

## **EXECUTIVE**

Minutes of a meeting of the Executive of the Bolsover District Council held as a Virtual Meeting on Monday, 22 March 2021 at 10:00 hours.

### **PRESENT:-**

Members:-

Councillor Steve Fritchley in the Chair

Councillors Duncan McGregor (Vice-Chair), Mary Dooley, Clive Moesby, Sandra Peake, Liz Smyth and Deborah Watson.

Officers:- Lee Hickin (Director of Corporate Resources & Head of Paid Service), Karen Hanson (Director of Environment and Enforcement), Grant Galloway (Director of Development), Sarah Sternberg (Solicitor to the Council & Monitoring Officer), Theresa Fletcher (Head of Finance and Resources & Section 151 Officer), Chris Fridlington (Assistant Director of Development), Steve Brunt (Joint Head of Streetscene), Pam Brown (Head of Leader's Executive and Partnerships), Ian Barber (Head of Property Services & Housing Repairs), Nicola Calver (Governance Manager), Diane Parker (Joint Housing Policy and Intelligence Officer), Jon Hendy (Tourism and Town Centre Officer), and Amy Bryan (Senior Governance Officer)..

### **EX89-20/21 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Nick Clarke.

### **EX90-20/21 URGENT ITEMS OF BUSINESS**

There was no urgent business to be considered at the meeting.

### **EX91-20/21 DECLARATIONS OF INTEREST**

Members were requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

Councillors Steve Fritchley and Sandra Peake declared other interests in respect of Agenda Item 9 – Adoption of the Holy Trinity Churchyard Shirebrook, as they were both Members of Shirebrook Town Council. Councillors Fritchley and Peake chose not to participate in the discussion or vote on this item.

### **EX92-20/21 MINUTES**

Moved by Councillor Duncan McGregor and seconded by Councillor Mary Dooley  
**RESOLVED** that the minutes of a meeting of the Executive held on 22<sup>nd</sup> February 2021 be approved as a true and correct record.

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### **BUDGET & POLICY FRAMEWORK ITEMS**

#### **EX93-20/21          GROWTH STRATEGY**

Executive considered the report of Portfolio Holder – Economic Development which recommended adoption of the draft Growth Strategy and accompanying Action Plan.

The draft Growth Strategy was attached to the report at Appendix 1 and the Action Plan at Appendix 2. The Strategy had been presented as a working draft as many of the actions were currently ongoing and the Strategy and Action Plan had to be flexible to allow the Council to take emerging opportunities and to adapt to new challenges promptly.

Executive discussed the draft strategy and noted the importance of the strategy being flexible to meet challenges and to take up opportunities.

Moved by Councillor Liz Smyth and seconded by Councillor Duncan McGregor  
**RESOLVED** that the following recommendations be referred to Council:

- 1) the Growth Strategy and associated Action Plan be adopted by the Council
- 2) officers be granted delegated authority to amend the final appearance and layout of the Growth Strategy in liaison with the Portfolio Holder for Economic Development prior to publication
- 3) officers be authorised to make amendments to the Strategy and Action Plan in liaison with the Portfolio Holder for Economic Development as appropriate or required.

(Director of Development)

#### **REASON FOR DECISION:**

The Strategy would kick start the visitor economy following relaxation of Covid pandemic restrictions and help achieve the Council's ambitions by promoting the District and encouraging overnight stays.

#### **OTHER OPTIONS CONSIDERED:**

To not produce a Tourism Strategy would mean initiatives to improve Tourism and the visitor economy could come forward in a disjointed and ad-hoc manner, without an overriding strategic direction.

### **NON KEY DECISIONS**

#### **EX94-20/21          TOURISM STRATEGY**

Executive considered the report of Portfolio Holder – Economic Development which recommended adoption of the Tourism Strategy.

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The draft Tourism Strategy was attached to the report at Appendix 1.

The Council had a corporate target to improve tourism by working with partners to grow the visitor economy, the number of tourists and the amount of tourism spending in the District by 2023. The Strategy set out how those objectives would be achieved.

Moved by Councillor Liz Smyth and seconded by Councillor Duncan McGregor

**RESOLVED** – that:

- 1) The draft Tourism Strategy be adopted
- 2) Officers be authorised to amend the final appearance and layout for the Tourism Strategy prior to publication in liaison with the Portfolio Holder for Economic Development
- 3) Officers be authorised to make amendments to the Strategy in liaison with the Portfolio Holder for Economic Development as appropriate or required.

(Director of Development)

### **REASON FOR DECISION:**

The Strategy would kick start the visitor economy following relaxation of Covid pandemic restrictions and help achieve the Council's ambitions by promoting the District and encouraging overnight stays.

### **OTHER OPTIONS CONSIDERED:**

To not produce a Tourism Strategy would mean initiatives to improve Tourism and the visitor economy could come forward in a disjointed and ad-hoc manner, without an overriding strategic direction

## **EX95-20/21      HOUSING STRATEGY 2021-2024**

Executive considered the report of Portfolio Holder – Housing which recommended adoption of the Housing Strategy 2021-2024.

The Housing Strategy was attached to the report at Appendix 1.

The Housing Strategy set out the Councils strategic framework to meet the Districts housing growth ambitions and housing related support needs.

Moved by Councillor Sandra Peake and seconded by Councillor Duncan McGregor

**RESOLVED** – that the Housing Strategy 2021-2024 be adopted.

(Director of Environment and Enforcement)

### **REASON FOR DECISION:**

The new Housing Strategy focused on the Council's current housing and housing related priorities and obligations for the next three years. The strategy would help to secure external funding where possible and provide an evidence base for partner organisations.

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### **OTHER OPTIONS CONSIDERED:**

The alternative option was to not have a Housing Strategy. This was rejected as the strategy would set out a clear housing plan, which would be a key driver for housing growth in the District including supporting housing for the most vulnerable.

### **EX96-20/21          EMPTY PROPERTY STRATEGY 2021-2024**

Executive considered the report of Portfolio Holder – Housing which recommended adoption of the Empty Property Strategy 2021-2024.

The Empty Property Strategy was attached to the report at Appendix 1.

The Empty Property Strategy set out the Council's objectives in relation to bringing empty properties back into use.

Moved by Councillor Sandra Peake and seconded by Councillor Duncan McGregor  
**RESOLVED** that the Empty Property Strategy be adopted.

(Director of Environment and Enforcement)

### **REASON FOR DECISION:**

The Empty Property Strategy would enable the Council to implement a raft of measures to reduce the number of long term empty properties resulting in additional housing units, additional New Homes Bonus and greater community stability which contributed to the delivery of the Council's ambitions.

### **OTHER OPTIONS CONSIDERED:**

To not have an Empty Property Strategy. This would impact on the Council's ability to reduce the number of long term empty properties within the District and the ability to deal effectively with the problems associated with them.

### **EX97-20/21          ADOPTION OF THE HOLY TRINITY CHURCHYARD SHIREBROOK**

Executive considered the report of Portfolio Holder – Environmental Health and Licensing which advised of the closure and subsequent adoption of the Holy Trinity Churchyard, Shirebrook for future ongoing maintenance at the Council's expense.

Shirebrook Town Council had applied to the District Council requesting adoption in maintenance responsibility for the Holy Trinity Churchyard, Shirebrook following the Parochial Church Council informing them that the burial ground had been closed by the Home Office. The churchyard had previously been tended to on a voluntary basis by local parishioners and required remedial works to raise it to a maintainable standard.

The Council was duty bound to adopt and maintain the churchyard. Maintenance would include grass cutting, tree and hedge pruning, upkeep of walls, paths, boundaries and inspections of monumental masonry to ensure the place was safe to visitors.

Moved by Councillor Deborah Watson and seconded by Councillor Duncan McGregor  
**RESOLVED** that:

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- 1) the statutory obligation be undertaken and maintenance of the Holy Trinity Churchyard, Shirebrook commence
- 2) cost of undertaking maintenance be contained within existing budgets and where necessary reviewed during the revised budget process
- 3) engineering one-off works (£17,000) not containable within Engineering Team budgets be subject to a future capital budget bid (2021/22) or undertaken by way of current capital budget where flexibility afford.

(Director of Environment and Enforcement)

### **REASON FOR DECISION:**

The Council was duty bound to assume legal responsibility for maintenance and upkeep of the Holy Trinity Churchyard, Shirebrook.

### **OTHER OPTIONS CONSIDERED:**

No other options were considered as the Council had to adopt closed burial grounds.

## **KEY DECISIONS**

### **EX98-20/21          MINISTRY FOR HOUSING, COMMUNITIES AND LOCAL GOVERNMENT COMMUNITY CHAMPIONS FUNDING AWARD**

Executive considered the report of Portfolio Holder – Partnerships and Transformation which provided an update on a recent Expression of Interest that had been submitted to the Ministry for Housing, Communities and Local Government (MHCLG) to fund a Community Champions programme.

The Expression of Interest had been successful and the Council had been awarded £188,833. The Expression of Interest was attached to the report at Appendix 1, which set out the intention of the project.

Moved by Councillor Mary Dooley and seconded by Councillor Duncan McGregor

**RESOLVED** that the updated be acknowledged and the roll out of the Community Champions Project funded by Ministry for Housing, Communities and Local Government be delivered.

(Head of Leader's Executive and Partnerships)

### **REASON FOR DECISION:**

To report on the Expression of Interest that had been successful for a Community Champions Programme and the award of £188,883.

### **OTHER OPTIONS CONSIDERED:**

The Council could have opted not to submit an Expression of Interest, however it was considered worthy to attempt to access external funding for the District.

### **EX99-20/21          PROVISION OF ASBESTOS SURVEYING AND SAMPLING SERVICES**

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Executive considered the report of Portfolio Holder – Housing which sought approval to award a contract for the provision of asbestos surveying and sampling services in respect of Council owned commercial and domestic properties.

The existing service contract would expire on 1 April 2021, and in line with current procurement guidelines a mini tender had been undertaken utilising an existing Efficiency East Midlands (EEM) framework. Six contractors had provided tender submissions, which had been evaluated. It was recommended that the contract be awarded to Environtec Ltd.

Moved by Councillor Sandra Peake and seconded by Councillor Duncan McGregor  
**RESOLVED** that:

- 1) the contract for the provision of Asbestos Surveying and Sampling Services be awarded to Environtec Ltd
- 2) the Head of Property Services & Housing Repairs be given delegated authority in consultation with the Housing Stock Group and the relevant Portfolio Holder to extend the contract for the maximum of two additional periods each of one year. Extensions to be conditional upon the satisfactory performance of the contractor
- 3) progress on the contract be reported through the Asset Management meetings and the Housing Stock Group.

(Head of Property Services & Housing Repairs)

### **REASON FOR DECISION:**

To award a contract to ensure the Council met its obligations under The Control of Asbestos Regulations 2021, following a compliant procurement exercise.

### **OTHER OPTIONS CONSIDERED:**

If the contract was not awarded the Council would be left liable to prosecution by the Health and Safety Executive and could suffer reputational damage as a responsible social housing provider.

## **EX100-20/21      EXCLUSION OF THE PUBLIC**

Moved by Councillor Steve Fritchley and seconded by Councillor Duncan McGregor

**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 items of business on the grounds that they involve the likely disclosure of exempt information as defined in the stated Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed. [The category of exempt information is stated after each Minute].

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### PART 2 - EXEMPT ITEMS

#### NON KEY DECISIONS

##### **EX101-20/21      MANAGEMENT OF CORPORATE DEBT - WRITE-OFF OF OUTSTANDING AMOUNTS**

Executive considered the report of Portfolio Holder – Finance and Community Safety which proposed the write-off of debts in respect of Council Tax.

The Section 151 Officer explained the levels of the debts to be written-off.

Moved by Councillor Clive Moesby and seconded by Councillor Duncan McGregor  
**RESOLVED** that Executive agreed to write-off the amounts summarised at paragraph 1.11 of the report (£21,626) and individually detailed in Appendix 1 to the report.

(Head of Finance and Resources)

(Paragraphs 1 & 3)

#### **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.

#### **OTHER OPTIONS CONSIDERED:**

As all options to recover the debts had been exhausted there were no alternative options considered.

##### **EX102-20/21      PURCHASE OF DEVELOPMENT LAND**

Executive considered the report of Portfolio Holder – Housing which sought approval for the purchase of 106m<sup>2</sup> of development land to deliver a Bolsover Homes Scheme.

Details of the land and the purchase were set out in the report.

Moved by Councillor Sandra Peake and seconded by Councillor Duncan McGregor  
**RESOLVED** that:

- 1) Executive approve the purchase of the land as detailed in the report up to the value set out in paragraph 2.1 of the report, to be financed from the existing allocated funds in the capital programme for Bolsover Homes.
- 2) delegated authority be granted to the Director of Development to agree the final purchase price and the remaining terms and conditions of the purchase and purchase agreement.

(Director of Development)

(Paragraph 3)

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### **REASON FOR DECISION:**

To purchase land that had been identified as a development opportunity.

### **OTHER OPTIONS CONSIDERED:**

To not pursue the purchase of the land. This was rejected because land was at a premium in the District and this viable land was available within the value band.

The meeting concluded at 10:42 hours.