

EXECUTIVE

Minutes of a meeting of the Executive of Bolsover District Council held in Chamber Suites 1 & 2, The Arc, High Street, Clowne on Monday 4th March 2013 at 1000 hours.

PRESENT:-

Members:-

Councillor A.F. Tomlinson – In the Chair

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

Officers:-

W. Lumley (Chief Executive Officer), B. Mason (Director of Corporate Resources), S. Tomlinson (Director of Neighbourhoods), A. Turner (Legal and Standards and Deputy Monitoring Officer), S. Chambers (Communications Officer), R. Owen (Senior Valuer) (from Minute no.967 to Minute no. 971) and R. Leadbeater (Democratic Services Officer).

955. APOLOGY

An apology for absence was received on behalf of Councillor E. Watts.

956. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

957. DECLARATIONS OF INTEREST

Minute No.	Councillor	Level of Interest
965.	A. F. Tomlinson	Non Significant Other Interest
963.	A. F. Tomlinson	Non Significant Other Interest

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958. MINUTES – 6TH MARCH 2013

Moved by Councillor D. McGregor, seconded by Councillor D. Kelly
RESOLVED that the minutes of a meeting of the Executive held on 6th March 2013 be approved as a true record.

959. COMPLIMENTS, COMMENTS, COMPLAINTS

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 October to 31st December 2012.

Members were pleased to note that the processes for handling complaints were working well and all contacts were responded to within the required standard. The Director of Corporate Resources added that external verification of the Council's overall good performance was reflected in the decisions reached by the Ombudsman in relation to complaints.

Moved by Councillor D. McGregor, seconded by Councillor B. R. Murray-Carr
RESOLVED that the report be received.

REASON FOR DECISION:

To keep Members informed of volumes and trends regarding compliments, comments and complaints.

960. CORPORATE PLAN TARGETS QUARTER 3 PERFORMANCE UPDATE REPORT

The Chief Executive Officer presented the report which had previously been considered in detail by Joint Cabinet.

Members were provided with brief updates.

CFS10 - Process all new Housing and Council Tax benefit claims within 20 days – the first quarter had outturned within 20 days with the second slightly outside of this target. The overall target should be met if there was good performance in the remaining quarter.

Members noted that this was a good report with the majority of corporate targets achieved or on track.

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Moved by Councillor A. F. Tomlinson, seconded by Councillor K. Bowman
RESOLVED that the good progress against the Corporate Plan 2011-2015 be noted.

REASON FOR DECISION: **In line with the Executive function.**

961. BUDGET MONITORING REPORT – QUARTER 3

The Director of Corporate Resources presented the report which confirmed the position previously set out in the Medium Term Financial Plan for 2012/13. The report showed that the Council remained on track to achieve its savings targets for the current year.

Members raised questions in respect of the position with the Icelandic banks. The Director of Corporate Resources responded that it was anticipated that the full amount invested would be recouped, however it was unclear if the full interest due on the money would be received. The money was currently held in foreign currency accounts and the Council was continuing to work with other local authorities in order to resolve the matter.

Moved by Councillor D. McGregor, seconded by Councillor D. Kelly
RESOLVED that the position on the Council's budgets at the end of the third 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 third quarter of the 2012/13 financial year and the Treasury Management activity for the same period.**

962. RISK STRATEGY

The Director of Corporate Resources presented the report to update Members on the Strategic Risk Register. Members were advised that Performance, Finance and Risk were now part of a more explicit balanced scorecard approach and were considered together.

A series of meetings had taken place in the current quarter with all officers responsible for budgets. These would be held regularly in future and would involve Portfolio Holders. Executive was supportive of the initiative and in particular the involvement of the portfolio Members.

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In response to questions the Director of Corporate Resources advised that the Auditors had raised only minor points in respect of debts and officers were comfortable that adequate provision had been made. A quarterly Budget Scrutiny had been established which if it chose could monitor these types of issues.

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

REASON FOR DECISION:

To update Members on the performance of the Housing Service at the end of the third quarter 2012/13.

Councillor Tomlinson declared a Non Significant Other Interest in item number 965 and left the meeting.

964. APPOINTMENT OF CHAIR

Moved by Councillor K. Bowman, seconded by Councillor B.R. Murray-Carr
RESOLVED that Councillor D. McGregor act as Chair of the meeting for the following item.

Councillor D. McGregor in the Chair

965. EMPTY HOMES – GROUNDWORK

The Director of Neighbourhoods advised that Bolsover and North East Derbyshire District Councils had been approached by Groundwork Creswell with proposals to bring a small number of empty properties back into use. Groundwork Creswell had been successful in securing funding from the Homes and Communities Agency for works to be carried out on a total of 16 properties, 8 in each authority.

The works would include for example, installing a heating system and replacing kitchens and bathrooms. There would be no charge to the owner for the improvements but in return they would have to agree to let the properties at an affordable rent (80% of the market value) for a minimum of 5 years. Groundwork would act as the letting agent and Bolsover Council and Rykneld Homes (for the North East Derbyshire properties) had been approached for assistance with the housing management element. The Councils would also provide gas boiler testing and some minor repairs up to approximately £200.00.

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The Council would collect rent for the properties, deducting the necessary fee for housing management and repairs. Responsibility for recovery of rent arrears would remain with Groundwork Creswell. The properties would be advertised on the Council's Choice Based Lettings system. The Council would also benefit from the New Homes Bonus.

Members were pleased to approve the initiative but some concerns were raised in respect of the tenants' security in a short term let. Officers advised that the minimum let was for 6 months but this could be agreed for any length of time. The short term let initially provided some protection for the landlord against any breaches in the tenancy agreement.

The details of the scheme including the Service Level Agreement were still to be agreed.

Moved by Councillor D. McGregor, seconded by Councillor B.R. Murray-Carr
RESOLVED that (1) the scheme be approved in principle;

(2) delegated authority be given to the Director of Neighbourhoods, in conjunction with the Solicitor to the Council and the Portfolio Holder for Housing Management to agree a Service Level Agreement with Groundwork to allow the Council to carry out management and maintenance of these properties.

REASON FOR DECISION:

To allow officers to further develop and implement a project with Groundwork that will bring empty homes into use.

(Director of Neighbourhoods)

Councillor Tomlinson rejoined the meeting.

Councillor A.F. Tomlinson in the Chair

966. FORMER TENANTS ARREARS – WRITE OFFS

The Director of Neighbourhoods presented the report to seek Executive approval to write off arrears for 7 former tenants that were now deceased.

Moved by Councillor K. Bowman, seconded by Councillor D. McGregor
RESOLVED that (1) Executive agree to the write off of deceased Former Tenants' Arrears.

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969. ARREARS IRRECOVERABLE ITEMS OVER £1,000 EXEMPT – PARAGRAPH 3

The Director of Corporate Resources presented the report to seek Executive approval to write off irrecoverable arrears in relation to Council Tax and Business rates arrears.

Moved by Councillor D. McGregor, seconded by Councillor A. F. Tomlinson
RESOLVED that approval is given to write off the irrecoverable items including costs amounting to £89,995.43 with the proviso that should any of the debts become collectable the amounts be debited.

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

(Director of Corporate Resources)

970. CAR PARK AT ELMTON ROAD, CRESWELL EXEMPT - PARAGRAPH 3

The Senior Valuer presented the report to seek Members' views on whether to renew a license agreement for the use of a Car Park on Elmton Road, Creswell. Lengthy negotiations had taken place with the owner to reach a provisional agreement on the terms and cost of the lease. Members were advised that there was no budget identified for the lease or the anticipated annual running costs.

Members discussed the issue at some length and background information was provided by the local Member for Elmton with Creswell. It was confirmed that the car park was used by the visitors of a number of local businesses and community facilities, however only two other parties had agreed to take part in a lease agreement.

Moved by Councillor A.F. Tomlinson, seconded by Councillor B.R. Murray-Carr
RESOLVED that the renewal of the lease on the Car Park at Elmton Road, Creswell be refused due to there being no identified budget for the related costs.

REASON FOR DECISION: **No budget had been identified for the costs of the lease.**

The Senior Valuer left the meeting.

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971. CCTV TENDERS EXEMPT – PARAGRAPH 3

The Director of Neighbourhoods presented the report to seek Members' views on the options for CCTV provision. Members' attention was drawn to the supplementary report which contained revised proposals and recommendations for consideration.

As Members had previously requested, the Director of Neighbourhoods had contacted Parish Councils to ask them to consider inclusion in the CCTV scheme, on the proviso that they commit to making a financial contribution to the installation and running costs.

Members were advised of the various proposals that had been discussed and the feedback from Parish Councils.

Old Bolsover Town Council had advised they did not wish to contribute to the scheme. Clowne Parish Council were prepared to fund the running costs but not the initial one off capital sum. South Normanton, Elmton with Creswell and Shirebrook Parish and Town Councils had all confirmed that they would contribute the requested amounts for inclusion in the scheme. The Parish and Town Councils would be contacted accordingly.

Moved by Councillor B.R. Murray-Carr, seconded by Councillor D. McGregor
RESOLVED that (1) Options 1 and 3 are approved at a capital cost of £20,097 which can be financed from grant and contribution money available to the Council. The annual revenue costs in 2013/14 are estimated at £18,172 per annum and will be met from the existing CCTV budget provision and from an annual contribution from each Parish Council involved.

(2) Savings arising from this decision be "rolled" forward and utilised to fund future schemes should proposals be received from other Town or Parish Councils and if not, any under spend be utilised to contribute to the overall savings target.

(3) Bolsover Town Council and Clowne Parish Council be advised that CCTV will not be provided in their areas but this can be reconsidered in the future should they be prepared to contribute on a pro rata basis towards the cost of any new system.

REASON FOR DECISION:

To seek Members views on the provision of CCTV

(Director of Neighbourhoods)

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972. TENDER EVALUATION OUTCOME – LEGIONELLA MONITORING SERVICES EXEMPT - PARAGRAPH 3

Councillor Tomlinson, the Portfolio Holder for Regeneration presented the report to seek Executive approval of the recommended contractor for Legionella Monitoring Services. This was a Bolsover led tender but was also carried out on behalf of Ashfield and North East Derbyshire District Councils.

A total of 19 bids had been received by the closing date. A paper evaluation exercise was undertaken at a number of evaluation meetings involving officers from all 3 Councils. The bids were evaluated on a 50% cost and 50% quality basis and it was recommended that the contract be awarded to H2O.

Moved by Councillor A. F. Tomlinson, seconded by Councillor D. Kelly
RESOLVED that (1) the contract be awarded to H2O. The work should be awarded 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 Assistant Director Regeneration is given delegated authority to implement the extension based on satisfactory performance from the contractor and also an acceptable pricing proposal going forward.

REASON FOR DECISION: To secure best value for the Council

(Head of Shared Procurement)

Councillor Tomlinson declared a Non Significant Other Interest in the following item.

973. TENDER EVALUATION OUTCOME – WOBURN HOUSE EXTERNAL WALL INSULATION EXEMPT – PARAGRAPH 3

Councillor Tomlinson, the Portfolio Holder for Regeneration presented the report to seek Executive approval of the recommended contractor for External Wall Insulation for Woburn House, Blackwell.

A total of 4 tenders were received by the closing date. An evaluation exercise was undertaken where the bids were considered on a 30% quality and 70% cost basis. It was recommended that the contract be awarded to Westville due to full funding being available to carry out the required works.

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Moved by Councillor A.F. Tomlinson, seconded by Councillor D. McGregor
RESOLVED that Westville be appointed to undertake the works as outlined in the report.

REASON FOR DECISION: **To secure best value for the Council.**

(Head of Shared Procurement)

974. TENDER EVALUATION OUTCOME – PLEASLEY VALE MILLS CLEANING CONTRACT EXEMPT – PARAGRAPH 3

Councillor Tomlinson, the Portfolio Holder for Regeneration, presented the report to seek Executive approval of the recommended contractor for the Pleasley Vale Mills Cleaning Contract.

A total of 4 tenders were received by the closing date. The bids were evaluated on a 40% quality 60% cost basis and it was recommended that the contract be awarded to Elite Cleaning.

Moved by Councillor A.F. Tomlinson, seconded by Councillor D. McGregor
RESOLVED that (1) the contract be awarded to Elite Cleaning 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 Assistant Director Regeneration is to be given the delegated authority to implement the extension based on satisfactory performance from the contractor and also an acceptable pricing proposal going forward.

REASON FOR DECISION: **To secure best value for the Council**

(Head of Shared Procurement)

The meeting concluded at 1140 hours.