

Date: 23rd February 2018

The Arc
High Street
Clowne
Derbyshire
S43 4JY

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the Executive of Bolsover District Council to be held in the Council Chamber, The Arc, High Street, Clowne on **Monday 5th March 2018 at 1000 hours**.

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on pages 2 and 3.


Yours faithfully



Assistant Director – Governance & Solicitor to the Council & Monitoring Officer
To: Chair & Members of the Executive

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 **01246 242529** **Democratic Services**
Fax: 01246 242423

EXECUTIVE AGENDA

**Monday 5th March 2018 at 1000 hours in the
Council Chamber, The Arc, Clowne**

Item No.	PART 1 – OPEN ITEMS	Page No.(s)
1	Apologies for absence	
2	Urgent Items of Business 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	Declarations of Interest Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct 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	Minutes To approve the Minutes of a meeting of the Executive held on 19 th February 2018.	4 to 10
5	Items recommended by Scrutiny Committees None	
6	Policy and Budget Framework Items None	
7	Non Key Decisions	
	(A) Corporate Plan Targets Performance Update – October to December 2017 (Quarter 3 – 2017/18) <u>Recommendation on Page 13</u>	11 to 29
	(B) Arrears – Irrecoverable Items over £2500 <u>Recommendation on Page 32</u>	30 to 36

	(C) Local Plan Update	Verbal Update
8	Key Decisions	
	(A) Homes England (Formally HCA) Funding Agreement	37 to 40
	<u><i>Recommendation on Page 39</i></u>	

EXECUTIVE

Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Monday 19th February 2018 at 1000 hours.

PRESENT:-

Members:-

Councillor A.M. Syrett in the Chair

Councillors S.W. Fritchley, B.R. Murray-Carr, M.J. Ritchie and B. Watson.

Officers:-

D. Swaine (Chief Executive Officer), K. Hanson (Strategic Director), L. Hickin (Strategic Director), S.E.A. Sternberg (Assistant Director – Governance, Solicitor to the Council and Monitoring Officer) (until Minute No. 0617), D. Clarke (Assistant Director – Finance and Revenues & Benefits) (until Minute No. 0617), G. Galloway (Assistant Director – Property and Estates) (until Minute No. 0617), P. Campbell (Assistant Director – Community Safety and Head of Housing (BDC)) (until Minute No. 0615), A. Brownsword (Senior Governance Officer) and L. Robinson (Finance Assistant) (until Minute No. 0617).

0608. APOLOGIES

An apology for absence was received from Councillor M. Dooley.

0609. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

0610. DECLARATIONS OF INTEREST

There were no declarations of interest.

0611. MINUTES – 15TH JANUARY 2018

Moved by Councillor S.W. Fritchley and seconded by Councillor B.R. Murray-Carr **RESOLVED** that the minutes of a meeting of the Executive held on 15th January 2018 be approved as a true and correct record.

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0612. ITEMS RECOMMENDED BY SCRUTINY COMMITTEE

There were no items recommended by Scrutiny Committee.

0613. POLICY AND BUDGET FRAMEWORK ITEMS

There were no Policy and Budget Framework Items.

0614. NON KEY DECISION LOCAL PLAN UPDATE REPORT

The Chief Executive Officer presented the report which updated the Executive on progress with the Local Plan and the issue of potential intervention.

The report noted that a response had been sent to the Ministry of Housing, Communities and Local Government (MHCLG) by the deadline of 31st January 2018. A reply from the MHCLG was awaited.

At its meeting on 7th February 2018, the Planning Committee had approved a revised Local Development Scheme (LDS) for a two week consultation, prior to publication. A visit to the Planning Inspectorate had also been undertaken and advice had been received regarding ensuring full consideration of the Sustainability Appraisal (SA) and taking legal advice regarding that SA, possible Green Belt issues and the Duty to Cooperate.

Members agreed with the revised LDS and a discussion took place regarding the need to ensure that the department was properly resourced in order to ensure that there was no slippage. The Chief Executive Officer noted that external support would be made available if Members felt there was a need.

Moved by Councillor A.M. Syrett and seconded by Councillor M.J. Ritchie.

RESOLVED that the Executive note that (1) a submission has been made to the Secretary of State setting out the Council's case for not being considered a Council suitable for Intervention,

(2) work has been completed in developing a new LDS and a robust project plan incorporating the advice of PINS and the MHCLG, which balances the need for a sound Plan against how quickly it can be brought forward,

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(3) the revised LDS was agreed by the Local Plan Steering Group on 1 February 2018 and reported to the Planning Committee on 7 February 2018, to be publicised for a period of two weeks prior to formal adoption,

(4) work has already been completed in relation to the Sustainability Appraisal and the taking of Counsel advice in relation to the development of the Plan.

REASON FOR DECISION: This report is an updating report and there is currently no action required in order for the Local Plan to continue to develop as intended

OTHER OPTIONS CONSIDERED: The purpose of this report is to provide a progress update on the Local Plan and no alternative options have been considered. However it is important to note that alternative options have been considered as part of the preparation of the Local Plan and these are documented through the Sustainability Appraisal that has been prepared alongside the Plan and within the various committee papers approving the content of the Plan.

(Interim Planning Policy Manager)

0615. KEY DECISION MEDIUM TERM FINANCIAL PLAN 2018/19 TO 2021/22

The Executive considered a report of the Leader of the Council which proposed the budget in respect of 2018/19 as part of a consideration of the Council's Medium Term Financial Plan (MTFP), covering the years 2018/19 to 2021/22.

The report presented the budgets and financial plans for the General Fund Revenue Account, Housing Revenue Account (HRA) and Capital Programme. The Council was on track to maintain a surplus of £950,000 and had been accepted as part of the 100% Business Rate Retention pilot.

A discussion took place regarding the level of Council Tax proposed for 2018/19 and the impact on households within the District. It was noted that the Council received only a small amount of the total Council Tax collected.

Moved by Councillor A.M. Syrett and seconded by Councillor B. Watson.

RECOMMENDED to Council that (1) the view of the Chief Financial Officer, that the estimates included in the Medium Term Financial Plan 2018/19 to 2021/22 are robust and that the level of financial reserves whilst at minimum levels are adequate, be accepted,

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(2) officers report back to Executive and to the Audit Committee on a quarterly basis regarding the overall position in respect of the Council's budgets. These reports to include updates on achieving the savings and efficiencies necessary to secure a balanced budget for 2019/20 and future years,

General Fund

(3) a Council Tax increase of £2.49 is levied in respect of a notional Band D property (1.50%),

(4) the Medium Term Financial Plan in respect of the General Fund as set out in **Appendix 1** of the report be approved as the Estimated Outturn Budget 2017/18, as the Original Budget in respect of 2018/19, and the financial projection in respect of 2019/20 to 2021/22,

(5) that any under spend in respect of 2017/18 is transferred to the Transformation Reserve,

(6) on the basis that income from Planning Fees is anticipated to exceed £0.500m in 2018/19, the Chief Executive in consultation with the Leader be granted delegated powers to authorise such additional resources as are necessary to effectively manage the resultant increase in workload,

Housing Revenue Account

(7) that Council sets its rent levels in line with Government regulations, reducing rent levels by 1% to apply from 1st April 2018,

(8) that the increases in respect of other charges as outlined in **Appendix 3 Table 1** of the report be implemented with effect from 1 April 2018,

(9) the Medium Term Financial Plan in respect of the Housing Revenue Account as set out in **Appendix 3** of the report be approved as the Estimated Outturn Budget in respect of 2017/18, as the Original Budget in respect of 2018/19, and the financial projection in respect of 2019/20 and 2021/22,

Capital Programme

(10) that the Capital Programme as set out in **Appendix 4** of the report be approved as the Estimated Outturn in respect of 2017/18, and as the Approved Programme for 2018/19 to 2021/22,

(11) The Assistant Director - Property and Estates be granted delegated powers in consultation with the Portfolio Holder and the

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Asset Management Group to approve the utilisation of the £260,000 of AMP Refurbishment allocation, with such approvals to be reported back to Executive through the Quarterly Budget Monitoring Report.

REASON FOR DECISION: This report presents a budget for consideration by Executive. It seeks to ensure approval to budgets in respect of the General Fund, the Housing Revenue Account and the Capital Programme

OTHER OPTIONS CONSIDERED: Council Tax increases indicated below were also considered

Increase	Band D £	Annual Increase £	Weekly Increase £	Change £
1%	167.86	1.66	0.03	35,688.75
2%	169.52	3.32	0.06	71,377.74
2.99%	171.17	4.97	0.10	106,709.84
£5	171.20	5.00	0.10	107,367.36

(Assistant Director – Finance and Revenues & Benefits)

The Assistant Director – Community Safety and Head of Housing (BDC) left the meeting.

0616. THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Moved by Councillor A.M. Syrett and seconded by Councillor B. Watson

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.

0617. KEY DECISION CONSIDERATION OF LAND SALE IN GLAPWELL EXEMPT – PARAGRAPH 3

The Assistant Director – Property and Estates presented the report which detailed an approach from a local developer to purchase a strip of land currently owned by the Council at Park Avenue, Glapwell.

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The Assistant Director – Governance, Solicitor to the Council and Monitoring Officer, the Assistant Director – Finance and Revenues & Benefits and the Assistant Director – Property and Estates left the meeting.

Moved by Councillor A.M. Syrett and seconded by Councillor S.W. Fritchley

RESOLVED that (1) the Council does not proceed with the sale of Council land at Glapwell for the reasons outlined within the report at this time,

REASON FOR DECISION: (1) In accordance with the Council's Disposal and Acquisitions Policy, full and open consideration has been given to the request to sell the Council land at Park Avenue in Glapwell. This has included a valuation of the land and consideration of the Council's position in relation to strategic asset management and the development of the Local Plan

(2) Due to the fact that the land is not included within the current and proposed future Local Plan allocation for the area, the recommendation of this report is not to proceed with the sale of Council land at Park Avenue, Glapwell.

OTHER OPTIONS CONSIDERED: The alternative option would be to agree to the sale of the strip of land outlined in red, however, due to the reasons provided within the report, this is not considered to be a recommended option

0618. NON KEY DECISION STRATEGIC ALLIANCE MANAGEMENT TEAM REVIEW EXEMPT – PARAGRAPHS 1, 3 AND 4

The Chief Executive Officer presented the report which detailed a proposed new structure for the Strategic Alliance Management Team and sought referral to the Council for approval.

Moved by Councillor S.W. Fritchley and seconded by Councillor B.R. Murray-Carr

RECOMMENDED that (1) Executive recommend the proposed new structure for the Strategic Alliance Management Team (SAMT) to Council for approval,

RESOLVED that (2) Executive request that the Joint Chief Executive report to the Executive proposals for the recruitment to the two vacant roles within the structure taking into account previous practice for posts at that level

REASON FOR DECISION: (1) As the report sets out, the proposed structure is designed to provide capacity to enable the Council to meet strategic objectives, deliver sustainable transformation and maintain high quality service delivery. By aligning within an appropriate directorate it aims to enhance how services work together, it also

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aims to build capacity below the Joint Chief Executive and Joint Strategic Director levels

(2) The new roles also provide opportunities for all existing post holders at that level by way of slotting in. This will assist further in the delivery of the collective responsibilities and further development of leadership behaviours.

OTHER OPTIONS CONSIDERED: (1) During the 30 day consultation period, the Joint Chief Executive Officer received 15 responses to his proposals. They came from individual Joint Assistant Directors, Trade Union colleagues, Elected Members and employees affected by the proposals but not directly in scope. Responses covered all aspects including structural, portfolios, post titles and number of Direct Reports as well as procedural. They were all carefully considered during the collation of feedback in January 2018. The proposed structure was arrived at by taking the feedback into consideration. However not every counter proposal was accepted as:

- Some options would have been more expensive than the current cost envelope
- Some options did not offer enough capacity within the structure
- Some options offered little change
- Some options reduced the ability to ensure services were more aligned to Council priorities
- Some options reduced the ability to improve the delivery of corporate priorities and enhanced service delivery
- Some options did not provide a cohesive alignment of portfolios

(2) The option of doing nothing was also considered during the review and rejected given the current challenges facing the Council and the need to better align the management structure to support strategic priorities, transformation and service delivery.

The meeting concluded at 1100 hours.

Bolsover District Council

Executive

5th March 2018

**Corporate Plan Targets Performance Update – October – December 2017
(Q3 – 2017/18)**

Report of the Portfolio Holder Neighbourhood Services

This report is public

Purpose of the Report

- To report the quarter 3 outturns for the Corporate Plan 2015-2019 targets.

1 Report Details

1.1 The attached contains the performance outturn as of 30th December 2017.
(Information compiled on 30/01/17)

1.2 A summary by corporate plan aim is provided below:

1.3 Unlocking our Growth Potential

- 14 targets in total (3 targets achieved previously – G02, G04 and G14)
- 9 targets on track
- 2 target overdue:
 - **G06** - *Undertake statutory public consultation on the Local Plan (Strategic Policies and Site Allocations) in line with the adopted Local Development Scheme timetable by July 2017*
 - **G07** - *Submit Local Plan (Strategic Policies and Site Allocations) for examination by the Planning Inspectorate by November 2017.*

A report on the Local Plan including a revised timetable was taken to Planning Committee on 08/02/18. The lead officer will request extensions for these targets at Q4.

1.4 Providing our Customers with Excellent Service

- 16 targets in total (2 target previously withdrawn – C16 – C04)
- 14 targets on track.

1.5 **Supporting our Communities to be Healthier, Safer, Cleaner and Greener**

- 17 targets in total (4 target previously achieved – H06, H08,H13, H14)
- 13 targets on track

1.6 **Transforming our Organisation**

- 14 targets in total (5 targets achieved previously – T02, T03,T05,T07 & T12 and 1 withdrawn previously - T01)
- 7 targets on track noting:
 - **T14** *Achieve the Member Development Charter by December 2018* – see update on the appendix. Agreed at the quarterly Budget & Performance meeting on 29th January 2018 to recommend to Executive to withdraw this target.
- 1 target achieved:
 - **T04** *Assess the potential revenue impact and develop an action plan to address issues arising from the implementation of the Minimum Energy Standards on commercial properties by April 2018* – report taken to Executive on 04/12/17 and accepted.

2 Conclusions and Reasons for Recommendation

- 2.1 Out of the 61 targets 43 (70%) are on track, 13 (22%) have been achieved (1 this time, 12 previously), 3 (5%) have been withdrawn (2 previously) and 2 (3%) are Overdue.
- 2.2 This is an information report to keep Members informed of progress against the corporate plan targets noting achievements and any areas of concern.

3 Consultation and Equality Impact

- 3.1 Not applicable to this report as consultation was carried out on the original Corporate Plan.

4 Alternative Options and Reasons for Rejection

- 4.1 Not applicable to this report as providing an overview of performance against agreed targets.

5 Implications

5.1 Finance and Risk Implications

No finance or risk implications within this performance report.

5.2 Legal Implications including Data Protection

No legal implications within this performance report.

5.3 Human Resources Implications

No human resource implications within this performance report.

6 Recommendations

- 6.1 That progress against the Corporate Plan 2015-2019 targets to be noted.
 6.2 That target T14 be withdrawn.

7 Decision Information

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: <i>BDC: Revenue - £75,000 <input type="checkbox"/></i> <i>Capital - £150,000 <input type="checkbox"/></i> <i>NEDDC: Revenue - £100,000 <input type="checkbox"/></i> <i>Capital - £250,000 <input type="checkbox"/></i> <input checked="" type="checkbox"/> Please indicate which threshold applies	No
District Wards Affected	Not applicable
Links to Corporate Plan priorities or Policy Framework	Links to all Corporate Plan 2015-2019 aims and priorities

8 Document Information

Appendix No	Title
1.	Corporate Plan Performance Update – Q3 October – December 2017
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
All details on PERFORM system	
Report Author	Contact Number
Kath Drury, Information, Engagement and Performance Manager	01246 242280

Bolsover District Council
Corporate Plan Targets Update – Q3 Oct to December 2017

Aim – Unlocking our Growth Potential

Key Corporate Target	Directorate	Status	Progress	Target Date
G 01 - Through the use of Key Account Management develop a relationship with a minimum of 50 local businesses by March 2019.	Growth	On track	Q3 - 105 Businesses engaged to date. The service has worked this Quarter to support potential growth businesses including - Sylvan Furniture, Premier Chocolate, J McMahon School of Woodworking, ECS Engineering, Creative5, Central Coffins, Carlton Woodmill, Fairbanks Dental Laboratory, Tiny Tots Childcare, bPersonlised, Temple Mill Engineering, Ian Gee Landscaping, Mr Frosty & His Hungry Sheep, CTC Ltd, Lemon Tree Cafe, Oh Bee Hive, Heist Brewery. We responded to 40 business enquiries, including 30 Business Growth Fund/LEADER grant enquiries. Attended the on-going regular Crossover Advisor Forum for both LEPs.	Sun-31-Mar-19
G 03 - Optimise business growth (as measured by gross NNDR) by £2.5m by March 2019	Growth Operations	On track	Q3 An estimate of NNDR to be collected by 31/03/18 is £25,389,249 based on the NNDR1 part 4 form. Actual Gross NNDR figure will be reported at Q1 2018/19. (Baseline: £23,476,638 Gross NNDR for 2014/15)	Sun-31-Mar-19
G 05 - Through the Bolsover North East Derbyshire LEADER Approach collectively support the creation of 65 sustainable jobs in the combined programme area by December 2020.	Growth	On track	Q3: 6 of the 25 endorsed Expressions of Interest are from the BDC area. Following instruction from the Rural Payments Agency, projects who have failed to submit bids following deadline extensions have been removed from the process and must resubmit on the new application forms if they wish to proceed. 3 full applications from the Bolsover Area are currently in development and 2 more are in the appraisal process. Eckington Civic Centre Improving	Thu-31-Dec-20

Key Corporate Target	Directorate	Status	Progress	Target Date
			Accessibility project was approved in October 2017 for £32,348.68. The Monitoring & Support Officer was recruited as Programme Officer in October and the resulting vacancy advertised, to commence in the New Year. Focus will then continue in earnest to promote the LEADER to businesses across the two districts.	
G 06 - Undertake statutory public consultation on the Local Plan (Strategic Policies and Site Allocations) in line with the adopted Local Development Scheme timetable by July 2017.	Growth	Overdue	<p>Q3- Indicative timetable was considered at Planning Committee in October 2017, following which the Council had an advisory visit from PINS. Work is underway to address the issues raised by the Inspector and to finalise a revised timetable for the remaining stages of Plan production.</p> <p>A report on the Local Plan including a revised timetable was taken to Planning Committee on 08/02/18. The lead officer will request extensions at Q4.</p>	Mon-31-Jul-17
G 07 - Submit Local Plan (Strategic Policies and Site Allocations) for examination by the Planning Inspectorate by November 2017.	Growth	Overdue	<p>Q3- Indicative timetable was considered at Planning Committee in October 2017, following which the Council had an advisory visit from PINS. Work is underway to address the issues raised by the Inspector and to finalise a revised timetable for the remaining stages of Plan production.</p> <p>A report on the Local Plan including a revised timetable was taken to Planning Committee on 08/02/18. The lead officer will request extensions at Q4.</p>	Thu-30-Nov-17
G 08 - Process all major planning applications 10% better than the minimum for special measures per annum.	Growth	On track	Q3- 100% (10 out of 10 applications) for major development determined within statutory deadline or agreed extension of time	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
G 09 - Deliver a minimum of 100 new Council properties by March 2019.	Operations	On track	<p>Q3 2017: Fir Close Shirebrook (8 units) work completed. Derwent Drive, Tibshelf (12 units) and Hilltop Avenue Shirebrook (37 units) work started. Future sites being considered.</p> <p>Blackwell Hotel site (6 units) and Rogers Avenue (7 units) completed previously.</p> <p>Total B @ Home properties in progress is 92 plus purchased one former RTB property. Also considering purchasing S.106 Units from developer.</p> <p>Outline plans for Stage 2 have been reported to Members.</p>	Sun-31-Mar-19
G 10 - Enable the development of at least 1,000 new residential properties within the district by March 2019.	Growth	On track	<p>Q3 - This is an annual figure however we are on track to exceed the target of 1000 homes by 2019</p> <p>Annual figure to be reported in Q1 2018-19</p>	Sun-31-Mar-19
G 11 - Through a programme of targeted refurbishment bring 15 empty private sector properties back into use per annum.	Growth	On track	<p>Q3 - Action Housing are on schedule to complete the conversion of The Station Hotel in Creswell by April 2018, this will result in 16 apartments being available to rent. They are still in the process of purchasing the Miners Welfare which will result in the conversion of 11 apartments by the end of 2018. It is anticipated that the purchase should be completed before the end of this financial year.</p> <p>2 properties have recently been refurbished by Action Housing, one has been tenanted and the other has been advertised for rental.</p>	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
			<p>Both Environmental Health and the Empty Property Officer have worked with an owner to bring a long term empty property back into use in Creswell. The property has been empty for more than 5 years and was causing a nuisance. The owner has now commenced work to bring the property back into use and it is expected that it will be ready to let by the end of January. The Council will assist the owner with finding a suitable tenant.</p> <p>A Property Matching Service has been developed for the website which will allow owners of empty properties to advertise their properties for sale/rent to encourage owners to bring them back into use. This service has gone live in January 2018 and will be publicised in the next edition of In Touch.</p>	
G 12 - Achieve an increase of £850,000 in additional New Homes Bonus from the government by March 2019.	Growth	On track	<p>Q3 - £191,202 is the additional amount of NHB being received in 2017/18.</p> <p>Actuals 2015/16 = £285,730 2016/17= £257,091 2017/18 = £191,202 Total for corporate plan period to date = £734,023</p> <p>The predicted NHB for 2018/19 is £246,690 making a cumulative figure of £980,713</p>	Sun-31-Mar-19
G 13 - Work with partners to deliver an average of 20 units of affordable homes each year.	Growth	On track	<p>Q3 - The interim policy has been removed but no affordable units have yet to be completed on private sites. The next B@Home scheme for completion is Derwent Drive which is due in the second week in Feb. YTD = 14 Properties</p>	Sun-31-Mar-19

Aim – Providing our Customers with Excellent Service

Key Corporate Target	Directorate	Status	Progress	Target Date
C 01 - Retain Customer Service excellence accreditation year on year.	Transformation	On track	Q3: Work on the 2018 assessment to actively start in Q4 (January to March 2018). Onsite assessment to take place in April 2018.	Sun-31-Mar-19
C 02 - Achieve an overall biennial external satisfaction rate of 85% or above for services provided by the Contact Centres.	Transformation	On track	Q3 - Surveys agreed, scheduled to run w/c 08/01/18 with analysis to be completed February 2018	Sun-31-Mar-19
C 03 - Achieve an overall annual satisfaction rate of 80% or above for leisure, recreation and cultural activities and services.	Transformation	On track	Q3 - A full customer satisfaction survey of the Go Active facility was undertaken during the latter part of October, running for 3 weeks into November. The Customer Satisfaction Index (CSI) for the Go!Active facility in November 2017 is 80.77%.	Sun-31-Mar-19
C 05 - Implement the new EU Regulations on Data Protection within the timescales stipulated by the Information Commissioners Office.	Transformation	On track	Q3 - Steady progress continues against the General Data Protection Regulation (GDPR) work plan. Three year rolling programme of desk top audits has commenced on a refreshed template. Report taken to SAMT on GDPR requirements for contracts and processors. Privacy Notices guidance in the process of being refreshed. Data Protection Officer (DPO) assigned (statutory requirement for public bodies). (GDPR to take effect from 25 May 2018).	Sun-31-Mar-19
C 06 - Prevent homelessness for more than 50% of people who are facing homelessness each year.	Operations	On track	Q3 (YTD) - 197 approaches of people seeking assistance, of which 120 cases were prevented from becoming homeless. 61% prevention cases.	Sun-31-Mar-19
C 07 - Install 150 new lifelines within the community each year.	Operations	On track	Q3 April - December 2017 - 197 units of careline equipment installed. (YTD = 411)	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
C 08 - Process all new Housing Benefit and Council Tax Support claims within an average of 20 days	Operations	On track	Q3 – 18.54 (Actual)	Sun-31-Mar-19
C 09 - Process changes to Housing Benefit and Council Tax Support within an average of 10 days.	Operations	On track	Q3 – 7.05 (Actual)	Sun-31-Mar-19
C 10 - Carry out 300 disability adaptations to Council houses each year.	Operations	On track	Q3 April - December 2017 - 227 completed adaptations	Sun-31-Mar-19
C 11 - Fully deliver the equality objectives identified in the Single Equality Scheme by March 2019.	Transformation	On track	Q3. Work progressing on the Single Equality Scheme action plan - notable actions this quarter: A further workshop on Hate Incident Reporting delivered to front line staff. Continue to support compliance with the duty through the provision of advice and training. Information also shared with partner agencies.	Sun-31-Mar-19
C 12 - Ensure a minimum of 50% of clients experiencing Domestic Violence each year are satisfied with the support they received.	Operations	On track	Q3: A total of 40 new referrals were received during Q3, 11 of which were high risk. A total of 4 did not engage with the service and a total of 3 have not yet completed the feedback form. Positive responses were received from 33 service users (100%) who were asked: <ul style="list-style-type: none"> • Did the service meet your needs? • Did the service make a difference? • How satisfied are you with the service you have been given? 	Sun-31-Mar-19
C 13 - Reduce average relet times of Council properties (not including sheltered accommodation) to 20 days by March 2019.	Operations	On track	Q3 The average relet time for the Quarter is 40 days. Including sheltered housing the overall average was 66 days.	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
			The figures all are skewed by a small number of properties for older people (flats and bungalows) that each have taken over 100 days to relet. If these are removed the average (excluding sheltered fall to 16 days). A void working group of officers and members has been set up and is reviewing the processes involved. Some changes have already been introduced.	
C 14 - Attend 99% of repair emergencies within 6 working hours	Operations	On track	Q3 - 97.60% of Emergency call outs attended within 6hrs to the end of quarter 3	Sun-31-Mar-19
C 15 - Ensure a minimum of 50% of clients receiving parenting support each year express a positive outcome.	Operations	On track	Q3 2017 - No groups are currently running 2 groups are planned for Q4. 17 new referrals received in Q3.	Sun-31-Mar-19

Aim – Supporting our Communities to be Healthier, Safer, Cleaner and Greener

Key Corporate Target	Directorate	Status	Progress	Target Date
H 01 - Deliver a minimum of 8000 hours of positive activity through community based culture and leisure engagement per year.	Transformation	On track	Q3 - At this stage of the year the target figure is 6000 hours, actual performance to date is 7558 - substantially exceeding target.	Sun-31-Mar-19
H 02 - Increase participation/attendances in leisure, sport, recreation, health, physical and cultural activity by 3,000 per year.	Transformation	On track	Q3 - Target to date is 225,000 attendances. Actual to date is 253,865 - well ahead in quarter 3 exceeding expectations.	Sun-31-Mar-19
H 03 - Deliver a health intervention programme which provides 900 adults per year with a personal exercise plan via the exercise referral scheme.	Transformation	On track	Q3 - BDC is commissioned to deliver a health intervention programme by County Public Health. The scheme covers two programmes, the Derbyshire Integrated Wellbeing Approach and Bolsover Wellness	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
			<p>Plus. A combined figure of 1000 referrals has been set from these two programmes.</p> <p>To the end of December 2017 we have seen 700 clients at a number of different locations including Go Active @ The Arc, Shirebrook Leisure Centre and Welbeck Road Doctors Surgery.</p>	
H 04 - Tackle childhood obesity through the delivery of a child focused health intervention programme to all Key Stage 2 year groups by the end of each academic year.	Transformation	On track	<p>Q3. Quarter 3 of the current financial year sees the Five:60 programme's second term of the new academic year with a new tranche of pupils. The programme will be delivered to all key stage 2 pupils within the 28 schools in the Bolsover Schools Sports Partnership</p>	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
<p>H 05 - Support 417 inactive 16+ individuals per year & increase their activity levels to more than 30 minutes of moderate intensity physical activity per week.</p>	<p>Transformation</p>	<p>For information</p>	<p><u>For information</u></p> <p>Year 3 Quarter 3 Position: 945 individuals engaged during the project period (Dec 2014 to December 2017).</p> <p>Current groups include:</p> <p>Creswell Boxing Fitness - Community owned fitness class.</p> <p>Nature Explorers - Voluntary led family walking group.</p> <p>Pumpkin Patch - Community space, garden and outdoor classroom.</p> <p>Community Allotment - Enabling local people with a passion for growing and gardening to utilise the allotment space donated to the community.</p> <p>Work has been / is being done to find out what is important to people and these groups are being developed accordingly. Each is at a different stage along the journey but they are all moving towards citizen control and local ownership.</p> <p>Work within Creswell, Whitwell and Carr Vale/New Bolsover is ongoing, and relationships have been made with local leaders and community groups in each area. Much has been learnt about each of these areas, which has helped to understand the people who live there. This improved understanding along with a greater presence within each place has led to new engagements and connections.</p>	<p>Sun-31-Mar-19</p>

Key Corporate Target	Directorate	Status	Progress	Target Date
H 07 - Assist partners in reducing crime by delivering 12 Crime Cracking events in the community each year.	Operations	On track	<p>Q3/2017 - 12 Crime Cracking events held this quarter engaging with approximately 575 people:</p> <p>2.10.17-6.10.17: National Customer Service Week at Bolsover, Clowne, South Normanton and Shirebrook Contact Centres</p> <p>24.10.17: CVP Eats and Treats event (families) at Shirebrook Leisure Centre</p> <p>27.10.17: SNT reassurance/awareness visits on shed security in Shirebrook and Glapwell</p> <p>13.11.17: CAN Ranger security talk to Hodthorpe Monday Club</p> <p>21.11.17-30.11.17: Curtains to Window Shoppers initiative at Bolsover, Clowne, South Normanton and Shirebrook Contact Centres</p>	Sun-31-Mar-19
H 09 - Achieve a combined recycling and composting rate of 49% by March 2019.	Operations	On track	<p>Q3 - It is estimated 2,677tonnes of recyclable\compostable waste will be collected between September to December 2017 yielding a combined recycling rate of 38%. This is estimated on like 2016 Q3 data, due to actual date not being available via Waste Date Flow until ending March 2018.</p> <p>Q2 Actual - 4,127tonnes of recyclable\compostable waste was collected between July to September 2017 yielding a combined recycling rate of 46.2%.</p>	Sun-31-Mar-19
H 10 - Sustain standards of litter cleanliness to ensure 96% of streets each year meet an acceptable level as assessed by Local Environment Quality Surveys (LEQS).	Operations	On track	<p>Q3 - LEQS's established 1% of streets and relevant land surveyed for litter fell below grade B cleanliness standards resulting in 99% meeting the target standard. Combined Q1,Q2 & Q3 figures indicate that 1.3% have fallen below the required standard resulting in 98.7%</p>	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
			meeting the standard and achieving the 96% overall target.	
H 11 - Sustain standards of dog fouling cleanliness to ensure 98% of streets each year meet an acceptable level as assessed by Local Environment Quality Surveys (LEQS).	Operations	On track	Q3 - LEQS's established 0% of streets and relevant land surveyed for dog fouling fell below grade B cleanliness standards resulting in 100% meeting the target standard. Combined results for Q1,Q2 & Q3 have resulted in a combined 100% meeting the target over this period.	Sun-31-Mar-19
H 12 - Annually undertake 10 local environmental enforcement and educational initiatives in targeted areas to deal with dog fouling, littering or fly tipping.	Growth	On track	<p>Q3 - 14 initiatives have been delivered to date, 4 above the target</p> <p>Details as follows:</p> <p>Quarter 1</p> <ol style="list-style-type: none"> 1. Shirebrook - enforcement initiative dog fouling 2. Bolsover - educational initiative dog ownership/micro chipping 3. Shirebrook - educational initiative dog ownership/micro chipping 4. Barlborough - enforcement initiative litter <p>Quarter 2</p> <ol style="list-style-type: none"> 5. Creswell - litter pick initiative with Community Champion 6. Carr Vale - educational initiative 7. Langwith - educational initiative 8. Bolsover - educational initiative dog ownership/micro chipping 9. Shirebrook - educational initiative dog ownership/micro chipping 10. Shirebrook - educational initiative dog ownership/micro chipping (Polish community) 11. Barborough - enforcement initiative litter and dog 	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
			fouling Quarter 3 12. Creswell - educational initiative at school with recycling team 13. Langwith Junction - educational initiative at school with recycling team 14. Tibshelf - educational initiative at school with recycling team	
H 15 - Reduce energy use in sheltered housing schemes by 10% by March 2019.	Operations	On track	Q3 - Work to Victoria House is complete. Efficient district heating boilers have been installed to the main boiler room. Each individual flat will be able to control the temperature and timing for heating and hot water. Low surface temperature radiators have been fitted as well as updated bathrooms. Tenants with district heating on Recreation Close Clowne have attended a meeting with Officers to discuss improvements to their properties in line with the Safe and Warm criteria. Individual, efficient, controllable gas combi boilers are being provided. The bungalows will also receive a modern kitchen with safe layout and bathroom improvements. 2016 / 17 Baseline for annual gas usage for 1 year is 3.9 million kWh	Sun-31-Mar-19
H 16 - Replace each year 200 gas fired back boilers in our Council houses with more efficient 'A' rated combi boilers.	Operations	On track	Q3 - Total of 237 boilers fitted to date. We remain on target to replace all back boilers with modern energy efficient controllable combination boilers before the end of the financial year (excluding refusals)	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
			Correction Q2 – 33 fitted by BDC (Previously reported 49)	
H 17 - To deliver the Building Resilience Programme by September 2019	Growth	On Track	Q3: The full project team are now in place with operational and strategic delivery underway, in addition to this the programme was formally launched in December by Lord Bourne with partners directly involved in the development of the bid and delivery of the strands. A number of press releases were issued and the day included positive media coverage.	Sep-19

Aim – Transforming our Organisation

Key Corporate Target	Directorate	Status	Progress	Target Date
T 04 - Access the potential revenue impact and develop an action plan to address issues arising from the implementation of the Minimum Energy Standards on commercial properties by April 2018.	Operations	Achieved	Report presented and accepted at the 4 December 2017 Executive	Mon-30-Apr-18
T 06 - Introduce alternative uses to 20% of garage sites owned by the Council by March 2019.	Operations	On track	Q3- All sites surveyed during the year some brought forward for BDC development. Report to Members in Q3 looked at new sites for B@Home. (Baseline data - 152 sites of which 20% = 30 sites)	Sun-31-Mar-19
T 08 - Fully deliver the electoral changes to District and Parish wards as a result of the Local Government	Growth	On track	Q3 - the Statutory Instrument bringing in the LGBCE's recommendations was made on 13th December 2017. Council received a report on 8th December outlining a programme for implementation and the review	Sat-1-Dec-18

Key Corporate Target	Directorate	Status	Progress	Target Date
Boundary Commission for England's electoral review by 1 December 2018.			of Polling Places and Polling Districts. Work is on track for the 1st December 2018 publication of the Electoral Register.	
T 09 - Reduce the percentage of rent arrears by 10% through early intervention and effective monitoring by March 2019.	Operations	On track	<p>Q3 - The baseline figure (April 2015) is £562,328 (2.7% of the annual rent roll) and a reduction in Council Housing Tenants arrears by 10% by March 2019. If 10% reduction the figures will be £506,095. At the end of Quarter 3 2017 the figure stands at 2.9% (£607,159) which is an increase from the baseline figure of 7%. The corporate plan target was met at the year end 2017. To continue to monitor this target until March 2019.</p> <p>Members should be aware that rent arrears are likely to rise in the first nine months of the year, but reduce in the last quarter which has been the pattern for several years.</p> <p>Members should also be aware that the impact of Government policies on welfare reform, are likely to make maintaining rent arrears at this level challenging.</p> <p>(Note: this target is a reduction in the percentage rather than the monetary value - this is common in measuring rent arrears and allows comparisons with other, and over time. A reduction from 2.8% to 2.6% is measured as $((2.8 - 2.6) / 2.8) \times 100 = 8\%$).</p>	Sun-31-Mar-19
T 10 - Reduce the level of Former Tenants Arrears by 10% through early intervention and effective monitoring by 2019.	Operations	On track	<p>Q3 - The baseline figure is £570,254 and a reduction in former Council housing tenants arrears by 10% by March 2019 if 10% is collected then that will be £513,227.</p> <p>At the end of Quarter 3 the figure was £686,658.35 which</p>	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
			<p>is an increase of 17% - the majority of these are newly arising (i.e. people being evicted or leaving their tenancy with debt).</p> <p>Since the start of the Corporate Target £148,419.44 former tenancy arrears has been collected and £186,081.44 written off which has been a reduction of £334,500.88</p>	
T 11 - Through successful delivery of projects within the Transformation programme achieve total income/savings of £600,000 by March 2019.	Transformation	On track	<p>Q3 - The current Transformation Programme has achieved a total of £515k across both Councils, with £260k attributable to Bolsover and £255k attributable to NEDDC. Items within the plan that have potential for budget savings have been completed and these savings built into base budgets. A review of the plan is taking place by the Strategic Director - Transformation.</p>	Sun-31-Mar-19
T 13 - Increase on-line self service transactions dealt with by the Contact Centre by 20% each year.	Transformation	On track	<p>Q3 2017/18 - On line transactions = 513 transactions and 151 new SEF accounts created.</p> <p>Year to date: 1506 transactions</p> <p>Target for on-line transactions for 2017/18 is 1100</p>	Sun-31-Mar-19
T 14 - Achieve the Member Development Charter by December 2018.	Growth	On track	<p>Q3 2017/18 - Update from MDWG</p> <p>At its meeting on 24th August 2017, the Member Development Working Group decided that it no longer wished to pursue the Member Development Charter.</p> <p>The cost of achieving the Member Charter was £999 plus VAT and reaccreditation would need to take place within a minimum of 3 years at a cost of £500 plus VAT. The</p>	Mon-31-Dec-18

Key Corporate Target	Directorate	Status	Progress	Target Date
			<p>criteria for the Charter had recently changed, so all work previously carried out would need to be reviewed to ensure it met the new criteria and further work may be necessary if extra criteria had been introduced.</p> <p>Members felt that the money could be put to better use elsewhere within the Council and were disappointed that the criteria had been changed again as they had worked hard to meet the previous criteria.</p> <p>It was felt that the Council already had a strong Member Development Programme in place, which was considered to be Member Charter standard in line with the old criteria, in place and that good practice would continue to be followed. The money saved would be better concentrated on services that benefit the public.</p> <p>Request for this target to be withdrawn made at the quarterly performance meeting on 29th January 2018 and agreed. Recommendation to be made to Executive on 5th March 2018.</p>	

Bolsover District Council**Executive****5th March 2018****Arrears – Irrecoverable Items over £2,500****Report of the Portfolio Holder – Efficiency and Business Development**

This report is public

Purpose of the Report

- To request the write off of irrecoverable items relating to business rates, council tax and former housing tenants where the individual debt exceeds £2,500 as itemised in the attached schedules.

1 Report Details

1.1 The report details the amounts which are recommended for write off:

Ceased To Trade		
No of Accounts	Type of Account	
3	Business Rates	£9,789.46
	Total	£9,789.46

Deceased		
No of Accounts	Type of Account	
1	Council Tax	£3,247.76
1	Former Housing Tenant	£3,216.90
	Total	£6,464.66

No Trace		
No of Accounts	Type of Account	
2	Council Tax	£2,590.60
	Total	£2,590.60

1.2 The above schedules are recommending the write off of these outstanding debts. Where a debtor has ceased to trade there is no realistic prospect of recovery. Where debtors have died, checks are made to ascertain if there is any estate or property. Only in cases where there is no estate are the accounts recommended for write off. Where debtors leave properties without forwarding addresses extensive efforts are made to trace them. In addition to departmental checks, statutory undertakers and other agencies are contacted, enquiries made of neighbours and family members, 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.

2 Conclusions and Reasons for Recommendation

2.1 The report seeks agreement to writing off of outstanding debts in respect of persons who have ceased to trade, are deceased or cannot be traced. The process of writing off debts which are not collectable allows resources to be directed at those elements of outstanding debt where there is greater chance of recovery, while it improves the accuracy of the Council's financial statements in that they no longer detail debt which is effectively irrecoverable.

3 Consultation and Equality Impact

There are no issues concerning consultation or equalities arising directly from this report.

4 Alternative Options and Reasons for Rejection

The only option is not to write off the amounts concerned which for reasons outlined within the report is not considered to be an appropriate course of action.

5 Implications

5.1 Finance and Risk Implications

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

5.2 Legal Implications including Data Protection

There are no issues arising directly from this report.

5.3 Human Resources Implications

There are no issues arising directly from this report.

6 Recommendations

- 6.1 That approval is given to write off the irrecoverable items including costs amounting to £18,844.72 with the proviso that should any of the debts become collectable the amounts be re-debited.

7 Decision Information

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: BDC: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> NEDDC: Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/> <input checked="" type="checkbox"/> Please indicate which threshold applies</p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	No
<p>District Wards Affected</p>	N/A
<p>Links to Corporate Plan priorities or Policy Framework</p>	Strategic Organisational Development - Continually improving our organisation

8 Document Information

Appendix No	Title
1	Business Rates – Amounts for Write Off – Ceased To Trade
2	Council Tax - Amounts for Write Off – Deceased
3	Council Tax – Amounts for Write Off – No trace
4	Irrecoverable Rents - Deceased
<p>Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)</p>	
<p>Report Author</p>	
<p>Contact Number</p>	
<p>Billing and Recovery Manager Assistant Director – Finance, Revenues & Benefits</p>	<p>2432 7658</p>

BUSINESS RATES: AMOUNTS FOR WRITE OFF: CEASED TO TRADE

<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 800165524	MR LUKE GRIFFITHS	55 CHURCH STREET SOUTH NORMANTON	£ 2,406.10	12/09/2011 01/04/2012	01/04/2012 01/11/2012	£ 849.47 £ 1,556.63
2 800175020	MR LUKE GRIFFITHS	3 CORONATION DRIVE SOUTH NORMANTON	£ 1,643.79	01/11/2012 01/04/2013	01/04/2013 05/06/2013	£ 1,158.37 £ 485.42
3 800202485	MCEWAN TRADING LTD	UNIT 17 CRAGGS INDUSTRIAL ESTATE MORVEN STREET CRESWELL	£ 5,739.57	29/05/2015 01/04/2016	01/04/2016 30/08/2016	£ 3,837.38 £ 1,902.19
			<u>£ 9,789.46</u>			

- 1 Some payment was obtained from Mr Griffiths whilst he was trading, but despite various enforcement actions being taken no further payments forthcoming. Following ceasing to trade, no further actions could be taken.
- 3 Unable to take any further enforcement action once company ceased to trade.

COUNCIL TAX: AMOUNTS FOR WRITE OFF: DECEASED

<u>Account</u>	<u>Lead Liab Name</u>	<u>Address</u>	<u>Account</u>	<u>Liab</u>	<u>Liab</u>	<u>Amount</u>
1 90153301X	BESWICK,EXORS OF MR GLYN	36 CHAPEL CLOSE	£ 3,247.76	01/04/2017	02/06/2017	£ 199.25
		CLOWNE		01/04/2016	01/04/2017	£ 1,131.26
		S43 4PB		01/04/2015	01/04/2016	£ 1,092.60
				13/07/2014	01/04/2015	£ 769.65
						£ 55.00
			<hr/> <hr/> £ 3,247.76 <hr/> <hr/>			

NOTES

- 1 The charge refers to Council Tax due following Mr Beswick's death in 2012. The property was for sale but it has now been repossessed in 2017. In view of this there is no equity in the property.

COUNCIL TAX: AMOUNTS FOR WRITE OFF: NO TRACE

	<u>Account</u>	<u>Lead Liabile Name</u>	<u>Address</u>	<u>Account</u>	<u>Liabile</u>	<u>Liabile</u>	<u>Amount</u>
1	901632387	SANDWELL,MR MARK	61 STATION ROAD	£ 1,821.50	01/04/2016	19/05/2016	£ 153.69
			WHITWELL				£ 55.00
			S80 4TS		01/04/2015	01/04/2016	£ 840.72
							£ 203.67
							£ 55.00
					29/11/2014	01/04/2015	£ 278.47
					01/04/2014	29/11/2014	£ 179.95
2	901614561	SANDWELL,MR MARK	127 QUEENS ROAD	£ 769.10	13/06/2013	01/03/2014	£ 714.10
			HODTHORPE				£ 55.00
			S80 4UP				
				<hr/>			
				£ 2,590.60			
				<hr/>			

NOTES

- 1 Considerable attempts have been made to trace Mr Sandwell. The last payment received from him was in 2015. He was believed to be in the Sheffield area, but despite checks being made, no address is available.

Irrecoverable Rents

Nov-17

A/C Number	A/C Name	Address	Amount	Reason	Ten End
11047025 22	Mr S Wilkinson	25 Briar Close Shirebrook	3,216.90	Deceased no monies in the estate	07.01.2018

Bolsover District Council

Executive

5th March 2018

Homes England (Formally HCA) Funding Agreement

Report of the Portfolio Holder – Leisure and Social Enterprise

Purpose of the Report

- To provide a progress update on the southern batch of sites, agreed at the January 2017 Executive.
- To seek approval to enter a funding agreement with Homes England

1 Report Details

1.1 As members of Executive will be aware, a programme of residential development (B@Home) is being brought forward by Housing Services and Property and Estates, supported by a Development Fund to cover the costs of feasibility work.

1.2 To date, the following progress has been made:

HRA Development -

- 4 developments completed (Rogers Avenue, Blackwell Hotel, Fir Close, Derwent Drive) – 33 homes
- 1 development under construction (Hilltop) – 37 homes
- 8 developments with planning permission (Recreation Close, Highcliffe Avenue, Ash Close, Elm Close, Lime Close, Leamington Drive, Beech Grove, St Michael's Drive) – 21 homes
- 1 development in the feasibility stage (The Paddock, Bolsover) – 8 homes

The above sites deliver a total of 99 new Council Houses at a total cost of approximately £12m of HRA headroom borrowing, approved by Executive and Council.

1.3 In October 2017, Executive approved that Officers pursue Homes England (Formally HCA) Affordable Homes Programme (AHP) funding to support the delivery of the above sites, adding further capacity to the Council's B@Home Programme.

Officers submitted the AHP bids for the following sites:

- St. Michael's Drive, South Normanton
- Leamington Drive, South Normanton
- Beech Grove, South Normanton
- Ash Close, Pinxton
- Elm Close, Pinxton
- Lime Close, Pinxton

- Highcliffe Avenue, Shirebrook

Homes England have confirmed the bids totalling approximately £650k, to support the delivery of 18 new Council homes on the above sites, have been successful and now wish to enter a contract with Bolsover District Council.

- 1.4 The Council have an existing funding agreement with Homes England for the AHP 2015-18 under which the Council secured £1.5m to deliver the following sites:
- Rogers Avenue
 - Former Blackwell Hotel
 - Fir Close
 - Derwent Drive
 - Hilltop
- 1.5 This report seeks approval to enter into a funding agreement with Homes England for the AHP 2016-21. Whilst the funding agreement will cover the schemes outlined in 1.3, any further bids submitted by Officers (e.g. Recreation Close, Paddock, etc.) and approved by Homes England are able to be added to the funding agreement.
- 1.6 It should be noted that, whilst the HCA has the ability, at its own discretion, to vary the percentages attributed to the tranches of grant paid to the Council, this is unlikely and certainly has not been experienced within previous funding agreements.

2 Conclusions and Reasons for Recommendation

- 2.1 To deliver the Council's corporate target of building a minimum of 100 new Council properties by March 2019, it is recommended that Executive utilise external funding support where available to increase the overall capacity to deliver new homes through HRA headroom borrowing.
- 2.2 To date, Executive and Council have approved and funded the delivery of 14 sites which will deliver 99 new Council properties by March 2019. If the recommendation in the report is supported, of the forecast £12m total cost, Homes England would have contributed in excess of £2.2m.

3 Consultation and Equality Impact

- 3.1 There are no equality implications arising directly from this report.
- 3.2 As with all decisions relation to the Council's assets, consultation has taken place with Asset Management Group and the proposal is supported.

4 Alternative Options and Reasons for Rejection

- 4.1 Executive could choose not to enter the funding agreement and decline the funding support. This would increase the pressure on the HRA headroom and reduce the capacity for further delivery of new Council homes.

5 Implications

5 Finance and Risk Implications

- 5.1.1 The financial risk associated with entering into any funding agreement is the inability to meet the commitments in the agreement which could lead to legal costs, reputational damage and clawback of grant funding.
- 5.1.2 To mitigate this risk, Officers work closely with Homes England on an open and transparent basis with regards what is being delivered, challenges and development risks. Council Officers have regular meetings with the Account Manager who monitors scheme progress to ensure delivery meets the mutual aims of the Council and Homes England within the parameters of the funding agreement.
- 5.1.3 This approach has been successful on the sites delivered under the Affordable Homes Programme 2015-18 funding agreement. The Council was audited in September 2017 and no breaches or issues were raised through the audit process and the auditor was very complementary around how we manage the developments.

5.2 Legal Implications including Data Protection

The Affordable Homes Programme 2016-18 contract has been issued by Homes England and comprehensively reviewed by Legal Services in order to ensure the Council's interests are protected.

5.3 Human Resources Implications

None

6 Recommendations

- 6.1 That Executive agree to enter into the Homes England, Affordable Homes Programme 2016-21 funding agreement and any ancillary agreement as outlined in the report.

7 Decision Information

Is the decision a Key Decision? (A Key Decision is an executive decision which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	Yes
District Wards Affected	All
Links to Corporate Plan priorities or Policy Framework	Corporate Plan - deliver a minimum of 100 new Council properties by March 2019

8 Document Information

Appendix No	Title
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Funding bids for sites listed in paragraph 1.3	
Draft Grant Agreement (Local Authority) in relation to the Shared Ownership Affordable Homes Programme 2016-2021	
Report Author	Contact Number
Matt Broughton – Commercial Property & Developments Manager	2210

Report Reference –