

EXECUTIVE

**1st FEBRUARY 2010
AT 1000 HOURS IN
COMMITTEE ROOM 1**

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Sherwood Lodge
Bolsover
Derbyshire
S44 6NF

Date: 22nd January 2010

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the Executive of the Bolsover District Council to be held in **Committee Room 1**, Sherwood Lodge, Bolsover, on Monday 1st February 2010 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 pages 114 and 115.

Yours faithfully,



Chief Executive Officer

To: Chairman & Members of the Executive

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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, 4th January 2010 at 1000 hours.

PRESENT:-

Members:-

Councillor E. Watts – Chair

Councillors K. Bowman, A. J. Hodkin, D. Kelly, D. McGregor, B.R. Murray-Carr, A. Syrett (from Minute No 599) and A.F. Tomlinson.

Officers:-

W. Lumley (Chief Executive Officer), S. Tomlinson (Director of Neighbourhoods), J. Brooks (Director of Resources), J. Fieldsend (Senior Principal Solicitor), P. Campbell (Head of Housing) (left during Minute No 601), L. Hickin (Head of Leisure) (to Minute No 600), M. Connley (Special Projects Officer) (to Minute No 600), C. Bamford (Senior Accountancy Assistant)(to Minute No 603), B. Truswell (Head of Shared Procurement) (from Minute No 606) and A. Bluff (Democratic Services Officer).

594. APOLOGY

An apology was received on behalf of Councillor J.E. Bennett.

595. URGENT ITEM OF BUSINESS

There were no urgent items of business to consider.

596. DECLARATION OF INTERESTS

Minute No	Member	Level of Interest
605	D. McGregor	2

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597. MINUTES – 30th NOVEMBER 2009

Moved by Councillor E. Watts, seconded by Councillor A. Tomlinson
RESOLVED that the minutes of a meeting of the Executive held on 30th
November 2009 be approved as a true record.

598. ICT STRATEGY

The Director of Resources presented a report in respect of the ICT Strategy for the period 2009 to 2011 and highlighted some of the key achievements undertaken. The ICT department were currently focusing on the possibility of a joint service with North East Derbyshire District Council, the continuing delivery of service with reduced staffing and the identification of efficiencies to assist the Council.

In response to a question raised by Councillor Kelly the Director of Resources confirmed that not all CRM scripts were currently in place.

Councillor Kelly further raised concern that Environmental Health were continuing to experience problems with the Academy system and that a member of staff from ICT had to spend extended periods of time trying to resolve the problems.

The Director of Resources agreed to look in to the matter and report back to Cabinet. The Chief Executive Officer added that this problem had also been discussed at Senior Management Team and a separate group had been set up to look at this specific issue.

Moved by Councillor A.J. Hodkin, seconded by Councillor E. Watts
RESOLVED that the ICT Strategy be approved.

(Director of Resources)

Reason for decision: To approve the ICT Strategy.

Councillor Syrett entered the meeting at this point.

599. BOLSOVER DISTRICT PLAY STRATEGY

The Head of Leisure presented a report in respect of the Bolsover District Play Strategy. He advised Members that if the Play Strategy were approved it would be reviewed and monitored by the quarterly performance management tool, PERFORM.

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Councillor Kelly raised issues concerning Section 106 monies which were affecting certain areas of the District.

The Head of Leisure advised Members that a group had now been set up to enable all information regarding Section 106 issues to be brought together to help avoid the issues raised by Councillor Kelly.

Further to a question raised by Councillor McGregor, the Special Projects Officer reported that regular monitoring of lottery fund monies for play areas in the District was undertaken and quarterly reports sent to the Big Lottery. The end of February 2010 was the end of year 1 funding and a full report would be made to the Big Lottery.

Members raised further questions and discussion took place.

Councillor Watts requested that achievements for the Council's play areas be publicised in the 'In Touch' Magazine at the relevant times and that local Members also be informed when play areas were being looked at.

Councillor Syrett welcomed the report and commented that it was important that Planning provided their guidance also for input into the Play Strategy.

Moved by Councillor A.M. Syrett, seconded by Councillor E. Watts
RESOLVED that the Bolsover District Play Strategy be approved.

Reason for decision: To approve the Bolsover District Play Strategy.

The Head of Leisure and the Special Projects Officer left the meeting at this point.

600. WINTER MAINTENANCE POLICY

The Head of Housing presented a report in respect of the Winter Maintenance Policy which covered the role of the Council during periods of snow and ice.

Members asked questions and discussion took place.

Moved by Councillor K. Bowman, seconded by Councillor D. Kelly
RESOLVED that the policy be approved.

Reason for decision: To approve the Winter Maintenance Policy.

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601. BUDGET REPORTS

The Director of Resources presented the following four budget reports including a slide presentation which gave some updated figures to the reports.

Fees and Charges 2010/11
Capital Programme 2010/11 to 2012/13
Housing Revenue Account Budgets 2009/10 - Estimated Outturn of 2010/11
General Fund Budgets 2009/10 - Estimated Outturn of 2010/11

Fees and Charges 2010/11:

The Director of Resources presented the report in respect of Fees and Charges 2010/11.

Members raised concern with regard to the estimated figure for Planning Fees income for 2011/12 and 2012/13 and queried how the figure had been arrived at.

Further to lengthy discussion, Members agreed that as a matter of urgency and before the next scheduled Executive meeting, Members required further background information with regard to;

Planning Fees and Charges
Bulky Waste
Cesspools
Grounds Maintenance

Moved by Councillor A.J. Hodkin, seconded by Councillor E. Watts

RESOLVED that (1) the proposed Fees and Charges for 2010/11, with exception to trade refuse, cesspools and bulky refuse, be agreed and recommended to Council,

(2) subject to Members receiving further background reports as detailed above, as a matter of urgency and before the next scheduled Executive meeting, the other information relating to income is noted,

(3) no charges be levied for domestic drain-rodding services or for car parking.

(Director of Resources)

Reason for decision: To set the level of Fees and Charges for 2010/11.

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Housing Revenue Account Budgets 2009/10 - Estimated Outturn of 2010/11

The Director of Resources presented the report in respect of Housing Revenue Account Budgets 2009/10 and Estimated Outturn of 2010/11.

Members raised various questions.

Further to lengthy discussion regarding garages, buggy parking and lifeline services, Members agreed that recommendations 4 and 5 of the report be deferred.

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

RESOLVED that (1) recommendations 4 and 5 be deferred,

(2) the estimated outturn for 2009/10 is approved,

(3) the proposed Housing Revenue Account budget for 2010/11 is approved,

(4) dwelling rents be increased in accordance with the Rent Restructuring guidelines by an average of 3.65% for 2010/11, subject to confirmation of the rent determination,

(5) consultation with tenants with district heating takes place to inform the setting of future fees and charges.

(Director of Resources)

Reason for decision: **The budget for 2009/10 is revised at this time to align it with the expected outturn. This is good financial management.**

The Council is required to approve a balanced budget for 2010/11 based on the rent levels set.

The Head of Housing left the meeting at this point.

General Fund Budgets 2009/10 - Estimated Outturn of 2010/11

The Director of Resources presented the report in respect of General Fund Budgets 2009/10 and Estimated Outturn of 2010/11.

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Members raised various questions and especially in relation to council tax and casual staffing.

Lengthy discussion took place.

With regard to recommendation 8, it was noted that the date for Council should read 10th February 2010 and not 1st February 2010.

Moved by Councillor E. Watts, seconded by Councillor A.F. Tomlinson

RESOLVED that (1) the proposals for budget changes / targets detailed in paragraph 14 are accepted as part of the budget for the estimated outturn for 2009/10 of £11,670,340 be approved,

(2) the proposals for budget changes / targets detailed in paragraph 51 are accepted as part of the budget for 2010/11 of £11,196,841 be approved,

(3) a Council Tax increase of 1.9% be approved, subject to the presentation of the Sensitivity Analysis being reported to the Executive on 1st February 2010,

(4) enhanced monitoring arrangements of the budget feature in the quarterly financial management reports to the Executive,

(5) the Budget Strategy reflects changes to enhance Members consideration of the budget setting process for 2011/12,

(6) work is undertaken in 2010/11 to prevent a deficit budget in 2011/12,

(7) the report be presented to Scrutiny on 12th January 2010 for their consideration and comment,

(8) based on any comments from Scrutiny being considered by Cabinet the budget be presented to Council on 10th February 2010.

(Director of Resources)

Reason for decision: **The budget for 2009/10 is revised at this time to align it with the expected outturn. This is good financial management.**

The Council is required to approve a budget for 2010/11 on which the Council Tax can be based. This must be a balanced budget.

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602. LUNCHTIME ADJOURNMENT

The time being 1230 hours, consideration was given as to whether the day's business could be concluded by 1400 hours.

Moved by Councillor A.F. Tomlinson, seconded by Councillor A.M. Syrett
RESOLVED that the meeting continue.

601. BUDGET REPORTS CONTINUED

Capital Programme 2010/11 to 2012/13

The Director of Resources presented the report in respect of Capital Programme 2010/11 to 2012/13.

Members asked various questions and discussion took place.

The Director of Resources indicated a separate report would follow detailing funding for mobile working.

Moved by Councillor E. Watts, seconded by Councillor A.F. Tomlinson
RESOLVED that (1) the estimated outturn for 2009/10 of £11,661,083 be approved,

(2) the proposed Capital Programme for 2010/11 to 2012/13 be approved,

(3) any surplus Capital Receipts (above the level required for current commitments) be diverted to the projects in priority order as detailed in the report,

(4) a further report be submitted to Executive outlining the proposed Housing Schemes to be financed by the Major Repairs Allowance (MRA),

(5) the Prudential Indicators be adopted,

(6) the Director of Resources has delegated authority, within the total limit for any individual year, to effect movements between the separately agreed limits for borrowing and other long term liabilities.

(Director of Resources)

EXECUTIVE

The Senior Accountancy Assistant left the meeting at this point.

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

Moved by Councillor E. Watts, seconded by Councillor A.F. Tomlinson
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.

604. TARRAN BUNGALOWS EXEMPT PARAGRAPH 3

Members were advised that the Tarran Bungalow report had been deferred to a Special Executive meeting to take place at 9.15 am before Council on 13th January 2010.

(Head of Democratic Services)

Councillor McGregor declared a level 2 interest in the following item and left the meeting.

605. CRESWELL MINERS WELFARE SPORTS GROUND EXEMPT PARAGRAPH 5

The Senior Principal Solicitor presented a detailed report in respect of Creswell Miners Welfare Sports Ground.

On 16th June 2008, Executive approved in principle (subject to Planning Committees views), the taking of a lease from Welbeck Estates of the Creswell Miners Welfare Cricket Ground with a simultaneous sub-lease to Elmton with Creswell Parish Council.

A number of recommendations were made by Executive and these now needed to be revisited following ongoing negotiations between the Council's Solicitor and Welbeck Estates solicitor.

Members asked questions and discussion took place.

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Moved by Councillor A.M. Syrett, seconded by Councillor D. Kelly

RESOLVED that (1) taking a 97 year lease of the Creswell Miners Welfare Cricket Ground at a peppercorn rent from Welbeck Estates Company Ltd and the subsequent sub-lease to the Elmton with Creswell Parish Council on terms agreed by the Senior Principal Solicitor in consultation with the Solicitor to the Council be approved,

(2) the Section 106 commuted sum for maintenance of £44,823.79 be passed on to the Parish Council upon receipt from Welbeck Estates Ltd be approved,

(3) the resolutions of this Executive replace the resolutions of the Executive held on 16th June 2008.

Reason for decision: **To endorse the proposed arrangement for the lease and sub-lease of the Creswell Miners Welfare Sports Ground in order to enable the future improvements to the Sports Ground.**

Councillor McGregor returned to the meeting.

The Head of Shared Procurement entered the meeting.

606. TENDER – RAISING ASPIRATIONS EXEMPT PARAGRAPH 3

The Head of Shared Procurement explained to Members that the Raising Aspirations Tender had been advertised as an 'open' tender which meant that no prequalification of candidates had been necessary.

He also added that it was now anticipated that the value of the tender would be £300k and not £400k as specified on the tender sheet.

The date for evaluation of the tenders would be Thursday 7th January 2010 at 1pm in the Executive meeting room.

Seven Tenders had been received before the deadline date.

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Moved by Councillor E. Watts, seconded by Councillor A.F. Tomlinson
RESOLVED that (1) Executive witness the opening of the tenders,

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

(3) once evaluation has been completed, a Report for Information be submitted for Members.

(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 meeting concluded at 1300 hours.

EXECUTIVE

Minutes of a special meeting of the Executive of the Bolsover District Council held in the Council Chamber, Sherwood Lodge, Bolsover, on Wednesday 13th January 2010 at 0915 hours.

PRESENT:-

Members:-

Councillor E. Watts – Chair

Councillors J.E. Bennett, K. Bowman, D. McGregor and A.M. Syrett.

Officers:-

W. Lumley (Chief Executive Officer), S. Tomlinson (Director of Neighbourhoods), J. Brooks (Director of Resources), D. Troop (Housing Strategy and Enabling Manager), J. Fieldsend (Senior Principal Solicitor) and A. Bluff (Democratic Services Officer).

635. APOLOGIES

Apologies for absence were received on behalf of Councillors A.J. Hodkin, D. Kelly, B.R. Murray-Carr and A.F. Tomlinson.

636. DECLARATION OF INTERESTS

Minute No	Councillor	Level of Interest
638	J.E. Bennett	2
638	K. Bowman	2

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

Moved by Councillor E. Watts, seconded by Councillor D. McGregor

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.

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Councillors Bennett and Bowman declared a level 2 interest and left the meeting.

As the meeting was inquorate, in accordance with Appendix C of Part 4 of the Constitution, it was agreed to adjourn the meeting for fifteen minutes.

Moved by Councillor E. Watts, seconded by Councillor D. McGregor
RESOLVED that the meeting adjourn for 15 minutes.

Councillor Syrett entered the meeting at 0925 hours.

As the meeting was now quorate it was agreed that the meeting could continue.
Moved by Councillor E. Watts, seconded by Councillor D. McGregor
RESOLVED that the meeting continue.

638. TARRAN BUNGALOWS EXEMPT PARAGRAPH 3

The Housing Strategy and Enabling Manager submitted a report which gave updated details with regard to the Tarran Bungalow redevelopment.

Moved by Councillor E. Watts, seconded by Councillor D. McGregor
RESOLVED that 1) the Director of Neighbourhoods is given delegated authority to decide as to whether to make an application to the Secretary of State for the disposal of the Tarran bungalow sites at (a) Oxcroft Lane, Bolsover, (b) Langwith Junction and (c) New Houghton under section 32 of the Housing Act 1985. The decision of the Director of Neighbourhoods is to be made in consultation with the Leader and Deputy Leader of the authority and the Housing Management Portfolio Holder,

2) the Chief Executive Officer is given delegated authority to decide as to whether to transfer the Tarran bungalows on terms and conditions negotiated by the Solicitor to the Council. The decision of the Chief Executive Officer is to be made in consultation with the Leader and Deputy Leader of the Authority and the Housing Management Portfolio Holder,

3) delegated power is given to the Chief Executive Officer to enter into any agreement and/or incur expenditure incidental and ancillary to the development of the Tarran bungalow sites,

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4) it be noted that 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,

5) it be noted that the Executive consider that the above decision is an urgent one.

(Director of Neighbourhoods/Chief Executive Officer)

Reason for decision: **To resolve the issue of the future of the Tarran bungalows.**

The meeting concluded at 0935 hours.

Committee:	Executive	Agenda Item No.:	5.
Date:	1 st February 2010	Status	Open
Category	Part of the Budget and Policy Framework		
Subject:	Compliments, Comments, Complaints and Freedom of Information Requests for the period 1 st October 2009 to 31 st December 2009		
Report by:	Customer Service and Access Officer		
Other Officers Involved	Support Officer		
Director	Chief Executive Officer		
Relevant Portfolio Holder	Councillor D. McGregor, Portfolio Holder for Customer Focused Services		

RELEVANT CORPORATE AIMS

CUSTOMER FOCUSED SERVICES – Providing excellent customer focused services

STRATEGIC ORGANISATIONAL DEVELOPMENT – Continually improving our organisation.

The effective management of complaints and customer requests is central to good customer service. It also provides a good source of information which the Council can use to improve services.

TARGETS

Local performance indicators for handling written complaints and Ombudsman complaints.

VALUE FOR MONEY

A centralised complaints and freedom of information requests service maximises the use of staffing resources as well as the provision of management information.

THE REPORT

To provide information on the number of compliments, comments, complaints, freedom of information and personal data requests for the period 1st October 2009 to 31st December 2009.

Compliments

Table A shows the number of written compliments received for the period. In total 27 written compliments were received thanking the Council for efficient and helpful service across a variety of Departments.

Comments

Table B shows the number of written comments received for the period. 11 out of the 12 comments received were responded to within standard (20 working days), with the one outstanding open, but within timescale. Two comments concern the charges made for bulky collections.

Table C shows the above information by department.

Complaints

Stage one

Stage one complaints refer to expressions of dissatisfaction made verbally by customers. The table below provides a breakdown of stage one complaints handled by the Contact Centres by service area and volume for the period 01/10/09– 31/12/09:

Stage One Complaints			
Service Area	01/04/09 - 30/06/09	01/07/09 - 30/09/09	01/10/09– 31/12/09
Complaints regarding housing repairs e.g. out of time, quality	1	0	7
Complaints regarding refuse, grounds maintenance, cleansing services e.g. not returning bin to collection point, missed green bin collection	70	75	13
Missed clinical waste collection	27	20	23
Missed domestic bin collection	296	228	141
Missed blue box collection	51	136	123
Bin not fully emptied	4	0	0
Total	449	459	307

For the same period Contact Centres handled 5,648 requests for service in total.

Stage two

Table D shows the number of stage two or written complaints received for the period by date order. Of the 24 complaints received, one remains open but

within timescale, 24 were responded to within our customer service standard of 20 working days and one was out of time.

Table E shows the above information by department.

Stage three

Table F shows the number of stage three complaints received for the period by date order. These are complainants who have already made a stage two complaint and still feel dissatisfied. During this period 4 stage three complaints were received and all were responded to within standard.

Ombudsman

Table G shows the status of Ombudsman complaints for 2009/10 as of 31st December 2009. During this period no complaints were received. The Ombudsman decided the one outstanding complaint - and recorded a decision of 'no or insufficient evidence of maladministration'.

Freedom of Information (FOI)

Table H shows the number of requests for 'freedom of information' for the period by date order. Of the 83 requests received, 76 (92%) were responded to within the government standard of 20 working days, 3 (3%) are outstanding but within timescale and 4 (5%) took longer than standard.

Table I shows the above information by department.

Personal Data requests (DP)

There were 4 requests made within this quarter, all of which have been dealt with promptly. Although the timescale for Data Protection requests is 40 calendar days, requests made under authority from the Police (for the apprehension/ prosecution of offenders etc.) are dealt with swiftly and responses are sent as soon as possible.

Performance

A target of 93% has been set for responding to stage two complaints within 20 working days for 2009/10. For this period 96% has been achieved.

ISSUES/OPTIONS FOR CONSIDERATION

The details contained in the report.

IMPLICATIONS

Financial: - None

Legal: - None

Human Resources: - None

RECOMMENDATION(S)

That the report be received.

REASON FOR DECISION TO BE GIVEN IN ACCORDANCE WITH THE CONSTITUTION

To keep Members informed of volumes and trends regarding compliments, comments, complaints and freedom of information requests.

ATTACHMENTS: **Y**

Table A: Compliments summary for the period 01/10/09 – 31/12/09

Table B: Comments summary for the period 01/10/09 – 31/12/09

Table C: Comments summary by department 2009/10

Table D: Stage two complaints summary for the period 01/10/09 – 31/12/09

Table E: Stage two complaints summary by department 2009/10

Table F: Stage three complaints summary for the period 01/10/09 – 31/12/09

Table G: Ombudsman complaints summary for 2009/10

Table H: Freedom of information summary for the period 01/10/09 – 31/12/09

Table I: Freedom of information summary by department 2009/10

FILE REFERENCE: - N/A

SOURCE DOCUMENT: - N/A

Table A: COMPLIMENTS SUMMARY 01/10/09 – 31/12/09

Date Received	Area	Summary of Compliment	Departments Involved
01/10/09	Worksop	Praising the handy van man for his work, attitude and overall helpfulness	Environmental Health
12/10/09	Newton	Praising Revenues staff for her kindness	Revenues and Finance
14/10/09	Clowne	Compliment on Contact Centre staff regarding blue bin chase up	Contact Centre
16/10/09	Clowne	Praised handy van man, very polite, smart and very satisfied with work	Environmental Health
20/10/09	Bolsover	Massive thank you to the Leisure Department for helping son through the sports course	Leisure
06/11/09	Creswell	Thanking the Environmental Health Department for prompt action resolving noise issue from the Social Club	Environmental Health
09/11/09	Birmingham	Thanking Environmental Health Department for support and for work done in last few months	Environmental Health
10/11/09	Creswell	Swimming pool very clean, changing rooms very tidy, gym has good equipment and nice staff	Leisure
17/11/09	Clowne	Thanking Planning for all their help given to himself and his team	Planning
20/11/09	Whitwell	Quick response to clearing up dog mess	Contact Centre Street Services
20/11/09	Not known	Thanked team for all their help in resolving fly tipping off Sheffield Road, Barlborough	Environmental Health CSPD
24/11/09	South Normanton	Gas engineer called, very pleased with service	Housing
25/11/09	New Houghton	Thanks for all work and help (Dog Warden Service)	Environmental Health
26/11/09	Glapwell	Staff very helpful when requesting a bulky waste collection	Contact Centre
26/11/09	Creswell	Thanks to the operative who fitted a rail, very polite and did an excellent job	Housing
30/11/09	South Normanton	Pest control service very quick to come out, a very nice person and Customer Advisor very nice and helpful too	Environmental Health Contact Centre
01/12/09	Bolsover	Heating engineers were very polite, did an excellent job	Housing
02/12/09	Buxton	Thanking Regeneration Department for taking time to help and positive comments	Regeneration
07/12/09	Chesterfield	Thanks for sorting out accommodation quickly, and very helpful	Housing

Table A: COMPLIMENTS SUMMARY 01/10/09 – 31/12/09			
Date Received	Area	Summary of Compliment	Departments Involved
17/12/09	Bolsover	Thanks for all understanding and help given over past year	Housing
18/12/09	London	Thanks for all time taken to make visit energising and worthwhile	Housing
18/12/09	Shirebrook	Thanks to refuse crew who returned to empty bin that was not emptied properly	Street Services
18/12/09	Pleasley	CAN Rangers after help dealing with a problem with land and trees	Community & Street services
17/12/09	Bolsover	Thanks to Grounds Maintenance Co-ordinator for work at Carnfield Hill	Street Services
18/12/09	Whitwell	Thanks to Customer Advisors and operatives in Housing for their helpfulness and consideration	Housing Contact Centre
22/12/09	Glapwell	Thanks to Customer Advisor for help and advice with heating	Contact Centre
23/12/09	Unknown	Thanks for help and support with application	Environmental Health

Table B: SUMMARY OF COMMENTS 01/10/09 – 31/12/09

Date Received	Area	Summary of Comment	Departments Involved	Date Response Sent	No of work days	Summary of Response
26/10/09	Clowne	Wants the render replacing to front of property	Housing	04/11/07	7	Re-iterated no remedial work required. (Ombudsman shared this view when investigated as a complaint)
30/10/09	Bolsover	Various concerns about estate being run down, not patrolled, vandalism, graffiti, offences being committed	Community Services Housing Street Services	16/11/09	11	Appointment with ASB Case Worker made to discuss concerns and advise of any action we are able to take
03/11/09	Creswell	Concerned about grass verge which is at back of fencing to property, very overgrown	Street Services	30/11/09	19	Work been carried out to grass verge
25/11/09	Shirebrook	Lack of warden at Ashbourne Court	Housing	18/12/09	17	Warden now appointed
25/11/09	Bolsover	Charges for bulky waste collection – feels there should be a discount for pensioners	Street Services	18/12/09	17	Charges have had to be introduced in order to sustain bulky waste collection service. Details given for Town Council as leaves coming from trees on their land
08/12/09	Creswell	Complaint about charges being levied for collection of bulky waste and opening hours of recycling centre	Street Services	18/12/09	8	BDC provides number of refuse collection services at lowest rates in country. Household waste recycling centre is operated by DCC and advised is open 7 days a week except Christmas day

Table B: SUMMARY OF COMMENTS 01/10/09 – 31/12/09

Date Received	Area	Summary of Comment	Departments Involved	Date Response Sent	No of work days	Summary of Response
						and New Years day
10/12/09	Creswell	Further comments regarding maintenance of grass verge in Creswell	Street Services	23/12/09	9	Work to remove planting and grass over will take place between January - March 2010
11/12/09	Clowne	Worried about health of parents due to threatening behaviour from a neighbour concerning a footpath	Legal	04/01/10	10	Location of footpath concerned under DCC jurisdiction
14/12/09	Bolsover	Needs clarification regarding rent arrears and council tax arrears	Revenues & Finance Housing	23/12/09	7	Explanation of Benefits procedure
18/12/09	Creswell	Further comments about collection of bulky and recycling waste	Street Services	23/12/09	3	Street Services Manager to raise issue of non collection of recycling with contractors, re-iterated advice recycling centre is DCC responsibility
23/12/09	Broadmeadows	Rang on two occasions to report black bin not emptied and did not like comments from depot	Street Services			Open and within timescale
23/12/09	Langwith	Bin not emptied and did not receive any notification of change of dates	Street Services	06/01/10	5	Explanation of communication method (bin hangers left at every household week commencing 14th December 2009)

Table C: Comments Summary by Department 2009/10

Department/Section	01/04/09 – 30/06/09			01/07/09 – 30/09/09			01/10/09 – 31/12/09		
	No. of Comments	No. Responded to in time	No. responded to out of time	No. of Comments	No. Responded to in time	No. responded to out of time	No. of Comments	No. Responded to in time	No. responded to out of time
Contact Centres	1	1							
Customer Service & Performance									
Community Services	1	1					1	1	
Environmental Health	2	2							
Street Services	9	9		7	7		8	7 +1 (still open)	
Housing	3	3		2	2		4	4	
Legal							1	1	
Leisure	1	1		1	1				
Planning	1	1							
Regeneration									
Revenues	3	3					1	1	
Totals	21	21		10	10		15	15	

Table D: Summary of Stage Two Complaints 01/10/09 – 31/12/09

Date Received	Area	Summary of Complaint	Departments Involved	Date Response Sent	No of work days	Remedy
06/10/09	Creswell	Noise from barking dog over last 3 years, wants it resolving	Environmental Health	03/11/09	20	Abatement notice served in April following this a prosecution file sent to Legal Services, awaiting court availability

Table D: Summary of Stage Two Complaints 01/10/09 – 31/12/09

Date Received	Area	Summary of Complaint	Departments Involved	Date Response Sent	No of work days	Remedy
07/10/09	Whitwell	Unhappy that service request (litter and blocked gully) not done within timescale	Street Services	23/10/09	12	Explained that fortnightly schedule of sweeping slipped due to broken equipment and staff absence. Now put schedule in place to cover this
12/10/09	Glapwell	Unhappy with the wait for daughter's new front door, other residents' doors have been replaced	Housing	06/11/09	19	Confirmed the advice given to the complainant's daughter i.e. not urgent and will be replaced during 2010-2011
14/10/09	Glapwell	Unhappy about Mothers home not being upgraded, when she was ill. Now passed away and received notification of 4 more weeks rent	Housing Revenues and Finance	11/11/09	20	Advised benefit ceases at the end of week of death. Tarran bungalows due to be demolished and therefore no extensive work was carried out
19/10/09	Bolsover	Unhappy about missed bins	Street Services	03/11/09	11	Assurance that relevant crew notified of problem to ensure collection
22/10/09	New Houghton	Enquired about redevelopment in New Houghton was told work on his property was to be started early in 2008 although other properties finished and other streets have been started	Regeneration	12/11/09	15	Informed that these are different schemes and funded in different ways. The other properties referred to are in a greater need of repair. Officers have been liaising with the customer
26/10/09	Clowne	Problems with central heating in council bungalow over last 2/3 years. Cannot afford gas bill as they think system not	Housing	02/11/09	5	Re-iterated advice given previously, however CSPD to approach Social Services to ascertain if an assessment of

Table D: Summary of Stage Two Complaints 01/10/09 – 31/12/09

Date Received	Area	Summary of Complaint	Departments Involved	Date Response Sent	No of work days	Remedy
		working effectively				need has been carried out
27/10/09	Bolsover	Had a new floor in bathroom wants to know if she can have floor covering and bathroom decorated. Unhappy with the length of time this matter is taking	Housing	24/11/09	20	Issued £50 cheque for disturbance allowance. Extra training will be given to coordinators in damp/condensation diagnosis and a review of the 'disruption and home loss' policy and procedure is to be undertaken
03/11/09	Bolsover	Complaint regarding car park (joy riding) near council offices in Bolsover	Regeneration	30/11/09	19	CAN Rangers are now monitoring car park. Also advised to contact police
02/11/09	Mansfield	Allegation of maladministration of benefit claim for tenant	Revenues and Finance	30/11/09	20	Benefit claim processed in accordance with regulations. Apology for not notifying landlord payments had reverted to tenant
05/11/09	Pleasley	Licensed private hire company in Bolsover with same name as complainant's company in Mansfield	Legal	05/11/09	1	Letter advising how to proceed already sent out by Legal (crossed in post)
09/11/09	Bolsover	Wanting some help with large trees which are overgrown. Pensioner and disabled, told to pay £400 to pursue case	Housing	11/12/09	24	Apology for late response. Liaising with neighbours, however no enforcement action can be taken as the trees do not constitute a breach of the neighbours' tenancy. Advised

Table D: Summary of Stage Two Complaints 01/10/09 – 31/12/09

Date Received	Area	Summary of Complaint	Departments Involved	Date Response Sent	No of work days	Remedy
						complainant may choose to pursue enforcement action through Planning Enforcement (cost of £370)
09/11/09	Whitwell	Been told outbuildings to be demolished as dangerous but now has no where to store tools - wants repair or replacement	Regeneration	04/12/09	19	Explanation that the outbuilding was beyond economic repair and Council has no plans or obligation to replace
12/11/09	Creswell	Receiving rent arrears letters to Manse Ave, which is not council property, should be going to Manse Close	Housing	20/11/09	6	Housing not sure whether fault lies with Royal Mail or ourselves but need to see a copy of the correspondence to investigate further
16/11/09	Bolsover	Gardeners starting work at 6.20am using power tools	Street Services	02/12/09	12	Apology from Street Services for early start. Assurance residents will be notified in future but that this was a rare occasion
16/11/09	Clowne	Complained of experiencing rudeness from receptionist and that they then hung up saying that customer was being abusive and shouting	Contact Centre	02/12/09	12	Explanation that events in complaint did not tie up with Advisor's sequence of events, which had been witnessed. Notified of Customer Service Code of Practice and Standards and treating staff with respect
12/11/09	Clowne	Not satisfied with way enquiry re Linnet Way in Clowne was handled i.e. required conditions of screening	Planning	03/11/09	14	Explanation of actions to date, apology for not advising plans on-line

Table D: Summary of Stage Two Complaints 01/10/09 – 31/12/09

Date Received	Area	Summary of Complaint	Departments Involved	Date Response Sent	No of work days	Remedy
		around development, initially wrote in July and heard nothing				
24/11/09	Bolsover	Still awaiting repairs to their house, moved in 2005	Housing	15/12/09	15	No record of back door request until March but new kitchen now fitted and door due to be fitted in new financial year
19/11/09	Shuttlewood	Stairs on Pattison Street, Shuttlewood very unhappy about them being metal on pensioners flats	Housing	16/11/09	19	Explanation why the stairs were replaced and the choice of material
23/11/09	Creswell	Parents pulled cord in warden controlled bungalow due to leak and was asked to switch off stop tap. This was not possible resulting in a flood. (91 and 93 years old and in poor health)	Housing	22/12/09	20	Reiterated apology given by Housing Needs Manager who had rung the complainant to apologise personally
30/11/09	Sutton-in-Ashfield	Complaint regarding the Customer Advisor's manner when dealing with the complainant and her mother about her father's death certificate	Contact Centre	18/12/09	15	Re-iterated apology given by the Customer Contact Manager who had rung the complainant to apologise personally
08/12/09	Stanfree	Complaint about receiving arrears letter and that account had been passed to debt collection agency. Thought efforts made had been	Revenues and Finance	07/01/10	17	Explanation of actions to date and that the Council had correctly followed its procedures regarding passing the debt to the bailiff

Table D: Summary of Stage Two Complaints 01/10/09 – 31/12/09

Date Received	Area	Summary of Complaint	Departments Involved	Date Response Sent	No of work days	Remedy
		sufficient to prevent this				
17/12/09	Worksop	Wants repairs doing to property, son been diagnosed with Downs Syndrome and is getting colds all the time	Housing	06/01/10	9	Explanation of the works undertaken and that some of the requests fall under tenant responsibility
22/12/09	Creswell	Bin not emptied on more than one occasion but always reported and was told it would	Street Services			Open and within timescale

Table E - Complaints (Stage 2) Summary by Department 2009/10

Department/Section	01/04/09 – 30/06/09			01/07/09 – 30/09/09			01/10/09- 31/12/09		
	No. of Complaints	No. Responded to in time	No. responded to out of time	No. of Complaints	No. Responded to in time	No. responded to out of time	No. of Complaints	No. Responded to in time	No. responded to out of time
Contact Centres	4	4					3	3	
Customer Service & Performance Community Services	1	1							
Environmental Health	3	3					1	1	
Street Services	4	4		2	2		3	3	
Finance Housing	4	4		9	8	1	10	9	1
HR				1	1				
ICT				1	1				
Legal				1	1		1	1	
Leisure									
Planning	2	2		1	1		1	1	
Regeneration							3	3	
Revenues & Finance (from 01/10/09)	5	5		5	5		3	3	
Totals	23	23		20	19	1	25	24	1

Table F: Summary of Stage Three Complaints 01/10/09 – 31/12/09

Date Received	Area	Summary of Complaint	Departments Involved	Date Response Sent	No of work days	Remedy
17/11/09	Glapwell	Still unhappy that his daughter's front door is not going to be replaced until new financial year	Housing	14/12/09	19	Re-inspected and noted that the door has deteriorated. Will be replaced before 31/03/10

25/11/09	Scarcliffe	Still unhappy that an acceptable solution has not been agreed regarding access for his disabled daughter (from the car to the house)	Housing	16/12/09	15	Advised that a multi-agency site visit and meeting is needed. Housing Needs Manager to arrange
10/12/09	Bolsover	Further complaint regarding lack of contact when complaining about joy riders in the Co-op Town End car park	Regeneration	22/12/09	8	Explained no record of a letter being received. Apology for delay in clarification of responsibility. Also more details to be recorded when customers leave envelopes with Meet and Greet
24/11/09	Whitwell	Still unhappy about level of rent – paying more than neighbours	Housing	16/12/09	16	Explained about the rent restructuring process and still paying below the target rent

Table G: Summary of Ombudsman Complaints 2009/10

Date Received	Area	LGO's Summary of Complaint	Departments Involved	Date Response sent	No. of Calendar Days	Date Decision Letter Received	Ombudsman's Decision
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Table G: Summary of Ombudsman Complaints 2009/10

Date Received	Area	LGO's Summary of Complaint	Departments Involved	Date Response sent	No. of Calendar Days	Date Decision Letter Received	Ombudsman's Decision
19/05/09	Whitwell	In 2007 the Council refused to install gas to allow for a gas cooker and subsequently undertook work to replace the existing heating system in the property with an alternative system without proper consideration of personal preferences. Furthermore, the Council has failed to make any allowance for the damage to the living room carpet and internal decoration as a result of the renovations	Housing	16/06/2009	27	07/07/09	No or insufficient evidence of maladministration
09/06/09	Creswell	The Council delayed dealing with antisocial behaviour from neighbours and allowed confidential diary sheets to be passed to the alleged perpetrators, which resulted in being attacked. Also feels that the Council should have provided him with alternative safe accommodation whilst it investigated his allegations of antisocial behaviour	Housing	03/07/09	24	18/09/09	Local settlement - £200 (injustice of having an unnecessary confrontation with the perpetrator)

Table G: Summary of Ombudsman Complaints 2009/10

Date Received	Area	LGO's Summary of Complaint	Departments Involved	Date Response sent	No. of Calendar Days	Date Decision Letter Received	Ombudsman's Decision
24/06/09	Clowne	Informal complaint – Received a notice to quit (private rented accommodation) and the Council would not help	Housing	06/07/09	12	27/07/09	No or insufficient evidence of maladministration
25/06/09	Clowne	The Council removed most of the pebble dash coating to the property last year and has not returned to replace it. Complained before about the appearance of the property but has received no response	Housing	22/07/09	27	03/08/09	No or insufficient evidence of maladministration
20/07/09	Mansfield	Planning Department failed to inform them about a covenant on their land when applying for planning permission. Also that the Council wanted too high a price to release that covenant and delayed in dealing with the matter	Planning			20/07/09	Decision reached without making enquiries of the Council - No evidence of maladministration
18/08/09	Pinxton	That the Council has failed to take appropriate action in response to complainant's reports of untidy gardens at 106 and 108 Wharf Road	Environmental Health	02/09/09	10	13/11/09	No or insufficient evidence of maladministration

Table H - Summary of FOI Requests 01/10/09 – 31/12/09

Date Received	Ref Number	Summary of FOI	Departments Involved	Date Response Sent	No of work days	Information released
01/10/09	363/0910	Breakdown of credit balances accrued for amounts owing to all incorporated companies within authorities billing area	Revenues and Finance	30/10/09	20	Yes
01/10/09	364/0910	How many foster care applications have been received for which initial interviews with applicant not yet been carried out	DCC	02/10/09	2	Transferred to DCC
01/10/09	365/0910	Details of Ground Maintenance contracts to include commencement date, date contract ends, annual value name, specify if services provided internally	Housing Street Services	08/10/09	5	Partially
02/10/09	366/0920	Request for POWERS OF ENTRY laws i.e. enter into private properties without the consent of the owner or occupier and without the need for a warrant for Monday 15th June 2009 (How many officers had this power)	Legal Environmental Health Regeneration Planning Housing Community Services	30/10/09	20	Yes
02/10/09	367/0910	Request for Powers of Entry for breakdown of occasions from 1st April 2008 to 31st March 2009	Legal Environmental Health Regeneration Planning Housing Community Services	30/10/09	20	Partially
03/10/09	368/0910	How many applications for ASBOs has council made to local magistrates court	Housing	09/10/09	14	Yes

Table H - Summary of FOI Requests 01/10/09 – 31/12/09

Date Received	Ref Number	Summary of FOI	Departments Involved	Date Response Sent	No of work days	Information released
03/10/09	369/0910	Does the council send/deliver and/or transmit information and/or documents and/or data to DWP AT LONGBENTON on Tyneside	Revenues and Finance CSPD	23/10/09	14	Partially
03/10/09	370/0910	How many social workers employed from overseas in each of last four financial years	DCC	06/10/09	2	Transferred
04/10/09	371/0910	Information regarding smoke free legislation	Environmental Health	30/10/09	19	Yes
06/10/09	372/0910	Are council planning on banning smoking on the streets over next 5 years	Environmental Health	03/11/09	20	No -no information held
06/10/09	373/0910	FOI requests, date request made, whether request fulfilled within 20 working days and departments involved for period 2006, 2007, 2008	CSPD	03/11/09	20	Partially
07/10/09	374/0910	How many child and adult social workers have undergone regular independent psychological evaluation over last 20 years in our employ	DCC	08/10/09	1	Transferred
07/10/09	375/0910	Suppliers, duration of contract and contract values for current provision of telecommunication services	ICT	03/11/09	19	Partially
09/10/09	376/0910	Use of snares on council owned property and land	Regeneration Leisure	05/11/09	20	Partially
09/10/09	377/0910	Information regarding Section 151 Officer	Revenues and Finance	23/10/09	10	Yes
02/10/09	378/0910	Information on posts in Environmental Health and Planning, number of Licensed Houses in Multiple Occupation and whether council runs a private landlord registration scheme	Environmental Health Planning Regeneration	30/10/09	20	Partially

Table H - Summary of FOI Requests 01/10/09 – 31/12/09

Date Received	Ref Number	Summary of FOI	Departments Involved	Date Response Sent	No of work days	Information released
			Housing			
07/10/09 1	EIR	Concerning Brookhill Road, Brookhill Industrial Estate, Pinxton	Environmental Health	23/10/09	12	Yes
09/10/09	379/0910	How much money has council raised from section 106 agreements that has not yet been spent	Planning	05/11/09	19	Partially
09/10/09	380/0910	How many Local Government Act part 111 section 32 (3) notices has your council served on Local Government Ombudsman	CSPD	05/11/09	19	Partially
12/10/09	381/0910	Number of crimes recorded involving metal theft related crime from local authority buildings in each of last three years	Community Services Street Services	23/10/09	9	Transferred to DCC
16/10/09	382/0910	Financial year 08/09 how many incidents recorded where refuse collectors were assaulted by members of public. How many working days lost 07/08 as a result of injuries sustained	Community Services Street Services	28/10/09	8	No -no information held
19/10/09	383/0910	Number of British, Irish, Commonwealth citizens registered to vote in our parliamentary constituency	Democratic Services	06/11/09	14	Partially
19/10/09	384/0910	Further clarification on information previously supplied regarding Member expenses	CEPT	27/10/09	6	Partially
20/10/09	385/0910	Number of Illegal immigrants employed by council in last four years	Human Resources	28/10/09	6	No -no information held
08/10/09	386/0910	Information on Waste contracts	Street Services	23/10/09	9	Yes
21/10/09	387/0910	Information on CCTV cameras within the district	Community Services	17/11/09	19	Partially

Table H - Summary of FOI Requests 01/10/09 – 31/12/09

Date Received	Ref Number	Summary of FOI	Departments Involved	Date Response Sent	No of work days	Information released
			Leisure Regeneration			
21/10/09	388/0910	ICT Strategy, Business Plan, Financial Plan/ Strategy	ICT Revenues and Finance	16/11/09	18	Yes
21/10/09	389/0910	Capital Programme, Statement of Accounts, Annual Report	Revenues and Finance Housing	16/11/09	18	Yes
21/10/09	390/0910	Procurement Strategy, Budget, Performance Plan (Annual Report)	Procurement Revenues and Finance CSPD	17/11/09	19	Exempt (as publicly available)
23/10/09	391/0910	Information regarding noise violations and fireworks	Housing Environmental Health Community Services Planning	07/12/09	18	Partially
26/10/09	392/0910	List of empty properties in the area	Revenues and Finance	25/11/09	22	Yes
23/10/09	393/0910	Information on Leisure Trusts and Grants from Fair Play for Children	Leisure	03/12/09	29	Partially
25/10/09	394/0910	Number of full plans processed by your building control team in 2008/09	BCN	27/10/09	2	Transferred to BCN
27/10/09	395/0910	Plans for alcohol free zones	Legal	09/11/09	9	Partially
28/10/09	396/0910	Names and addresses of scrap metal dealers that are registered with council	Environmental Health	16/11/09	13	Exempt (as publicly

Table H - Summary of FOI Requests 01/10/09 – 31/12/09

Date Received	Ref Number	Summary of FOI	Departments Involved	Date Response Sent	No of work days	Information released
						available)
28/10/09	397/0910	List of all residential properties owned by council, occupied and unoccupied	Housing	18/11/09	15	Yes
28/10/09	398/0910	Further questions for current salary, grade or band of qualified Environmental Health and Planning Officers	CSPD	24/11/09	19	Partially
02/11/09	399/0910	Contact details and names of contractors and suppliers to council who have supplied goods or services in excess of £200,000 in 2005/6 and 2008/9	Revenues and Finance	27/11/09	19	Partially
02/11/09	401/0910	Details of all businesses registered whose information kept as part of Food Premises Registration	Environmental Health	27/11/09	19	Exempt – information available by another means (Food Register)
02/11/09 1	EIR	Concerning stables on Newton Road, Tibshelf	Environmental Health	16/11/09	10	Yes
03/11/09	402/0910	Information relating to staff sickness absence, investing in learning and development, turnover, posts recruited	Human Resources & Payroll	18/11/09	11	Partially
03/11/09	403/0910	Off licenses in Bolsover that are open for 24 hours	Legal	09/11/09	4	Yes

Table H - Summary of FOI Requests 01/10/09 – 31/12/09

Date Received	Ref Number	Summary of FOI	Departments Involved	Date Response Sent	No of work days	Information released
03/11/09	404/0910	How many people in receipt of Local Housing Allowance, receive excess payments, receive max £15 excess payment, average excess payment made to people on Local Housing Allowance	Revenues and Finance	26/11/09	17	Yes
09/11/09	405/0910	Information on qualified solicitors we employ in providing legal services	Legal	30/11/09	15	Partially
09/11/09	406/0910	Information about CCTV, total number of cameras in Bolsover on 1st Oct 2009 plus copy of internal guidance on CCTV usage	Community Services Leisure Regeneration	26/11/09	13	Yes
09/11/09	407/0910	How many staff employed by council - various total salary earnings plus remuneration packages	Human Resources & Payroll	16/11/09	5	Yes
11/11/09	408/0910	Details of how to access annual reports or statistics for sports and recreation strategy	Leisure	20/11/09	7	Yes
12/11/09	409/0910	Details of document translations and translation services from English into any other language	CSPD Revenues and Finance Environmental Health	10/12/09	20	Partially
12/11/09	410/0910	Copy of publicised data on internal structure re senior management positions	CSPD	13/11/09	1	Exempt – available on website
13/11/09	411/0910	Breakdown on measures taken to dispose of electronic waste including list of contractors that carry out this work	Environmental Health Street Services	30/11/09	11	Yes

Table H - Summary of FOI Requests 01/10/09 – 31/12/09

Date Received	Ref Number	Summary of FOI	Departments Involved	Date Response Sent	No of work days	Information released
13/11/09	412/0910	Questions pertaining to Libraries in the Local Authority District	CSPD	13/11/09	0	No - No information held
16/11/09	413/0910	Questions regarding the selling of government assets as per Gordon Brown's announcement	Regeneration	14/12/09	20	Partially
18/11/09	414/0910	Asking for court papers	Legal	01/12/09	11	No – Exempt (Court Records)
19/11/09	415/0910	Does Authority use a Transactional eProcurement System and if so various questions plus do we have dedicated procurement/purchasing department	Revenues and Finance	15/12/09	18	Yes
20/11/09	416/0910	Details of surveys issued for sexual health, relationships, contraception, alcohol consumption, dietary habits	Derbyshire Primary Care Trust	27/11/09	5	Transferred to PCT
19/11/09	417/0910	How many CCTV cameras do we own and operate, how much live footage is monitored each week, details of out-sourcing arrangements	Community Services Leisure Regeneration	15/12/09	18	Partially
23/11/09	418/0910	Information regarding any productions/pantomimes over festive period	Procurement Leisure	15/12/09	16	No -no information held
23/11/09	419/0910	List of bailiff companies used by Council since April 1st 2007 and whether council authorises addition of fixed fees for levying distress	Revenues and Finance	16/12/09	17	Yes

Table H - Summary of FOI Requests 01/10/09 – 31/12/09

Date Received	Ref Number	Summary of FOI	Departments Involved	Date Response Sent	No of work days	Information released
23/11/09	420/0910	Contact details of contractors responsible for issuing pavement licences to scaffolding companies	DCC	27/11/09	4	Transferred to DCC
24/11/09	421/0910	Housing benefits payments to asylum seekers and citizens from EU members who have exercised their right to move to the UK	Revenues and Finance	26/11/09	2	No – Exceeds appropriate limit
24/11/09	422/0910	Details of all animals currently licensed by authority under Dangerous Wild Animals Act	Environmental Health	15/09/10	15	Partially
24/11/09	423/0910	Carrying out survey of Local Authorities looking at trends in adult social care	DCC		1	Transferred to DCC
25/11/09	424/0910	Details of all Christmas parties organised for staff this Christmas for which Council is paying some of the costs	CSPD	25/11/09	0	No -no information held
02/12/09	425/0910	The cost of vetting checks made by schools on members of staff, third party workers and volunteers within council boundary in last 3 years	DCC	07/12/09	3	Transferred to DCC
02/12/09	426/0910	Information on housing benefit and /or LHA claimants who receive help in connection with two or more properties	Revenues and Finance	15/12/09	9	No- no information held
02/12/09	427/0910	Studying for a Masters degree in Change Management, questions for ICT	ICT	15/12/09	9	No- no information held
07/12/09	428/0910	List of properties currently not receiving small business rate relief for post code area S44	Revenues and Finance	16/12/09	7	Yes

Table H - Summary of FOI Requests 01/10/09 – 31/12/09

Date Received	Ref Number	Summary of FOI	Departments Involved	Date Response Sent	No of work days	Information released
08/12/09	429/0910	Total remuneration of senior Council staff of £100,000 or more each	Human Resources & Payroll	09/12/09	1	No- no information held
10/12/09	430/0910	Administrative information concerning electoral registration	Democratic Services		Out of standard	Informed of extension
10/12/09	431/0910	Information regarding Council Free Sheets	CSPD	21/12/09	7	Partially
09/12/09	432/0910	Administrative information concerning electoral registration	Democratic Services		Out of standard	Informed of extension
10/12/09	433/0910	Information concerning persons dying with no known next of kin	Environmental Health	18/12/09	6	Yes
11/12/09	434/0910	Information on the number of incidents of pest infestation dealt with by Authority in each of last financial years	Environmental Health	18/12/09	5	Yes
11/12/09	435/0910	Information regarding Social Workers	DCC	15/12/09	2	Transferred to DCC
14/12/09	436/0910	Projects/ schemes previously or currently undertaken towards National Indicator 152, funding and outcome	Regeneration CEPT	12/01/10	18	Yes
15/12/09	437/0910	Information for project on organisational development on structure chart for Revenues and Finance and communication/marketing departments	Revenues and Finance CSPD	15/12/09	1	Exempt – information on website

Table H - Summary of FOI Requests 01/10/09 – 31/12/09

Date Received	Ref Number	Summary of FOI	Departments Involved	Date Response Sent	No of work days	Information released
16/12/09	438/0910	Information re: salt stockpiles	Street Services	22/12/09	4	Partially (transferred to DCC too)
16/12/09	439/09/10	Information re: polling places	Democratic Services			Open and within timescale
17/12/09	440/0910	Information re: salt stockpiles	Street Services	22/12/09	4	Partially (transferred to DCC too)
18/12/09	441/0910	Information regarding electoral registration process	Democratic Services			Open and within timescale
21/12/09	442/0910	Information regarding electoral registration canvass form	Democratic Services			Open and within timescale
21/12/09	443/0910	e-petitioning for Local Democracy, Economic Development and Construction Act 2009	Legal	04/01/10	7	No- no information held

¹ EIR – Environmental Information Request

Table I: Freedom of Information requests by Department 2009/10

Department/Section	01/07/09 – 30/09/09			01/10/09 – 31/12/09		
	No. of Requests	No. Responded to in time	No. responded to out of time	No. of Requests	No. Responded to in time	No. responded to out of time
CEPT	4			1	1	
Customer Service & Performance	9			8	8	
Community Services	6			10	10	
Environmental Health	10			16	16	
Finance	8					
Street Services	3			7	7	
Housing	10			9	9	
HR & Payroll	14			4	4	
ICT	8			3	3	
Legal	7			7	7	
Leisure	5			7	6	1
Planning	8			5	5	
Procurement	5			2	2	
Regeneration	6			9	9	
Revenues (& Finance from 1/10/09)	8			15	14	1
Democratic Services				6	4	2
CEO				1	1	
Totals	111			107	103	4

Committee:	Executive	Agenda Item No.:	6.
Date:	1st February 2010	Status	Open
Category	Part of the Budget and Policy Framework		
Subject:	Junction Arts Community Arts Programme – 2nd Stage Payment 2009/10		
Report by:	Arts Development Officer		
Other Officers Involved	Head of Leisure		
Director	Director of Neighbourhoods		
Relevant Portfolio Holder	Councillor A. M. Syrett, Portfolio Holder for Social Inclusion		

RELEVANT CORPORATE AIMS

REGENERATION – Developing healthy, prosperous and sustainable communities

Contribute to bringing awareness to issues regarding health within the District.

Help develop flourishing rural communities.

Help develop vibrant projects through creative work.

SOCIAL INCLUSION – Promoting fairness, equality and lifelong learning

Ensure quality in the delivery of services.

Promote the development of skill and learning in the community.

ENVIRONMENT – Promoting and enhancing a clean and sustainable environment

Protect, enhance and improve the natural environment in a sustainable way through the development of the arts

Bring awareness to the environment through creativity

CUSTOMER FOCUSED SERVICES

Strengthen community consultation.

Design and deliver services to meet the needs of participants.

Improve quality of services delivered.

TARGETS

The work of Junction Arts directly impacts on the Corporate Plan target relating to increasing the number of annual recorded attendances at participatory arts programmes each year.

VALUE FOR MONEY

The Council's core funding helps to lever nearly £132,018 of additional investment in Community Arts provision.

THE REPORT

The Council has approved annual core funding offered in two stage payments. Fifty percent (50%) of the funding released in April each financial year on receipt of a proper invoice and the balance released in December or upon submission of the Junction Arts Annual Report, subject to a satisfactory activity report being received.

(Minute No. 826/03 refers). The 2nd stage payment is now due for the current financial year and the report from Junction Arts for the period April to December 2009 is attached at Appendix 1, pages 54 to 65.

Currently Junction Arts priority areas are:-

Creative Learning

Celebrations & Festivals

Art & Wellbeing

Arts in the Public Realm

Attendance statistics which show that Junction Arts had audiences of 3,588 during the period April to December and 6,318 participants attending participatory arts activities. The target set for 2009/10 was 25,350. Achieved between April 2009 and December 2009 was 9,906. Junction Arts have indicated that it is likely that the targets set for 2009/10 will not be met and predicted attendances for January to end March 2010 will be approximately 325 which takes their total to around 10,231 against a target of 25,350.

Junction Arts have sent the following statement with regard to circumstances regarding project cancellations and projects where targets have not been met. "The Junction Arts draft programme was originally conceived in January 2009 and draft targets set at that date. The nature of any voluntary sector participatory arts organisation requires our ability to be responsive, proactive and essentially flexible to the needs of communities, partners and funders. In a time of economic change it is doubly difficult for organisations such as Junction Arts and we believe we have risen to the challenges of the times

during the year, by care and attention to research, consultation and careful planning.

The report to date clearly outlines this approach and the reality of the times and context in which we work. The report includes new projects which have been developed and a number of projects which were unable to proceed.

The outline plan for 2010/11 has now been completed for the 3 Year Business Plan and we will monitor this programme as in previous years, with the knowledge that there will be development and change as part of the very nature of our work.”

Projects where targets have not been achieved include:

Junction Arts anticipated audience and participants for the “Sidelinez” project at 2,200. This project is still in the pilot stages and therefore unfortunately has not met its target. Achieved attendance 86.

“Beating it”, an arts project around smoking cessation was cancelled which meant targets of 150 were not met.

“Isolated Communities”, a project focusing on the nature of rural communities and their general health, self esteem, aspiration and ambition was cancelled which meant that a target of 345 was not met.

“Community Arts Leaders”, a programme of work to train community arts leaders to empower local community groups to become self sustaining. Although funding was secured for this project staffing issues meant that this project could not be delivered. It has been currently postponed until staffing issues are resolved (see Junction Arts Programme Report 2009/10).

“Fun in the Woods” a programme of creative learning. Despite extensive community consultation, pilot work, supporting evidence and work with partners Junction Arts were unsuccessful in Neighbourhood Renewal funding bid and the project will not take place this year. Targets for this project were 1,000.

Creative Partnerships, a National partnership scheme with the Government and Arts Council England, has been a strong focus of Junction Arts work in local schools during the last four years. During the summer term Junction Arts completed the remaining contracted Creative Partnerships projects in schools in a range of art forms and artists. Junction Arts has decided not to carry on it’s work with Creative Partnerships (The Mighty Creatives as they are now called) and have changed direction to work on the Creative Curriculum project. Targets set of 4,250 were partially met achieving attendances of 1,153.

‘Putting on The Ritz and Whitwell May Day Celebrations’. This one day Gala event for the community included dance, music, food workshops and attracted both a high level of participation and audience.

Funded by South Normanton Gala Group and Junction Arts Programme support. Target 2,940 achieved 2,708.

“Barlborough and Bolsover Lantern and Light Festivals”, both events funded by Parish/Town Council and Junction Arts Programme Support. Target set 6,500 achieved 3,577.

“Take Me With You”, a Public Art project which has now been submitted to the Arts Council’s Grants for the Arts funding scheme. Result of the bid to the Lottery Grant for the Arts, is anticipated as Spring 2010. Therefore, the original target for this year will not now be met and new targets will be set for 2010 to match the project. Target set 1,500. none achieved.

New projects emerging where targets were not set but have been achieved include:

Creative Consultation Day with Health Service Managers, Health Visitors and School Nurses using creative approaches to elicit staff feedback regarding changes to service. Achieved attendances of 160.

“Travellers Project”. Meetings were progressed with the DCC Travellers Co-ordinator to extend the previous work. Due to complications within the site this project was postponed. Achieved attendances of 19.

“Dads and Kids Make it”. Through partnership with Sure Start Junction Arts have developed project workshops for Fathers and Children. Achieved attendance of 143.

“Stratum”. Junction Arts was invited to bring a creative element to the launch of the new building at Creswell Crag. A photographic commission produced limited edition gifts for guests and a public exhibition in the centre. Attendance 231.

Projects which exceeded their targets include:

“How do you Look”. Two projects have been undertaken, in Heritage and Tibshelf secondary schools. Young People have been engaged in creative workshops focussing on body image and self esteem with artist Jan Flamank. Target set 45 achieved attendances of 155

Creative Curriculum Roadshows. Successful roadshows have been undertaken in number of schools leading to longer term projects and residencies within Junction Arts now. Target set 1,400 achieved 1,661.

The Council's core funding helps to lever £132,018 of additional investment in Community Arts provision. This figure does not include the considerable amount of volunteer time that Junction Arts, as a charity, utilises throughout the year.

Junction Arts proposed plan for 2010/11 is attached at Appendix 2, pages 66 to 72, for your information.

Councillor Ann Syrett is the Council's representative on Junction Arts Board of Management.

ISSUES/OPTIONS FOR CONSIDERATION

The target set for 2009/10 was 25,350. Achieved between April 2009 and end December 2009 was 9,906. Junction Arts have indicated that it is likely that the targets set for 2009/10 will not be met and have predicted attendances for January 2010 to end March 2010 will be approximately 325 which takes their total to 10,231 against a target of 25,350.

Grants to Voluntary Organisations have recently been reviewed as part of a discretionary service review. Junction Arts have a Service Level Agreement which states that funding will be given at the existing level of £19,800 until 31st March 2011. No further commitment has been given beyond this point.

The Council's funding is offered in two stage payments. Fifty percent (50%) of the funding will be released in April each financial year on receipt of a proper invoice and the balance released in December or upon receipt of and subject to a satisfactory activity report being received. It is for Members to decide whether or not Junction Arts has performed satisfactorily for the 2nd stage payment to be released.

A revised Service Level Agreement was written for Junction Arts for the financial year 2009/10 outlining in specific detail all the requirements for information reporting for the annual report and the report deadline. Despite emails, phone calls and reminders the information for the annual report arrived in-incorrectly formatted as in previous years. The information sent was targets achieved to date and proposed programme plan for 2010/11. Despite many reminders and emails the information was not forthcoming. Final information for the report was not received until 5th January 2010. The Service Level Agreement states that all information is to be provided in October of the financial year therein.

Following a meeting with Junction Arts in December 2009 to ascertain the information required for the Annual Report the Arts Development Officer enquired regarding a major area of work undertaken by Junction Arts in relation to work it undertakes with Creative Partnerships (now re-named The Mighty Creatives). It appears that Junction Arts has ceased all its contracts with The Mighty Creatives which was a major stream of work within the 2009/10 programme plan with targets set of 4250. Having only achieved 1153 of this target Junction Arts ceased all work with Mighty Creatives without any discussions with Bolsover District Council. Similarly, work undertaken under a project called "Take Me With You", a Public Art project with targets of 1500. This project slipped in its development and none of the targets were achieved. As major areas of work within the annual programme plan, it was felt that Bolsover District Council should have been approached and such schemes discussed.

When the “2009/10 programme plan to date” was sent by Junction Arts, targets had been changed from those set by Bolsover District Council in conjunction with Junction Arts. Despite our considerable efforts to engage with them - without any discussion with Bolsover District Council, Junction Arts independently changed the targets substantially to more manageable figures for them to achieve.

Junction Arts have experienced a large turnover of staff over the past twelve months, reducing their capacity and also their ability to maintain strong communications with Bolsover District Council.

Assessing the affect of arts work and provision has always been difficult. We never know how many people have been affected and it is difficult to measure the quality of the experience.

For the £19,800 that Bolsover invests towards arts provision totalling £132,018 Members might consider that sufficient value has been achieved to satisfy our investment which is a small proportion of the total invested in arts provision within Bolsover District.

IMPLICATONS

Financial: Core funding of £19,800 has been allocated to Junction Arts as part of the 2008/09 budget. There are no additional financial implications. £9,900 has been paid early in the financial year 2008/09 as per the Service Level Agreement. The balance of £9,900 is scheduled for payment subject to Members of Executive determining whether or not the report received by Junction Arts is satisfactory.

Legal: The grant is subject to Junction Arts complying with the conditions outlined in the Council’s Service Level Agreement.

Human Resources: The Arts Development Officer attends Junction Arts Board Meetings in a non voting capacity and has ongoing regular contact with Junction Arts staff.

RECOMMENDATION(S)

- 1. Members to decide whether or not Junction Arts has performed satisfactorily to release the 2nd payment for 2009/10 totalling £9,900 to Junction Arts,**
- 2. That Members consider approval of the proposed annual plan & core funding for 2010/11.**

REASON FOR DECISION

To release the 2nd stage payment to Junction Arts.

ATTACHMENTS: Y
FILE REFERENCE: Junction Arts File (11.1.1)
Junction Arts Recorded Attendance Statistics
April to December 2009
SOURCE DOCUMENT: Junction Arts Programme Report
April to December 2009
Junction Arts Profit and Loss Account for year to
date 2008/09

JUNCTION ARTS

Bolsover District Programme Report 2009-2010 @ December 2009

JUNCTION ARTS: Bolsover District Draft Programme Plan 2009-2010 @ December 2009

MISSION, AIMS AND VALUES

We are:

- A participatory arts organisation based within the roots and history of community arts principles and practice.
- A district wide organisation with strong community connections and programme.
- An organisation with a commitment to extend our geographical remit.
- A regionally important organisation with Arts Council 'flagship' status.

Participatory arts means to us:

- Active involvement in the arts by individuals and communities.
- Partnership determined programmes and projects, which are relevant and distinctive to participants, situation and place.
- High quality artistic interaction by artists with individuals and communities.
- A process of transformation, the opportunity to change and the generation of success.

We aim to deliver:

- Highest quality participatory arts work with a range of partners, communities and individuals.
- Programmes and projects which change people's lives, build confidence and skills, increase communication and support local and personal empowerment.
- Programmes and projects that have longer term impact and repercussions for individuals and communities.
- Work with and by artists of the highest quality and calibre.
- Wider access to the arts.

9 Month Overview April – December 2010

The Junction Arts draft programme was originally conceived in January 2009 and draft targets set at that date. The nature of any voluntary sector participatory arts organisation requires our ability to be responsive, proactive and essentially flexible to the needs of communities, partners and funders. In a time of economic change it is doubly difficult for organisations such as Junction Arts and we believe we have risen to the challenges of the times during the year, by care and attention to research, consultation and careful planning.

The report to date clearly outlines this approach and the reality of the times and context in which we work. The report includes new projects which have been developed and a number of projects which were unable to proceed.

The outline plan for 2010/11 has now been completed for the 3 Year Business Plan and we will monitor this programme as in previous years, with the knowledge that there will be development and change as part of the very nature of our work.

1. Arts and Wellbeing

Junction Arts has continued to undertake research development in this area of our work which aims to improve individual mental and physical health. This programme is at a pilot stage and two pilot projects have been undertaken in the first six months of the year.

1.1 Arts and Sport

Project Title	Project Report	Partners and Target Groups	Predicted Outcomes	Actual Outcomes to December 2009																				
<p>Sidelinez</p>	<p>We have now established the Sidelinez project through a collaboration with Creative Forum, a creative media organisation based in the district of Bolsover. The pilot project with The Pride of Shirebrook Football Team demonstrated the importance of working locally and in full consultation with young people and their supporters. A CD has been produced to publicise this project and show the value of creativity linked with sport activities. In January 2010 we will commence a full Sidelinez project open to voluntary sports teams in the district, fully supported by video, website production and creative content.</p>	<p>Young people</p>	<table> <tr> <td>Groups/schools</td> <td>10</td> <td></td> </tr> <tr> <td>Participants</td> <td>1200</td> <td></td> </tr> <tr> <td>Sessions</td> <td>60</td> <td></td> </tr> <tr> <td>Parishes</td> <td>7</td> <td></td> </tr> </table>	Groups/schools	10		Participants	1200		Sessions	60		Parishes	7		<table> <tr> <td></td> <td>1</td> </tr> <tr> <td></td> <td>85</td> </tr> <tr> <td></td> <td>1</td> </tr> <tr> <td></td> <td>1</td> </tr> </table>		1		85		1		1
Groups/schools	10																							
Participants	1200																							
Sessions	60																							
Parishes	7																							
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Project Title	Project Report	Partners and Targets	Predicted Outcomes	Actual Outcomes to December 2009
1.2 'Beating It'	Through consultation with the Smoking Cessation Group and Tobacco Control Alliance it was agreed that increased positive results in curbing tobacco use by Primary Care Trusts and other agencies no longer required an additional project intervention by Junction Arts.		Groups/schools 3 Participants 90 Sessions 9 Parishes 3	Project Cancelled
1.3 'How Do You Look'	Two projects have been undertaken, in Heritage and Tibshelf secondary schools. Young People have been engaged in creative workshops focussing on body image and self esteem with artist Jan Flamank. The projects have been developed in partnership with Derby University Research team based at Buxton. The next stage of the project will engage students from a secondary school in the district with research grant support from the University. This is a long term project for Junction Arts which we aim to disseminate locally and regionally.		Groups/schools 3 Participants 45 Sessions 9 Parishes 3	2 155 8 2
1.4 'Isolated Communities'	In agreement with Derby University we agreed not to prioritise this work as a specific project but to incorporate within the new planned 2010/11 programme which focuses on the nature of rural communities and their general health, self esteem, aspiration and ambition.		Groups/schools 3 Participants 45 Sessions 300 Parishes 3	Project Cancelled
1.5 Health Visitor Training	Creative Consultation Day with Health Service Managers, Health Visitors and School Nurses using creative approaches to elicit staff feedback regarding changes to service.		Groups/schools Participants Sessions Parishes	0 160 3 1

2. CREATIVE LEARNING

Project Title	Project Report	Partners and Target Groups	Predicted Outcomes	Actual Outcomes to December 2009
2.1 Community Arts Leaders	We were unable to secure funding for the programme during the year but have continued to undertake specific workshops with targeted groups and communities. Although the target levels for engagement were high, we have recognised that this programme can continue as a focus within all projects undertaken by the organisation, and have therefore agreed not to plan specific targets for this area of work in future. (see 3.2 Community Galas and Festivals)		Groups/schools 12 Participants 520 Sessions 52 Parishes 6	Project Postponed/Staffing
2.2 Fun in The Woods	Following three years of an extensive Neighbourhood Renewal funded programme of projects in partnership with both statutory and voluntary sector, we undertook a bid to the National Lottery to continue this work. Despite extensive community consultation, pilot work, supporting evidence and work with partners we were unsuccessful in this bid. Consequently this project did not take place this year.		Groups/schools 4 Participants 1000 Sessions 40 Parishes 3	Funding from Neighbourhood Renewal unsuccessful funding application
2.3 Storytelling	We have continued to develop partnerships and projects with colleagues and storyteller Andy Messer. We have continued to work with partners in family learning across the district. Our anticipation was that the new commissioning and tendering processes within the LAA and statutory framework would be agreed and accessible this financial year. In the event, we have been limited by both delays in these arrangements.		Groups/schools Participants Sessions Parishes	

<p>2.4 Transition</p>	<p>Following our successful artists consultation. Funded by participants. No targets set. This area of work is to be positioned within our programme for 2010/11 to assist artists progress their practice into Community Arts.</p>		<p>Groups/schools</p> <p>Participants</p> <p>Sessions</p> <p>Parishes</p>	<p>0</p> <p>13</p> <p>2</p> <p>1</p>
<p>2.5 Travellers</p>	<p>Meetings were progressed with the DCC Travellers Co-ordinator to extend the previous work. Due to complications within the site this project was postponed.</p>		<p>Groups/schools</p> <p>Participants</p> <p>Sessions</p> <p>Parishes</p>	
<p>2.6 Creative Curriculum Roadshows (Living Literacy)</p>	<p>Following this extensive work with young people in creative settings, we undertook a full research programme and pilot projects/roadshows during Autumn 2009 with support from artist Andy Messer. Successful roadshows have been undertaken in number of schools leading to longer term projects and residencies within Junction Arts now, 'Creative Curriculum' programme commencing Spring 2009 and through 2010/11.</p>		<p>Groups/schools</p> <p>Participants</p> <p>Sessions</p> <p>Parishes</p>	<p>10</p> <p>1083</p> <p>24</p> <p>5</p>
<p>2.7 Creative Consultation 'Dads & Kids Make It'</p>	<p>Through partnership with Sure Start we have developed project workshops for Fathers and Children with artist Netty Reddish. Funded by Sure Start and Junction Arts Programme funds.</p>		<p>Groups/schools</p> <p>Participants</p> <p>Sessions</p> <p>Parishes</p>	<p>2</p> <p>143</p> <p>7</p> <p>1</p>

<p>2.8 Creative Partnerships</p>	<p>Our partnership with the Government and Arts Council England National Scheme, has been a strong focus of our work in local schools during the last four years. This work has built upon Junction Arts thirteen years experience as a leading participatory arts organisation with an education specialism. From April to July 2009 the national scheme entered a new phase in its development, with new regionally based teams, and in the East Midlands, re-named 'The Mighty Creatives'. During the summer term we completed the remaining contracted Creative Partnerships projects in schools in a range of art forms and artists. Innovative and challenging project areas were undertaken and a full evaluation completed to meet the development needs of schools and to engage and with Creative Partnerships, artists and teachers. A full report of the work will be published.</p>		<p>Groups/schools 10</p> <p>Participants 1250</p> <p>Sessions 50</p> <p>Parishes 14</p>	<p>8</p> <p>975</p> <p>122</p> <p>6</p>
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3. CELEBRATIONS AND FESTIVALS

Project Title	Aims and Objectives	Partners and Target Groups	Predicted Outcomes	Actual Outcomes to December 2009
<p>3.1 International Collaboration with Spiral, Rioja, Spain. Funded by ACE.</p>	<p>The Feasibility Study has now been completed following visits by both companies to Spain and Derbyshire. The process of collaboration, debate and skill share has been of great value to both organisations in future planning and creation of innovative rurally based events. However, it has been jointly agreed that we will not deliver a joint project in 2010/11. Both organisations have valued the opportunity to learn and work together and Junction Arts will now use this experience to undertake our ambitious and innovative rural arts programme in 2010/11 with partners in the Magnesium Limestone Partnership led by Creswell Craggs.</p>	<p>No targets set</p>		<p>Feasibility Study completed</p>
<p>3.2 Celebrations & Festivals</p> <p>'Putting On The Ritz' South Normanton</p>	<p>This programme anticipated a progression and connectivity with the Community Arts Leaders Programme.</p> <p>As funding was not available to develop this training in 2009 we took the opportunity to work with the South Normanton Gala Group in producing 'Putting on The Ritz'. This one day Gala event for the community included dance, music, food workshops and attracted both a high level of participation and audience.</p> <p>Funded by South Normanton Gala Group and Junction Arts Programme support.</p>		<p>Groups/schools 14</p> <p>Participants 840</p> <p>Sessions 21</p> <p>Parishes 7</p>	<p>21</p> <p>1168</p> <p>47</p> <p>3</p>

<p>Whitwell May Day</p>	<p>Extensive work within Whitwell schools produced over 600 self portraits and many banners were created by community groups which provided a creative visual experience for their May Day event at the Community Centre. Children from a local dance school attended weekend workshops to design and create their own sashes to wear during the may pole dancing.</p>		<p>(Figures for Putting on the Ritz and May Day are shown for both events)</p>	
<p>3.3 Lantern and Lights Festivals</p>	<p>This year we are again able to support celebrations in two district parishes, Barlborough and Bolsover. Both events, whilst different in scale, enable local people, particularly families to be part of a parish celebration in the darker nights of the year. Workshops in the community and in local schools form part of the event. Both events funded by Parish/Town Council and Junction Arts Programme Support.</p>		<p>Groups/schools 15</p> <p>Participants 3000</p> <p>Sessions 66</p> <p>Parishes 6</p>	<p>9</p> <p>2517</p> <p>33</p> <p>3</p>

4. ART IN THE PUBLIC REALM

Project Title	Aims and Objectives	Partners and Target Groups	Predicted Outcomes	Actual Outcomes to December 2009
<p>4.1 Take Me With You</p>	<p>Through extensive research and consultation into this complex project we have taken the opportunity this year to extend and develop this bid in art form content and participation with the artist Mat Hand. Result of the bid to the Lottery Grant for the Arts, we anticipate in Spring 2010. Therefore, the original target for this year will not now be met and new targets will be set for 2010 to match the project re-working. Funding in Application. Targets not met. Aim 2010/11</p>		<p>Groups/schools 10 Participants 500 Sessions 50 Parishes 14</p>	

5. RESPONSE PROGRAMME

This is a new addition to our programme to respond to our community and assist creatively to projects at short notice.

Project Title	Aims and Objectives	Partners and Target Groups	Predicted Outcomes	Actual Outcomes to December 2009
5.1 Stratum	Junction Arts was invited to bring a creative element to the launch of the new building at Creswell Crag. A photographic commission produced limited edition gifts for guests and a public exhibition in the centre.		Exhibition - audience only	
5.2 Link Film Project	Young adults		Groups/schools 5 Participants 10 Sessions 5 Parishes 1	
5.3 Launch of Derbyshire Magnesium Limestone	A creative response project for the launch of		Groups/schools 4 Participants 40 Sessions 6 Parishes 5	

JUNCTION ARTS DRAFT PROGRAMME PLAN 2010/11

JUNCTION ARTS: DRAFT PROGRAMME PLAN 2010 - 2011

MISSION STATEMENT

Junction Arts will be recognised for high quality rurally based participatory arts work that changes people's lives, builds confidence and skills, increases communication and supports community and personal empowerment.

THE VISION

Junction Arts will increase and extend access to high quality arts through inspirational innovative participatory arts programmes and projects through partnership and collaboration within rural areas of the East Midlands.

AIMS

The key aims of the organisation are to:

- Ensure active involvement and ownership in the artistic process by individuals and communities through high quality artistic interaction by and with artists.
- Deliver partnership determined programmes and projects which are relevant and distinctive to participants, situation and place.
- Promote projects and programmes that have longer-term impact for individuals and communities.
- Work with artists of the highest quality, integrity and calibre in order to deliver innovatory programmes that challenge, break new artistic ground and push the boundaries of existing practice.

ART AND WELLBEING PROGRAMME	TARGET GROUP	DESCRIPTION	PROJECTED PARTICIPANT NUMBERS	ACTUAL PARTICIPANT NUMBERS	PROJECTED AUDIENCE NUMBERS	ACTUAL AUDIENCE NUMBERS
Sidelinez [Sidelines]	Mixed Ages	Creative Forum have provided a concept for a new Sidelines [Sidelinez] project, which is based on the original successful pilot project. This new work will be more extensive and involve people from a wider variety of ages. This project is designed to provide the groups with an opportunity to elevate their sport through an interaction with an artistic creativity.			Web site	
How Do You Look?	11 – 18	This important work examines the relationship between body image and self-esteem amongst young people. By identifying and exploring the media messages and social pressures that influence young people, the project provides a platform for debate and consultation through creativity.	12		N/A	
[Well Made]	Adults	Working with adults in a Rural area, this pilot will explore the therapeutic benefits of knitting and stitching techniques. Linked with current research and Derby University	15		N/A	

CREATIVE LEARNING			PROJECTED PARTICIPANT NUMBERS	ACTUAL PARTICIPANT NUMBERS	PROJECTED AUDIENCE NUMBERS	ACTUAL AUDIENCE NUMBERS
Creative Curriculum Road Shows	5 – 11 years	<p>Our successful and long-standing 'Living Literacy' Programme in the district of Bolsover has provided us with a model that inspires young people, teachers and support staff.</p> <p>The aim is to help schools design and deliver their creative curriculum.</p> <p>The work delivers high quality participatory sessions in a variety of art forms. Publicity is being designed in-house and the project is now named Creative Curriculum Road Shows.</p>	Participants 1300			

CELEBRATIONS AND FESTIVALS PROGRAMME	TARGET GROUP	DESCRIPTION	PROJECTED PARTICIPANT NUMBERS	ACTUAL PARTICIPANT NUMBERS	PROJECTED AUDIENCE NUMBERS	ACTUAL AUDIENCE NUMBERS
Limestone Journeys	Mixed Ages	<p>An extensive series of projects culminating in a celebratory event within the district.</p> <p>Working with Derbyshire Magnesium Limestone Landscape Partnership, Creswell Crags, local schools and the wider community, this work will develop through a series of workshops and talks.</p>				
Bolsover Lantern Parade	Mixed Ages	<p>Our Lights and Lanterns projects are designed to include as many members of the community as possible through engagement with schools, local organisations, and individuals.</p> <p>The current theme is based on our shared concerns for the environment, with lanterns representing aspects of global issues, such as animals, plants, insects, travel and recycling.</p> <p>Artist led open workshops for individuals over 12 years of age, groups and families, take place over four weeks prior to the event in schools and the community.</p>	1763		1200	

Barlborough Lantern Parade	Mixed Ages	Barlborough Lantern Parade is part of our extending programme of Lights and Lanterns Festivals.	500		60	
ARTS IN THE PUBLIC REALM PROGRAMME	TARGET GROUP	DESCRIPTION	PROJECTED PARTICIPANT NUMBERS	ACTUAL PATICIPANT NUMBERS	PROJECTED AUDIENCE NUMBERS	ACTUAL AUDIENCE NUMBERS
Take Me With You	Mixed Ages	This large-scale project brings together participatory and public art examining the effect of loss and absence upon the lives of long-distance lorry drivers and their families. A schools literature programme will explore the themes from a young persons perspective. Funding being applied for.				

RESPONSE PROGRAMME	TARGET GROUP	DESCRIPTION	PROJECTED PARTICIPANT NUMBERS	ACTUAL PARTICIPANT NUMBERS	PROJECTED AUDIENCE NUMBERS	ACTUAL AUDIENCE NUMBERS
Link Film Project	Young adults 10 5 Groups	5 Creative workshops exploring young peoples experiences of health and/or social care. A Link development worker will give a talk. The short film made by Creative Forum, will be edited by Link along with films looking at other areas, and will be shown on the Link Website	10		Web site	
Launch of Partnership Programme	Mixed Ages	Derbyshire Magnesium Limestone Landscape Partnership. Junction Arts are working with Creswell Crags School children and the Community to present a creative event to launch this extensive programme of work	40		110	

PROGRAMME		GROUPS	PARTICIPANTS	AUDIENCE	SESSIONS	PARISHES	TOTAL ATTENDANCE	NOTES
ARTS AND WELLBEING								
1.1 Arts and Sport Sidelines	Projected	10	1200	1000	60	7	2200	Needs adjusting
	Actual	1	85	0	1	1	85	
1.2 'Beating It'	Projected	3	90	60	9	3	150	CANCELLED
	Actual							See programme report
1.3 How Do You Look?	Projected	3	45	-	9	3	45	See programme report
	Actual	2	155	0	8	2	155	
1.4 Isolated Communities	Projected	3	45	300	9	3	345	CANCELLED
	Actual							
1.5 Health Visitor Training	Projected							Additional to programme plan
	Actual	0	160	0	3	1	160	Added since last update
CREATIVE LEARNING								
2.1 Community Arts Leaders	Projected	12	520	-	52	6	520	Project postponed/Staffing
	Actual							
2.2 Fun in the Woods	Projected	4	1000	-	40	3	1000	Funding NR Unsuccessful funding application
	Actual							
2.3 Storytelling	Projected	TBA	TBA	TBA	TBA	TBA	TBA	Project TBA
	Actual							
2.4 Transition	Projected							Artist Transition (Training)2 days per year
	Actual	n/a	13	0	2	n/a		Todate 1 day at Creswell Craggs

PROGRAMME		GROUPS	PARTICIPANTS	AUDIENCE	SESSIONS	PARISHES	TOTAL ATTENDANCE	NOTES
2.5 Travellers	Projected							
	Actual	0	19	0	3	1	19	Problems with Blackridge site
Creative Curriculum	Projected	10	400	1000	20	7	1400	
2.6 Living Literacy	Actual	10	1083	578	24	5	1661	Includes 08/09 & 09/10 + Road shows to date
2.7 Dads & Kids Make It	Projected							New Project since last update Additional to programme plan
	Actual	2	143	0	7	1	143	
2.8 Creative Partnerships	Projected	10	1250	3000	50	14	4250	Only until June 2009 then comes under Creative Curriculum heading
	Actual	8	975	178	122	6	1153	Awaiting final report for confirmation of figures
CELEBRATIONS AND FESTIVALS								
3.1 International Project	Projected	TBA	TBA	TBA	TBA	TBA	TBA	Feasibility completed
	Actual							
3.2 Celebrations & Festivals	Projected	14	840	2100	21	7	2940	Putting on the Ritz and Whitwell May Day
	Actual	21	1168	1540	47	3	2708	Attendance down due to bad weather
3.3 Lanterns and Lights	Predicted	15	3000	3500	66	6	6500	Bolsover/Barlborough Lanterns
	Actual	9	2517	1060	33	4	3577	Bolsover Lantern Parade and Barlborough Lantern Parade
ART IN THE PUBLIC REALM								
4.1 'Take Me With You'	Projected	10	500	1000	50	14	6000	Funding to be applied for
	Actual							

PROGRAMME	GROUPS	PARTICIPANTS	AUDIENCE	SESSIONS	PARISHES	TOTAL ATTENDANCE	NOTES
RESPONSE PROGRAMME							
5.1 Stratum Event 'Creswell Crags Opening Event' Projected							New Project since last update
Actual			231	1	1	231	
5.2 Link Film Project Projected	5	10		5	1		New Project since last update
Actual							
5.3 Launch Derbyshire Magnesium Limestone Projected	4	40		6	5		New Project since last update
YEAR TOTALS PREDICTED	103	8940	11960	397	79	25350	
YEAR TOTALS ACTUAL	53	6318	3587	251	25	9892	

Charity number: 515303
Company number: 1802999

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Trustees' Report and Financial Statements
Unaudited

For the year ended 31 March 2009

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Report of the Financial Statements - Unaudited
For the year ended 31 March 2009

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JUNCTION ARTS LIMITED
(a company limited by guarantee)

Report of the Financial Statements - Unaudited
For the year ended 31 March 2009

LEGAL AND ADMINISTRATIVE INFORMATION

Charity number 515303

Company registration number 1802999

Business address The Shirebrook Centre
Langwith Road
Shirebrook
Derbyshire
NG20 8TF

Registered office The Shirebrook Centre
Langwith Road
Shirebrook
Derbyshire
NG20 8TF

Trustees Anna Mansell
Janet Sisson
Huw Champion
Keyna Paul
Ian Wall
Terry Marshall resigned 6 February 2009

Secretary Tina Glover MBE

Chief executive Tina Glover MBE

Independent examiner David Wilson
Chartered Accountant
68 West Gate
Mansfield
Nottinghamshire
NG18 1RR

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Report of the Financial Statements - Unaudited
For the year ended 31 March 2009

LEGAL AND ADMINISTRATIVE INFORMATION - CONTINUED

Bankers	NatWest Bank PLC 5 Market Place Chesterfield Derbyshire S40 1TJ
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JUNCTION ARTS LIMITED
(a company limited by guarantee)

Report of the Trustees (Incorporating the Directors' Report)
For the year ended 31 March 2009

The trustees present their report and the financial statements for the year ended 31 March 2009. The trustees, who are also directors for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is governed by its memorandum and articles of association, adopted on 26 March 1984 and last amended 29 September 1994.

The directors are responsible for the overall governance of the charity. Directors are elected on the recommendation of fellow directors and the minimum number of directors is 7 with a current maximum of 20. One third of the directors shall retire at each annual general meeting. There were no newly appointed directors in this financial year.

The following existing members will retire and will be seeking re-election:

Janet Sisson
Huw Champion

An effective partnership working between the directors and staff is a key contributing factor in the ongoing development and success of the charity. In order to ensure that the directors' roles are carried out effectively, each has a folio of interests within the charity, which requires them to have an understanding and a responsibility for specific areas of activity with the work of the charity.

Directors are required to meet a minimum of 4 times per year including the annual general meeting at which the directors review overall strategy, set operating plans and budgets, and review the ongoing operational and investment performance of the charity. All new directors receive an induction pack containing all the relevant information regarding the structure, legalities and operational running of the charity and its work for effective and informed decision making. Directors' training sessions are held at least once per year for the whole board incorporating strategic reviews; other sessions are arranged as necessary for any other specific purposes.

The board delegates the exercise of certain powers and responsibilities relating to the management and administration of the charity as set out below. These powers are controlled by the need for regular reporting back to the main board in order that any decisions made under delegated powers can be ratified by the full board in due course.

Chief Executive

The chief executive is responsible for the day-to-day management of the charity's affairs and for implementing policies agreed by the board of directors. The chief executive also acts as secretary for the company.

Risk Management

The board of directors have undertaken a risk assessment in the following areas:

Ensured all operational aspects of Junction Arts' work comply with charity and company law including:

- Internal financial controls regularly monitored and reviewed.
- Undertaken a strategic and organisational review which will be completed in 2009 including staffing, governance, financial controls, policies and programme development.

JUNCTION ARTS LIMITED
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Report of the Trustees (Incorporating the Directors' Report)
For the year ended 31 March 2009

STRUCTURE, GOVERNANCE AND MANAGEMENT - CONTINUED

Risk Management - continued

Ensured appropriate compliance of all work undertaken with all legal requirements in accordance with Junction Arts' policy and procedures including:

- Health and safety
- Safeguarding, equal opportunities and race equality

Ensured all appropriate licensing and insurance is held and activities undertaken including:

- Public liability insurance.
- Buildings and contents insurance relating to The Picture Palace.
- Contents insurance relating to the administrative offices.
- Vehicle licensing, MOT and insurance.

OBJECTIVES AND ACTIVITIES

Public Benefit

In shaping our objectives for the year and planning our activities the directors have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging. The organisation relies on grants and income from fees and charges to cover its operating costs. In setting the level of fees, and charges the directors give careful consideration to the accessibility to participatory arts activity for those on a low income or in disadvantaged circumstances. The geographical area of benefit and aims of the organisation prioritises participatory activity with individuals and communities who are disadvantaged, unrepresented or living in isolated or deprived areas of the East Midlands.

Vision

Junction Arts will increase and extend access to high quality arts through inspirational innovative participatory arts programmes and projects within the rural areas of the East Midlands through partnership and collaboration.

Aims

Junction Arts will be recognised for high quality rurally based participatory arts work that changes people's lives, builds confidence and skills, increases communication and supports community and personal empowerment.

- Ensure active involvement and ownership in the artistic process by individuals and communities through high quality artistic interaction by and with artists.
- Deliver partnership determined programmes and projects which are relevant and distinctive to participants, situation and place.
- Promote projects and programmes that have longer-term impact for individuals and communities.
- Work with artists of the highest quality, integrity and calibre in order to deliver innovatory programmes that challenge, break new artistic ground and push the boundaries of existing practice.

Artistic Priority Programme Areas

Junction Arts continues to link programmes more effectively, both internally and with our partners in order to maximise impact and resources. In 2008/2009 our artistic priority programme areas were:

- Creative Learning:
 - . Creative Learning programmes in informal learning environments at Children's Centres in Derbyshire.
 - . Bolsover Schools Arts Celebration photography workshops and exhibitions.

JUNCTION ARTS LIMITED
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Report of the Trustees (Incorporating the Directors' Report)
For the year ended 31 March 2009

OBJECTIVES AND ACTIVITIES - CONTINUED

Artistic Priority Programme Areas - continued

- . Formal creative learning programme for schools within the district of Bolsover in partnership with Creative Partnerships Bolsover, Ashfield and Mansfield.
- Connecting Rural Communities Through Celebration:
 - . Bolsover, Barlborough and Whitwell Lantern Parades.
- Art in Public Spaces:
 - . Intergenerational education residency 'Someone To Watch Over Me' at Frederick Gent School, South Normanton, Derbyshire.
- Research and Development Programme:
 - . Arts, Health and Wellbeing.
 - . International Project Feasibility, Spiral, Rioja, Spain.

ACHIEVEMENTS AND PERFORMANCE

2008/2009 Programme: Aspiration, Challenge and Change:

Artistic Quality

We have undertaken a high focus on quality and learning in both formal and informal settings within a strategic framework and with local targets identified through our partners in the Bolsover Local Strategic Partnership and in our communities.

We have further developed our relationships with a range of experienced and inspirational artists whilst sourcing and working with new and emerging artists.

Assessment

We have continued to document, monitor and evaluate all our projects and programmes through an agreed process supplemented by a range of mechanisms which met the needs of partners and participants.

We have increased our documentation and produced DVDs and photo collections and used these to support creative reports and evaluations for publication.

We have undertaken extensive assessment with key partners for the Living Literacy and Family Learning programmes and have published these reports.

- Each project and programme assessed internally and externally by staff and participants/partners. Staff undertook a full assessment at year-end based on a four-part grid and set actions against any issues raised.
- Artistic quality and management ability was assessed as high overall both at 80% with a broad range of projects and participants.
- Financial activity was assessed as 60% overall and under target regarding commissioned work and fundraising.
- Public benefit was assessed at 75% with an increased focus on delivery of highest quality work through action research and pilot initiatives with new participants and partners. Attendance from unrepresented groups increased through extended consultation and resulting varied programme.

JUNCTION ARTS LIMITED
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Report of the Trustees (Incorporating the Directors' Report)
For the year ended 31 March 2009

ACHIEVEMENTS AND PERFORMANCE - CONTINUED

Programme Focus

- The programme focus this year changed from regeneration to local and regional rural innovative participatory arts programmes through new geographical connexions and research.
- Junction Arts increased our partnerships and programmes for artists and educators to extend our partner and creative work base regionally and internationally.
- Junction Arts undertook a review of the programme strands that were completed over the last three years and assessed their viability for continuation.

2008/09 Key Developments:

Strategic Review:

The review included the need to meet objectives and targets identified in our Arts Council Annual Review and through issues identified by board and staff. The review highlighted the need to designate 2008/10 as transitional years for the organisation following major changes to our partnership base and context following the implementation of Derbyshire LAA. The review enabled us to begin developing new partners and programmes beyond Bolsover district and to re-focus our core mission and objectives within a wider regional context.

In view of these changing circumstances Arts Council England asked Junction Arts to extend our geographical focus and work beyond the boundaries of Bolsover district. This was agreed by the board and staff in the interest of best value and in recognition of the organisation's excellence in rural participatory arts practice and experience and delivery of partnership working within communities.

We have therefore focussed attention internally to meet the artistic and economic challenges of a 21st century participatory arts and voluntary sector organisation in a time of local, national and global challenge and change whilst continuing to deliver high quality work with communities within a wider rural area.

Financial Plans, Budgets and Targets:

We received inflationary increases in our core funding from Arts Council England, East Midlands and Derbyshire County Council. The Service Level Agreement 2008/09 was agreed with Bolsover District Council. Designated reserves retained at the year-end amounted to £120,000. We have continued to advertise and market the sale of The Picture Palace in South Normanton.

Key Actions:

- Creation of new Strategic Business Plan through board and staff partnership.
- Transitional programme plan to engage and develop new audiences and partners within a wider geographical area.
- Governance Action Plan and Working Group.
- Implementation of a Communications Strategy and plan including refreshed web site, increased visibility and new brand promotion.
- Interim Staffing Review to enable delivery of the business plan.
- Increased research and development funds/programme support allocated from core income and reserves.
- Consolidation of regional and local arts leadership through East Midlands Participatory Arts Forum and Bolsover District Cultural Forum.

JUNCTION ARTS LIMITED
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Report of the Trustees (Incorporating the Directors' Report)
For the year ended 31 March 2009

ACHIEVEMENTS AND PERFORMANCE - CONTINUED

Overview:

This has been a challenging transitional year but one which the organisation has faced with hard work and a strong focus on our long-term future whilst undertaking the delivery of partnership based high quality arts activity. Despite the longevity of the organisation we have not been complacent and were able to recognise our core strengths and indeed weaknesses and undertake change within this context.

Our ability to change has been strength in the past and our passion for both the arts and the people that take part has not changed. We believe that we have ended 2008/2009 with:

- A new clarity about the nature of our work and the role participatory arts plays in our communities and in society.
- A stronger and more innovative approach to the quality of the art produced.
- A greater understanding of the potential for engagement with disadvantaged communities and individuals.
- Increased structures and delivery for communication, consultation and increased visibility.
- An increased ability to work better as an organisational team.
- A strong sense of our future, not just of our past.
- Increased quality and breadth in our work.

FINANCIAL REVIEW

Financial Position

The company had total incoming resources for the year of £187,469 (2008 £299,931). Resources expended amounted to £210,194 (2008 £304,006). There was a net decrease in funds of £32,725 for the year (2008 decrease in funds of £49,075).

Reserves Policy

The board of directors have examined the charity's requirements for reserves in the light of the main risks to the organisation. The directors aim to maintain free reserves in unrestricted funds at a level, which equates to approximately three months of unrestricted charitable expenditure. The reserves are needed to meet the working capital requirements of the charity in the event of a significant drop in funding or when some of the income generating activities may be curtailed due to circumstances outside their control. Core current reserves at 31 March 2009 were £73,166 (2008 £70,427).

Free Reserves

Free reserves available for use by the charity are deemed to be those that are readily realisable, less funds whose uses are restricted or designated for particular purposes. The calculation thus excludes fixed assets that will continue to be used in the day-to-day running of the charity.

FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS

Junction Arts is the custodian of the following funds:

- Derbyshire Arts Development Group, an unincorporated membership group.
The directors act as treasurer and hold group funds to further the group aims to further the arts in the county of Derbyshire. These funds are held cash in hand and assets are separated on the balance sheet. These assets are £1,911 as shown in the financial statements.


JUNCTION ARTS LIMITED
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Report of the Trustees (Incorporating the Directors' Report)
For the year ended 31 March 2009

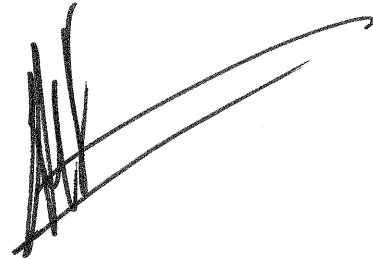
SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

Approved by the board on 7 September 2009
and signed on their behalf by


Keyna Paul
Director

Huw Champion
Director



JUNCTION ARTS LIMITED
(a company limited by guarantee)

**Independent Examiner's Report to the Trustees on the Unaudited Financial Statements of
Junction Arts Limited**

I report on the unaudited financial statements of Junction Arts Limited for the year ended 31 March 2009 which comprise the statement of financial activities, the balance sheet and the related notes.

This report is made solely to the trustees, as a body, in accordance with section 43 (3) of the Charities Act 1993. My examination has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the trustees as a body, for my examination, for this report or for the opinions I have formed.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND INDEPENDENT EXAMINER

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- . examine the financial statements under section 43 of the Act);
- . to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the Act; and
- . to state whether particular matters have come to my attention.

BASIS OF THE INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items of disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect, the requirements:
 - . to keep accounting records in accordance with section 221 of the Companies Act 1985; and
 - . to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the section 226(A) of the Companies Act 1985 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

David Wilson
Chartered Accountant
68 West Gate
Mansfield
24 September 2009

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Statement of Financial Activities (Incorporating the Income and Expenditure Account) - Unaudited
For the year ended 31 March 2009

	Notes	Unrestricted funds £	Restricted funds £	2009 Total £	2008 Total £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Investment income	2	1,151	-	1,151	3,133
Incoming resources from charitable activities	3	162,056	24,262	186,318	296,798
TOTAL INCOMING RESOURCES		<u>163,207</u>	<u>24,262</u>	<u>187,469</u>	<u>299,931</u>
RESOURCES EXPENDED					
Charitable activities	4	154,439	49,532	203,971	301,588
Governance costs	5	6,223	-	6,223	2,418
TOTAL RESOURCES EXPENDED		<u>160,662</u>	<u>49,532</u>	<u>210,194</u>	<u>304,006</u>
NET OUTGOING RESOURCES FOR THE YEAR					
		2,545	(25,270)	(22,725)	(4,075)
OTHER RECOGNISED GAINS AND LOSSES					
Unrealised loss on revaluation of investment assets	12	(10,000)	-	(10,000)	(45,000)
NET MOVEMENT IN FUNDS		<u>(7,455)</u>	<u>(25,270)</u>	<u>(32,725)</u>	<u>(49,075)</u>
Total funds brought forward		205,168	25,332	230,500	279,575
TOTAL FUNDS CARRIED FORWARD		<u>197,713</u>	<u>62</u>	<u>197,775</u>	<u>230,500</u>

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Balance sheet - Unaudited
As at 31 March 2009

	Notes	£	2009 £	£	2008 £
FIXED ASSETS					
Tangible assets	11		4,547		4,741
Investments	12		120,000		130,000
			<u>124,547</u>		<u>134,741</u>
CURRENT ASSETS					
Debtors	13	7,857		36,811	
Cash at bank and in hand		76,435		92,489	
		<u>84,292</u>		<u>129,300</u>	
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR					
	14	11,064		33,541	
NET CURRENT ASSETS			<u>73,228</u>		<u>95,759</u>
NET ASSETS			<u>197,775</u>		<u>230,500</u>
FUNDS					
Restricted funds	16		62		25,332
Unrestricted funds			197,713		205,168
TOTAL FUNDS			<u>197,775</u>		<u>230,500</u>

The Balance Sheet continues on the following page.

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Balance sheet (continued) - Unaudited
Statements Required by Section 249B(4)
For the year ended 31 March 2009

In approving these financial statements as trustees of the company we hereby confirm:

1. that for the year stated above the company was entitled to the exemption conferred by Section 249A(1) of the Companies Act 1985 ;
2. that no notice has been deposited at the registered office of the company pursuant to Section 249B(2) requesting that an audit be conducted for the year ended 31 March 2009 and
3. that we acknowledge our responsibilities for:
 - ensuring that the company keeps accounting records which comply with Section 221, and
 - preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of Section 226 and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The financial statements were approved by the board on 7 September 2009 and signed on its behalf by


Keyna Paul
Director

Huw Champion
Director



JUNCTION ARTS LIMITED
(a company limited by guarantee)

Notes to the Financial Statements - Unaudited
For the year ended 31 March 2009

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. BASIS OF ACCOUNTING

The financial statements are prepared under the historical cost convention, except for the revaluation of certain fixed assets and except for investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005) and the Companies Act 1985.

1.2. FUND ACCOUNTING

Unrestricted funds are available for use at the discretion of the directors in furtherance of the general objects of the charity.

Designated funds are allocated out of unrestricted funds by the directors for specific purposes. The use of such funds is at the directors' discretion.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or where funds are raised for particular restricted purposes.

1.3. INCOMING RESOURCES

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Income from investments is included in the year in which it is receivable.

Incoming resources from charitable activities are accounted for when receivable.

JUNCTION ARTS LIMITED
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Notes to the Financial Statements - Unaudited
For the year ended 31 March 2009

1.4. RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs include general management, general office costs, accounting, information technology and human resources and are allocated across the categories of costs of generating funds, charitable expenditure and governance costs.

Governance costs include costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the statement of financial activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly. Others are apportioned on an appropriate basis e.g. per capita or estimated usage as detailed in the notes to the financial statements

1.5. TANGIBLE FIXED ASSETS AND DEPRECIATION

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment - 33.3% straight line or 15% reducing balance
Motor vehicles - 25% straight line

Assets costing more than £500 are capitalised and valued at historic cost.

In accordance with SSAP19 depreciation is not provided on investment properties that are held as freeholds. This is a departure from the Companies Act 1985, which requires all tangible assets to be depreciated. In the opinion of the directors, this departure is necessary for the financial statements to give a true and fair view and comply with applicable accounting standards, which require investment properties to be included in the financial statements at market value.

1.6. INVESTMENT PROPERTIES

Investment properties are carried in the financial statements at market value.

2. INVESTMENT INCOME

	Unrestricted funds £	Restricted funds £	2009 total £	2008 total £
Bank interest receivable	1,151	-	1,151	3,133

JUNCTION ARTS LIMITED
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Notes to the Financial Statements - Unaudited
For the year ended 31 March 2009

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted funds £	Restricted funds £	2009 total £	2008 total £
Arts Council England	121,580	-	121,580	118,380
District of Bolsover	19,800	-	19,800	19,800
Derbyshire County Council	15,875	-	15,875	15,410
Arts Council England Creative Partnership	-	14,511	14,511	51,641
Arts Council England Tallerspiral	-	-	-	4,500
NED Economic Development Team (NRF)	-	-	-	28,270
Connexions (NRF)	-	-	-	5,135
NED NHS Trust (NRF)	-	-	-	11,650
District of Bolsover (NRF)	-	-	-	32,723
Derbyshire County NHS PCT	-	1,140	1,140	-
Old Bolsover Town Council	-	1,300	1,300	1,474
Newton School	-	-	-	500
CRB fees invoiced	-	-	-	1,435
Project fees	50	6,735	6,785	2,151
Miscellaneous income	562	576	1,138	57
Expenses recharged	4,189	-	4,189	3,672
	<u>162,056</u>	<u>24,262</u>	<u>186,318</u>	<u>296,798</u>

JUNCTION ARTS LIMITED
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Notes to the Financial Statements - Unaudited
For the year ended 31 March 2009

4. CHARITABLE ACTIVITIES

	Unrestricted funds £	Restricted funds £	2009 total £	2008 total £
Artists fees	4,899	24,283	29,182	104,185
Project publicity	623	1,231	1,854	3,143
Other project expenses	1,562	12,648	14,210	30,158
Project management fees	(4,663)	4,663	-	-
Wages and salaries	87,177	17,815	104,992	101,188
Employer's NIC	8,148	1,310	9,458	9,064
Premises costs	15,698	-	15,698	13,215
Picture Palace costs	-	-	-	1,404
Motor and travel expenses	3,241	63	3,304	2,678
Professional fees	7,462	-	7,462	7,498
Sundry office costs	8,796	-	8,796	13,452
Depreciation	1,868	-	1,868	3,129
Publicity and printing	5,263	-	5,263	5,140
Staff training and conferences	1,884	-	1,884	1,426
Recruitment	-	-	-	5,908
Core programme support	12,481	(12,481)	-	-
	<u>154,439</u>	<u>49,532</u>	<u>203,971</u>	<u>301,588</u>

Cost allocation includes an element of judgement and the charity has had to consider the cost benefit of all detailed calculations and record keeping. To ensure full cost recovery on projects the charity adopts a policy of allocating costs to the respective cost headings through the year. This allocation includes support costs where they are directly attributable. Other support costs shown are a best estimate of the costs that have been so allocated either on a per capita basis or on an estimated usage basis.

5. GOVERNANCE COSTS

	Unrestricted funds £	Restricted funds £	2009 total £	2008 total £
Accountancy fees	950	-	950	-
Audit fee	-	-	-	1,620
Cost of trustees' meetings	4,538	-	4,538	408
Trustee reimbursed travel	735	-	735	390
	<u>6,223</u>	<u>-</u>	<u>6,223</u>	<u>2,418</u>

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Notes to the Financial Statements - Unaudited
For the year ended 31 March 2009

6. ANALYSIS OF SUPPORT COSTS

	2009	2008
	£	£
Staff costs	114,450	110,252
Premises costs	15,698	14,619
Motor and travel expenses	3,304	2,678
Professional fees	7,462	7,498
Sundry office costs	8,796	13,452
Depreciation	1,868	3,129
Publicity and printing	5,263	5,140
Other support costs	1,884	7,334
	<u>158,725</u>	<u>164,102</u>

7. NET OUTGOING RESOURCES FOR THE YEAR

	2009	2008
	£	£
Net outgoing resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	1,868	3,129
Auditors' remuneration	-	1,620
	<u>-</u>	<u>4,749</u>

8. EMPLOYEES

Employment costs

	2009	2008
	£	£
Wages and salaries	104,992	101,188
Social security costs	9,458	9,064
	<u>114,450</u>	<u>110,252</u>

No employee received emoluments of more than £60,000 (2008 : None).

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

	2009	2008
	Number	Number
Charitable activities	<u>5</u>	<u>6</u>

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Notes to the Financial Statements - Unaudited
For the year ended 31 March 2009

9. TRUSTEES' EMOLUMENTS

None of the trustees received any remuneration.

Three of the trustees received reimbursement of expenses during the year amounting to £735 (2008 £390).

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2008 £nil).

10. TAXATION

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these financial statements.

11. TANGIBLE FIXED ASSETS

	Fixtures, fittings and equipment	Motor vehicles	Total
	£	£	£
COST			
At 1 April 2008	37,244	12,000	49,244
Additions	1,674	-	1,674
At 31 March 2009	<u>38,918</u>	<u>12,000</u>	<u>50,918</u>
DEPRECIATION			
At 1 April 2008	32,503	12,000	44,503
Charge for the year	1,868	-	1,868
At 31 March 2009	<u>34,371</u>	<u>12,000</u>	<u>46,371</u>
NET BOOK VALUES			
At 31 March 2009	<u>4,547</u>	<u>-</u>	<u>4,547</u>
At 31 March 2008	<u>4,741</u>	<u>-</u>	<u>4,741</u>

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Notes to the Financial Statements - Unaudited
For the year ended 31 March 2009

12. FIXED ASSET INVESTMENTS

	Investment properties £
VALUATION	
At 1 April 2008	130,000
Revaluations	(10,000)
At 31 March 2009	<u>120,000</u>

The above property is currently up for sale and the valuation reflects the expected sales proceeds. In the opinion of the trustees, the reduction in value has been made to reflect its current value as recommended by the sales agent.

13. DEBTORS

	2009 £	2008 £
Other debtors	<u>7,857</u>	<u>36,811</u>

**14. CREDITORS: AMOUNTS FALLING DUE
WITHIN ONE YEAR**

	2009 £	2008 £
Other creditors	1,703	16,528
Accruals and deferred income	7,450	7,607
Funds held on behalf of a third party	1,911	9,406
	<u>11,064</u>	<u>33,541</u>

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Notes to the Financial Statements - Unaudited
For the year ended 31 March 2009

15. FUNDS HELD ON BEHALF OF A THIRD PARTY

The charity holds funds on behalf of Derbyshire Arts Development Group. The movement on the funds during the year was as follows:

	2009	2008
	£	£
DADG		
At 1 April 2008	2,206	3,706
Transfer	2,205	-
Payments	(2,500)	(1,500)
At 31 March 2009	<u>1,911</u>	<u>2,206</u>
Financed by:		
Cash held in bank account as part of charity's bank balance	<u>1,911</u>	<u>2,206</u>

The charity holds funds on behalf of East Midlands Participatory Arts Partnership. The movement on the funds during the year was as follows:

	2009	2008
	£	£
EMPAF		
At 1 April 2008	7,200	4,500
Transfer	-	2,700
Payments	(7,200)	-
At 31 March 2009	<u>-</u>	<u>7,200</u>
Financed by:		
Cash held in bank account as part of charity's bank balance	<u>-</u>	<u>7,200</u>

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Notes to the Financial Statements - Unaudited
For the year ended 31 March 2009

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fund balances at 31 March 2009 as represented by:			
Tangible fixed assets	4,547	-	4,547
Investment assets	120,000	-	120,000
Current assets	84,230	62	84,292
Current liabilities	(11,064)	-	(11,064)
	<u>197,713</u>	<u>62</u>	<u>197,775</u>

17. UNRESTRICTED FUNDS

	At 1 April 2008	Incoming resources	Outgoing resources	Gains and losses	At 31 March 2009
	£	£	£	£	£
Core	75,168	163,157	(160,507)	-	77,818
Unrestricted Projects	-	50	(50)	-	-
Whitwell May Day 2009	-	-	(105)	-	(105)
Property Fund	130,000	-	-	(10,000)	120,000
	<u>205,168</u>	<u>163,207</u>	<u>(160,662)</u>	<u>(10,000)</u>	<u>197,713</u>

Purposes of unrestricted funds

General Funds:

These funds are available for use at the discretion of the directors in furtherance of the general objects of the charity.

Designated Fund - Property Fund:

The directors have designated the property fund to be used for the purpose of investing in freehold property, once the Picture Palace at South Normanton has been sold.

JUNCTION ARTS LIMITED
(a company limited by guarantee)

Notes to the Financial Statements - Unaudited
For the year ended 31 March 2009

18. RESTRICTED FUNDS

	At 1 April 2008	Incoming resources	Outgoing resources	At 31 March 2009
	£	£	£	£
Literacy Development	3,783	400	(4,183)	-
Arts Council CP BAM	17,049	3,311	(20,360)	-
Arts Council Tallerspiral	4,500	-	(4,414)	86
Derbyshire No Smoking	-	1,140	(1,140)	-
Someone To Watch Over Me	-	3,500	(3,500)	-
Health Visitor Training	-	-	(13)	(13)
Creative Agents Change and Enquiry	-	11,200	(11,200)	-
Bolsover Lantern Parade 2008	-	2,226	(2,226)	-
Matlock Children's Centre	-	1,100	(1,100)	-
Eckington SureStart	-	-	(11)	(11)
Barlborough Lantern Parade	-	500	(500)	-
Clowne SureStart	-	385	(385)	-
Normanton and Whitwell Festivals	-	500	(500)	-
	<u>25,332</u>	<u>24,262</u>	<u>(49,532)</u>	<u>62</u>

Purposes of restricted funds

Restricted Funds:

These funds enable the charity to provide its on-going role as the arts development and regeneration organisation for the district of Bolsover. This includes the provision of advice, support and partnerships in new initiatives and developments with partner agencies and groups in the statutory, voluntary and community sector.

19. COMPANY LIMITED BY GUARANTEE

Junction Arts Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Committee:	Executive	Agenda Item No.:	7.
Date:	1st February 2010	Status	Open
Category	Part of the Budget and Policy Framework		
Subject:	Groundwork Creswell, Ashfield & Mansfield Core Funding, Report on Activities During 2009/10		
Report by:	Head of Regeneration		
Other Officers Involved	Director of Neighbourhoods		
Relevant Portfolio Holder	Councillor A.F. Tomlinson, Portfolio Holder for Regeneration		

RELEVANT CORPORATE AIMS

REGENERATION – Developing healthy, prosperous and sustainable communities

Develop vibrant town centres. Develop flourishing rural communities. Encourage inward investment and a local entrepreneurial culture to maximize sustainable employment opportunities.

SOCIAL INCLUSION – Promoting fairness, equality and lifelong learning

Promote the development of skills and learning within communities.

ENVIRONMENT – Promoting and enhancing a clean and sustainable environment

Protect, enhance and improve the natural and built environment in a sustainable way.

CUSTOMER FOCUSED SERVICES – Providing excellent customer focused services

Strengthen community consultation and involvement.

TARGETS

Contained within the Service Level Agreement, and to be illustrated as part of the presentation to Executive

VALUE FOR MONEY

The Council's core funding continues to help to lever in additional investment, across a range of regeneration activities and training programmes

THE REPORT

The Council continues to provide annual core funding to Groundwork Creswell, Ashfield and Mansfield and the Portfolio Holder for Regeneration sits on the Groundwork Board. A full report will be given by the Chief Executive of the Trust at Executive outlining achievements for the previous year, and proposed activity for 2010/2011, which will also more detail more specific outputs and outcomes.

ISSUES/OPTIONS FOR CONSIDERATION

The targets set for the previous years have been met. Groundwork continues to work in key areas across the full span of the Council's Regeneration strategy and add timely interventions to employment training particularly in relation to housing and environmental schemes. They are also a key partner on the Local Enterprise Growth Initiative and directly employ several staff. Finally they play a significant role in developing funding bids in partnership with the Council and others across the Local Strategic Partnership.

IMPLICATONS

Financial: Core funding of £18,000 has been allocated to Groundwork as part of the 2009/10 budget. There are no additional financial implications.

Legal: The grant is subject to Groundwork Creswell complying with the conditions outlined in the Council's Service Level Agreement with them.

Human Resources: Additional benefits in terms of human resources are gained by the Council by Groundwork acting as managing hosts to several projects and in acting as a 'consultancy' that the Council can call on in developing funding bids.

RECOMMENDATION(S)

That subject to a satisfactory report, the payment for 2009/10 totalling £18,000 is released to Groundwork Creswell Ashfield & Mansfield.

REASON FOR DECISION

To release the payment to Groundwork Creswell, Ashfield & Mansfield in accordance with the service level agreement.

ATTACHMENTS: None
FILE REFERENCE: Service Level Agreement
SOURCE DOCUMENT: Various reports and project files from Groundwork

DISTRICT OF BOLSOVER
Actual 2008/2009 Programme

	<u>Income (£)</u>
Construction Training Programme (Contributing to; NI153, NI163)	82,865
Number of Learners	57
Job Outcomes	21
Qualifications achieved	49
Environmental Programmes (Contributing to; NI153, NI163, NI188)	24,714
Number of Learners	17
Job Outcomes	6
Qualification achieved	12
Youth Programmes (Contributing to; NI8, NI18, NI27, NI110 & NI117)	101,119
Number of Learners	79
Job Outcomes	3
Qualification achieved	48
<i>Schools; Shirebrook Community, Heritage Community, Netherthorpe @ Bolsover Community</i>	
Bizfizz / Social Enterprise (Contributing to; NI172)	184,070
Businesses supported	161
Construction Programme (Contributing to; NI117, NI153 & NI163)	533,072
Pleasley Vale outdoor Pursuits Centre	200,000
Greenhomes, Shirebrook (additionally; NI186 & NI188)	253,652
Station Road, Shirebrook	12,537
Shirebrook Village Renewal; (additionally; NI115)	25,668
Whaley Thorns Renewal	41,215
Environmental Programme (Contributing to; NI117 & NI163)	67,178
Clowne Skate Park	10,133
Brook Park (additionally; NI153)	31,704
Creswell Clean Ups (additionally; NI195)	7,004
Other Projects (Contributing to; NI110 & NI117)	46,643
CO ² Projects	
Bolsover Countryside Partnership	
Magnesian Limestone Partnership	
Health Trainer	
Total Leverage (All contribute to LAA NI17)	1,039,661
2006/07 = 1,358,295 (75.5:1) 2007/08 = £1,144,835 (63.6:1)	= (57.8:1)

In all, LAA NI's contributed towards; NI7, NI8, NI18, NI27, NI110, NI117, NI153, NI163, NI163, NI172, NI186, NI188

DISTRICT OF BOLSOVER

Projected 2009/2010 Programme

	<u>Income (£)</u>
Construction Training Programme (Contributing to; NI153, NI163)	92,728
Number of Learners	75
Job Outcomes	33
Qualifications achieved	100
Environmental Programmes (Contributing to; NI153, NI163, NI188)	43,272
Number of Learners	35
Job Outcomes	17
Qualification achieved	45
Youth Programmes (Contributing to; N18, NI18, NI127, NI110 & NI117)	132,000
Number of Learners	95
Job Outcomes	10
Qualification achieved	120
<i>Schools; Shirebrook Community, Heritage Community, Netherthorpe @ Bolsover Community</i>	
Bizfizz / Social Enterprise (Contributing to; N172)	145,000
Businesses supported	120
Construction Programme (Contributing to; N117, N153 & N163)	200,592
Shirebrook Station	35,000
Greaseworks (additionally; NI186 & NI188)	25,000
Shirebrook/Whaley Thorns Village Renewal; (additionally; NI186)	75,000
FHM – New Houghton (additionally; NI186)	65,592
Environmental Programme (Contributing to; NI117 & NI163)	112,000
Brook Park	32,000
Clowne Skate Park (Phase 3)	40,000
PV/Solar/Groundsource Heat Pump @ Clowne (additionally; NI186 & NI188)	40,000
Other Projects (Contributing to; NI110 & NI117)	30,000
Bolsover Countryside Partnership	
Magnesian Limestone Partnership	
Bolsover Energy Partnership	
Health Trainer	
Total Leverage (All contribute to LAA NI17)	755,592
	= (41.9:1)

2006/07 = 1,358,295 (75.5:1) 2007/08 = £1,144,835 (63.6:1) 2008/9 = £1,039,661 (57.8:1)

In all, LAA NI's contributed towards; NI7, NI8, NI18, NI27, NI110, NI117, NI153, NI163, NI163, NI172, NI186 & NI188

DISTRICT OF BOLSOVER

Projected 2010/2011 Programme

	<u>Income (£)</u>	
Construction Training Programme (Contributing to; NI153, NI163)	140,000	
Number of Learners	80	
Job Outcomes	32	
Qualifications achieved	80	
Environmental Programmes (Contributing to; NI153, NI163, NI188)	140,000	
Number of Learners	80	
Job Outcomes	32	
Qualification achieved	80	
Youth Programmes (Contributing to; N18, NI18, NI127, NI110 & NI117)	140,000	
Number of Learners	110	
Job Outcomes	15	
Qualification achieved	110	
<i>Schools; Shirebrook Community, Heritage Community, Netherthorpe @ Bolsover Community</i>		
Bizfizz / Social Enterprise (Contributing to; N172)	145,000	
Businesses supported	120	
Construction Programme (Contributing to; N117, N153 & N163)	370,000	
ROSPA	100,000	
Creswell Station	250,000	
Green Doctor; (additionally; NI186)	20,000	
Environmental Programme (Contributing to; NI117 & NI163)	175,000	
New Houghton Play Area	75,000	
Pleasley Play Area	65,000	
Brook Park (additionally; NI186 & NI188)	35,000	
Other Projects (Contributing to; NI110 & NI117)	35,000	
Bolsover Countryside Partnership		
Magnesian Limestone Partnership		
Bolsover Energy Partnership		
Total Leverage (All contribute to LAA NI17)	1,145,000 = (63.6:1)	
2007/08 = £1,144,835 (63.6:1)	2008/9 = £1,039,661 (57.8:1)	2000/10 = £755,592 (41.9:1)

In all, LAA NI's contributed towards; NI7, NI8, NI18, NI27, NI110, NI117, NI153, NI163, NI163, NI172, NI186 & NI188

District of Bolsover

Service Level Agreement

Overview

Groundwork Creswell, Ashfield and Mansfield has contributed significantly to the Sustainable Community Strategy of Bolsover District.

Made a Real Difference to People's Lives

- Over 200 people with raised aspirations
- 30 local people found long-term employment
- Over 100 accredited qualifications achieved
- 161 business supported to grow
- £1 million pounds levered into the District in the last financial year

Award Winning Service

- Enterprise Champion 2008
- Ofsted Accredited
- CHAS Approved

Targeted Interventions

- Pear Tree Estate – “Gate-It” crime reduction scheme
- Shirebrook Greenhomes
- South Normanton/Pinxton, Clown & Shirebrook Bizfizz
- Pleasley Greaceworks / Outdoor Pursuits Centre

Groundwork staff have wide-ranging involvement in strategic issues

- Chair of the LSP Employment and Enterprise Group
- Vice-Chair of the LSP's Housing & Environment Group
- Member of LSP's Executive Support
- Active in Bolsover Energy Partnership
- Partnership with PCT for Health Trainer Initiative

Schedule 1

Service Specification

Community Strategy Area	Services Provided	Outputs/Outcomes
<p>Getting Better all the Time</p> <p><u>Improved Health</u></p>	<p>Youth Environment Programmes</p> <p>Fuel Poverty Programmes</p>	<p>Breakthrough/One World Schools working with; Shirebrook, Heritage, Netherthorpe & Bolsover schools</p> <p>Greenhomes Shirebrook, Shirebrook/New Houghton/Whaley Thorns Village Renewal programmes</p> <p>Bolsover Energy Partnership</p>
<p>A Better Place to Work</p> <p><u>Greater Prosperity</u></p>	<p>Community Engagement and Consultation</p> <p>Improved Community Atmosphere – Better Facilities</p> <p>Employment Programmes</p> <p>Environmental Business Support</p> <p>Placement Opportunities</p> <p>Heritage Improvements</p> <p>Social Enterprise Developments</p> <p>Business Support Services</p>	<p>Brook Park – Green space management</p> <p>Early Birds Day Nursery, Shirebrook</p> <p>Shuttlewood & Stanfree Play Areas</p> <p>Clowne Skate Park</p> <p>Westhouses Play Area</p> <p>Carr Vale, Orchard Road Play Area</p> <p>Building on New Deal (JC+ Partnership) / FJF Train to Construct & Building Skills for Women</p> <p>Markham Willows- ERDF Business support programme</p> <p>Crestra, Connaught, Skanska, Baggley Jenkins, New Life Housing Ass/MVMP, Frank Haslam Milan</p> <p>Creswell Craggs</p> <p>Shirebrook Station</p> <p>Pleasley Vale Outdoor Pursuits Centre</p> <p>Markham Willows / partner with DRCC's Social Enterprise Officer / LEGI</p> <p>Bizfizz Clowne, Shirebrook and South Normanton</p>
<p>A Safer & Better Community</p> <p><u>Reduced Crime</u></p>	<p>Youth Re-engagement</p> <p>Gate-It Programme or similar</p> <p>Renovation & Refurbishment Programmes</p>	<p>Breakthrough/One World Schools – working with: Shirebrook, Heritage, Netherthorpe & Bolsover schools</p> <p>Pear Tree Estate, Shirebrook</p> <p>Partnership with Northern Counties Hsg Ass, Shirebrook</p> <p>Shirebrook & Whaley Thorns Village Renewal</p> <p>Motorcycle barriers – Bolsover/Shirebrook and South Normanton</p> <p>Shirebrook & Whaley Thorns Village Renewal</p> <p>Station road, Shirebrook</p> <p>Greenhomes @ Shirebrook – partnership with DoB & MVMP</p> <p>Baggley Jenkins Partnership – Shirebrook</p> <p>Henry Boot – Creswell Model Village</p> <p>Frank Haslam Milan – New Houghton</p>

<p>Better Results, a Better Future</p> <p><u>Lifelong Learning</u></p>	<p>Youth Re-engagement</p> <p>Vocational Training Opportunities</p> <p>IT On-Line Training</p> <p>Employment and Training Programmes</p>	<p>Breakthrough/One World Schools working with; Shirebrook, Heritage, Netherthorpe & Bolsover schools</p> <p>Working with Bolsover & Stavelly Learning Community NEET programme (supporting the Derbyshire LSC's "September guarantee")</p> <p>CSCS accreditation</p> <p>Vocational Schools Programme NEET provision BOND / FJF working with long-term unemployed</p>
<p>A Better Place to Live</p> <p><u>Healthy Environment</u></p>	<p>Waste Minimisation Programmes</p> <p>Recycling Feasibility Studies</p> <p>Environmental Improvement Programme – Landscape Design/Management Sustainable Woodlands</p> <p>Environmental Homes Improvements & Improved Housing</p> <p>Insulation Programmes</p>	<p>"Doorstepping Programme" – partnership with DCC & DoB / Creswell Clean-ups</p> <p>Markham Willows – working with DCC to review recycling provision in the northern District's</p> <p>Shuttlewood / Stanfree Bolsover Earthworks Brook Park Bramley Vale vehicle access & footpath works @ school Clowne Skate Park</p> <p>Shirebrook/New Houghton/Whaley Thorns Village Renewal programmes Greenhomes, Shirebrook</p> <p>Shirebrook/New Houghton/Whaley Thorns Village Renewal programmes Greenhomes, Shirebrook</p>

Committee:	Executive	Agenda Item No.:	8.
Date:	1 st February 2010	Status	Open
Category	Decision within the Functions of Executive		
Subject:	Working Neighbourhoods Fund – Suspension of Contract Standing Orders		
Report by:	Partnership Consultant Programme Manager		
Other Officers Involved	Chief Executive's and Partnership Manager		
Director	Chief Executive Officer		
Relevant Portfolio Holder	Councillor A.F. Tomlinson, Portfolio Holder for Regeneration Councillor E. Watts, 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 has been increased to £7,265,897 (an additional £200,483 for the Bolsover District was announced by the Department for Communities and Local Government on the 12th November 2009)
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)

Suspending Contract Standing Orders

4. The Local Strategic Partnership (LSP) has recently undertaken its third round of WNF Commissioning. A priority intervention has been identified which involves the development and delivery of an education programme within schools which encompasses a preventative model for teenage pregnancy, with a defined focus on relationships and self-esteem. The proposed intervention has been informed by the findings of a pilot project which was supported by Derbyshire County Primary Care Trust (PCT) earlier this year.
5. The proposed management arrangements for this intervention involve Derbyshire County PCT, Public Health, being the lead commissioner with responsibility for overseeing and commissioning delivery through sub-contracting arrangements as appropriate. It is considered that placing the proposed intervention under the commissioning responsibility of the PCT's Health Improvement Manager for Parenting, Families and Children ensures strategic alignment taking into account that the PCT has a lead advisory role for teenage pregnancy, alongside Derbyshire County Council.
6. These reasons have been discussed and are supported by the Head of Shared Procurement and the LSP's Technical Group. Support is also being sought from Derbyshire County Council who has a lead strategic role for teenage pregnancy.
7. Further to the above, and taking into account that this initiative sits well within the PCT's Public Health role as a commissioner of teenage

pregnancy interventions, the procurement/tendering process would be unnecessarily time consuming and would seriously jeopardise the desired outcome.

8. Endorsement from the Executive is now being sought to suspend CSOs for the initiative as outlined above.

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 4 to 8, 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 County Primary Care Trust for the contract for relationships and self esteem.

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: **N**
FILE REFERENCE:
SOURCE DOCUMENT:

Committee:	Executive	Agenda Item No.:	9.
Date:	1 st February 2010	Status	Open
Category	Part of the Budget and Policy Framework		
Subject:	Arrears – Irrecoverable Items over £1,000		
Report by:	Head of Finance and Revenues		
Other Officers Involved			
Director	Director of Resources		
Relevant Portfolio Holder	Councillor A. M. Syrett, Portfolio Holder for 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 £40,098.16 as itemised on the attached schedules.

Bankruptcy/ Liquidation		
No of Accounts	Type of Account	
6	Business Rates	£26,121.73
	Total	£26,121.73

No Trace		
No of Accounts	Type of Account	
4	Business Rates	£6,265.84
4	Council Tax	£7,710.59
	Total	£13,976.43

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 who can't be traced/ are 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 £40,098.16 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.

BUSINESS RATES: AMOUNTS FOR WRITE OFF: BANKRUPT

<u>Account Reference</u>	<u>Lead Liabile Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabile From</u>	<u>Liabile To</u>	<u>Bill Balance</u>
1 800071964	MR RORY HALLAM	ROYAL OAK INN HIGH STREET BARLBOROUGH	£ 4,546.16	01/04/2009	05/10/2009	£4,546.16
2 80014406X	XJF PLASTICS	HIGH HAZELS ROAD BARLBOROUGH	£ 8,090.20	01/04/2008	01/04/2009	£8,090.20
3 800147137	ELMSDEAN CONSORTIUM	UNIT 8 ENTERPRISE COURT COLLIERY ROAD CRESWELL	£ 1,057.62	03/12/2008 01/04/2009	01/04/2009 10/11/2009	£ 390.91 £ 666.71
4 800140907	A1 INVESTMENTS LTD	UNIT 51 MCARTHUR GLEN RETAIL SOUTH NORMANTON	£ 10,063.26	01/04/2008 01/04/2009	01/04/2009 15/11/2009	£1,387.00 £8,676.26
5 800149254	RCS HOMES LTD	2 ORCHARD MEWS PINXTON	£ 1,088.99	01/04/2009	23/10/2009	£1,088.99
6 800125795	MR DEAN ROBINSON	BLACK DIAMOND ELMTON ROAD CRESWELL	£ 1,275.50	01/04/2008	15/07/2008	£1,275.50
			<u>£ 26,121.73</u>			

BUSINESS RATES: AMOUNTS FOR WRITE OFF: NO TRACE

	<u>Account Reference</u>	<u>Lead Liabile Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabile From</u>	<u>Liabile To</u>	<u>Bill Balance</u>
1	800131422	MR L ALI	124 THE COMMON SOUTH NORMANTON	£ 1,130.97	01/04/2007 01/04/2008 01/04/2009	01/04/2008 01/04/2009 30/06/2009	£ 366.53 £ 565.95 £ 198.49
2	800136116	MR ANDREW HORTON	THE SUMMIT CARTER LANE SHIREBROOK	£ 1,524.27	30/08/2007 01/04/2008	01/04/2008 16/06/2008	£ 901.35 £ 622.92
3	800143153	MR P GILES	UNIT 2 HIGH ASH FARM MANSFIELD ROAD CLOWNE	£ 2,577.33	17/03/2008 01/04/2008	01/04/2008 01/01/2009	£ 175.56 £2,401.77
4	800148553	LOCK INNS	BUTCHERS ARMS 2 MASON STREET WHITWELL	£ 1,033.27	30/01/2009 01/04/2009	01/04/2009 16/07/2009	£ 399.45 £ 633.82
				<u>£ 6,265.84</u>			

COUNCIL TAX: AMOUNTS FOR WRITE OFF: NO TRACE

	<u>Account Reference</u>	<u>Lead Liable Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabe From</u>	<u>Liabe To</u>	<u>Bill Balance</u>
1	901242546	YATES,MR KEN	69 CHARLESWORTH STREET CARR VALE S44 6JQ	£ 1,362.58	15/07/2007 01/04/2008	01/04/2008 06/12/2008	£ 703.47 £ 659.11
2	90119603X	ANDREWES,MS DAWN	119 MODEL VILLAGE CRESWELL S80 4BL	£ 1,432.28	19/03/2007 01/04/2007 01/04/2008	01/04/2007 01/04/2008 02/03/2009	£ 59.61 £ 382.01 £ 990.66
3	901067763	HIRDEN,MR DYLAN	202 WHARF ROAD PINXTON NG16 6LQ	£ 2,802.69	15/12/2004 01/04/2005 01/04/2006 01/04/2007 01/04/2008	01/04/2005 01/04/2006 01/04/2007 01/04/2008 21/11/2008	£ 124.00 £ 288.36 £ 840.29 £ 876.50 £ 673.54
4	900930768	BURCHELL,MR MARTIN	9 SOUTHFIELDS DRIVE SOUTH NORMANTON DE55 2DW	£ 2,113.04	01/04/2003 01/04/2004 01/04/2005	01/04/2004 01/04/2005 26/12/2005	£ 583.69 £ 785.88 £ 743.47
				£ 7,710.59			

EXECUTIVE AGENDA

Monday 1st February 2010 at 1000 hours

Item No.		Page No.(s)
	PART 1 – OPEN ITEMS	
1.	To receive apologies for absence, if any.	
2.	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
3.	Minutes of a meeting held on 4 th January 2010.	4 to 13
4.	Minutes of a special meeting held on 13 th January 2010.	14 to 16
5.	Compliments, Comments, Complaints and Freedom of Information Requests for the period 01/10/09 to 31/12/09.	17 to 46
6.	Junction Arts Community Arts Programme – 2nd Stage Payment 2009/10.	47 to 99
7.	Groundwork Creswell, Ashfield & Mansfield Core Funding, Report on Activities During 2009/10 and Presentation by T. Witts, Executive Director, Groundwork Creswell.	100 to 101
8.	Working Neighbourhoods Fund - Suspension of Contract Standing Orders.	102 to 104
9.	Arrears – Irrecoverable Items over £1,000	105 to 109
10.	Budget Reports.	To Follow
	PART 2 – EXEMPT ITEMS <i>The Local Government (Access to Information) Act 1985, Local Government Act 1972, Part 1, Schedule 12a.</i>	
11.	Arrears – Irrecoverable Items over £1,000 Exempt Paragraph 3	110 to 113

12.

Shirebrook Development Briefs.
Exempt Paragraph 3

To Follow

Committee:	Executive	Agenda Item No.:	10.
Date:	1 st February 2010		Open
Category	Decision within the functions of Executive Part of the Budget and Policy Framework		
Subject:	Conferences 2010/2011		
Report by:	Head of Human Resources and Payroll		
Other Officers Involved	Human Resources Assistant		
Director	Chief Executive Officer		
Relevant Portfolio Holder	Councillor J.E. Bennett, Portfolio Holder for People and Performance		

RELEVANT CORPORATE AIMS

STRATEGIC ORGANISATIONAL DEVELOPMENT – Continually improving our organisation. By restricting attendance at conferences to those which would give benefit to the Authority's business.

TARGETS

None

VALUE FOR MONEY

Knowledge gained will be used to improve the way in which the Council delivers its services.

THE REPORT

Attached is a list of Conferences attended in the 2009/10 financial year together with costs. Special Council, at its meeting on 30th January 2002, resolved that one Member and one Officer attend each conference.

ISSUES/OPTIONS FOR CONSIDERATION

Members consider whether or not attendance at the conferences listed for the 2010/2011 financial year be approved and nominations for attendees be provided to Human Resources/Payroll as soon as possible.

IMPLICATIONS

Financial -	The costs listed are based on 2008/9 and 2009/10 with an estimated increase in costs for 2010/2011
Legal -	None
Human Resources –	Booking of Conference/Accommodation once nominations received

RECOMMENDATION(S)

1. Members consider whether or not attendance at the conferences listed for the 2010/2011 financial year be approved
2. Nominations be made to attend those conferences listed and forwarded to Human Resources/Payroll as soon as possible to facilitate booking processes

REASON FOR DECISION TO BE GIVEN IN ACCORDANCE WITH THE CONSTITUTION

By restricting attendance at conferences to those which would give benefit to the Authority's business.

ATTACHMENTS: Y
FILE REFERENCE:
SOURCE DOCUMENT:

LIST OF CONFERENCES

CONFERENCE	DATE/VENUE 2009/2010	DELEGATES	PREVIOUS COSTS PP	BOOKED FOR 2010/2011	DELEGATES	COSTS FOR 2010/2011
Chartered Institute of Housing	No record of attendance	1 Officer 1 Member	£610 £675	No	1 Officer 1 Member	£700 £780
LGA Annual Conference	Harrogate 30 th June – 2 nd July 2009	1 Officer 1 Member	£519 £519	No	1 Officer 1 Member	£560 £560
National Association of Councillors AGM and Conference	No record of attendance	1 Member		No	1 Member	£400
*Regeneration and Renewal Conference –	No record of attendance	1 Officer 1 Member	£619 £619	No	1 Officer 1 Member	£700 £700

* **Subject to assessing content**

Committee:	Executive	Agenda Item No.:	10.
Date:	1 st February 2010	Status	Open
Category	Part of the Budget and Policy Framework		
Subject:	General Fund Budget Sensitivity Analysis and Risk Assessment 2010/11 onwards		
Report by:	Director of Resources		
Other Officers Involved	Head of Finance		
Director	Director Of Resources		
Relevant Portfolio Holder	Councillor E. Watts, 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 annual 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.

1. Executive on 4th January 2010 approved the main elements of the General Fund budget. Aspects that support the assessment of that budget have now taken place and this report details:

Sensitivity Analysis
Risk Assessment

Sensitivity Analysis

2. This detailed sensitivity analysis of the main area of expenditure.

3. Treasury Management

This budget has seen significant reductions from the levels previously achieved. The values associated with potential changes in interest rates are shown below:

% change in interest rates	General Fund Impact	HRA Impact £
+ 1.0%	Extra £117,808	Extra £8,084
+ 0.5%	Extra £58,904	Extra £4,042
- 0.5%	Pressure of £58,904	Pressure of £4,042
- 1.0%	Pressure of £117,808	Pressure of £8,084

Reserves could be used to address the pressures for one year but the Council would need to use that time to address the longer term impact to seek to prevent further use of reserves.

4. Energy

The base budget has not been increased after the significant increase in 2009/10. The table below shows the sensitivity analysis for this expenditure, the level of change would also be reflected in income levels for recharged energy in the General Fund but not in the Housing Revenue Account.

% change in energy prices	General Fund Impact	HRA Impact
-20%	Saving of £93,240	Saving of £88,964
-10%	Saving of £46,620	Saving of £44,482
+10%	Pressure of £46,620	Pressure of £44,482
+20%	Pressure of £93,240	Pressure of £88,964

For increased tariffs the reserves could address this in the short term but the need for energy reduction schemes would be increased otherwise services would be impacted upon.

5. Pay Award

Within the General Fund the detail budgets have been prepared on as per the Assumptions report to Executive in December at 2%. The saving list indicates a 1% reduction, therefore the overall budget reflects a net 1% increase. The Housing Revenue Account budget has been prepared at 2% with no reduction due to the low level of the Working Balance. The table below shows the sensitivity analysis for this expenditure.

Variation in Award	General Fund Impact	HRA Impact
Pay Award is 0.5%	Saves £44,633	Saves £40,143
Pay Award is 1%	No change	Saves £26,762
Pay Award is 1.5%	Pressure of £44,633	Saves £13,381
Pay Award is 2%	Pressure of £89,266	No change

Variation in Award	General Fund Impact	HRA Impact
Pay Award is 2.5%	Pressure of £133,899	Pressure of £13,381

These changes can be absorbed by the Reserves.

6. National Insurance

This is directly related to payments to staff. If the pay award was to vary then the national insurance costs would vary also. For each incremental 0.5% reduction or increase in the pay award the impact would be as follows:

General Fund +/- £4,062
Housing Revenue Account +/- £1,218

These changes can be absorbed by the Reserves.

7. Superannuation

This again is directly related to payments to staff. If the pay award was to vary then the national insurance costs would vary also. For each incremental 0.5% reduction or increase in the pay award the impact would be as follows:

General Fund +/- £9,016
Housing Revenue Account +/- £2,703

These changes can be absorbed by the Reserves.

8. Certain elements of the budget are fixed and will not vary during the year and are:

Debt charges
Government's Formula Grant

9. Overall, the sensitivity analysis does not indicate that the Council is setting a budget that is likely to be distorted by external factors. If more than one external factor was to have an adverse impact on the budget then changes would need to be considered during the year to minimise the impact on the reserves.

Risk Assessment

10. The attached Appendix shows as assessment of both the revenue and capital aspects of the budget.
11. The risks have been reviewed and the work done to minimise the risks expanded to reflect current work in practices.
12. An assessment of the risks is also shown that indicates for 2010/11 which has the greatest potential impact on the budget, within a range of 1 to 10 where 10 indicates the highest risk, relative to all the risks detailed.
13. No risks are showing significant potential impact after measures have been put in place to minimise the risk. Monitoring during the year is crucial.

IMPLICATONS

Financial: The in year budgets for the General Fund and HRA budgets are not carrying high sensitivity to change or significant risk.

Legal: None.

Human Resources: None.

RECOMMENDATION(S)

- 1. That the sensitivity analysis for the General Fund and Housing Revenue Account are approved and reported to Scrutiny.**
- 2. That the risk assessment for revenue budgets (the General Fund and Housing Revenue Account) and the capital budget are approved and reported to Scrutiny.**

REASON FOR DECISION

The budgets approved at January's meeting of the Executive need to be proven to be robust to ensure the Council's objectives can be resourced.

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

2010/11 Revenue Budgets Risk Assessment

No.	Budget Item	Risk	Impact	Actions undertaken / required to minimise risk	Risk score
1.	Pay Awards	Future settlements exceed the percentage increase provided for in the budget.	Additional cost for the Council.	Prudent budget estimates and regular budget monitoring to determine overall financial position. HRA has higher estimate as Working balance is lower. National predictions are for low increases during the life of this Medium Term Financial Plan.	3
2.	Pay and Grading	The costs associated with equal pay audit and equal pay claims cannot be met from within existing resources.	Additional cost for the Council.	Ensure the financial implications on reports reflect all options to contain costs within acceptable budget limits and the settlement of Equal Pay Claims will be fully considered and monitored. Options will be presented to adjust services or seek partners to minimise the impact of higher costs.	4
3.	Energy Costs	The increases in gas and electricity exceed the budget provision.	Additional cost for the Council.	New energy contract starts in 2010/11 which should seek to minimise cost increases. Regular budget monitoring is taking place and maintenance of adequate reserves and working balance levels to deal with any major fluctuations. In addition we are seeking to progress energy reduction schemes linked to climate change.	3
4.	Fuel Costs	The increases in petrol and diesel exceed the budget provision.	Additional cost for the Council.	Procurement arrangements seek to ensure prices are always competitive. It is expected that developments from mobile working and the fleet review will seek to reduce the Council's exposure to this risk. Excessive increases would need to be assessed against the charges made of services, review the frequency of transport related services and enhance work with partners.	5

No.	Budget Item	Risk	Impact	Actions undertaken / required to minimise risk	Risk score
5.	Investment Income	Available cashflow surpluses are lower than anticipated and/or lower than expected interest rates.	Reduction in the level of income earned on investments	We monitor and report quarterly the average rate of interest received and changes to levels of balances. Liaison with Treasury Management Consultants takes place to ensure the maximum potential is being realised from investment activities. A future aspiration is to adjust future budgets to ensure core services are not funded by investment interest.	4
6.	Income from Fees and Charges	Reduction in the number of users/applications.	Shortfall in the amount of anticipated income	Regular budget monitoring, which must identify any primary reasons for reductions. Options to adjust service costs to match new levels of income will need to be considered. Reducing demand for services will be adjusted to levels of provision and options considered for services generating higher income levels. Delegations exist to ensure pricing can be adjusted to conditions in the market place.	7
7.	Pleasley Vale Mills	Loss of key tenants and/or rise in repairs and maintenance costs.	Either of these factors will have an adverse effect on the Council's budget.	Regular monitoring and liaison with the Management Company. Also need to progress options for sale of the Mills.	2
8.	Concessionary Fares	The financial implications of an appeal lodged by major bus operators are higher than anticipated.	The costs of the national scheme exceed the budget provision.	Monitor the outcome of the appeal and continue to liaise with the Department for Transport and the Local Government Association regarding the cost to the Council. This risk is due to be transferred to Derbyshire County Council from 2011/12.	3
9.	Concessionary Fares	Government funding is reduced	This will have an adverse impact on the budget.	Any reduction in funding, currently subject to review, will be resisted through national bodies. The case will be made relative to the historic high costs incurrent when compared to existing costs. This risk is due to be transferred to Derbyshire County Council from 2011/12.	6

No.	Budget Item	Risk	Impact	Actions undertaken / required to minimise risk	Risk score
10.	Housing Benefits and Subsidy	An increase in the level of Benefit Overpayments,	Lower than expected levels of Subsidy Grant income.	Full Subsidy is only payable on correctly paid benefits; therefore there is a need to monitor the levels and recovery of benefit overpayments. Additional temporary resources would be considered for the work.	3
11.	Council Tax and NNDR Income	Failure to achieve collection rate targets.	Adverse effect on the Council's overall cashflow position and collection fund.	Monitor monthly and evaluate the effectiveness of recovery procedures compared with other Council's in Derbyshire shows we are achieving excellent performance levels.	1
12.	Supporting People	The Council may receive a lower than expected contribution from the central fund, administered by Derbyshire County Council.	Any shortfall between the actual costs incurred in the Supporting People scheme and the contribution received will have to be met by the Council.	Liaise closely with the Supporting People Team and continue to monitor costs. Charging policy may have to be reviewed.	2
13.	HRA Rent Income	Higher than anticipated void property levels or right to buy sales.	Either of these options will reduce the levels of Rent Income.	Regular budget monitoring and review the procedures to manage void properties. Sales are at a historically low level. Void levels will be monitored by Executive on a quarterly basis with rent collection and arrears details.	3
14.	Housing Rent Arrears	Little or no improvement in the collection of arrears.	Adverse effect on the Council's overall cashflow position.	Monitor monthly and evaluate the effectiveness of recovery procedures. Quarterly reporting to Executive for collection performance, current arrears and former tenant arrears. Additional resources approved for 2 years in 2009/10 to reduce former tenant arrears.	4

No.	Budget Item	Risk	Impact	Actions undertaken / required to minimise risk	Risk score
15.	Efficiency Gains	Efficiency targets cannot be met.	If the efficiency targets are not achieved, this will require a reduction in the current working balance levels in order to maintain a balanced budget. Consistent failure to meet targets could lead to Government intervention.	Developing a Savings Strategy against which progress will be regularly reported.	7
16.	Vacancy Factor	Vacancy Factor cannot be met.	If the Vacancy Factor is not achieved, this will require a reduction in the current working balance levels in order to maintain a balanced budget.	Monitor progress against target on a regular basis. If this is underachieving options will include increasing the recruitment drag, introduce a moratorium on filling vacancies and review service levels. The target in the first year of this (2009/10) was exceeded.	8
17.	Investment risk	Investments not repaid on maturity due to current economic climate.	Investment and associated interest not repaid. Future year costs to account for the loss in value of the asset.	We take regular advice from the Council's Treasury management advisors. The counterparty maximum limit has been reduced, spread investments to secure organisations, look to maximise investments with Government investment schemes and Government backed institutions.	2

No.	Budget Item	Risk	Impact	Actions undertaken / required to minimise risk	Risk score
18.	Savings anticipated	Saving are not achieved	Levels of use of reserves increase	If any aspects of the suggested saving become unachievable other savings will be introduced. Any savings that impact on Council priorities will be approved before action is taken. Any underachievement of General fund savings in 2009/10 could be contained by reserves but would generate the need to achieve additional savings in 2010/11.	10

2010/11 Capital Budget Risk Assessment

No.	Budget Item	Risk	Impact	Actions undertaken / required to minimise risk	Risk score
1.	External Funding	Loss of anticipated external funding to support Capital Projects.	A funding shortfall would occur which may jeopardise the delivery of the project.	We ensure all external funding is secured before project work commences.	2
2.	Capital Expenditure	Increase in the expected level of financial commitment required to deliver the project.	Potentially this could mean additional cost for the Council.	Expenditure and outcomes are monitored by budget managers who report monthly to the Capital Monitoring Group. Major projects have regular project team meetings and report to Senior Management Team on a regular basis. If necessary, we would look to rephrase work, reduce content of projects and explore avenues for additional external funding.	3
3.	Capital expenditure	Contractor failure	Work not completed, delays in finishing, potential for higher cost.	Financial vetting of potential suppliers takes into account the current financial climate. Contract securities appropriate to the contract should be sought. Project start can be delayed until risk is reduced.	2
4.	Capital Receipts	Lower than anticipated Capital Receipts available to finance the Capital Programme.	Anticipated funding would not be available to support certain Capital projects.	Monitoring of income and trends in numbers and values of sales takes place. Investigate potential sources of external funding. Projects not normally approved without funding being in place. The approved capital programme details the priority of schemes to be funded as resources become available.	5

No.	Budget Item	Risk	Impact	Actions undertaken / required to minimise risk	Risk score
5.	Prudential Borrowing	Borrowing costs will cause pressure on the Revenue Budgets.	Revenue Budget developments may be compromised as a result of financing borrowing costs associated with Capital projects.	We monitor the relationship between debt charges and investment income and ensure Prudential Indicators are monitored and that the financial implications of any project are fully evaluated. Only proven ongoing savings would be used to fund the revenue costs of prudential borrowing.	1
6.	Tarrans project	Capital receipts to repay borrowing are not generated at expected levels.	Options for the size of the project, phasing, work with partners, higher revenue cost for longer.	Project group meeting regularly and report to Senior Management Team when significant stages planned to be reached. Control via delegation at key stages will ensure risks are regularly re-evaluated.	9

Committee:	Executive	Agenda Item No.:	10.
Date:	1 st February 2010	Status	Open
Category	Part of the Budget and Policy Framework		
Subject:	Housing Revenue Account Fees and Charges 2010/11		
Report by:	Director of Resources		
Other Officers Involved	Head of Finance and Revenues Head of Housing		
Director	Director Of Resources		
Relevant Portfolio Holder	Councillor E. Watts, 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 annual 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.

Introduction

1. The meeting of the Executive on 4th January approved the increase in rents. Under the Rent Restructuring calculations for 2010/11, the range of rent changes range between a decrease of 1.46% (£1.21 per week) and an increase of 5.32% (£2.04 per week) with **an overall average of 3.65%**. The increase in 2009/10 was initially 7.04% before being reduced to 3.1%. This equates to an average weekly rent per dwelling of £63.03 (2009/10 Revised £60.87), based on 48 weeks.
2. The final aspect of the HRA budget to be formally approved is the future increases on fees and charges. PPMG 2 has reviewed Fees and Charges during the year and proposed that wherever possible, the Council should seek

to move as quickly as possible to a position where charges for such services reflect the cost of providing these services.

Heating costs

3. Heating costs are currently subsidised to the value of £217,000, with less than 50% of the total cost being recharged to tenants.
4. The proposed increase in charges in 2010/11 is based on moving towards full charging over a ten year period, with work being done to reduce the heating costs by working with the tenants and introducing greater ability to control the heating by the tenants. It is expected this will generate £38,000 additional income. The charges for 2010/11 are shown below, based on a weekly charge over 48 weeks:

Accommodation Types	2009/10	2010/11
	£	£
Bedsit	5.01	5.90
1 bed flat	7.10	8.37
Wardens	13.24	15.60
1 bed bungalow	7.89	9.29
2 bed flat	10.49	12.36
2 bed bungalow	11.89	14.01

Special Services Charge

5. Special Services Charge includes the costs incurred from living in a sheltered housing scheme; this includes heating and lighting of communal areas, a contribution to the cost of a warden, furniture to lounges, carpeting of communal areas, and cleaning. For 2010/11 it is proposed this will increase by £2.64 per week per tenant, and will increase income by £35,000, some tenants will have this covered by benefit payments. The costs of the service will also be reviewed to generate savings.

Lifelines

6. The Council also offers a lifeline service to people who are not council tenants (i.e. Housing Association Tenants and Owner Occupiers). The table below details proposed levels of increase. The increase generates an additional £7,400 extra income.

Garages

7. It is proposed to increase charges to garage related fees by the amount proposed in 2009/10 but not recommended for implementation. The increase generates approximately £13,680 in extra income for garages and £7,500 for garage sites.

Buggy Parking

8. In 2009/10 Members considered a week charge of £2.50 for buggy parking but agreed to hold off this charge at that time. This option is brought before Members for a decision relative to 2010/11 charges. If a charge were made it would generate £1,680 in income.

Summary of charges

9. The proposed increases are summarised below

a. Weekly Charges (48 weeks per year)

Types of Charges	2009/10 £	2010/11 £	Increase £ / %
Garages (Direct Debit)	6.00	6.50	£0.50 / 8%
Garages (other payment)	7.00	8.00	£1.00 / 14%
<u>Heating</u>			
Bedsit (Sheltered Scheme)	5.01	5.90	£0.89 / 18%
1 bed flat (Sheltered Scheme)	7.10	8.37	£1.27 / 18%
Wardens Flat (Sheltered Scheme)	13.24	15.60	£1.36 / 18%
1 bed bungalow	7.89	9.29	£1.40 / 18%
2 bed flat	10.49	12.36	£1.87 / 18%
2 bed bungalow	11.89	14.04	£2.15 / 18%
Static Warden – Self funded (actual cost of £20.44)	3.87	5.85	£1.98 / 51%
Mobile Warden - Self funded (actual cost of £4.84)	1.73	2.16	£0.43 / 25%
Special Services	3.53	6.17	£2.64 / 75%
Buggy Parking (including electricity) (New in 2010/11)	0.00	2.50	£2.50

b. Weekly Charges (52 weeks per year)

Types of Charges	2009/10 £	2010/11 £	Increase £ / %
Lifeline – pendant	3.30	3.50	£0.20 / 6%
Lifeline – Bronze Service	4.40	4.70	£0.30 / 7%
Lifeline – Gold Service	5.20	5.50	£0.30 / 6%

c. Annual Charge

Types of Charge	2009/10 £	2010/11 £	Increase £ / %
Garage plot	£96	£120	£24 / 25%

Financial Impact

10. A report to the Executive on 25th September 2006 recommended that the minimum working balance on the HRA should not fall below £1 million in order for the Council to position itself within the median value for other District Councils. The budget proposed seeks to reinstate this over a 3 year period. Increases in fees and charges will bring this achievement forward.
11. The report to the Executive in January indicated that the proposed HRA Budget for 2010/11 forecasts a minimum net operating surplus of £191,614, subject to any increases in fees and charges, bringing the working balance level up to £553,563. Approval of these charges will see the net operating surplus increase to £281,194 and the working balance to £643,143
12. Fees and charges agreed by the Executive will be reported to Scrutiny on 2nd February 2010.

IMPLICATONS

Financial: Increases in fees reduces varies subsidies within the HRA, increases the overall financial position of the HRA and generates awareness with tenants of the costs of the services they receive.

Legal: None

Human Resources: None

RECOMMENDATION(S)

1. That the proposed Housing Revenue Account budget for 2010/11 is approved.
2. That the proposed charges in respect of garages, garage plots, heating, special services, lifeline and warden services be agreed and recommended to Council.
3. That charging for buggy parking is introduced for 2010/11.
4. That consultation with tenants with district heating takes place to inform the setting of future fees and charges.

REASON FOR DECISION

The Council is required to consider increasing the level of the working balance.

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

Committee:	Executive	Agenda Item No.:	10.
Date:	1 st February 2010	Status	Open
Category	Part of the Budget and Policy Framework		
Subject:	General Fund Budget update		
Report by:	Director Of Resources		
Other Officers Involved	Head of Finance		
Director	Director of Resources		
Relevant Portfolio Holder	Councillor E. Watts, 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 annual 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.

1. Executive on 4th January 2010 approved the main elements of the General Fund budget.
2. As indicated in that report and reflected in the recommendations further information is to be reported to Executive. This report addresses these issues:

Collection Fund deficit
 Planning income levels and associated costs
 Bulky waste income levels

Collection Fund deficit

3. Annually the Council is required to review its Collection Fund. This is the account that Council Tax receipts are managed from.
4. As expected from the details shown in the Statement of Accounts as at 31st March 2009 the Collection Fund has remained in deficit during 2009/10. The value of the deficit is considerable and therefore the Council has had to take measures to recover this deficit from the other major precepting bodies.
5. We are seeking to recover the deficit over the next 3 years based on 15%, 35% and 50% recover rates.
6. For Bolsover this amounts to £9,919 in 2010/11, and is estimated to be £23,145 in 2011/12 and £33,065 in 2012/13.
7. The level of deficit we have declared to the main precepting bodies and the values are shown below:

Major Precepting Organisations	2010/11	2011/12	2012/13
Derbyshire County Council	59,932	140,000	200,000
Fire Authority	3,700	9,000	12,000
Police Authority	9,110	21,000	30,000

8. For the 2010/11 budget it is propose that the level of saving be increased by the £9,919 to keep the overall level of spend as per the amount approved at January's Executive.
9. In predicting the amounts for future years we hope to see reductions in these due to work going on to review the levels of single person discount, increased numbers of properties being built, no significant volumes of revaluations currently with the tribunal and the taxbase being set at levels that should support a reduction in the collection fund deficit.
10. If future deficits on the Collection Fund do not decrease then the Council will need to reassess the level of expected revenue to be collected when setting the Council Taxbase. A reduction in this factor will impact negatively on the amount of income collected in future years.

Planning income levels and associated costs

11. Cabinet have considered a report that indicates a context for the decline in planning fees with little reduction in work loads. Options to reallocate staff have resulted in a small increase in income and there is scope to partially cover a vacant post working on the Local Development Framework with an officer from Development Control, thus saving some costs.

12. The new head of service will commence in February 2010 and it is expected that he will look to review the income levels and costs of the service as a priority and report on this matter.

Bulky waste income levels

13. Cabinet have considered a report on this matter. It is noted that the income projections originally expected were calculated incorrectly and some savings are accruing from the retirement of staff and there may be scope to revise arrangements for other collections to make further efficiencies.
14. The actual reduced levels of income have been addressed in the preparation of the budget through reductions in other budgets. By the end of the financial year the charges for this service will have been in place for 12 months and on that basis a further report will be required to detail the impact on demand, projections for future years and the resourcing of the service in the context of the new levels of demand.

IMPLICATONS

Financial: The overall level of expenditure for the General Fund budget has not been changed by this report as the saving target has increased to cover the collection fund deficit.

Legal: None.

Human Resources: None.

RECOMMENDATION(S)

- 1. That the Collection Fund deficit be added to the budget and the savings target for 2010/11 be increased to reflect this.**
- 2. That future reports be presented to Executive in the first quarter of 2010/11 considering Planning fees and associated costs.**
- 3. That future reports be presented to Executive in the first quarter of 2010/11 considering Bulky Waste income and resourcing requirements.**

REASON FOR DECISION

The budgets approved at January's meeting of the Executive were subject to further information being supplied and suitable plans agreed.

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