

## **EXECUTIVE**

Minutes of a meeting of the Executive of Bolsover District Council held in Committee Room One, Sherwood Lodge, Bolsover, on Monday 5<sup>th</sup> September 2011 at 1005 hours.

### **PRESENT:-**

Members:-

Councillor E. Watts – Chair

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

Officers:-

W. Lumley (Chief Executive Officer), S.E.A. Sternberg (Solicitor to the Council and Monitoring Officer), J. Brooks (Director of Resources), S. Tomlinson (Director of Neighbourhoods), P. Campbell (Head of Housing) (to minute no. 390), B. Truswell (Head of Shared Procurement), G. Galloway, (Building and Contracts Manager), A. Lowery (Street Services Manager) (to minute no.394), M. Baker (Principal Building Surveyor) and R. Leadbeater (Democratic Services Officer).

### **382. APOLOGIES**

Apologies for absence were received on behalf of Councillor A. Syrett.

### **383. URGENT ITEMS OF BUSINESS**

There were no urgent items of business.

### **384. DECLARATIONS OF INTEREST**

There were no declarations of interest submitted.

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### 385. MINUTES – 8<sup>TH</sup> AUGUST 2011

Moved by Councillor A.F. Tomlinson, seconded by Councillor D. Kelly  
**RESOLVED** that the minutes of a meeting of the Executive held on 8<sup>th</sup> August 2011 be approved as a true record.

### 386. WORKING NEIGHBOURHOODS FUND MONITORING REPORT – QUARTER 1

The Chair presented the report to update Members on activity in relation to the Working Neighbourhoods Fund in quarter 1 of 2011.

Moved by Councillor E. Watts, seconded by Councillor B.R. Murray-Carr  
**RESOLVED** that the report be received.

**REASON FOR DECISION:**        **To ensure that WNF is targeted to best effect.**

### 387. CORPORATE PLAN 2011-2015

The Chief Executive Officer presented the report to seek Executive approval of the 2011-2015 Corporate Plan. Members were also requested to consider approval of the values that would be included within it.

Questions were raised with regard to the current Corporate Aims. The Chief Executive Officer responded that as the Corporate Aims covered a wide range of issues and priorities which were still relevant, it had been previously agreed to leave these unchanged.

Moved by Councillor A.F. Tomlinson, seconded by Councillor D. McGregor  
**RESOLVED** that 1) the proposed Corporate Plan 2011-2015 priorities and targets be approved;

2) the values and their inclusion in the Corporate Plan 2011-2015 be approved.

**REASON FOR DECISION:**        **Decision within the functions of the Executive.**

(Head of Customer Service and Performance)

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### 388. RISK MANAGEMENT STRATEGY

The Director of Resources presented the report to seek Members' approval of the Risk Management Strategy. This had been updated to take account of structure changes, latest guidance from the Council's insurers and progress to date. It was confirmed that the Equality Impact Assessment had been received and no further changes were recommended.

Moved by Councillor E. Watts, seconded by Councillor D. Kelly  
**RESOLVED** that the updated Risk Management Strategy be approved.

**REASON FOR DECISION:** To update the Risk Management Strategy.

(Director of Resources)

### 389. RENT ARREARS QUARTERLY REPORT

The Head of Housing presented the report to update Members on Housing Department performance.

- Current rent arrears continued to fall and stood at 2.8% at the end of the first quarter of 2011.
- Former tenant arrears were reducing slower than aspiration which was in part due to staffing resources. The process for housing applications was now more robust with checks for housing related debt being carried out prior to letting.
- The final phase of Mobile Working would be delayed slightly due to an upgrade to computer software
- Responsive repairs continued to be undertaken within the 99% target.

Members were pleased to note the more robust arrangements for housing applications but raised concerns that the appointment of a full-time staff member to address former tenants' arrears had been delayed.

In response to concerns raised in respect of the Council's sub-contractor, the Head of Housing was requested to provide Members with a full breakdown of this budget.

Moved by Councillor K Bowman, seconded by Councillor A.F. Tomlinson  
**RESOLVED** that the contents of the report be noted.

**REASON FOR DECISION:** To provide Members with an update on Housing Department Performance.

The Head of Housing left the meeting.

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### **390. ARREARS – IRRECOVERABLE ITEMS OVER £1,000**

The Director of Resources presented the report to seek Members' approval to write off outstanding debts in respect of bankrupt persons or untraceable and liquidated companies.

Questions were raised with regard to a bankruptcy write-off request in relation to renovation works. The Director of Resources agreed to explore this further and advise Members accordingly.

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

**RESOLVED** that approval be given to write off the irrecoverable items including costs amounting to £32,575.79 with the proviso that should any of the debts become collectable the amounts be re-debited.

**REASON FOR DECISION:**            **In order that outstanding debts can be written off.**

(Head of Finance and Revenues)

### **391. 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.

### **392. ARREARS – IRRECOVERABLE ITEMS OVER £1,000 EXEMPT – PARAGRAPH 1**

The Director of Resources presented the report to seek Members' approval to write off irrecoverable debts in respect of deceased persons.

Members raised questions in relation to an overpayment of housing benefit which they would explore with the Director of Resources after the meeting.

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Moved by Councillor E Watts, seconded by Councillor A.F. Tomlinson  
**RESOLVED** that approval be given to write off the irrecoverable items including costs amounting to £2,500.74 with the proviso that should any of the debts become collectable the amounts be re-debited.

**REASON FOR DECISION:**        **In order that outstanding debts can be written off.**

(Head of Finance and Revenues)

### **393. TENDER FOR VEHICLE TRACKER – EVALUATION OUTCOME EXEMPT – PARAGRAPH 3**

The Head of Procurement advised Members of the new procedure rules for the opening of tenders.

Tenders had been invited for the supply of a vehicle tracking system for 74 Council vehicles. A total of 3 tenders were received before the deadline and evaluated in relation to price and quality.

Moved by Councillor D. Kelly, seconded by Councillor D. McGregor  
**RESOLVED** that the contract be awarded to TrackYou on the basis of a five year contract with an annual review.

**REASON FOR DECISION:**        **This was the best value bid on a cost and quality basis.**

(Street Services Manager)

The Street Services Manager left the meeting.

### **394. NEW HOUGHTON GIA – TENDER EVALUATION REPORT EXEMPT – PARAGRAPH 3**

The Building and Contracts Manager presented the report to advise Members on the outcome of a tender evaluation for external improvement works to 40 properties in New Houghton.

A total of 5 tenders were received before the deadline and scored in relation to price, quality and service delivery.

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Moved by Councillor A.F. Tomlinson, seconded by Councillor D. McGregor  
**RESOLVED** that the contract be awarded to K.J. Bryan (Builders) Ltd for the duration of the works.

**REASON FOR DECISION:**      **This was the best value bid on a cost and quality basis.**

(Building and Property Contracts Manager)

The meeting concluded at 1102 hours.