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To: Chair & Members of the Executive

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Friday 24th February 2023

Dear Councillor

EXECUTIVE

You are hereby summoned to attend a meeting of the Executive of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Monday 6th March 2023 at 10:00 hours.

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 on pages 3 and 4.

Yours faithfully

A handwritten signature in black ink, appearing to read "J. S. Fielden".

Solicitor to the Council & Monitoring Officer

Equalities Statement

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Access for All statement

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- **Phone:** [01246 242424](tel:01246242424)
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- Call with [Relay UK](#) - a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real-time conversation with us by text.
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AGENDA

**Monday 6th March 2023 at 10:00 hours taking place in the Council Chamber,
The Arc, Clowne**

Item No.		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 30 th January 2023 <u>NON KEY DECISION</u> <u>MATTERS REFERRED FROM SCRUTINY</u>	5 - 10
5.	Climate Change and Communities Scrutiny Review of Council's Approach to Carbon Reduction <u>KEY DECISIONS</u>	11 - 23
6.	Independent Living Service and Community Alarm Service	24 - 27
7.	Reroofing Contract 2023-2027	28 - 31
8.	Exclusion of the public To move:- "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 item].

PART 2 - EXEMPT ITEMS

BUDGET & POLICY FRAMEWORK ITEMS

KEY DECISION

- | | | |
|----|--|---------|
| 9. | Management of Corporate Debt - Write Off of Outstanding Amounts
Exempt Paragraphs 1 & 3 | 32 - 37 |
|----|--|---------|

NB: MEMBERS ARE REQUESTED TO STAY AT THE CONCLUSION OF THE MEETING FOR A TRAINING SESSION AT 11AM WHICH WILL BE DELIVERED BY MARTIN GRAVES FROM NOTTINGHAMSHIRE POLICE REGARDING COUNTER TERRORISM

EXECUTIVE

Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Monday 30th January 2023 at 1000 hours.

PRESENT:-

Members:-

Councillor Steve Fritchley in the Chair

Councillors Mary Dooley, David Downes, Duncan McGregor, Clive Moesby, Sandra Peake, Liz Smyth and Deborah Watson.

Officers:- Karen Hanson (Chief Executive), Theresa Fletcher (Section 151 Officer), Jim Fieldsend (Monitoring Officer), Pam Brown (Assistant Director Leader's Executive, Partnerships, Governance and Communications and Alison Bluff (Governance Officer).

Also in attendance at the meeting was Councillor Tom Munro, observing, and Sally Lovell (Business Estates Manager).

EX82-22/23. APOLOGIES FOR ABSENCE

There were no apologies for absence.

EX83-22/23. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

EX84-22/23. DECLARATIONS OF INTEREST

There were no declarations of interest made.

EX85-22/23. MINUTES – 5TH DECEMBER 2022

Moved by Councillor Duncan McGregor and seconded by Councillor Sandra Peake
RESOLVED that the Minutes of an Executive meeting held on 5th December 2022 be approved as a correct record.

BUDGET AND POLICY FRAMEWORK ITEMS

EX86-22/23. MEDIUM TERM FINANCIAL PLAN 2023/24 TO 2026/27

Executive's approval was sought for the proposed budget 2023/24, for the General Fund, Housing Revenue Account and Capital Programme as part of the Council's Medium Term Financial Plan covering the years 2023/24 to 2026/27.

The detailed report provided Members with an overview of the Council's financial position in order to inform the decision making process. Any recommendations agreed

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by Executive would be referred to Council on 1st February 2023, for Members' consideration and approval.

In particular, financial projections were provided for

- 2022/23 Current Budget Position – this was the current year budget, revised to take account of changes during the financial year that would end on 31st March 2023.
- 2023/24 Original Budget – this was the proposed budget for the next financial year on which the Council Tax would be based and would commence from 1st April 2023.
- 2023/24 Original Budget, this included proposed increases to rents and fees and charges for the next financial year for the Housing Revenue Account.
- 2024/25 to 2026/27 Financial Plan – In accordance with good practice the Council agrees its annual budgets within the context of a Medium Term Financial Plan (MTFP). This included financial projections in respect of the next three financial years.

Moved by Councillor Clive Moesby and seconded by Councillor Sandra Peake
RECOMMENDED that Council approve:

- 1 that in the view of the Chief Financial Officer, that the estimates included in the Medium Term Financial Plan 2023/24 to 2026/27, are robust and that the level of financial reserves whilst at minimum levels are adequate, be accepted,
- 2 that officers report back to Executive and to the Audit and Corporate Overview Scrutiny Committee on a quarterly basis regarding the overall position in respect of the Council's budgets. These reports to include updates on achieving savings and efficiencies for 2023/24 and future years,

GENERAL FUND

- 3 a Council Tax increase of £5.72 is levied in respect of a notional Band D property (2.99%),
- 4 the Medium Term Financial Plan in respect of the General Fund as set out in Appendix 1 of the report be approved as the Revised Budget 2022/23, as the Original Budget in respect of 2023/24, and the financial projection in respect of 2024/25 to 2026/27,
- 5 that any further under spend in respect of 2022/23 is transferred to the Council's General Fund Reserves,
- 6 on the basis that income from Planning Fees may exceed £0.500m in 2022/23, the Head of Paid Service, in consultation with the Leader, be granted delegated powers to authorise such additional resources as are necessary to effectively manage the resultant increase in workload.

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HOUSING REVENUE ACCOUNT

- 7 that Council increases its rent levels by 5% to apply from 1st April 2023,
- 8 that the increases in respect of other charges as outlined in Appendix 3 Table 1 to the report be implemented with effect from, 1st April 2023,
- 9 the Medium Term Financial Plan in respect of the Housing Revenue Account as set out in Appendix 3 to the report be approved as the Revised Budget in respect of 2022/23, as the Original Budget in respect of 2023/24, and the financial projection in respect of 2024/25 to 2026/27,
- 10 that under spends in respect of 2022/23 to 2026/27 are transferred to the HRA Revenue Reserve,

CAPITAL PROGRAMME

- 11 that the Capital Programme as set out in Appendix 4 to the report be approved as the Revised Budget in respect of 2022/23, and as the Approved Programme for 2023/24 to 2026/27,
- 12 that the Assistant Director of Property Services and Housing Repairs be granted delegated powers in consultation with the Portfolio Member and the Asset Management group to approve the utilisation of the £260,000 of AMP Refurbishment Work allocation, with such approvals to be reported back to Executive through the Quarterly Budget Monitoring Report.

(Governance & Civic Manager/Section 151 Officer)

Reasons for Recommendation

The report presents a budget for approval by Council. It seeks to ensure approval to budgets in respect of the General Fund, the Housing Revenue Account and the Capital Programme.

Alternative Options and Reasons for Rejection

Alternative options are considered throughout the report.

KEY DECISIONS

EX87-22/23. LOCAL LETTINGS POLICY – NEW BUILD PROPERTIES

Executive's approval was sought to adopt a Local Lettings Policy in relation to new build properties across the District.

Allocations to new developments required a mix of tenants to create sustainable communities and to give priority to local people. The Local Lettings Policy – New Build Properties, detailed the method of allocating new build properties to those who lived in or had a strong connection to the Ward where the new properties were located.

The strong local connection criteria would include;

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- Living within the Ward where the new build homes were located (and had done so for the past three years)
- Had a close family member (parents, grandparents or children) living in the Ward (and had done so for the past three years)
- Could demonstrate a strong local connection having lived in the area for five years, e.g., lived in the area as a child and then moved away
- Currently living outside of the Ward but were in paid employment within the Ward (and had done so for the past three years)

If there were no applicants in the categories above, the properties would be allocated in accordance with the Council's Allocations Policy, in order of priority banding and waiting time.

Applicants would bid for properties via the Choice Based Lettings system and would undergo a first stage assessment based on the Council's usual Allocations Policy. Successful shortlisted applicants would be required to undergo a second stage selection process based on the criteria set out in the Local Lettings Policy before any offer of accommodation was made. This would require the applicant to attend an interview with the Housing Needs Assistant and Housing Tenancy Assistant for that area.

It was intended that the Local Lettings Policy would apply to any new build property built or acquired by the Council, and any other new build schemes in the District that were owned/managed by the Council. However, where there was a property with adaptations, this would be excluded and allocations would be through the Housing Allocation and Review Panel (HARP) as set out in the Allocation Policy.

Members noted that they welcomed the policy.

Moved by Councillor Sandra Peake and seconded by Councillor Duncan McGregor
RESOLVED that the Local Lettings policy – New Build Properties be adopted.

Reasons for Recommendation

The new properties had been built to reflect the housing need in specific locations and it was considered necessary to have a Local Lettings Policy to manage the allocation of these. This ensured that priority was given to those with a local connection to the area in the first instance to meet the housing need and demand with an option for allocations to then take place in accordance with the Allocations Policy.

Alternative Options and Reasons for Rejection

The alternative option was to let new build properties without a Local Lettings Policy, which would not achieve the desired outcomes in terms of letting properties to local communities, where there was an identified need.

EX88-22/23. RENT ARREARS POLICY

Executive's approval was sought in relation to the Council's updated Rent Arrears Policy.

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The Rent Arrears Policy had been reviewed and updated to reflect a number of changes including a revised staffing structure within the Housing team. There were now four income management assistants, one for each contact center area, who were responsible for arrears from initial contact up to and including the service of court warning for current arrears and also for recovery of former tenants' arrears.

The policy detailed the recovery process for garages, garage plots and parking bay arrears, which were managed by the Housing Assistants (Tenancy).

The Housing section had recently procured a rent income analytics software system, which was compatible with the Housing Case Management System, and this would aid in rent recovery.

The Equality Act assessment and wording throughout the document had also been updated.

Moved by Councillor Sandra Peake and seconded by Councillor David Downes
RESOLVED that the updated Rent Arrears Policy be approved.

Reasons for Recommendation

It was considered good practice to have a policy which set out the Council's approach to prevention and collection of rent arrears. The updated policy reflected changes in staffing and procedures.

The procedure which sat alongside the policy, ensured that all officers involved in tenancy management, at different levels or stages, adopted the same fair but firm approach and took account of the need to consider equality and proportionality when taking any action.

Alternative Options and Reasons for Rejection

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.

EX89-22/23. APPOINTMENT OF SECURITY AND CONCIERGE CONTRACTOR FOR COMMERCIAL PROPERTY

Executive considered a detailed report in relation to a procurement exercise being undertaken to appoint a contractor to deliver the Security and Concierge contract for the Council's commercial and corporate properties.

Delegated authority was sought for the Assistant Director of Development to appoint the first or second choice supplier when the evaluation of tender submissions and clarification interviews had been completed, and also to implement the two one-year extensions based on satisfactory performance from the contractor and an acceptable pricing proposal going forward.

Members were reminded that a procurement exercise had been undertaken in September 2021, to appoint a new supplier, which had been approved, however, due to performance issues the contract was terminated in August 2022 under delegated decision.

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Further to this, a six month temporary contract with the previous supplier, IPM FM Group Ltd, had enabled a continuation of providing the security services at the Council's commercial and corporate properties whilst a new tender exercise was completed. The temporary contract would terminate on 31st March 2023.

Moved by Councillor Liz Smyth and seconded by Councillor Duncan McGregor

RESOLVED that (1) delegated authority be given to the Assistant Director of Development to appoint the preferred supplier and to enter in to a contract agreement to be drafted and issued by Legal Services. The delegation to include the appointment of the second supplier on the shortlist if for any reason contracts were not agreed with the preferred supplier,

(2) delegated authority be given to the Assistant Director of Development to implement the two one-year extensions based on satisfactory performance from the contractor and also an acceptable pricing proposal going forward.

(Assistant Director of Development)

Reasons for Recommendation

To offer a continuation of the Security Industry Authority (SIA) accredited security and concierge service across the commercial premises, allowing for the provision of concierge, out of hours CCTV monitoring, as well as alarm response and key holding for the commercial properties.

The Assistant Director of Development is to be given the delegated authority to appoint the first and second choice supplier, based on the evaluation of tender submissions and results of the scoring matrix. This will enable a contract to be awarded and the new contractor to be in place following the expiry of the temporary contract.

The contract will commence 1st April 2023 for 3 years with the option to extend for a further 2 years in two one-year extensions.

Alternative Options and Reasons for Rejection

To bring the service back in house, however, this would be at a significantly greater cost and the Council does not currently have the resource to run without having the SIA accreditation for the CCTV monitoring.

To bring the concierge element of the contract back in house, however, the staffing costs would be higher due to the need to employ more than two staff members for holiday and sickness cover etc. This would also mean a period of delay in the service provision as it would take time to recruit and appoint qualified staff. The Council would also still require a contractor for the CCTV monitoring with the SIA accreditation.

The meeting concluded at 1030 hours.

Bolsover District Council

Meeting of the Executive on 6th March 2023

Review of Council's Approach to Carbon Reduction

Report of the Chair of Climate Change & Communities Scrutiny Committee

Classification	This report is Public
Report By	Chair of Climate Change & Communities Scrutiny Committee
Contact Officer	Scrutiny & Elections Officer joanne.wilson@bolsover.gov.uk 01246 242385

PURPOSE/SUMMARY OF REPORT

- To present to Executive the findings of a recent review by Scrutiny assessing progress of the Council's Approach to Carbon Reduction.

REPORT DETAILS

1. Background

- 1.1 The Climate Change Act 2008 commits the UK government by law to reducing greenhouse gas emissions by at least 100% of 1990 levels (net zero) by 2050. This includes reducing emissions from the devolved administrations (Scotland, Wales and Northern Ireland), which currently account for about 20% of the UK's emissions. The 100% target was based on advice from the CCC's 2019 report, 'Net Zero – The UK's contribution to stopping global warming'.
- 1.2 Scrutiny has previously received updates on progress against the Carbon Reduction Plan 2019-30 (CRP) with reports presented to the Customer Service & Transformation and Healthy, Safe, Clean & Green Scrutiny Committees. The original CRP set out 8 thematic areas by which the authority aimed to reduce its carbon emissions.
- 1.3 Following structural changes in 2021/22 and a change in lead officers, the Assistant Director of Property Services & Housing Repairs reviewed the existing action plans and those in use with regional funders. In consultation with the Assistant Director of Development & Planning, a 10 point framework used by the Midlands Engine was identified which would allow the Council's existing themes to be transferred/captured, but would also allow the streamlining of bids for schemes to be aligned with regional and national funders.

- 1.4 It was felt that the framework would allow better compatibility with funders both regionally and nationally. It included additional themes which represented new and emerging technologies that the Council were keen to explore. It also allowed a number of different policies and groups to be brought together so progress could be clearly identified and evidenced, with greater opportunities offered to partners through the Low Carbon Thematic Group and the Bolsover Partnership.
- 1.5 In March 2022, Executive agreed to accept these proposed changes to the CRP and move away from more traditional monitoring to a live document that tracked and evidenced progress across all schemes and or initiatives.
- 1.6 The Climate Change & Communities Scrutiny Committee received a further update in May 2022, following the operational changes to the Council's approach during the Covid-19 pandemic.
- 1.7 Committee Members agreed to complete further detailed work in relation to carbon reduction as part of the 2022/23 work programme in order to evaluate work completed within the current municipal cycle 2019-23, to guide incoming Members on potential future action.
- 1.8 On the 7th February 2023, and subsequent to the work completed by Committee from November 22-January 23, the Prime Minister announced a new Government Department for Energy Security and Net Zero. Priority Outcomes for the Department¹ will include:
1. Ensuring security of energy supply this winter, next winter and in the longer-term – bringing down energy bills and reducing inflation.
 2. Ensuring the UK is on track to meet its legally binding Net Zero commitments and support economic growth by significantly speeding up delivery of network infrastructure and domestic energy production.
 3. Improving the energy efficiency of UK homes, businesses and public sector buildings to meet the 15% demand reduction ambition.
 4. Delivering current schemes to support energy consumers with their bills and develop options for long-term reform to improve how the electricity market works for families and businesses.
 5. Seizing the economic benefits of Net Zero, including the jobs and growth created through investment in new green industries.
 6. Passing the Energy Bill to support the emerging CCUS and hydrogen sectors; to update the governance of the energy system; and to reduce the time taken to consent offshore wind.

It is likely that this will create new opportunities to access funding to support delivery at a local level developing new green industries, retrofit of housing stock, improving Council fleet and improved options for energy supply.

1

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1134989/Making_Government_Deliver_for_the_British_People.pdf

2. Details of Proposal or Information

2.1 The aim of the review was:

- To evaluate the Council's current approach to Carbon Reduction.

2.2 Following a briefing by the current lead officer on progress against the Council's three strands of activity, the objectives agreed were:

- Review of officer capacity and resource
- Review of software platform used to monitor progress against Carbon Reduction Plan
- Assessment of local knowledge of best practice in home energy efficiency
- Clarity over Corporate approach/objectives
- Progress update on current activity across the 3 themes

2.3 The key issues identified for investigation were as follows:

- Resource levels to deliver existing schemes and identify and submit funding bids for new programmes, particularly officer resource and clear budget commitments.
- Data quality to ensure progress is being adequately tracked.
- How the Council could further embed considerations of environmental impact in to service design and delivery.
- Communication – both internal and external, as to what the Council is doing and how this can be supported.

2.4 The review was completed in a slightly different format to normal and ran as a shorter spotlight review over a two month period. The Committee met on four occasions in total and sought evidence by way of:

- Lead Officer reports
- Internal enquiries to the Low Carbon Thematic Group and core officers engaged in operational delivery against the three themes of the Carbon Reduction Plan.
- Review of neighbouring authorities including strategies in place and communication/guidance to public and partners via the Council website.
- Review of data tools and performance indicators used to monitor carbon reduction
- Assessment of Council Ambitions and how carbon reduction activity has been enabled.

2.5 Review of officer capacity and resource

Members were advised in November 2022 that proposals had been developed for a dedicated officer post to support delivery of the carbon reduction objectives. In January it was noted that this had been placed on hold, pending the report to Council in February 2023 in relation to Dragonfly Development Limited. which would result in an alteration to Council structures.

It was noted that a number of External Wall Insulation schemes had been delivered previously due to a concerted effort by a previous officer with

reasonability for Housing Improvement schemes. While the government funding schemes currently available were limited, the officer resource to actively secure funding was no longer available.

Following release of the proposed Business Case for Dragonfly Development Limited, it was clear that the lead for Climate Change would sit within the Council structure and Members agreed that this was the right course of action to ensure the Council kept control over planning and delivery.

2.6 Review of software platform used to monitor progress against Carbon Reduction Plan

The current lead officer has noted that pending the roll-out of Microsoft 365 across service areas, this may be the best option for improving file sharing and monitoring. However, the roll-out of SharePoint is within phase 2 of the project which could create further delays in effective monitoring.

Members were also mindful that there were now regular meetings between the Chief Executive and ICT on the roll-out of improved Microsoft systems and that this was being done in a staged approach, taking account of implementation risks including cyber security.

Members queried whether the Loop software was being used where possible to track 'environmental' social value outcomes from current delivery. It was noted that this was an area that still required further development as the software became embedded across service areas. The lead officer had access to the Loop software and further training was planned before projects could go live in the system for monitoring.

2.7 Assessment of local knowledge of best practice in home energy efficiency

The lead officer advised in November 2022, that the Bolsover Citizens Panel was to be surveyed to gauge local knowledge around options for home energy efficiency. It was noted that the results of the survey were to be used to shape what would be required in terms of any local awareness campaign by the Council. This was considered a vital piece of work in the current situation with energy bills and cost of living.

At the meeting in January 2023 it was noted that the survey was complete but that the results report was still pending. Members agreed that this work was still necessary in order to shape future engagement by the Council. It would also help the Council to develop local awareness campaigns and to influence any future funding bids by the Council in relation to energy efficiency in the District's housing stock and to support local businesses.

The Committee would welcome sight of the survey results as part of a future report and hope that the Council are able to take effective action as a result of the findings.

2.8 Clarity over Corporate approach/objectives

Scrutiny Members note that there was no assignment of Climate Change or Carbon Reduction to any current Executive Portfolio. While there was a Scrutiny lead through the Chair of the Committee that addresses Climate Change, Members felt that a clear Executive lead would complement this and

provide a strategic Member champion. There was no formal Executive link or Climate Change & Communities Scrutiny Committee Member link to the Low Carbon Thematic Group. Members suggest that these would be useful additions to the Thematic Groups membership following the election in May 2023.

As part of the review, Members assessed activity across all the Corporate Ambitions to examine how each area was contributing to climate change and carbon reduction objectives. Members would be happy to share this with existing lead officers/newly recruited officers. Members also found that other Councils had completed environmental impact assessments of their Corporate Plan, which could be something for the Council to consider when the current Corporate Ambitions are refreshed following elections in May 2023.

To ensure consideration of environmental impact was embedded as part of all strategic decisions and budgets, the core committee report template had been amended as of November 2022 and now included an additional environmental impacts section:

Environment:

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

However, it was apparent that officers were not always sure the level of detail required for this section, and that further guidance may be required.

Members are clear that a range of activity had taken place to date including:

- Retrofitting properties with improved insulation – both Council and private, where grant schemes can be delivered.
- Seeking further improvements at core sites.
- Carbon Literacy training, with some staff and Members gaining qualified Carbon Literacy Status

Nevertheless, Members are clear that there are further options that require investigation, which could bring additional benefits in terms of reduced CO2 emissions including:

- Use of hydrogen based fuel in fleet – this still requires further development nationally.
- Mine water energy schemes
- Possible installation of a Combined Heat & Power unit (CHP) at The Arc to create further efficiencies within the leisure centre
- Further installation of solar panels across BDC sites/council car parks
- Impact of the Ombudsman findings in relation to mould/damp within social housing
- Further bids for insulation schemes for both Council and private properties

2.8.1 Communications

Appendix 1 shows the information currently made available on the Council's website. This refers to the old plan from 2019 that was updated in early 2022. It

has been noted by Members that the Council's current Plan is not on the website, nor is the old document accessible. The page is considerably limited in detail compared to neighbouring authorities. In addition, while there are some links to activity happening within the various parishes, there are no clear action plans available outlining specific Council activity.

Furthermore, it was noted that Derbyshire CC website had links to the old 2019-30 Carbon Reduction Plan on their website and the document was also linked as supporting the delivery of Vision Derbyshire's Climate Change Strategy 2022-25. <https://www.derbyshire.gov.uk/site-elements/documents/pdf/environment/climate-change/vision-derbyshire-climate-change-strategy.pdf>

Members have reviewed the draft 'posters' created as a result of the Carbon Literacy training and feel there is duplication of statements across them. Further work is needed to create one combined 'organisation' poster that states what we are doing – to be used on BDC public screens and town centre screens and on the website. This should be used alongside one 'individual' poster that states what individual officers could do – to be used as an internal reminder in kitchens/possible screensaver page that is incorporated alongside the Corporate Ambitions. Members would be happy to work further with officers on this and have identified potential content for the final drafts.

Further resources could also be developed for residents, businesses and Parish Councils/VCS partners. Examples of such resources were gathered as part of the review work and are available for reference.

Members concluded that overall, the information made available by the Council required a review and update to ensure the Council's current objectives were clear internally and externally, particularly with partners.

2.8.2 Data quality

Members have established that there is currently no clear baseline data from which the Council is tracking progress. It is also unclear what data may have been gathered previously when the authority was required to report on emissions NI185 and NI186.

A number of tools are available nationally to assist Councils in monitoring their CO2 emissions. One such tool supported by the LGA is the Greenhouse Gas Accounting tool, which is free to use and enables access to benchmark data.

The lead officer noted that there may also be an opportunity to get support from an external partner but this would likely be at a cost to the authority.

To date however, there appears to be no clear commitment to data analysis and tracking. In addition, the Council currently has no specific PIs related to carbon reduction/climate change, aside from the recycling PI.

Possible indicators to consider include:

- Total Gas used by all Council owned and operated sites.
- Total Electricity use by all Council owned and operated sites/

- Total Gas and Electricity used in all Council leased Buildings inc. leisure centres and assisted living sites.
- CO2 emissions from no. of miles claimed as Business travel
- CO2 emissions from council fleet
- Fuel usage from Council fleet
- Waste contamination levels (for recycled waste)

There are a number of areas that can be monitored within the national tools available.

2.8.3 Progress against the Motion to Council in July 2019.

As part of the review, Members completed a full analysis of progress against the wide ranging list of objectives contained within the Motion to Council in July 2019, in order to assess progress over the last four years. A RAG status has been applied to each point allowing Members to clearly see actions that have been achieved, actions in progress, actions that could be achieved if there is a will to develop additional delivery, and actions that cannot be achieved due to external constraints. It is recommended that this be passed to the Low Carbon Thematic Group for consideration as part of their future delivery planning.

2.9 Progress update on current activity across the 3 themes of the Carbon Reduction Plan

One of the key queries by the Members was around the Council's current energy tariffs and how the Council was also looking to generate its own energy. The lead officer noted that whilst the Council had previously moved to a green tariff, due to the current rates, the increased costs associated with being on the tariff meant that it was no longer a viable option

The lead officer noted that the Woodlands development in Langwith was likely to complete early with 19 properties completed in total. This development included air source heat pumps and extra insulation with the properties being built to a high-spec 'future homes' standard. Members were keen to see the Council use such specification for other Bolsover Homes developments in future.

Members were also updated on work at Whaley Common where the Council had a number of 'off-gas' properties that have had air source heat pumps fitted. Whilst this had been completed at a higher cost to the Council due to the lack of grants available, the difference to the properties was significant. Members were again keen to see this approach used elsewhere, and the officer noted that this would be the likely approach for any remaining 'off-gas' properties.

Committee Members are keen to see a greater shift towards installation of air source heat pumps and asked to what extent this was being delivered in place of gas boilers. It was noted that the Council planned to continue use of gas boilers whilst legislation allowed this. However, it was noted that whilst there was no long term plan, Members were advised that staff were being trained on how to service air source kit and would eventually be trained on installation.

As noted earlier in the report, the Council has been successful in delivering a number of External Wall insulation schemes through securing funding via LAD1 and LAD2 which had a huge impact on reducing CO2 emissions. Unfortunately, although more properties had been identified that would benefit from such work,

further grants were not currently available. While the current government funding schemes available were limited, the officer resource to actively secure funding was no longer available. Furthermore, the funding schemes currently available did not enable the Council to support delivery to a large number of properties due to the criteria associated with the schemes.

From information provided, Committee Members were also keen to ensure the District is able to benefit from other innovations such as Mine Water Energy. The officer has noted this is being assessed in conjunction with Derby University but further work is required to understand which sites could benefit from such a system.

Members were updated on the Safe & Warm Programme being completed across the Council's Independent Living Schemes. A number of the Schemes were already completed and the Council was learning where possible from each phase and making amends as required to each new phase of roll-out. The works were making a significant difference to residents' energy bills and the overall quality of the accommodation offer.

Based on the information presented and discussions with the lead officer, it was concluded that the Council would need to be clearer moving forward on its approach to carbon reduction and the Council's core objectives. This would also require the Council to be clear on the financial commitment that was being made to ensure the Council can deliver on its core objectives and meet its 2050 target.

2.12 Following discussion at Scrutiny Committee on 31st January 2023 where the lead officer provided an additional progress report, and based on the additional research which had taken place and evidence provided, Members agreed the following recommendations:

1. That the officer function addressing the Council's strategic approach to carbon reduction should be kept in-house, with partnership work as required with Dragonfly Development Limited, for delivery associated with the service functions transferred.
2. That a dedicated operational post be recruited to, in addition to the designation of a lead senior officer, to ensure that the delivery in relation to carbon reduction maintained momentum to reach the 2050 target.
3. That data quality related to carbon reduction be improved, with a clear baseline agreed from which to track progress up to 2050, with regular data reports as part of the corporate performance reporting.
4. That the lead senior officer take account of the Member analysis of the Council's current Ambitions and how activity was supporting carbon reduction as part of new programme development.
5. That a revised approach to communication of objectives and achievements be implemented, both external and internal, with a full review of the website to ensure the Council's activity, and progress towards the target, is clearly documented.
6. That the Council ensures that a lead Portfolio Member is agreed for Carbon Reduction from within the Executive, post-election May 2023.
7. That the membership of the Low Carbon Thematic Group is reviewed, post-election May 2023, to ensure it incorporates the Portfolio lead and a link to Climate Change & Communities Scrutiny to further improve communication. It

is also recommended that the cross-party representation remains going forward as this is seen as a positive way of working.

8. That the Council website is reviewed and updated to provide clear guidance on current Council activity.
9. That Scrutiny analysis of progress against the Council Motion previously passed to the Low Carbon Thematic Group, be shared so future work planning can take account of outstanding areas capable of delivery.

3. Reasons for Recommendation

3.1 The Committee have put together nine recommendations, as outlined at 2.12, which will hopefully enable the Council to clarify immediate priorities for action, as well as longer term plan to ensure the Council and District is net zero by 2050.

3.2 The key findings arising from the review were:

- There is insufficient officer resource to ensure the carbon reduction agenda is progressed effectively.
- There is a lack of clarity around the Council's current baseline and data quality/monitoring in relation to carbon emissions.
- At present there is limited communication of Council objectives and work being completed to meet our target.
- Widened membership of the Low Carbon Thematic Group would lead to improved cross-communication.
- A clear Member lead at Executive level would create a higher profile for the work required by the Council and provide an Executive level champion alongside the existing Scrutiny Chair champion.

4 Alternative Options and Reasons for Rejection

4.1 Executive could choose not to endorse the recommendations of the review, where they feel the course of action recommended is beyond the delivery capacity of the Authority.

RECOMMENDATION(S)

1. That the Executive endorses the recommendations of the review outlined at 2.12.
2. That for recommendations approved by Executive, monitoring by Committee takes place over a twelve month period via the PERFORM system with an update report to Committee at the end of the monitoring period.

Approved by Chair of Climate Change & Communities Scrutiny Committee

IMPLICATIONS:**Finance and Risk:** Yes ☒ No ☐

Details: The recommendations will have cost implications outside of current budgets related to staffing resource. Any proposed changes to facilities/energy management or targeted projects would be subject to a separate report.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☒ No ☐

Details: In carrying out scrutiny reviews the Council is exercising its scrutiny powers as laid out in Part 1A, s9F(2) of the Local Government Act 2000.

The Council is committed to achieving net zero carbon emissions by 2050 as a result of the Climate Change Act 2008.

On behalf of the Solicitor to the Council

Environment:

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details: The recommendations from Scrutiny seek to ensure there is greater clarity on the Council's approach to carbon reduction, with improved data quality, clear objectives and reporting, additional staffing resource and improved communications internal and external.

Staffing: Yes ☒ No ☐**Details:**

Any changes to the Council's establishment resulting from these recommendations will require approval by the Council's Employment and Personnel Committee. Any budgetary growth implications will require further approval from Council. The Council's policies and procedures will be followed for any recruitment or restructure required.

On behalf of the Head of Paid Service

DECISION INFORMATION

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: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No

District Wards Significantly Affected	All Wards
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input checked="" type="checkbox"/> Relevant Service Manager <input checked="" type="checkbox"/> Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Details:

Links to Council Ambition: Customers, Economy and Environment.
The Carbon Reduction Plan clearly links into the Environment Ambition but can also have an impact on both Customer and Economy.

DOCUMENT INFORMATION	
Appendix No	Title
1	BDC Website – Climate Change

Background Papers
<i>(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 Executive you must provide copies of the background papers).</i>



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Climate Change

We aim to be an authority which balances economic prosperity with environmental sustainability, improving the lives of people and our environment today and in the future.

The Low Carbon Thematic Group was formed to steer the Council in its eight objectives.

- Monitoring energy and water consumption
- Reducing carbon emissions
- Enhancing the built environment
- Energy Procurement
- Energy advice and education
- Renewable energy
- Transportation
- Partnership working

We will be working on these objectives and you can follow the progress on our [news](#) page.

For a detailed look at green initiatives around the District take a look at these videos on Bolsover TV:

- [Rosemary's Garden](#)
- [Bird ringing at Creswell Crags](#)
- [Nature Journal update](#)
- [Fox Green tree planting - first of a million trees](#)
- [Charlie's Place - Hedgehog Hospital](#)
- [Eco Boards, Tibshelf](#)
- [Life on the Farm](#)
- [Tackling litter and flytipping in Tibshelf](#)
- [Tibshelf Green Bunch](#)
- [Nature Journal](#)
- [The many benefits of allotments](#)

Contacts

☎ 01246 242424
✉ enquiries@bolsover.gov.uk

Documents

No specific documents

Links

No specific links

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Live Chat



Bolsover District Council

Meeting of the Executive on 6th March 2023

Independent Living Service and Community Alarm Service

Report of the Portfolio Holder for Housing

Classification	This report is public
Report By	Victoria Dawson, Assistant Director Housing Management and Enforcement, 01246 242231 victoria.dawson@bolsover.gov.uk
Contact Officer	Amy Sigona, Care Line and Independent Living Manager, 01246 242264 amy.sigona@bolsover.gov.uk

PURPOSE/SUMMARY OF REPORT

To inform Executive of an offer to extend two contracts from Derbyshire County Council (DCC) and to decide if they should be accepted. These are the Independent Living Service Contract and the Community Alarm and Telecare Contract. These together are delivered by Bolsover District Council through the Care Line Service.

REPORT DETAILS

1. Background

- 1.1 Bolsover District Council has operated the Independent Living Service (Care Line Service) 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, the contract with DCC provides the service for people who are on low income.
- 1.3 Within the Council's Care Line Service is the alarm and telecare monitoring service. The majority of people pay for this service themselves however DCC provides the service for people where there is an eligible health or social care need as required by the Care Act (2014).

2. Details of Proposal or Information

- 2.1 The Council was offered an Inter-Authority Agreement to deliver the DCC funded part of these services in 2019. The initial contract was for a period of 2 years, with a subsequent extension until March 2023.
- 2.2 Derbyshire County Council have served an extension of contract notification, offering the Council a contract extension of both contracts until March 2024 – i.e. an extension of 12 months. No further extension would be permitted after this time.

- 2.3 The combined contracts will result in an income of £382,000 into the Council to continue to provide the service and assist with the analogue to digital switchover in 2024.

3. Reasons for Recommendation

- 3.1 The services are well regarded by residents and Bolsover District Council are a trusted provider.
- 3.2 Accepting the offer of a contract extension for both contracts is a positive outcome for customers and for the Council.
- 3.3 The Council continues to extend the service and attract 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.
- 3.4 In order to ensure the Council is not reliant on any further DCC funding, the service continues to be extended, improved and promoted for paying customers.
- 3.5 The offer of a contract extension provides certainty until March 2024 and should be accepted.

4 Alternative Options and Reasons for Rejection

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

RECOMMENDATION(S)

1. That Executive accept the offer of a 12 month contract extension to continue to provide an Independent Living Service to people within the District.
2. That Executive accept the offer of a 12 month contract extension to continue to provide a Community Alarm and Telecare Service to people within the District.

Approved by Cllr Sandra Peake, Portfolio Holder for Housing

IMPLICATIONS:

Finance and Risk: Yes ☒ No ☐

Details:

It is estimated that the contract extension will bring in an additional income of £382,000

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:

None specifically, this is an extension to existing contracts

On behalf of the Solicitor to the Council

Staffing: Yes ☐ No ☒

Details:

There are no staffing implications arising from this report as the existing service will continue. Any future funding options for the service affecting staff will be subject to a further report if required.

On behalf of the Head of Paid Service

DECISION INFORMATION

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: Revenue - £75,000 <input checked="" type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	Yes
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	Yes

District Wards Significantly Affected	(please state which wards or state All if all wards are affected)
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input checked="" type="checkbox"/>	Details: Portfolio Holder for Housing

Links to Council Ambition: Customers, Economy and Environment.
C07 – Install 150 lifeline units within the community per year

DOCUMENT INFORMATION	
Appendix No	Title
	n/a

Background Papers
<i>(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 Executive you must provide copies of the background papers).</i>
None

Bolsover District Council

Meeting of the Executive on 6th March 2023

Reroofing Contract 2023-2027

Report of the Portfolio Holder for Housing

Classification	This report is Public
Report By	Catherine Platts - Building Surveyor / Contract Administrator 01246 242249 catherine.platts@bolsover.gov.uk
Contact Officer	David Riley - Building Surveyor / Contract Administrator 01246 242319 david.riley@bolsover.gov.uk

PURPOSE/SUMMARY OF REPORT

To seek approval for the appointment of Bluelines Roofing Contract to undertake roofing replacement and repair works on the Council's existing housing stock across the district over a four year period, commencing in April 2023.

REPORT DETAILS

1. Background

- 1.1 Housing Repairs have identified the need to renew a re-roofing contract for a further four years to improve and maintain the Council's housing stock.
- 1.2 The proposed programme will run for four years, commencing in April 2023 on a 1+1+2 year term basis. The estimated annual cost of the programme is up to £1million per annum.
- 1.3 The programme is required in order to maintain existing service levels and keep the Council's residential properties in good condition.
- 1.4 Working in conjunction with the Procurement Team, the works were tendered in accordance with Contract Procedure Rules.
- 1.5 Eight tenders were received and evaluated on 18th and 20th January 2023. Bluelines Roofing Ltd scored the highest with 95.20 out of 100.

2. Details of Proposal or Information

- 2.1 The programme will run for four years and cover HRA properties in need of whole roof replacements across the district.

3. Reasons for Recommendation

- 3.1 The evaluation group were in unanimous agreement that this tender represented the best submitted tender.

4 Alternative Options and Reasons for Rejection

- 4.1 None.

RECOMMENDATION(S)

1. that Bluelines Roofing Ltd be awarded the contract to carry out the Council's roofing replacement works from April 2023 – March 2027 in accordance with the tendered specification and following tender evaluation.
2. that progress on this contract be reported through the Housing Stock Management Group.

Approved by Councillor Sandra Peake Portfolio Holder for Housing

IMPLICATIONS:

Finance and Risk: Yes ☒ No ☐

Details:

This scheme is contained within the approved capital programme for the Housing Revenue Account.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☒ No ☐

Details:

The procurement of these works has been undertaken in compliance of standard Council procedures. Industry standard contract documentation will be prepared for both parties to sign prior to commencement of works. The issue of sensitive data such as names, addresses and contact numbers of Council tenants while undertaking this project shall comply in full with Council and data protection policy guidelines.

On behalf of the Solicitor to the Council

Environment:**Details:**

1. As part of the re-roofing works, the Council will be upgrading the insulation levels in all properties which will contribute towards the net-zero targets.
2. The works will provide significant improvement to the properties creating a warmer, more comfortable place to live.
3. The works will be carried out in accordance with any ecological guidance and where necessary, the installation of bird / bat boxes will be undertaken, and the avoidance of disturbing any nests.

Staffing: Yes ☐ No ☒**Details:**

None for this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

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: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	Yes
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	Yes

District Wards Significantly Affected	All
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input checked="" type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Details:

Links to Council Ambition: Customers, Economy and Environment.

Links to Customer Aims as will improve the accommodation of the targeted properties.

Links to Environment as the improvement works will upgrade the insulation levels in the loft spaces. Furthermore, the works will be carried out in accordance with a waste management / recycling plan.

DOCUMENT INFORMATION	
Appendix No	Title

Background Papers
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Agenda Item 9

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted