROL SHEET

<b>Details of Document</b>	<b>Comments / Confirmation</b>
Title	Untidy Land & Buildings Policy (S215 T&CP Act)
Document type – i.e. draft or final version	Draft
Location of Policy	L/CommunityServices/Johnr/S215/Untidy Land & Buildings Policy
Author of Policy	Head of Community Services
Member route for Approval & Cabinet Member concerned	Scrutiny Committee then Council Member for Community Safety
Reviewed by Patch Management Group/Director of Operations	22 <sup>nd</sup> . January 2008
Date Risk Assessment completed	
Date Equality Impact Assessment approved	March 2008
Partnership Involvement (if applicable)	Planning and Housing
Policy Approved by	
Date Approved	
Policy Review Date	January 2009
Date forwarded to CSPD (to include on Intranet and Internet if applicable to the public)	

## **CONTENTS PAGE:**

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Scope of the Policy	Page 5, 6
Principles of the Policy	Page 6
Policy statement	Page 6, 7

## **Definition:**

Under Section 215 of the Town & Country Planning Act 1990 as amended the Council can issue Orders to secure the tidying up of untidy gardens, vacant plots, allotments and other land that has an adverse impact on the amenity of the area.

## **Introduction:**

The Council recognises and pro actively supports the need for neighbourhoods to be clean vibrant places which residents should be proud and safe to live in.

The majority of resident's take pride in the appearance of the environment. The council will take action where necessary in order to improve the environment and neighbourhoods.

The powers contained in section 215 Town and Country Planning Act 1990 authorise a District Council to require a landowner and/or occupier to undertake work to improve the condition of land that has an adverse effect on public amenity.

## **Aim:**

The aim of the Policy is to improve the amenity of residential neighbourhoods across the district in order to make them a cleaner, safer, greener place to live.

## **The Scope of the Policy:**

Any enforcement will comply with the Council's Enforcement Policy under the Enforcement Concordat.

Any land or buildings (excluding commercial premises) that are judged to be detrimental to the public amenity of the locality the Council will take action to remedy the problem.

In respect of commercial land and property, complaints about untidy premises will be referred to the Planning Department for consideration under its Enforcement Policy, as the assessment of appropriate action in these cases will require an understanding of the lawful planning position.

## **The Principles of the Policy:**

The policy relates directly to the key corporate aims of customer focussed services, the environment and community safety. It acknowledges that the appearance of the physical environment, and the behaviour of people within the district, impacts on the quality of life of residents.

To support this the Council will within the scope of this policy:

- Be proactive in identifying and managing the untidy land and buildings in neighbourhoods, and communities.
- Play a strong community leadership role by addressing any issues that are identified by and important to residents.
- Support those people whose land /buildings have fallen into disrepair/neglect due to the owner being physically unable to keep said land/buildings in good order.(i.e. disabled or elderly)

## **The Policy Statement:**

The policy is initiated when the Council is notified and the details are logged on the Council's customer relationship management system (CRM).

The CAN ranger service will be responsible for visiting the site, gathering evidence, issue of warning letters, monitoring progress and informing the Head of Community Services when an Untidy Land and Buildings Notice is required.

The Head of Community Services has been delegated with the authority to serve S215 Notices under the Town & Country Planning Act 1990, and is responsible for the issue of the Notices.

The power delegated to the Head of Community Services shall not extend to proceeding to magistrates court for default. That is the responsibility of the Solicitor to the Council.

Any action that needs to be taken on council house property will be progressed via the contractual tenancy conditions. On other land covered by this policy an Order under Section 215 (referred to as an Amenity Order under this policy) will be issued, if the problem has not been satisfactorily resolved by negotiation.

The Council aspires to comply with best enforcement practice and will visit the landowners or occupiers to seek the evidence and, if appropriate notify them of the need to improve their, land, garden or garage structure. Where possible a discussion will also take place.

After taking legal advice the Council may undertake works in default and seek to recover costs incurred, if the land owner/occupier fails to comply with the notice. The costs are either recovered from the individual or lodged as a charge on the property.

**Recommendation from Scrutiny Committee held on 29<sup>th</sup> April 2008**

**131. SUCCESSION POLICY**

The Head of Housing presented the report.

The Succession Policy had been developed through Patch Management and had been reviewed and accepted by PPMG2.

The Policy covered both statutory succession, and options for dealing with other succession claims.

Members asked questions.

Moved by Councillor T Cook, seconded by Councillor R. Heffer

**RESOLVED** that 1) the Succession Policy be accepted,

2) The Succession Policy be forwarded to the Executive for approval.

(Head of Housing / Head of Democratic Services)

Council/ Committee:	Scrutiny	Agenda Item No.:	9
Date:	24 June 2008	Category	
Subject:	Succession Policy	Status	Open
Report by:	Head of Housing		
Other Officers involved:			
Director	Chief Executive Officer		
Relevant Portfolio Holder	<b>Housing Management</b>		

### **RELEVANT CORPORATE AIMS**

REGENERATION – Developing healthy, prosperous and sustainable communities

The policy attempts to balance the needs and circumstances of households to effectively utilise the housing stock.

### **TARGETS**

There are no specific targets in the Corporate Plan for the delivery of the policy.

### **VALUE FOR MONEY**

There are no direct financial implications on the introduction of the policy.

### **THE REPORT**

The Succession policy is attached and has been developed via the Patch management process. The policy has been reviewed and accepted by PPMG2.

### **ISSUES FOR CONSIDERATION**

Whether or not to approve the policy.

## **IMPLICATIONS**

Financial : None

Legal : None

Human Resources : None

## **RECOMMENDATIONS :**

- 1. That Scrutiny Committee review and accept the Succession Policy**
- 2. That the Succession Policy is forwarded to the Executive for approval**

ATTACHMENT:                    Y

FILE REFERENCE:

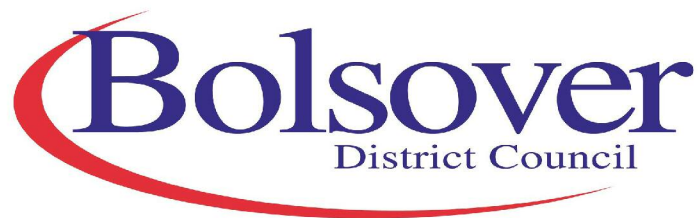
SOURCE DOCUMENT:



# BOLSOVER DISTRICT COUNCIL

Succession

January 2008



**This Policy addresses the following Corporate Aims (show those which are appropriate to the policy only):**



COMMUNITY  
SAFETY



CUSTOMER  
FOCUSED SERVICES



STRATEGIC ORGANISATIONAL  
DEVELOPMENT



REGENERATION



SOCIAL INCLUSION

## The District of Bolsover Equalities Statement

The District of Bolsover is committed to equalities as an employer and in all the services provided to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminate all forms of discrimination in compliance with the Equality Strategy.

The Council also has due regard to eliminate racial discrimination and to proactively promote equality of opportunity and good relations between persons of different racial groups when performing it's functions.

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<b>Details of Document</b>	
Title	Succession (Housing)
Document type – i.e. draft or final version	Final v3
Location of Policy	L:\housing\policies
Author of Policy	Peter Campbell
Reviewed by Director of Ops.	Paul Parkinson 5/9/07
Risk Assessment completed	Not applicable
Community Safety implications Please indicate any implications in relation to the Crime and Disorder Act 1998	Not applicable
Equality Impact Assessment completed.	Peter Campbell / Deborah Whallett
Approved by	Equalities Groups
Date Approved	6 <sup>th</sup> March 2008
Policy Review Date	2011.

Final version –  
reviewed by Director of Operations  
v1 – with comments  
v2 – with comments PMWG 17/12/07  
v3 – with comments PMWG 7/1/08, and definition of vulnerability  
v4 – With SMT comments

## **CONTENTS**

1. The Introduction
2. The Scope of the Policy.
3. The Principles of the Policy.
4. Responsibility for implementing the Policy (and implementation plans where necessary).

## Introduction

This policy attempts to balance the needs and circumstances of household's with or without statutory succession rights against the size of the property and the demands of other people on the Housing Register.

## Scope of the Policy.

Covers housing stock owned or managed by Bolsover District Council.

## Principles of the policy.

At all times the council will act within the law. The relevant legislation is Section 87 of the Housing Act 1985. This sets out the statutory rights of family and spouses to succeed.

However, the Council also recognises that there are other situations where, following the death of the tenant, the Council would offer accommodation to surviving members of the household.

The Council recognises the need to ensure all requests for succession are dealt with in a fair and transparent method. This policy provides clarity over circumstances where the Council would allow allocations to some people who do not meet the criteria for a statutory succession, and should be considered alongside the allocation policy.

This policy covers both statutory succession, and options for dealing with other succession claims.

## Policy Statement

### **Part A - Statutory succession on death of tenant**

A person is qualified to succeed to a secure tenancy if he/she occupies the dwelling –house as his/her only or principal home at the time of the tenant's death and either:

- a. He/she is the tenant's spouse (i.e. husband or wife or a civil partnership)
- b. He/she is another member of the tenant's family and has resided with the tenant continuously throughout the previous twelve months ending with the tenant's death\*

Unless, in either case, the tenant his/herself was a successor as defined in section 88 (Housing Act 1985)

\*Note evidence of occupancy will need to be provided – (Note; residing with the tenant may include a previous address if the tenancy has not been at the current address for 12 months)

First succession to the spouse, sometimes termed survivorship, will be to the same property unless the property is especially suited or adapted for either a disabled person or an elderly person and the survivor has no such need.

Note that if the tenancy is a joint tenancy, and one tenant dies, the single tenant will succeed to the tenancy i.e. this is counted as a succession and as such there can be no further succession.

No new tenancy agreement should be signed. A letter should be sent to the householder to tell them they have succeeded to the tenancy, and that no further succession is allowed. The Housing Management system should be updated with notes\*

## **Part B – Other circumstances**

### ***1. Allocation of the same property to households with no succession rights***

In the following cases the authority will allocate members of the household accommodation following the death of a tenant, and when there is no statutory right of succession (for example when the deceased tenant was themselves a successor)

- a. Where the person gave up a Local Authority or Housing Association property to care for the tenant. This care was medically required and lasted for more than 12 months.
- b. Partners and family members (parent, child, grandchild, brother, sister, nephew, niece, uncle or aunt) who have lived as a member of the deceased's household for more than 18 years and constantly lived as a member of the deceased household for more than 10 years.
- c. Where the tenant dies and leaves dependent children and their carer in occupation.
- d. Properties that are not family accommodation and where the person is vulnerable and they would qualify for accommodation under Homelessness legislation.

Any case arising from the above clauses must be confirmed by the HARP panel. The HARP Panel will review the evidence in each case, in making the decision the HARP panel will consider the type and size of the accommodation (see section 3 below)

If confirmed by the HARP panel, the householder will be offered a secure tenancy which will start from the Monday following the death of the tenant.

N.B. If the property is appropriate for the size and needs of the person(s) they will be allocated the property they occupy (ie the home of the deceased)

tenant). If the property is not of the right size, or if the property is suitable for people with disabilities or for an elderly person, and there is no person with a need in the household, an alternative property will be offered. For this purpose an appropriate property size will be assessed using the same criteria as the allocations scheme.

## **2. Allocations where the householder has rights of succession but will be offered suitable alternative accommodation**

- a. Where the accommodation is particularly suitable for a disabled person and the householder has no need for this type of property.
- b. Where the accommodation is suitable for the elderly and the householder is below the age of 60. This applies to sheltered accommodation. (This is consistent with the Councils Allocations Policy)
- c. Where, within the Council's current allocations system, the household would not be considered for the size of accommodation i.e. the remaining occupants are deemed to be over accommodated (This does not apply if the succession is by survivorship unless the property is suited for elderly or disabled tenants and the household has no such need)

In each of these situations, the case should be referred to the HARP panel who will review the evidence.

No new tenancy agreement is drawn up or signed. The householder must be sent a letter saying the tenancy has been transferred to their name for a period limited to 6 months and that we would work with the tenant to obtain alternative accommodation within that next 6 months. The Housing Management system should be amended accordingly and this must include notes\*. They will be offered a new secure tenancy at the new address if it is Council stock.

Note – if the householder refuses to move to an alternative property when offered, a Notice of Seeking Possession will be served on the tenant under Ground 16 of the 1985 Housing Act. Proceeding for possession must be begun more than 6 months but less than 12 months after the date of the previous tenants death.

## **3. Allocations to alternative accommodation where the householder has no statutory rights of succession**

- a. Where the property is larger than needed by the householder, but the tenant is vulnerable and would be accepted under homelessness legislation.

- b. Where the householder is unlikely to be classed as vulnerable but has lived as a member of the deceased's household for more than 18 years and constantly lived as a member of the deceased household for more than 10 years
- c. Circumstances under 1a-d (above) where the property is too large or otherwise unsuitable for the needs of the household/

Any case arising from the above clauses must be confirmed by the HARP panel.

The householder will be advised to make an application as homelessness and should be offered a non-secure tenancy of the current address for a period of up to 3 months whilst their claim is investigated. This must be confirmed in writing together with the reasons for this. They will be offered a new secure tenancy at the new address if it is Council stock.

**Notes:**

1. HARP Panel – Housing Application Review Panel. This is a panel of Officers who consider issues around the allocation of properties that are not adequately covered within the published allocations policy. When considering issues of non-statutory succession (as covered in this policy) the panel can make one of the following decisions.

- a. to allocate the householder a property (the panel is free to decide if this is an absolute priority or an award of additional points)
- b. to offer no priority to the householder
- c. to request further information and to defer a decision until this is provided.

In each case the panel will write to the householder within 10 working days of making the decision.

2. This policy should be read alongside the following:  
Allocation Policy (2007)  
Mutual Exchange Policy (2008)

3. Vulnerable – Has a specific meaning within housing. This is defined in law in the 1996 Housing Act and the Homelessness (Priority Need for Accommodation) (England) Order 2002 It includes the following.

- a. A pregnant woman
- b. A person with dependent children living with them
- c. A person who is vulnerable as a result of old age, mental illness or handicap or physical disability.
- d. A person who is fleeing domestic violence

(This is not a complete list – any person who may be vulnerable should seek specialist advice)



Responsibility for implementation

Head of Housing

## **Agenda Item 7**

Rent Arrears – Verbal Update

Committee:	Executive	Agenda Item No.:	8
Date:	14 <sup>th</sup> July 2008	Status	Open
Category	3. Part of the Budget and Policy Framework		
Subject:	Budget Strategy 2009/10 to 2011/12		
Report by:	Director of Resources		
Other Officers Involved	Head of Finance		
Director	Director of Resources		
Relevant Portfolio Holder	Leader of the Council		

### **RELEVANT CORPORATE AIMS**

STRATEGIC ORGANISATIONAL DEVELOPMENT – to continually improve the efficiency and effectiveness of all Council Services by maximising the potential use of Council resources.

### **TARGETS**

The development of Policy Led Budgeting will help to inform future spending plans and assist in the delivery of efficiency gain targets.

### **VALUE FOR MONEY**

The Budget Process challenges existing spending levels and new spending proposals to ensure that resources are effectively used and directed towards the delivery of the Corporate Aims.

### **THE REPORT**

The preparation of a comprehensive and robust budget strategy is an essential element of good financial management.

A draft Budget Strategy is attached as Appendix 1 to this report and covers the period 2009/10 to 2011/12. The strategy details the process to be adopted for compiling the Council's budgets during this period and highlights key issues for consideration when adopting the budget and determining future Council Tax levels.

## **OPTIONS FOR CONSIDERATION**

The Budget Strategy emphasises the need for robust systems for receiving bids for new developments and a strategy for identifying areas of potential savings.

Potential savings fall into 2 distinct categories:

1. Savings that contribute towards the Comprehensive Spending Review 2007 expected levels:

- Reduction in prices through smarter procurement
- Revised working practices to improve the quality and/or quantity of existing services
- Reduction in the level of resources required to achieve the same level of service
- Better utilisation of assets

2. Pure economic savings that do not qualify as efficiency savings:

- Cuts in services or budgets
- Increase in fees and charges
- Introduction of new charges for services provided

In addition to considering potential savings and bids for additional funds, Officers and Members will be requested to scrutinise and challenge existing spending levels to ensure that the use of Council resources is maximised and that spend is directed towards those services that contribute towards the Corporate Aims.

Members are requested to approve the Budget Strategy so that the budget process can commence and Officers and Members can prepare for the key stages.

## **IMPLICATONS**

Financial: None at this stage

Legal: None

Human Resources: None

## **RECOMMENDATION(S)**

1. **That the Council's Budget Strategy for 2009/10 to 2011/12 be considered and forwarded through the Budget and Policy Framework for consideration by Scrutiny and approval by Council.**

**REASON FOR DECISION TO BE GIVEN IN ACCORDANCE WITH THE CONSTITUTION**

**To inform Members of the proposed three year budget strategy.**

ATTACHMENTS: Y  
FILE REFERENCE: None  
SOURCE DOCUMENT: Background papers held in Financial Services

## **BUDGET STRATEGY 2009/10 to 2011/12**

### **A Strategic Approach to Budget Preparation**

Our corporate aims reflect the challenges contained within our Corporate Plan. These in turn reflect both national and local priorities contained in the Sustainable Community Strategy 2006 – 2020, an ambitious long term plan reflecting and complementing the Local Area Agreement across Derbyshire.

The 6 Corporate Aims which have been identified to support the vision for the District are as follows:

1. Community Safety
2. Customer Focused Services
3. Environment
4. Regeneration
5. Social Inclusion
6. Strategic Organisational Development

Full details of the priorities and targets that support these aims can be found in the Corporate Plan.

During the budget process, Members will need to challenge existing spending levels to ensure that resources are effectively used and directed towards the delivery of the Corporate Aims.

### **Prioritising Resources**

The Council's budgets for 2009/10 – 2011/12 will be compiled using prioritisation processes for both revenue and capital expenditure. The prioritisation process assesses:

- o Contributions towards the Council's Corporate Aims
- o Statutory obligations
- o Financial implications
- o Value for Money (including any associated efficiency gains)
- o Risk Assessment

A scoring team will be chosen to score each application and the ranked bids will then be placed into 3 broad categories of:-

1. Scored Bids – recurring spend
2. Scored Bids – one off spend
3. ICT related bids

The bids will then be submitted to Executive and Scrutiny for consideration prior to the confirmation of the Finance Settlement for 2009/10. Bids relating to ICT expenditure will be referred to the ICT Strategy Group, together with individual business cases in support

of the bid application. Any recommendations from the ICT strategy Group will then be forwarded to the Executive for funding approval.

### **Finance Settlement**

The Government announced a three year grant settlement, which covered the financial years 2008/09 to 2010/11 within the 2007 Comprehensive Spending Review (CSR07). This reflects local government finance continues to be a challenging area.

### **Efficiency Gains**

Within CSR07 was the change from Gershon Efficiency Savings to expectations of 3% cashable efficiency savings each year. Whilst there are returns to be submitted to Government to report on achievements made, these returns are only at a total level. The Council's detailed plans for achieving this may be subject to scrutiny by the external auditor as part of the Value for Money Assessment. Officers are currently developing plans to achieve this in partnership with the East Midlands Regional Improvement & Efficiency Partnership.

### **Economic Savings**

In addition to the Efficiency Agenda, the Council needs to position itself to deal with other budget pressures, including:

- The requirement to maintain low Council Tax increases
- Spending pressures; for example, any costs associated with the implementation of Single Status, increase in energy costs etc
- Development of new and improved services to meet the needs of customers

To assist in this area, the Council will review its Base Budgets in order to identify any potential economic savings. It is important to note that these savings can be achieved by withdrawing the provision of certain services or generating additional income.

### **Best Value Review of Discretionary Services and Charging Policies**

The Council is currently undertaking a Best Value Review of Discretionary Services and Charging Policies. This review should enable the Council to potentially release resources which can be redirected towards new and improved services to better meet the needs of customers and assist in the delivery of the Corporate Aims. The review team will aim to produce a 3 year action plan to address all of the recommendations arising from the review.

### **Reserves and Working Balances**

As at 31<sup>st</sup> March 2008, the Council has over £3 million in Reserves. A report to Executive on 25<sup>th</sup> September 2006 approved a recommendation that General Fund Reserves should not fall below 5% of the gross expenditure. For 2008/09, the Council requires some £2 million in Reserves to comply with this recommendation. However, the Council will aim to maintain Reserves in excess of this 5% guideline due to the uncertainty surrounding any equal pay arrears, which have not yet been quantified.

The current working balance on the General Fund (as at 31<sup>st</sup> March 2008) is £1.4 million. In accordance with the Reserves Policy approved by Executive on 25<sup>th</sup> September 2006, this working balance will be monitored as part of the budget setting process to ensure that the minimum working balance does not fall below 10% of the Budget Requirement.

The Annual Audit and Inspection Letter 2004/05 highlighted that the Housing Revenue Account (HRA) balance in pounds per dwelling was in the lower quartile for District Councils (this position remains unaltered for the 2005/06 accounts). In order to move towards a higher figure per property, the Council should seek to maintain a minimum working balance of £1 million.

### **Timetable**

A detailed timetable for compiling the budgets for 2009/10 – 2011/12 is attached to this strategy. The timetable is designed to inform Members and Officers of key dates and activities throughout the budget process. In addition, the Senior Management Team will be considering efficiencies and budget related items at various meetings throughout the year.



### BUDGET TIMETABLE 2008/09

<b>MONTH</b>	<b>DATE</b>	<b>MEETING</b>	<b>REPORTS TO CONSIDER</b>
<b>JUNE</b>	<b>17th</b>	<b>Cabinet</b>	Budget Strategy 2008/09 and timetable
	<b>25th</b>	<b>Council</b>	Annual Efficiency Statement Backward Look 2007/08 Annual Governance Statement Provisional Accounts for 2007/08 Annual Treasury Management Report 2007/08
<b>JULY</b>	<b>8<sup>th</sup></b>		Deadline for submission of Annual Efficiency Statement Backward Look 2007/08
	<b>14th</b>	<b>Executive</b>	Budget Strategy 2008/09 and timetable
	<b>22nd</b>	<b>Scrutiny</b>	Budget Strategy 2008/09 and timetable
	<b>29th</b>	<b>Cabinet</b>	Inform Cabinet of any Scrutiny feedback re Budget Strategy before Council report is written
<b>AUGUST</b>	<b>1<sup>st</sup></b>		Issue Revenue / Capital Budget Bid Applications and strategy for identifying potential savings
	<b>4th</b>	<b>Executive</b>	Inform Cabinet of any Scrutiny feedback re Budget Strategy before the Council report is submitted Quarterly Budget Monitoring ( <i>incl Arrears, Borrowing and Investments</i> )
	<b>19th</b>	<b>Scrutiny</b>	Quarterly Budget Monitoring ( <i>incl Arrears, Borrowing and Investments</i> )
	<b>20th</b>	<b>Council</b>	Budget Strategy 2008/09 and timetable

<b>MONTH</b>	<b>DATE</b>	<b>MEETING</b>	<b>REPORTS TO CONSIDER</b>
<b>SEPTEMBER</b>	<b>30<sup>th</sup></b>		Deadline for return of Revenue / Capital Budget Bids
<b>OCTOBER</b>	<b>1<sup>st</sup> – 14<sup>th</sup></b>		Evaluate Revenue / Capital Budget Bids
	<b>7<sup>th</sup></b>	<b>Cabinet</b>	Half Year Budget Review <i>(incl Arrears, Borrowing and Investments)</i>
	<b>22<sup>nd</sup></b>	<b>Council</b>	CSR07 report – mid year
	<b>27<sup>th</sup></b>	<b>Executive</b>	Half Year Budget Review <i>(incl Arrears, Borrowing and Investments)</i>
	<b>28<sup>th</sup></b>	<b>Scrutiny</b>	Half Year Budget Review <i>(incl Arrears, Borrowing and Investments)</i>
<b>NOVEMBER</b>	<b>1<sup>st</sup></b>		Submission of CSR07 savings target.
	<b>11<sup>th</sup></b>	<b>Cabinet</b>	Draft General Fund Budget 2008/09 <i>(including full details of all bids and savings)</i> Fees and Charges
<b>DECEMBER</b>	<b>1<sup>st</sup></b>	<b>Letter to DCC</b>	Collection Fund Surplus / Deficit
	<b>1<sup>st</sup></b>	<b>Executive</b>	Draft General Fund Budget 2008/09 <i>(including full details of all bids and savings)</i> Fees and Charges
	<b>10<sup>th</sup></b>	<b>Scrutiny</b>	Draft General Fund Budget 2008/09 <i>(including full details of all bids and savings)</i> Fees and Charges

<b>MONTH</b>	<b>DATE</b>	<b>MEETING</b>	<b>REPORTS TO CONSIDER</b>
<b>JANUARY</b>	<b>6<sup>th</sup></b>	<b>Cabinet</b>	Proposed General Fund Budget <i>(incl Revised Budget 2008/09)</i> Proposed Housing Revenue Account <i>(incl Revised Budget 2008/09)</i> Proposed Capital Programme <i>(incl Revised Budget 2008/09)</i> Schedule of Fees and Charges
	<b>21<sup>st</sup></b>	<b>Council</b>	Council Tax Base
	<b>26<sup>th</sup></b>	<b>Executive</b>	Proposed General Fund Budget <i>(incl Revised Budget 2008/09)</i> Proposed Housing Revenue Account <i>(incl Revised Budget 2008/09)</i> Proposed Capital Programme <i>(incl Revised Budget 2008/09)</i> Schedule of Fees and Charges
	<b>28<sup>th</sup></b>	<b>Scrutiny</b>	Proposed General Fund Budget <i>(incl Revised Budget 2008/09)</i> Proposed Housing Revenue Account <i>(incl Revised Budget 2008/09)</i> Proposed Capital Programme <i>(incl Revised Budget 2008/09)</i> Schedule of Fees and Charges
<b>FEBRUARY</b>	<b>3<sup>rd</sup></b>	<b>Cabinet</b>	Inform Cabinet of any Scrutiny feedback re final budget proposals before the Council report is submitted
	<b>3<sup>rd</sup></b>	<b>Ratepayers Consultation</b>	Budget proposals NDR Empty Property Relief changes
	<b>4<sup>th</sup></b>	<b>Council</b>	Members Allowances 2009/10 General Fund Budget Housing Revenue Account Capital Programme Fees and Charges
<b>MARCH</b>	<b>2<sup>nd</sup></b>	<b>Council</b>	Council Tax 2009/10
	<b>18<sup>th</sup></b>	<b>Council</b>	Treasury Management Strategy 2009/10



Committee:	Executive	Agenda Item No.:	8
Date:	14 <sup>th</sup> July, 2008	Status	Open
Category	Decision within the functions of Executive		
Subject:	Working Neighbourhoods Fund Family Employment Initiative Suspension of Contract Standing Orders		
Report by:	Chief Executive's & Partnership Manager		
Other Officers Involved	Chief Executive Officer Director of Strategy Solicitor to the Council Director of Resources		
Director	Chief Executive Officer		
Relevant Portfolio Holder	Leader Deputy Leader		

### **RELEVANT CORPORATE AIMS**

REGENERATION – Developing healthy, prosperous and sustainable communities by supporting an existing project to return people to work.

### **TARGETS**

NI 153 Working age people claiming out of work benefits in the worst performing neighbourhoods

### **VALUE FOR MONEY**

Aim to impact/reduce the number of benefit claimants in the District.

### **THE REPORT**

#### **Background**

Executive Members will recall the Authority's award of Working Neighbourhoods Fund earlier this year (Minute No. 886 refers). As part of the Council's approach to tackling worklessness, a Commissioning Framework has been established to allocate the funding in two ways:-

- i) tasking the Local Strategic Partnership for Bolsover with identifying measures to address and prevent the need to be in receipt of benefits or become unemployed, and
- ii) the Local Authority focus upon the people who are already receiving benefits and are unemployed and try to encourage them back into work and off benefits.

In respect of (ii) above, the Council has established a Core Worklessness Group which the Leader of the Council has delegated powers to agree the Working Neighbourhoods Fund spend.

The Group held its inaugural meeting on Monday, 23<sup>rd</sup> June, 2008. At this meeting, the Core Worklessness Group agreed that an allocation of the WNF be set aside for the Family Employment Initiative (FEI). FEI is an area based initiative, managed and delivered by the Coalfields Regeneration Trust. FEI was initially established in 2006 and works with hard to reach families and households breaking down barriers to employment. FEI Advisors target specific streets in deprived communities, visiting families at their homes or other accessible locations helping clients address their real and attitudinal difficulties; tackling barriers in order to access training and get into employment.

The FEI has developed a very successful approach to reaching hard to reach families and has provided services to over 43,000 residents (17,800 households) across Derbyshire and North Nottinghamshire in the last 2 years.

The WNF funding application that has been received for the FEI seeks £274,622 Working Neighbourhoods Fund for the period July 2008 – March 2011. This will lever in £260,219 of other funding sources into the area. It aims to move 196 unemployed people back into employment during this period. The initiative will be subject to review annually.

The agreed WNF Commissioning Framework utilised to allocate funds includes a tendering/procurement process and therefore will require suspension of the Authority's Contracts Standing Orders to allow this initiative to continue.

### **ISSUES/OPTIONS FOR CONSIDERATION**

1. The Family Employment Initiative is already established, supporting families in Derbyshire and North Nottinghamshire, with very successful outcomes
2. It is an important part of the Making the Connection model, which focuses on expanding/incoming employers on the key strategic employment sites across the sub-region
3. Support for the continuation of the FEI from partners is strong, with financial support from Derbyshire County Council already committed for the next three years. Furthermore, a funding bid to the Alliance SSP is currently under appraisal and a successful outcome to this is expected within the next couple of weeks.
4. To consider the procurement/tendering process would be unnecessarily time consuming and would seriously jeopardise the best practice developed by the FEI. Furthermore, funding committed by partners would be lost.
5. The provision provided by the FEI meets the entire requirements of the Local Authority in respect of its National Indicator 153 target to reduce the number of people on out of work benefits.

6. The Chairman of the Council has agreed that the call-in procedure as set out in 4.5.16 of the Council's Constitution shall not apply.

### **IMPLICATONS**

Financial: None other than the levering in of other external funding into the Local Authority area

Legal: The suspension of Contracts Standing Orders in relation to the project, as a tendering process would initially be required for a WNF project

Human Resources: None

### **RECOMMENDATION(S)**

- (1) that the report be received**
- (2) that the Executive suspends Contract Standing Orders 4.8.3 for the reasons given above**
- (3) It be noted that the Chairman of the Council had agreed that the call-in procedure as set out in 4.5.16 of the Council's Constitution shall not apply.**
- (4) It be noted that the Executive consider that the above decision is an urgent one.**

### **REASON FOR DECISION TO BE GIVEN IN ACCORDANCE WITH THE CONSTITUTION**

To agree the suspension of Contracts Standing Orders in accordance with the Council's Constitution and to take account of the Working Neighbourhoods Fund Commissioning Framework process.

ATTACHMENTS: **NO**  
FILE REFERENCE:  
SOURCE DOCUMENT:

## **EXECUTIVE AGENDA**

**14<sup>th</sup> July 2008 at 1000 hours**

<b>Item No.</b>		<b>Page No.(s)</b>
<b>PART 1 – OPEN ITEMS</b>		
1.	To receive apologies for absence, if any.	
2.	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.	To receive declarations of interest in respect of business on the agenda and any urgent additional items to be considered at the meeting.	1
4.	To approve the minutes of a meeting held on 16 <sup>th</sup> June 2008.	2 to 9
5.	Recommended Item from Scrutiny Committee 29 <sup>th</sup> April 2008 – Untidy Land & Building Policy. <b>Recommendation on Page 10.</b>	10 to 19
6.	Recommended Item from Scrutiny Committee 24 <sup>th</sup> June 2008 – Succession Policy. <b>Recommendation on Page 20.</b>	20 to 31
7.	Rent Arrears – Verbal Update.	Verbal Report
8.	Budget Strategy 2009/10 to 2011/12.	32 to 40
9.	Working Neighbourhoods Fund – Family Employment Initiative.	41 to 43
<b>PART 2 – EXEMPT ITEMS</b> <i>The Local Government (Access to Information) Act 1985, Local Government Act 1972, Part 1, Schedule 12a.</i>		
<u>Paragraph 3</u>		
10.	Continuation of Procurement of Specialist Consultants to support the Local Authority and the LSP for Bolsover.	44 to 47
11.	Tender Opening – uPVC Doors.	48
12.	Tender Opening – Repair and Restoration of Creswell Model Village Villas.	49