

EXECUTIVE

Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Monday 23rd April 2018 at 1000 hours.

PRESENT:-

Members:-

Councillor M. Dooley in the Chair

Councillors S.W. Fritchley and B.R. Murray-Carr

Also in attendance with the permission of the Chair were Councillors R.J. Bowler (Chair of Customer Service and Transformation Scrutiny Committee) and J.E. Smith (Vice Chair of Customer Service and Transformation Scrutiny Committee) (until Minute No. 0752)

Officers:-

D. Swaine (Chief Executive Officer), K. Hanson (Strategic Director – Place), L. Hickin (Strategic Director – People), S. Sternberg (Joint Head of Corporate Governance and Monitoring Officer), D. Clarke (Joint Head of Finance and Resources), P. Campbell (Joint Head of Housing and Community Safety), R. Routledge (Interim Planning Policy Manager), J. Wilson (Scrutiny and Elections Officer) (until minute No. 0752), P. Brown (Chief Executive's and Partnership Manager) and A. Brownsword (Senior Governance Officer)

0745. APOLOGIES

Apologies for absence were received from Councillors M.J. Ritchie, A.M. Syrett and B. Watson.

0746. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

0747. DECLARATIONS OF INTEREST

There were no declarations of interest.

0748. MINUTES – 5TH MARCH 2018

Moved by Councillor B.R. Murray-Carr and seconded by Councillor S.W. Fritchley **RESOLVED** that the minutes of a meeting of the Executive held on 5th March 2017 be approved as a true and correct record.

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0749. MINUTES – 26TH MARCH 2018

A discussion took place regarding the accuracy of the Minute No. 0713, recommendation 3. The Joint Head of Corporate Governance and Monitoring Officer informed the meeting that the Executive did not have the authority to instruct the Chief Executive Officer to establish posts. A discussion took place regarding the recommendation and it was:

Moved by Councillor S.W. Fritchley and seconded by Councillor B.R. Murray-Carr
RESOLVED that subject to Minute No. 0713 – Non Key Decision, In-House Procurement Unit, recommendation 3 being amended to read:

‘the Chief Executive Officer be instructed to establish the two new procurement posts’

the minutes of an Extraordinary meeting of the Executive held on 26th March 2018 be approved as a true and correct record.

(Senior Governance Officer)

0750. ITEM RECOMMENDED BY SCRUTINY COMMITTEE REVIEW OF DISABILITY ADAPTATIONS TO COUNCIL PROPERTIES

The Chair of Customer Service and Transformation Scrutiny Committee presented the review report and noted that the review had taken place as a result of anecdotal evidence and confusion regarding Council and private properties. The review had assessed whether the process of providing disabled adaptations to Council properties worked efficiently to provide what disabled residents needed and whether it delivered value for money.

It was noted that the process was inherently protracted but the Council had taken positive steps with regard to developing collaborative working practices to ensure the Council effectively met individual needs.

Moved by Councillor B.R. Murray-Carr and seconded by Councillor M. Dooley
RESOLVED that (1) the Executive endorses the recommendation of the review:

That Scrutiny Members continue to monitor performance against Corporate Plan target C10: To carry out 300 disability adaptations to council houses each year.

(2) monitoring of this recommendation by Customer Service & Transformation Scrutiny Committee will take place via the Quarterly Performance Reports.

REASON FOR DECISION: The Customer Service & Transformation Scrutiny Committee has concluded that the reasonable course of action is to continue to

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monitor the Council's performance on carrying out 300 disability adaptations to Council houses each year.

OTHER OPTIONS CONSIDERED: Executive could choose not to endorse the recommendation of the review, however as the recommendation is linked to the monitoring of an existing Corporate Plan target, this activity will take place as a matter of usual business of the Customer Service & Transformation Scrutiny Committee.

(Scrutiny and Elections Officer)

0751. NON KEY DECISION LOCAL PLAN UPDATE

The Interim Planning Policy Manager gave a presentation which updated Members on the current position of the Local Plan. The presentation gave information on:

- Updates on Intervention
- Local Plan Progress
- Current Position
- Conclusions
- Future Considerations
- Political Risks
- Resources
- Local Plan Process
- Local Plan Issues

The Publication Local Plan had been agreed by Planning Committee on 18th April 2018 and would be sent out for consultation by the end of the month in accordance with the previously approved Local Development Scheme.

Moved by Councillor B.R. Murray-Carr and seconded by Councillor S.W. Fritchley
RESOLVED that the presentation be noted.

Councillors R.J. Bowler and J.E. Smith left the meeting.

The Scrutiny and Elections Officer left the meeting.

0752. KEY DECISION CONTRACT FOR FRAMEWORK AGREEMENT FOR MINOR BUILDING REPAIRS AND MAINTENANCE WORKS FOR ALL COUNCIL OWNED PROPERTIES WITHIN BOLSOVER DISTRICT COUNCIL

The Joint Head of Housing and Community Safety presented the report which sought approval for a framework of contractors to provide a Minor Building Repairs and Maintenance service for Bolsover District Councils Housing Repairs Section.

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Moved by Councillor B.R. Murray-Carr and seconded by Councillor M. Dooley.

RESOLVED that (1) Members agree to this framework initially for a 2 year period to Swinstead Enterprises, M&J Builders and T&S Heating,

(2) the Joint Head of Housing and Community Safety is delegated power to extend this contract for one further period of two years. This is conditional on the satisfactory performance of the contractors, and the agreement of the relevant Portfolio Holder,

(3) progress on this contract is reported through the Housing Stock Group

REASON FOR DECISION: There is a need to use external contractors to provide additional cover to our own workforce at times of high demand, and to provide some specialist services

OTHER OPTIONS CONSIDERED: None. There is a need to use external contractors to provide additional cover to our own workforce at times of high demand, and to provide some specialist services

(Joint Head of Housing and Community Safety)

0753. KEY DECISION CONTRACT FOR FRAMEWORK AGREEMENT FOR WELFARE ADAPTATION FOR COUNCIL OWNED PROPERTIES WITHIN BOLSOVER DISTRICT COUNCIL

The Joint Head of Housing and Community Safety presented the report which sought approval for a framework of 2 contractors to provide Welfare Adaptation works for Bolsover District Council's Housing Repairs Section.

Moved by Councillor B.R. Murray-Carr and seconded by Councillor M. Dooley

RESOLVED that (1) Members agree to this framework initially for a 2 year period,

(2) the Joint Head of Housing and Community Safety is delegated power to extend this contract for one period of an additional two years. This is conditional on the satisfactory performance of the contractors, and the agreement of the relevant Portfolio Holder,

(3) progress on this contract is reported through the Housing Stock Group

REASON FOR DECISION: There is a need to use external contractors to provide specialist adaptations

OTHER OPTIONS CONSIDERED: To continue with the current practice of gaining competitive prices for each job. This was rejected as the administrative burden was

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high. The current proposal still offers competition between contractors on the framework

(Joint Head of Housing and Community Safety)

**0754. KEY DECISION
CONTRACT FOR PROVISION OF SCAFFOLDING SERVICES FOR
BUILDING REPAIRS AND MAINTENANCE WORKS FOR ALL
COUNCIL OWNED PROPERTIES WITHIN BOLSOVER DISTRICT
COUNCIL**

The Joint Head of Housing and Community Safety presented the report which sought approval to appoint a contractor to provide scaffolding for Bolsover District Council's Housing Repairs Section.

Moved by Councillor B.R. Murray-Carr and seconded by Councillor M. Dooley
RESOLVED that (1) Members agree to a contract with Dark Scaffolding Ltd initially for a 2 year period,

(2) the Joint Head of Housing and Community Safety is delegated power to extend this contract for one further period of two years. This is conditional on the satisfactory performance of the contractors, and the agreement of the relevant Portfolio Holder,

(3) progress on this contract is reported through the Housing Stock Group

REASON FOR DECISION: There is a need for a contractor to provide scaffolding to allow the repairs service to function effectively

OTHER OPTIONS CONSIDERED: None. There is a need for a contractor to provide scaffolding to allow the repairs service to function effectively.

(Joint Head of Housing and Community Safety)

**0755. THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT
1985**

Moved by Councillor B.R. Murray-Carr and seconded by Councillor M. Dooley
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.

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0756. NON KEY DECISION RESTRUCTURE OF THE PROJECTS AND DEVELOPMENT TEAM EXEMPT – PARAGRAPH 3

The Strategic Director – People presented the report which recommended a minor change to the establishment chart for the Projects and Development Team within the Joint ICT Service to replace one full time role with two part time positions. The report also recommended a revenue budget increase of £4,195 to accommodate the changes.

It was noted that the current full time post had requested a reduction in hours following a return from maternity leave, a temporary post had been in place for the last two years, however funding for the temporary post did not extend beyond March 2018.

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

RESOLVED that (1) Executive request the Chief Executive to exercise his delegated powers to make the necessary changes to the establishment in line with the proposal as set out in appendix 2 of this report,

(2) Executive approve the use of the Transformation/Invest to Save Reserve to fund the additional costs associated with the proposed changes for 2018/19 and that an additional budget be included for future years,

(3) a report on the impact of online services be submitted to the Executive in 12 months time.

REASON FOR DECISION: (1) By extending capacity in this area from 1.0 FTE to 1.3 FTE will help address the ongoing demands and build additional capacity to support the Transformation Programmes across the Strategic Alliance

(2) A relatively small increase in capacity will allow for further development of on-line services to assist in the shift to more cost effective access channels

(3) Will provide resilience and cover in the team for absence, planned or otherwise

OTHER OPTIONS CONSIDERED:

(1) Accommodating the reduction of hours and taking the savings. This was rejected as the reduced capacity would not be able to deliver against existing demands, support the transformation programme and would leave the service without cover during periods of absence for one of our business critical customer facing services.

(2) Accommodating the reduction of hours but only offering a part time position of 2 days a week to provide a cost neutral solution. This was rejected as it does not address the known capacity constraints which are hampering service areas abilities to deliver efficiencies and service improvements.

(ICT Manager)

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**0757. KEY DECISION
INTERIM SUPPORT TO THE COMMUNITY AND VOLUNTARY
SECTOR IN BOLSOVER DISTRICT
EXEMPT – PARAGRAPH 3**

The Chief Executive's and Partnership Manager presented a report which sought to obtain agreement to utilise the current allocation from the Grants to Voluntary Organisations budget to provide interim support to the sector following the close down of Community Voluntary Partners. This would ensure no gap in service while a long term solution was sought.

Moved by Councillor S.W. Fritchley and seconded by Councillor B.R. Murray-Carr
RESOLVED that (1) the release of the allocation monies (£23,000), to support interim arrangements for supporting the sector in the short and long term be approved,

(2) the Partnership Team undertake a procurement exercise to appoint an organisation to lead the sector and plug any gaps in the short term and to produce a business plan for taking the sector forward

(3) a commissioning process followed by the production of a robust Service Level Agreement with strict monitoring processes to be adopted with a view to ensuring the achievement of key milestones and outcomes

(4) a report updating on the process and successful organisation be provided at a future date

REASON FOR DECISION: The voluntary sector infrastructure and former role of CVP are key elements of the wider Bolsover Partnership. The assistance and support offered by the Bolsover Partnership in an attempt to provide continuity will mitigate to some degree the impact of the decision of CVP to close down

Whilst this support will go some way to temporarily bridging the current gap left by CVP, more will need to be done to maintain the current level of activity and focussed work streams previously undertaken by them

There are funds currently allocated to CVP for this purpose via the Grants to Voluntary Organisations budget for 2018/19

OTHER OPTIONS CONSIDERED: The decision by CVP to close down has affected the engagement process with the voluntary sector considerably. Bolsover Partnership (which the Council are a key strategic lead and partner) could opt not to agree to support the sector, however, partners jointly felt that this would severely hinder the engagement process with the voluntary sector resulting in a fragmented approach. It was therefore agreed that this was not a viable option

(Chief Executive's and Partnership Manager)

The meeting concluded at 1045 hours.