

To: Chair & Members of the Executive

The Arc
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Friday, 16 April 2021

Dear Councillor

EXECUTIVE

You are hereby summoned to attend a meeting of the Executive of the Bolsover District Council to be held as a virtual meeting and in the Council Chamber, The Arc, Clowne on Monday, 26th April, 2021 at 10:00 hours.

Members will be sent the details on how to access the Virtual Meeting by email.

Virtual Attendance and Hybrid Meetings

I have provided the Leader and Deputy Leader with advice on the holding of “hybrid” meetings outlining the risks including to employees dealing with the Chamber and to Members. Hybrid meetings are those where some attendance is in person in the Council Chamber and some is virtual.

I would encourage you all to attend virtually.

Accordingly if you attend in person you will be deemed to have accepted the following disclaimer (overleaf) as applying.



We speak your language
Polish **Mówimy Twoim językiem**
Slovak **Rozprávame Vaším jazykom**
Chinese **我们会说你的语言**

**If you require this agenda in large print
or another format please call us on 01246 217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.

Risk Assessment Disclaimer

When attending this meeting in person, I confirm that I have read and understood the contents of each of the following risk assessments and agree to act in line with its content.

- Covid-19 ARC RTW RA001
- Working in Offices At The Arc During Covid-19 Pandemic Guidance – ARC – SSW001
- Meetings – EM001 - Committee and Council Meetings during the Covid-19 pandemic

These documents have been emailed to Members and are available on the Modern.Gov App library.

The same advice is given to officers who are also encouraged to participate in the meeting remotely.

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 from page 3 onwards.

Yours faithfully

A handwritten signature in black ink that reads "Sarah Steenberg". The signature is written in a cursive style with a large, looped 'S' at the beginning and a long, sweeping tail on the 'g'.

Solicitor to the Council & Monitoring Officer

EXECUTIVE AGENDA

Monday, 26th April, 2021 at 10:00 hours taking place as a virtual meeting and 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 consider the minutes of the last meeting held on 22 March 2021	5 - 10
	<u>MATTERS REFERRED FROM SCRUTINY</u> None	
	<u>BUDGET & POLICY FRAMEWORK ITEMS</u> None	
	<u>NON KEY DECISIONS</u>	
5.	The Future of Virtual Meetings - outcome of the High Court case	To Follow
6.	Agile Working/New Ways of Working	Verbal Report
7.	Adapted Accommodation - Bolsover District Council Stock	To Follow
8.	Environmental Health Update	To Follow

KEY DECISIONS

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 22nd February 2021 be approved as a true and correct record.

EXECUTIVE

MATTERS REFERRED FROM SCRUTINY

None

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)

NON KEY DECISIONS

EX94-20/21 TOURISM STRATEGY

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

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

EXECUTIVE

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)

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 Council's 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)

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)

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.

EXECUTIVE

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:

- 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)

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)

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

EXECUTIVE

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)

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].

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

EXECUTIVE

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)

EX102-20/21 PURCHASE OF DEVELOPMENT LAND

Executive considered the report of Portfolio Holder – Housing which sought approval for the purchase of 106m² 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)

The meeting concluded at 10:42 hours.

Bolsover District Council

Executive

26 April 2021

Independent Living Service – Derbyshire County Council

Report of Councillor Sandra Peake Portfolio Holder with Responsibility for Housing

Classification: This report is public

Report By: Victoria Dawson - Head of Housing Management & Enforcement

Contact Officer: Di Bonsor – Housing Needs Manager

PURPOSE / SUMMARY

- To inform members of an offer of an extension of contract from Derbyshire County Council (DCC) to provide an Independent Living Service (known as the Care Line Service) to older people, and to decide if this offer should be accepted.
-

RECOMMENDATIONS

1. That the Council accept the offer of a 5 month contract extension to continue to provide an Independent Living Service to older people within the District
2. That officers prepare for future tender opportunities to provide similar services within the District

Approved by the Portfolio Holder – Cllr Sandra Peake

IMPLICATIONS

Finance and Risk: Yes No

Details:

It is estimated that the contract extension will bring in an additional income of £117,000. Not accepting the contract extension would in effect invite an alternative provider into the District who may also compete for other services against the District Council.

On Behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:

Not specifically, this is an extension to an existing contracts, permitted within the terms of the contract.

On Behalf of the Solicitor to the Council

Staffing: Yes No

Details:

Not specifically, this is an extension to an existing contracts, adequate staffing resources in place.

On behalf of the Head of Paid Service

DECISION INFORMATION

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:</p> <p>BDC: Revenue - £75,000 <input checked="" type="checkbox"/> Capital - £150,000 <input type="checkbox"/></p> <p>NEDDC: Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> Please indicate which threshold applies</p>	Yes
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	Yes
<p>District Wards Significantly Affected</p>	All indirectly
<p>Consultation: Leader / Deputy Leader <input type="checkbox"/> Cabinet / Executive <input type="checkbox"/> SAMT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></p>	Yes Details: Executive

Links to Council Ambition (BDC) priorities or Policy Framework including Climate Change, Equalities, and Economics and Health implications.

Providing excellent and accessible services to all – Install 150 lifeline units within the community per year.

REPORT DETAILS

1 Background

- 1.1 The District Council has operated a the Independent Living Service (Care Line Service) to older people within the District for many years
- 1.2 The Service is offered to a mix of tenants and private customers. Although the majority of people pay for the service from their own resources the contact with DCC provides the service for people who are in low income.
- 1.3 The Council was offered an Inter-Authority Agreement to deliver the DCC funded part of the service in 2019. The initial contract was for a period of 2 years from November 2021, with the option to extend a further year.

2. Details of Proposal or Information

- 2.1 The contract is due to expire at the end of October 2021 however DCC have now offered the Council a contract extension until March 2022 – i.e. an additional extension of 5 months.

3 Reasons for Recommendation

- 3.1 The services is well regarded by residents, and Bolsover District Council are a trusted provider
- 3.2 Accepting the offer of a contract extension is positive outcome for customers and for the Council.
- 3.3 The Council continues to extend the service and attracting more customers, the majority who self-fund. This is part of a strategy to ensure that the Council are not dependent on DCC funding to operate the service, but would be self-sufficient if we were not successful in winning future tenders.

4 Alternative Options and Reasons for Rejection

- 4.1 Not to accept the contract extension. Rejected as this would have a detrimental impact on vulnerable customers.

DOCUMENT INFORMATION

Appendix No	Title
N/A	
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)	