

EXECUTIVE

**5TH OCTOBER 2009
AT 1000 HOURS**

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Minicom: 01246 242450 Fax: 01246 242423

Sherwood Lodge
Bolsover
Derbyshire
S44 6NF

Date: 25th September, 2009

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, 5th October, 2009 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 16th 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 22.

Yours faithfully,



Chief Executive Officer

To: Chairman & Members of the Executive

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

Email enquiries@bolsover.gov.uk Web www.bolsover.gov.uk

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

EXECUTIVE

Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, Sherwood Lodge, Bolsover, on Monday, 7th September 2009 at 1005 hours.

PRESENT:-

Members:-

Councillor E. Watts – Chair

Councillors K. Bowman, D. Kelly, D. McGregor, B.R. Murray-Carr, A. Syrett and A.F. Tomlinson.

Officers:-

W. Lumley (Chief Executive Officer), S.E.A. Sternberg (Solicitor to the Council and Monitoring Officer), S. Tomlinson (Director of Neighbourhoods), J. Brooks (Director of Resources), P. Campbell (Head of Housing) (to Minute No. 295), K. Drury (Customer Service and Access Officer (to Minute No. 295) B. Truswell (Head of Shared Procurement) (for Minute No.297 only), and R. Leadbeater (Democratic Services Officer).

287. APOLOGIES

Apologies for absence were received on behalf of Councillors J.E. Bennett and A.J. Hodkin.

288. URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

289. DECLARATION OF INTERESTS

Minute No.	Councillor	Level of Interest
297	Councillor A.F. Tomlinson	Personal and Prejudicial
297	Councillor E. Watts	Personal

EXECUTIVE

290. MINUTES – 10TH AUGUST 2009

Moved by Councillor E. Watts, seconded by Councillor A.F. Tomlinson
RESOLVED that the minutes of a meeting of the Executive held on 10th August 2009 be approved as a true record.

In response to questions, the Chair confirmed that no response had yet been received from Old Bolsover Town Council regarding maintenance of the Sherwood Street play area. The Chair agreed to contact the Chair of Old Bolsover Town Council directly to discuss the issue.

291. KEY DECISION NOTICES FROM THE JOINT BOARD – 21ST JULY 2009

A question was raised as to whether there was any Member involvement from Bolsover District Council with regard to the Procurement of Recyclable Waste Collection Services.

Moved by Councillor E. Watts, seconded by Councillor B.R. Murray-Carr
RESOLVED that Councillor D. Kelly attend the Joint Working Group set up to look at Procurement of Recyclable Waste Collection Services.

Moved by Councillor E. Watts, seconded by Councillor A. F Tomlinson
RESOLVED that the record of Key Decision Notices from the Joint Board held on 21st July 2009 be approved.

292. RENT ARREARS

The Head of Housing tabled a document detailing the current housing rent arrears and advised Members that there was little change from the previous month. Members' attention was drawn to a graph detailing the arrears trends and they were requested to note that the number of tenants in serious rent arrears over 20 weeks continued to fall consistently, however the number of tenants in minor arrears was increasing. It was intended to focus attention on these tenants to prevent the level of arrears becoming more serious. In response to questions, the Head of Housing advised that work needed to be carried out to identify the number of housing and other benefit claims that were pending to correctly ascertain the severity of the problem.

EXECUTIVE

293. FORMER TENANTS RENT ARREARS

The Head of Housing presented the report and draft Former Tenant's Rent Arrears Policy for consideration. It was added that the Authority needed to improve its performance standards in respect of arrears as rent owed by former tenants currently stood at over £500,000. The draft procedure introduced a more proactive approach than previously employed, whilst maintaining flexibility for individual cases.

Members requested that the policy refer to 'Former' tenants throughout.

Moved by Councillor K. Bowman, seconded by Councillor D. Kelly

RESOLVED that 1) the draft Former Tenants Rent Arrears Policy be adopted subject to the policy referring to 'Former' tenants throughout;

2) the Head of Housing, together with the Head of Shared Procurement identify and appoint a contractor to recover debt on a commission only basis.

Reason for decision: To have an approved policy on Former Tenants Rent Arrears.

294. CUSTOMER SATISFACTION POLICY

The Customer Service and Access Officer presented the report and Customer Satisfaction Policy for Members' consideration.

The purpose of the policy was to formalise the Council's approach to customer satisfaction by setting out a framework on the frequency and method of measuring customer satisfaction. Implementation of the policy would enable the Council to use the information to improve delivery of its services and provide good evidence for Customer Service Excellence.

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

RESOLVED that the Customer Satisfaction Policy be approved.

Reason for decision: To have an approved policy on Customer Satisfaction and to implement the framework contained within.

The Customer Service and Access Officer and Head of Housing left the meeting.

EXECUTIVE

295. CHANGES TO THE IDOX UNIFORM SYSTEM

This item was deferred pending further investigation of resource issues.

The Head of Procurement joined the meeting.

296. THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Moved by Councillor K. Bowman, seconded by Councillor E. Watts

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.

Councillor A.F. Tomlinson declared a personal and prejudicial interest in the following item and left the meeting.

Councillor E. Watts declared a personal interest in the following item.

297. TENDER OPENING – BOLSOVER INTERMEDIATE LABOUR MARKET PROGRAMME EXEMPT – PARAGRAPH 3

The Head of Procurement advised Members that following the pre-qualification submission, two bidders had been invited to tender for the above contract and one had been received before the deadline.

In response to Members' questions, the Head of Procurement confirmed that the tender had been advertised nationally and the two tenders received were the only submissions that had indicated their ability to manage the project in its entirety.

Moved by Councillor K. Bowman, seconded by Councillor B.R. Murray-Carr

RESOLVED that 1) the Executive witness the opening of the tenders,

EXECUTIVE

2) the tenders be passed to the Evaluation Team for final evaluation,

3) a report for Members' information providing details of the tenders and evaluation process be submitted.

(Head of Shared Procurement)

Reason for Decision: **In order to secure the lowest tender and best value for money in accordance with Standing Orders Contracts.**

The date for final evaluation of the tenders would be confirmed to Members by the Head of Shared Procurement.

The meeting concluded at 1025 hours.

Committee:	Executive	Agenda Item No.:	<u>6.</u>
Date:	5 th October 2009	Status	Open
Category	2. Decision within the functions of Executive		
Subject:	Working Neighbourhoods Fund Monitoring Report		
Report by:	Partnership Consultant Programme Manager		
Other Officers Involved	Chief Executive's and Partnership Manager		
Director	Chief Executive Officer		
Relevant Portfolio Holder	Deputy Leader of the Council – Cabinet Member for Regeneration Leader of the Council		

RELEVANT CORPORATE AIMS

REGENERATION – Developing healthy, prosperous and sustainable communities.

TARGETS

The Working Neighbourhoods Fund will impact on the National Indicator 153 – Working age people claiming out of work benefits in the worst performing neighbourhoods. Bolsover District Council has agreed a holding target with the LAA of reducing the out of work claimant rate within the worst performing neighbourhoods from 28.7% to 25.4% by March 2011. The Local Authority's success in tackling worklessness will also be measured against a further 4 indicators, these being:

- NI 117 – 16 to 18 year olds who are not in education, training or employment
- NI 118 – Take up of formal childcare by low income working families
- NI 163 – Working age population qualified to at least Level 2 or higher
- NI 172 – VAT registered businesses in the area showing growth.

VALUE FOR MONEY

The principles of Value for Money – economy, efficiency and effectiveness will be applied in all interventions considered.

THE REPORT

Background

1. Executive Members will recall the Authority's award of Working Neighbourhoods Fund in 2008 (Minute No. 886 refers). The Working Neighbourhoods Fund was introduced as part of the Local Government Finance Settlement and is one element of the new Area Based Grant. It provides resources to local authorities to tackle worklessness and low levels of skills and enterprise in their most deprived areas.

2. The WNF allocation to Bolsover District Council is:

2008/09	£2,055,516
2009/10	£2,440,522
2010/11	£2,535,018

3. As part of the Council's approach to tackling worklessness, a Commissioning Framework has been established to allocate the funding in two ways:-

- i) the Local Authority's focus upon the people who are **already receiving benefits** and are unemployed and try to encourage them back into work and off benefits, and
- ii) 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 (£3m over three years)

2009/10 Quarter 1 Progress Update

4. The attached report titled 'Quarter 1 Update' has been produced following the submission of quarterly monitoring returns by projects that have been funded to date through the Council's Working Neighbourhoods Fund. The attached report provides:

An overview of activity that took place during April – June 2009 in relation to Working Neighbourhoods Fund planning and commissioning

Information regarding areas of commissioning activity that are currently being developed by the Local Strategic Partnership and the Core Worklessness Group, which are likely to come to fruition over the forthcoming months

Detailed information in relation to progress of individual projects that commenced delivery in Quarter 1

Labour market information and an analysis of the National Indicator (NI) 153 progress on reducing concentrations of worklessness within the district

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5. Progress against activity during Quarter 2, July to September, will be reported to Executive on 30 November 2009, and quarterly thereafter.

Suspending Contract Standing Orders

6. The Local Strategic Partnership and the Core Worklessness Group have jointly identified a priority intervention through their commissioning activity where there are considered to be justifiable reasons for suspending Contract Standing Orders. These reasons have been discussed and supported by the Head of Shared Procurement, Chief Executive Officer and Political Leadership. Endorsement from the Executive is now being sought to suspend CSO's for the initiative outlined below.

Employer Engagement

7. The aim of this initiative is to:

respond to the needs of local employers and inward investors, by matching their recruitment requirements with the skills of local people, especially those from the most deprived wards.

support local unemployed people and ensure connection to appropriate training to meet the needs of local employers and future skills needs of the district.

8. The proposed hosting/management arrangements for this initiative will involve Derbyshire and Nottinghamshire Chamber of Commerce (DNCC) appointing two members of staff; a Business Engagement Officer who will be the interface with local employers and inward investors, and a Training Co-ordinator who will respond to the needs of local, unemployed people by co-ordinating and brokering relevant training. It is envisaged that Training Co-ordinator post will involve a secondment to the existing Family Employment Initiative team that operates within the most deprived areas of Bolsover district and that their existing training budget, funded through WNF, will be utilised.
9. The joint working of these two posts is seen as essential to ensuring that local people are given the best opportunities possible to access and benefit from arising job opportunities from local employers and inward investors; and the proposed delivery arrangements present the most attractive and viable option at this moment in time.
10. Further to the above, and taking into account that this initiative is predominantly an employment contract and some control will be retained by Bolsover District Council throughout delivery, the procurement/tendering process would be unnecessarily time consuming and would seriously jeopardise the desired outcome.

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ISSUES/OPTIONS FOR CONSIDERATION

Whether to agree the suspension of Contract Standing Orders 4.8.3, 4.8.4, 4.8.5 and 4.8.6 as set out in the report.

IMPLICATONS

Financial: Detailed in the report

Legal: The suspension of Contract Standing Orders in relation to the intervention as detailed in paragraphs 7 to 11, as a tendering process would usually be required for WNF commissioned interventions under the Local Authority's Procurement procedures.

Human Resources: None

RECOMMENDATION(S) that;

Executive suspends Contract Standing Orders 4.8.3, 4.8.4, 4.8.5 and 4.8.6 for the reasons given above in relation to Derbyshire and Nottinghamshire Chamber of Commerce.

REASON FOR DECISION TO BE GIVEN IN ACCORDANCE WITH THE CONSTITUTION

To ensure that WNF is targeted to best effect and where needed and to ensure that the tendering process does not unjustifiably distort the result.

ATTACHMENTS: Y
FILE REFERENCE:
SOURCE DOCUMENT:

**Quarter 1 Update
2009-10
Working Neighbourhoods Fund**

August 2009



CONTENTS

	Page No
Introduction	3
2009/10 Quarter 1 Activity	3
Current Commissioning Activity	5
Project Activities and Achievements	7
NI 153 Number of People Claiming Benefits	13
Job Seekers Allowance	14

Introduction

The purpose of the Working Neighbourhoods Fund (WNF) is to reduce levels of worklessness and increase enterprise and skills in our most deprived communities. The WNF is about new ways of working, taking into account local individuals and communities, with flexibility and opportunities to respond to particular challenges within local areas.

Bolsover district qualifies from WNF in the respect that it has more than 20% of its Lower Super Output Areas (LSOAs) in the most deprived decile on the overall Indices of Multiple Deprivation (IMD) and that it is ranked among the top 40 districts on an equally weighted measure of key benefit claim rate and employment rate

The WNF allocation to Bolsover District Council, to be paid as one element of the Area Based Grant, is just over £7m over 2008/09 to 2010/11. The WNF has been allocated in two ways. Bolsover District Council has allocated £1 million WNF per annum to the Bolsover Local Strategic Partnership (LSP) to commissioning initiatives that are focussed on **preventing worklessness**. The remainder of the WNF is focused on addressing the NI 153 indicator, to **reduce the number of people claiming benefits** in the worst performing areas. A Core Worklessness Group (CWG) consisting of the Leader/Deputy Leader, Officers of Bolsover District Council and relevant partners in relation to worklessness has been established to move this agenda forward.

Bolsover District Council and the LSP have taken a strategic approach to the commissioning of activities using WNF, ensuring interventions meet an identified need and genuinely add value to existing services. This has only been possible through continuing the existing good working relationships with all of our key partners.

The total allocation of WNF is £7,031,056 with £339,207 allocated to Management and Admin over four years. The remaining allocation of £6,691,849 has been distributed between the CWG and LSP. To date, £2,354,731 has been assigned to projects through formal contracting arrangements. In addition to this, a significant amount of WNF has been ringfenced for developing areas of activity of work, both across the CWG and the LSP, which are expected to come to fruition over the forthcoming quarters.

2009/10 Quarter 1 Activity

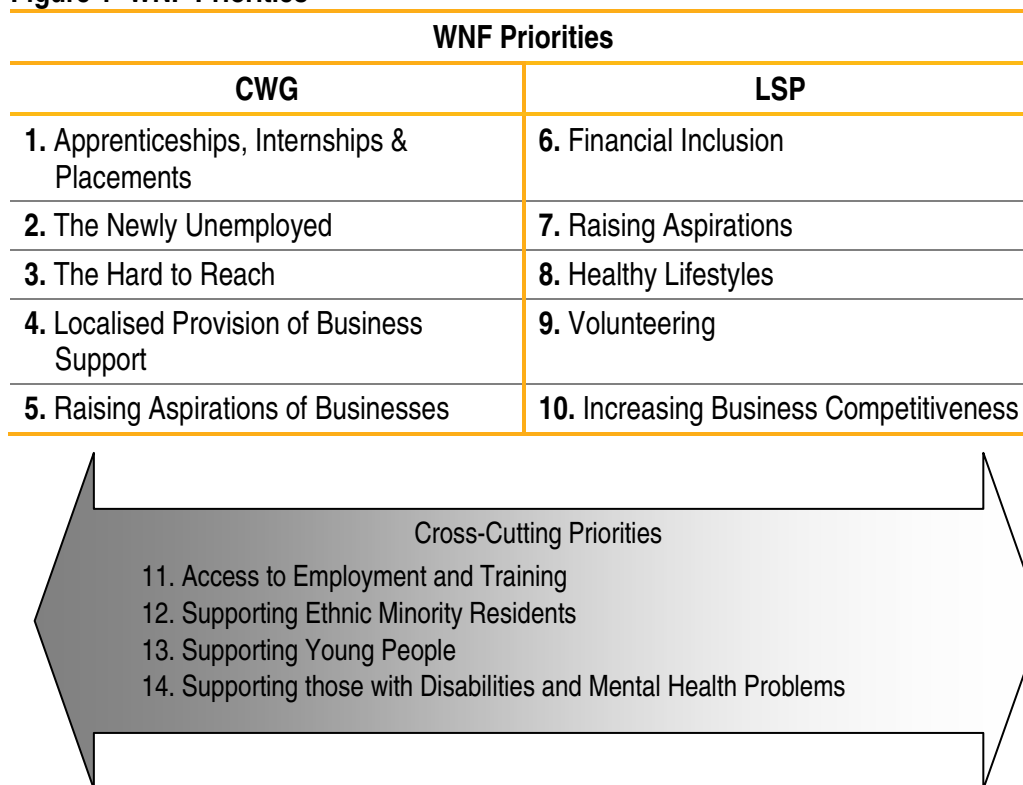
Quarter 1 has been an extremely busy period and we are delighted to report that a number of WNF funded initiatives have now commenced. WNF spend in Quarter 1 was £112,598 against a quarter forecast of £133,540. In addition, £68,310 of match funding was levered into the area, most notably £60,573 through the Family Employment Initiative.

The most notable area of work in Quarter 1 was the Raising Aspirations project which was awarded to Connexions Derbyshire Ltd in April this year following a competitive tendering process. The project aims to raise aspirations amongst particular target groups, particularly school age children, young people that are NEET (Not in Education, Employment and Training) and workless adults. Further information on this and all other projects operating in Quarter 1 is provided later on.

In May 2009, the Working Neighbourhood Fund Strategy for Bolsover was published, following a series of consultation events to identify key priorities and potential intervention projects to address worklessness across the district. The WNF Strategy will drive the delivery of the WNF programme over forthcoming years and the CWG and LSP will use the Strategy as the basis for commissioning activity to address worklessness and to impact on the relevant national

indicators. The LSP and the CWG have five strategic priorities each that reflect the focus for each group, in addition to four cross-cutting priorities. The priorities are interdependent and are detailed below:

Figure 1 WNF Priorities



The table below shows how the interventions commissioned and operating in 2009/10 impact on the key priorities of the CWG and LSP.

Figure 4.1. Interventions Already Commissioned

Commissioned Interventions														
Priority	CWG					LSP					Cross-Cutting			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
CWG Commissioned														
Family Employment Initiative														
Grants to Voluntary Organisations														
Apprenticeships feasibility study														
Infrastructure Development Officer														
Start-up Support for those with Disabilities														
Ways to Work														
LSP Commissioned														
Raising Aspirations														
FEI Practice Nurse														
Financial Inclusion Strategy and Action Plan														
Bolsover Volunteering Project														
Hot Prospects														

Current Commissioning Activity

The following sections report on the areas of work that are currently being developed both by the CWG and the LSP.

Core Worklessness Group

We are extremely pleased to report that Bolsover District Council's bid to the DWP Future Jobs Fund was successful, bringing in additional resources amounting to £390,000 into the Bolsover district. This funding will be used as a contribution towards the **creation of 75 apprenticeship** places within the Bolsover public and voluntary/community sectors over the next three years. Further funding amounting to approximately £1.2m WNF has also been allocated to the Apprenticeship programme and the WNF Project Proposal will be scored in August 2009. It is anticipated that the first cohort of apprentices will commence in January 2010. A scheme Co-ordinator and a Programme Officer will be appointed by Bolsover District Council to progress this initiative within the next 2-3 months. In the meantime, interim arrangements have been made to ensure preparatory work can be undertaken and the timescales for recruiting apprentices can be met. This is an extremely exciting initiative providing significant employment and accredited learning opportunities for our residents of Bolsover.

Another exciting developing area of activity is the creation of an **Intermediate Labour Market programme** that will provide places for a minimum of 80 people within the district to benefit from employment and accredited learning opportunities for a six month period over the next eighteen months. The scheme will also provide social benefits to the local community by assisting vulnerable households; the elderly, those with mental health issues, single parents and the disabled by, for example, undertaking painting, decorating, gardening tasks etc. This area of work is being commissioned through the Council's procurement processes and is likely to be awarded to the successful contractor in September/October 2009.

Chesterfield Law Centre has developed a proposal which is being supported by the CWG to provide access to Chesterfield Law Centre's specialist **free legal services** in social welfare law (employment, housing, and housing debt) for people eligible to receive legal aid. The service will be made available from four outreach centres in Bolsover, Shirebrook, South Normanton and Creswell. In addition, clients with enquiries about their employment, loss of employment, conditions of work and wages will be able to access **specialist employment advice** via a dedicated telephone service. More information will be available in Quarter 2 when the project is expected to be approved.

A feasibility study has been undertaken to evaluate the potential for the development of an enterprise centre in or around Shirebrook. The conclusions and recommendations of the report support the development of a centre in Shirebrook and the local authority have now begun to act on the recommendations and progress towards securing grant funding to support the development. The centre will be 18,000 sq ft of lettable office/workshop/hybrid business accommodation supporting a variety of local new and existing businesses. A Commissioning Brief to cover revenue support for the project will be circulated to the CWG for approval in Quarter 2.

Local Strategic Partnership

Earlier this year, CVP were commissioned to undertake some research into the extent of financial exclusion within the district and propose a **Financial Inclusion Strategy and Action Plan**. Their findings and recommendations were presented to the LSP's Executive Support Group in June and the LSP agreed to ringfence approximately £335,000 from their WNF

allocation to move this area of work forward over the next three years to March 2012. A copy of the Financial Inclusion Strategy can be obtained from the Partnership Team. Following the approval of the Strategy and Action Plan, a comprehensive package of interventions has been parcelled together within a Commissioning Brief which was formally advertised through competitive tendering processes in July 2009. It is anticipated that a contract will be awarded to the successful contractor in October 2009.

Details of the LSP's **third round of WNF commissioning** have recently been published. The LSP is looking to allocate a maximum of £800,000 WNF under the current round, with a focus on:

- Preventing teenage pregnancy
- Roll out of young mums and bumps
- Employer engagement
- Manufacturing efficiency for Bolsover businesses
- Provision of transport to employment and training
- Community learning for health

The remaining £400,000 (or more if Round 3 is under commissioned and/or projects underspend) will become available via a fourth round of commissioning to be undertaken sometime during 2010/11. This will enable an assessment of the range of activities that have been commissioned to be undertaken so that recommendations for future commissioning can be targeted appropriately. The deadline for Commissioning Briefs to be submitted to the Partnership Team is 5 November. For further information, please contact the Partnership Team.

The following section summarises the performance of each of the projects receiving WNF that were operational during Quarter 1.

Project Title and Description of Initiative	£ WNF	Quarter 1 Progress																														
<p>Family Employment Initiative (08-03), Coalfields Regeneration Trust</p> <p>The Family Employment Initiative (FEI) works with families and households to break down barriers to employment. FEI advisors visit hard to reach families and individuals in homes and other accessible locations. Funding from WNF will expand the Bolsover district team from 4.5 to 5.5 Advisers. A further extension to the project is the provision of a District Nurse to work as a member of the existing Family Employment Team. The Nurse will accompany existing advisers to provide responsive health advice, carry out home based health checks, support families to make better health choices, re-engage people with primary health and run “bespoke sessions” on topics that emerge which link improving health to reducing worklessness.</p> <p>Over the life of the project to March 2011, the project aims to assist 525 people into employment. Outputs to be achieved this financial year are:</p> <table border="1" data-bbox="129 948 788 1334"> <thead> <tr> <th>Output</th> <th>09/10</th> </tr> </thead> <tbody> <tr> <td>Unemployed people gaining employ't</td> <td>214</td> </tr> <tr> <td>NEETs going into EET</td> <td>48</td> </tr> <tr> <td>Adults with learning disabilities moving into employment</td> <td>5</td> </tr> <tr> <td>People (16+) gaining NVQ2</td> <td>36</td> </tr> <tr> <td>People benefiting from debt advice</td> <td>105</td> </tr> <tr> <td>Care leavers moving to EET</td> <td>15</td> </tr> <tr> <td>People on out-of-work benefits supported with health needs</td> <td>50</td> </tr> <tr> <td>Carers receiving health assessment</td> <td>10</td> </tr> </tbody> </table>	Output	09/10	Unemployed people gaining employ't	214	NEETs going into EET	48	Adults with learning disabilities moving into employment	5	People (16+) gaining NVQ2	36	People benefiting from debt advice	105	Care leavers moving to EET	15	People on out-of-work benefits supported with health needs	50	Carers receiving health assessment	10	<p>Lifetime WNF Approved: £348,797</p> <p>2009/10 WNF Approved: £172,074</p> <p>Q1 target: £40,476</p> <p>Q1 actual: £29,754</p> <p>The project underspent against profile mainly due to delays in appointing the WNF Adviser and Practice Nurse and other recruitment/staffing cost underspends. The Barriers to Work fund also underspent, a sign of reducing availability of employment options open to clients. On the other hand the training budget overspent, as training is becoming more important in this time of recession. A review meeting in October is scheduled to take place to consider the current budget and any adjustments that may be needed.</p>	<p>Outputs Achieved in Quarter 1:</p> <table border="1" data-bbox="1232 236 1863 450"> <thead> <tr> <th></th> <th>Target</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>Unemployed people gaining employment</td> <td>45</td> <td>44</td> </tr> <tr> <td>NEETs going into EET</td> <td>12</td> <td>7</td> </tr> <tr> <td>People (16+) gaining NVQ2</td> <td>3</td> <td>4</td> </tr> </tbody> </table> <p>Appointments have been made to the following posts: WNF Advisor – commences 17 Aug 09 Admin Support – commenced 20 Jul 09 Practice Nurse – commences mid Sep 09</p> <p>Staffing issues may affect the delivery of proposed outputs including maternity absence, recruitment of Practice Nurse for only three days per week, and change of JCP secondee who only works term time. The increase in the number of short term and recently unemployed is proving challenging in terms of ensuring that staff are kept abreast of changing provision, and also in terms of increased demand for services from people who do not meet target group criteria.</p> <p>In addressing these issues, communication has improved with JCP through quarterly update meetings, and staff guidelines are being developed to set out the nature of provision that can be offered to those falling outside of the target group.</p> <p>An FEI Community Employment Advisor has taken on the role of Financial Inclusion Champion, which forms a vital link with the Health and Well-Being group and the newly developing Shirebrook Financial Health Group.</p>		Target	Actual	Unemployed people gaining employment	45	44	NEETs going into EET	12	7	People (16+) gaining NVQ2	3	4
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Project Title and Description of Initiative	£ WNF	Quarter 1 Progress
<p>Grants to Voluntary Organisations (08-04a), Derbyshire Unemployed Workers Centres DUWCs provide free, confidential and independent welfare rights advice at a variety of times and locations across the district. An informal appointment system will be introduced for drop-in sessions, and where appropriate, telephone advice and home visits will be carried out. Tribunal representation, for users wishing to appeal against decisions made by the Department for Work and Pensions or HM Revenue and Customs regarding benefits and credits will be offered, and where possible, on-site redundancy advice will be offered.</p> <p>Work will be led by a full-time paid worker and supplemented by a team of 8 volunteers, with an aim to recruit another 4 over the year.</p>	<p>Lifetime WNF Approved: £55,350</p> <p>2009/10 WNF Approved: £27,400</p> <p>Q1 target: £6,850</p> <p>Q1 actual: £6,850</p>	<p>The high demand for this service (700 queries handled since April 09) has resulted in the addition of a specific Disability Living Allowance service on Wednesday afternoons.</p> <p>One project volunteer has gone on to take up paid employment with the CAB and a new volunteer (former service user) has been recruited.</p> <p>Links have been made with CVP and the Family Employment Initiative project.</p> <p>A grant of £500 has been awarded from Rolls Royce via the Derbyshire Community Foundation to deliver in house training to volunteers on tax credits.</p>
<p>Bolsover Volunteering Project (08-05), CVP This project aims to increase the employability, skills and confidence of local people through the provision of high quality volunteering opportunities. The project will employ 1.6 FTE workers.</p> <p>The full time post will be responsible for identifying and developing a range of volunteering opportunities, ensuring that volunteers that are recruited, placed and supported benefit from appropriate personal and professional development opportunities and best practice models.</p> <p>The part time post will recruit volunteers to act as community health champions who will work with their peers in order to promote and adopt healthier life styles.</p>	<p>Lifetime WNF Approved: £179,476</p> <p>2009/10 WNF Approved: £54,763</p> <p>Q1 target: £12,770</p> <p>Q1 actual: £8,500</p> <p>Q1 underspend is due to delays in recruiting the Community Health Champion Worker. This will be discussed at a review meeting in Sep 09.</p>	<p>The Development Worker started in April and the Community Health Champion is due to start in August.</p> <p>Publicity has included a press release, letters to community/voluntary/statutory groups, a four page newsletter, posters and leaflets. As a result, 2 volunteers have been interviewed and it is hoped that they will be placed in the coming weeks.</p> <p>Volunteer opportunities continue to be mapped throughout Bolsover, this is an ongoing activity and to date 66 opportunities have been identified. A volunteering database contains information relating to the organisation offering the opportunity, activity, location and contact details. This information is then used to match potential volunteers.</p> <p>A Volunteer Co-ordinator Forum has been established and its initial meeting is scheduled to take place on the 22nd July.</p>

Project Title and Description of Initiative	£ WNF	Quarter 1 Progress
<p>Ways to Work (08-06), Derbyshire Rural Community Council</p> <p>Ways to Work is a cross-cutting transport project where many elements of transport provision are brought together to remove transport as a barrier to work and training. It aims to provide transport opportunities, and/or easy to understand information on available transport options. This enhances existing Wheels to Work provision in Bolsover, through the provision of additional services including push bike and electric bike loan, taxi/bus vouchers, subsidised driving lessons, personalised travel planning and better access to information about transport. Over the lifetime of the project, 133 people will be assisted into employment.</p>	<p>Lifetime WNF Approved: £144,835</p> <p>2009/10 WNF Approved: £52,003</p> <p>Q1 target: £1,227</p> <p>Q1 actual: £1,227</p>	<p>A part time Project Officer has been appointed and the Project Admin Assistant post has been advertised internally at DRCC.</p> <p>The Project Officer has made links with similar projects in Nottingham and Merseyside, and will engage with CVP, the Voluntary Sector Forum and Making the Connection.</p> <p>A start has been made on collating travel information within the district.</p> <p>Wheels to Work and Bike to Work leaflets have been re-printed and distributed and a Ways to Work leaflet is being produced.</p> <p>A promotional banner has been produced for use at events and a presentation has been delivered to the CRCC Board of Trustees.</p>
<p>Financial Inclusion Strategy and Action Plan (08-07), BDC</p> <p>In a 2007 report, Bolsover was identified as one of the 25 areas with the greatest mismatch between the demand for and supply of affordable credit from third sector lenders.</p> <p>In response to this, tenders were invited with the remit to explore options and propose an action plan to facilitate the implementation of a financial inclusion model for Bolsover District.</p>	<p>2009/10 WNF Approved: £9,800</p> <p>Q1 target: £9,800</p> <p>Q1 actual: £9,800</p>	<p>CVP were commissioned to undertake a feasibility study on behalf of the LSP that resulted in the production of a five year financial inclusion strategy and action plan for the district. Key findings and recommendations were presented to the Executive Support Group in June 2009 and the LSP is now commissioning activity using the Working Neighbourhoods Fund to pump prime delivery in the first three years.</p>
<p>Apprenticeships – Feasibility Study and Interim Arrangements (08-08), BDC</p> <p>To address high levels of youth unemployment (18-24 year old JSA claimant rate of 37.3%), and low educational attainment levels in Bolsover District, tenders were invited with the remit to produce a feasibility study for a public sector apprenticeship scheme which would target those not achieving the grade requirements of traditional apprenticeship schemes.</p>	<p>2009/10 WNF Approved: £43,815</p> <p>Q1 target: £16,625</p> <p>Q1 actual: £16,625</p>	<p>Martin Yarnit and Associates presented their findings into the feasibility of delivering a public sector apprenticeship scheme to the Core Worklessness Group in May 2009. This resulted in agreement being reached on the scale of the programme to be taken forward. Since then, MYA have been retained to continue working on the programme taking on interim management responsibilities in order to progress developments until a delivery team is appointed to deliver the programme. The scheme was presented to the BDC's full Council in August 2009 with full support from all members.</p>

Project Title and Description of Initiative	£ WNF	Quarter 1 Progress
<p>Bolsover Infrastructure Development Officer (08-09), Bolsover District Council</p> <p>Bolsover has a number of key development site opportunities due to come to fruition over the next two to three years. This project seeks to maximise the opportunities available from these regeneration activities for both local residents seeking sustainable quality employment and to provide infrastructure to attract investors and grow local businesses.</p> <p>Existing masterplans and briefs will be used to inform future regeneration activities, promote engagement with local communities, and contribute towards the Council's Local Development Framework.</p> <p>The Projects Officer (Infrastructure) will progress the future development of the town centres and strategic sites and will work with investor/employers locating to strategic sites to help assess skill and employment needs.</p>	<p>Lifetime WNF Approved: £97,168</p> <p>2009/10 WNF Approved: £28,968</p> <p>Q1 target: N/a</p> <p>Q1 actual: N/a</p>	<p>A monitoring return was not completed for this project in Quarter 1 as activity has not yet commenced. However, the post has now gone through the Council's Job Evaluation Process and will be advertised in Quarter 2.</p>
<p>Work for Yourself (08-10), Disability Dynamics</p> <p>The project is seeking to work with disabled residents within Bolsover to encourage them to start their own businesses.</p> <p>Clients are allocated a Business Adviser who will support them with developing an Action Plan, provide regular on-going mentoring and coaching support through each stage. Support continues during the crucial early trading phase until project end. All clients are provided with information signposting them to other employment support sources.</p> <p>This is a joint project with Chesterfield Borough Council and aims to assist the creation of 35 new businesses within the Bolsover district by March 2012.</p>	<p>Lifetime WNF Approved: £202,371</p> <p>2009/10 WNF Approved: £78,491</p> <p>Q1 target: £10,468</p> <p>Q1 actual: £7,589</p>	<p>The project was launched week commencing 15 June and promotional activity has included a press release, adverts in the Derbyshire Time and CHAD (Job of the Week), and Jobs Express, mail outs, and a Job Fair in Chesterfield. During 2009/10, project aims to assist the creation of 5 new businesses within the Bolsover district.</p> <p>Initial goals have already been exceeded with 13 contacts, 10 engagements, and one 1-2-1 meeting taking place during the first two weeks. The emphasis on promotion and recruitment will continue in Quarter 2.</p>

Project Title and Description of Initiative	£ WNF	Quarter 1 Progress
<p>Raising Aspirations (08-11), Connexions This project aims to raise aspirations in those individuals who are most marginalised and furthest away from employment. In particular, it will provide additional support, engagement activities and training opportunities for pre-16 students and their families, 16–18 year olds who are NEET, teenage parents, care leavers, homeless and vulnerable young people, together with workless adults who have disabilities or mental health issues.</p> <p>A Contract Manager will be appointed to who provide local management of the project.</p> <p>Strand 1 The project will seek to raise aspirations and increase the awareness amongst school age young people and their families regarding further educational and employment opportunities and encourage informed choices at Key Stage 4 and beyond. A 0.5 fte Co-ordinator will be recruited to oversee the administration and co-ordination of these events with the Bolsover secondary schools.</p> <p>Strand 2 Two Key Workers will be appointed, one to work with Teen Parents and one to work with young people who have drug or alcohol problems (both 1.0 fte). young people who will potentially become NEET can be identified and given enhanced support through this project as soon as they leave school and before they have the opportunity to become NEET.</p> <p>Strand 3 Action For Children will provide an additional specialist worker to offer dedicated support to care leavers who are NEET plus a programme of</p>	<p>Lifetime WNF Approved: £1,095,000</p> <p>2009/10 WNF Approved: £315,596</p> <p>Q1 target: N/a</p> <p>Q1 actual: N/a</p>	<p>The funding agreement letter for this project was not issued until June 2009; therefore there is not much activity in Quarter 1 to report. A contract meeting was held with Connexions (the lead partner) and CVP in July and the first meeting of the Steering Group is scheduled to take place 25th August.</p> <p>A more detailed update will be provided for Quarter 2.</p>

Project Title and Description of Initiative	£ WNF	Quarter 1 Progress
<p>dedicated learning activities to prepare the young people for re-introduction and reintegration into a learning or employment environment while at the same time addressing their other barriers to economic and social wellbeing.</p> <p>Strand 4 This strand of the project will draw upon the strengths of CDL and CVP to provide a wide range of provision to address the issue of adult worklessness by meeting the needs of the marginalised and diverse client groups that it seeks to assist (adults with learning disabilities, adults in contact with secondary mental health services, workless residents living within LSOAs).</p>		
<p>Hot Prospects (08-12), FMC Online This project aims to place 30 Bolsover District graduates into Bolsover District SMEs by 2010.</p> <p>The target groups include graduates that are currently not in work or training, or that are currently employed in non-graduate jobs. The SMEs will be those which have not previously employed graduates, struggle to access higher level skills, or which require graduate skills but are reticent to take risks in the current climate.</p> <p>The project is facilitated using the existing HotProspects infrastructure with a dedicated account manager, supported by a project manager.</p>	<p>Lifetime WNF Approved: £41,300</p> <p>2009/10 WNF Approved: £41,300</p> <p>Q1 target: £9,750</p> <p>Q1 actual: £9,750</p>	<p>HotProspects was launched in June 2009 and a pilot project was immediately engaged. This exercise included an intensive telephone marketing campaign to explore initial attitudes amongst the districts' SMEs and to test reception to the features and benefits of the proposition.</p> <p>HotProspects currently has 86 graduates registered with a Bolsover District home address and these will form the first target group for marketing the scheme. A selection of highly competent graduates have been profiled in order to showcase "local talent for local business".</p> <p>Stakeholder mapping has taken place identifying business intermediaries with whom the project will engage on a regular basis. A communications plan has been submitted to the LSP for approval.</p>

NI 153 Number of People Claiming Benefits

National Indicator (NI) 153 measures progress on reducing concentrations of worklessness within local authority areas, particularly those in receipt of the Working Neighbourhoods Fund (WNF).

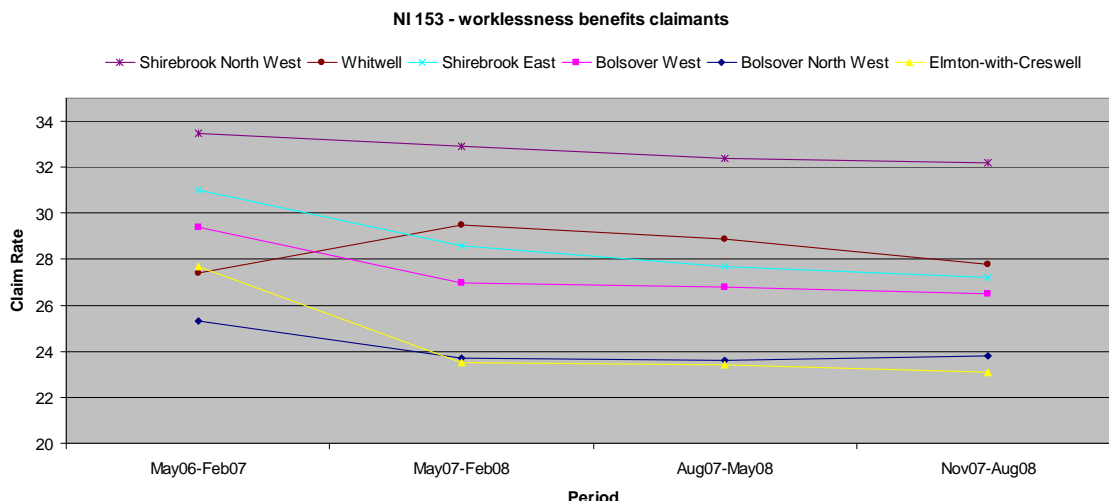
Specifically, the indicator measures the out-of-work benefits claimant rate in the worst performing neighbourhoods - defined as Lower Super Output Areas with a benefit claimant rate of 25% or more as at February 2007 (4 quarter rolling average).

Within Bolsover District, 6 neighbourhoods fell into the 'worst performing' category:

- Bolsover North West
- Bolsover West
- Elmton-with-Creswell
- Shirebrook East
- Shirebrook North West
- Whitwell

The Core Worklessness Group was established to allocate WNF with the explicit aim of addressing NI 153.

Progress to date is charted below:



The last data release covered the period to August 2008. The November update is yet to be released.

Between the February 2007 baseline and August 2008, the average claimant rate decreased from 28.7% to 26.2% with the claimant rate decreasing in all areas except Whitwell. Whitwell peaked in February 2008 at 29.5% and has since declined, although it has not yet reached the original baseline rate.

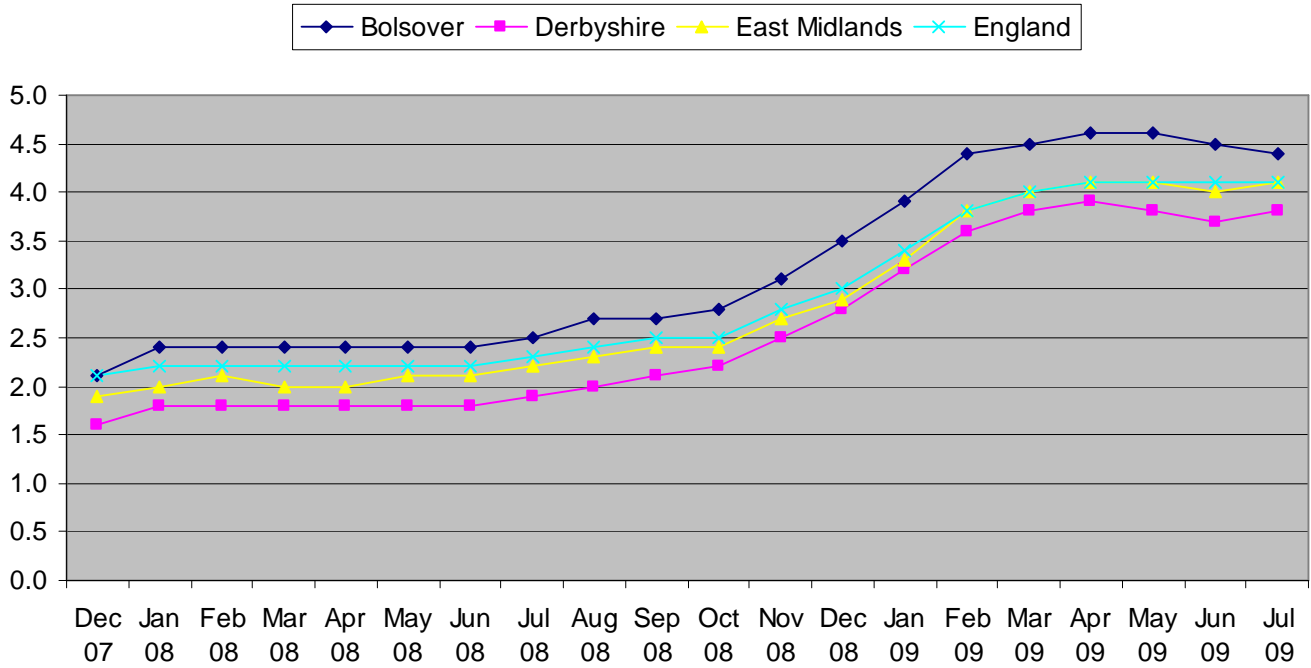
It is not possible to fully consider the impact of the economic downturn on this indicator until the release of November 2008 data.

Job Seekers Allowance

Job Seekers Allowance claimant data is issued more frequently and can be used as a measure to monitor the impact of the recession on the Bolsover district.

The chart below shows that the claimant rate increased rapidly from September 2008, with a widening of the gap between district and county/regional/national performance. However it has since begun to fall and the gap, although significant, is narrowing.

JSA claimant rate in the Bolsover district



The knock on effects of increased claimant rates can include lower household incomes, increased demand for debt advice, and an increase in mental health and drug/alcohol related problems including domestic violence.

Committee:	Executive	Agenda Item No.:	7.
Date:	5 th October 2009	Status	Open
Category	3. Part of the Budget and Policy Framework		
Subject:	Arrears – Irrecoverable Items over £1000		
Report by:	Head of Finance and Revenues		
Other Officers Involved			
Director	Director of Resources		
Relevant Portfolio Holder	Social Inclusion		

RELEVANT CORPORATE AIMS

STRATEGIC ORGANISATIONAL DEVELOPMENT – Continually improving our organisation.

To maintain sound Financial Management and continue to seek efficiency savings. As part of sound financial management it is necessary to recognise and deal with money owed where no further effective steps can be taken for recovery. This also goes to providing efficient Council services.

TARGETS

Does not apply to this report.

VALUE FOR MONEY

Ensuring that the limited resources are concentrated on recovery of debt that is collectable. Under current Council guidance, it has been considered not cost-effective to spend more money on outside agencies to take further action.

THE REPORT

IRRECOVERABLE ITEMS

Executive is requested to approve the write off of the under-mentioned irrecoverable items including costs amounting to £6,743.62 as itemised on the attached schedules.

Bankruptcy/ Liquidation		
No of Accounts	Type of Account	
1	Council Tax	£1,218.16
	Total	£1,218.16

No Trace		
No of Accounts	Type of Account	
3	Business Rates	£5,525.46
	Total	£5,525.46

Where debtors leave the property without forwarding addresses extensive efforts are made to trace them. In addition to departmental checks, statutory undertakers and other agencies are contacted, enquiries are made of neighbours and family or employers where known. Where it is known that a person has moved to another area contact is made with the relevant local authority to alert them and request reciprocal information.

ISSUES/OPTIONS FOR CONSIDERATION

Writing off the outstanding debts in respect of persons unable to trace/ bankrupt or companies in liquidation.

IMPLICATIONS

Financial: None

Legal: None

Human Resources: None

RECOMMENDATION(S)

That approval is given to write off the irrecoverable items including costs amounting to £6,743.62 with the proviso that should any of the debts become collectable the amounts be re-debited.

REASON FOR DECISION TO BE GIVEN IN ACCORDANCE WITH THE CONSTITUTION

In order that outstanding debts can be written off.

ATTACHMENTS: Y

SOURCE DOCUMENT: Official Receiver/ Internal records.

COUNCIL TAX: AMOUNTS FOR WRITE OFF: BANKRUPT

	<u>Account Reference</u>	<u>Lead Liabe Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabe From</u>	<u>Liabe To</u>	<u>Bill Balance</u>
1	900697748	WARDLE,MR ANDREW KEITH	32 CHESTNUT DRIVE SHIREBROOK NG20 8NH	£ 1,218.16	01/04/2008	01/04/2009	£ 972.00
					01/04/2009	22/07/2009	£ 246.16
				<u>£ 1,218.16</u>			

BUSINESS RATES: AMOUNTS FOR WRITE OFF: NO TRACE

<u>Account Reference</u>	<u>Lead Liabe Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabe From</u>	<u>Liabe To</u>	<u>Bill Balance</u>
1 80013642X	MR CRAIG BIDDLE	18 MARKET PLACE SHIREBROOK	£ 1,317.76	03/12/2007 01/04/2008	01/04/2008 25/07/2008	£ 656.40 £ 661.36
2 800135246	ROBINSONS AUTOS	UNIT 4 PIT HILL LANGWITH	£ 1,284.43	01/04/2007 01/04/2008 01/04/2009	01/04/2008 01/04/2009 12/04/2009	£ 391.00 £ 817.15 £ 76.28
3 800150771	MR SHAK	UNIT4 HIGH ASH FARM MANSFIELD ROAD CLOWNE	£ 2,923.27	01/03/2008 01/04/2008	01/04/2008 31/01/2009	£ 259.49 £2,663.78
			<u>£ 5,525.46</u>			

AGENDA

Monday 5th October 2009 at 1000 hours

Item No.		Page No.(s)
	PART 1 – OPEN ITEMS	
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.	Members should declare the existence and nature of any personal and prejudicial interests 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.	3
4.	To approve the minutes of a meeting held on 7 th September 2009.	4 to 8
5.	Rent Arrears – Verbal Update.	Verbal Report
6.	Working Neighbourhoods Fund Monitoring Report.	9 to 12
	NB: The Quarter 1 Update 2009/10 is bound separately to the agenda.	
7.	Arrears – Irrecoverable Items over £1000	13 to 16
	PART 2 – EXEMPT ITEMS <i>The Local Government (Access to Information) Act 1985, Local Government Act 1972, Part 1, Schedule 12a</i>	
	<u>Exempt Paragraph 3</u>	
8.	Arrears – Irrecoverable Items over £1000	17 to 19
9. *	Group Repair Scheme – Whaley Thorns	20 to 21

* Denotes Key Decision on Forward Plan.