

To: All Members

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Date: Wednesday 22nd January 2020

Dear Councillor

EXECUTIVE MEETING MONDAY, 20 JANUARY 2020 – DECISION NOTICE

I have pleasure in enclosing herewith, for your attention, a copy of the Decision Notice of the Executive held on Monday, 20 January 2020.

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:

29th January 2020

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, 20 JANUARY 2020**

NON KEY DECISIONS

AGENDA ITEM		DECISION
5	Transformation Plan 2018 Update	<p>RESOLVED – That Executive:</p> <p>(1) notes the update and progress made towards the aims of the Transformation Plan 2018; and</p> <p>(2) in line with the recommendations of the Transformation Governance Group:</p> <p style="padding-left: 40px;">(i) allocates £10,000 from the Transformation Reserve to commission feasibility work as outlined in paragraph 1.26(a) of the report on Greenspace Management;</p> <p style="padding-left: 40px;">(ii) allocates £3,400 from the Transformation Reserve to fund year one costs for Sign Video (or similar) and £1,200 revenue growth in future years; and</p> <p style="padding-left: 40px;">(iii) agrees to adopt the Digital Strategy in full and be utilised to shape future service delivery, subject to consideration by the Customer Service & Transformation Scrutiny Committee.</p> <p>REASON FOR DECISION: To ensure Executive were aware of progress achieved with the aims of the Transformation Plan 2018.</p> <p>The approved projects were to contribute to the overarching vision of the Transformation Plan 2018 to be ‘A self-sustaining Council, delivering excellent services to the community, when and how they want them.’</p> <p>OTHER OPTIONS CONSIDERED: No alternative options were proposed for consideration in this report, however Transformation plan proposals were continuing to be developed.</p>

PART 2 - EXEMPT ITEMS

NON KEY DECISIONS

AGENDA ITEM		DECISION
7	Improving the Policy, Strategy & Partnership Role within the Authority	<p>RESOLVED -</p> <p>(1) That Executive agree to undertake a review of the Partnership, Strategy and Policy Team.</p> <p>(2) That Executive instruct the Partnership, Strategy & Policy Manager to undertake a staffing review with immediate effect supported by the Joint Chief Executive Officer.</p> <p>(3) That a further more detailed and costed report is brought back to Executive and that formal consultation begins with affected staff and the Unions.</p> <p>REASON FOR DECISION: The proposed review was to make sure resources would be allocated to track plans and strategies.</p> <p>OTHER OPTIONS CONSIDERED: The alternative to not undertaking a review to enhance the Partnerships Strategy and Policy Team was not considered to be an option as the Council needed to improve strategy and plan management and it was considered that it would have been a missed opportunity to deliver this key element of the Local Government Association Peer Review.</p>

KEY DECISIONS

AGENDA ITEM		DECISION
8	Corporate Debt - Write-off of Outstanding Amounts	<p>RESOLVED – That Executive agrees to write-off the amounts as summarised at paragraph 1.8 of the report (£222,040) and individually detailed in Appendix 1 to the report.</p> <p>REASON FOR DECISION: Given that all available options to recover this debt had been explored, it was important that the Council recognised the position and approved the write-off of the uncollectable debt.</p> <p>OTHER OPTIONS CONSIDERED: As all options to recover the debts had been exhausted there were no alternative options considered.</p>
9	Award of contract for the supply of multi-functional devices (print/copy/scan)	<p>RESOLVED - That Executive</p> <p>(1) notes the process undertaken for the procurement.</p> <p>(2) approves the award to Kyocera subject to the appropriate due diligence work.</p> <p>REASON FOR DECISION: The proposed contractor was recommended on the basis of the evaluated procurement process. The new contract was to provide improved capabilities for lower cost.</p> <p>OTHER OPTIONS CONSIDERED: The Council's multi-functional device fleet was at the end of its life and required replacement. A replacement based on verified needs of the organisation was the only option considered.</p>

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).