

To: All Members

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Date: 29<sup>th</sup> January 2025

Dear Councillor

**EXECUTIVE MEETING MONDAY 27TH JANUARY 2025 – DECISION NOTICE**

I have pleasure in enclosing herewith, for your attention, a copy of the Decision Notice of the Executive held on Monday 27th January 2025.

Set out below is the procedure for calling in decisions of the Executive. **Only Key Decisions may be called in.** Request forms to call in a decision of the Executive may be obtained from the Governance Team.

**Deadline date for calling in Key Decisions contained in the Decision Notice:**

**WEDNESDAY 5<sup>TH</sup> FEBRUARY 2025**

**Number of Members required to call in an item:**

Three Scrutiny Members

**Method by which items may be called in:**

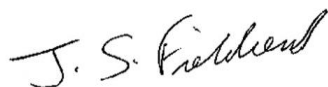
- By completion of the form available from the Governance Team

**Recording of called in items:**

The Governance Manager shall be responsible for keeping and maintaining a log of called in items. In practice this log will be kept by the Governance Officers who are themselves authorised to accept notifications from Members.

A log shall be maintained in chronological order according to when requests are received. This log will be open for inspection by any Member of the Council, upon request.

Yours sincerely



Solicitor to the Council & Monitoring Officer

**DECISION NOTICE OF THE EXECUTIVE  
MONDAY 27TH JANUARY 2025**

**NON KEY DECISIONS**

<b>AGENDA ITEM</b>		<b>DECISION</b>
<b>5</b>	<b>Medium Term Financial Plan</b>	<p><b>RESOLVED</b> that 1) all recommendations below be referred to the meeting of Council on 29<sup>th</sup> January 2025;</p> <p>2) that in the view of the Section 151 Officer, the estimates included in the Medium-Term Financial Plan 2024/25 to 2028/29, were robust and that the level of financial reserves whilst at minimum levels were adequate, be accepted,</p> <p>3) officers report back to Executive and to the Finance and Corporate Overview Scrutiny Committee on a quarterly basis regarding the overall position in respect of the Council's budgets,</p> <p><b>GENERAL FUND</b></p> <p>4) a Council Tax increase of £6.07 be levied in respect of a notional Band D property (2.99%),</p> <p>5) 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 2024/25, as the Original Budget in respect of 2025/26, and the financial projection in respect of 2026/27 to 2028/29,</p> <p>6) any further under spend in respect of 2024/25 be transferred to the Council's General Fund Reserves,</p> <p>7) on the basis that income from Planning Fees may exceed £0.500m in 2024/25, the Head of Paid Service, in consultation with the Leader, be granted delegated powers to authorise such additional resources as were necessary to effectively manage the resultant increase in workload.</p> <p><b>HOUSING REVENUE ACCOUNT</b></p> <p>8) Council increases its rent levels by 2.7% to apply from 1st April 2025,</p>

		<p>9) the increases in respect of other charges as outlined in Appendix 4 Table 1 of the report be implemented with effect from 1st April 2025,</p> <p>10) the Medium-Term Financial Plan in respect of the Housing Revenue Account as set out in Appendix 3 and 4 of the report be approved as the Revised Budget in respect of 2024/25, as the Original Budget in respect of 2025/26, and the financial projection in respect of 2026/27 to 2028/29,</p> <p>11) under spends in respect of 2024/25 to 2028/29 be transferred to the HRA Revenue Reserve.</p> <p><b>CAPITAL PROGRAMME</b></p> <p>12) the Capital Programme as set out in Appendix 5 to the report be approved as the Revised Budget in respect of 2024/25, and as the Approved Programme for 2025/26 to 2028/29.</p> <p><b>REASON FOR DECISION:</b> The report presented a budget for approval by Council. It sought to ensure approval to budgets in respect of the General Fund, the Housing Revenue Account and the Capital Programme.</p> <p><b>OTHER OPTIONS CONSIDERED:</b> Alternative options were considered throughout the report.</p>
6	<p><b>Lease of 3 / 4 Vernon Street, Shirebrook</b></p>	<p><b>RESOLVED</b> that the Monitoring Officer be given delegated authority to finalise the heads of terms, including the schedule of works, and enter into a lease agreement based on the Heads of Terms negotiated which included a 12 month rent free period.</p> <p><b>REASON FOR DECISION:</b> Securing the tenancy would both provide a suitable premises for a SME business to grow within the district and ensure occupation of the premises avoiding it falling into disrepair.</p> <p>Agreeing the tenancy would secure rental income of at least £15,000 per annum for the 10-year term. In addition, the business rate liability, currently £7,500 per annum would be passed onto the tenant.</p> <p>With the Council's permission, the tenant</p>

proposed to complete extensive improvements to the internal of the building and the site compound. Necessitating the Council to complete only mandatory compliance works. An itemised list of works was attached in Appendix 1 to the report, this list was not exhaustive. It was proposed that necessary compliance works were funded via the Council's Transformation Reserve, as the Capital Budget allocated to the Facilities Management Team had been fully utilised on other projects for this financial year. A delegated decision would be completed to authorise and access the reserve funding when the itemised list was fully costed. This ensured the premises could be let and generate an immediate revenue stream. A proportion of the costs incurred for improvements would be offset within the rent-free period.

The timescales for completing the improvement works would be agreed between the interested party and the Council and would be written as a clause within the lease agreement. This would give the Council assurance that works would be completed within a specified time frame.

All the works would be documented in a schedule of works on completion. This ensured, at the end of the tenancy, that the Council recovered premises in a better condition than originally let, subject to general wear and tear.

**OTHER OPTIONS CONSIDERED:**

Not to proceed with the new tenancy may result in the interested party choosing to relocate their business to alternative premises and this could potentially fall outside the district. This would result in a loss of revenue income.

Should the Authority not proceed with the letting of the premises, they would need to complete dilapidation works to the premises to bring it up to the desirable standard for letting, this would be at a cost to the Council, as well as delaying any new tenancy.

The Council opt to dispose of the premises, foregoing any repairs. This would however lead to the loss of a revenue generating asset from within the Council's portfolio.

## KEY DECISIONS

AGENDA ITEM		DECISION
7	<b>New Dwellings - Alder Close, Shirebrook</b>	<p><b>RESOLVED</b> that 1) subject to planning approval, Executive approves the capital expenditure budget as outlined within the report to deliver the Alder Close affordable housing building scheme in the amount of £2,035,877 (less £670,000) – Scenario 1, Table 1,</p> <p>2) subject to planning approval, a report be submitted to Council to update the schemes included in the Bolsover Homes pipeline funding envelope of £36.2m for the Alder Close, Shirebrook scheme which was currently not included.</p> <p>3) subject to planning approval, Executive agrees that the Council enters into contract with Dragonfly Development Limited for the development of Alder Close as outlined in the report, subject to Council approval for inclusion in Bolsover Homes pipeline funding.</p> <p><b>REASON FOR DECISION:</b> To continue to meet the growing demand for affordable housing in the district.</p> <p>To deliver a more affordable rental residential development in the district.</p> <p>To help to meet the Council Priority of delivering 200 new homes through the Bolsover Homes Programme using Dragonfly Development Ltd by March 2028.</p> <p>To meet the timeline criteria of funders.</p> <p><b>OTHER OPTIONS CONSIDERED:</b> The Council could decide not to proceed with the scheme. This was rejected as there was budget to proceed and not proceeding would not help to meet the Council’s priority of delivering 200 new homes through the Bolsover Homes Programme using Dragonfly Development Ltd by March 2028.</p>
8	<b>Lease of 8a Cavendish Walk, Bolsover</b>	<p><b>RESOLVED</b> that the Council enter into a lease agreement on a 5-year lease term with a 12 month rent-free period.</p>

		<p><b>REASON FOR DECISION:</b></p> <p>Securing the tenancy would ensure occupation of the premises and avoid it falling into disrepair.</p> <p>Agreeing the tenancy would secure rental income of at least £5,250 per annum for the 5-year term. In addition, the business rate liability, currently £4,191.60 per annum would be passed onto the tenant.</p> <p>Supporting the relocation ensured BCVS were able to continue delivering vital services within the community.</p> <p>Accommodating the services expansion, supported the Council's priority in strengthening the local communities' skills by delivering training and development opportunities. Retaining BCVS within the Bolsover high street demonstrated the Council's support of the voluntary sector and how it recognised the benefit it brought to the community.</p> <p>Post Regeneration Fund project works, it was envisaged that BCVS would work alongside the Council within the community-based business hub proposed for the former White Swan public house, allowing 8a Cavendish Walk to be advertised on the open market for a further commercial letting.</p> <p><b>OTHER OPTIONS CONSIDERED:</b></p> <p>Not to proceed with the new tenancy may result in BCVS needing to relocate their services to alternative premises. Given the absence of alternative accommodation within the district, this could result in relocation outside of the Bolsover district. Not only would this be a financial cost to the Authority, should the building remain empty, but also a loss of a vital support service, potentially causing significant adverse effects to unmet needs and decreased support.</p> <p>Should the Authority not proceed with the letting of the premises, they would need to advertise the property on the open market, delaying any new tenancy and its potential revenue stream.</p>
9	<p><b>Feasibility Study for Green Skills Hub</b></p>	<p><b>RESOLVED</b> that 1) the funding of £249,914.25 from East Midlands Investment Zone be accepted,</p>

2) RLB Rider Levett Bucknall be appointed to deliver the project on behalf of Bolsover District Council.

**REASON FOR DECISION:**

The first phase of the project would support officers across the Council and Dragonfly, develop the Green Skills Hub proposals at Portland Drive, Shirebrook, maximise its potential by ensuring the training and the facilities it would offer drove inclusive growth within the local economy and wider region by making sure the services it would offer were directly relevant to local residents, local communities, local colleges and universities and local businesses.

If the first phase of the project were successful, there was the potential to obtain additional funding for a follow-on project that would support the kit out of the building and its future operations including delivery of training courses.

However, the short timelines for award of the grant and spend meant that making a direct award of a contract to RLB to undertake part of the project was the only viable option, also considering the appointment of RLB to deliver the project would build on the recent projects they had delivered across green skills and retrofit.

**OTHER OPTIONS CONSIDERED:**

To withdraw the application for funding and return the award, would not stop the development of the Green Skills Hub, but would reduce its potential, and the development of the curriculum, and courses would still need to be undertaken. Additional resource funding, staff time and additional capital expenditure on kit would be needed to complete this exercise without the funding from EMIZ.

**Only Key Decisions may be called in. All other decisions will be actioned immediately with the exception of those referred to Council.**