

The Arc
High Street
Clowne
S43 4JY

To: Chair & Members of the Local
Growth Scrutiny Committee

Contact: Matthew Kerry
Telephone: 01246 242519
Email: matthew.kerry@bolsover.gov.uk

Friday, 25th October 2024

Dear Councillor,

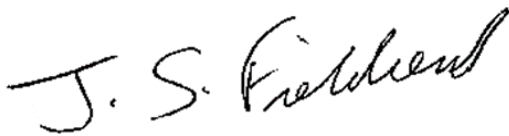
LOCAL GROWTH SCRUTINY COMMITTEE

You are hereby summoned to attend a meeting of the Local Growth Scrutiny Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Tuesday, 5th November, 2024 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

You can request this document or information in another format such as large print or **language** or contact us by:

- **Phone:** [01246 242424](tel:01246242424)
- **Email:** enquiries@bolsover.gov.uk
- **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

**LOCAL GROWTH SCRUTINY COMMITTEE
AGENDA**

*Tuesday, 5th November, 2024 at 10:00 hours taking place in the Council Chamber, The
Arc, Clowne*

Item No.		Page No.(s)
	<u>FORMAL PART A</u>	
1.	Apologies for Absence	
2.	Urgent Items of Business	
	To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
3.	Declarations of Interest	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda;	
	b) any urgent additional items to be considered;	
	c) any matters arising out of those items;	
	and if appropriate, withdraw from the meeting at the relevant time.	
4.	Minutes	5 - 10
	To consider the minutes of the last meeting held on 3 rd September 2024.	
5.	List of Key Decisions	11 - 16
6.	Pleasley Vale Regeneration Programme - Update	17 - 20
7.	Dragonfly Development Limited (DDL) Delivery Update	21 - 28
8.	Work Programme 2024/25	29 - 36
9.	Dragonfly Shareholder Board Minutes	37 - 51

10. Exclusion of the Public

To move:-

“That the public be excluded from the meeting during the discussion of the following items of business to avoid the disclosure to them of exempt information as defined in Paragraph 1, Part I of Schedule 12A to the Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006)”.

11. Dragonfly Shareholder Board Minutes - Appendix 3

To be provided as a handout at the meeting.

INFORMAL PART B

12. Review Work

Agenda Item 4

LOCAL GROWTH SCRUTINY COMMITTEE

Minutes of a meeting of the Local Growth Scrutiny Committee of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Tuesday, 3rd September 2024 at 10:00 hours.

PRESENT:-

Members:-

Councillor Tom Munro in the Chair

Councillors Jen Wilson (from LOC15-24/25), Tom Kirkham, Duncan Haywood and Jeanne Raspin.

Officers:- Karen Hanson (Chief Executive), Steve Brunt (Strategic Director of Services), Jim Fieldsend (Director of Governance and Legal Services & Monitoring Officer), Jessica Clayton (Programme and Major Projects Manager), Natalie Etches (Head of Business Growth, Dragonfly Management (Bolsover) Limited), Thomas Dunne-Wragg (Scrutiny Officer) and Matthew Kerry (Governance and Civic Officer).

Also in attendance at the meeting were Councillors John Ritchie, Portfolio Holder for Growth, Clive Moesby, Portfolio Holder for Resources, and Sandra Peake, Portfolio Holder for Housing.

LOC11-24/25 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Will Fletcher.

LOC12-24/25 URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

LOC13-24/25 DECLARATIONS OF INTEREST

There were no declarations made.

LOC14-24/25 MINUTES

It was noted that Minute LOC8-24/25 of the previous meeting, agreed that Members of Executive would be invited to the Committee to provide information on the rationale behind the choices of the Regeneration Fund projects, but this had not been included on the agenda.

The Chief Executive provided a verbal update that the UK National Government had been contacted, adding the Council would likely receive confirmation of the Regeneration Fund after the Autumn Budget in October 2024.

The Portfolio Holder for Growth added the Leader of the Council had written to the Mayor of the East Midlands, the Prime Minister, the Chancellor of the Exchequer, and the Deputy Prime Minister and Secretary of State for Housing, Communities and Local

LOCAL GROWTH SCRUTINY COMMITTEE

Government about the Regeneration Fund and its importance to the District. No response had yet been received.

The Chair thanked the Chief Executive and Portfolio Holder for Growth for the update to Committee.

A Member stated that there remained questions on the rationale behind the choices of the Regeneration Fund projects and requested this be discussed at the next meeting.

Further to Minute LOC9-24/25 of the previous meeting, it was noted that the Minutes of the latest Dragonfly Shareholder Board meeting had not been submitted to the Committee. The Monitoring Officer explained that the July 2024 meeting of the Shareholder Board had been informal and involved training from the Council's external Legal Advisor, but the next meeting would be formal, and these Minutes would be shared with Committee.

A question was raised regarding the Leader of the Council's statement at a recent meeting of Executive, that he would resign from the Board of Dragonfly. The Chair and Monitoring Officer explained that the Leader of the Council had reversed this decision and continued to carry out this role.

Moved by Councillor Jeanne Raspin and seconded by Councillor Duncan Haywood
RESOLVED that the Minutes of a Local Growth Scrutiny Committee held on 25th June 2024 be approved as a true and correct record.

LOC15-24/25 LIST OF KEY DECISIONS

The Scrutiny Officer presented the latest List of Key Decisions and Items to be considered in Private.

Five decisions would be made by the Executive on 9th September 2024, another three at a following meeting.

The Chair referred Committee to the granting of an easement along Loxley Lane, Whitwell. The Chair had been concerned on the building programme due to inactivity, but the day previous he had observed the site and work had resumed. The Portfolio Holder for Growth confirmed the granting of an easement would be considered by Executive on 9th September 2024.

A Member asked if the Shirebrook Market Place: REimagined project was affected by the Regeneration Fund not currently being available. The Head of Business Growth explained this had been granted from the original phases of the UK Shared Prosperity Fund (UKSPF), and so was unaffected.

RESOLVED that the List of Key Decisions and Items to be considered in the private document be noted.

LOCAL GROWTH SCRUTINY COMMITTEE

LOC16-24/25 UK SHARED PROSPERITY FUND - MONITORING UPDATE

The Head of Business Growth, Dragonfly Management (Bolsover) Limited, presented a report which provided an update on the projects being delivered by the Economic Development Team with funding from the UK Shared Prosperity Fund (UKSPF). The intention was for Committee to review the content provided to ensure appropriate progress was being made to deliver the projects successfully and within timescale.

The UK Government had launched the UKSPF 13th April 2022, and the Council had received an allocation of £1,963,993 from October 2022 – March 2025. Five projects being delivered by the Economic Development Team had been allocated £789,212, covering: Tourism and Culture; Business Growth Grants Scheme; Net Zero Hyper Local Innovation programme; Small Business Support Scheme; and Visitor Economy Business Support.

The Growth and Start-up Grant Schemes had closed early due to overwhelming success amounting to nearly £230,000 with 16 applications still in appraisal. Grants ranged from £500 to £10,000, with businesses matching this, ensuring significant levels of investment in the District. There had been 31 start-up applications and further support for them was present through other schemes.

Take-up of the other programmes offered, and an event being delivered, were also reported to Committee. The success of the UKSPF meant the next step was to identify future funding streams and continue this momentum.

The Chair stated the work completed was very impressive. Members agreed the Economic Development Team and their success be congratulated.

A Member asked if the list of the projects successfully funded could be shared with Committee. The Head of Business Growth stated this would have to be researched, as businesses may not have granted permission.

A Member asked if it was possible to internally replace the funding of the Growth and Start-up Grant Schemes to continue take-up. The Portfolio Holder for Resources could not confirm if this was possible, but there had been a not inconsiderable 31 applications.

RESOLVED that the report be noted.

LOC17-24/25 PLEASLEY VALE REGENERATION PROGRAMME - UPDATE

The Head of Business Growth, Dragonfly Management (Bolsover) Limited, presented the report to update the Committee about the current situation and challenges the Pleasley Vale Regeneration Project faced. Appendix 1 to the report, the proposed scope of works, was tabled at the meeting.

A significant area of the site laid within a functional flood plain, and storm events and heavy rainfall meant the site was prone to flooding. This was evident with Storm Babet in October 2023; the River Meden overflowed, causing damage to property and land. The report listed the extent of the damage and work being undertaken following Storm Babet.

One of the measures taken had been the appointment of Beaumont Rivers, an

LOCAL GROWTH SCRUTINY COMMITTEE

environmental restoration company which specialised in nature recovery and water management techniques. Beaumont Rivers had identified opportunities to mitigate flood risk on site, including reinstating some original drainage networks.

Another measure was the appointment of Derbyshire Wildlife Trust (DWT) to produce a Nature Recovery / Blue and Green Infrastructure Masterplan. This would survey and assess the current condition of the site and identify constraints and opportunities for funding and collaboration.

The Head of Business Growth praised the Grounds Maintenance Team for work onsite on the clearance of trees, shrubs and undergrowth, enabling survey work to take place. As a result, a full assessment of the 146-metre dam wall could be achieved (only 20 metres was previously visible).

Works would take place from the Mill buildings to the edge of site. Once a masterplan was completed, a further report would be taken to Council to fund additional survey work and conduct any capital works proposed. The DWT would also explore opportunities for Biodiversity Net Gains, as this was a potential income stream for the Council.

For the Gardener's Lodge, progress was slow but Vision West Notts. College were engaged and teaching students the Council's conservation and retrofitting skills.

A Member had concerns on the sluice gates, which had been open at the time of the flooding in 2023 and had subsequently broken summer 2024. The local Parish Council sought long-term solutions for flood mitigation and was keen to see and be informed of work progressing. The Head of Business Growth agreed a meeting with the Parish Council was needed, and the repair and upkeep of the sluice gates was instrumental for the site's viability.

On a question on the lack of wildlife being mentioned in the report, the Head of Business Growth answered that while resources were focussed on flood mitigation and repairs, nature and the environment was part of every stage of development, including surveys. Details of the DWT were referred to in the report, where the intent was to achieve a success for wildlife at Pleasley Vale.

The Chair asked about the responsibility of the water authorities to mitigate flooding; the River Meden overflowing had played a key factor in 2023. The Strategic Director of Services noted Pleasley Vale was on the boundary of two areas; the District in Derbyshire, and Mansfield in Nottinghamshire. The District's lead flood authority was Derbyshire County Council, but the sluice gates were in Nottinghamshire.

Nottinghamshire County Council was working with Mansfield District Council and private landowners to mitigate flooding, and while Yorkshire Water and Severn Trent were also responsible, the sluice gates in question laid on private land in Nottinghamshire. While these directly impacted Pleasley Vale, it was important to ensure a correct balance of responsibility and Nottinghamshire County Council, as the lead flood authority in Nottinghamshire, was responsible for these sluice gates.

RESOLVED that the report be noted.

LOCAL GROWTH SCRUTINY COMMITTEE

LOC18-24/25 SOCIAL VALUE POLICY REVIEW

The Committee considered a report regarding a revised Social Value Policy. The Monitoring Officer explained that on 3rd October 2022, the Executive had approved six recommendations from the Committee. One recommendation had been the adoption of a Social value Policy (the “Policy”). Another was that all procurements over £75,000 would be required to demonstrate social value outcomes as part of the tender, evaluation and delivery processes.

The Procurement and Partnership teams had produced the draft Policy which incorporated the recommendations of the Committee.

The Policy provided a framework for ensuring the Council met its obligations under the Social Value Act 2012. It was also anticipated this would be built upon following the introduction of the Procurement Act 2023 (in force from October 2024; authorities would need to maximize public benefit, with a shift from looking for the “most economically advantage tender” to the “most advantageous tender”).

The Policy would be one that was under constant review, with both Procurement and Partnership playing key roles in its development.

Questions on the figures presented in the supplementary report, and regional variations of the UK, were answered by the Programme and Major Projects Manager and the Monitoring Officer.

On a question of the Policy extending to Dragonfly Development Ltd. (DDL) and the issue of procurement, the Head of Business Growth explained DDL was developing its own Policy.

RESOLVED that the attached Social Value Policy be endorsed and submitted to Executive for approval.

LOC19-24/25 DRAGONFLY DEVELOPMENT LIMITED (DDL) DELIVERY UPDATE

The Committee considered the Dragonfly Development Limited (DDL) delivery update report. The report provided an update regarding both live and pipeline projects, and the Head of Business Growth, Dragonfly Management (Bolsover) Limited, was available to answer questions.

A discussion on the financial arrangements of the Roseland Crematorium was held, with a Member reiterating the importance of Committee to consider the Minutes of the Shareholder Board.

RESOLVED that the report be noted.

LOC20-24/25 WORK PROGRAMME 2024/25

The Committee agreed to consider its Work Programme 2024/25 in the informal scrutiny session.

LOCAL GROWTH SCRUTINY COMMITTEE

Moved by Councillor Tom Munro and seconded by Councillor Tom Kirkham
RESOLVED that the report be noted and discussed in the informal session.

The formal part of the meeting concluded at 10:50 hours and Members then met as a working party to continue their review work. The working party concluded at 11:08 hours.



The Arc
High Street
Clowne
Derbyshire
S43 4JY

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Key Decisions & Items to be Considered in Private

To be made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Published on: 4th October 2024

Agenda Item 5

INTRODUCTION

The list attached sets out decisions that are termed as “Key Decisions” at least 28 calendar days before they are due to be taken by the Executive or an officer under delegated powers.

Preparation of the list helps Executive to programme its work. The purpose of the list is to give notice and provide an opportunity for consultation on the issues to be discussed. The list is updated each month with the period of the list being rolled forward by one month and republished. The list is available for public inspection at the The Arc, High Street, Clowne, S43 4JY. Copies of the list can be obtained from Jim Fieldsend, Monitoring Officer, at this address or by email to jim.fieldsend@bolsover.gov.uk. The list can also be accessed from the Council’s website at www.bolsover.gov.uk.

The Executive is allowed to make urgent decisions which do not appear in the list, however, a notice will be published at The Arc and on the Council’s website explaining the reasons for the urgent decisions. Please note that the decision dates are indicative and are subject to change.

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Members of Executive are as follows:

Councillor Steve Fritchley - Leader and Portfolio Holder for Policy, Strategy and Communications
Councillor Duncan McGregor - Deputy Leader and Portfolio Holder for Corporate Performance and Governance
Councillor John Ritchie - Portfolio Holder for Growth
Councillor Anne Clarke - Portfolio Holder for Environment
Councillor Sandra Peake Portfolio Holder for Housing
Councillor Mary Dooley - Portfolio Holder for Health and Wellbeing
Councillor Clive Moesby - Portfolio Holder for Resources

The Executive agenda and reports are available for inspection by the public five clear days prior to the meeting of the Executive. The papers can be seen at The Arc at the above address. The papers are also available on the Council’s website referred to above. Background papers are listed on each report submitted to the Executive and members of the public are entitled to see these documents unless they contain exempt or confidential information. The report also contains the name and telephone number of a contact officer.

Meetings of the Executive are open to the public and usually take place in the Council Chamber at The Arc. Occasionally there are items included on the agenda which are exempt and for those items the public will be asked to leave the meeting. This list also shows the reports intended to be dealt with in private and the reason why the reports are exempt or confidential. Members of the public may make representations to the Monitoring Officer about any particular item being considered in exempt and why they think it should be dealt with in public.

The list does not detail *all* decisions which have to be taken by the Executive, only “Key Decisions” and “Exempt Reports”. In these Rules a “Key Decision” means an Executive decision, which is likely:

(1) **REVENUE**

- (a) Results in the Council making Revenue Savings of £75,000 or more; or
- (b) Results in the Council incurring Revenue Expenditure of £75,000 or more

(2) **CAPITAL**

- (a) Results in the Council making Capital Income of £150,000 or more; or
- (b) Results in the Council incurring Capital Expenditure of £150,000 or more

(3) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.

Ω In determining the meaning of “significant” the Council must have regard to any guidance for the time being issued by the Secretary of State. The Council has decided that revenue income or expenditure of £75,000 or more and capital income or expenditure of £150,000 or more is significant.

The dates for meetings of Executive can be found here:

<https://committees.bolsover.gov.uk/ieListMeetings.aspx?Committeeld=1147>

The Council hereby gives notice of its intention to make the following Key Decisions and/or decisions to be considered in private:

Matter in respect of which a decision will be taken	Decision Maker	Date of Decision	Documents to be considered	Contact Officer	Is this decision a Key Decision?	Is this key decision to be heard in public or private session
Sale of land at Elmton Lane, Bolsover	Executive	7th October 2024	Report of the Portfolio Holder for Growth	Jim Fieldsend, Service Director Governance and Legal Services & Monitoring Officer	Key - It is likely to result in the Council making revenue savings or incurring Revenue expenditure of £75,000 or more.	Open
Aquisition of land and property 14	Executive	4th November 2024	Report of the Portfolio Holder for Growth	Natalie Etches, Business Growth Manager	Key - It is likely to result in the Council making capital savings or incurring capital expenditure of £150,000 or more.	Fully exempt
Award of contract for Shirebrook Market Place: REimagined Project Phase 2	Executive	4th November 2024	Report of the Portfolio Holder for Growth	Chris McKinney, Senior Devolution Lead for Planning Policy, Strategic Growth and Housing	Key - It is likely to result in the Council making capital savings or incurring capital expenditure of £150,000 or more.	Open
Housing Strategy 2024-2029	Executive	2nd December 2024	Report of the Portfolio Holder for Housing	Joanne Wilson, Housing Strategy and Development Officer	Key - It is significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.	Open
Lease of Roseland Park and Crematorium To set out the next steps in relation to the lease of Roseland Park and Crematorium in line with	Executive	4th November 2024	Report of the Portfolio Holder for Resources	Theresa Fletcher, Service Director Finance & Section 151 Officer	Key - It is likely to result in the Council making revenue savings or incurring Revenue expenditure	

Matter in respect of which a decision will be taken	Decision Maker	Date of Decision	Documents to be considered	Contact Officer	Is this decision a Key Decision?	Is this key decision to be heard in public or private session
expert advice provided on the VAT partial exemption calculation.					of £75,000 or more.	
Management of Corporate Debt - Write-off of outstanding amounts	Executive	4th November 2024	Report of the Portfolio Holder for Resources	Theresa Fletcher, Service Director Finance & Section 151 Officer	Key - It is likely to result in the Council making revenue savings or incurring Revenue expenditure of £75,000 or more.	Open
Pendean Close Blackwell; Development of 2 semi-detached bungalows as part of Woburn Close, Blackwell cluster	Executive	4th November 2024	Report of the Portfolio Holder for Growth	Steve Brunt, Strategic Director of Services	Key - It is likely to result in the Council making capital savings or incurring capital expenditure of £150,000 or more.	Open
Roseland Park and Crematorium - update on project progress	Executive	4th November 2024	Report of the Portfolio Holder for Growth	Natalie Etches, Business Growth Manager	Key - It is likely to result in the Council making capital savings or incurring capital expenditure of £150,000 or more.	Exempt

**SCHEDULE 12A
ACCESS TO INFORMATION: EXEMPT INFORMATION**

**PART 1
DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND**

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes –
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) To make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Bolsover District Council

Meeting of the Local Growth Scrutiny Committee on Tuesday 5 November 2024

Update on Pleasley Vale Regeneration Project

Report of the Portfolio Holder for Growth

Classification	This report is Public.
Report By	Natalie Etches – Head of Business Growth Dragonfly Management (Bolsover) Limited

PURPOSE/SUMMARY OF REPORT

- To update Members about works ongoing at Pleasley Vale Business Park and activities which have been carried out around the site.

REPORT DETAILS

1. Background

- 1.1 The Council is fully invested to make the best use of assets within their ownership, and to find viable ways to sustain and increase revenue streams. Pleasley Vale is recognised as an important asset, for its historic and cultural importance, the stunning parkland, and its success as an industrial and commercial Business Park as well as offering Outdoor Physical Activity opportunities from the natural assets of the vale. There is a strong commitment to ensure that the site is preserved and enhanced for future generations.
- 1.2 One of the main constraints on site relates to flood risk. A significant area of the site is within flood zone 3b (functional flood plain). A functional flood plain is an area of land where water naturally collects. The geological and geographical formation of the site within a limestone gorge, and the river Meden which flows in a west to east direction means that in storm events or following heavy rainfall, the site can become prone to flooding. This issue became particularly evident in October 2023, during storm Babet. This extreme weather event caused the river Meden to overflow and flood areas of the site, causing damage to property and land.
- 1.3 The Head of Business Growth and the Assistant Director for Leisure, Health and Wellbeing have been working with their respective departments collaboratively to prioritise the works needed to deal with the flood mitigation and prevention measures. Work is also ongoing to assess the capital investment required into the buildings.

2.0 Project Update

- 2.1 Effectively managing flood risk and protecting the site from future extreme weather events is of paramount importance if the site is to continue operations.
- 2.2 When the river Meden overflowed during storm Babet, it backfilled the millpond in front of Mill 1, causing significant flooding to the ground floor of Mill 1. Within Mill 3, the storm water rose and broke through floor slabs within units, rendering them unsafe and therefore unusable.
- 2.3 The insurance loss adjuster appointed a third-party contractor to procure and manage the contractors onsite to carry out the flood remediation works – this was anticipated to start mid-September but due to delays with the procurement process, this is anticipated to start Late October.
- 2.4 Beaumont Rivers continue to oversee a flood mitigation and water management project. The tender for the scope of works has been put to the market, with tender responses anticipated by the end of October.
- 2.5 Derbyshire Wildlife Trust (DWT) has been appointed to produce a Nature Recovery / Blue and Green Infrastructure Masterplan for Pleasley Vale, to survey and assess the current condition of the site, identify constraints and opportunities for funding and collaboration with communities and education providers. Work has commenced on the masterplan but had slowed over the summer months. A meeting was held between DWT and Beaumont Rivers on 16 October 2024 to remobilise the DWT project, and aligning the work of the two organisations to ensure there is a coherence between the masterplan and the flood mitigation proposals. DWT will also be conducting some additional work on the ecology elements of the scope Beaumont Rivers is leading on.
- 2.6 DWT will explore opportunities for Biodiversity Net Gain, assessing the suitability to register Pleasley Vale as a Receptor Site. This is a potential income stream for the Council, and Members will be updated accordingly on the progress of this.
- 2.7 The Head of Business Growth convened a meeting of councillors and officers from BDC, Beaumont Rivers, and Cllr Hartshorn, Pleasley Ward Councillor for Mansfield District Council, to further understand the work which has been ongoing in Pleasley Village in the wake of Storm Babet, and to ensure that work to the watercourse upstream of the business park is co-ordinated alongside the works in the Vale, and all parties are engaged in discussions. A further meeting is to be arranged for the coming weeks with all parties.

Gardeners Cottage and Coach House

- 2.8 Work is continuing on proposals for the renovation and reuse of the two Gatehouses properties. A scope of works has been drafted and officers of the project team and the Council's Conservation Officer have conducted site visits to inform the scope as well as potential end uses.

3.0 Reasons for Recommendation

- 3.1 The purpose of this report is to update Members on progress.

4 Alternative Options and Reasons for Rejection

4.1 This report is for information only. There are no alternative options.

RECOMMENDATION(S)

1. That members note the contents of the report.

Approved by Councillor John Ritchie Portfolio Holder for Growth

<u>IMPLICATIONS:</u>	
<u>Finance and Risk:</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Details: There are no financial implications arising directly from this report, however it should be noted that the scope of works is currently being tendered for the flood mitigation works, and the wider regeneration proposals are being costed, and will be presented to Council in a future report.	
On behalf of the Section 151 Officer	
<u>Legal (including Data Protection):</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Details: There are no legal implication arising from this report	
On behalf of the Solicitor to the Council	
<u>Environment:</u> Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.	
Details: the report sets out the work being done to address the risks of flooding within the Vale, and how opportunities to enhance biodiversity and natural flood water management will enhance the environment.	
<u>Staffing:</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Details:	
On behalf of the Head of Paid Service	

DECISION INFORMATION

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards, or which results in income or expenditure to the Council above the following thresholds:</p> <p>Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	No

District Wards Significantly Affected	Pleasley
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input checked="" type="checkbox"/>	Details: None

Links to Council Ambition: Customers, Economy and Environment.
<p>Economy - drive growth, promote the district and be business and visitor friendly.</p> <p>Environment - protect the quality of life for residents and businesses, meet environmental challenges and enhance biodiversity</p>

DOCUMENT INFORMATION	
Appendix No	Title

Bolsover District Council

Meeting of the Local Growth Scrutiny Committee 5th November 2024

Dragonfly Development Limited (DDL) Delivery Update

Report of the Portfolio Holder for Growth

Classification	This report is Public
Contact Officer	Director of Property & Construction (DDL)

PURPOSE/SUMMARY OF REPORT

- To update Members on Dragonfly Development Ltd's delivery progress.

REPORT DETAILS

1. Background

- 1.1 The purpose of the report is to allow Members to review the progress of Dragonfly Development Ltd's project delivery during August-September 2024.

2. Details of Proposal or Information

- 2.1 Attached at Appendix 1. is the delivery update report.

3. Reasons for Recommendation

- 3.1 The Local Growth Scrutiny Committee has previously requested to receive regular updates from Dragonfly Development Ltd.

4. Alternative Options and Reasons for Rejection

- 4.1 N/A

RECOMMENDATION(S)

1. That Members review the attached report of Dragonfly Development Ltd's Delivery Update.

IMPLICATIONS:

Finance and Risk: Yes No

Details:

None from this report.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:

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

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:

None from this report.

Staffing: Yes No

Details:

None from this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
District Wards Significantly Affected	N/A
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Yes Details: Committee Members

Links to Council Ambition: Customers, Economy and Environment.

Scrutiny evaluates delivery against all Corporate Ambitions and Priorities
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DOCUMENT INFORMATION

Appendix No	Title
1.	Dragonfly Development Limited (DDL) Delivery Update

Background Papers

<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i>

Monthly Scrutiny Report		
Report Date	27.09.2024	
Report Period	Sep-24	
Live Projects		
Project Name	Woburn & Pendean - Blackwell	
Client & Contract Sum	Bolsover Homes	£11,582,574.69
Expected SoS & Finish	Jul-26	ILS and Phase 1 - Summer 25 Phase 2 - Summer 26 ** Subject to decant of the existing ILS**
Programme	Currently the project is on track to achieve its phase 1 completion date. Phase 2 completion date is subject to the decant and demolition programme of the existing ILS of which is not yet fully understood.	
Cost	Currently the project is on track to achieve its approved contract sum	
Health & Safety	Currently the project meets its legal compliance and recent H&S inspections raised minimal issues.	
Progress in the Period	Start on site was achieved on the 01/04/2024. The confirmation of the omission of the Community Centre has allowed the project to get back on track and focus on the original contract scope. Currently the ILS has commenced its super structures and the first floor to land at the end of August and water tight by the end of 2024. The bungalows on phase one are reaching roof stage. The project team are looking at any mitigation the decant and demo of the ILS may cause. Pendean is to commence on site in November subject to planning approval and client decision. Woburn has completed the first floor landing as of WC 08/09/2024 and 6 number plots are at first fix with 3 more plots commenced on footings	
Project Name	Roseland Crematorium	
Client & Contract Sum	Bolsover District Council	£7,400,000.00
Contract Start on Site & Finish	18.09.2023	Winter 2026
Programme	Currently the project is off track to achieve its completion date, due to design delays. The programme will be readjusted once the new designs are issued.	
Cost	Currently the project is off track to achieve its approved contract sum. DDL are currently reporting an over spend due to the delays associated with the design issues. The final expected account is not yet fully understood until a revised programme is defined and issues understood and quantified.	
Health & Safety	Currently the project meets its legal compliance. H&S inspections continue whilst activities continue on site	

Progress in the Period	<p>DDL have completed the steel frames to the buildings in February 2024 but limited work has progressed on the super structures since due to design issues. The groundworks have progressed well and are meeting a near completion in July. The hard landscaping will occur after the super structure are completed. The main infrastructure such as the sub station, water, power and drainage are all installed. The project team are optimistic that the super structures can re commence in October 2024 and allow internal works to take place in the spring. The super structures are planned to commence in Nov and the updated external designs are on programme. As issues are identified the new design team identify solutions and record a design change. As well as Project & DTM's, the client and contractor team meet weekly.</p>	
Pipe Line Projects - BDC Homes		
Project Name	Shirebrook Cluster 2 - Alder Way and Close, Rowan, Brookfield	
Client & Estimated Cost	Bolsover Homes	Alder - £1.7 Brook - £600k Rowan - £2.3
Expected SoS & Finish	Estimated Jan 2025 - lost 3 months	N/A
Progress in the Period	<p>Currently the DML pre construction team along with the design team WSP are progressing these sites with Planning decision on Brookfield agreed to be issued in September. Rowen and Alder to follow subject to some issues regarding land and design confirmations. These two sites are expected to be issued to planning in September. Client decisions are underway with regard to the sites to be delivered. Legal issues around landownership on Rowen are with the legal team. This doesn't affect the other two sites from starting when agreed.</p>	
Project Name & Number	Mill Lane - Bolsover	
Client & Estimated Cost (To date)	Bolsover Homes	£11
Expected SoS & Finish	Jul-25	Spring 2027
Progress in the Period	<p>Currently the DML pre construction team are reviewing this site which had achieved planning in 2021 for private sale. Currently there is a land ownership issue hindering progress, the team are working to resolve this while ensuring viability. Options include purchasing the neighbouring property. WSP have produced a layout for affordable homes. The layout was agreed at the last DTM in May. The DML team are now progressing this layout through the RIBA stages and aim to issue to planning. Currently pre construction money has been requested so as not to hold up progress.</p>	

Project Name & Number	Bolsover Cluster	
Client & Estimated Cost (To date)	Bolsover Homes	TBC
Expected SoS & Finish	TBC	TBC
Progress in the Period	No progress in the period on this scheme. On Hold	
Project Name & Number	Park Lane - Pinxton	
Client & Estimated Cost (To date)	Bolsover Homes	TBC
Expected SoS & Prelim Allowance (Weeks)	TBC	TBC
Progress in the Period	This project has executive board approval subject to planning approval to increase the plots from 10 to 11. No progress in the period on this scheme. On Hold	
Project Name & Number	Briar Close	
Client & Estimated Cost (To date)	Bolsover Homes	Demo £300k
Expected SoS & Prelim Allowance (Weeks)	Demo Autum 2024	Demo completion Winter 2024
Progress in the Period	The demo will hopefully commence in Autum 2024 but a further bat survey is required which is due back before the end of Oct. DML are removing meters and disconnecting power now the last residents have departed. A pre-construction budget is required to progress and to agree a new layout.	
Project Name & Number	Pinxton Cluster	
Client & Estimated Cost (To date)	Bolsover Homes	TBC
Expected SoS & Prelim Allowance (Weeks)	TBC	TBC
Progress in the Period	No progress in the period on this scheme.	

Pipe Line Projects - Regeneration		
Project Name & Number	Events Centre (Shirebrook)	
Client & Estimated Cost (To date)	BDC - Regeneration	£2
Expected SoS & Prelim Allowance (Weeks)	Nov-24	May-25
Progress in the Period	The DML team have met with the BDC lead and have had a number of meetings to establish a strategy to deliver this project. The DML team have proposed that the Cafe is procured as a pre fab off site to keep cost down and provide a high quality end product. Planning has not been issued due to ecology report being late. DDL are awaiting approval for some pre construction monies. DDL have been successful with a PCSA submission and can commence the pre-construction.	
Project Name & Number	Portland Commercial Scheme (Shirebrook)	
Client & Estimated Cost (To date)	BDC - Regeneration	£2
Expected SoS & Prelim Allowance (Weeks)	Mar-25	Mar-26
Progress in the Period	Currently the DML team are working with BDC to establish a strategy for this project. On Hold.	
Project Name & Number	Co-op Demolition and Landscaping (Bolsover)	
Client & Estimated Cost (To date)	BDC - Regeneration	£2
Expected SoS & Prelim Allowance (Weeks)	Feb-25	Autum 25
Progress in the Period	Currently the DML team are working with BDC to establish a strategy for this project. On Hold.	
Pipe Line Projects - External Clients to BDC		
Project Name & Number	Boarder Hill School	
Client & Estimated Cost (To date)	Bassetlaw District Council	£8

Expected SoS & Prelim Allowance (Weeks)	Jan-25	TBC
Progress in the Period	Currently the DML pre construction team are working with the client to establish a contract cost and progress the design through to RIBA stage 5. The team are focusing on the removal of the existing façade to ensure a safe and viable project for the client. DDL have been successful with a PCSA submission and can commence the pre-construction. Start on site target of Feb 2025 subject to contract.	
Project Name & Number	Centre Place	
Client & Estimated Cost (To date)	Bassetlaw District Council	£2
Expected SoS & Prelim Allowance (Weeks)	Feb-25	Nov-25
Progress in the Period	Currently the DML pre construction team are working with the client to establish a demo plan. The main building proposal has been shelved due to lack of funding. On Hold	
Project Name & Number	Amber Vally - Potential	
Client & Estimated Cost (To date)	Amber Vally	TBC
Expected SoS & Prelim Allowance (Weeks)	TBC	TBC
Progress in the Period	Currently the DML pre construction team are working with the client land portfolio to find potential housing developments ranging from 2 - 100 plots. On Hold.	

Bolsover District Council

Meeting of Local Growth Scrutiny Committee on 5th September 2024

Local Growth Scrutiny Committee Work Programme 2024/25

Report of the Scrutiny Officer

Classification	This report is Public.
Contact Officer	Scrutiny Officer

PURPOSE/SUMMARY OF REPORT

- To provide members of the Scrutiny Committee with an overview of the proposed meeting programme of the Committee for 2024/25.

REPORT DETAILS

1. Background

- 1.1 The main purpose of the report is to inform members of the proposed meeting programme for the year 2024/25 and planned agenda items (Appendix 1).
- 1.2 This programme may be subject to change should additional reports/presentations be required, or if items need to be re-arranged for alternative dates.
- 1.3 Review Scopes submitted will be agreed within Informal Session in advance of the designated meeting for Member approval to ensure that there is sufficient time to gather the information required by Members and to enable forward planning of questions.
- 1.4 Members may raise queries about the programme at the meeting or at any time with the Scrutiny Officer should they have any queries regarding future meetings.
- 1.5 All Scrutiny Committees are committed to equality and diversity in undertaking their statutory responsibilities and ensure equalities are considered as part of all Reviews. The selection criteria when submitting a topic, specifically asks members to identify where the topic suggested affects particular population groups or geographies.
- 1.6 The Council has a statutory duty under s.149 Equality Act 2010 to have due regard to the need to advance equality of opportunity and to eliminate discrimination.

- 1.7 As part of the scoping of Reviews, consideration is given to any consultation that could support the evidence gathering process.

2. Details of Proposal or Information

- 2.1 Attached at Appendix 1 is the meeting schedule for 2024/25 and the proposed agenda items for approval/amendment.
- 2.2 Attached at Appendices 2.1 2.2 and 2.3 are review topic suggestions for Committee's consideration. Members will need to take a vote on whether either suggestion is taken forward and assess possible timescales given existing work of the Committee.

3. Reasons for Recommendation

- 3.1 This report sets the formal Committee Work Programme for 2024/25 and the issues identified for review.
- 3.2 The Scrutiny Programme enables challenge to service delivery both internally and externally across all the Council Ambitions.
- 3.3 The Scrutiny functions outlined in Part 3.6(1) of the Council's Constitution requires each Scrutiny Committee to set an annual work plan.

4 Alternative Options and Reasons for Rejection

- 4.1 There is no option to reject the report as the Scrutiny functions outlined in Part 3.6(1) of the Council's Constitution requires each Scrutiny Committee to set an annual work plan.

RECOMMENDATION(S)

1. That Members review this report and the Programme attached at Appendix 1 for approval and amendment as required. All Members are advised to contact the Scrutiny Officer should they have any queries regarding future meetings.

IMPLICATIONS:

Finance and Risk: Yes No

Details:

None from this report.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:

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

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:

None from this report.

Staffing: Yes No

Details:

None from this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	No
District Wards Significantly Affected	N/A
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input checked="" type="checkbox"/> Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Yes Details: Committee Members

Links to Council Ambition: Customers, Economy and Environment.

All

DOCUMENT INFORMATION

Appendix No	Title
1.	LGSC Work Programme 2024/25

Background Papers

(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).

Previous versions of the Committee Work Programme.

Local Growth Scrutiny Committee

Work Programme 2024/25

Formal Items – Report Key

Performance Review	Policy Development	Policy/Strategy/ Programme Monitoring	Review Work	Call-In/Review of Executive Decisions	Petition

Date of Meeting	Items for Agenda		Lead Officer
25 June 2024 33		• Disposal and Acquisition Policy	Monitoring Officer
		• Bolsover District Regeneration Fund Update	Director of Economic Development, DDL; Business Growth Manager, DDL
		• Dragonfly Development Limited (DDL) Delivery Update	Director of Economic Development, DDL; Business Growth Manager, DDL
		• Pleasley Vale Regeneration Programme – Verbal Update	Director of Economic Development, DDL; Business Growth Manager, DDL; Senior Economic Development Officer (Pleasley Vale), DDL
		• Agreement of Work Programme 2024/25	Scrutiny Officer
	Part B – Informal	• Review work	Scrutiny Officer
3 September 2024	Part A – Formal	• UK Shared Prosperity Fund – Monitoring Update	Director of Economic Development, DDL; Business Growth Manager, DDL; Senior Economic Development Officer (Investment & Growth), DDL
		• Pleasley Vale Regeneration Programme – Update	Director of Economic Development, DDL; Business Growth Manager, DDL;

Date of Meeting	Items for Agenda		Lead Officer
		<ul style="list-style-type: none"> • Social Value Policy Review 	Monitoring Officer
		<ul style="list-style-type: none"> • Dragonfly Development Limited (DDL) Delivery Update 	Director of Property & Construction, DDL
		<ul style="list-style-type: none"> • Work Programme 2024/25 	Scrutiny Officer
	Part B – Informal	<ul style="list-style-type: none"> • Review work 	Scrutiny Officer
5 November 2024 34	Part A – Formal	<ul style="list-style-type: none"> • Pleasley Vale Regeneration Programme – Update 	Director of Economic Development, DDL; Business Growth Manager, DDL; Senior Economic Development Officer (Pleasley Vale), DDL
		<ul style="list-style-type: none"> • Dragonfly Development Limited (DDL) Delivery Update 	Director of Property & Construction, DDL
		<ul style="list-style-type: none"> • Dragonfly Development Limited (DDL) Shareholder Board – Update 	Monitoring Officer
		<ul style="list-style-type: none"> • Work Programme 2024/25 	Scrutiny Officer
	Part B – Informal	<ul style="list-style-type: none"> • Review work 	Scrutiny Officer
21 January 2024	Part A – Formal	<ul style="list-style-type: none"> • Business Growth Strategy – Monitoring Update 	Director of Economic Development, DDL; Business Growth Manager, DDL
		<ul style="list-style-type: none"> • UK Shared Prosperity Fund – Monitoring Update 	Director of Economic Development, DDL; Business Growth Manager, DDL; Senior Economic Development Officer (Investment & Growth), DDL
		<ul style="list-style-type: none"> • Dragonfly Development Limited (DDL) Delivery Update 	Director of Property & Construction, DDL
		<ul style="list-style-type: none"> • Pleasley Vale Regeneration Programme - Update 	Director of Economic Development, DDL; Business Growth Manager, DDL; Senior Economic Development Officer (Pleasley Vale), DDL

Date of Meeting	Items for Agenda		Lead Officer
		<ul style="list-style-type: none"> Review of Integration of Social Value to BDC Policy and Delivery – Post-Scrutiny Monitoring (FINAL REPORT) 	Scrutiny Officer
		<ul style="list-style-type: none"> Work Programme 2024/25 	Scrutiny Officer
	Part B – Informal	<ul style="list-style-type: none"> Review work 	Scrutiny Officer
18 March 2025	Part A – Formal	<ul style="list-style-type: none"> Tourism Strategy – Monitoring Update 	Director of Economic Development, DDL; Business Growth Manager, DDL; Tourism and Place Manager, DDL
		<ul style="list-style-type: none"> Pleasley Vale Regeneration Programme - Update 	Director of Economic Development, DDL; Business Growth Manager, DDL; Senior Economic Development Officer (Pleasley Vale), DDL
		<ul style="list-style-type: none"> Business Engagement Strategy – Monitoring Update 	Director of Economic Development, DDL; Business Growth Manager, DDL; Senior Economic Development Officer (Pleasley Vale), DDL
		<ul style="list-style-type: none"> Dragonfly Development Limited (DDL) Delivery Update 	Director of Property & Construction, DDL
		<ul style="list-style-type: none"> East Midlands Investment Zone - Monitoring Update 	Assistant Director Development and Planning
		<ul style="list-style-type: none"> Work Programme 2024/25 	Scrutiny Officer
		Part B – Informal	<ul style="list-style-type: none"> Review work
13 May 2025	Part A – Formal	<ul style="list-style-type: none"> Pleasley Vale Regeneration Programme - Update 	Director of Economic Development, DDL; Business Growth Manager, DDL; Senior Economic Development Officer (Pleasley Vale), DDL
		<ul style="list-style-type: none"> UK Shared Prosperity Fund – Monitoring Update 	Director of Economic Development, DDL; Business Growth Manager, DDL;

Date of Meeting	Items for Agenda		Lead Officer
			Senior Economic Development Officer (Pleasley Vale), DDL
		<ul style="list-style-type: none"> Dragonfly Development Limited (DDL) Delivery Update 	Director of Property & Construction, DDL
		<ul style="list-style-type: none"> Work Programme 2024/25 	Scrutiny Officer
	Part B – Informal	<ul style="list-style-type: none"> Review work 	Scrutiny Officer

Bolsover District Council

Meeting of the Local Growth Scrutiny Committee on Tuesday 5th November 2024

Dragonfly Shareholder Board Minutes

Report of the Portfolio Holder for Growth

Classification	This report is open however Appendix 3 is not for publication under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972
Report By	Director for Governance and Legal Services and Monitoring Officer

PURPOSE/SUMMARY OF REPORT

- To provide the minutes of the Council's Shareholder Board from 19th April 2024, 13th September 2024 and 30th September 2024
-

REPORT DETAILS

1. Background

- 1.1 On the conversion of Dragonfly Development Ltd to a company 100% owned by Bolsover District Council and the creation of Dragonfly Management (Bolsover) Ltd the Council also formed a Dragonfly Shareholder Board. The purpose of the Shareholder Board is to act as an informal consultation group to consider issues relating to the two companies and to make recommendations to the Council's decision making bodies (Executive/Full Council).
- 1.2 At its meeting on 16th January 2024 the Shareholder Board agreed that its minutes will be made available to the Local Growth Scrutiny Committee

2 Details of Proposal or Information

- 2.1 A copy of the minutes from the meeting held on 19th April 2024, 13th September 2024 are attached for the Committee's information at Appendix 1 and 2. The minutes of the meetings on 30th September 2024 (Appendix 3) have been classed as exempt and will be circulated to members of the Committee at the meeting and collected following the end of the meeting. This is due to the minutes containing personal and sensitive information. The public will need to be excluded when the Committee considers this exempt information.

3. Reasons for Recommendation

3.1 The Local Growth Scrutiny Committee has previously requested to see the minutes of the Shareholder Board.

4 Alternative Options and Reasons for Rejection

4.1 The report is for information only. There are no alternative options for consideration.

RECOMMENDATION(S)

1. That members of the Scrutiny Committee note the contents of the minutes of the Shareholder Board.

Approved by Councillor John Ritchie Portfolio Holder for Growth

IMPLICATIONS:

Finance and Risk: Yes No

Details:

_There are no financial implications arising directly from this report
On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:

There are no legal implications arising from this report
On behalf of the Solicitor to the Council

Environment: Yes No

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

Details:

There are no environmental issues arising from this report

Staffing: Yes No

Details:

There are no staffing issues arising from this report

DECISION INFORMATION

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:</p> <p>Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	<p>No</p>
<p>Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i></p>	<p>No</p>

<p>District Wards Significantly Affected</p>	<p>(please state which wards or state All if all wards are affected)</p>
<p>Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></p>	<p>Details: None</p>

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

<p>DOCUMENT INFORMATION</p>	
<p>Appendix No</p>	<p>Title</p>
<p>1</p>	<p>Minutes from the Dragonfly Shareholder Board dated 19th April 2024</p>
<p>2</p>	<p>Minutes from the Dragonfly Shareholder Board dated 13th September 2024</p>

3	Minutes from the Dragonfly Shareholder Board dated 30th September 2024 (exempt) (to be handed out at the meeting)
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Background Papers

<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i>
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Rpttemplate/BDC/021122

Appendix 1

BOLSOVER DISTRICT COUNCIL DRAGONFLY SHAREHOLDER BOARD

Minutes of a BDC Dragonfly Shareholder Board Meeting held on Friday 19th April 2024 in the Council Chamber, The Arc, Clowne at 10am.

PRESENT:-

Members:-

Councillor Duncan McGregor in the Chair

Councillors John Ritchie and Sandra Peake.

Officers:- Karen Hanson (Chief Executive), Jessica Clayton (Client Programme Manager), Jim Fieldsend (Monitoring Officer), Theresa Fletcher (Section 151 Officer) and Alison Bluff (Governance).

SHBD39-23/24 APOLOGIES

There were no apologies for absence.

SHBD40-23/24 URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

SHBD41-23/24 DECLARATIONS OF INTEREST

There were no declarations of interest made.

SHBD42-23/24 MINUTES – 16TH JANUARY 2024

Moved by Councillor Duncan McGregor and seconded by Councillor John Ritchie **RESOLVED** that the Minutes of a Shareholder Board meeting held on 16th January 2024 be approved as a correct record.

SHBD43-23/24 MATTERS ARISING

Members noted that the Minutes of the BDC Shareholder Board meeting held on 16th January 2024 would be presented to the Local Growth Scrutiny Committee on 29th April 2024.

Moved by Councillor Duncan McGregor and seconded by Councillor John Ritchie **RESOLVED** that the Minutes of the Shareholder Board meeting held on 16th January 2024 be presented to the Local Growth Scrutiny Committee on 29th April 2024.

BOLSOVER DISTRICT COUNCIL DRAGONFLY SHAREHOLDER BOARD

SHBD44-23/24 DRAGONFLY BOARD MINUTES 2023/2024

Councillor McGregor referred to Minute No 6 of the Minutes of the Dragonfly Management Board meeting held on 21st November 2023, in relation to S106 monies, and requested clarity on what was stated in the paragraph. The Monitoring Officer advised Members that generally any S106 monies received in relation to approved developments had to be used in the surrounding area of that approved development and could not be used anywhere else, and this was a requirement in law.

In response to another query from Councillor McGregor, the Chief Executive confirmed that there are currently no plans to move the Community Arts Officer post out of the Council's establishment.

Moved by Councillor Duncan McGregor and seconded by Councillor Sandra Peake **RESOLVED** that the Dragonfly Board Minutes 2023/2024 as submitted be noted.

SHBD45-23/24 GOVERNANCE CHECKLISTS UPDATE

The Chief Executive presented a Governance Checklist and referred to Section 11.

The following was highlighted;

- 11.1 Peter Collins from Sharpe Pritchard would attend the July meeting of the Shareholder Board to provide some training, along with a new Member on the Board from Scrutiny. Members could ask Peter questions about the role of the Shareholder Board, its priorities, and roles and responsibilities etc.

The 3 Statutory Officers (CEO, MO & S151 Officer) would have an oversight of reports from Dragonfly to Executive in the normal way to ensure they are joined up with Council priorities and have consideration for legal and financial implications, changes to market conditions, value for money and performance of investments etc. Where possible, these reports would then be presented to the Shareholder Board for consideration before being presented to Executive and Council.

- 11.2 The Chief Executive would send an email to Dragonfly requesting a Business Plan in accordance with the SLA by 31st October 2024, for consideration by the Shareholder Board. With regard to the Council's services which had moved over to Dragonfly Management (Bolsover) Ltd, the Chief Executive would check if Dragonfly would be developing similar service plans to that of the Council. The CEO explained the performance management arrangements outlined in Schedule 2 of the SLA.
- 11.3 Cabinet Member Portfolio Holders were in place for Growth and Housing. The Chief Executive, S151 & MO, would need to be kept aware of Dragonfly projects and proposals. The Scrutiny Member appointed to the Shareholder Board would commence attending meetings after Annual Council. This would not change the fact that Scrutiny Committee still had the right to scrutinise the work of the Shareholder Board.

BOLSOVER DISTRICT COUNCIL DRAGONFLY SHAREHOLDER BOARD

- 11.4 Reports would be open and transparent unless commercially sensitive. Councillor Ritchie referred to the Dragonfly presentation on Wednesday 17th April, and noted that he had requested Comms to produce some of the slides in an A5 booklet format for all Members.
- 11.5 The Council sometimes received public interest reports in relation to best practice. The Chief Executive would ensure all public interest reports received regarding lessons learned by local authority wholly owned companies were circulated and considered by the Shareholder Board, reporting to Executive where appropriate. Councillor Ritchie referred to recent Government correspondence in relation to Productivity Plans. The Chief Executive confirmed she had received this letter, which was in relation to the new Oflog arrangements. The Chief Executive will brief Members regarding the new arrangements separately.
- 11.6 With regard to conflicts of interest in relation to commercial activity, the Chief Executive noted that arrangements were in place and any queries were considered by the Monitoring Officer. Dragonfly had also requested advice from Freeths in relation to conflicts of interest. The Chief Executive was asked to request a copy of Freeths advice to Dragonfly.
- 15.2 In response to a query from Councillor McGregor, the Chief Executive noted this was in relation to Council officers not becoming too actively involved in the day to day running of Dragonfly.
- 15.5 and 17.11 Councillor McGregor noted that Shareholder Board training was particularly important.

Moved by Councillor Duncan McGregor and seconded by Councillor John Ritchie
RESOLVED that the Chief Executive;

a) write to the CEO of the Dragonfly Group requesting the Dragonfly Business Plan be submitted to the Shareholder Board by 31st October 2024,

b) request a copy of Freeths advice given to Dragonfly in relation to conflicts of interest,

c) request confirmation from Dragonfly as to whether they would be developing service plans similar to that of the Council,

d) update further sections on the checklist for the next meeting.

(Chief Executive)

SHBD46-23/24 PROGRESS ON SCHEMES

Members considered the latest Dragonfly Development Ltd progress on schemes report dated 8th April 2024. These reports were also provided to the Local Growth

BOLSOVER DISTRICT COUNCIL DRAGONFLY SHAREHOLDER BOARD

Scrutiny Committee and the Chief Executive suggested that a Member of the Dragonfly Board be invited to attend a future Shareholder Board meeting to present the next latest progress report and answer any questions.

Councillor Ritchie noted that these reports were also presented to the Design Team Meetings (DTM) which he and Councillor Peake both attended. Councillor Peake added that the DTM meetings were valuable as both herself and Councillor Ritchie had contributed to building designs which had been successful, and had also attended site visits.

Moved by Councillor Duncan McGregor and seconded by Councillor John Ritchie
RESOLVED that 1) the report be noted,

2) a Member of the Dragonfly Board be invited to attend a future Shareholder Board meeting to present the latest progress report.

(Chief Executive)

SHBD47-23/24 FUTURE SLA PERFORMANCE MANAGEMENT – SCHEDULE 2

Members considered KPI performance data in relation to housing repairs and maintenance carried out by Dragonfly Management (Bolsover) Ltd, on behalf of the Council as set out in Schedule 2 of the SLA.

This performance data was now captured by Dragonfly and no longer included on the Council's PERFORM system. The data was presented to the Housing Stock Management Group and then to the Shareholder Board for monitoring and also reported to Scrutiny Committee.

The Chief Executive noted the reports provided good KPI data. Councillor McGregor commented that Members understood and accepted that corporate performance arrangements needed to be changed to reflect the new company arrangements and that Dragonfly had been required to set up new systems. Councillor Ritchie noted that he and Councillor Peake had both seen the KPI performance data reports at the Housing Stock Management Group meetings which they both attended. The Chief Executive added that internal auditing would also continue to take place, with reports presented to Audit Committee via the Annual Audit Plan. The Monitoring Officer added that the Council's performance reports were presented to the Finance and Corporate Overview Scrutiny Committee and he confirmed that the Dragonfly reporting was aligned with these meetings.

As an example, the Schedule 2 KPIs for Q1 of 2024/25 would be presented to the Shareholder Board meeting for Members' consideration in accordance with the following timetable:

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Schedule 2 performance information to be collated by DMBL	From 1 st April 2024 – 30 th June 2024
Completed Schedule 2 information provided to Council	Friday 12th July 2024
Performance reported to Shareholder Board	End July 2024
Shareholder Board to release information to Scrutiny Committees	August 2024
Q1 Performance Report to Executive including comments from the above.	Sept/Oct 2024

Moved by Councillor Duncan McGregor and seconded by Councillor John Ritchie.
RESOLVED that the KPI performance data process in relation to housing repairs and maintenance carried out by Dragonfly on behalf of the Council as set out in Schedule 2 of the SLA be noted.

SHBD48-23/24 SHORT FORM SLA UPDATE

The Client Programme Manager noted that she was awaiting a response from Dragonfly and would chase this to provide an update at the next meeting.

SHBD49-23/24 COUNCIL CLIENT FUNCTION REQUIREMENTS

The Chief Executive suggested that a piece of work be carried out in relation to an options appraisal regarding Council Client function requirements.

A discussion took place.

It was agreed that the Chief Executive arrange an options appraisal to be carried out in relation to Council Client function requirements for consideration by the Shareholder Board.

Moved by Councillor Duncan McGregor and seconded by Councillor John Ritchie
RESOLVED that the Chief Executive carry out a piece of work in relation to an options appraisal regarding Council Client function requirements for consideration by the Shareholder Board.

(Chief Executive)

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SHBD50-23/24 INFORMATION FOR SCRUTINY

The Minutes from these Shareholder Board meetings would be included on the Local Growth Scrutiny Committee agendas as agreed at SHBD43-23/24 above. However, it was noted that some future reports may contain commercially sensitive information which may be exempt (or part of).

SHBD51-23/24 SHAREHOLDER BOARD TRAINING

The Chief Executive noted that training would be arranged to take place in June 2024.

SHBD52-23/24 PROPOSED DATES FOR FUTURE MEETINGS

It was proposed to hold future meetings of the Shareholder Board close to the Housing Stock Management Group meetings and in line with the performance monitoring cycle arrangements discussed in the meeting.

The meeting concluded at 1121 hours.

Shareholder Board Training by Peter Collins from Sharpe Pritchard – 28th June 2024

Appendix 2

BOLSOVER DISTRICT COUNCIL DRAGONFLY SHAREHOLDER BOARD

Minutes of a BDC Dragonfly Shareholder Board Meeting held on Friday 13th September 2024 in the Council Chamber, The Arc, Clowne at 1330 hours.

PRESENT:-

Members:-

Councillor Duncan McGregor in the Chair

Councillors John Ritchie and Sandra Peake.

Officers:- Karen Hanson (Chief Executive (BDC)), Steve Brunt (Strategic Director of Services), Jessica Clayton (Client Programme Manager), Jim Fieldsend (Monitoring Officer), Theresa Fletcher (Section 151 Officer) and Alison Bluff (Governance).

Also in attendance was Grant Galloway (Chief Executive, Dragonfly Development Ltd (DDL)) and Ian Barber (Director of Property & Construction, Dragonfly Development Ltd (DDL)).

SHBD01-24/25 APOLOGY FOR ABSENCE

An apology for absence was received on behalf of Councillor Phil Smith.

SHBD02-24/25 MINUTES – 19TH APRIL 2024

Moved by Councillor Sandra Peake and seconded by Councillor Duncan McGregor **RESOLVED** that the Minutes of a Shareholder Board meeting held on 19th April 2024 be approved as a correct record.

SHBD03-24/25 MATTERS ARISING FROM THE MINUTES 19TH APRIL 2024

In response to queries raised by Councillor Ritchie in relation to Minute No SHBD45-23/24, the Chief Executive (DDL) confirmed that all Dragonfly reports considered by Executive are seen by the three statutory officers prior to being presented.

The Chief Executive (BDC) clarified that 11.1 to 11.3 of minute number SHBD45-23/24, referred to the governance checklist in relation to good governance regarding local authority commercial businesses and was not an action as such in the minutes but confirming the process to be undertaken. With regard to 11.3 of the minute, Councillor Phil Smith had been appointed at Annual Council as the Scrutiny Member on the Shareholder Board, however, Scrutiny Committee still had the right to scrutinise the work carried out by the Shareholder Board. The Monitoring Officer added that minutes of the Shareholder Board meetings were also presented to Scrutiny Committee once they had been approved at the following meeting of the Shareholder Board.

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**SHBD04-24/25 FEEDBACK FROM SHARPE PRITCHARD TRAINING SESSION
HELD ON 28TH JUNE 2024 (PRESENTATION SLIDES)**

The slides from Sharpe Pritchard's presentation held on 28th June 2024 had been previously circulated to Board Members.

**SHBD05-24/25 CONFIDENTIAL UPDATE REPORT OF THE STATUTORY
OFFICERS AND STRATEGIC DIRECTOR**

This report was not circulated at the meeting as the Chief Executive of Dragonfly had requested time to be able to respond to the points raised prior to it being presented by the Statutory Officers. Following discussion, this was agreed by the Chair. The report was therefore withdrawn from the meeting. An update would be presented to the next Shareholder Board meeting.

The Chief Executive (Dragonfly) welcomed this and requested that a formal invitation be sent to him and the Director of Property & Construction (Dragonfly) to attend the next Shareholder Board meeting.

RESOLVED that 1) An update be presented to the next Shareholder Board meeting,
2) Invitations be sent to the Chief Executive (Dragonfly) and the Director of Property & Construction (Dragonfly) to attend the next Shareholder Board meeting.

**SHBD06-24/25 DRAGONFLY MANAGEMENT SCHEDULE 2 – QUARTER 1
PERFORMANCE INFORMATION**

The Chief Executive (BDC) referred to Schedule 2 of the Service Level Agreement which provided Quarter 1 performance information in relation to KPIs being measured by Dragonfly.

The Director of Property & Construction (Dragonfly) noted that the Quarter 1 information had been submitted to the Council, however discussions had taken place regarding the format required for future reporting. This has been resolved for Quarter 2. He reported the majority of the KPIs were well within target. One exception was in relation to domestic compliance in Independent Living Schemes (ILS) against water safety; this was at 97% against a target of 100% as access to some properties had not been possible.

For Quarter 2 and future reporting of Dragonfly KPIs, the Chief Executive (BDC) and the Director of Property & Construction (DDL) would work with the Information, Engagement and Performance Manager to produce the information to align with the Council's reporting timelines and presentation format.

RESOLVED that the Chief Executive (Dragonfly) and the Director of Property & Construction (Dragonfly) provide the required KPI information as required within Schedule 2 of the Shareholder Agreement. Quarterly update will be presented to the Shareholder Board in future meetings.

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SHBD07-24/25 FINANCE AND COMPANY AUDITED ACCOUNTS

The Section 151 Officer advised that Dragonfly's draft statement of accounts had recently been received from Dragonfly's auditors. However, as public sector accounts and private company accounts were set out differently, various queries had been raised immediately with Dragonfly's auditors, on the accounts by the Finance Team.

The Council's external auditors would need to see Dragonfly's final audited statement of accounts to enable the audit of the figures for Dragonfly as contained in the Council's draft statement of accounts. The external audit of the Council's draft statement of accounts would start on 1st October 2024 and was due to be signed off by 27th February 2025.

The Chief Executive (Dragonfly) advised that as Dragonfly's draft statement of accounts was unaudited, Dragonfly's accountants would firstly need to audit the processes that Dragonfly and the Council undertook to ensure all ordering had been raised correctly and the correct processes were in place. Dragonfly's auditors had confirmed that they would carry this out in the timeframe required by the Section 151 Officer.

SHBD08-24/25 DRAGONFLY DEVELOPMENT BUSINESS CASE UPDATE ON PROGRESS

The Chief Executive (Dragonfly) advised that Sharpe Pritchard Lawyers and 31Ten had previously produced the Business Case for Dragonfly which had been approved at Council, however, the emphasis of Dragonfly's work had changed. This was partly due to minimise risk and that market conditions had changed. Also, opportunities were arising for Dragonfly which could generate additional income. The Shareholder Agreement states that Business Plans need to be developed for and approved each year, however, none had yet been developed. The Chief Executive (Dragonfly) stated only one Business Plan would be produced for Dragonfly Management and Dragonfly Development.

A SWOT analysis had been carried out on individual threats and opportunities and a marketing plan and branding was in the process of being produced by Dragonfly's Senior Marketing Executive Officer. Another area set up, with advice taken from Freeth's, was a consultancy section in Dragonfly Management. The Chief Executive (Dragonfly) felt that a draft Business Plan could be produced by the October deadline, however, this would need to be presented to the Dragonfly Board first. A further update would be given at the next Shareholder Board meeting.

The Chief Executive (Dragonfly) suggested workshops be arranged to explore and discuss ideas for increasing value on the Council's assets, for example, Council owned land, green skills and green homes etc, and the Council's strategy for purchasing land.

A discussion took place regarding a paper circulated by Councillor Ritchie in relation to pressure on the HRA. The Section 151 Officer noted that when the 2024 local

BOLSOVER DISTRICT COUNCIL DRAGONFLY SHAREHOLDER BOARD

government finance settlement from the Government was received, an update could be provided on the financial position of the HRA.

SHBD09-24/25 CREMATORIUM UPDATE REPORT

The Monitoring Officer and the Chief Executive (Dragonfly) provided a joint verbal update on the Roseland Crematorium scheme.

A piece of land adjacent to the scheme had recently been purchased from a nearby landowner. In response to a query from Councillor Ritchie, the Monitoring Officer confirmed that the land had been sold to the Council and not Shirebrook Town Council. Issues with the architect, CDS, had also arisen and this had resulted in disruption to the work programme and eventual termination of a contract with CDS.

The Chief Executive (Dragonfly) advised that a new architect had been appointed by Dragonfly Development and a design team meeting would take place on 17th September; designs would be reviewed by Dragonfly, and it was hoped the scheme would start progressing again by the end of the month.

SHBD10-24/25 DRAGONFLY DEVELOPMENT PROJECTS UPDATE

The Director of Property & Construction, Dragonfly Development Ltd (Dragonfly) presented a projects update report and provided information on Dragonfly Development live projects and pipeline projects. It was noted that the report was also presented to Scrutiny Committee.

The Section 151 Officer noted that some pipeline projects were not yet part of the existing agreed and approved Bolsover Homes schemes and requested this be made clear in future reports, so Members do not get the schemes confused with those that are already agreed.

SHBD11-24/25 DRAGONFLY BOARD MINUTES AND BOARD REPORTS

The Chief Executive (BDC) advised that copies of Dragonfly Management Board minutes would be included on future Shareholder Board agendas.

SHBD12-24/25 ANY OTHER BUSINESS – DRAFT EPC REPORT REGARDING ADDITIONAL POSTS

The Chief Executive (BDC) advised that the draft Employee and Personnel Committee report required further consideration and would be presented to a future Shareholder Board meeting if appropriate.

Joint staff workshops to discuss development matters and joint Member/staff workshops would also be arranged as required.

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The Chief Executive (BDC) sought approval to carry out work on an independent review of the resources and structure required to fulfil the Council's client management function responsibilities.

The Chief Executive (DDL) requested an invitation to a future SLT meeting to provide an update on Dragonfly matters. He added that work on a Dragonfly Annual report would be presented to the next Shareholder Board meeting.

Moved by Councillor Duncan McGregor and seconded by Councillor John Ritchie **RESOLVED** that the Chief Executive (BDC) commission an independent review in relation to the client management function and a report brought to a future Shareholder Board meeting.

The meeting concluded at 1530 hours.