

EXECUTIVE

Minutes of a meeting of the Executive of Bolsover District Council held in the Council Chamber, Sherwood Lodge, Bolsover, on Monday 19th November 2012 at 1005 hours.

PRESENT:-

Members:-

Councillor E. Watts - Chair

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

Officers:-

W. Lumley (Chief Executive Officer), B. Mason (Director of Corporate Resources) (to minute no. 611), S. Tomlinson (Director of Neighbourhoods), S.E.A. Sternberg (Solicitor to the Council), P. Campbell (Head of Housing), J. Foley (Assistant Director of Strategy and Performance) (to minute no. 603), S. Brunt (Street Scene Manager), S. Chambers (Communications Officer), K. Drury (Information and Engagement Manager) (to minute no. 604) and R. Leadbeater (Democratic Services Officer).

597. APOLOGY

An apology for absence was received on behalf of Councillor A.F. Tomlinson.

598. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

599. DECLARATIONS OF INTEREST

There were no declarations of interest.

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600. MINUTES – 22ND OCTOBER 2012

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

RESOLVED that the minutes of a meeting of the Executive held on 22nd October 2012 be approved as a true record.

601. DEMAND FOR HOUSING SCRUTINY REVIEW

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

RESOLVED that the Demand for Housing Scrutiny Review be deferred.

602. CORPORATE PLAN TARGETS APRIL TO SEPTEMBER 2012 UPDATE REPORT

The Assistant Director of Strategy and Performance presented the report to update Members on the progress of the Corporate Plan Targets. Members were advised that Improvement Scrutiny Committee had requested further information in respect of targets SOD 02 (Reduce the percentage of rent arrears by 20% by 2015) and SOD 04 (Reduce the cost of collection of income year on year by increasing options available to customers). Feedback from Improvement Scrutiny Committee would be reported at the next opportunity.

There were no further issues and overall, good progress had been made on the Corporate Targets.

The Chief Executive Officer advised that DEFRA (Department for Environment, Food and Rural Affairs), had reported that Bolsover District Council was one of the 10 most improved authorities in respect of recycling rates. Members added that this was a credit to the Director of Neighbourhoods and the Waste Services Management and team. This improvement had also led to £135,000 per annum in savings.

Moved by Councillor D. McGregor, seconded by Councillor K. Bowman

RESOLVED that the progress against the Corporate Plan 2011-2015 be noted.

REASON FOR DECISION: **In line with the Executive function to monitor progress against the Corporate Plan.**

The Assistant Director of Strategy and Performance left the meeting.

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603. INFORMATION REQUESTS APRIL TO SEPTEMBER 2012

The Information and Engagement Manager presented the report to advise Members of requests received from 1st April to 30th September 2012 under the Freedom of Information Act, Environmental Information Regulations and Data Protection Act.

A total of 216 requests had been received of which 212 (98%) had been responded to within the required standard. Environmental Health, Planning and Revenues and Benefits had received the most requests for this period. Information that had been requested on a number of occasions had been included on the Council's website. This was intended to reduce the amount of staff time spent on dealing with FOI requests and provide information to the public in a more open and transparent way.

Members raised concerns in respect of the resources required to respond to Freedom of Information Requests. The Information and Engagement Manager responded that the majority was in relation to staff time, however any request requiring in excess of 18 hours could be refused. It was added that the majority of requests were considered reasonable and were received from a variety of sources. The Council had a statutory duty to provide the information.

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

REASON FOR DECISION: **To keep Members informed of volumes and trends regarding information requests.**

The Information and Engagement Manager left the meeting.

604. COMPLIMENTS, COMMENTS, COMPLAINTS QUARTERLY REPORT

The Director of Corporate Resources presented the report to provide Members with information in respect of the number of compliments, comments and complaints for the period 1st July 2012 to 30th September 2012.

Members were requested to note the number of compliments received in respect of the organisation of the Olympic Torch relay. All matters had been responded to within the agreed time period.

Members raised concerns with regard to the cost to the Authority in dealing with Ombudsman complaints. The Director of Corporate Resources accepted that this was a valid comment but added that the positive aspect of the complaints

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procedure was that it provided a valuable source of information which the Council could use to improve the delivery of its services.

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

REASON FOR DECISION: **To keep members informed of volumes and trends regarding compliments, comments and complaints.**

605. SECOND QUARTERLY BUDGET MONITORING REPORT

The Director of Corporate Resources presented the report to update Members on the financial position of the Council following the second quarter's budget monitoring exercise. This included updates for the General Fund, Housing Revenue Account, Capital Programme and Treasury Management.

General Fund – There was a variance of £106,000 at the end of the second quarter which was consistent with the view that the £200,000 savings target would not be fully achieved by the year end. A number of measures were already in place to try to address the shortfall. Members' attention was drawn to appendix 2 of the report which detailed each cost centre of the General Fund. The Director of Corporate Resources stated that whilst £200,000 of savings remained outstanding, the total savings required at the start of the year was £975,000 and therefore significant progress had been made.

Housing Revenue Account – This was still in line with the approved budget with no significant issues to address.

Capital Programme - This was dependent on two key capital receipts, one of which was expected to be received in the current financial year. Members were advised that there may be a need to enter into a borrowing arrangement in the interim.

A more detailed update would be provided to Council in December 2012.

Members asked questions in respect of Housing Revenue Account transactions and the New Homes Bonus to which the Director of Corporate Resources responded. Further discussion took place on the potential disposal of garage sites and income received.

Further to questions, Members were advised that bad debt provision had been set at £75,000. The introduction of the Welfare Reforms may have an impact on the level set which would be reviewed on an annual basis.

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Moved by Councillor E. Watts, seconded by Councillor B.R. Murray-Carr
RESOLVED that the report on the position of the Council's budgets at the end of the second quarter of the 2012/13 financial year and the Treasury Management activity for the same period be noted.

REASON FOR DECISION: **To inform Executive of the position on the Council's budgets at the end of the second quarter of the 2012/13 financial year and the Treasury Management activity for the same period.**

606. RENEWAL AND TENDERING OF INSURANCE POLICIES 2012

The Director of Corporate Resources presented the report to advise Members' of actions taken under delegated powers to secure the Council's Insurance Policies.

Members were advised that the current insurance policies were subject to a 3 year Long Term Agreement with the option to extend for a further 2 years. The Director of Corporate Resources drew Members' attention to the table of comparisons for year on year variances on costs which were minimal. Members' were advised of an increase in provision in respect of its housing stock.

Questions were raised in respect of the insurance against liable and slander to which the Solicitor to the Council responded.

Moved by Councillor E. Watts, seconded by Councillor D. McGregor
RESOLVED that the action of the Director of Corporate Resources (acting under delegated powers) in continuing to secure the Council's insurance policies within the framework established by the Long Term Agreement 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)

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

Moved by Councillor K. Bowman, 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 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.

608. ORGANIC WASTE COLLECTION (GREEN BIN) ARKWRIGHT AGREEMENT EXEMPT – PARAGRAPHS 1, 3 AND 4

The Director of Neighbourhoods introduced the report in respect of future arrangements for the collection of organic waste. Members were advised that Derbyshire County Council had resolved outstanding planning issues and were now in a position to commence the build of the Organic Waste Collection facility. Discussions regarding arrangements for delivery of the various authorities' waste to the site were in progress.

The Street Scene Manager advised that the Council's combined recycling rate had increased from 27% to 37% by way of burgundy bin collections and the introduction of Alternate Week Collections, with further increases anticipated. Members were requested to consider proposals to divert organic food waste from the black to the green bin which would amount to approximately 11% of current black bin waste. This would assist the Council in achieving its performance target of 45% by 2015.

Members were also requested to consider the introduction of a seasonal green bin collection which would suspend the service for 3 months during the winter from 2013. Only 550 tonnes (approx.) of green waste had been collected during the previous winter period, with the cost of collection per tonne being significantly higher than in the summer season. Staffing resources would be redirected to other duties enhancing street cleansing and grounds maintenance.

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

RESOLVED that (1) the North Derbyshire Compost Agreement and inclusion of food wastes within organic (green bin) collections be approved.

(2) Green bin collections are suspended between December and February from 2013, and projected organic (green bin) wastes anticipated over that period is included with the Arkwright Agreement.

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(3) Staff normally involved in the collection of green bins in future winter periods are deployed in other areas of the street scene activity to enhance those services

(4) Efficiency savings arising from progressive implementation of these proposals is incorporated in the Council's ongoing CSR efficiency saving requirements.

RECOMMENDED that the refuse collection staffing establishment is re-modelled over the medium term (i.e. 24 months) to reflect the seasonal nature of green bin collections; this to be achieved by vacancy management, redeployment, flexible retirement and/or annualised working arrangements, thus mitigating the need for redundancies

REASON FOR DECISION: **Recommendations of the report consider combined efficiency measures which progressively rise to greater than £50,000 savings when delivered along with obtaining approval to enter in to the North Derbyshire Composting Project (Arkwright) Agreement.**

(Director of Neighbourhoods/Council)

609. STREET SCENE SERVICE EFFICIENCY CONSIDERATIONS EXEMPT – PARAGRAPHS 1, 3 AND 4

The Director of Neighbourhoods presented the report to seek Members' approval of a number of efficiencies proposed for the street scene service. A review had been undertaken to identify ways in which performance and standards may be improved, along with consideration of efficiencies that could be achieved.

The frontline staffing complement and performance had been considered to assess how the resources were best distributed. It was proposed that dedicated teams be established for each task that would be allocated to a specific geographic area. The staff would remain multi-skilled but the team structure would enable them to concentrate on high priority core function operations to ensure quality standards.

The Portfolio Holder for the Environment added that this would be a radical change but would produce significant efficiencies. Members asked questions with regard to Shaw Trust to which the Street Scene Manager responded.

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Moved by Councillor D. Kelly, seconded by Councillor D. McGregor

RESOLVED that (1) the ongoing work undertaken by the Joint Streetscene Management Team in identifying opportunities to deliver higher performing frontline services and efficiency savings be recognised.

(2) it be noted that mobile street cleaning staff who operate remotely are brought in to Riverside depot direct management arrangements to support street cleansing team structure arrangements.

(3) arising from poor performance of Shaw Trust weed and detritus treatments during 2012 (resulting in 50% certification of payment) the unqualified service value (£22,000 approx.) is allocated to the purchase of 12 No pedestrian rotary mowers and 1 No quad bike with ancillary spraying equipment (£18,500 approx.) with the residual value allocated in establishing a stock of equipment parts to support transport maintenance arrangements.

(4) The contract with Shaw Trust is varied by removing weed and detritus treatments with future arrangements being undertaken by the Council's in-house streetscene team and that £26,000 of the variation value (£44,000) be retained within streetscene services budgets and the residual (£18,000) contribute towards ongoing budget efficiencies.

(5) it be noted that 3No Vehicles (7.5tonne) operated in Bolsover's streetscene (grounds maintenance & street cleansing) will not be replaced at the end of their 7 year lease term when they naturally expire, yielding a then ongoing annual saving of £15,000 (approx.).

(6) it be further noted that ongoing work to progress shared efficiency savings from areas of joint working in the undertaking of rural (domestic household) waste collections and a Joint Skip Service and that these be subject to further reports to the Executive where required.

RECOMMENDED that (1) the Council's Streetscene (grounds maintenance and street cleansing) combined staff establishment is remodelled to resource team structures to meet each service's core disciplines. In undertaking this, some staff will maintain seasonal hours' working arrangements and some will revert to a 52 x 37 hour week working arrangements.

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(2) up to 4 seasonal staff be employed to support streetscene (grounds maintenance) arrangements on a 30 week (42 hours) basis between mid-March and mid-October and funded by way of variation of the Shaw Trust contract and vacancy management considerations in not recruiting to an anticipated vacancy arising from sickness capability.

REASON FOR DECISION: **Recommendations of the report consider combined efficiency measures which may arise to greater than £50,000 as and when delivered. A move to employ seasonal staff to support grounds maintenance arrangements and vary some staff's working hours to support street cleaning arrangements to improve operational performance and efficiency is recommended to Council for this purpose.**

(Director of Neighbourhoods/Council)

610. CCTV TENDERS EXEMPT – PARAGRAPH 3

The Director of Neighbourhoods presented the report to put forward revised options for the provision of CCTV. Members' had previously considered the issue and rejected the proposals due to the costs of installation and monitoring being over the available budget.

Parish and Town Councils had been contacted and asked to consider whether they wished to take part and contribute to the scheme, however only one response had been received in which the particular Parish Council had declined to participate.

The Director of Neighbourhoods drew Members' attention to the three proposed options outlined in the report. Members discussed the options at considerable length and asked questions, to which the Director of Neighbourhoods responded.

Members requested that the Director of Neighbourhoods contact the Parish Councils detailed in the report to request a contribution to the scheme. Options 2 and 3 would be deferred for further consideration to brought back to a future meeting of Executive.

It was moved by Councillor B.R. Murray-Carr, seconded by Councillor A.M. Syrett

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that (1) Option 1 is approved to improve the security arrangements at Riverside Depot. The capital costs of £23,350 will be financed from equal revenue contributions from the HRA and General Fund in 2012/13. The ongoing revenue costs are met from the Riverside Depot budget in 2012/13 and appropriate provision is made in the budgets of the depot to meet the 2013/14 full year cost.

(2) Option 2 is approved at a capital cost of £26,132 which can be financed from grant and contribution money available to the Council. The revenue costs will be met from the existing CCTV budget.

(3) Option 3 is approved and a capital approval of £25,968 will be necessary to finance the shortfall of this option. The revenue costs will be contained within the existing CCTV budget.

An amendment was moved by Councillor D. Kelly, seconded by Councillor D. McGregor

that (1) Option 1 is approved to improve the security arrangements at Riverside Depot. The capital costs of £23,350 will be financed from equal revenue contributions from the HRA and General Fund in 2012/13. The ongoing revenue costs are met from the Riverside Depot budget in 2012/13 and appropriate provision is made in the budgets of the depot to meet the 2013/14 full year cost.

(2) Options 2 and 3 be deferred to be explored with the relevant Parish Councils and partners to identify current needs and brought back to Executive for further consideration

Upon being put to the vote the initial motion was lost and the amendment was carried and became the substantive motion.

Moved by Councillor D. Kelly, seconded by Councillor D. McGregor

RESOLVED that: (1) Option 1 is approved to improve the security arrangements at Riverside Depot. The capital costs of £23,350 will be financed from equal revenue contributions from the HRA and General Fund in 2012/13. The ongoing revenue costs are met from the Riverside Depot budget in 2012/13 and appropriate provision is made in the budgets of the depot to meet the 2013/14 full year cost.

(2) Options 2 and 3 be deferred to be explored with the relevant Parish Councils and partners to identify current needs and brought back to Executive for further consideration

REASON FOR DECISION: **To secure CCTV provision within the District.**

(Director of Neighbourhoods)

The Director of Corporate Resources left the meeting.

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611. SUPPORTING PEOPLE MONITORING ARRANGEMENTS EXEMPT – PARAGRAPH 3

The Head of Housing advised Members that a meeting had taken place with Derbyshire County Council who had confirmed that the award of the contract to commence the supporting people monitoring arrangements would be delayed for 3 to 6 months from the original timescale. Due to this delay, the procurement of new monitoring equipment would be suspended and the existing equipment would be transferred to the Riverside Depot as an interim measure.

Further meetings would take place with Derbyshire County Council in respect of the revised timescale and updates would be provided to Members as available. Members were requested to support the recommendations outlined in the report which would then be held in abeyance until contracts with Derbyshire County Council had been signed.

In response to Members' concerns over continuation of the current service, the Head of Housing advised that a backup system was available at another Council location.

Moved by Councillor K. Bowman, seconded by Councillor D. McGregor
RESOLVED that (1) the progress made be noted.

(2) the joint procurement of the monitoring equipment as described in the report be approved.

(3) the three Councillors to represent the Council on the proposed Shadow Management Board be the Portfolio Holder for Housing Management, the Portfolio Holder for Social Inclusion and the Chair of the Sustainable Communities Scrutiny Committee

REASON FOR DECISION: **To update Members on the progress of the monitoring contract, to make Members aware of the procurement and to update Members on the proposed management structure.**

(Head of Housing)

The meeting concluded at 1205 hours.