

EXECUTIVE

**MONDAY
5TH MARCH 2012
AT 1000 HOURS**

**COMMITTEE ROOM
ONE**

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Sherwood Lodge
Bolsover
Derbyshire
S44 6NF

Date: 24th February 2012

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the Executive of Bolsover District Council to be held in Committee Room One, Sherwood Lodge, Bolsover, on Monday 5th March 2012 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 33 and 34.

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.

Committee:	Executive	Agenda Item No.:	5.
Date:	5 th March 2012	Status	Open
Category			
Subject:	Report from the Review of youth facilities, opportunities and perceptions of young people – Safe and Inclusive Scrutiny Committee		
Report by:	Councillor– Mary Dooley Chair of the Safe and Inclusive Scrutiny Committee		
Other Officers Involved	Equality and Improvement Officer Scrutiny Officer		
Director	Director of Neighbourhoods Director of Health and Wellbeing		
Relevant Portfolio Holder	n/a		

RELEVANT CORPORATE AIMS

The review indirectly contributes to the following Corporate Aims and Targets:

Community Safety

- Tackling anti social behaviour and its causes
- Assisting everyone in feeling safe and secure at home and outdoors
- Reducing levels of crime in the district

Social Inclusion

- Provide services that are fair, equitable and open

TARGETS

VALUE FOR MONEY

Achieving value for money by identifying best practice, alternative ways of working and a more coordinated approach to services for young people.

THE REPORT

This review area was first identified by the Scrutiny Conference in June 2011 and at its meeting on 27th July 2011. The Safe and Inclusive Scrutiny Committee agreed to undertake a review of youth facilities, opportunities and perceptions of young people to consider what facilities and opportunities were available for young people across the District and how young people were perceived by adults. In its review the Safe and Inclusive Scrutiny Committee set out to consider the current practices and work of partners with a view to identifying best practice, any alternative ways of working and a more coordinated approach to services for young people.

The list below sets out questions asked to help the committee commence the review:

- What facilities are currently on offer?
- Are these facilities accessible to young people?
- Are they being used by young people?
- How are partners contributing?
- How are young people perceived by older people?
- How can we change people's perceptions?

The Committee used various methods to complete its review; the Committee sought written evidence by way of a questionnaire and interviewed a number of officers and partners in order to identify what was provided for young people living in Bolsover District. Young people were involved in the review through work with the Young Voice, Bolsover District Council's Youth Council, which had originally suggested this issue as the subject of a Scrutiny Review. Older people were consulted on perceptions of young people through visits to clubs and groups across the District. Consultation on perceptions of young people was also conducted with Bolsover District Council's Equality Panel, which comprises members of the Citizens Panel. In addition, Elected Members participated in walks within their wards to engage with members of the community.

The findings from the questionnaire, consultation and Officers responses were considered at length before a final report was agreed by the Safe and Inclusive Scrutiny Committee and Scrutiny Management Board as attached.

IMPLICATIONS

Financial: None identified
Legal: None identified
Human Resources: None identified

RECOMMENDATIONS

- 1. That the Executive consider the Safe and Inclusive Scrutiny Committee recommendations set out in the report of the review of youth facilities, opportunities and perceptions of young people.**
- 2. That a response be provided on the review recommendations in order that an action plan is drawn up to monitor implementation.**

REASON FOR DECISION TO BE GIVEN IN ACCORDANCE WITH THE CONSTITUTION

Consideration of reports from Scrutiny Committee.

ATTACHMENTS: **Y**
FILE REFERENCE:
SOURCE DOCUMENT:

**BOLSOVER DISTRICT
COUNCIL**

**SAFE AND INCLUSIVE
SCRUTINY COMMITTEE**

**YOUTH FACILITIES,
OPPORTUNITIES AND
PERCEPTIONS OF YOUNG
PEOPLE
SCRUTINY REVIEW**

5th January 2012

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Foreword of Councillor Mary Dooley Chair of the Safe and Inclusive Scrutiny Committee

I would sincerely like to thank all our partners and stakeholders for giving up their time to attend our meetings. The committee have learnt so much more from these discussions. It soon became clear how dedicated and passionate these people are and they need to be congratulated for the amount of work they put in to provide facilities and opportunities within Bolsover District for our young people.

It has been a genuine pleasure to have been able to visit local groups and people across the District, listening to their views and collating the evidence for our review.

My thanks go to all the members of this committee and our Cabinet Member, Councillor Brian Murray-Carr who has been involved and supported the committee from the start.

I would like to say a special thank you to Claire Millington, Scrutiny Officer and Kay Rodda, Democratic Services Officer for their support throughout the review.

1. Introduction

Young Voice, Bolsover District Council's Youth Council is made up of 36 youth councillors, six elected pupils from each secondary school within the district (Tibshelf, Shirebrook, Bolsover, Fredrick Gent, Heritage and Stubbin Wood). The Young Voice meets formally four times a year

Young Voice was started as a pilot project and has since gone from strength to strength. The Executive has also endorsed the continuation of the Youth Council and a budget is awarded the Youth Council to spend on projects it identifies each year.

The aims of the Youth Council are to:

- Build on existing consultation with young people to inform improvements to service delivery;
- Engage young people in Bolsover in local democratic processes and institutions;
- Provide schools with a learning tool to enhance the teaching of citizenship;
- Develop a positive image of young people across the district.

The Youth Councillors were concerned at how perceptions impacted on the lives of young people living in Bolsover District and put forward the suggestion of reviewing what facilities and opportunities were available, together with the perceptions of young people.

The committee agreed that these issues should be addressed together as the provision of facilities may have an effect on the negative perception of young people and nuisance in a particular area.

At the time of commencing this review, the media was full of stories of the 'August riots' which formed the basis of many of our conversations with people on their perceptions of young people.

When considering examples of the work undertaken by other authorities and organisations, it was clear that many reports focussed on either perception of young people or facilities and activities available. The task in hand for the committee was to consider all of these issues whilst concluding the report in a timely manner. The work put into this review by members of the Safe and Inclusive Scrutiny Committee should not be underestimated, with as much time being spent out and about in the community as has been spent around the committee room table.

It is hoped that the recommendations made in this report will help to ensure that young people are involved and kept informed about what is available to them as well as starting to address some of the issues around perception of young people. Whilst these recommendations are aimed at Bolsover District Council, partners and stakeholders may also find some of the suggestions useful.

2. Recommendations

Recommendation 1

Young people should be at the heart of decisions made about new facilities and activities on offer in the areas where they live. Leisure Services should ensure that young people are consulted on any proposals to ensure that these activities are being targeted and provided in the right areas. Young Voice could be one way of consulting with young people across the District.

From the work the Committee carried out it is clear that a lot of the activities young people would like to do can be provided with existing resources and the Authority needs to ensure that young people are being asked what it is they would like to do.

(Please refer to paragraph 6.7 for background information).

Recommendation 2

That alternative communication methods be explored to attract young people to specific organised activities.

(Please refer to paragraph 6.8 for background information).

Recommendation 3

That Leisure Services work with Derbyshire County Council Youth Service to ensure that young people requiring additional support are referred to the

Youth Service as soon as possible. Young people would be identified for early intervention through the 5/60 project which currently takes place in schools throughout the District. Bolsover District Council Officers would be trained in the Youth Service's referral process to make a referral to Derbyshire County Council Youth Service in order to point young people towards positive activities provided by the Youth Service.

(Please refer to paragraph 6.9 for background information).

Recommendation 4

Whenever an opportunity arises, the Authority should build upon the inter-generational work which has been led by Young Voice and the Older People's Forum to help improve community cohesion and promote a positive image of young people.

(Please refer to paragraph 6.10 for background information).

Recommendation 5

That Elected Members at all levels be encouraged to support the Police Community Safety Officers by getting involved in walks around their local wards to understand the issues faced by young people.

(Please refer to paragraph 6.11 for background information).

Recommendation 6

That further work takes place to ensure that Academies and Specialist Schools who receive government funding for a specialist area are carrying out their responsibilities in providing facilities to the community.

(Please refer to 6.12 for background information).

Recommendation 7

That the Authority and its partners be encouraged to utilise funding and opportunities for partnership working in order to ensure that the District benefits from as many facilities and opportunities for young people as possible.

(Please refer to 6.13 for background information)

3. Scope of Review

The aims and objectives of the review were to consider what facilities and opportunities were available for young people across the District and how young people were perceived by adults. With this in mind Members agreed that the current practices and work of partners should be considered with a view to identifying best practice, any alternative ways of working and a more coordinated approach to services for young people.

The list below were questions to be asked to help the committee commence the review.

- What facilities are currently on offer?
- Are these facilities accessible to young people?
- Are they being used by young people?
- How are partners contributing?
- How are young people perceived by older people?
- How can we change people's perceptions?

The Committee comprised the following Members,

Cllr Mary Dooley (Chair)

Cllr Terry Connerton (Vice Chair)

Cllr Brian Hendry

Cllr Andrew Anderson

Cllr Paul Cooper

Cllr Eric Hall

Cllr Duncan Kerr

Cllr Sandra Peake

Cllr John Phelan

Cllr Ken Walker

Support to the Committee was provided by the Scrutiny Officer and the Democratic Services Officer.

4. Method of Review

4.1 The Committee met on 3 occasions to consider the scope of the review, key issues they wanted to discuss and the people they wished to interview. Further work through visits was carried out in order to ensure that the right groups of people were involved in the review.

4.2 The Committee sought written evidence by way of a questionnaire and interviewed a number of officers and partners in order to identify what was provided for young people living in Bolsover District.

Young people were involved in the review through work with the Young Voice, Bolsover District Council's Youth Council, who had originally suggested this issue as the subject of a Scrutiny Review.

Older people were consulted on perceptions of young people through visits to clubs and groups across the District.

Attached at **Appendix 1** is a list of stakeholders interviewed.

4.3 Equality and Diversity

Within the process of the review the panel have taken into account the impact of equalities and have not identified any negative impact.

The Equality Panel of Bolsover District Council was involved as a consultee in the review.

5. Evidence

5.1 The following documents were considered as part of the review:

- Young people, crime and public perceptions: a review of the literature – Local Government Association – May 2008
- Tired of Hanging Around – Using sport and leisure activities to prevent anti-social behaviour by young people – a guide for Councils' Overview and Scrutiny Function – Audit Commission – January 2009 and DVD of Case studies.
- Image and Perceptions of Young People Report – Manchester City Council – March 2010
- Scrutiny Review of Facilities for Young People – Pendle Borough Council – March 2010
- Image of Young People Scrutiny Review – Cheshire West and Chester Council – March 2011
- Youth Council (BDC)– Age Perception Report – 22 August 2011
- Place Survey 2009 – relevant results
- Information supplied by the Head of Leisure – the story so far.....
- Review of local media for positive and negative stories of young people aged 11 – 19
- Derbyshire County Council – Youth Services web pages

6. Key Findings

Strengths

6.1 The co-ordination of the many and varied activities and facilities provided by Bolsover District Council and partners is seen as very important, especially in the face of diminishing financial resources. There are far too many examples of good practice taking place right across the District to list them all in this report.

Leisure Services are involved in a number of collaborative projects with the Primary Care Trust, Community Safety Partnership, and Derbyshire County Council, including Children and Young Adults to name a few.

It was commented that the Be Safe project was probably one of the best examples of partnership working for young people in the county.

The B-Safe project is aimed at encouraging young people who use alcohol on Friday and Saturday evenings to stay safe. The project worked throughout Derbyshire and provided;

- Street work with young people
- Positive diversionary activities
- A safe centre for young people to go
- Assessment for alcohol problems and referral for further support or treatment.

The project is based on multi-agency teams involving young people's services, the Police, health and County and District Councils.

- 6.2 Leisure Services have developed a Business Improvement Plan to help tackle issues around decreasing budgets. Partners with whom they work, and who often commission services have cut back, and so leisure spend on individuals has reduced as their disposable income has reduced. It has been increasingly important that Leisure Services challenges itself to become more efficient, and ensure that they offer the best possible value for money. In total, £668,851.00 has been achieved/identified as a result of the Leisure Business Improvement Plan, whilst maintaining resources and providing facilities and activities for young people.

Despite decreasing budgets and resources, between Leisure Services and its partners, there was a large and varied amount of activities and provisions on offer. The Extreme Wheels mobile unit was extremely popular with young people across the District, which came as no surprise to the Committee as a skate park is high on young people's 'wish list' right across the District.

- 6.3 Members of the Committee heard on a number of occasions that Derbyshire has a fantastic Youth Service, run by the County Council which is valued by partners and the young people who use the service across the District.

Opportunities available to young people include the Bridge Programme which is provided by the Youth Service and targets young people between the ages of 16 and 18 who are not in work, education or training to gain qualifications, skills and confidence. This programme is based in Shirebrook and Chesterfield. Learners follow personalised programmes that lead to accredited qualifications in subjects such as,

- English, Maths and ICT
- Employability and personal development
- Health and Safety, first aid and food safety

- 6.4 Providing young people with activities is making a difference and the project to provide a skate park at Shirebrook through collaborative working of the authority and its partners was seen as an example of best practice. It had demonstrated how providing young people with a

facility that they wanted had diverted them away from the Market Square, where they had been perceived to be causing a nuisance.

Police Community Safety Officers commented that criminal damage in Shirebrook had more or less gone now. The provision of facilities at Kissingate Leisure Centre had also resulted in more interaction between older and younger people which was a key driver in the issues surrounding perception of young people.

- 6.5 A lot of the communications from stakeholders to young people is carried out by word of mouth, however young people continue to turn up for organised activities which means that the communication methods in place are effective. Parish Councils advised that their communication is done through Parish meetings, newsletters and notice boards. Schools often make announcement in assemblies and in newsletters. These may be avenues that the authority wishes to take more advantage of in the future.

The Police Community Safety Officers have been in place for 5-6 years now and have worked to break down barriers which is resulting in increased interaction. They feel that they have built a rapport with the young people they see on a regular basis. They also spend a lot of time attending school assemblies to give talks. The PCSO's will often tag onto Youth Service publicity for events if required. This is another example of how effective communication is working within communities.

Areas for Improvement

- 6.6 The Committee received a large amount of information on what activities and facilities were available in the different wards and areas across the District. An exercise that was carried out with Young Voice asked young people firstly, 'what is on offer where you live?'

Young Voice were also asked, 'what activities would you like to do in your spare time?' On considering the responses, there is some disparity between the answers given in response to this question and the information the Committee had received from partners and stakeholders. For example, young people in Tibshelf stated that they would like the facilities for BMX and a Skate Park. Whilst the Committee are aware of the need to manage the expectations of young people, information received from Leisure Services has already advised that resources for use across the District include 2 mobile skate parks, a stock of BMX racing equipment and a mobile extreme sports unit including KMX carts, mountain bikes and power kites.

Other activities requested from young people included arts projects, e.g. graffiti and photography. The Youth Service has a Creative Arts Team which delivered youth arts activities and opportunities to young people across the county using the creative arts bus. Projects included film, graffiti, mural, dance, music and young band development.

The exercise led Members to question whether the Authority and its partners knew what facilities young people would like, and whether in fact, they had been consulted previously. It was considered that if young people were asked what they would like, they would receive the activities that they wanted to get involved in.

Derbyshire County Council's website was considered as part of the research around this issue. Again, the website advertises Mobile Outdoor Activities and young people are encouraged to have a look what the Youth Service can offer and then talk to the local Youth Worker. Relevant activities include BMX and skateboard team building.

Work should continue to consult and engage with young people, on what they would like, particularly as the Committee found out throughout its evidence gathering that the majority of activities young people require are already available.

Distance and cost were the two main barriers young people faced, the mobile activities provided by the Authority and the Youth Service were usually provided free of charge or at a small fee, e.g. attendance at the Youth Club in Shirebrook run by Derbyshire County Council Youth Service cost 50p and if young people did not have any money, they would not be turned away.

- 6.8 When interviewing the Police Community Safety Officers, they advised that a popular method of communicating with young people was through bluetooth messaging. This targeted young people within a certain radius of an activity that was taking place.

Partners and Stakeholders all had their own preferred methods of communication and knew what worked and what didn't.

When asking young people how they found out about activities or facilities where they lived, one of the most popular answers was through school newsletters and assemblies, posters and the internet/facebook.

When asking if there were any better ways of informing young people, their answers included, e-mail, text, using parish notice boards and making posters luminous so that they stand out and are noticed by all.

It was commented that it is important that young people know their services happen consistently on the same days and the same times each week.

- 6.9 The focus group held with stakeholders resulted in the potential to develop a closer working link between Leisure Services and the Youth Service with regard to signposting and referrals. This is to be welcomed and encouraged.

The appropriate Head of Service or Director would need to attend an extended Multi-Agency Team (MAT) meeting and leisure staff would be required to undertake training on the MAT referral process. The training

would provide the staff with the skills to recognise and refer young people they encountered through their work in schools on the 5/60 programme towards positive activities.

- 6.10 Whilst improved services may have some impact on a reduction in youth anti-social behaviour, issues around dispelling perception are equally important. Successful intergenerational work should be developed and built upon.

The Committee learnt that Young Voice were developing a project with the Older People's Forum whereby young people could provide some workshops to help older people use personal computers and mobile telephones. In exchange, young people could learn about modern history which would help with the school curriculum and also form part of their life skills, e.g. budgeting, cookery, etc.

The Bolsover Older People's Forum represents the ideas, views and concerns of people aged 50 plus living in Bosover District. It is made up of 170 members. The Older People's Forum often meets other Derbyshire wide forum members to exchange ideas and feed information on a wide range of subjects.

When visiting older people's groups and clubs, Members of the Committee found that older people would welcome more interaction with young people in order to alleviate some fears and change perceptions.

Comments received from older people suggested that those who didn't interact with young people on a regular basis (e.g. grandchildren, family, etc) took their perception of young people from the media. As part of the evidence gathering, a review of local newspaper articles concerning young people aged 11 – 19 was undertaken from July to October 2011 to record the number of positive and negative stories. This review of local media proved that these perceptions were unfounded as each week the number of positive articles far outweighed the negative articles.

It is clear that work on issues of perceptions does have a positive impact as the Place Survey 2009 results showed that 59% of respondents felt that teenagers hanging around on streets was a problem – down from 71% two years earlier. Clearly there is further work to be done on this area.

Work in South Normanton through the SNaP Development Project showed that if adults were to get more involved in their own community, they would probably see young people in a different light.

- 6.11 Police Community Safety Officers felt that further Councillor involvement was needed. Councillors at District and Town/Parish level should be encouraged to walk around and address any issues within their wards by raising these issues through Parish meetings.

- 6.12 It was felt that some of the schools within the District who received additional government funding had a duty to provide facilities for the community in line with their specialist areas (e.g. Fredrick Gents School is a specialist ICT and Mathematics school). Having been awarded 'specialist' status and using additional funding that it has received, the school is under an obligation to provide a service to the community. In this example, an ICT Technician is employed to work with children from local primary schools to develop skills. The school is not monitored to ensure that funding is being used appropriately, which in this example is overseen by the Assistant Head for the specialist status area.

Members felt that further monitoring of these requirements should take place to ensure that the communities concerned are benefiting from this funding. It is appreciated that education is a function for Derbyshire County Council and the County Council should be approached for the information requested. This could be an issue raised by scrutiny through the Safe and Inclusive Scrutiny Committee under the remit of social inclusion.

- 6.13 The Committee heard from stakeholders and partners that as budgets and funding were decreasing, every opportunity needs to be taken in order to continue to provide activities and facilities for young people. The authority, and in particular, Leisure Services should continue to utilise its partnerships to make the most of any funding opportunities that arise.

As part of the initial questionnaire sent out to a variety of stakeholders the Committee asked the question, 'how can we make better use of existing budgets?'

Responses included;

"Pooling of resources, including officer time, buildings, outreach facilities, etc. The Partnership's commissioning approach has ensured that an evidence of need basis for allocation of budgets together with contemplating where other funding sources can be accessed/matched"
– Local Strategic Partnership

and;

"Partnership work

- *Working to the needs of young people – consulting with young people, not making decisions based on what we (the agencies) think*
- *Working where young people will access the services*
- *Working the days/times young people want*
- *Delivering what young people want and being prepared to adapt*
- *Relevant people attending meetings*
- Derbyshire County Council Multi-Agency Team

It was clear from all involved in the review that in order to continue to provide facilities and opportunities to young people, it was increasingly important to work in partnership.

7. Conclusions

Young people are often perceived negatively by adults yet the truth is that most young people are decent law-abiding citizens.

Sport and Leisure activities have an important role in preventing anti-social behaviour. Solutions that benefit communities lie in engagement with the appropriate young people, delivery through local joint working and coordination of national and local funding.

It is important to note that young people don't necessarily hang around outside because there is nothing else to do. For many, hanging around with friends is a big part of teenage life and is their activity of choice. Addressing issues of perceptions is extremely important in these cases as reports of young people 'hanging around' are treated as and recorded as an incident of Anti-Social Behaviour, when this is clearly not always the case.

It is equally important, as the Committee found out from carrying out the perceptions exercise that the way young people dress, for example, hooded sweatshirts, etc is just modern culture which unfortunately has become stereotypical of hooligans and thugs creating a nuisance and anti-social behaviour. Negative media coverage of young people has added to these perceptions and the Authority should continue to promote good news stories about young people where possible in order to alleviate fears locally.

Young people in the District face similar problems in terms of youth unemployment, lack of aspirations and low self esteem, however with projects such as the Bridge Programme, young people can be encouraged to go into training or further education at 16. On the whole, the majority of young people are not involved in Anti-social Behaviour or negative behaviour and a decline in negative youth issues has been noted by various partners in areas across the District.

It is important to raise the profile of the good work that young people are involved in and to celebrate the achievements of our young people and next generation so that they feel valued, worthwhile members of society.

Stakeholders

Councillor Ann Syrett	Portfolio Holder for Social Inclusion
Councillor Brian Murray-Carr	Portfolio Holder for Community Safety
Stuart Tomlinson	Joint Director of Neighbourhoods
Lee Hickin	Head of Leisure
Pam Brown	Chief Executives and Partnerships Manager
Deborah Whallett	Housing Enforcement Manager
Linda Piper	District Youth Team - Derbyshire County Council, South Normanton and Pinxton Multi Agency Team
Keeley Saxton	Youth Development Worker – Derbyshire County Council, Shirebrook and Tibshelf Multi Agency Team
Brian Marshall	Youth Development Worker – Derbyshire County Council, Shirebrook Multi Agency Team
Jessica Clayton	Funding and Appraisals Officer – Local Strategic Partnership
Jo Selby	Bolsover Community Safety Partnership
Tony Payne	Police Community Safety Officer (Pinxton & South Normanton)
Steve Cathcart	Police Community Safety Officer (Shirebrook)
Mandy Mangold	SNaP Development Project, South Normanton
Mick Layton	Thickley Close Sports Club, Shirebrook
Young Voice – Bolsover District Youth Council	Frederick Gent School – South Normanton Heritage High School – Clowne The Bolsover School Tibshelf School
Equality Panel	Bolsover District Council
Clowne Parish Council	
Elmton with Creswell Parish Council	
Pinxton Parish Council	
Pleasley Parish Council	
South Normanton Parish Council	
Barlborough Luncheon Club	
Blackwell Old People’s Club	
Hodthorpe & Belp Community Association	
Pinxton Old People’s Club	
South Normanton 50 plus Club	
Tibshelf Old People’s Club	

Committee:	Executive	Agenda Item No.:	6.
Date:	5 th March 2012	Status	Open
Category	3. Part of the Budget and Policy Framework		
Subject:	Arrears – Irrecoverable Items over £1000		
Report by:	Billing and Recovery Manager		
Other Officers Involved			
Director	Director of Corporate Resources		
Relevant Portfolio Holder	Councillor E. Watts, Leader of the Council		

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 supports the provision of efficient Council services as it enables a focus to be maintained on those accounts which are collectable.

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 £134,306.79 as itemised on the attached schedules.

Bankruptcy/ Liquidation		
No of Accounts	Type of Account	
1	Council Tax	£1,231.64
3	Business Rates	£117,335.09
2	Sundry Debt	£6,376.15
	Total	£124,942.88

No Trace		
No of Accounts	Type of Account	
5	Council Tax	£7,415.53
1	Business Rates	£1,948.38
	Total	£9,363.91

Where debtors leave the properties 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 are bankrupt or companies in liquidation or unable to trace.

IMPLICATIONS

Financial: The costs will be met from a provision for doubtful debts which has been agreed as part of the Council's budget.

Legal: None

Human Resources: None

RECOMMENDATION

That approval is given to write off the irrecoverable items including costs amounting to £134,306.79 with the proviso that should any of the debts become collectable the amounts be re-debited.

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

In order that outstanding debts can be written off.

ATTACHMENTS: Y

SOURCE DOCUMENT: Official Receiver/ Internal records.

COUNCIL TAX: AMOUNTS FOR WRITE OFF - BANKRUPT

	<u>Account Reference</u>	<u>Lead Liable Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liable From</u>	<u>Liable To</u>	<u>Bill Balance</u>
1	900749925	BURTON,MR ROBERT	6 PARK AVENUE GLAPWELL S44 5PZ	£ 1,231.64	01/04/2007	01/04/2008	£ 218.93
					01/04/2008	01/04/2009	£ 300.43
					01/04/2009	01/04/2010	£ 296.78
					01/04/2010	01/04/2011	£ 303.50
					01/04/2011	01/04/2012	£ 112.00
				£ 1,231.64			

BUSINESS RATES: AMOUNTS FOR WRITE OFF: BANKRUPT/ LIQUIDATION

<u>Account Reference</u>	<u>Lead Liabe Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabe From</u>	<u>Liabe To</u>	<u>Bill Balance</u>
1 800133871	CLEARWAY DISTRIBUTION	BERRISTOW LANE SOUTH NORMANTON	£113,502.60	01/04/2008 01/04/2009	01/04/2009 17/09/2009	£91,971.97 £21,530.63
2 800145190	PAST TIMES TRADING LTD	UNIT 54A EAST MIDLANDS DESIGNER OUTLET SOUTH NORMANTON	£ 2,437.33	01/04/2011	16/01/2012	£ 2,437.33
3 800155400	MISS NATALIE BRIMLEY	ROYAL OAK 20 HIGH STREET TIBSHELF	£ 1,395.16	15/04/2010	14/10/2010	£ 1,395.16
			<u>£117,335.09</u>			

SUNDRY DEBTORS: AMOUNTS FOR WRITE OFF - BANKRUPTCY /LIQUIDATION

<u>ACCOUNT NUMBER</u>	<u>INVOICE NUMBER</u>	<u>INVOICE DATE</u>	<u>AMOUNT</u> £	<u>DEBTOR</u>	<u>REASON FOR INVOICE</u>	<u>WRITE-OFF AMOUNT</u>	<u>REASON FOR WRITE-OFF</u>
39945	30156827	16.08.11	£620.95	MR R BURTON	OVER ALLOWED	£489.10	DEBT RELIEF ORDER GRANTED 09.12.11 - NO. D
	30156830	16.08.11	£1148.96	6 PARK AVENUE	HOUSING BENEFIT	£1,148.96	BY INSOLVENCY SERVICE
	30156843	16.08.11	£1218.89	GLAPWELL		£1,197.17	
	30158663	05.09.11	£641.61			£641.61	
	30158676	05.09.11	£794.91			3794.91	
9971	43981	17.08.05	£2104.40	MS L SANDERSON 9 BRUNNER AVENUE SHIREBROOK	GROUP REPAIR WORKS	£2,104.40	DEBTOR DECLARED BANKRUPT 04.01.2012 AT M COUNTY COURT CASE NO 7/2012
						<u>£ 6,376.15</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>Liable From</u>	<u>Liable To</u>	<u>Bill Balance</u>
1	901401907	GEMELLI'S,	1 RENISHAW HILL RENISHAW S21 3UA	£1,093.90	01/07/2010	01/04/2011	£1,093.90
2	901362385	TAYLOR,MR DAVID	28 WOODTHORPE ROAD SHUTTLEWOOD S44 6RD	£1,330.58	20/09/2009 01/04/2010	01/04/2010 05/03/2011	£ 658.67 £ 671.91
3	901289884	CHRYSTIE,MR CLIVE	FLAT 4 KING EDWARD HOUSE KING EDWARD STREET SHIREBROOK NG20 8AU	£2,144.54	03/11/2008 01/04/2009 02/11/2009 01/04/2010 01/04/2011	01/04/2009 02/11/2009 01/04/2010 01/04/2011 20/05/2011	£ 345.56 £ 500.79 £ 362.08 £ 795.54 £ 140.57
4	90137502X	HILL,MISS LARA	28 ERICA DRIVE SOUTH NORMANTON DE55 2ET	£1,136.67	15/09/2009 01/04/2010	01/04/2010 02/03/2011	£ 33.02 £1,103.65
5	901166495	CULLEY,MR GEORGE	14 ST THOMAS'S CLOSE TIBSHELF DE55 5PD	£1,709.84	01/04/2009 01/04/2010	01/04/2010 20/10/2010	£1,083.17 £ 626.67
				£7,415.53			

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	800159538	UK INNS LTD	£1,948.38	01/01/2011	01/04/2011	£ 468.37
		KING EDWARD VII HOTEL 121 HIGH STREET TIBSHELF		01/04/2011	04/01/2012	£1,480.01
			<u>£1,948.38</u>			

EXECUTIVE AGENDA

Monday 5th March 2012 at 1000 hours
Committee Room One

Item No.		Page No.(s)
	PART 1 – OPEN ITEMS	
1.	To receive apologies for absence, if any.	
2.	To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4 (b) of the Local Government Act 1972.	
3.	Members should declare the existence and nature of any personal and prejudicial interests in respect of: a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time.	
4.	To approve the Minutes of a meeting of the Executive held on 6 th February 2012.	Previously circulated
5.	Report from the Review of youth facilities, opportunities and perceptions of young people – Safe and Inclusive Scrutiny Committee. <i>Recommendation on page 4</i>	3 to 18
6.	Arrears - Irrecoverable Items over £1000. <i>Recommendation on page 20</i>	19 to 26
	PART 2 – EXEMPT ITEMS <i>The Local Government (Access to Information) Act 1985, Local Government Act 1972, Part 1, Schedule 12a.</i> <u>Exempt - Paragraph 3</u>	
7.	Arrears - Irrecoverable Items over £1000. <i>Recommendation on page 28</i>	27 to 29
8.*	Project Horizon – March 2012.	To Follow
9.*	Tender Evaluation Outcome – Woburn House Legionella Works. <i>Recommendation on page 32</i>	30 to 32

10.*	Tender Evaluation Outcome – Work for Yourself Programme.	To Follow
11.*	Tender Evaluation Outcome – Summer Streetscene Works.	To Follow
12.*	Retrospective approval for the use of the Chief Executive Officer's delegated powers in relation to the procurement of works to install a replacement jetty at Pleasley Vale Outdoor Activity Centre	To Follow

***Denotes Key Decision on Forward Plan**

EXECUTIVE

Minutes of a meeting of the Executive of Bolsover District Council held in Committee Room One, Sherwood Lodge, Bolsover, on Monday 6th February 2012 at 1000 hours.

PRESENT:-

Councillor E. Watts – Chair

Members:-

Councillors D. Kelly, D. McGregor, A.M. Syrett and A.F. Tomlinson.

Officers:-

W. Lumley (Chief Executive Officer), P. Hackett (Director of Health and Well Being), B. Mason (Director of Corporate Resources), S. Tomlinson (Director of Neighbourhoods), S.E.A. Sternberg (Solicitor to the Council and Monitoring Officer), J. Foley (Head of Customer Service and Performance) (to minute no. 858), K. Drury (Customer Service and Access Officer) (to minute no. 857) and R. Leadbeater (Democratic Services Officer).

852. APOLOGIES

Apologies were received from Councillors K. Bowman and B.R. Murray-Carr.

853. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

854. DECLARATION OF INTEREST

There were no declarations of interest.

EXECUTIVE

855. MINUTES – 9TH JANUARY 2012

Moved by Councillor E. Watts, seconded by Councillor A.F. Tomlinson
RESOLVED that the minutes of a meeting of the Executive held on 9th January 2012 be approved as a true record.

856. COMPLIMENTS, COMMENTS, COMPLAINTS AND FREEDOM OF INFORMATION 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 October to 31st December 2011.

There had been an increase in informal complaints from the previous period in relation to missed bin collections. The number of stage two and three complaints had reduced slightly. All stages of complaints had been responded to within the customer service standard.

Members asked questions to which the Customer Service and Access Officer responded. Members were pleased to note that the adverse comments in respect of the introduction of the alternate weekly bin collection were minimal.

Moved by Councillor E. Watts, seconded by Councillor A.F. Tomlinson
RESOLVED that the report be received.

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.

857. CORPORATE PLAN TARGETS APRIL - DECEMBER 2011 PERFORMANCE REPORT

The Head of Customer Service and Performance presented the report to update Members on the performance against the Council's 2011-2015 Corporate Plan for the period April to December 2011.

Members were advised that the three Scrutiny Committees had considered the reports and were pleased to note that most targets were currently on track.

EXECUTIVE

In response to questions, the Director of Neighbourhoods advised that text messaging for repairs appointments had been successfully introduced from the beginning of February 2012.

Moved by Councillor D. Kelly, seconded by Councillor E. Watts
RESOLVED that the report be received.

REASON FOR DECISION: **To provide Executive with an update on the performance of the Corporate Plan 2011-15.**

The Head of Customer Service and Performance left the meeting.

858. MEDIUM TERM FINANCIAL PLAN

The Director of Corporate Resources presented the report to seek Members' approval of the Medium Term Financial Plan, incorporating the General Fund, Housing Revenue Account and Capital Programme.

Members were advised that a balanced budget had been formulated with ambitious savings targets to achieve. A number of key projects were currently in progress with the objective of securing further savings and capital receipts. Monitoring of the financial plan would be ongoing with regular reports on progress being presented to Executive. It was added that the budget had been prepared to protect current service provision and Members would be required to consider this in further detail to determine how the Council's future priorities should be set.

In response to Members' questions in respect of specific budgets, the Director of Corporate Resources agreed to provide further detail.

The Director of Neighbourhoods noted that provision for the replacement of Swingo roadside cleaning vehicles was not included in the capital programme. Following lengthy discussion, Members concluded that continuation of the service should be considered a budget priority. The Director of Corporate Resources advised Members of the various options available for replacement of the vehicles and agreed to incorporate this within the report to the 15th February Council meeting and provide a more detailed report to Members at the March meeting.

Members thanked the Director of Corporate Resources for an excellent report.

Moved by Councillor E. Watts, seconded by Councillor D. McGregor
RESOLVED that (1) the view of the Chief Financial Officer that the estimates included in the Medium Term Financial Plan 2012/13 to 2014/15 are

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robust and that the level of financial reserves whilst at minimum levels are adequate be accepted.

(2) Officers be required to report back to Executive and to the Audit Committee on at least a quarterly basis regarding the overall position in respect of the Council's budgets, these reports to include updates on progress in achieving the range of identified efficiencies necessary to achieve a balanced budget by the end of the 2012/13 financial year.

- **GENERAL FUND**

(3) No Council Tax increase is levied for the financial year 2012/13 based on the proposed Government grant compensation arrangements and this recommendation is submitted for approval by the Council at its meeting on 1st March 2012.

(4) Executive recommends to Council (at its meeting on 15th February 2012) the Medium Term Financial Plan in respect of the General Fund as set out in **Appendix 1 Table 1** of the General Fund report and agrees the Revised Budget 2011/12 with a budget requirement of £10,891,159 together with the original budget for 2012/13 with a budget requirement of £11,136,390 as detailed in **Appendix 1 Table1**.

(5) Officers continue to work towards delivering a balanced budget in respect of 2011/12, and continue to progress the implementation of measures designed to secure a balanced budget in respect of 2012/13.

(6) In order to protect the level of General Fund balances it is recommended that an amount of capital expenditure of up to £1m currently planned to be funded from transition grant is charged against the Council's capital programme, with this expenditure to be supported if necessary by prudential borrowing pending the achievement of sufficient capital receipts to fund this work. That this recommendation be taken forward as part of the Council's Treasury Management Strategy which will be considered by Council on 1st March 2012.

(7) Executive agrees to restore the level of General Fund balances as at April 2012 to one of £1.2m by utilising the Transition Grant to be received by the Council in respect of 2012/13.

(8) Officers be required to report back to Executive and Audit Committee on at least a quarterly basis regarding the overall

EXECUTIVE

position in respect of the budget, these reports to include updates on progress in implementing the efficiencies necessary to achieve a balanced budget by the end of 2011/12.

HOUSING REVENUE ACCOUNT

RECOMMENDED that (9) Executive introduces the Government recommended rent increases with effect from 4th April 2012. The recommended increase will bring about an average increase in rents of some 9%. However, the actual percentages will vary depending on the type of property.

(10) The increases in respect of other charges as outlined in Appendix 2 Table 3 of the Housing Revenue Account report be implemented with effect from 2nd April 2012.

(11) The Housing Revenue Account as set out in **Appendix 2 Table 1** of the report be approved as the Revised Budget in respect of 2010/11 and as the Original Budget in respect of 2011/12.

CAPITAL PROGRAMME

RECOMMENDED that (12) The Capital Programme for 2010/11 to 2013/14 as set out in **Appendix 3 Table 1** of the report be approved.

(13) Officers incorporate within the Treasury Management Strategy that will be considered by Council on 1st March 2012 any proposed use of borrowing or leasing arrangement to secure the acquisition of assets.

REASON FOR DECISION: **That Members consider and approve the Medium Term Financial Plan, Capital Programme and Housing Revenue Account and recommend them to Council.**

(Director of Corporate Resources)

The meeting concluded at 1105 hours.