

To: All Members

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Date: 20th November 2019

Dear Councillor

EXECUTIVE MEETING MONDAY, 18 NOVEMBER 2019 – DECISION NOTICE

I have pleasure in enclosing herewith, for your attention, a copy of the Decision Notice of the Executive held on Monday, 18th November 2019.

Set out below is the procedure for calling in decisions of the Executive. **Only Key Decisions may be called in.** Request forms to call in a decision of the Executive may be obtained from the Governance Team.

Deadline date for calling in Key Decisions contained in the Decision Notice:

Wednesday 27th November 2019

Number of Members required to call in an item:

Three Scrutiny Members

Method by which items may be called in:

- By completion of the form available from the Governance Team

Recording of called in items:

The Governance Manager shall be responsible for keeping and maintaining a log of called in items. In practice this log will be kept by the Governance Officers who are themselves authorised to accept notifications from Members.

A log shall be maintained in chronological order according to when requests are received. This log will be open for inspection by any Member of the Council, upon request.

Yours sincerely,



Joint Head of Corporate Governance & Monitoring Officer

**DECISION NOTICE OF THE EXECUTIVE
MONDAY, 18 NOVEMBER 2019**

NON KEY DECISIONS

AGENDA ITEM		DECISION
5	Local Offer for Children in Care and Care Leavers	<p>RESOLVED – That Executive:</p> <p>(1) approve and adopt the proposals set out at paragraph 1.6 to the report and that further consideration be given to how the Council might work with others across the County to support children in care and care leavers.</p> <p>(2) approve the District Council’s support and commitment to the development of a county wide ‘care leaver covenant’ as set out in paragraph 1.7 of the report.</p> <p>REASON FOR DECISION: To provide the right support, through raising awareness and promoting opportunities, to ensure that children in care and care leavers were capable of achieving their ambitions, aspirations and life goals.</p> <p>OTHER OPTIONS CONSIDERED: The publication of a local offer was a requirement for the local authority so there was no alternative but to approve an offer. The option to produce an offer just for this Council was rejected as it was considered that a joint offer would provide greater consistence, clarity and equity.</p>
6	Budget Monitoring Report - Quarter 2 - July to September 2019	<p>RESOLVED – That Executive notes -</p> <p>(1) the monitoring position of the General Fund at the end of the second quarter as detailed on Appendix 1 to the report (A net favourable variance of £1.538m against the profiled budget) and the key issues highlighted within the report.</p> <p>(2) the position on the Housing Revenue Account, the Capital Programme and Treasury Management at the end of the second quarter (Appendices 2, 3 and 4 to the report).</p>

		<p>REASON FOR DECISION: The report summarised the financial position of the Council following the second quarter's budget monitoring exercise for the General Fund, the Housing Revenue Account, Capital Programme and Treasury management activity.</p> <p>OTHER OPTIONS CONSIDERED: The Budget Monitoring report for 2019/20 was primarily a factual report which details progress against previously approved budgets. Accordingly there are no alternative options to consider.</p>
7	Rent Arrears Policy	<p>RESOLVED – That Executive approve and adopt the Rent Arrears Policy.</p> <p>REASON FOR DECISION: It was considered good practice to have a policy which set out the Council's approach to the prevention and collection of rent arrears.</p> <p>OTHER OPTIONS CONSIDERED: The policy was considered necessary so that members of the public were aware of the Council's approach to prevention and collection of rent arrears. Therefore no alternative options were considered.</p>
10	Payment Card Industry Data Security Standard - Update	<p>RESOLVED - That Executive:</p> <ol style="list-style-type: none"> (1) note the outcome of the Kiosk tender process and award the contract to Cammax Ltd as outlined in paragraph 1.9 of the report. (2) approve £57,000 to fund the procurement of the Kiosks, funded from the 2019/20 Capital Programme. (3) note the progress to date on a 'Customer not present' solution and support the procurement process and await the outcome in a future report. (4) approve £30,000 to upgrade/replace the Payment Solution which was considered end of life, to be funded through the 2020/21 Capital Programme. <p>REASON FOR DECISION: To provide a practical and economical solution to</p>

		<p>ensure Payment Card Industry Data Security Standard compliance, whilst maintaining or enhancing the customer experience and trust in the Council when it comes to personal and sensitive data.</p>
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OTHER OPTIONS CONSIDERED:

Other bids were considered during the tender process for the replacement of the payment kiosks but were rejected as the recommended bid was considered the most economically advantageous. The upgrade/replacement of the Payment Solution was considered to be essential and therefore no alternative options were applicable.

Only Key Decisions may be called in. All other decisions will be actioned immediately with the exception of those referred to Council (shown in italics).