

The Arc  
High Street  
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To: Chair & Members of the Council

Friday, 24 February 2023

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Dear Councillor

**COUNCIL**

You are hereby summoned to attend a meeting of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Wednesday 8th 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 page 3 onwards.

Yours faithfully



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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- **BSL Video Call:** A three-way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need WiFi or mobile data to make the video call, or call into one of our Contact Centres.
- 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.
- **Visiting** one of our [offices](#) at Clowne, Bolsover, Shirebrook and South Normanton

## **COUNCIL AGENDA**

***Wednesday, 8 March 2023 at 10:00 hours taking place in the Council Chamber, The Arc,  
Clowne***

<b>Item No.</b>		<b>Page No.(s)</b>
<b>1.</b>	<b>Apologies for Absence</b>	
<b>2.</b>	<b>Declarations of Interest</b>	
	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 matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
<b>3.</b>	<b>Chair's Announcements</b>	
	To receive any announcements that the Chair of the Council may desire to lay before the meeting.	
<b>4.</b>	<b>Minutes</b>	<b>5 - 16</b>
	To approve the Minutes of the Council meeting held on 1 <sup>st</sup> February 2023.	
<b>5.</b>	<b>Motions</b>	<b>17 - 19</b>
	In accordance with Council Procedure Rule 10, to consider motions on notice from Members.	
	(A) Motion from Councillor Steve Fritchley – Dying to Work Campaign	
	(B) Motion from Councillor Duncan McGregor – Local Government Pay	
	<b><u>RECOMMENDED ITEMS</u></b>	
	To receive any items recommended for Council consideration from meetings of the Executive or Committees.	
<b>6.</b>	<b>Level of Council Tax 2023/24</b>	<b>20 - 27</b>

## **REPORTS OF PORTFOLIO HOLDERS**

To give consideration to reports of the Leader and Portfolio Holders for decision.

- |            |  |                |
|------------|--|----------------|
| <b>7.</b>  | <b>Auditor's Annual Report - 2021/22</b>     | <b>28 - 54</b> |
| <b>8.</b>  | <b>Annual Pay Policy Statement - 2023/24</b> | <b>55 - 65</b> |
| <b>9.</b>  | <b>Council Meeting Schedule - 2023/24</b>    | <b>66 - 97</b> |
| <b>10.</b> | <b>Chairman's Closing Remarks</b>            |                |

## COUNCIL

Minutes of a meeting of the Council of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Wednesday, 1<sup>st</sup> February 2023 at 10:00 hours.

### **PRESENT:-**

Members:-

Councillor Tom Munro in the Chair

Councillors Rita Turner (Vice-Chair), Derek Adams, Allan Bailey, Rose Bowler, Dexter Bullock, Tracey Cannon, Anne Clarke, Nick Clarke, Jim Clifton, David Dixon, Maxine Dixon, Mary Dooley, David Downes, Steve Fritchley, Hales, Ray Heffer, Hinman, Natalie Hoy, Andrew Joesbury, Chris Kane, Duncan McGregor, Clive Moesby, Sandra Peake, Peter Roberts, Liz Smyth, Janet Tait, Deborah Watson and Jen Wilson.

Officers:- Karen Hanson (Chief Executive), Grant Galloway (Executive Director of Strategy and Development/Chief Executive – Dragonfly Developments), Theresa Fletcher (Section 151 Officer), Jim Fieldsend (Assistant Director and Monitoring Officer), Pam Brown (Assistant Director Leader's Executive, Partnerships, Governance and Communications), Ian Barber (Assistant Director of Property Services and Housing Repairs), Chris Fridlington (Assistant Director of Development and Planning) and Alison Bluff (Governance Officer).

### **CL77-22/23 APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of Councillors Tricia Clough, Tom Kirkham, Evonne Parkin and Graham Parkin.

### **CL78-22/23 DECLARATIONS OF INTEREST**

Councillor Steve Fritchley declared a non-pecuniary interest in agenda item 8 – Dragonfly Development Ltd – Full Business Case, and would leave the meeting at the relevant time.

### **CL79-22/23 CHAIR'S ANNOUNCEMENTS**

The Chair informed the meeting that he would be donating £3,500 to Ashgate Hospice Care (the Chair's chosen charity for 2022/23), and would be visiting the Hospice on 1<sup>st</sup> March 2023 to make an official presentation of the money. The Chair would also be donating £1,500 to the Freedom Community Project who worked across the whole District north to south.

### **CL80-22/23 MINUTES**

Moved by Councillor Ray Heffer and seconded by Councillor Nick Clarke

**RESOLVED** that the Minutes of a Council meeting held on 7<sup>th</sup> December 2022 be approved as a correct record.

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### CL81-22/23 MEDIUM TERM FINANCIAL PLAN 2023/24 - 2026/27

Members considered a detailed report in relation to the Council's Medium Term Financial Plan (MTFP) for 2023/24 – 2026/27. The report had been considered by Executive at its meeting held on 30<sup>th</sup> January 2023.

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 31<sup>st</sup> 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 1<sup>st</sup> 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.

The Chair reminded Members that a recorded vote would need to be taken on the MTFP (budget setting) motion as per the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014.

Moved by Councillor Clive Moesby and seconded by Councillor Duncan McGregor

For the motion (26):

Councillors Derek Adams, Rose Bowler, Dexter Bullock, Anne Clarke, Nick Clarke, Jim Clifton, David Dixon, Maxine Dixon, Mary Dooley, David Downes, Steve Fritchley, Donna Hales, Ray Heffer, Mark Hinman, Andrew Joesbury, Chris Kane, Duncan McGregor, Clive Moesby, Tom Munro, Sandra Peake, Peter Roberts, Liz Smyth, Janet Tait, Rita Turner, Deborah Watson and Jen Wilson.

Against the motion (2):

Councillors Allan Bailey and Tracey Cannon.

Abstention(s) (1):

Councillor Natalie Hoy.

**RESOLVED** that (1) in the view of the Chief Financial Officer, 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) 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

## **COUNCIL**

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,

### **HOUSING REVENUE ACCOUNT**

(7) that Council increases its rent levels by 5% to apply from 1<sup>st</sup> April 2023,

(8) that the increases in respect of other charges as outlined in Appendix 3, Table 1 in the report, be implemented with effect from, 1<sup>st</sup> April 2023,

(9) the Medium Term Financial Plan in respect of the Housing Revenue Account, as set out in Appendix 3 of 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 of 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.

(Chief Financial Officer)

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### CL82-22/23 TREASURY STRATEGIES 2023/24 - 2026/27

Members considered a detailed report in relation to the Council's Treasury Strategies 2023/24 – 2026/27.

The report outlined the Authority's proposed suite of Treasury Strategies for the period 2023/24 to 2026/27 and contained;

- The Treasury Management Strategy, which provided the framework for managing the Authority's cash flows, borrowing and investments for the period,
- The Capital Strategy, which was intended to provide a high level, concise overview of how capital expenditure, capital financing and treasury management activity contributed to the provision of the Authority's services,
- The Corporate Investment Strategy, which focused on investments made for service purposes and commercial reasons, rather than those made for treasury management.

The above strategies provided an approved framework within which officers undertook the day to day capital and treasury activities.

Moved by Councillor Clive Moesby and seconded by Councillor Deborah Watson

**RESOLVED** that (1) the Treasury Management Strategy at Appendix 1 to the report, be approved, and in particular;

- a) the Borrowing Strategy be approved,
- b) the Treasury Management Investment Strategy be approved,
- c) the use of the external treasury management advisors Counterparty Weekly List – or similar – to determine the latest assessment of the counterparties that meet the Authority's Criteria before any investment is undertaken, be approved,
- d) the Prudential Indicators be approved,

(2) the Capital Strategy as set out in Appendix 2 to the report, be approved and in particular;

- a) the Capital Financing Requirement be approved,
- b) the Minimum Revenue Provision Statement for 2023/24 be approved,
- c) the Prudential Indicators for 2023/24 detailed in the Capital Strategy, be approved, in particular;



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Authorised Borrowing Limit	£139.500m
Operational Boundary	£134.500m
Capital Financing Requirement	£129.501m

(3) the Corporate Investment Strategy as set out in Appendix 3 to the report, be approved.

(Chief Financial Officer)

### **CL83-22/23 UK SHARED PROSPERITY FUND**

Members considered a detailed report which provided an update on the UK Shared Prosperity Fund (UKSPF). Members' approval was also sought to suspend the Council's Contract Procedure Rules regarding procurement relating to the UKSPF.

The UKSPF was a central pillar of the Government's Levelling Up agenda and provided £2.6 billion of funding for local investments.

In order to access the UKSPF allocation, the Council had been required to submit an Investment Plan setting out measurable outcomes it was looking to deliver, and what interventions would be prioritised. The Council's Investment Plan was approved on 12<sup>th</sup> January 2023, and funding was eligible over a three year period from 2022/23 to 2024/25, with payments being £258,349 (2022/23), £476,697 (2023/24) and £1,248,947 (2024/25).

A number of schemes had already been agreed and were outlined in the report. Some of the schemes would be delivered internally with many requiring an element of external procurement. Other schemes would be delivered by external organisations.

For the schemes which required the purchase of external supplies, the Council would need to undertake a procurement exercise. However, as the UKSPF had set conditions for procurement which did not align with the Council's Contract Procedure rules, it was proposed that the Council suspend its procurement rules so that officers follow the UKSPF rules but only in relation to the UKSPF schemes. Any contracts that required a formal tender would still be undertaken with the support of the Council's Procurement Team.

Moved by Councillor Tom Munro and seconded by Councillor Ray Heffer  
**RESOLVED** that (1) it be noted that the Council's UKSPF Investment Plan had been approved,

(2) the Council's Contract Procedure Rules be suspended in relation to the UKSPF schemes only.

(Monitoring Officer)

Councillor Steve Fritchley left the meeting for the following item of business.

### **CL84-22/23 DRAGONFLY DEVELOPMENT LIMITED - FULL BUSINESS CASE**

Members considered a detailed report which provided a full business case in relation to

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Dragonfly Development Ltd. Members' approval was also sought for the recommendations in the report regarding the future arrangements for the operation of Dragonfly Development Ltd and also the Council.

**Councillor McGregor** stated that it was with pleasure that he stood in for the Leader on this particular report. He drew Members attention to the purpose and summary of the report which was to provide Council with the full business case in relation to Dragonfly Development Ltd for consideration, and to seek approval of the recommendations regarding the future arrangements for the operation of Dragonfly Development Ltd and the Council, outlined within the report.

*On the update within the report on item 1.1, Members will be aware that Woodhead Construction Ltd, the Council's joint venture partner from 2016, ceased trading on 14<sup>th</sup> September 2022. On 2<sup>nd</sup> November 2022, Council received an update regarding arrangements put into place to ensure the continuity and completion of the current and future construction projects and option for the future of Dragonfly Development Ltd, as a wholly owned company of the Council.*

*I also refer to 1.2 on the report, at the meeting on 2<sup>nd</sup> November, it was noted that an agreement had been reached with Woodhead Regeneration Ltd, and ratified at the Dragonfly Board for Dragonfly Development Ltd to be converted into a wholly owned company of Bolsover District Council – this process was completed on 4<sup>th</sup> October 2022.*

*On 1.6, the case is attached at appendix 1 of the report, which Members have got, as part of the preparatory work undertaken in the development of the business case. All Members were invited to attend a meeting with the independent consultant which took place on 13<sup>th</sup> December 2022.*

*1.7 of the report, in addition, all Members were invited to receive a full presentation of the final business case on 19<sup>th</sup> January 2023, and have been provided with the opportunity to discuss the content and ask questions regarding the options proposed.*

*Finally, on this particular point in the report on the business case. 2.1 you will note the business case for Dragonfly Development Ltd of which you will see on appendix 1, which I'll speak to in a moment, provides a detailed analysis on the 5 key themes as follows – and you will see that on page 92 of the front cover of the report further on.*

*These cover the strategic case, the economic case, the commercial case, the financial case, the management case, and details of each of these cases, together with the analysis and the options to consider, are outlined on page 1 of the business case.*

*It is worth remembering where we started in 2019. We were engaged as a Council in a strategic alliance with North East Derbyshire District Council. Our workforce was spread over the two authorities. There was already a low morale and it was growing within the authorities. Made worse by the burgeoning divide with both councils now having differing political philosophies, and to top it all, this Council was under no overall control. You may also remember at our first meeting in 2019, Steve said, everyone has a part to play but some will play more of a part than others, at least until things become settled. It was important therefore that things were settled as*

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soon as possible. It was important therefore that they were really settled. We already had a good work force albeit worried, and faced with uncertainty. There was a big change in the political make up of this Authority so the Cabinet needed to be experienced and committed to a new direction. This was achieved and remains so today. The first thing was to reassure the workforce that their jobs were safe - this Steve and I did the very first few days of the new administration, taking stock of our position in relation to the alliance - our other joint ventures and our own structure was next. Alongside these, we had to deal with the pandemic, the looming desire by some authorities to combine through non structure reform - later Vision Derbyshire, and now a mayoral combined authority in order to get a diminishing few quid from the devolution deal.

Colleagues, housing and growth needed to be addressed too. Growth is the main policy and has been of this Council over the last 4 years. A growing population wanted housing and local jobs to replace many thousands lost over the previous decades - government initiatives were also placing demands on planning and social housing. Steve saw the signs that the joint arrangements with the recycling firm were becoming a bit shaky and told officers to be prepared for their collapse. Equally, none of us relished the idea of building many 100s of council houses and other developments, and Bolsover District Council, to its credit, not having full control of costs of the build. A good example is a proposed site in Pinxton that stalled because it didn't stack up to Woodhead's financial criteria. There have been many other things that we as a collective have achieved. So let's have a look at five key areas. I do and say all this to demonstrate the attitude that exists with most members of staff which places Bolsover District Council in the vanguard of creativity and progress.

**1 - Housing** – wholly owned company, Dragonfly Development, £36m Bolsover Homes Scheme, over £10m been spent on refurbishing our independent living centres. External wall insulation project, refurbished New Bolsover Model Village, transformed privately owned empty properties in Whitwell and Creswell.

**2 - Growth and regeneration** – I keep coming back to that because that's the key. Vision Bolsover stating our ambitions – Steve didn't like the concept of a corporate plan and wanted all staff to feel free to be free thinkers and part of our future. Horizon 29 Regeneration, which is the former Coalite site, growth plans for Shirebrook and Creswell, Bolsover District Local Plan, demolition of the Tibshelf flats, demolition of Alder House, approaching £2m capital receipts generated from land sales. Redevelopment plan for Briar Close, extension to the Tangent Business Hub, £200k business growth fund, increasing usage along the Robin Hood Line, Skills Audit undertaken, and we supported business for free advertising.

**3 – Environment** - we rescued the recycling contract, increased recycling options to include flexible plastics. Tree planting schemes in Creswell, Clowne, Bolsover and Pinxton, along with the Queen's canopy. Installed electric charging points in Bolsover and Clowne. Regarding the community, we established Bolsover TV. District wide CCTV schemes now being introduced. We reformed the Enforcement Team and introduced that. Covid 19 Pandemic Support – you will all recall what this Council did during that period. Councillors' grant scheme – approximately £450k given to parish and town councils. £80k funding for community initiatives. Introduced Bolsover District Community Lottery Scheme. Supported residents on their HS2 campaign. Building the District's Roseland Park Crematorium in Shirebrook. Supported communities with free advertising, and on a lighter note, supported community events

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such as the Palterton Flowerpot Festival.

**4 - Leisure and recreation** – Here at Clowne, an investment of £700k on a new 3G pitch at Go Active, and £500k on a gym refurbishment at Go Active. New wellness hubs in Clowne and Tibshelf and expanding sessions in Pinxton, Bolsover, Whitwell and Shirebrook. Creswell Heritage and Wellbeing Centre – you all know what happened there, and if it wasn't for this Council that would have never happened. We introduced PALS – Physical Activity and Lifestyle Support scheme – really well attended.

However, not all initiatives are welcomed with open arms but I believe that common sense always prevails. Sometimes we don't have the luxury of debating and explaining when speedy decisive action is necessary, and two major decisions spring to mind – Wards Recycling and Woodhead Construction. Both had impacted this Council immediately and both were dealt with expeditiously, so much so that the transition was carried out seamlessly with the red bin collection, and just a week's delay in the case of the construction sites. Unlike other neighbouring councils, NEDDC and Bassetlaw but best of all, we kept our promise that no jobs would be lost at this Council and we did that four years ago and no jobs have been lost.

Turning to Dragonfly, the main point of today's agenda – the recommendations before you have been arrived at after many months, that's why I related to the dates in the reports, and costly consultation around £45k plus our good officers with their research time. You have all had the opportunity to ask questions and receive explanations. Even the local press have been asked to put questions to us. However, even after all that, there will still be people who are unsure or opposed to what the Council wants to achieve and safeguard.

So what does the Council want to achieve with today's proposals and how are we able to do it. For a start, central government, have been since the early 1990s, reducing the revenue support grant to local authorities. Not only did they want to undermine the power of local government, they wanted to reduce public spending – locally, not nationally, and you already know about the levelling up business. They tried to politicise regional government office agencies by introducing regional government and unitary authorities but in the main it really only made sense in the big towns and cities. Part of the RSG grant money was retained by government was put into a pot and made available to quangos like the said regional government agencies which councils had to bid for and this was called top slicing. Today is no different. Combined authorities and elected mayor all based on existing LEP areas – you can draw your own conclusions on the benefits of the LEPs to small rural districts. I think we got £4k over 4 years if my memory serves me right. The Localism Act of 2011 was introduced to assist forward thinking councils, like Bolsover District Council, to supplement their revenue and give more save to the locality. Neighbourhood plans, joint venture companies and wholly owned companies are examples.

Now some people have asked – why did you set up a joint venture with Robert Woodhead? **It was to help to regenerate the district and provide an income to the Council. The Council always protects its assets, jobs and services – something I'm sure that we're all proud of.**

Have the Council loaned the joint venture £10m? **No, the Council did not pay anything to Dragonfly until work is completed.**

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*Will officers be getting a huge pay rise out of this? **Some officers will be taking on additional responsibilities and duties - under these circumstances, pay rises will be awarded.***

*Have any officers worked for Robert Woodhead's before? **Prior to the collapse of Woodhead Construction, where we employed six staff who had been made redundant, and this was to complete the live projects that were in existence. No officer of the Council, involved in Dragonfly, has worked for Robert Woodhead before.***

*Are the staff happy about the proposals? **We'll ask them yourselves. We have undertaken staff consultation and no one has raised any major issues of concern. Unite and Unison attended the business case briefings and they were in full support of it. All employees will remain on the same terms and conditions as they are now for the Council.***

*Robert Woodhead have only filed some small amounts of profits on their accounts, so why did you choose them as a preferred supplier? **Robert Woodhead was split into three separate companies and filed their own accounts. We always do due diligence on the companies we use. When they bid for the Bolsover Homes and B@Home house building contract, they came out top of all the bids in terms of both quality and price. They also offered a whole host of social outcomes that they delivered through these contracts. We also carried out a credit check only a few weeks before they went into administration, which did not show anything to be worried about.***

*Are Dragonfly building Shirebrook crematorium and Woburn House, as an example? **The answer is yes. As a wholly owned company, any developer and construction company profits would then be redistributed back into the Council to improve services for the benefit of residents, instead of sitting on a private company's balance sheet. It's called control colleagues!***

*Is this a conflict of interest that the Council is the planning authority and can make the decision to suit them? **No, business cases are prepared for all developments and we have to submit an application like anyone else does and go through all the normal processes, which is then decided by a planning committee on its merits, as it normally would with any other planning application. This is not something we are looking to do here, but there are examples like BFirst, set up by Barnet and Dagenham Council, actually transferred their planning authority into their own company. So there are many options available which all meet current legislation.***

***It has been suggested that Members should be on the board of directors as it is a conflict of interest!** It clearly points out in the report that Members can be on the board – there has been a Member on the board of Dragonfly since 2016, and Members are well versed in insuring that conflicts of interest are removed. All Members have been trained on that. When discussions are taking place with regard to Dragonfly, Members have always declared an interest and left the room. This ensures there are no conflicts of interest. As the Leader has said many times, if you want to control it, you need to own it. Which is what we have done for Dragonfly and the burgundy bin recycling service.*

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*Is it true it's not just about social housing but you are looking at private housing as well? Yes, the answer is yes. The company will look to build Council housing but will also develop private housing for sale and rent to attract income and provide a wide variety of housing in the District. We are also looking at developing commercial premises to help boost the economy. We're always talking to private landlords about becoming exemplar landlords, and we can show this through the additional housing and commercial stock that Dragonfly will be involved in.*

*Colleagues, to summarise. With regard to the report and business case before you today, as I mentioned earlier, all Members had the opportunity to attend two presentations on the business case, and have been given plenty of opportunity to ask questions and discuss the proposals. The recommendations on page 89 of the report, I referred to earlier, are all required in order to ensure appropriate arrangements and delegations are in place to implement the outcome of the business plan. Council are not being asked to approve any specific schemes or funding arrangements today. These will always come back to Council to be assessed on their own merits. It is essential colleagues, that we take this opportunity today to maximise the potential of Dragonfly, I therefore move the recommendations in the report.*

The motion was seconded by Councillor Chris Kane.

The Chief Executive clarified that herself, the Executive Director of Strategy and Development/Chief Executive – Dragonfly Developments, the Assistant Director of Property Services, and Housing Repairs and the Assistant Director of Development & Planning, would stay in the meeting to answer any technical questions but would all leave the meeting before the vote was taken. However, the two other statutory officers, the Assistant Director and Monitoring Officer and the Section 151 Officer, would stay in the meeting whilst the vote was being taken.

Councillor Allan Bailey referred to a proposed development by Dragonfly on Rood Lane, Clowne and raised various concerns. The Executive Director of Strategy and Development/Chief Executive – Dragonfly Developments replied that the report in front of Members at this meeting was not about Rood Lane and was about Dragonfly. Rood Lane would be subject to a business case, which would be presented to Council for approval, if a case for developing the site was made. With regard to money going into Dragonfly, no monies had gone in to it that hadn't been spent on building or improving property. As with any other scheme with the Council, it was paid in arrears, so the Council would only pay for work that had been carried out and only pay for work which had been approved on an approved business plan. With regard to workforce – one had been put in place – some of the former people from Woodhead's had been employed and had been integrated into the teams at Bolsover. So Dragonfly now had expertise at managing contracts and contractors, and expertise in people who build; project managers, site managers and quantity surveyors, and this was approved at Council several months ago. With regard to why Woodhead's went into administration – it wasn't the Bolsover schemes that put them into administration, the Bolsover schemes were profitable, Dragonfly have taken them over and are still finding that Bolsover Schemes are in a position where monies can be put back into the Council. The first scheme taken over was a difficult one due to additional costs having to be taken on for restarting the site but the Council would still come out with a small profit. Woodhead's had signed two contracts pre Covid with

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other local authorities but they did not have any mechanism in the contracts to increase the value of the projects in line with inflation – the cost of materials went up and Woodhead's did not have the ability to react to that. Those two projects are named by the Administrators as to why Woodhead's failed. The Council had a good set of staff that knew their jobs and would monitor contracts through. In line with the business case, there are a set of people within the Council who will be looking at what Dragonfly are doing and were achieving the outcomes stated in the business case. The Monitoring Officer added that Dragonfly was a wholly owned company owned by Bolsover District Council and would only be able to do what the Council authorised them to do. There would be a robust set of governance arrangements, which would ensure the Council kept a close eye on Dragonfly, there would be shareholder agreements, service level agreements – the Council could put controls on Dragonfly to ensure that Members' concerns about Dragonfly doing whatever they wanted, did not materialise.

Councillor Maxine Dixon noted Councillor McGregor's comment that "the Council did not want to be part of a mayoral authority for the sake of a few quid" but as she understood it, there was more than a few quid that the Council was able to apply for. She also noted Councillor McGregor's comment that no staff had been made redundant in the past four years but noted that the previous Chief Executive had gone. The Chief Executive clarified that the previous Chief Executive had not been made redundant.

Referring to a housing development site at Glapwell and the proposal for Rood Lane, Clowne, Councillor Peter Roberts felt that if Dragonfly went ahead, it would get away with whatever it wanted to get away with. Councillor Tom Munro confirmed that the Glapwell site had been a private development site not associated with Dragonfly.

Councillor Allan Bailey requested a recorded vote be taken on the motion which was supported by Councillors Tracey Cannon and Peter Roberts.

The Chief Executive, the Executive Director of Strategy and Development/Chief Executive – Dragonfly Developments, the Assistant Director of Property Services & Housing Repairs, and the Assistant Director of Development & Planning, left the meeting at this point.

For the motion (23):

Councillors Derek Adams, Rose Bowler, Dexter Bullock, Anne Clarke, Nick Clarke, Jim Clifton, David Dixon, Mary Dooley, David Downes, Donna Hales, Ray Heffer, Mark Hinman, Andrew Joesbury, Chris Kane, Duncan McGregor, Clive Moesby, Tom Munro, Sandra Peake, Liz Smyth, Janet Tait, Rita Turner, Deborah Watson and Jen Wilson.

Against the motion (4):

Councillors Allan Bailey, Tracey Cannon, Natalie Hoy and Peter Roberts.

Abstention(s) (1):

Councillor Maxine Dixon.

**RESOLVED** that (1) the full business case at appendix 1 to the report, including the recommended business and governance model, be approved,

## **COUNCIL**

- (2) subject to full and appropriate staff and trade union consultation and TUPE requirements, staff within the teams outlined within the business case are transferred into Dragonfly Development Ltd,
- (3) delegation be given to the Head of Paid Service to make any required changes to the above staffing structure and arrangements following staff consultation,
- (4) Executive receive a report regarding additional appointments to the existing Board of Directors in due course for approval,
- (5) that Grant Galloway, Ian Barber and Chris Fridlington be permanently appointed to their posts within Dragonfly Group on the same terms and conditions as previously agreed within the current temporary arrangements,
- (6) that Karen Hanson be appointed as Chief Executive of Bolsover District Council on the same terms and conditions as previously agreed within the current temporary arrangements,
- (7) Subject to full and appropriate staff and trade union consultation, the senior management structure of the Council outlined within the report with staff assimilated into posts where appropriate and in accordance with the Council's restructure policy be approved,
- (8) delegation be given to the Head of Paid Service to make appropriate amendments to the above following staff consultation,
- (9) the use of £0.100m already added to the Transformation Reserve be used to obtain specialist advice as described in paragraph 3.10 of the report, be approved.

(Chief Executive)

### **CL85-22/23 CHAIRMAN'S CLOSING REMARKS**

The Chair announced that the Council was yet again ahead of the curve and would be hosting a local nature recovery summit on Friday February 10<sup>th</sup> 2023, in the Council Chamber, at the Arc, from 10am to 3pm. A phenomenal response had been received for the summit including Derbyshire Wildlife Trust, local butterfly groups and other groups involved in flora and fauna, and also larger land owners. This would help drive the Council forward to a really good proactive local nature recovery plan.

Members were also reminded of a presentation which would take place at the conclusion of this meeting in relation to the proposed changes to the National Planning Policy Framework.

The meeting concluded at 11:00 hours.



## **(A) MOTION FROM COUNCILLOR STEVE FRITCHLEY – DYING TO WORK CAMPAIGN**

Further to the Motion agreed at Council on 30 November 2016 -

That this Council notes that:

- The TUC's Dying to Work Campaign seeks to have terminal illness recognised as a 'protected characteristic' so that an employee with a terminal illness would enjoy a protected period where they could not be dismissed as a result of their condition.
- The Dying to Work Charter states the following:
  - We recognise that terminal illness requires support and understanding and not additional and avoidable stress and worry
  - Terminally ill workers will be secure in the knowledge that we will support them following their diagnosis and we recognise that, safe and reasonable work can help maintain dignity, offer a valuable distraction and can be therapeutic itself
  - We will provide our employees with the security of work, peace of mind and the right to choose the best course of action for themselves and their families which helps them through this challenging period with the dignity and without undue financial loss
  - We support the TUC's Dying to Work campaign so that all employees battling terminal illness have adequate employment protection and have their death in service benefits protected for the loved ones they leave behind.

This Council resolves to:

- Support the TUC's Dying to Work Campaign calling for terminal illness to be made a protected characteristic.
- Commit to signing up to the TUC's Dying to Work Charter.

## **(B) MOTION FROM COUNCILLOR DUNCAN MCGREGOR – LOCAL GOVERNMENT PAY**

**MOTION ON LOCAL GOVERNMENT PAY TO COUNCIL: A FULLY FUNDED, PROPER PAY RISE FOR COUNCIL AND SCHOOL WORKERS**

### This council notes:

Local government has endured central government funding cuts of more than 50% since 2010. Between 2010 and 2020, councils lost 60p out of every £1 they have received from central government. Councils across England are now facing a collective funding gap of £2.4bn for the financial year 2023/24 and a cumulative funding gap of £4.08bn for 2024/25 according to UNISON research.

Councils led the way in efforts against the Covid-19 pandemic, providing a huge range of services and support for our communities. Local government has shown more than ever how indispensable it is. But Covid has led to a massive increase in expenditure and loss of income, and as we emerge from the pandemic, local authorities and schools need far more support from Westminster. Recent funding announcements from the Government relating to schools did nothing to help.

Council and school workers kept our communities safe through the pandemic, often putting themselves at considerable risk as they work to protect public health, provide quality housing, ensure our children continue to be educated, and look after older and vulnerable people.

Since 2010, the local government workforce has endured years of pay restraint with the majority of pay points losing at least 25 per cent of their value since 2009/10. Staff are now facing the worst cost of living crisis in a generation, with inflation hitting 10% and many having to make impossible choices between food, heating and other essentials. This is a terrible situation for anyone to find themselves in.

At the same time, workers have experienced ever-increasing workloads and persistent job insecurity. Across the UK, 900,000 jobs have been lost in local government since June 2010 – a reduction of more than 30 per cent. Local government has arguably been hit by more severe job losses than any other part of the public sector.

There has been a disproportionate impact on women, with women making up more than three-quarters of the local government workforce.

Recent research shows that if the Government were to fully fund the unions' 2023 pay claim, around half of the money would be recouped thanks to increased tax revenue, reduced expenditure on benefits and tax credits, and increased consumer spending in the local economy.

### This council believes:

Our workers are public service super-heroes. They keep our communities clean and safe, look after those in need and keep our towns and cities running.

Without the professionalism and dedication of our staff, the council services our residents rely on would not be deliverable.

Local government workers deserve a proper real-terms pay increase. The Government needs to take responsibility and fully fund this increase; it should not put the burden on local authorities whose funding has been cut to the bone and who were not offered adequate support through the Covid-19 pandemic.

This council resolves to:

Support the pay claim submitted by UNISON, GMB and Unite on behalf of council and school workers, for an increase of RPI + 2%.

Call on the Local Government Association to make urgent representations to central government to fund the NJC pay claim.

Write to the Chancellor and Secretary of State to call for a pay increase for local government workers to be funded with new money from central government.

Meet with local NJC union representatives to convey support for the pay claim and consider practical ways in which the council can support the campaign.

Encourage all local government workers to join a union.

**Bolsover District Council**

**Meeting of Council on 8<sup>th</sup> March 2023**

**LEVEL OF COUNCIL TAX**  
**2023/24**

**Report of the Assistant Director of Finance and Resources**

<b>Classification</b>	This report is Public
<b>Report By</b>	Assistant Director of Finance and Resources
<b>Contact Officer</b>	Theresa Fletcher Assistant Director of Finance and Resources 01246 242458 theresa.fletcher@bolsover.gov.uk

**PURPOSE / SUMMARY**

- The Localism Act 2011 requires the billing authority to calculate a Council Tax requirement for the year.
- The approved demand on the Collection Fund for this Council should be **£4,511,361**. The Council has now received all of the Parish Precept demands which total **£3,968,503** which together mean the total demand on the Collection Fund in 2023/24 will be **£8,479,864**.
- In order to calculate the Council Tax requirement for the area at the relevant bands, the demands of the County Council, Police Authority, Fire Authority and parish councils will also need to be taken into account.
- The Council has now received all the relevant precept demands from the other local authorities that precept upon this council as the billing authority for Council Tax.
- It should be noted that this report will be subject to a recorded vote.

**1 REPORT DETAILS**

- 1.1 It should be noted that the Chief Financial Officer has calculated the following amounts as the Council Tax Base for the year 2023/24.
- **22,900.72** being the amount calculated by the Council, in accordance with section 31B of the Local Government Finance Act 1992, as amended.

- The following being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as the amounts of its Council Tax Base for the year for dwellings in those parts of its area to which special items relate.

Parish	Parish Tax Base
Ault Hucknall	385.76
Barlborough	1,151.20
Blackwell	1,248.80
Clowne	2,553.92
Elmton	1,629.81
Glapwell	469.95
Hodthorpe	254.17
Langwith	861.92
Old Bolsover	3,564.45
Pinxton	1,568.90
Pleasley	762.40
Scarcliffe	565.64
Shirebrook	2,557.93
South Normanton	2,977.51
Tibshelf	1,238.03
Whitwell	1,110.33
<b>Total</b>	<b>22,900.72</b>

- 1.2 Calculation of the Council Tax requirement for the Council's own purposes for 2023/24 (excluding Parish Precepts) is **£4,511,361**.
- 1.3 That the following amounts be now calculated by the Council for 2023/24 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 (as amended):
- a) **£37,850,388** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils (Note – this is the District Council's Gross Expenditure including Parish Precepts).
  - b) **£29,370,524** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act (Note – this is the District Council's Gross Income).
  - c) **£8,479,864** being the amount by which the aggregate at 1.3(a) above exceeds the aggregate at 1.3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year. (Note - this sum is the total of the District's requirements of **£4,511,361** plus the total parish precepts of **£3,968,503**).
  - d) **£370.29** being the amount at 1.3(c) above divided by item 1.1 calculated by the Council, in accordance with Section 31B of the Act, as the basic

amount of its Council Tax for the year (Note – this is a calculated average for the District Council and the Parish precepts).

- e) **£3,968,503** being the aggregate amount of all special items referred to in Section 34(1) of the Act (as per 1.3c) (Note – this is the total Parish Precept amount that will be raised through Council Tax).
- f) **£197.00** being the amount at 1.3(d) above less the result given by dividing the amount at 1.3(e) by the amount at 1.1, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates (Note – this is the District Council Band D charge for Council Tax for 2023/24).
- g) Part of the Council's Area

The following being the amounts calculated by adding the amount at 1.3(f) to the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned in 1.3(d) divided in each case by the amount at 1.1(b). Calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate (Note – this is the sum of the District Council Band D and the individual Parish Band D).

Parish	Council Tax at Band D £
Ault Hucknall	305.88
Barlborough	289.95
Blackwell	413.21
Clowne	346.55
Elmton	369.30
Glapwell	382.13
Hodthorpe	365.55
Langwith	417.44
Old Bolsover	351.39
Pinxton	367.93
Pleasley	305.62
Scarcliffe	345.20
Shirebrook	509.75
South Normanton	317.40
Tibshelf	341.98
Whitwell	416.57

- h) Being the amounts given by multiplying the amounts at 1.3(f) and 1.3(g) by the number which in the proportion set out in Section 5(1) of the Act, is

applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in the different valuation bands (Note – this is the same as above but shown over all Valuation Bands).

Part of the Council's Area	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Ault Hucknall	203.92	237.90	271.89	305.88	373.85	441.82	509.79	611.75
Barlborough	193.30	225.51	257.73	289.95	354.38	418.81	483.24	579.89
Blackwell	275.47	321.38	367.29	413.21	505.03	596.85	688.68	826.41
Clowne	231.03	269.54	308.04	346.55	423.56	500.57	577.58	693.09
Elmton	246.20	287.23	328.26	369.30	451.36	533.43	615.49	738.59
Glapwell	254.75	297.21	339.67	382.13	467.04	551.96	636.88	764.25
Hodthorpe	243.70	284.31	324.93	365.55	446.78	528.01	609.24	731.09
Langwith	278.29	324.67	371.05	417.44	510.20	602.96	695.73	834.87
Old Bolsover	234.26	273.30	312.34	351.39	429.47	507.56	585.64	702.77
Pinxton	245.28	286.17	327.05	367.93	449.69	531.45	613.21	735.85
Pleasley	203.74	237.70	271.66	305.62	373.53	441.45	509.36	611.23
Scarcliffe	230.13	268.49	306.84	345.20	421.91	498.62	575.33	690.39
Shirebrook	339.83	396.47	453.11	509.75	623.02	736.30	849.58	1019.49
South Normanton	211.60	246.86	282.13	317.40	387.93	458.46	528.99	634.79
Tibshelf	227.98	265.98	303.98	341.98	417.97	493.97	569.96	683.95
Whitwell	277.71	324.00	370.28	416.57	509.14	601.71	694.28	833.13

1.4 That it be noted that for the year 2023/24 Derbyshire County Council, the Police and Crime Commissioner for Derbyshire and the Derbyshire Fire and Rescue have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Act 1992 for each of the categories of dwellings shown in the following table:

Precepting	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Derbyshire County Council	874.01	1,019.67	1,165.34	1,311.01	1,602.35	1,893.68	2,185.02	2,622.02
DCC - Adult Social Care	111.31	129.87	148.42	166.97	204.07	241.18	278.28	333.94
Police + Crime Commissioner	177.73	207.36	236.98	266.60	325.84	385.09	444.33	533.20
Fire + Rescue Service	57.23	66.76	76.30	85.84	104.92	123.99	143.07	171.68
	1,220.28	1,423.66	1,627.04	1,830.42	2,237.18	2,643.94	3,050.70	3,660.84

1.5 That, having calculated the aggregate in each case of the amounts at 1.3(h) and 1.4, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2023/24 for each of the categories of

dwellings (Note – this is the total charge for 2023/24 i.e. when all the individual precepts are added together.)

Part of the Council's Area	Valuation							
	A £	B £	C £	D £	E £	F £	G £	H £
Ault Hucknall	1,424.20	1,661.56	1,898.93	2,136.30	2,611.03	3,085.76	3,560.49	4,272.59
Barlborough	1,413.58	1,649.17	1,884.77	2,120.37	2,591.56	3,062.75	3,533.94	4,240.73
Blackwell	1,495.75	1,745.04	1,994.33	2,243.63	2,742.21	3,240.79	3,739.38	4,487.25
Clowne	1,451.31	1,693.20	1,935.08	2,176.97	2,660.74	3,144.51	3,628.28	4,353.93
Elmton	1,466.48	1,710.89	1,955.30	2,199.72	2,688.54	3,177.37	3,666.19	4,399.43
Glapwell	1,475.03	1,720.87	1,966.71	2,212.55	2,704.22	3,195.90	3,687.58	4,425.09
Hodthorpe	1,463.98	1,707.97	1,951.97	2,195.97	2,683.96	3,171.95	3,659.94	4,391.93
Langwith	1,498.57	1,748.33	1,998.09	2,247.86	2,747.38	3,246.90	3,746.43	4,495.71
Old Bolsover	1,454.54	1,696.96	1,939.38	2,181.81	2,666.65	3,151.50	3,636.34	4,363.61
Pinxton	1,465.56	1,709.83	1,954.09	2,198.35	2,686.87	3,175.39	3,663.91	4,396.69
Pleasley	1,424.02	1,661.36	1,898.70	2,136.04	2,610.71	3,085.39	3,560.06	4,272.07
Scarcliffe	1,450.41	1,692.15	1,933.88	2,175.62	2,659.09	3,142.56	3,626.03	4,351.23
Shirebrook	1,560.11	1,820.13	2,080.15	2,340.17	2,860.20	3,380.24	3,900.28	4,680.33
South Normanton	1,431.88	1,670.52	1,909.17	2,147.82	2,625.11	3,102.40	3,579.69	4,295.63
Tibshelf	1,448.26	1,689.64	1,931.02	2,172.40	2,655.15	3,137.91	3,620.66	4,344.79
Whitwell	1,497.99	1,747.66	1,997.32	2,246.99	2,746.32	3,245.65	3,744.98	4,493.97

1.6 That the persons named below are hereby authorised in accordance with Section 223 of the Local Government Act 1972 to:

- a) Collect and recover any Council Tax due to the Council.
- b) Prosecute and appear on behalf of the Council at the hearing of any legal proceedings by way of an application for the issue of a liability order or warrant for the issue of a liability order or warrant of commitment in respect of unpaid Council Tax.
- c) Collect and recover any Community Charges and National Non-Domestic Rates due to the Council.
- d) Prosecute and appear on behalf of the Council at the hearing of any legal proceedings by way of an application for the issue of a liability order or warrant of commitment in respect of unpaid National-Non Domestic Rates.
- e) Prosecute and appear on behalf of the Council at the hearing of any legal proceedings by way of an application for the issue of a distress warrant of commitment in respect of unpaid rates of Section 97, 102 and 103 respectively of the General Rates Act 1967.

Mrs M Whetton	Revenues and Benefits Manager
Mrs J Lyons	Senior Court Officer
Mrs VJ Warhurst	Senior Revenues Officer
Mrs A Bowman	Senior Revenues Officer
Mrs P Bates	Senior Revenues Officer
Miss G Jackson	Senior Revenues Officer



Given that the officers performing this role may change during the course of the financial year it is recommended that delegated powers be granted to the Council's Chief Financial Officer to authorise amendments to the above list should this prove necessary.

**2. Reasons for Recommendation**

- 2.1 This report sets out for approval by Council the precepts of the relevant public authorities operating in the area of Bolsover District Council in order for Council to agree the Council Tax liability for local residents in respect of 2023/24.

**3 Alternative Options and Reasons for Rejection**

- 3.1 The Council is legally obliged to approve the Council Tax for the financial year 2023/24.

---

**RECOMMENDATIONS**

1. That Council formally approves the Council Tax for the Financial Year 2023/24 as set out in this report.
2. The Council authorises the officers as set out in section 1.6 above to undertake the identified duties in accordance with section 223 of the Local Government Act 1972, and delegates to the Council's Chief Financial Officer the authority to authorise any amendments to the list of named officers that may prove necessary during the course of the financial year.

---

Approved by the Portfolio Holder - Cllr Clive Moesby, Executive Member for Finance

**IMPLICATIONS:**

**Finance and Risk:**                      Yes                       No

**Details:**

Bolsover District Council administers the Collection Fund for all of the precepting authorities operating within the area of Bolsover. In order to pay the amounts requested by the various precepting authorities, including Bolsover District Council, it is necessary to set a Council Tax which raises sufficient funding to ensure that the Collection Fund can meet the financial demands placed upon it.

On behalf of the Section 151 Officer

**Legal (including Data Protection):**                      Yes                       No

**Details:**

The Council is legally required to set a council tax for its area.

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:**

Not applicable to this report.

**Staffing:** Yes  No

**Details:**

There are no human resource implications arising directly from this report.

On behalf of the Head of Paid Service

**DECISION INFORMATION**

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

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

<p><b>Links to Council Ambition: Customers, Economy and Environment.</b></p>

<b>DOCUMENT INFORMATION</b>	
<b>Appendix No</b>	<b>Title</b>

<b>Background Papers</b>
<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**

**Council on 8<sup>th</sup> March 2023**

**Auditor's Annual Report - 2021/22**

**Report of the Portfolio Holder for Finance**

<b>Classification</b>	This report is public
<b>Report By</b>	Assistant Director of Finance and Resources
<b>Contact Officer</b>	Theresa Fletcher 01246 242548 theresa.fletcher@bolsover.gov.uk

**PURPOSE / SUMMARY**

For Council to consider the Auditor's Annual Report in respect of 2021/22 at **Appendix 1**, which has been prepared by Mazars for consideration by Elected Members of the Council and other stakeholders.

**1 Report Details**

1.1 That Council consider **Appendix 1** from the Council's External Auditor, Mazars.

**2 Reasons for Recommendation**

2.1 To ensure that Council is able to effectively consider the outcomes of the work undertaken by the Council's external auditors.

**3 Alternative Options and Reasons for Rejection**

3.1 A copy of the Auditor's Annual Report is available on the Council's website and will be considered by the Audit and Corporate Overview Committee at its meeting on 16<sup>th</sup> March 2023. Together with inclusion on this Council agenda these measures should help ensure an appropriate level of consideration by Elected Members and other stakeholders.

**RECOMMENDATIONS**

1. That Council considers and notes **Appendix 1**, the report from the Council's External Auditor, Mazars.

Approved by Councillor Clive Moesby, Portfolio Holder for Finance

**IMPLICATIONS:**

**Finance and Risk:**            Yes             No

**Details:**

There are no additional financial implications arising from this report.

On behalf of the Section 151 Officer

**Legal (including Data Protection):**            Yes             No

**Details:**

None arising directly from this report.

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:**

Not applicable to this report

**Staffing:**            Yes             No

**Details:**

None arising directly from this report.

On behalf of the Head of Paid Service

**DECISION INFORMATION**

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

<b>District Wards Significantly Affected</b>	None directly
<b>Consultation:</b> 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 type="checkbox"/>	Details:  Portfolio Holder for Finance

<b>Links to Council Ambition: Customers, Economy and Environment.</b>

<b>DOCUMENT INFORMATION</b>	
<b>Appendix No</b>	<b>Title</b>
1	Bolsover District Council – Auditor’s Annual Report 2021/22

<b>Background Papers</b>
<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

# Auditor's Annual Report

Bolsover District Council – year ended 31  
March 2022

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February 2023



# Contents

- 01 Introduction
- 02 Audit of the financial statements
- 03 Commentary on VFM arrangements
- 04<sup>32</sup> Other reporting responsibilities

Our reports are prepared in the context of the 'Statement of responsibilities of auditors and audited bodies' issued by Public Sector Audit Appointments Ltd. Reports and letters prepared by appointed auditors and addressed to members or officers are prepared for the sole use of the Council. No responsibility is accepted to any member or officer in their individual capacity or to any third party.

Mazars LLP is the UK firm of Mazars, an international advisory and accountancy group. Mazars LLP is registered by the Institute of Chartered Accountants in England and Wales



# 01

## Section 01: **Introduction**

# 1. Introduction

## Purpose of the Auditor's Annual Report

Our Auditor's Annual Report (AAR) summarises the work we have undertaken as the auditor for Bolsover District Council ('the Council') for the year ended 31 March 2022. Although this report is addressed to the Council, it is designed to be read by a wider audience including members of the public and other external stakeholders.

Our responsibilities are defined by the Local Audit and Accountability Act 2014 and the Code of Audit Practice ('the Code') issued by the National Audit Office ('the NAO'). The remaining sections of the AAR outline how we have discharged these responsibilities and the findings from our work. These are summarised below.



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### Opinion on the financial statements

We issued our audit report on 28 November 2022. Our opinion on the financial statements was unqualified.



### Whole of Government Accounts (WGA)

We have not yet received group instructions from the National Audit Office in respect of our work on the Council's WGA submission. We are unable to commence our work in this area until such instructions have been received.



### Value for Money arrangements

In our audit report issued we reported that we had not completed our work on the Council's arrangements to secure economy, efficiency and effectiveness in its use of resources and had not identified significant weaknesses in those arrangements at the time of reporting. Section 3 confirms that we have now completed this work and provides our commentary on the Council's arrangements.



### Wider reporting responsibilities

The 2014 Act requires us to give an elector, or any representative of the elector, the opportunity to question us about the accounting records of the Council and to consider any objection made to the accounts. No such correspondence from electors has been received.

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# 02

Section 02:

## **Audit of the financial statements**

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# 2. Audit of the financial statements

## The scope of our audit and the results of our opinion

Our audit was conducted in accordance with the requirements of the Code, and International Standards on Auditing (ISAs).

The purpose of our audit is to provide reasonable assurance to users that the financial statements are free from material error. We do this by expressing an opinion on whether the statements are prepared, in all material respects, in line with the financial reporting framework applicable to the Council and whether they give a true and fair view of the Council's financial position as at 31 March 2022 and of its financial performance for the year then ended. Our audit report, issued on 28 November 2022 gave an unqualified opinion on the financial statements for the year ended 31 March 2022.

## Qualitative aspects of the Council's accounting practices

We reviewed the Council's accounting policies and disclosures and concluded they comply with the 2021/22 Code of Practice on Local Authority Accounting, appropriately tailored to the Council's circumstances.

## Level of misstatements

We report any errors or misstatements above a trivial threshold (£40k) identified from our work to the Governance & Standards Committee in our Audit Completion Report.

For 2021/22, we reported s misstatement in the pension liabilities balance. Management has opted not to adjust this misstatement because the value is below materiality and thus the financial statement are fairly presented.

## Management co-operation during the audit

We had positive co-operation from management during the audit and in particular want to thank the Assistant Director of Finance and Resources and the Principal Accountant for their support throughout.

## Internal control recommendations

The purpose of our audit was to express an opinion on the financial statements. As part of our audit, we considered the internal controls in place relevant to the preparation of the financial statements in order to design audit procedures to allow us to express an opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of internal control or to identify any significant deficiencies in their design or operation.

Our detailed findings and recommendations were included in the Audit Completion Report to the Council's Governance & Standards Committee, confirming there were no 'high' priority recommendations with potential for financial loss, damage to reputation or loss of information that may have implications for the achievement of business strategic objectives for immediate implementation.

## 2. Audit of the financial statements

### Main financial statement audit risks and findings

Our audit approach is risk-based and primarily driven by the issues that we consider lead to a higher risk of material misstatement of the accounts. Once we have completed our risk assessment, we develop our audit strategy and design audit procedures in response to this assessment. Following the risk assessment, we identified risks relevant to the audit of financial statements and the significant audit risks and conclusions reached are set out below:

Audit Risk	Level of audit risk	How we addressed the risk	Audit conclusions
<p><b>Management override of controls</b></p> <p>This is a mandatory significant risk on all audits due to the unpredictable way in which such override could occur.</p>	<p><b>Significant risk:</b> an area that, in our judgment, requires special audit consideration.</p>	<p>We addressed the risk through performing work over accounting estimates, journal entries and considering whether there were any significant transactions outside the normal course of business or otherwise unusual. In addition, we made enquiries of management and used our data analytics and interrogation software to extract accounting journals for detailed testing on specific risk characteristics.</p>	<p>There are no significant matters to report in respect of management override of controls.</p>
<p><b>Valuation of land &amp; buildings and investment properties and council dwellings</b></p> <p>The valuation of these properties is complex and is subject to a number of management assumptions, judgements and a high degree of estimation uncertainty covering:</p> <ul style="list-style-type: none"> <li>• Council dwellings (£244,2m – Note 11)</li> <li>• Other Land &amp; Buildings (£17,6m - Note 11)</li> <li>• Surplus Assets (1,5m – Note 11)</li> <li>• Investment Properties (£5,5m – Note 12)</li> </ul>	<p><b>Significant risk</b></p>	<p>Our procedures to address this risk included, but was not limited to:</p> <ul style="list-style-type: none"> <li>• considering whether the overall revaluation methodologies used by the Council’s valuers are in line with industry practice, the CIPFA Code of Practice and the Council’s accounting policies;</li> <li>• assessing whether valuation movements are in line with market expectations by using third party information to provide information on regional valuation trends;</li> <li>• critically assessing the approach that the Council adopts to ensure assets that are not subject to revaluation in 2021/22 are materially correct, including considering the robustness of that approach in light of the valuation information reported by the Council’s valuers;</li> <li>• testing a sample of individual valuations, back to source records to ensure appropriateness and to gain assurance over whether the correct accounting treatment has been applied; and</li> <li>• to address the prior period errors we have reviewed the work performed by the values through inspecting supporting evidence and for further assurances we have tested the final values against relevant indices.</li> </ul>	<p>There are no significant matters to report in respect of valuation of land, building and dwelling assets.</p>
<p><b>Valuation of the net pension liability</b></p> <p>The defined benefit liability relating to the Local Government pension scheme represents significant balances on the Council’s balance sheet. The Council relies on an actuary to provide an annual valuation of these liabilities in line with the requirements of IAS 19 Employee Benefits. Due to the high degree of estimation uncertainty associated with this valuation, we have determined there is a significant risk of misstatement in this area.</p>	<p><b>Significant risk</b></p>	<p>Our procedures to address this risk included, but was not limited to:</p> <ul style="list-style-type: none"> <li>• liaising with the auditors of the Derbyshire Pension Fund to gain assurance that the controls in place at the Pension Fund are designed and implemented correctly. This included the processes and controls in place to ensure data provided to the Actuary by the Pension Fund for the purposes of the IAS 19 valuation is complete and accurate;</li> <li>• reviewing the appropriateness of the Pension Asset and Liability valuation methodologies applied by the Pension Fund Actuaries, and the key assumptions included within the valuations. This included comparing them to expected ranges, utilising information by the consulting actuary engaged by the National Audit Office</li> </ul>	<p>There are no significant matters to report in respect of valuation of net pension liability.</p>

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# 03

Section 03:

**Commentary on VFM arrangements**

# 3. Commentary on VFM arrangements

## Overall summary

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# 3. VFM arrangements – Overall summary

## Approach to Value for Money arrangements work

We are required to consider whether the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The NAO issues guidance to auditors that underpins the work we are required to carry out and sets out the reporting criteria that we are required to consider. The reporting criteria are:

- **Financial sustainability** – How the Council plans and manages its resources to ensure it can continue to deliver its services
- **Governance** - How the Council ensures that it makes informed decisions and properly manages its risks
- **Improving economy, efficiency and effectiveness** - How the Council uses information about its costs and performance to improve the way it manages and delivers its services

Our work is carried out in three main phases.

### Phase 1 - Planning and risk assessment

At the planning stage of the audit, we undertake work so we can understand the arrangements that the Council has in place under each of the reporting criteria; as part of this work we may identify risks of significant weaknesses in those arrangements.

We obtain our understanding of arrangements for each of the specified reporting criteria using a variety of information sources which may include:

- NAO guidance and supporting information
- Information from internal and external sources including regulators
- Knowledge from previous audits and other audit work undertaken in the year
- Interviews and discussions with staff and directors

Although we describe this work as planning work, we keep our understanding of arrangements under review and update our risk assessment throughout the audit to reflect emerging issues that may suggest there are

further risks of significant weaknesses.

### Phase 2 - Additional risk-based procedures and evaluation

Where we identify risks of significant weaknesses in arrangements, we design a programme of work to enable us to decide whether there are actual significant weaknesses in arrangements. We use our professional judgement and have regard to guidance issued by the NAO in determining the extent to which an identified weakness is significant.

### Phase 3 - Reporting the outcomes of our work and our recommendations

We are required to provide a summary of the work we have undertaken and the judgments we have reached against each of the specified reporting criteria in this Auditor's Annual Report. We do this as part of our Commentary on VFM arrangements which we set out for each criteria later in this section.

We also make recommendations where we identify weaknesses in arrangements or other matters that require attention from the Council. We refer to two distinct types of recommendation through the remainder of this report:

- **Recommendations arising from significant weaknesses in arrangements**

We make these recommendations for improvement where we have identified a significant weakness in the Council arrangements for securing economy, efficiency and effectiveness in its use of resources. Where such significant weaknesses in arrangements are identified, we report these (and our associated recommendations) at any point during the course of the audit.

- **Other recommendations**

We make other recommendations when we identify areas for potential improvement or weaknesses in arrangements which we do not consider to be significant but which still require action to be taken

The table on the following page summarises the outcomes of our work against each reporting criteria, including whether we have identified any significant weaknesses in arrangements or made other recommendations.

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


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# 3. VFM arrangements – Overall summary

## Overall summary by reporting criteria

Reporting criteria	2020/21 Actual significant weaknesses identified?	2021/22 Commentary page reference	2021/22 Identified risks of significant weakness?	2021/22 Actual significant weaknesses identified?	2021/22 Other recommendations made?
 Financial sustainability	No	13	No	No matters arising in 2021/22.	No
 Governance	No	16	No	No matters arising in 2021/22.	No
 Improving economy, efficiency and effectiveness	No	19	No	No matters arising in 2021/22.	No

# 3. VFM arrangements – Overall summary

## Context of the Auditor’s Annual Report

Our Auditor’s Annual Report summarises the work we have undertaken as the auditor for Bolsover District Council for the year ended **31 March 2022**, where at the time of reporting in November 2022, we recognise that the social, political and economic environment has changed and local government is facing significant challenges including:

- **Cost of Living:** With most people experiencing financial pressure, spending habits are changing. High energy costs and increasing food prices have impacted on levels of disposable income. With wage (and potentially benefit) increases failing to keep pace with inflation, more people will be facing hardship.
- **Added budget pressures:** With inflation soaring, the cost of goods, services and resources are becoming more expensive. Local authorities are not immune to the increasing cost of energy supply, although the government announcements on energy caps help, many local authorities are still facing higher costs. Local authorities typically budget for modest salary increases year on year, but expectations and demands on salary increases have changed and consideration on how they are to be funded is required.
- **Cost of Borrowing:** The Bank of England base rate has risen to 4% in February 2023 meaning that the cost of borrowing for capital projects has increased significantly.
- **Contractors and Suppliers:** The cost-of-living crisis has resulted in business failures. Although government support has been announced, some businesses will continue to struggle, with a greater risk of supplier failure. Supply failures anywhere in the supply chain will have a knock-on effect.
- **Service Delivery:** Any budget reductions and savings plans are going to impact the ability of local authority services to maintain levels of delivery, particularly at a time of increased demand.

We maintain a watching brief over the key issues facing Bolsover District Council and, should we identify a risk of significant weakness in arrangements, will follow the process as described in section 3 to promptly raise these with management and issue any reports to the Audit and Corporate Overview Scrutiny Committee as part of our audit for the year ending 31 March 2023.

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# 3. VFM arrangements

## Financial Sustainability

How the body plans and manages its resources to ensure it can continue to deliver its services

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# 3. VFM arrangements – Financial Sustainability

## Overall commentary on the Financial Sustainability reporting criteria

Significant weakness in 2020/21	Nil.
Significant weaknesses identified in 2021/22	Nil.

### Position brought forward from 2020/21

As set out in the table above, there are no indications of a significant weakness in the Council's arrangements for financial sustainability brought forward from 2020/21. At the end of 2021 the council's usable reserves were held at £50.4m and this was an improvement of £6.1m from the previous year. These reserves served as means to mitigate future financial challenges and support savings and efficiencies plans.

### Overall responsibilities for financial governance

We have reviewed the Council's overall governance framework, including Council and committee reports, the Annual Governance Statement, and Statement of Accounts for 2021/22. These confirm the Council undertook its responsibility to define the strategic aims and objectives, approve budgets and monitor financial performance against budgets and plans to best meet the needs of the Council's service users. We also note that in December 2021, the Assistant Director of Finance and Resources submitted a revised Medium Term Financial Plan which incorporated changes to the original budget. The main variance between the original and revised budget was less than £0.067m and this is indicative of the precision in budget setting and governance by the Council.

These arrangements are in line with what we would expect for a district Council and we did not identify any significant weaknesses in arrangements.

### The Council's financial planning and monitoring arrangements

Through our review of Council and committee reports, meetings with management and relevant work performed on the financial statements, we are satisfied that the Council's arrangements for budget monitoring remain appropriate, including quarterly reporting to Members and well established arrangements for year-end financial reporting.

As part of our audit process, we reviewed Revenue And Capital Outturn Position for 2021/22. we noted that for Capital Expenditure the council has a total spend of £15.546m, the budget for 2021/22 was set at £22.358m. The slippage has been carried forward to 2022/23.

Through review of the general fund budget the Council had anticipated a shortfall of £82k, however at year end the council had a saving of £1.170k. The savings were mainly due to additional income from council tax and reduced cost staff related costs. The Council made a further saving via the HRA outturn of £0,387m as opposed to the budgeted saving of £0,006m. The main saving was also due to staff costs saving as well as additional rent income.

The Council's financial outturn does not present us with any significant concerns relating to financial planning and monitoring arrangements.

# 3. VFM arrangements – Financial Sustainability

## Overall commentary on the Financial Sustainability reporting criteria

### Financial Statement performance 2021/22

We carried out a high level analysis of the audited financial statements, including the Comprehensive Income and Expenditure Statement, the Balance Sheet and Movement in Reserves Statement. The Council's balance sheet position does not highlight any concerns. The Council's usable reserves have declined by £1.792m from £50.419m to £48.627m in 2021/22, with:

- General Fund & Earmarked Reserves of £26.375m, up from £25.785m in the prior year
- HRA Reserve of £13.886m, down from £17.460m in 2020/21
- Capital Reserves of £8.955m, up from £6.583m in 2020/21.

Based on our review, the Council's reserves position does not indicate a risk of significant weakness in VFM arrangements for financial sustainability and provides some mitigation against future financial challenges, and will assist in addressing future volatility and support savings and efficiencies plans. The Council will need to continue to ensure that any use of reserves to smooth the financial position over the next few years is properly planned and the use of reserves cannot be relied on to provide a long term solution to funding gaps.

### Arrangements for the identification, management and monitoring of funding gaps and savings

The Medium Term Financial Plan (MTFP) is a current plus four year plan ending 2025/26 which sets out the Council's commitment to provide services that meet the needs of people locally and that represent good value for money within the overall resources available to it. A key part of the strategy is to highlight the budget issues that will need to be addressed by the Council over the coming financial years, by forecasting the level of available resources from all sources and budget pressures relating to both capital and revenue spending as well as assessing sufficient reserves and provisions are held for past and unknown events which may impact on the Council's resources.

The MTFP is prepared alongside other plans and strategies (for example the workforce planning and Capital

and Investment Strategies) and there is a process in place for challenging any growth items and agreeing the achievability of planned savings.

### The Council's arrangements and approach to financial planning 2022/23

We reviewed the Medium Term Financial Plan (MTFP) set from 2021/22 to 2025/26. The key part of the plan is to highlight the budget issues that will need to be addressed by the Council over the coming financial years, by forecasting the level of available resources from all sources and budget pressures relating to both capital and revenue spending as well as assessing sufficient reserves and provisions are held for past and unknown events which may impact on the Council's resources. All capital slippage for 2021/22 has been transferred to 2022/23. The original budget shows that the council will have a surplus in 2023.

In November 2022, the Council presented a revised budget for 2022/23 where the Council has reported a saving of £0.082m which is largely in line with original budget.

**Based on the above considerations we are satisfied there is not a significant weakness in the Council's arrangements in relation to financial sustainability for the year ended 31 March 2022.**



# 3. Commentary on VFM arrangements

## Governance

How the body ensures that it makes informed decisions and properly manages its risks

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# 3. VFM arrangements – Governance

## Overall commentary on the Governance reporting criteria

Significant weakness in 2020/21	Nil.
Significant weaknesses identified in 2021/22	Nil.

### The Authority's governance structure

The Council has an established risk management framework and systems in place which are built into the governance structure of the organisation. There is an updated and approved Risk Management Strategy which includes the Council's approach, guidance, the Council's risk appetite and roles and responsibilities. There is a Risk Management Group in place, chaired by the appropriate Cabinet member, which includes relevant senior managers. The group oversees all the Council's operational and strategic risk registers and provides challenge as part of the process. The Group provides regular reports to the Audit and Corporate Overview Scrutiny Committee to provide assurance on the risk management arrangements in place and confirm that they are regularly reviewed and are working effectively. These arrangements are consistent with what we would expect at a local authority and are adequate for the Council's purposes.

### Risk management and internal control

The Council has an established risk management framework and systems in place which are built into the governance structure of the organisation. The Council has an annual Internal Audit plan which is agreed with management at the start of the financial year and is reviewed by the Audit and Corporate Overview Scrutiny Committee prior to final approval.

The audit plan is based on an assessment of risks the Council faces and is designed to ensure there is assurance on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control. The planned work can be supplemented if necessary by ad hoc reviews in respect of suspected irregularities and other work commissioned by Officers and Members of the Council where relevant

to respond to emerging risks and issues. We have reviewed the Internal Audit plans for 2020/21 and 2021/22 and confirmed they are consistent with the risk based approach.

Internal Audit progress reports are presented to each Audit and Corporate Overview Scrutiny Committee meeting including follow up reporting on recommendations from previous Internal Audit reports. From our attendance at meetings, we are satisfied this allows the Committee to effectively hold management to account. At the end of each financial year the Internal Audit Consortium provides an opinion based on the work completed during the year. For 2020/21 the Internal Audit Consortium concluded that a reasonable level of assurance could be provided on the overall adequacy and effectiveness of the Council's framework for governance, risk management and control.

Throughout the year we have attended Audit and Corporate Overview Scrutiny Committee meetings. Through attendance at these meetings we have confirmed that the committee receive regular updates on both internal audit progress and risk management in the form of risk registers. We have seen active member engagement from the Committee who challenge the papers and reports which they receive from officers, internal audit and external audit.

# 3. VFM arrangements – Governance

## Overall commentary on the Governance reporting criteria - continued

### Arrangements for budget setting and budgetary control

The Council has an established set of arrangements in place for budget setting and control. The process is set out and approved through the Constitution, which encompasses the budget setting rules and financial procedures. The framework includes:

- Clear responsibilities, including the role of the CFO in leading the budget setting process and providing professional advice, and the reservation of the approval of the Budget to the Council
- Budget setting guidance to managers, with the process normally starting in August to get an early understanding of the key relevant factors and future budget requirements. Although existing budgets are in most cases used as a basis determining the next year's estimates they are not merely rolled forward with only challenge to staff number assumptions and growth and savings proposals.
- Close working between the finance team and with external advisors and neighbouring councils to agree the key budget assumptions, which are challenged and agreed through the budget review process by the Senior Leadership Team, Audit and Corporate Overview Scrutiny Committee, Executive and Council.

Following approval of the budget, budget monitoring commences to monitor progress against targets. Budget monitoring responsibilities of budget holders are documented and they are supported in this role by the finance team. Budget monitoring reports are produced on a monthly basis and there are regular meetings held, including finance team members, to discuss the financial performance and forecasts. There are rules in place regarding the reporting of budget variances and budget changes.

The Council also ensures that Quarterly Financial performance monitoring reports are presented to the Executive and under the updated committee arrangements to the Audit and Corporate Overview Scrutiny Committee. The reports cover General Fund and Housing Revenue Account spend and income to date and forecast against budget, Capital Programme progress and Treasury Management activities. and forecast significant variations are investigated and reported on, together with any corrective action being taken. Our review of the relevant meeting minutes confirmed there was challenge and scrutiny of the process.

We have reviewed the budget setting arrangements through observation and discussions with Officers and no matters have been identified indicating a significant weakness in arrangements.

We have reviewed minutes of meetings and the year end financial outturn reports presented to the Executive during the year as well as the narrative statement to the financial statements. These are indicative of good budget setting and monetary control. In addition, we have reviewed capital expenditure as presented in the financial statements with no issues arising from our testing of additions.

**Overall, we have not identified any indicators of a significant weakness in the Council's arrangements relating to the Governance criteria for the year ended 31 March 2022.**



# 3. Commentary on VFM arrangements

## Improving economy, efficiency and effectiveness

How the body uses information about its costs and performance to improve the way it manages and delivers its services

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# 3. VFM arrangements – Improving Economy, Efficiency and Effectiveness

## Overall commentary on the Improving Economy, Efficiency and Effectiveness reporting criteria

Significant weakness in 2020/21	Nil.
Significant weaknesses identified in 2021/22	Nil.

The Council has in place 2020-2024 Ambition which encompasses its vision to become a dynamic, self-sufficient and flexible Council that delivers excellent services, whilst adapting to local aspirations and acting as the economic and environmental driver for Bolsover District. To achieve this, the Council has three aims designed to deliver this vision through priorities that cover the Council Ambition 2020-2024 and these are related to Customers, Economy and the Environment.

The Council has identified the key performance indicators, and target levels of performance, in relation to these priorities. The performance targets are informed by national standards, local benchmarking and experience and subject to initial challenge and confirmation. The Council has in place a performance management framework which includes identified responsibilities of managers and processes for regular performance reporting and corrective action if required. Portfolio Holders meet regularly with Assistant Directors and Directors to discuss, amongst other things, the performance of services against targets. There is quarterly reporting to the Audit and Corporate Overview Scrutiny Committee and the Executive. These quarterly reports take the form of a dashboard and identify whether the performance is achieved or on/off track. The quarterly reports include an appropriate commentary to explain any significant factors which are affecting performance and actions being taken to correct performance. We are satisfied with scrutiny done on these reports we also note that there are no issues noted by the Head of the Internal Audit Consortium that would give rise to suspicions that there may be performance issues.

On an annual basis, the Council’s overall performance is summarised in the Narrative Report as part of the Statement of Accounts. This outlines the Council’s progress against its ambitions, highlighting key successes and risk areas. The Narrative Report also includes an agreed plan for subsequent years, including any areas for improvement. This provides the public with an overall assessment of the Council activities for the financial year

A sample of targets as reported in the Q4 report for 21/22 have been reviewed and confirmed that this was inline with what has been reported in the narrative report which forms part of the annual financial statements. The quarterly reports demonstrate that performance has been managed throughout the 2021/22 year and any significant variances have been justified. Overall, we believe there is sufficient evidence to demonstrate adequate arrangements for performance monitoring and management at the Council.

We identified one significant change in the Council’s partnership and group structure where the council has made the decision to dissolve its joint venture with Woodhead Regeneration and acquired Dragonfly Development Limited as a wholly owned company. We note that this decision was made in the financial year 2022/23 and this purchase will be reviewed further in our audit for 2022/23.

We are satisfied the Council continues to have arrangements for standing financial instructions, purchase order controls and our work on the financial statements has not identified any significant internal control deficiencies regarding purchasing controls.

**Overall, we have not identified any indicators of a significant weakness in the Council’s arrangements relating to the Improving Economy, Efficiency and Effectiveness criteria for the year ended 31 March 2022.**

# 04

Section 04:

## **Other reporting responsibilities and our fees**

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# 4. Other reporting responsibilities and our fees

## Matters we report by exception

The Local Audit and Accountability Act 2014 provides auditors with specific powers where matters come to our attention that, in their judgement, require specific reporting action to be taken. Auditors have the power to:

- issue a report in the public interest;
- make statutory recommendations that must be considered and responded to publicly;
- apply to the court for a declaration that an item of account is contrary to the law; and
- issue an advisory notice.

We have not exercised any of these statutory reporting powers.

The 2014 Act also gives rights to local electors and other parties, such as the right to ask questions of the auditor and the right to make an objection to an item of account. We did not receive any such objections or questions.

## Reporting to the National Audit Office (NAO) in respect of Whole of Government Accounts (WGA) consolidation data

The NAO, as group auditor, requires us to complete the WGA Assurance Statement in respect of its consolidation data. We have not received the instructions from the NAO and therefore this work remains incomplete.

## 4. Other reporting responsibilities and our fees

### Fees for work as the Council's auditor

We reported our proposed fees for the delivery of our work under the Code of Audit Practice in our Audit Strategy Memorandum. Having substantially completed our work for the 2021/22 financial year, we can confirm that our fees are as follows:

Area of work	2020/21 fees	2021/22 fees	2022/23 Scale Fee
Scale fee in respect of our work under the Code of Audit Practice	£38,046	£38,046	£47,458
Additional cost in respect of:			
• Additional testing on IAS19 Pension Liabilities*	£2,998	£3,300	N/A – included in the scale fee
• Additional testing on valuation of land, buildings, council dwellings and investment properties*	£4,068	£4,500	N/A – included in the scale fee
<b>Comparable fee</b>	<b>£45,112</b>	<b>£45,846</b>	<b>£47,458</b>
Additional costs arising from:			
• Additional work from the introduction of new auditing standards (ISA 540 Estimates)	£2,016	£2,900	TBC
• Other additional testing	£1,188	-	
Additional cost in respect of the new VFM approach	£9,293	£7,500	TBC
<b>Total fees</b>	<b>£57,609</b>	<b>£56,146</b>	<b>TBC</b>

\*The scale fee for 2022/23 has been uplifted to take into account a permanent increase for pension testing and testing of land & buildings

Fee variations subject to PSAA approval process.

### Fees for other work

We confirm that we have undertaken one assurance related service for the Council in the year: Assurance return on the pooling of housing capital receipts for £4,000

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Mazars is an internationally integrated partnership, specialising in audit, accountancy, advisory, tax and legal services\*. Operating in over 90 countries and territories around the world, we draw on the expertise of 40,400 professionals – 24,400 in Mazars' integrated partnership and 16,000 via the Mazars North America Alliance – to assist clients of all sizes at every stage in their development.

\*where permitted under applicable country laws.



**Bolsover District Council**

**Meeting of the Council on 8<sup>th</sup> March 2023**

**Annual Pay Policy Statement 2023/24**

**Report of the Portfolio Holder for Corporate Governance**

<b>Classification</b>	This report is Public
<b>Report By</b>	Oliver Fishburn, HR & Payroll Manager, 01246 242525 <a href="mailto:Oliver.fishburn@bolsover.gov.uk">Oliver.fishburn@bolsover.gov.uk</a>
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**PURPOSE/SUMMARY OF REPORT**

- For the following policy to be brought to Council for consideration:
  - Annual Pay Policy Statement 2023/24

**REPORT DETAILS**

**1. Background**

- 1.1 The pay policy statement sets out the Council’s policy on pay for senior managers and employees and is in accordance with the requirements of Section 38 of the Localism Act 2011 and Supplementary Guidance 2013.
- 1.2 The Pay Policy Statement is brought to full Council on an annual basis.
- 1.3 Any amendments to the policy statement, other than minor updates to reflect the 2022/23 pay agreement and 2023/24 pay agreement will require the approval of Full Council.
- 1.4 The Annual Pay Policy Statement for 2023/24 reflects the current position based on decisions previously taken at Full Council.
- 1.5 Under the Local Government Transparency Code 2015 additional organisational information is required to be published annually on the website. This consists of third tier organisation charts, senior salaries information, including functional

responsibilities, budget amounts and numbers of staff responsible for, together with details of trade union facility time

- 1.6 Please find attached the Annual Pay Policy Statement 2023/24 for consideration at Appendix 1.

**2. Details of Proposal or Information**

- 2.1 For Council to consider the Annual Pay Policy Statement 2023/24. The Statement reflects decisions previously approved at Full Council.

**3. Reasons for Recommendation**

- 3.1 Agreement to the Annual Pay Policy Statement fulfils both legal and best practice guidance for employers. It also reflects decisions previously approved at Full Council.

**4 Alternative Options and Reasons for Rejection**

- 4.1 The alternative option is not to have the Annual Pay Policy Statement which has been rejected on the grounds of risk to the Council of failing to fulfil legal obligations and best practice.

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**RECOMMENDATION(S)**

1. That Council support the Annual Pay Policy Statement 2023/24

Approved by Cllr Duncan McGregor, Portfolio Holder for Corporate Governance

**IMPLICATIONS:**

**Finance and Risk:**            Yes             No

**Details:** None directly from this report

On behalf of the Section 151 Officer

**Legal (including Data Protection):**            Yes             No

**Details:** None arising directly from this report.

On behalf of the Solicitor to the Council

**Environment:**

**Details:** N/A

**Staffing:**            Yes             No

**Details:** None arising directly from this report.

On behalf of the Head of Paid Service



## DECISION INFORMATION

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

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

<p><b>Links to Council Ambition: Customers, Economy and Environment.</b></p>

DOCUMENT INFORMATION	
Appendix No	Title
1	BDC Annual Pay Policy Statement 2023/24

<p><b>Background Papers</b>  <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></p>
None

## **BOLSOVER DISTRICT COUNCIL** **Pay Policy Statement 2023/2024**

### 1. Introduction

This Pay Policy for Bolsover District Council has been prepared in accordance with regulation 38 (1) of the Localism Act 2011.

The Council's Pay Policy for Chief Officers which covers appointments, remuneration and terms and conditions of appointment are set at Full Council before they come into force and are prepared annually. The responsibility to approve the Pay Policy cannot be delegated from Council.

This Policy relates to the period from 1st April 2023 to 31st March 2024 and may be amended by Council during this time.

### 2. Scope

The Pay Policy relates to Chief Officers as defined by the Local Government and Housing Act 1989 and includes the following Posts:-

- Head of Paid Service (Chief Executive )
- Monitoring Officer
- Statutory Chief Officer under Section 151 of the Local Government Act 1972
- Non Statutory Chief Officers who report directly to the Head of Paid Service
- Deputy Chief Officers who report directly to a Statutory or Non Statutory Officer

### 3. Background

3.1. This Council is committed to the principle of equal pay.

3.1.1. In order to secure equal pay within the organisation, job evaluation was applied to all Posts (including Chief Officers). In 2021, Full Council agreed to revised pay scales for Director and Assistant Director Posts based on an independent pay benchmarking exercise and with consideration to existing pay scales in place at the Council.

### 4. Remuneration

4.1. Regulation 43 (6) of the Localism Act defines remuneration to include salary, bonus, charges, fees and allowances, benefits in kind, increases / enhancements of pension entitlement (if resolved by the Council) and payments on ceasing to hold office (other than those payable by any enactment).

4.1.1. The remuneration details given in this section refer to salary only, the reasons for this are:-

- The Council does not pay bonuses, charges and allowances.
- Fees are only related to the Returning Officer.
- Benefits in kind are minimal and exact details are prepared for the HMRC returns following the year end and are not available at the time of preparing the pay multiple in March each year. However, the amounts for Chief Officers are published in the Council's Statement of Accounts document.

#### 4.1.2. Chief Executive Officer

The Council has a Chief Executive Officer Post which is paid a single point salary of £129,213.

#### 4.1.3. Strategic Director

Within the recently developed senior management structure agreed at Council in February 2023, the Council has one Strategic Director Post. This post has a salary within the range of £83,391 - £95,239.

The Strategic Director post is characterised by its relatively high level of responsibility and is required to deputise, as appropriate, in the absence of the Chief Executive. This is an important element in the Council's succession planning and leadership development processes, as well as providing valuable strategic input.

#### 4.1.4. Service Directors

Within the recently developed senior management structure agreed at Council in February 2023, the Council has three Service Director Posts. Two of these roles are Statutory Officers, the Monitoring Officer and the Section 151 Officer. The salary range for these posts is £71,111 - £82,579 (max £77,251 for non- Statutory Officers).

The Service Director posts are characterised by their relatively high level of responsibilities including statutory roles and responsibilities, and may be required to deputise, as appropriate, in the absence of the Chief Executive or Strategic Director. This is an important element in the Council's succession planning and leadership development processes, as well as providing valuable strategic input.

#### 4.1.5. Assistant Directors

Assistant Directors level Posts are also characterised by their relatively high level of responsibilities, and deputise, as appropriate, in the absence of the Chief Executive Officer and Directors. This is an important element in the Council's succession planning and leadership development processes, as well as providing valuable strategic input.

Assistant Directors are paid as follows:

<b>Incremental Points</b>	<b>Assistant Director</b>
1	£61,247
2	£62,866
3	£64,486
4	£66,105
5	£67,724

#### 4.1.6. Remuneration of the Council's lowest paid

The Council adopted the Real Living Wage with effect from 1<sup>st</sup> December 2013. The annual full time equivalent value of the Real Living Wage from October 2022 is £21,029.

4.1.7. From 2015/16, to date the Council operates an Apprentice Scheme. Apprentices at Level Two and Three are paid on the National Living Wage based on their age and those at Level Four or above are paid based on the Council's pay scales.

#### 4.2. Relationship between the Remuneration of Chief Officers and employees who are not Chief Officers.

4.2.1. The following tables show the ratio between the Officer Grades paid in 2022/2023 based on full time equivalent salary records at 1st April 2022. In which case the median salary and the lowest paid salary relates to those employees paid by Bolsover District Council.

Chief Officer Grade	Point	Amount (£)	Median salary (£)	Pay Multiple
Chief Executive	Fixed	129,213	26,780	4.8:1
Strategic Director				n/a
Service Director	Stat Officer			n/a
Service Director				n/a
Executive Director	1	79,421	26,780	2.9:1
Assistant Director	Stat Officer	72,799	26,780	2.7:1
Assistant Director	5	67,724	26,780	2.5:1

Chief Officer Grade	Point	Amount (£)	Lowest Paid salary (£)	Pay Multiple
Chief Executive	Fixed	129,213	21,029	6.1:1
Strategic Director				n/a
Service Director	Stat Officer			n/a
Service Director				n/a
Executive Director	1	79,421	21,029	3.7:1
Assistant Director	Stat Officer	55,867	21,029	3.5:1
Assistant Director	5	54,247	21,029	3.2:1

4.3. The tables in section 4 are available in a CSV file in the Transparency Section of the Council's Website.

5. Definition of Lowest-paid employees

5.1. Following the implementation of Single Status and the NJC Job Evaluation Scheme, local grades were implemented as set out at Appendix One to the Pay Agreement. The lowest paid employee is determined by those whose job evaluation score was below 345 points. These employees will be paid National Living Wage.

6. Regulation 38(4) of the Localism Act

This section sets out the Council's Policies relating to the requirements under the Act.

6.1. The level and elements of remuneration of each Chief Officer

This is set out in section 4.

6.2. Remuneration of Chief Officers on recruitment

Decisions on the appropriate appointment within the grade for Chief Officer are recommended to Full Council by an Appointments Panel.

6.3. For Chief Officers, recruitment will either be the first point of the grade, or will reflect a level commensurate with candidates existing skills and existing skills and experience in the job.

6.4. Increases and additions to remuneration of each Chief Officer

Incremental progression for Posts for new recruits or existing employees who apply for and are appointed to a new Post (including secondments). In both cases, increments will only become due from 1<sup>st</sup> of the month following completion of 12 month's service with the Council from appointment to Post. Following this future increments will be awarded automatically on the anniversary of the first increment until the top of the grade is reached. (from pay agreement 2.2.3)

#### 6.4.1. Honoraria and ex gratia payments

- The Council does not make ex-gratia payments.
- An honorarium is payable in circumstances where an employee temporarily takes on duties and responsibilities which are at a higher level than those carried out within their substantive Post. This is known as an 'Acting Up Allowance' and details of how this is applied to all employees, including Chief Officers is set out in Paragraph 5.2 on page 15 of the Pay Agreement.

6.5. The Council does not use performance related remuneration.

6.6. Payment to Chief Officers on ceasing to hold office or employment with the Council

6.6.1. In the case of redundancy, the policy of the Council is to use its discretions under (The Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 (as amended) to pay compensation on the basis of actual weekly pay (Regulation 5);

6.6.2. For non-joint Posts redundancy compensation is calculated in accordance with the BDC scheme.

6.7. The publication of and access to information relating to remuneration of Chief Officers.

6.7.1. The Council will publish this pay policy statement within the transparency section on its website.

6.7.2. The tables in section 4 are available in a CSV file in the Transparency Section of the Council's Website.

6.7.3. For further information about this pay policy statement please contact the Council on 01246 242525 for the Payroll Section.

## 7. Other Terms and Conditions

### 7.1. Place of Work

7.1.1. The principal place of employment shall be the main offices of the Council or both Councils or as required within the District. If required to work at a different location no relocation payment is made. Travel expenses for

journeys between the main Council offices will not attract expense payment unless the purpose of the journey is to attend a meeting.

## 7.2. Hours of Work

7.2.1. The hours of work are a minimum of 37 hours per week. Due to the nature of the Post the precise hours cannot be specified, generally it is expected that a reasonable amount of hours is worked necessary to carry out duties of the Post and will include evening and weekend meetings as appropriate and bank holiday working in an emergency.

## 7.3. Secondary Employment

7.3.1. Notification of any additional employment must be given to the Council. This is to ensure that there is no conflict of interest and to meet the Council's obligations under the working time regulations.

## 7.4. Holiday Entitlement

7.4.1. The annual leave entitlement is 31 days plus 3 days per annum to cover the Christmas closedown.

7.4.2. All Chief Officers are entitled to 8 bank holidays plus any additional bank holidays agreed at national level.

## 7.5. Pensions

7.5.1 Employees of the Council pay a contribution to the Pension Scheme relative to their annual full-time equivalent pensionable pay (including pensionable allowances). The Employer contribution rate for 2022/23 is 20.8%.

<b>Band</b>	<b>Whole-time Pay Range (22/23)</b>	<b>Contribution rate</b>
1	Up to and including £15,000	5.5%
2	Above £15,001 and up to £23,600	5.8%
3	Above £23,600 and up to £38,300	6.5%
4	Above £38,301 up to £48,500	6.8%
5	Above £48,501 up to £67,900	8.5%
6	Above £67,901 up to £96,200	9.9%
7	Above £96,201 up to £113,400	10.5%
8	Above £113,401 up to £170,100	11.4%
9	Above £170,101	12.5%

7.5.2 There are a number of discretions available under the Local Government Pension Scheme, as a matter of policy, BDC does not exercise any discretion that would represent a cost to the Council.

7.5.3 In respect of the following discretion, the Council has a general policy that any flexible retirement must normally be at no cost to the Council.

Whether all or some benefits can be paid if an employee reduces their hours or grade (flexible retirement).

7.5.4. The Council has a policy to apply the following discretion:-

- Whether to base redundancy payments on the employee's actual weeks' pay rather than limit a weeks' pay to the statutory maximum.

7.5.5. Re-employment of employees in receipt of a pension

Under the terms of the Local Government Pension scheme, an employee who has retired from local government service and is in receipt of a pension may reapply for local government employment. However where this happens the pension is subject to abatement, i.e. if the pension added to the new salary is higher than the original salary then the amount of pension will be reduced accordingly. There are currently no re-employed pensioners in senior management positions.

## 7.6. Car Allowances

7.6.1. In response to ever increasing fuel prices, Bolsover District Council adopted a temporary revised rate for business mileage of £0.60p per mile with effect from July 2022, with an additional £0.05p per mile per passenger. This will be subject to regular review taking into account fuel prices, any changes to the HMRC rate and Council budgets.

## 8. Terms and Conditions of Service

The Chief Executive, Directors and Assistant Directors are employed under the terms and conditions of service of the Joint Negotiating Committee for Chief Officers of Local Authorities. There are currently no additional local agreements relating to the employment of Chief Officers that represent a charge on the public purse, with the exception of election duties (see following paragraph).

### 8.1. Election Duties

The fee for Returning Officer duties is dependent upon the type of election, and is prescribed by Central Government by means of a Fees and Charges Order.



## 9. Other financial benefits

The Council's Chief Executive Officer, Directors and Assistant Directors are not in receipt of any financial benefits that are not also available to other employees.

Chief Officers are exempt from receiving the following benefits which other employees receive:

- Shift Allowance
- Weekend Working
- Bank Holiday Working
- Overtime Payments
- Standby/Call Out Payments/Flexible Working

**Bolsover District Council**

**Meeting of the Council on 8<sup>th</sup> March 2023**

**Proposed Calendar of Meetings 2023-2024**

**Report of the Portfolio Holder for Corporate Governance**

<b>Classification</b>	This report is Public
<b>Report By</b>	Amy Bryan Governance and Civic Manager 01246 242529 <a href="mailto:amy.bryan@bolsover.gov.uk">amy.bryan@bolsover.gov.uk</a>
<b>Contact Officer</b>	Alison Bluff Governance and Civic Officer 01246 242528 <a href="mailto:alison.bluff@bolsover.gov.uk">alison.bluff@bolsover.gov.uk</a>

**PURPOSE/SUMMARY OF REPORT**

To present for Council’s approval the proposed Calendar of Meetings for 2023/24.

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**REPORT DETAILS**

**1. Background**

1.1 Each year the Council considers a calendar of its meetings for the forthcoming municipal year. This is to ensure that the Authority has in place an efficient meeting schedule that meets the needs of Members and facilitates decision making in line with statutory deadlines.

**2. Details of Proposal or Information**

2.1.1 Attached at Appendix 1 is the proposed calendar of meetings for 2023/24.

2.2 Additional meetings added to the schedule:

- Proposed dates for Finance and Corporate Overview Scrutiny Committee, should the proposed changes to the current Audit and Corporate Overview Scrutiny Committee be made at Annual Council Meeting.
- Members ICT Working Group

2.4 Members are asked to note the following points:

- Training for all Chairs and Vice Chairs will be arranged shortly after the Annual Council Meeting.
- All Members and Officers will be electronically invited to the relevant meetings in the calendar.
- Governance Officers will arrange briefing/pre meetings when required in advance of any relevant committees. There will be a schedule of these briefing/pre meetings which will tie in with legal requirements for despatch of agendas.

**3. Reasons for Recommendation**

3.1 To ensure the Council has in place an effective and efficient calendar of meetings for 2023/24 that facilitates decision making in line with statutory deadlines.

**4 Alternative Options and Reasons for Rejection**

4.1 There are no alternative options as the Council needs to agree a calendar of meetings.

**RECOMMENDATION(S)**

1. That the 2023/24 calendar of meetings, attached at Appendix 1, be approved.
2. That delegated authority be granted to the Governance Manager following consultation with the Chair of the relevant Committee(s)/Working Group(s) to amend the calendar of meetings 2023/24 as and when required.

Approved by Councillor Duncan McGregor Portfolio Holder for Corporate Governance

<b><u>IMPLICATIONS:</u></b>		
<b><u>Finance and Risk:</u></b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Details:</b> There are no finance or risk implications arising from this report.		
On behalf of the Section 151 Officer		
<b><u>Legal (including Data Protection):</u></b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Details:</b> There are no legal or data protection implications arising from this report.		

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:** This report has no impact on the Authority meetings its carbon neutral target of enhancing the environment.

**Staffing:** Yes  No

**Details:** There are no staffing implications arising from this report.

On behalf of the Head of Paid Service

**DECISION INFORMATION**

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

<p><b>District Wards Significantly Affected</b></p>	<p>None</p>
<p><b>Consultation:</b>  <b>Leader / Deputy Leader</b> <input checked="" type="checkbox"/> <b>Executive</b> <input type="checkbox"/>  <b>SLT</b> <input type="checkbox"/> <b>Relevant Service Manager</b> <input checked="" type="checkbox"/>  <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/></p>	<p><b>Details:</b>          Chief Executive, Monitoring Officer, S151 Officer, Assistant Director of Leader’s Executive, Scrutiny Officer.</p>

<p><b>Links to Council Ambition: Customers, Economy and Environment.</b></p>
<p><b>Customers</b>          Improving customer contract and removing barriers to accessing information – public engagement in decision making and democracy is key.</p>

<b>DOCUMENT INFORMATION</b>	
<b>Appendix No</b>	<b>Title</b>
1	Draft Calendar of Meetings 2023/24

<b>Background Papers</b>
<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 SCHEDULE 2023-2024

<b>W/C: MONDAY, 1 MAY 2023</b>				
<b>Monday 1 May</b>	<b>Tuesday 2 May</b>	<b>Wednesday 3 May</b>	<b>Thursday 4 May</b>	<b>Friday 5 May</b>
<b>BANK HOLIDAY</b>  70		2pm PRE MEET: Executive (11) and Annual Council (Leader's Meeting Room)	<b>ELECTION DAY</b>	
<b>W/C: MONDAY, 8 MAY 2023</b>				
<b>Monday 8 May</b>	<b>Tuesday 9 May</b>	<b>Wednesday 10 May</b>	<b>Thursday 11 May</b>	<b>Friday 12 May</b>
<b>BANK HOLIDAY</b> ( <i>Re King's Coronation</i> )	10am – Labour Group (Council Chamber)	10am – <b>PROVISIONAL MEMBER INDUCTION TRAINING</b>	2pm – Senior Leadership Team (CR1)	

**W/C: MONDAY, 15 MAY 2023**

Monday 15 May	Tuesday 16 May	Wednesday 17 May	Thursday 18 May	Friday 19 May
<p>10am – Informal Cabinet (CR1)</p> <p>2pm – PROVISIONAL MEMBER INDUCTION TRAINING</p>	<p>10am – Labour Group AGM (Council Chamber)</p>	<p>10am – Union/Employee Consultation Committee (4) (Council Chamber) (B/Fwd from 18<sup>th</sup> May)</p> <p>2pm – PROVISIONAL MEMBER INDUCTION TRAINING</p>	<p>10am – Bolsover Partnership Executive Board AGM/Executive Board (Council Chamber)</p>	<p>10am – PROVISIONAL MEMBER INDUCTION TRAINING</p>

**W/C: MONDAY, 22 MAY 2023**

Monday 22 May	Tuesday 23 May	Wednesday 24 May	Thursday 25 May	Friday 26 May
<p>10am – EXECUTIVE (11) (Council Chamber)</p>	<p>10am – PROVISIONAL MEMBER INDUCTION TRAINING</p> <p>2pm – ICT Strategy Working Group (CR1)</p>	<p><u>START OF NEW MUNICIPAL YEAR</u></p> <p>10am – ANNUAL COUNCIL (Council Chamber)</p>	<p>2pm – Senior Leadership Team (Middle Meeting Rm, Riverside Depot)</p>	<p>Publish List of Key Decisions for Executive (1)</p>

**W/C: MONDAY, 29 MAY 2023**

Monday 29 May	Tuesday 30 May	Wednesday 31 May	Thursday 1 June	Friday 2 June
<b>BANK HOLIDAY</b>		<b>10am – PLANNING TRAINING FOR PLANNING COMMITTEE MEMBERS (ALL MEMBERS INVITED) (Council Chamber)</b>	<b>10am – Licensing Sub Committee (1) (CR1)</b>	<b>10am – Planning Site Visits (1)</b>

**W/C: MONDAY, 5 JUNE 2023**

Monday 5 June	Tuesday 6 June	Wednesday 7 June	Thursday 8 June	Friday 9 June
<p><b>10am – PRE MEET for Customer Service Scrutiny Committee (1) (to be held virtually)</b></p> <p><b>1pm – PRE MEET: F&amp;COSC (1) (to be held virtually)</b></p> <p><b>1pm – Joint Crem (at the Crematorium)</b></p>	<p><b>2pm – Pleasley Vale Conservation Area Joint Advisory Group (1) (Pleasley Vale Greaseworks)</b></p>	<p><b>10am – Planning Committee (1) (Council Chamber)</b></p> <p><b>2pm – Executive (1) PRE MEET</b></p>	<p><b>10am – LICENSING TRAINING FOR LICENSING COMMITTEE MEMBERS (ALL DAY SESSION WITH BUTTON TRAINING) (Council Chamber)</b></p> <p><b>2pm – Senior Leadership Team (CR1)</b></p>	



**W/C: MONDAY, 12 JUNE 2023**

Monday 12 June	Tuesday 13 June	Wednesday 14 June	Thursday 15 June	Friday 16 June
	<p>10am – Labour Group (Council Chamber)</p> <p>1pm – PRE MEET FOR LGSC (1) (to be held virtually)</p>			<p>10am – Finance &amp; Corporate Overview Scrutiny Committee (1) PERFORMANCE (Council Chamber)</p>

**W/C: MONDAY, 19 JUNE 2023**

Monday 19 June	Tuesday 20 June	Wednesday 21 June	Thursday 22 June	Friday 23 June
<p>10am – Customer Services Scrutiny Committee (1) (Council Chamber)</p> <p>10am - Informal Cabinet (CR1)</p> <p>2pm - Standards Committee (1) (Council Chamber)</p>	<p>10am – PRE MEET: Climate Change &amp; Communities Scrutiny Committee (1) (to be held virtually)</p>		<p>2pm – Senior Leadership Team (CR1)</p>	

**W/C: MONDAY, 26 JUNE 2023**

<b>Monday 26 June</b>	<b>Tuesday 27 June</b>	<b>Wednesday 28 June</b>	<b>Thursday 29 June</b>	<b>Friday 30 June</b>
<b>10am - EXECUTIVE (1) (Council Chamber)</b>  <b>2pm Joint ICT Committee (@ Derbyshire Dales DC)</b>	<b>10am – Local Growth Scrutiny Committee (Council Chamber)</b>	<b>2pm – Employment and Personnel Committee (1) (CR1)</b>	<b>2pm – Low Carbon Thematic Group (CR1)</b>	<b>10am – Planning Site Visits (2)</b>  <b>Publish List of Key Decisions for Executive (2)</b>

**W/C: MONDAY, 3 JULY 2023**

<b>Monday 3 July</b>	<b>Tuesday 4 July</b>	<b>Wednesday 5 July</b>	<b>Thursday 6 July</b>	<b>Friday 7 July</b>
	<b>10am – Climate Change &amp; Communities Scrutiny Committee (1) (Council Chamber)</b>  <b>2pm - Members ICT Working Group (1) (CR1)</b>	<b>10am - Planning Committee (2) (Council Chamber)</b>	<b>10am – LICENSING AND GAMBLING ACTS COMMITTEE (1) followed by GENERAL LICENSING COMMITTEE (1) (CR1)</b>  <b>2pm – Senior Leadership Team (CR1)</b>	

**W/C: MONDAY, 10 JULY 2023**

<b>Monday 10 July</b>	<b>Tuesday 11 July</b>	<b>Wednesday 12 July</b>	<b>Thursday 13 July</b>	<b>Friday 14 July</b>
<b>10am – PRE MEET: Customer Services Scrutiny Committee (2) (to be held virtually)</b>	<b>10am – Labour Group (Council Chamber)</b>  <b>1pm – PRE MEET: Finance &amp; Corporate Overview Scrutiny Committee (2)</b>	  <b>2pm – Executive (2) &amp; Council (1) PRE MEET</b>	<b>10am – Bolsover Partnership Executive Board (Council Chamber)</b>	

**W/C: MONDAY, 17 JULY 2023**

<b>Monday 17 July</b>	<b>Tuesday 18 July</b>	<b>Wednesday 19 July</b>	<b>Thursday 20 July</b>	<b>Friday 21 July</b>
<b>10am – PRE MEET: LGSC (2) (to be held virtually)</b>	<b>10am – MEMBER DEVELOPMENT WORKING GROUP (1) (Council Chamber)</b>  <b>2pm – ICT Strategy Working Group (1) (CR1)</b>	<b>10am - Local Plan Implementation Advisory Group (LPIAG) (1) (Council Chamber)</b>	<b>11am – Tenant Participation Meeting (CR1)</b>  <b>1.30pm – Parish Council Liaison (Council Chamber)</b>  <b>2pm – Senior Leadership Team (CR1)</b>	

**W/C: MONDAY, 24 JULY 2023**

Monday 24 July	Tuesday 25 July	Wednesday 26 July	Thursday 27 July	Friday 28 July
10am – Customer Services Scrutiny Committee (2) (Council Chamber)  10am - Informal Cabinet (CR1)	10am – Risk Management Group (1) (Council Chamber)  2pm – Audit Committee (1) (Council Chamber)	10am – Finance & Corporate Overview Scrutiny Committee (2) (Council Chamber)	10am – Safety Committee (1) (Council Chamber)	

**W/C: MONDAY, 31 JULY 2023**

Monday 31 July	Tuesday 1 August	Wednesday 2 August	Thursday 3 August	Friday 4 August
10am - EXECUTIVE (2) (Council Chamber)	10am – Local Growth Scrutiny Committee (Council Chamber)	10am – COUNCIL (1) (Council Chamber)	<u>RECESS</u>  2pm – Senior Leadership Team (CR1)	<u>RECESS</u>

**W/C: MONDAY, 7 AUGUST 2023**

Monday 7 August	Tuesday 8 August	Wednesday 9 August	Thursday 10 August	Friday 11 August
<b><u>RECESS</u></b>	<b><u>RECESS</u></b>	<b><u>RECESS</u></b>	<b><u>RECESS</u></b>	<b><u>RECESS</u></b>  Publish List of Key Decisions for Executive (3)

**W/C: MONDAY, 14 AUGUST 2023**

Monday 14 August	Tuesday 15 August	Wednesday 16 August	Thursday 17 August	Friday 18 August
<b><u>RECESS</u></b>	<b><u>RECESS</u></b>	<b><u>RECESS</u></b>	<b><u>RECESS</u></b>  2pm – Senior Leadership Team (CR1)	<b><u>RECESS</u></b>

**W/C: MONDAY, 21 AUGUST 2023**

Monday 21 August	Tuesday 22 August	Wednesday 23 August	Thursday 24 August	Friday 25 August
<b><u>RECESS</u></b>	<p style="text-align: center;"><b><u>RECESS</u></b></p> <p>10am – PRE MEET Finance &amp; Corporate Overview Scrutiny Committee (3) (to be held virtually)</p> <p>2pm – Executive (3) PRE MEET</p>	<b><u>RECESS</u></b>	<b><u>RECESS</u></b>	<b><u>RECESS</u></b>

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**W/C: MONDAY, 28 AUGUST 2023**

Monday 28 August	Tues 29 August	Weds 30 August	Thursday 31 August	Friday 1 September
<b>BANK HOLIDAY</b>	<b><u>RECESS</u></b>	<b><u>RECESS ENDS</u></b>	<p>10am – Licensing Sub Committee (2) (CR1)</p> <p>2pm – Senior Leadership Team (CR1)</p>	10am – Planning Site Visits (3)

**W/C: MONDAY, 4 SEPTEMBER 2023**

<b>Monday 4 September</b>	<b>Tuesday 5 September</b>	<b>Wednesday 6 September</b>	<b>Thursday 7 September</b>	<b>Friday 8 September</b>
10am – Informal Cabinet	2pm – Pleasley Vale Conservation Area Joint Advisory Group (2) (Pleasley Vale Greaseworks)	10am – Planning Committee (3) (Council Chamber)  2pm – Employment and Personnel Committee (2) (CR1)	10am – Union/Employee Consultation Committee (1) (Council Chamber)  2pm – Finance & Corporate Overview Scrutiny Committee (3) PERFORMANCE (Council Chamber)	Publish List of Key Decisions for Executive (4)

**W/C: MONDAY, 11 SEPTEMBER 2023**

<b>Monday 11 September</b>	<b>Tuesday 12 September</b>	<b>Wednesday 13 September</b>	<b>Thursday 14 September</b>	<b>Friday 15 September</b>
10am – EXECUTIVE (3) (Council Chamber)  10am – PRE MEET: Customer Services Scrutiny Committee (3)  2pm – Standards Committee (2) (Council Chamber)	10am – Labour Group (Council Chamber)  2pm – Audit Committee (2) (Council Chamber)	2pm – ICT Strategy Working Group (2) (CR1)	10am – Bolsover Partnership Executive Board  2pm – Senior Leadership Team (CR1)	

**W/C: MONDAY, 18 SEPTEMBER 2023**

<b>Monday 18 September</b>	<b>Tuesday 19 September</b>	<b>Wednesday 20 September</b>	<b>Thursday 21 September</b>	<b>Friday 22 September</b>
<b>1pm – Joint Crem (CBC)</b>	<b>10am – PRE MEET: Local Growth Scrutiny Committee (3) (to be held virtually)</b>	<b>2pm – Executive (4) &amp; Council (2) PRE MEET</b>		

**W/C: MONDAY, 25 SEPTEMBER 2023**

<b>Monday 25 September</b>	<b>Tuesday 26 September</b>	<b>Wednesday 27 September</b>	<b>Thursday 28 September</b>	<b>Friday 29 September</b>
<b>10am – Customer Services Scrutiny Committee (3) (Council chamber)</b> <b>10am - Informal Cabinet (CR1)</b>		<b>10am – Joint Board (NEDDC)</b>  <b>2pm – Low Carbon Thematic Group (CR1)</b>	<b>11am – Tenant Participation Meeting (CR1)</b>  <b>2pm – Senior Leadership Team (CR1)</b>	<b>10am – Planning Site Visits (4)</b>



**W/C: MONDAY, 2 OCTOBER 2023**

<b>Monday 2 October</b>	<b>Tuesday 3 October</b>	<b>Wednesday 4 October</b>	<b>Thursday 5 October</b>	<b>Friday 6 October</b>
<b>10am – PRE MEET: Climate Change &amp; Communities Scrutiny Committee (2) (to be held virtually)</b>  <b>10am - Informal Cabinet (CR1)</b>  <b>2pm – Joint ICT Committee (Council Chamber)</b>  ∞	<b>10am – Local Growth Scrutiny Committee (3) (Council Chamber)</b>	<b>10am – Planning Committee (4) (Council Chamber)</b>	<b>10am – Licensing Sub Committee (3) (CR1)</b>	<b>Publish List of Key Decisions for Executive (5)</b>

**W/C: MONDAY, 9 OCTOBER 2023**

<b>Monday 9 October</b>	<b>Tuesday 10 October</b>	<b>Wednesday 11 October</b>	<b>Thursday 12 October</b>	<b>Friday 13 October</b>
<b>10am - EXECUTIVE (4) (Council Chamber)</b>	<b>10am – Labour Group (Council Chamber)</b>	<b>10am – COUNCIL (2) (Council Chamber)</b>	<b>2pm – Senior Leadership Team (CR1)</b>	

**W/C: MONDAY, 16 OCTOBER 2023**

<b>Monday 16 October</b>	<b>Tuesday 17 October</b>	<b>Wednesday 18 October</b>	<b>Thursday 19 October</b>	<b>Friday 20 October</b>
	<b>10am – Climate Change &amp; Communities Scrutiny Committee (2) (Council Chamber)</b>	<b>10am – Local Plan Implementation Advisory Group (2) (Council Chamber)</b>  <b>2pm – Executive (5) PRE MEET</b>	<b>1.30pm – Parish Council Liaison (Council Chamber)</b>	

**W/C: MONDAY, 23 OCTOBER 2023**

<b>Monday 23 October</b>	<b>Tuesday 24 October</b>	<b>Wednesday 25 October</b>	<b>Thursday 26 October</b>	<b>Friday 27 October</b>
	<b>10am – MEMBER DEVELOPMENT WORKING GROUP (2) (Council Chamber)</b>  <b>2pm - Members ICT Working Group (2) (CR1)</b>		<b>2pm – Senior Leadership Team (CR1)</b>	<b>10am – Planning Site Visits (5)</b>

**W/C: MONDAY, 30 OCTOBER 2023**

<b>Monday 30 October</b>	<b>Tuesday 31 October</b>	<b>Wednesday 1 November</b>	<b>Thursday 2 November</b>	<b>Friday 3 November</b>
<b>10am - Informal Cabinet (CR1)</b>	<b>10am – Risk Management Group (2) (Council Chamber)</b>	<b>10am – Planning Committee (5) (Council Chamber)</b>  <b>2pm – Employment and Personnel Committee (3) (CR1)</b>	<b>10am – Safety Committee (2) (Council Chamber)</b>	<b>Publish List of Key Decisions for Executive (6)</b>

**W/C: MONDAY, 6 NOVEMBER 2023**

<b>Monday 6 November</b>	<b>Tuesday 7 November</b>	<b>Wednesday 8 November</b>	<b>Thursday 9 November</b>	<b>Friday 10 November</b>
<b>10am - EXECUTIVE (5) (Council Chamber)</b>  <b>10am – PRE MEET: Customer Services Scrutiny Committee (4)</b>	<b>2pm – ICT Strategy Working Group (3) (CR1)</b>		<b>10am – Licensing Sub Committee (4) (CR1)</b>  <b>2pm – Senior Leadership Team (CR1)</b>	

**W/C: MONDAY, 13 NOVEMBER 2023**

Monday 13 November	Tuesday 14 November	Wednesday 15 November	Thursday 16 November	Friday 17 November
<b>10am – PRE MEET: Finance &amp; Corporate Overview Scrutiny Committee (4)</b>  <b>2pm – Standards Committee (3) (Council Chamber)</b>	<b>10am – Labour Group (Council Chamber)</b>	<b>2pm – Executive (6) &amp; Council (3) PRE MEET</b>	<b>10am – Bolsover Partnership Executive Board</b>	

**W/C: MONDAY, 20 NOVEMBER 2023**

Monday 20 November	Tuesday 21 November	Wednesday 22 November	Thursday 23 November	Friday 24 November
<b>10am – Customer Services Scrutiny Committee (4) (Council Chamber)</b>  <b>1pm – Joint Crem (NEDDC)</b>	<b>10am – PRE MEET: Climate Change &amp; Communities Scrutiny Committee (3) (to be held virtually)</b>		<b>2pm – Senior Leadership Team (CR1)</b>	<b>10am – Planning Site Visits (6)</b>

**W/C: MONDAY, 27 NOVEMBER 2023**

<b>Monday 27 November</b>	<b>Tuesday 28 November</b>	<b>Wednesday 29 November</b>	<b>Thursday 30 November</b>	<b>Friday 1 December</b>
<b>10am – PRE MEET: Local Growth Scrutiny Committee (4) (to be held virtually)</b> <b>10am - Informal Cabinet (CR1)</b>	<b>10am – Finance &amp; Corporate Overview Scrutiny Committee (4) PERFORMANCE (Council Chamber)</b>	<b>10am – Planning Committee (6) (Council Chamber)</b>		

**W/C: MONDAY, 4 DECEMBER 2023**

<b>Monday 4 December</b>	<b>Tuesday 5 December</b>	<b>Wednesday 6 December</b>	<b>Thursday 7 December</b>	<b>Friday 8 December</b>
<b>10am – EXECUTIVE (6) (Council Chamber)</b>	<b>10am – Climate Change &amp; Communities Scrutiny Committee (3) (Council Chamber)</b>	<b>10am – COUNCIL (3) (Council Chamber)</b>	<b>10am – Union/Employee Consultation Committee (2) (Council Chamber)</b>  <b>2pm – Senior Leadership Team (CR1)</b>	

**W/C: MONDAY, 11 DECEMBER 2023**

Monday 11 December	Tuesday 12 December	Wednesday 13 December	Thursday 14 December	Friday 15 December
10am – Local Growth Scrutiny Committee (4) (Council Chamber)	10am – Labour Group (Council Chamber)	2pm – Low Carbon Thematic Group (CR1)	10am – Licensing Sub Committee (5) (CR1)	

**W/C: MONDAY, 18 DECEMBER 2023**

Monday 18 December	Tuesday 19 December	Wednesday 20 December	Thursday 21 December	Friday 22 December
			Publish List of Key Decisions for Executive (7)  2pm – Senior Leadership Team (CR1)	<b>CLOSE AT 12 NOON</b>

**W/C: MONDAY, 25 DECEMBER 2023**

Monday 25 December	Tuesday 26 December	Wednesday 27 December	Thursday 28 December	Friday 29 December
<b>BANK HOLIDAY</b>	<b>BANK HOLIDAY</b>	<u>OFFICES CLOSED</u>	<u>OFFICES CLOSED</u>	<u>OFFICES CLOSED</u>

**W/C: MONDAY, 1 JANUARY 2024**

Monday 1 January	Tuesday 2 January	Wednesday 3 January	Thursday 4 January	Friday 5 January
<b>BANK HOLIDAY</b>				

**W/C: MONDAY, 8 JANUARY 2024**

<b>Monday 8 January</b>	<b>Tuesday 9 January</b>	<b>Wednesday 10 January</b>	<b>Thursday 11 January</b>	<b>Friday 12 January</b>
	<p>10am – PRE MEET: Customer Services Scrutiny Committee (5) (to be held virtually)</p> <p>1pm – PRE MEET: Finance &amp; Corporate Overview Scrutiny Committee (5) (to be held virtually)</p>	<p>10am – MEMBER DEVELOPMENT WORKING GROUP (3) (Council Chamber)</p> <p>2pm – Executive (7) &amp; Council (4) PRE MEET</p>	<p>10am – Bolsover Partnership Executive Board</p> <p>2pm – Senior Leadership Team (CR1)</p>	<p>10am – Planning Site Visits (7)</p>

**W/C: MONDAY, 15 JANUARY 2024**

<b>Monday 15 January</b>	<b>Tuesday 16 January</b>	<b>Wednesday 17 January</b>	<b>Thursday 18 January</b>	<b>Friday 19 January</b>
	<p>10am – Labour Group (Council Chamber)</p> <p>2pm – ICT Strategy Working Group (4) (CR1)</p>	<p>10am – Planning Committee (7) (Council Chamber)</p>	<p>1.30pm – Parish Council Liaison (Council Chamber)</p>	



**W/C: MONDAY, 22 JANUARY 2024**

<b>Monday 22 January</b>	<b>Tuesday 23 January</b>	<b>Wednesday 24 January</b>	<b>Thursday 25 January</b>	<b>Friday 26 January</b>
<p>10am – Customer Services Scrutiny Committee (5) (Council Chamber)</p> <p>10am – Informal Cabinet (CR1)</p>	<p>10am – PRE MEET: Climate Change &amp; Communities Scrutiny (4) (to be held virtually)</p> <p>10am – Risk Management Group (3) (Council Chamber)</p> <p>2pm – Finance &amp; Corporate Overview Scrutiny Committee (5) (Council Chamber)</p>	<p>10am – Local Plan Implementation Advisory Group (LPIAG) (3) (Council Chamber)</p> <p>2pm – Audit Committee (3) (Council Chamber)</p>	<p>2pm – Senior Leadership Team (CR1)</p>	

**W/C: MONDAY, 29 JANUARY 2024**

<b>Monday 29 January</b>	<b>Tuesday 30 January</b>	<b>Wednesday 31 January</b>	<b>Thursday 1 February</b>	<b>Friday 2 February</b>
<p>10am – EXECUTIVE (7) (Council Chamber)</p> <p>10am – PRE MEET: Local Growth Scrutiny Committee (5) (to be held virtually)</p> <p>2pm – Standards Committee (4) (Council Chamber)</p>	<p>2pm – Pleasley Vale Conservation Area Joint Advisory Group (3) (Pleasley Vale Greaseworks)</p>	<p>10am – COUNCIL (4) (Council Chamber)</p> <p>2pm – Employment and Personnel Committee (4) (CR1)</p>	<p>10am – Licensing Sub Committee (6) (CR1)</p>	<p>Publish List of Key Decisions for Executive (8)</p>

**W/C: MONDAY, 5 FEBRUARY 2024**

<b>Monday 5 February</b>	<b>Tuesday 6 February</b>	<b>Wednesday 7 February</b>	<b>Thursday 8 February</b>	<b>Friday 9 February</b>
	10am – Climate Change & Communities Scrutiny Committee (4) (Council Chamber)		10am – Safety Committee (3) (Council Chamber)  2pm – Senior Leadership Team (CR1)	10am – Planning Site Visits (8)

**W/C: MONDAY, 12 FEBRUARY 2024**

<b>Monday 12 February</b>	<b>Tuesday 13 February</b>	<b>Wednesday 14 February</b>	<b>Thursday 15 February</b>	<b>Friday 16 February</b>
10am – Local Growth Scrutiny Committee (5) (Council Chamber)  2pm – Joint ICT Committee (NEDDC)	10am – Labour Group (Council Chamber)  1pm – PRE MEET: Finance & Corporate Overview Scrutiny Committee (6) (to be held virtually)	10am – Planning Committee (8) (Council Chamber)  2pm – Executive (8) & Council (5) PRE MEET	10am – LICENSING AND GAMBLING ACTS COMMITTEE (2) followed by GENERAL LICENSING COMMITTEE (2) (CR1)	

**W/C: MONDAY, 19 FEBRUARY 2024**

<b>Monday 19 February</b>	<b>Tuesday 20 February</b>	<b>Wednesday 21 February</b>	<b>Thursday 22 February</b>	<b>Friday 23 February</b>
			<b>2pm – Senior Leadership Team (CR1)</b>	

**W/C: MONDAY, 26 FEBRUARY 2024**

<b>Monday 26 February</b>	<b>Tuesday 27 February</b>	<b>Wednesday 28 February</b>	<b>Thursday 29 February</b>	<b>Friday 1 March</b>
<b>10am - Informal Cabinet (CR1)</b>	<b>10am – Finance &amp; Corporate Overview Scrutiny Committee (6) PERFORMANCE (Council Chamber)</b>  <b>2pm - Members ICT Working Group (3) (CR1)</b>			

**W/C: MONDAY, 4 MARCH 2024**

Monday 4 March	Tuesday 5 March	Wednesday 6 March	Thursday 7 March	Friday 8 March
10am – EXECUTIVE (8) (Council Chamber)		10am – COUNCIL (5) (COUNCIL TAX SETTING) (Council Chamber)	10am – Licensing Committee (7) (CR1)  2pm – Senior Leadership Team (CR1)	10am – Planning Site Visits (9)

**W/C: MONDAY, 11 MARCH 2024**

Monday 11 March	Tuesday 12 March	Wednesday 13 March	Thursday 14 March	Friday 15 March
10am – PRE MEET: Customer Services Scrutiny Committee (6) (to be held virtually)	10am – Labour Group (Council Chamber)  1pm – PRE MEET: Climate Change & Communities Scrutiny Committee (5) (to be held virtually)  2pm - Audit Committee (4) (Council Chamber)	10am – Planning Committee (9) (Council Chamber)  2pm – ICT Strategy Working Group (5) (CR1)	10am – Union/Employee Consultation Committee (3) (Council Chamber) (next meeting is 6 <sup>th</sup> June)	Publish List of Key Decisions for Executive (9)

**W/C: MONDAY, 18 MARCH 2024**

Monday 18 March	Tuesday 19 March	Wednesday 20 March	Thursday 21 March	Friday 22 March
1pm – Joint Crem (BDC) (Council Chamber) <i>(Next meeting on 03.06.24 at 1pm @ CBC)</i>		10am – MEMBER DEVELOPMENT WORKING GROUP (4) (Council Chamber)	10am – Bolsover Partnership Executive Board  2pm – Senior Leadership Team (CR1)	

**W/C: MONDAY, 25 MARCH 2024**

Monday 25 March	Tuesday 26 March	Wednesday 27 March	Thursday 28 March	Friday 29 March
10am – Customer Services Scrutiny Committee (6) (Council Chamber)  2pm – Executive (9) PRE MEET	10am – Climate Change & Communities Scrutiny Committee (5) (Council Chamber)	2.30pm – Joint Board at BDC (Council Chamber)	2pm – Low Carbon Thematic Group (CR1)	<b>GOOD FRIDAY BANK HOLIDAY</b>

**W/C: MONDAY, 1 APRIL 2024**

Monday 1 April	Tuesday 2 April	Wednesday 3 April	Thursday 4 April	Friday 5 April
<b>EASTER MONDAY BANK HOLIDAY</b>			2pm – Senior Leadership Team (CR1)	10am – Planning Site Visits (10)

**W/C: MONDAY, 8 APRIL 2024**

Monday 8 April	Tuesday 9 April	Wednesday 10 April	Thursday 11 April	Friday 12 April
10am - Informal Cabinet (CR1)		10am – Planning Committee (10) (Council Chamber)	10am – Licensing Sub Committee (8) (CR1)	

**W/C: MONDAY, 15 APRIL 2024**

<b>Monday 15 April</b>	<b>Tuesday 16 April</b>	<b>Wednesday 17 April</b>	<b>Thursday 18 April</b>	<b>Friday 19 April</b>
<b>10am – EXECUTIVE (9) (Council Chamber)</b>  <b>11am – PRE MEET: Local Growth Scrutiny Committee (6) (to be held virtually)</b>  <b>2pm – Standards Committee (5) (Council Chamber)</b>	<b>10am – Labour Group (Council Chamber)</b>	     <b>2pm - Employment and Personnel Committee (5) (CR1)</b>	    <b>1.30pm – Parish Council Liaison (Council Chamber)</b>   <b>2pm – Senior Leadership Team (CR1)</b>	<b>Publish List of Key Decisions for Executive (10)</b>

**W/C: MONDAY, 22 APRIL 2024**

<b>Monday 22 April</b>	<b>Tuesday 23 April</b>	<b>Wednesday 24 April</b>	<b>Thursday 25 April</b>	<b>Friday 26 April</b>
		<b>10am – Local Plan Implementation Advisory Group (LPIAG) (4)</b>		

**W/C: MONDAY, 29 APRIL 2024**

<b>Monday 29 April</b>	<b>Tuesday 30 April</b>	<b>Wednesday 1 May</b>	<b>Thursday 2 May</b>	<b>Friday 3 May</b>
<p>10am – Local Growth Scrutiny Committee (6) (Council Chamber)</p>	<p>10am – Risk Management Group (4) (Council Chamber)</p> <p>2pm – Pleasley Vale Conservation Area Joint Advisory Group (4) (Pleasley Vale Greaseworks)</p>	<p>2pm – Executive (10) and Annual Council PRE MEET</p>	<p>10am – Safety Committee (4) (Council Chamber)</p> <p>2pm – Senior Leadership Team (CR1)</p>	<p>10am – Planning Site Visits (11)</p>

**W/C: MONDAY, 6 MAY 2024**

<b>Monday 6 May</b>	<b>Tuesday 7 May</b>	<b>Wednesday 8 May</b>	<b>Thursday 9 May</b>	<b>Friday 10 May</b>
	<p>10am – PRE MEET: Climate Change &amp; Communities Scrutiny Committee (6) (to be held virtually)</p>	<p>10am – Planning Committee (11) (Council Chamber)</p> <p>1pm – PRE MEET: Finance &amp; Corporate Overview Scrutiny Committee (7) (to be held virtually)</p>		



**W/C: MONDAY, 13 MAY 2024**

<b>Monday 13 May</b>	<b>Tuesday 14 May</b>	<b>Wednesday 15 May</b>	<b>Thursday 16 May</b>	<b>Friday 17 May</b>
<b>10am – Informal Cabinet (CR1)</b>	<b>10am – Labour Group AGM (Council Chamber)</b>  <b>2pm – ICT Strategy Working Group (6) (CR1)</b>		<b>10am – Licensing Sub Committee (9) (CR1)</b>  <b>2pm – Senior Leadership Team (CR1)</b>	

**W/C: MONDAY, 20 MAY 2024**

<b>Monday 20 May</b>	<b>Tuesday 21 May</b>	<b>Wednesday 22 May</b>	<b>Thursday 23 May</b>	<b>Friday 24 May</b>
<b>10am – EXECUTIVE (10) (Council Chamber)</b>	<b>10am – Climate Change &amp; Communities Scrutiny Committee (6) (Council Chamber)</b>	<b>10am – ANNUAL COUNCIL (Council Chamber)</b>	<b>10am – Finance &amp; Corporate Overview Scrutiny Committee (7) PERFORMANCE (Council Chamber)</b>	