

EXECUTIVE

Minutes of a meeting of the Executive of Bolsover District Council held in Committee Room One, Sherwood Lodge, Bolsover, on Monday 7th November 2011 at 1000 hours.

PRESENT:-

Councillor E. Watts in the Chair

Members:-

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

Officers:-

W. Lumley (Chief Executive Officer), S.E.A. Sternberg (Solicitor to the Council and Monitoring Officer), K. Hopkinson (Director of Development), B. Mason (Director of Corporate Resources), S. Tomlinson (Director of Neighbourhoods), K. Drury (Customer Service and Access Officer), B. Truswell (Head of Shared Procurement) and R. Leadbeater (Democratic Services Officer).

584. APOLOGY

An apology for absence was received from Councillor D. Kelly.

585. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

586. DECLARATIONS OF INTEREST

There were no declarations of interest submitted.

EXECUTIVE

587. MINUTES – 3RD OCTOBER 2011

Moved by Councillor D. McGregor, seconded by Councillor A.M Syrett
RESOLVED that the minutes of a meeting of the Executive held on 3rd October 2011 be approved as a true record.

588. RECOMMENDED ITEM FROM SUSTAINABLE SCRUTINY COMMITTEE MIN. NO. 472 – PATCH MANAGEMENT POLICIES – FLY TIPPING POLICY AND FLOOD PROTECTION POLICY

The Director of Neighbourhoods presented the report to seek Executive approval of the Fly Tipping and Flood Protection Policies which had been previously considered by Patch Management and the Sustainable Scrutiny Committee.

The policies were included in the agenda for Members' consideration.

Moved by Councillor E. Watts, seconded by Councillor B.R. Murray-Carr
RESOLVED that the Fly Tipping Policy and the Flood Protection Policy be approved.

REASON FOR DECISION: To update the Council's Fly Tipping Policy and Flood Protection Policy.

(Director of Neighbourhoods)

589. COMPLIMENTS, COMMENTS, COMPLAINTS AND FREEDOM OF INFORMATION (FOI) REQUESTS

The Customer Service and Access Officer presented the report to inform Members of the number of compliments, comments, complaints and freedom of information requests received for the period 1st July to 30th September 2011.

Members were advised that a good cross section of compliments had been received and all complaints had been responded to within the required standard.

Questions were raised in respect of specific issues to which the Customer Service and Access Officer responded.

It was requested that a summary of compliments be provided in future reports. Discussion took place regarding information made available to the public on the Council's website as a result an FOI request. The Chair requested that Cabinet Members be involved in discussions to determine website content in these

EXECUTIVE

instances. The Customer Service and Access Officer agreed to advise the Communications Officer of the Chair's comments.

Moved by Councillor E Watts, seconded by Councillor D. McGregor
RESOLVED that the report be received and comments noted.

REASON FOR DECISION: **To keep Members informed of volumes and trends regarding compliments, comments, complaints and freedom of information requests.**

The Customer Service and Access Officer left the meeting.

590. CONTACT CENTRE REVIEW 2011

The Director of Corporate Resources presented the report to seek Members' approval to withdraw the Saturday morning Contact Centre Service from early 2012. The actual commencement date would be delegated to the Chief Executive Officer. The proposals had been put forward due to significant difficulties in maintaining the current service with reduced staffing levels and increased budget pressures.

Members were advised that the Head of Customer Service and Performance had carried out an Equality Impact Assessment. This suggested that the impact on the public of the withdrawal of the Saturday morning service would be minimal as alternative channels of communication were available. It was added that a public consultation would be carried out for a period of one month to raise awareness of the proposals.

Moved by Councillor E. Watts, seconded by Councillor D. McGregor
RESOLVED that (1) due to the budget pressures and current low levels of performance, that the Contact Centre service is withdrawn on Saturday mornings from early 2012.

(2) the exact closure date be delegated to the Chief Executive Officer in consultation with the Leader and Deputy Leader.

REASON FOR DECISION: **To address the resourcing issues within the Contact Centre Service.**

(Head of Customer Service and Performance)

EXECUTIVE

591. RENEWAL AND TENDERING OF INSURANCE POLICIES 2011

The Director of Corporate Resources presented the report to advise Members of actions taken under delegated powers to renew the Council's insurance policies for 2011/12. Members were advised that the costs for the renewed policies had been in line with the previous year, which was good news considering the increased costs of insurance generally. The preferred option, which consisted of split policies between five separate insurers, was considered the most financially viable for the Council. A detailed breakdown of costs and year on year variances was provided in the report.

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

RESOLVED that the action of the Director of Corporate Resources (in consultation with the Chief Executive Officer, Leader and Deputy Leader and the Chair and Vice Chair of Improvement Scrutiny Committee) under delegated powers be noted.

REASON FOR DECISION: **The Council has assessed value for money, quality and service issues and selected the option financially beneficial to the Council.**

(Director of Corporate Resources)

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

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

RESOLVED that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following item 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.

593. TENDER EVALUATION OUTCOME – FACILITIES MANAGEMENT EXEMPT – PARAGRAPH 3

The Head of Shared Procurement presented the report to advise Members of the outcome of a tender evaluation for the Facilities Management Contract.

Tenders were invited for an OJEU (Official Journal of the European Union) restricted tender and following a pre-qualification exercise, a total of six tenders were received before the deadline. One was incorrectly addressed and

EXECUTIVE

inadvertently opened outside the tender opening process and was therefore disqualified.

The five qualifying tenders were considered and evaluated on a cost and quality basis. Following interview, J. Tomlinson Ltd was considered to be the preferred contractor by the Tender Evaluation Panel.

RESOLVED that the Facilities Management Contract be awarded to J. Tomlinson Ltd on a 60 month basis with the option to extend for a further 24 months.

REASON FOR DECISION: **To ensure the Council achieves the best value for money on a cost and quality basis.**

(Head of Shared Procurement)

The meeting concluded at 1035 hours.