

## **EXECUTIVE**

Minutes of a meeting of the Executive of Bolsover District Council held in Committee Room One, Sherwood Lodge, Bolsover, on Monday 30<sup>th</sup> July 2012 at 1000 hours.

### **PRESENT:-**

Councillor A.F. Tomlinson – In the Chair

### **Members:-**

Councillors K. Bowman, D. Kelly, B.R. Murray-Carr and A.M. Syrett.

### **Officers:-**

W. Lumley (Chief Executive Officer), B. Mason (Director of Corporate Resources), S.E.A. Sternberg (Solicitor to the Council), P. Campbell (Head of Housing) (to minute no. 273), S. Chambers (Communications Officer), G. Galloway (Building and Property Contracts Manager), B. Truswell (Head of Shared Procurement) (from minute no. 269) and R. Leadbeater (Democratic Services Officer).

### **262. APOLOGIES**

Apologies were received from Councillors D. McGregor and E. Watts.

### **263. URGENT ITEMS OF BUSINESS**

The Chairman had consented to the report 'Extension to Solid Fuel Heating Replacement and Kitchen Replacement Contract' being considered as an urgent item of business.

### **264. EXTENSION TO SOLID FUEL HEATING REPLACEMENT AND KITCHEN REPLACEMENT CONTRACT**

The Building and Property Contracts Manager presented the report to seek Members' authority to extend existing contracts. The two, three year contracts had incorporated an annual renewal clause which was based on satisfactory performance of the contractor. Authority was sought to extend the solid fuel heating replacement contract for a third and final year and to extend the kitchen replacement contract for a second year, with delegated authority to approve the third and final year.

## EXECUTIVE

Members were advised that the contractors' performance so far had been considered satisfactory and it was therefore recommended that the existing contracts continue through 2012/13.

Moved by Councillor A.F. Tomlinson, seconded by Councillor K. Bowman

**RESOLVED** that (1) Authority be given to extend the Heating Replacement contract with Neil Shacklocks Ltd of Sutton in Ashfield and the Kitchen Replacement contract with PK Electrical Ltd of Chesterfield to cover the 2012/13 financial year.

(2) the Assistant Director of Regeneration in consultation with the Chief Executive Officer and Leader or Deputy Leader be given delegated authority to implement the final year's extension (2013/14) to the kitchen replacement contract, based on satisfactory performance from the contractor and acceptable pricing structure going forward.

**REASON FOR DECISION:** In order to extend the existing contractual arrangements in accordance with the existing contract to enable the delivery of the Council's Approved Capital Programme.

(Assistant Director of Regeneration)

### 265. DECLARATIONS OF INTEREST

There were no declarations of interest submitted.

### 266. MINUTES – 2<sup>ND</sup> JULY 2012

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

**RESOLVED** that the minutes of a meeting of the Executive held on 2<sup>nd</sup> July 2012 be approved as a true record.

### 267. JOINT BOARD DECISION NOTICES – 16<sup>TH</sup> JULY 2012

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

**RESOLVED** that the decision notices from the meeting of the Joint Board held on 16<sup>th</sup> July 2012 be noted.

## EXECUTIVE

### 268. DETAILED FINANCIAL OUTTURN 2011/12

The Director of Corporate Resources presented the report to provide Members with the detailed outturn position in respect of the 2011/12 financial year. Members were advised that the audit of accounts was progressing well and that the end of year balances in respect of both General Fund and HRA had shown improvement against the budgeted position.

Attention was drawn to the appendices and Treasury Management report which had been provided for Members' consideration. The Director of Corporate Resources reported that a technical breach of the Treasury Management limits had been identified. This had arisen out of the necessity for the Council to have available funding to be in a position to buy itself out of the HRA subsidy system. To enable the transfer of funding it had proved necessary to invest part of the HRA buy out funding overnight with the Council's own bank. This had led to a breach of the maximum level of funding which the Council had agreed to hold in one financial institution. The exposure to risk in the long term had however been significantly reduced as these funds would no longer be invested externally.

In response to questions the Director of Corporate Resources was of the view that other authorities may have been in a similar position due to the requirement to ensure that sufficient funds were available to make the transfer.

Members asked questions in respect of a number of issues contained within the report to which the Director of Corporate Resources agreed to provide a written explanation. Discussion took place on the recurrent charges in relation to the old Council depot building and the acceptable levels of Housing Revenue Account balances. The Director of Corporate Resources provided a detailed explanation on the reasons for the removal of internal recharges from General Fund budgets.

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

**RESOLVED** that Members note the report and in particular the financial outturn position in respect of 2011/12, and approve:

- a) The proposal by the Chief Financial Officer to improve the budgetary control of controllable income and expenditure budgets by the removal of recharges and depreciation charges from the General Fund budgets until the year end.
- b) The carry forward requests totalling £2.468m for the individual capital schemes detailed in Appendix 5.
- c) That a further report providing an update in respect of the Medium Term Financial Plan be brought to the next meeting of Executive.

## EXECUTIVE

**REASON FOR DECISION:** To inform Members of the Council's financial outturn in respect of 2011/12 and to agree proposed carry forwards from 2011/12 to 2012/13 in respect of the Council's Capital Programme.

(Director of Corporate Resources)

The Head of Shared Procurement joined the meeting during the following item.

### **269. HOUSING DEPARTMENT QUARTERLY UPDATE**

The Head of Housing presented the report to provide Members with an update on housing matters to the end of the first quarter of 2012/13.

Updates were provided on the level of rent arrears, progress on Supporting People Contracts and an Anti-Social Behaviour monitoring system which had been sponsored by the Police. A report on the latest benefits and savings achieved though the introduction of mobile working would be presented to the Strategic Alliance Management Team and Executive in due course.

Discussion took place on the Choice Based Lettings system which was introduced in January 2012. Members were advised that the Improvement Scrutiny Committee had identified this as an area for review. Further to concerns raised by Members in relation to the current lettings information available to them, Members were encouraged to participate in surveys sent out by the Improvement Scrutiny Committee to put forward their views. The Portfolio Holder for Housing Management also agreed to feedback Executive Members' comments to the Improvement Scrutiny Committee. The Head of Housing provided further detail on the housing allocations policy and points system.

The Tenant Participation Group had supported a recommendation to join the Tenant Participation Advisory Service (TPAS) at a cost of £1,240 per annum, which Members were requested to approve. This provided members of TPAS with access to information, research, consultancy and training in relation to service delivery and involvement of tenants groups.

Members' attention was drawn to the statistical and performance information provided with the report. The Head of Housing responded to Members' questions in relation to the information provided.

## EXECUTIVE

Moved by Councillor K. Bowman, seconded by Councillor D. Kelly  
**RESOLVED** that (1) the performance of the Housing Service be noted;

(2) the Council join the Tenant Participation and Advisory Service (TPAS) for the remainder of the financial year, and to continue membership if the Tenant Participation Group consider it provides value for money.

**REASON FOR DECISION:** To update Members on the progress of key services.

(Head of Housing)

### 270. THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Moved by Councillor K. Bowman, seconded by Councillor A. Syrett  
**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 it involves 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.

### 271. FORMER TENANT ARREARS WRITE OFFS EXEMPT – PARAGRAPH 2

The Head of Housing presented the report to seek Members' approval to write off former tenant arrears where the debt had proven irrecoverable.

In response to questions from Members, the Head of Housing advised that these debts related to deceased tenants where the estate did not have sufficient funds to repay the debt and untraceable former tenants. A number of sources were used to attempt to locate debtors wherever possible, including the services of a national tracing agency.

Members' attention was drawn to the detailed schedule of arrears provided with the report.

Moved by Councillor K. Bowman, seconded by Councillor D. Kelly  
**RESOLVED** that (1) the Former Tenants arrears detailed in the schedules to the report be written off;

## EXECUTIVE

(2) in accordance with policy, these debts may be written back for recovery if further evidence becomes available without the need for a further report to Executive.

**REASON FOR DECISION:**        **To write off debts that are deemed irrecoverable.**

(Head of Housing)

### **272. TENDER EVALUATION OUTCOME – ASBESTOS SURVEYING EXEMPT – PARAGRAPH 3**

The Head of Shared Procurement presented the report to advise Members of the outcome of a tender evaluation exercise in respect of Asbestos Surveying and to seek approval for the appointment of the preferred contractor. The contractor would provide Asbestos Surveying services for both corporate and housing properties.

A total of nine bids were received by the closing date, which were evaluated on a 50/50 basis of cost and quality.

Moved by Councillor A.F. Tomlinson, seconded by Councillor K. Bowman

**RESOLVED** that (1) the contract be awarded to Interserve on the basis of a two year contract with the option to extend for two further periods of up to twelve months each;

(2) the Head of Housing and Assistant Director of Regeneration be given Delegated Authority in consultation with the Leader/ Deputy Leader and Portfolio Holder for Housing Management, to implement the extension based on satisfactory performance from the contractor and also an acceptable pricing proposal going forward.

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

(Head of Housing/Assistant Director of Regeneration)

The Head of Housing left the meeting.

## EXECUTIVE

### 273. TENDER EVALUATION OUTCOME – REFURBISHMENT OF CLOWNE CAMPUS EXEMPT – PARAGRAPH 3

The Building and Property Contracts Manager presented the report to advise Members of the outcome of a tender evaluation exercise in respect of the refurbishment of the Clowne College building and to seek approval for the appointment of the preferred contractor.

A total of 6 bids were received by the closing date which were evaluated on a 70/30 cost and quality basis. The other elements of the bids taken into account by the evaluation team were outlined in detail in the report.

Moved by Councillor A.F. Tomlinson, seconded by Councillor B.R. Murray-Carr  
**RESOLVED** that the contract be awarded to Beaufort Construction for the reasons set out in the report.

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

(Assistant Director of Regeneration)

The meeting concluded at 1120 hours.