

The Arc
High Street
Clowne
S43 4JY

To: Chair & Members of the Council

Contact: Angelika Kaufhold

Telephone: 01246 242529

Tuesday, 24 February 2026

Email: angelika.kaufhold@bolsover.gov.uk

Dear Councillor

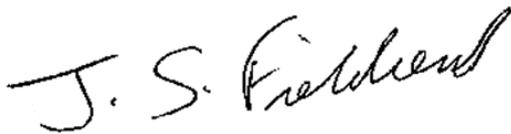
COUNCIL

You are hereby summoned to attend a meeting of the Council of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Wednesday, 4th March, 2026 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

COUNCIL AGENDA

Wednesday, 4th March, 2026 at 10:00 hours taking place in the Council Chamber, The Arc, Clowne

Item No.		Page No.(s)
1.	Apologies For Absence	
2.	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 matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
3.	Chair's Announcements	
	To receive any announcements that the Chair of the Council may desire to lay before the meeting.	
4.	Minutes	5 - 14
	To approve the Minutes of the Council meeting held on 28 th January 2026.	
5.	Questions from the Public	
	In accordance with Council Procedure Rule 8 members of the public are allowed to submit questions relating to the Council's activities. No questions were received by the deadline.	
6.	Questions from Members	
	In accordance with Council Procedure Rule 9, Members are allowed to submit questions about Council activities. No questions were received.	
7.	Motions	
	In accordance with Council Procedure Rule 10, to consider motions on notice from Members. No motions on notice were received.	

8. Petitions or Deputations

In accordance with Council Procedure Rule 17, to hear a deputation provided five clear working day's written notice has been provided to the Monitoring Officer.

9.	Change to the Council's Constitution - Definition of Working Day	15 - 18
10.	Level of Council Tax 2026/27	19 - 26
11.	Domestic Abuse Policy	27 - 49
12.	Future delivery of the Council's Housing Stock Condition Survey	50 - 55
13.	Fire Door Safety Inspections	56 - 59
14.	Whistleblowing Update Report 2025	60 - 64
15.	Pay Policy Statement 2026/27	65 - 73
16.	Calendar of Council Meetings 2026/27	74 - 106
17.	Local Government Reorganisation - Update	
18.	Chairman's Closing Remarks	

Agenda Item 4

COUNCIL

Minutes of a meeting of Bolsover District Council held in the Council Chamber, The Arc, Clowne on Wednesday, 28 January 2026 at 10:00 hours.

PRESENT:-

Members:-

Councillor Duncan Haywood in the Chair

Councillors David Bennett, Anne Clarke, Rowan Clarke, Amanda Davis, Mary Dooley, Will Fletcher, Louise Fox, Justin Gilbody, Donna Hales, Tom Munro, Rob Hiney-Saunders, Mark Hinman, Cathy Jeffery, Chris Kane, Lucy King, Tom Kirkham, Clive Moesby, Sandra Peake, Lisa Powell, John Ritchie, Phil Smith, Emma Stevenson, Janet Tait, Ashley Taylor, Catherine Tite, Rita Turner, Ross Walker, Vicky Waplington, Deborah Watson, Carol Wood and Jane Yates.

Officers:- Karen Hanson (Chief Executive), Steve Brunt (Strategic Director of Services), Theresa Fletcher (Director of Finance & Section 151 Officer), Jim Fieldsend (Director of Governance and Legal Services & Monitoring Officer), Sarah Kay (Interim Director of Planning, Devolution & Corporate Policy), Angelika Kaufhold (Governance and Civic Manager), Coby Bunyan (Scrutiny Officer) and Matthew Kerry (Governance and Civic Officer).

CL64-25/26 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Fritchley, McGregor, Raspin, Renshaw, Smith and Wilson.

CL65-25/26 DECLARATIONS OF INTEREST

The Monitoring Officer reminded Council that any Members in arrears of Council Tax by more than two months must not vote in decisions on or which might affect budget calculations and must disclose at the meeting that this restriction applied to them. A failure to comply with these requirements was a criminal offence under Section 106 of the Local Government and Finance Act 1992.

The Monitoring Officer added that any Members who were tenants of a Council property should declare an interest for any budget setting item, but these Members had an automatic dispensation to remain in the room to speak and vote on the items in question.

The Monitoring Officer also reminded Members that voting on budget and Council Tax setting items would be done by recorded vote as required by the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014.

Minute Number	Member	Interest
CL71-25/26	Councillor David Bennett	Disclosable Pecuniary Interest (Council Tenant)
CL71-25/26	Councillor Mary Dooley	Disclosable Pecuniary Interest (Council Tenant)

COUNCIL

CL71-25/25	Councillor Clive Moesby	Disclosable Pecuniary Interest (Council Tenant)
CL77-25/26	Councillor Lucy King	Disclosable Personal Interest

CL66-25/26 CHAIR'S ANNOUNCEMENTS AND CHEQUE PRESENTATION

The Chair welcomed Noah Smith, Thomas Deltorro, Mandy Smith and Paul Hawkins to the meeting. It was reported that both Noah and Thomas had been actively fund raising for Ashgate Hospice and they had been invited along with Paul Hawkins from Ashgate Hospice to be presented with a cheque for the sum of £653.42 raised at Bolsover District Council at Christmas.

Councillor Peake stated that it was a pleasure to see young people raising money for such a worthy cause.

CL67-25/26 MINUTES OF COUNCIL HELD ON 3RD DECEMBER 2025

Moved by Councillor Haywood and seconded by Councillor Munro

RESOLVED that the minutes of a meeting of Council held on 3rd December 2026 be approved as a true and correct record.

CL68-25/26 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 16TH DECEMBER 2025

Moved by Councillor Haywood and seconded by Councillor Munro

RESOLVED that the minutes of an Extraordinary meeting of Council held on 16th December 2026 be approved as a true and correct record.

CL69-25/26 ELECTRONIC VOTING CHANGE TO THE COUNCIL'S CONSTITUTION

Council considered a report presented by the Monitoring Officer proposing an amendment to the Council Procedure Rules to include the use of the Council's electronic voting system. The following amendment was proposed:

14.3 Show of Hands/Electronic Voting

Unless a recorded vote is demanded (under rule 14.4) the Chair of the Council will take the vote by a show of hands **or by way of the electronic voting system**, or if there is no dissent by the affirmation of the meeting.

The proposals would not change the rules relating to recorded votes which would continue to be taken by roll-call.

Moved by Councillor Hales and seconded by Councillor Munro

RESOLVED that the changes to the Council Procedure rules as detailed in 2.2

COUNCIL

of the report be approved.

CL70-25/26 DEPUTATION

The Chair confirmed that a deputation had been received and invited Mr N Clarke to address Council.

Mr Clarke presented the following deputation to Council:

“Good morning councillors on behalf of the Deputation I am their spokesperson. We are aware that the Council is currently formulating its budget and will soon also set the level of council tax to be paid for the forthcoming year. We feel that it is a pertinent time to remind the council that it is our best interests those of the people of this district that should always be at the forefront of the Council’s financial planning. With Local Government Reform looming we believe that this council should be concentrating solely on what is best for the people of Bolsover namely protecting, improving and safeguarding our assets along with ensuring that the money paid to this authority via our council tax are used for the benefit of the people of Bolsover and not gift wrapped for a newly created authority at which point we will have much less local representation. We understand that this Council is preparing a budget which will protect its financial position until 2030 by which point it will no longer in fact exist. It is therefore absolutely impossible to comprehend why the Council is proposing to increase Council Tax rates and charges by the maximum amount Government allows and furthermore why the Council is proposing to increase Council House tenants rents bills by an amount way in excess of inflation when their household budgets are being ever squeezed and there is no comparative increase in the services they receive.

Just before Christmas the audited accounts of Dragonfly Development, the Council’s own company which was building fabulous, high quality homes for the people of this District were published on Companies House. The accounts show that the company made post tax profits of just under £3m in its three years of operation. We believe that these profits should now be used for the Council’s budget and to offset any increase in the Council Tax charged by BDC therefore keeping to a minimum the financial impact on the council tax payers of this District.

Had the Council not taken the decision to disestablish Dragonfly Development which in our opinion was based on deliberately misleading information presented to the council members and public designed to deceive those in attendance in July last year they may have been looking at profits well in excess of the aforementioned £3m that they did achieve money which could have been utilised to benefit the people of Bolsover. I have a quote here from another resident of Bolsover Mrs Godfrey, a former business woman who herself says, ‘I cannot understand the reasoning for the disestablishment any income that reduces the reliance on the Council Tax must surely be welcomed by the residents of Bolsover District.’ As this authority will cease to exist in just over 2 years due to the upcoming Local Government Reforms it would be sensible to insure that the reserves held by Bolsover District Council should be used for the benefit of the public in either implementing improvements to local facilities throughout the district or to offset any potential increase in the level of council tax rather than allow those reserves to be subsumed in to a replacement unitary authority with the risk that that money would not be used for the people of Bolsover District. It is their money,

COUNCIL

paid by them through their council tax during the existence of this authority over the last 50 plus years.” The role of the responsible authority is to ensure that residents of this District are provided with accessible services and facilities and that council tenants are provided high quality housing and where possible protected from the financial burdens of the current cost of living crisis and not to add to those costs by unnecessarily increasing housing costs through unjustified increased rents and an increase in the council tax by the maximum amount allowed by Government legislation.

We would like to ask the Leader of the Council what action she has taken to ensure that the people of this District their assets and their money is protected prior to Local Government Reform?”

A number of comments were made relating to the accuracy of the information provided and considered at the meeting where the decision to disestablish the Dragonfly Companies had been taken, to which Mr Clarke added his opinions.

Councillor Moesby Portfolio Holder for Resources thanked Mr Clarke and residents for submitting the deputation stating that it was reassuring that members and members of the public were trying to seek an understanding of the financial implications faced by this Council.

He confirmed that it was a balancing act between what needs to be done and to ensure that the Council has sufficient finances to deliver its services to the public that all Members were elected to represent. This Council has been financially stable over the years and been a leading light locally with regards to managing its finances and delivering its services. The Council had an excellent S151 Officer and Finance team who were the cornerstone of bringing the financial stability and delivery of services to residents.

To some extent, due to its financial stability, the Council was able to control its own destiny but as mentioned there was some unknowns due to Local Government Reorganisation and waiting for this year’s Government settlement to be confirmed.

The Council had a duty to produce a plan as normal until otherwise advised and under the obligation set by Government to ensure that the reserves were not wasted. There would be financial issues to be faced in the future which meant the Council had to be sensible and prudent with the Council’s funds and finances.

Councillor Bennett arrived at the meeting at 10.25 am and declared an interest in the Medium-Term Financial Plan 2025/26 to 2029/30 as a council tenant.

CL71-25/26 MEDIUM-TERM FINANCIAL PLAN 2025/26 TO 2029/30

The Portfolio Holder for Resources Councillor Clive Moesby presented a report relating to the Medium-Term Financial Plan (MTFP) for 2025/26, the proposed budget 2026/27 for the General Fund, Housing Revenue Account and the Capital Programme as part of the Council’s MTFP covering the years 2025/26 to 2029/30.

The report included the following appendices:

- Appendices 1 and 2 - General Fund;

COUNCIL

- Appendices 3 and 4 - Housing Revenue Account (HRA); and
- Appendix 5 – Capital Programme.

The financial projections included:

- 2025/26 revised current budget position which took account of changes during the financial year due to end on 31st March 2026.
- 2026/27 original budget for next financial year starting 1st April 2026 on which the Council Tax would be based on.
- 2027/28 to 2029/30 – Financial Plan which included the financial projections for the next three financial years.

The report had been considered by Finance and Corporate Overview Scrutiny Committee on 22nd January 2026 and by Executive on 26th January 2026.

The figures for 2026/27 – 2029/30 had been produced on the basis of the successful transition of Dragonfly staff and services back to the Council by 31st March 2026.

The Council's main uncommitted Financial Reserves was the General Fund Working Balance of £2.001m, the uncommitted element of the Transformation Reserve was £0.700m and the NNDR Growth Protection Reserve had a balance of £16.9m.

The Council's main uncommitted Financial Reserves for the Housing Revenue Account Working Balance was £2.006m. In addition to the Working Balance there were further reserves for the HRA used to fund the Council's HRA capital programme including the Major Repairs Reserve, New Build Reserve, Vehicle Repair and Renewal Reserve and the Development Reserve.

The following comments were made by Members:

- Councillor Watson stated that whilst she understood the obligation to produce a balanced budget for a number of years her duty was to represent the people who had elected her. Local Government Reform was being inflicted on councils but they did not have to blindly follow. She questioned again how the reserves would be used and stated that they would not benefit Bolsover residents.
- Councillor Tait sought clarity on the large reduction in the NNDR business rates and whether the figures detailed in the report included the payback to Government.
 - The S151 Officer confirmed that the NNDR figures quoted were solely BDC's share net after payments to Government.
- Councillor Stevenson asked how funding could be accessed for South Normanton and neighbouring parishes.
 - The S151 Officer confirmed that the Capital Programme detailed in Appendix 5 of the report included emerging projects, identified areas of need for housing, emergency works and findings of the Council's Asset Management Group.

COUNCIL

- Councillor Fletcher congratulated the S151 Officer and Portfolio Holder for Resources on building up the Council's reserves and that the Government settlement had been better than expected. This meant that there would be £16.9m left in the growth reserve and for this reason he would be voting against the recommendations as the public should not be expected to pay an increased level of council tax.

Councillor Peake left the meeting at 10.52 am and returned at 10.58 am.

Councillor Hinman left the meeting at 11.15 am and returned 11.18 am.

- Councillor Taylor commented that the Council had to have robust finances and that inflation was running this year at 3.2% and resulted in an actual cut in funding.

A recorded vote was taken in accordance with the Local Authorities (Standing Orders)(England) (Amendment) Regulations 2014.

For the motion - 18

(Councillors Bennett, Davis, Dooley, Hales, Haywood, Hiney-Saunders, Hinman, Jeffery, Kirkham, Moesby, Munro, Powell, Ritchie, Taylor, Tite, Walker, Waplington and Yates)

Against the motion - 12

(Councillors A Clarke, R Clarke, Fletcher, Fox, Gilbody, Kane, King, Peake, Stevenson, Turner, Watson and Wood)

Abstained – 1

(Councillor Tait)

Moved by Councillor Moesby and seconded by Councillor Ritchie

RESOLVED (1) to accept that in the view of the Section 151 Officer, the estimates included in the Medium-Term Financial Plan 2025/26 to 2029/30 were robust and that the level of financial reserves whilst at minimum levels were adequate.

(2) that officers report back to the Executive and the Finance and Corporate Overview Scrutiny Committee on a quarterly basis regarding the overall position in respect of the Council's budgets.

GENERAL FUND

(3) that a Council Tax increase of £6.25 be levied in respect of a notional Band D property (2.99%).

(4) that the MTFP in respect of the General Fund as set out in Appendix 1 of the report be approved as the Revised Budget 2025/26, as the Original Budget in respect of 2026/27, and the financial projection in respect of 2027/28 to 2029/30.

(5) that any further underspend in respect of 2025/26 be transferred to the Council's General Fund Reserves.

(6) on the basis that income from Planning Fees may exceed £0.500m in 2025/26, the Head of Paid Service in consultation with the Leader be granted delegated

COUNCIL

powers to authorise such additional resources as necessary to effectively manage the resultant increase in workload.

HOUSING REVENUE ACCOUNT

(7) that rent levels be increased by 4.8% to apply from 1st April 2026.

(8) that increases in respect of other charges as outlined in Appendix 4 Table 1 be implemented with effect from 1st April 2026.

(9) the MTFP in respect of the Housing Revenue Account as set in Appendices 3 and 4 to the report be approved as the Revised Budget in respect of 2025/26, as the Original Budget in respect of 2026/27, and the financial projection in respect of 2027/28 to 2029/30.

(10) that any underspends in respect of 2025/26 to 2029/30 be transferred to the HRA Development Reserve.

CAPITAL PROGRAMME

(11) that the Capital Programme as set out in Appendix 5 of the report be approved as the Revised Budget in respect of 2025/26, and as the Approved Programme for 2026/27 to 2029/30.

Councillors A Clarke, Davis, Munro and Walker left the meeting at 11.28 am.

CL72-25/26 TREASURY STRATEGY REPORTS 2026/27 - 2029/30

Council considered a report presented by Councillor Moesby Portfolio Holder for Resources which sought approval for the Authority's proposed suite of Treasury Strategies for the period 2026/27 to 2029/30 which included:

- The Treasury Management Strategy which provided the framework for managing the Authority's cash flows, borrowing and investments for the period. The Prudential indicators aimed at monitoring risk also included at Appendix 1.
- The Capital Strategy, which was intended to provide a high level, concise overview of how capital expenditure, capital financing and treasury management activity contributed to the provision of the Authority's services. This included information relating to minimum revenue provision, capital financing requirements and prudential indicators aimed at monitoring risk in Appendix 2.
- The Corporate Investment Strategy focused on investments made for service purposes and commercial reasons, rather than those made for treasury management. Investments covered by this strategy included earning investment income through commercial investments or by supporting local services by lending to or buying shares in, other organisations as shown in Appendix 3.

These provided an approved framework within which the officers undertake the day-to-day capital and treasury activities.

COUNCIL

Moved by Councillor Moesby and seconded by Councillor Hiney-Saunders
RESOLVED (1) that Council approved the Treasury Management Strategy at Appendix 1 in particular:

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

(2) that the Capital Strategy as set out in Appendix 2 be approved, in particular:

- (a) The Capital Financing Requirement.
- (b) The Minimum Revenue Provision Statement for 2026/27.
- (c) The Prudential Indicators for 2026/27 detailed in the Capital Strategy, in particular:

Authorised Borrowing Limit	£155.738m
Operational Boundary	£150.738m
Capital Financing Requirement	£145.738m

(3) The Corporate Investment Strategy as set out in Appendix 3 be approved.

Councillor Davis returned to the meeting at 11.30 am.

CL73-25/26 RENT CONVERGENCE

Prior to consideration of this item Councillor Yates moved and Councillor Hales seconded the motion to defer this report to a future meeting
RESOLVED that the report be deferred.

CL74-25/26 LOCAL GOVERNMENT REORGANISATION - UPDATE

Council considered a presentation which included updates on the progress of Local Government Reorganisation (LGR). Councillor Ritchie Portfolio Holder for Devolution introduced the item and the presentation was delivered jointly by the Chief Executive and the Interim Director of Planning, Devolution & Corporate Policy. In summary, the information provided included:

COUNCIL

- The Statutory consultation on the proposals had commenced and would run for 7 weeks and hosted online by Citizen Space.
- The Statutory Consultees included:
 - Bolsover District Council amongst the other Derbyshire authorities as well as neighbouring authorities.
 - Public/health and education bodies.
 - Umbrella business and community/voluntary sector bodies.
 - Government departments and trade unions etc.
- Whilst it was not a public consultation any input from residents and businesses would be welcomed by Government.

The next steps included:

Ongoing weekly meetings by the Chief Executive Officers (CEO) Group and the Co-ordination Group to reflect on lessons learned and continuing the project planning activities. A report was expected to be presented to the Derbyshire Strategic Leadership Board (SLB) on 24th February 2026 recommending future governance arrangements and programmes of work to be undertaken.

The CEO's Away Day took place on 23rd January 2026 and DCC had appointed a new CEO Neil Crittenden.

The proposed Programme Governance Framework was shared and included the Programme Boards from the Derby & Derbyshire Strategic Leadership Board through to the Enabling Services Workstreams.

The anticipated timeline was:

- Minister of State LGR Decision between June to August 2026.
- The Structural Change Order in Autumn 2026.
- The elections for the Shadow Authority in May 2027.
- Vesting day for the new Unitary Authority May 2028.

During discussion the following comments and responses to questions were made:

- Councillor Watson asked why the Council was not taking a stand and saying no to LGR as it wasn't right for the District.
- Councillor Yates confirmed that it was likely LGR would happen and that Bolsover had to have representatives sat at the table to have their say.
- It was confirmed that Council would be provided an update once the Programme Director had been appointed and their areas of work.
- In response to a question relating to the impact on staff of LGR it was stated that once the Joint Committee had been established for the new Shadow Authority then a Chief Executive and Statutory Officers would be recruited. Then the HR streams would be required to establish the number of posts needed for the new Unitary Authority. The initial posts affected would be CEO's and Statutory Officers

COUNCIL

and it was likely that staffing below this would initially remain unchanged to ensure no gaps in the provision of statutory services when the new authority came into existence in May 2028.

CL75-25/26 CHAIRMAN'S CLOSING REMARKS

The Chair confirmed that this was the end of the public part of the Council meeting.

CL76-25/26 EXCLUSION OF THE PUBLIC

Moved by Councillor Haywood and seconded by Councillor Hales

RESOLVED that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in the stated Part 1 of Schedule 12A of the Act and it was not in the public interest for that to be revealed.

CL77-25/26 COUNCILLOR DISPENSATION

Council considered a report presented by the Monitoring Officer which informed of the temporary dispensation granted by the Monitoring Officer for a Member's non-attendance.

Moved by Councillor Hales and seconded by Councillor Ritchie

RESOLVED that the granting of the temporary dispensation granted by the Monitoring Officer be noted.

The meeting concluded at 12:15 hours.



BOLSOVER DISTRICT COUNCIL

Meeting of Council on 4th March 2026

Change to the Council’s Constitution

Report of the Director of Governance and Legal Services & Monitoring Officer

Classification	This report is Public
Contact Officer	Jim Fieldsend, Director of Governance and Legal Services & Monitoring Officer

PURPOSE/SUMMARY OF REPORT

To clarify the term “working days” in the Council’s Constitution.

REPORT DETAILS

1. Background

- 1.1 The Council’s Constitution contains numerous time limits for completing actions and a number of these actions refer to working days. For example, notice of questions under rule 9.3 of the Council Procedure Rules must be submitted no later than midday, twelve clear working days before the date of a Council meeting.
- 1.2 The term working days is not defined and so, following a query from one Member, this needs to be clarified.

2. Details of Proposal or Information

- 2.1 The usual interpretation of the term “working day” is Monday to Friday excluding weekends and bank/public holidays. Many pieces of legislation such as the Companies Act 2006 and the Data Protection Act 2018 use this definition for filing documents or responding to notices. This is also a definition recognised by organisations such as ACAS and HMRC. With this in mind and in the context of the various rules within the Council’s Constitution where notices are served on officers who only work Monday to Friday it would be irrational to interpret “working day” any other way.
- 2.2 It is therefore proposed that the Constitution be updated to include a definition of “working day” to mean Monday to Friday excluding weekends and bank/public holidays.

2.3 This change to the Constitution was considered by the Standards Committee on 9th February 2026 and recommended to Council for approval.

3. Reasons for Recommendation

3.1 To clarify what is meant by the term “working day” in the Constitution.

4 Alternative Options and Reasons for Rejection

4.1 To agree a different definition. The proposed definition is the universally accepted version of the term.

RECOMMENDATION(S)

1. That Council approves the Standards Committee recommendation to amend the Constitution to include a definition of the term “working day” to mean Monday to Friday excluding weekends and bank/public holidays.

Approved by Councillor Donna Hales, Deputy Leader & Portfolio Holder
for Corporate Governance

IMPLICATIONS:

<u>Finance and Risk</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Details:	On behalf of the Section 151 Officer	
<u>Legal (including Data Protection)</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Details:	On behalf of the Solicitor to the Council	
<u>Staffing</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Details:	On behalf of the Head of Paid Service	
<u>Equality and Diversity, and Consultation</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Details:		
<u>Environment</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment		
Details:		

DECISION INFORMATION:

<p><input checked="" type="checkbox"/> Please indicate which threshold applies:</p> <p>Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:</p> <p>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.</p> <p>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.</p> <p>District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected:</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>(a) <input type="checkbox"/> (b) <input checked="" type="checkbox"/></p> <p>(a) <input type="checkbox"/> (b) <input checked="" type="checkbox"/></p> <p>All <input type="checkbox"/></p>
---	---

<p>If Yes, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i></p> <p>Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i></p> <p>Leader <input type="checkbox"/> 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>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
---	--

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

DOCUMENT INFORMATION:

Appendix No	Title

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>

DECEMBER 2024

Bolsover District Council

Meeting of Council on 4th March 2026

LEVEL OF COUNCIL TAX
2026/27

Report of the Director of Finance & Section 151 Officer

Classification	This report is public.
Contact Officer	Theresa Fletcher Director of Finance & Section 151 Officer

PURPOSE / SUMMARY

- The Localism Act 2011 requires the billing authority to calculate a Council Tax requirement for the year.
- The approved demand on the Collection Fund for this Council should be **£5,087,952**. The Council has now received all of the Parish Precept demands which total **£5,395,398.45** which together mean the total demand on the Collection Fund in 2026/27 will be **£10,483,350.45**.
- In order to calculate the Council Tax requirement for the area at the relevant bands, the demands of the County Council, Police Authority, Fire Authority, and Parish Councils will also need to be taken into account.
- The Council has now received all the relevant precept demands from the other local authorities that precept upon this Council as the billing authority for Council Tax (subject to paragraph 1.7).
- It should be noted that this report will be subject to a recorded vote.

1 REPORT DETAILS

- 1.1 It should be noted that the Chief Financial Officer has calculated the following amounts as the Council Tax Base for the year 2026/27.
- **23,642.83** being the amount calculated by the Council, in accordance with section 31B of the Local Government Finance Act 1992, as amended.
 - The following being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as the amounts of its

Council Tax Base for the year for dwellings in those parts of its area to which special items relate.

Parish	Parish Tax Base
Ault Hucknall	393.32
Barlborough	1,178.28
Blackwell	1,242.95
Clowne	2,571.76
Elmton	1,645.09
Glapwell	514.55
Hodthorpe	289.69
Langwith	876.24
Old Bolsover	3,926.03
Pinxton	1,618.63
Pleasley	763.12
Scarcliffe	563.27
Shirebrook	2,660.08
South Normanton	3,055.20
Tibshelf	1,242.55
Whitwell	1,102.07
Total	23,642.83

- 1.2 Calculation of the Council Tax requirement for the Council's own purposes for 2026/27 (excluding Parish Precepts) is **£5,087,952**.
- 1.3 That the following amounts be now calculated by the Council for 2026/27 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 (as amended):
- a) **£43,192,665.97** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils (Note – this is the District Council's Gross Expenditure including Parish Precepts).
 - b) **£32,709,315** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act (Note – this is the District Council's Gross Income).
 - c) **£10,483,350.97** being the amount by which the aggregate at 1.3(a) above exceeds the aggregate at 1.3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year. (Note - this sum is the total of the District's requirements of **£5,087,952** plus the total parish precepts of **£5,395,398.45**).
 - d) **£443.41** being the amount at 1.3(c) above divided by item 1.1 calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (Note – this is a calculated average for the District Council and the Parish precepts).

- e) **£5,395,398.45** being the aggregate amount of all special items referred to in Section 34(1) of the Act (as per 1.3c) (Note – this is the total Parish Precept amount that will be raised through Council Tax).
- f) **£215.20** being the amount at 1.3(d) above less the result given by dividing the amount at 1.3(e) by the amount at 1.1, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates (Note – this is the District Council Band D charge for Council Tax for 2026/27).
- g) Part of the Council's Area

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

Parish	Council Tax at Band D £
Ault Hucknall	383.00
Barlborough	325.53
Blackwell	468.63
Clowne	412.30
Elmton	766.66
Glapwell	489.70
Hodthorpe	377.10
Langwith	467.64
Old Bolsover	383.24
Pinxton	410.25
Pleasley	366.75
Scarcliffe	363.40
Shirebrook	571.58
South Normanton	351.92
Tibshelf	393.80
Whitwell	486.28

- h) Being the amounts given by multiplying the amounts at 1.3(f) and 1.3(g) by the number which in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in

respect of categories of dwellings listed in the different valuation bands
(Note – this is the same as above but shown over all Valuation Bands).

Part of the Council's Area	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Ault Hucknall	255.33	297.89	340.45	383.00	468.11	553.22	638.33	766.00
Barlborough	217.02	253.19	289.36	325.53	397.87	470.21	542.55	651.06
Blackwell	312.42	364.49	416.56	468.63	572.77	676.91	781.05	937.26
Clowne	274.87	320.68	366.49	412.30	503.92	595.55	687.17	824.60
Elmton	511.11	596.29	681.48	766.66	937.03	1107.40	1277.77	1533.32
Glapwell	326.47	380.88	435.29	489.70	598.52	707.35	816.17	979.40
Hodthorpe	251.40	293.30	335.20	377.10	460.90	544.70	628.50	754.20
Langwith	311.76	363.72	415.68	467.64	571.56	675.48	779.40	935.28
Old Bolsover	255.49	298.08	340.66	383.24	468.41	553.57	638.73	766.48
Pinxton	273.50	319.08	364.67	410.25	501.42	592.58	683.75	820.50
Pleasley	244.50	285.25	326.00	366.75	448.25	529.75	611.25	733.50
Scarcliffe	242.27	282.64	323.02	363.40	444.16	524.91	605.67	726.80
Shirebrook	381.05	444.56	508.07	571.58	698.60	825.62	952.63	1143.16
South Normanton	234.61	273.72	312.82	351.92	430.13	508.33	586.53	703.84
Tibshelf	262.53	306.29	350.05	393.80	481.31	568.82	656.33	787.60
Whitwell	324.19	378.22	432.25	486.28	594.34	702.41	810.47	972.56

- 1.4 That it be noted that for the year 2026/27 Derbyshire County Council, the Police and Crime Commissioner for Derbyshire and the Derbyshire Fire and Rescue have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Act 1992 for each of the categories of dwellings shown in the following table:

Precepting	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Derbyshire County Council	965.90	1,126.88	1,287.86	1,448.85	1,770.82	2,092.78	2,414.75	2,897.70
DCC - Adult Social Care	173.43	202.33	231.24	260.14	317.95	375.76	433.57	520.28
Police + Crime Commissioner	205.73	240.02	274.31	308.60	377.18	445.76	514.33	617.20
Fire + Rescue Service	65.61	76.54	87.48	98.41	120.28	142.15	164.02	196.82
	1,410.67	1,645.77	1,880.89	2,116.00	2,586.23	3,056.45	3,526.67	4,232.00

- 1.5 That, having calculated the aggregate in each case of the amounts at 1.3(h) and 1.4, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2026/27 for each of the categories of dwellings (Note – this is the total charge for 2026/27 i.e. when all the individual precepts are added together.)

Part of the Council's Area	Valuation							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Ault Hucknall	1,666.00	1,943.66	2,221.34	2,499.00	3,054.34	3,609.67	4,165.00	4,998.00
Barlborough	1,627.69	1,898.96	2,170.25	2,441.53	2,984.10	3,526.66	4,069.22	4,883.06
Blackwell	1,723.09	2,010.26	2,297.45	2,584.63	3,159.00	3,733.36	4,307.72	5,169.26
Clowne	1,685.54	1,966.45	2,247.38	2,528.30	3,090.15	3,652.00	4,213.84	5,056.60
Elmton	1,921.78	2,242.06	2,562.37	2,882.66	3,523.26	4,163.85	4,804.44	5,765.32
Glapwell	1,737.14	2,026.65	2,316.18	2,605.70	3,184.75	3,763.80	4,342.84	5,211.40
Hodthorpe	1,662.07	1,939.07	2,216.09	2,493.10	3,047.13	3,601.15	4,155.17	4,986.20
Langwith	1,722.43	2,009.49	2,296.57	2,583.64	3,157.79	3,731.93	4,306.07	5,167.28
Old Bolsover	1,666.16	1,943.85	2,221.55	2,499.24	3,054.64	3,610.02	4,165.40	4,998.48
Pinxton	1,684.17	1,964.85	2,245.56	2,526.25	3,087.65	3,649.03	4,210.42	5,052.50
Pleasley	1,655.17	1,931.02	2,206.89	2,482.75	3,034.48	3,586.20	4,137.92	4,965.50
Scarcliffe	1,652.94	1,928.41	2,203.91	2,479.40	3,030.39	3,581.36	4,132.34	4,958.80
Shirebrook	1,791.72	2,090.33	2,388.96	2,687.58	3,284.83	3,882.07	4,479.30	5,375.16
South Normanton	1,645.28	1,919.49	2,193.71	2,467.92	3,016.36	3,564.78	4,113.20	4,935.84
Tibshelf	1,673.20	1,952.06	2,230.94	2,509.80	3,067.54	3,625.27	4,183.00	5,019.60
Whitwell	1,734.86	2,023.99	2,313.14	2,602.28	3,180.57	3,758.86	4,337.14	5,204.56

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

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

Mrs M Whetton	Revenues and Benefits Manager
Mrs A Bowman	Senior Revenues Officer
Mrs P Bates	Senior Revenues Officer
Miss G Jackson	Senior Revenues Officer
Mrs L Pickering	Senior Revenues Officer

Given that the officers performing this role may change during the course of the financial year it is recommended that delegated powers be granted to the

Council's Chief Financial Officer to authorise amendments to the above list should this prove necessary.

1.7 Fire Authority – provisional figures

The Fire authority meeting to approve the 2026/27 Council Tax requirement was not scheduled to take place until the 24th of February 2026. The Medium-Term Financial Plan presented at the meeting pre-agenda, was prepared on the basis of the full £5 precept increase being approved. In order for Bolsover District Council as billing authority to calculate the district Council Tax requirement, the provisional Fire Authority figures have been included.

In case the Fire Authority approve different figures to those included in our Council Tax calculation, it is proposed to give delegated authority to the Director of Finance & Section 151 Officer, to recalculate the figures included within this report if it becomes necessary.

2. Reasons for Recommendation

- 2.1 This report sets out for approval by Council the precepts of the relevant public authorities operating in the area of Bolsover District Council in order for Council to agree the Council Tax liability for local residents in respect of 2026/27.

3 Alternative Options and Reasons for Rejection

- 3.1 The Council is legally obliged to approve the Council Tax for the financial year 2026/27.

RECOMMENDATIONS

1. That Council formally approves the Council Tax for the Financial Year 2026/27 as set out in this report.
2. The Council authorises the officers as set out in section 1.6 above to undertake the identified duties in accordance with section 223 of the Local Government Act 1972, and delegates to the Council's Chief Financial Officer the authority to authorise any amendments to the list of named officers that may prove necessary during the course of the financial year.
3. To approved delegation authority for the Director of Finance & Section 151 Officer to recalculate the figures within this report if the Fire Authority approve different figures than those provisionally received.

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

IMPLICATIONS.

Finance and Risk: Yes No

Details:

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

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:

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

On behalf of the Solicitor to the Council

Staffing: Yes No

Details:

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

On behalf of the Head of Paid Service

Equality and Diversity, and Consultation: Yes No

Details:

Not applicable to this report.

Environment: Yes No

Details:

Not applicable to this report.

DECISION INFORMATION

Please indicate which threshold applies:

Is the decision a Key Decision?

A Key Decision is an Executive decision which has a significant impact on two or more wards in the District, or which results in income or expenditure to the Council above the following thresholds:

Yes No

<p>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.</p>	<p>(a) <input type="checkbox"/> (b) <input type="checkbox"/></p>
<p>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.</p>	<p>(a) <input type="checkbox"/> (b) <input type="checkbox"/></p>
<p>District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected:</p>	<p>All <input checked="" type="checkbox"/></p>
<p>Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i></p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>If No, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i></p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Leader <input type="checkbox"/> 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>Portfolio Holder for Resources</p>

Links to Council Ambition: Customers, Economy, and Environment.

DOCUMENT INFORMATION	
Appendix No	Title

<p>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></p>
<p>None</p>

Bolsover District Council

Meeting of Council
on 4th March 2026

Approval of a Domestic Abuse Policy

Report of the Portfolio Holder for Resources

Classification	This report is Public
Contact Officer	Peter Wilmot, HR Business Partner

PURPOSE/SUMMARY OF REPORT

1. To approve the implementation of a Domestic Abuse Policy to ensure that Bolsover District Council provides a safe, inclusive and responsive working environment for all employees. The policy formalises the Council's approach to recognising, responding to, and supporting those affected by domestic abuse—whether as victims or perpetrators.

REPORT DETAILS

1. Background

- 1.1 Domestic abuse is a pervasive societal issue with significant implications for affected individuals' mental and physical health, personal safety, and employment. Bolsover District Council recognises that some of its employees may be impacted by domestic abuse and that the workplace can play a crucial role in offering safety, stability and support.
- 1.2 The Domestic Abuse Act 2021 introduced a statutory definition of domestic abuse and a legal framework to better protect victims. Employers have a duty of care to safeguard their workforce. This policy affirms Bolsover District Council's commitment to upholding this responsibility.
- 1.3 Prior to this point, the policy has been the subject of formal consultation at the Council's Union Employee Consultation Committee and informally with the Council's Specialist Domestic Abuse Officer, Service Managers, Senior Leadership Team and the Council's recognised Trade Union Representatives.

2. Details of Proposal or Information

- 2.1 The Domestic Abuse Policy includes the following key components:
 - Adoption of the statutory definition of domestic abuse under the Domestic Abuse Act 2021.

- Recognition that domestic abuse can affect anyone—regardless of gender, sexuality, age or background—but that women and children are disproportionately affected.
- Clear guidelines for confidentiality and safe disclosure.
- Support mechanisms including time off for legal, housing or health appointments, access to counselling, and flexible working arrangements.
- Practical guidance for managers on identifying signs of abuse and supporting affected staff.
- A framework for dealing with employees who are identified as perpetrators of abuse, including the potential use of disciplinary procedures.
- Signposting to internal and external sources of support, including local helplines and domestic abuse services.

3. **Reasons for Recommendation**

- 3.1 **Legal Compliance** – Aligns the Council’s HR practices with the Domestic Abuse Act 2021 and safeguarding best practices.
- 3.2 **Staff Wellbeing** – Promotes a supportive and trauma-informed workplace culture, improving morale, retention, and wellbeing.
- 3.3 **Organisational Reputation** – Demonstrates the Council’s commitment to social responsibility, equality, and community safety.

4. **Conclusion**

The implementation of this policy will reinforce Bolsover District Council’s standing as a responsible and compassionate employer. It ensures appropriate procedures and protections are in place to address a complex and sensitive issue affecting staff and the wider community.

5. **Alternative Options and Reasons for Rejection**

- 5.1 Not adopting a formal policy would leave a significant gap in the Council’s ability to appropriately support staff, respond to safeguarding concerns, and mitigate risks to wellbeing and performance. A lack of clear guidance could also expose the organisation to reputational and legal risks.

RECOMMENDATION(S)

1. That the Council approves the Domestic Abuse Policy.
2. That the HR Team takes steps to raise awareness of the policy among staff and management and provides training on how to identify and respond to domestic abuse in the workplace.

Approved by Councillor Clive Moesby, Portfolio Holder for Resources

IMPLICATIONS:

<p><u>Finance and Risk</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Details:</p> <p style="text-align: right;">On behalf of the Section 151 Officer</p>
<p><u>Legal (including Data Protection)</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Details: Ensures compliance with the Domestic Abuse Act 2021</p> <p style="text-align: right;">On behalf of the Solicitor to the Council</p>
<p><u>Staffing</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Details: The policy will ensure any instances of domestic abuse are managed consistently and employees will receive the appropriate support.</p> <p style="text-align: right;">On behalf of the Head of Paid Service</p>
<p><u>Equality and Diversity, and Consultation</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Details: The policy adds to the Council’s many policies aimed at ensuring our staff are fully supported. The policy has been subject to informal and formal consultation.</p>
<p><u>Environment</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.</p> <p>Details:</p>

DECISION INFORMATION:

<p><input checked="" type="checkbox"/> <i>Please indicate which threshold applies:</i></p>	
<p>Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>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.</p>	<p>(a) <input type="checkbox"/> (b) <input type="checkbox"/></p>



Bolsover District Council

Domestic Abuse Policy

March 2026

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

CONTROL SHEET FOR DOMESTIC ABUSE POLICY

Policy Details	Comments / Confirmation (To be updated as the document progresses)
Policy title	Domestic Abuse Policy
Current status – i.e. first draft, version 2 or final version	
Policy author (post title only)	HR Business Partner
Location of policy (whilst in development)	
Relevant Cabinet Member (if applicable)	Councillor C Moesby
Equality Impact Assessment approval date	TBA
Partnership involvement (if applicable)	
Final policy approval route i.e. Executive/ Council	UECC/Council
Date policy approved	
Date policy due for review (maximum three years)	3 years from date of approval
Date policy forwarded to Performance & Communications teams (to include on ERIC, and website if applicable to the public)	

Domestic Abuse Policy

Bolsover District Council recognises that its employees will be amongst those impacted by domestic abuse, either as a victim or a perpetrator and that a clear workplace policy and guidelines are required.

Whilst we acknowledge that domestic abuse can affect anyone, we are mindful that it disproportionately affects women and children. Evidence also indicates that domestic abuse can worsen during pregnancy and disabled women are at a higher risk of domestic abuse. The Council also recognises that men can be victims of domestic abuse and this policy aims to support all staff affected by issues of domestic abuse.

The principles and standards described in the policy apply to all employees of the Council.

Defining Domestic Abuse

The Council adopts the definition of domestic abuse outlined by the Domestic Abuse Act 2021 which makes it clear that domestic abuse relates to any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality.

This can encompass but is not limited to the following types of abuse:

- physical
- emotional
- psychological
- sexual
- verbal
- coercive and controlling behaviour
- financial or economic.

This definition includes honour-based abuse, female genital mutilation and forced marriage and is clear that victims are not confined to one gender, religion, ethnic group or social class.

What constitutes domestic abuse is commonly misunderstood, and it is important to remember that no single act defines it; there are a wide range of activities and behaviours that amount to domestic abuse which are often dangerous and can be life-threatening

Key Principles

- The Council wants to ensure that any employee who experiences domestic abuse can raise the issue at work, without fear of stigma or victimisation, and will receive appropriate support and assistance.

- The Council is committed to promoting zero tolerance of domestic abuse. It is essential that the working environment promotes the view that domestic abuse is unacceptable and that such abuse will not be condoned and that all employees should play a part in supporting this approach.
- The Council recognises that employees experiencing domestic abuse normally have the right to complete confidentiality. However, in some extreme circumstances this confidence may need to be broken, for example, in order to protect children or vulnerable adults.
- The Council is committed to taking all reasonable steps to minimise the risks to the safety of its employees while at work if they are known to have experienced domestic abuse.
- If approached by an employee experiencing domestic abuse, managers will listen and be sensitive and non-judgemental in order that the most appropriate help can be offered. The Council will ensure that managers have access to appropriate information and feel able to encourage employees to seek advice and support.
- Where possible, a perpetrator who is an employee will be supported to seek help to change their behaviour. However, depending on circumstances, the perpetrator may be subject to the Council's disciplinary procedures if their behaviour endangers other Council employees or is under investigation as a criminal offence or their activities outside of work have an impact on their ability to perform their role or are likely to bring the Council into disrepute.

Policy statement

Introduction

Domestic abuse occurs across society, regardless of age, gender, race, religious belief, sexuality, disability, wealth and geography. It has extreme consequences for victims across a whole range of outcomes, including physical and mental health, alcohol abuse, homelessness and in extreme cases, murder.

Domestic abuse is likely to impact on the workplace. It can affect the morale, health, wellbeing and self-confidence of an employee, which in turn can impact on their performance at work.

The Council recognises the devastating effect domestic abuse has on those experiencing it, their families and the wider community. This policy demonstrates the commitment of the Council to support employees in making positive changes and to provide a safe and positive working environment.

The Council is committed to ensuring that any employee who experiences domestic abuse can raise the issue at work, without fear of stigma or victimisation, and will receive appropriate support and assistance.

Confidentiality and security

The Council recognises that employees experiencing domestic abuse normally have the right to complete confidentiality. However, in some extreme circumstances this confidence may need to be broken for example to protect children or vulnerable adults.

The Council has a duty of care to its employees. It is committed to taking all reasonable steps to minimise the risks to safety of its employees while at work, if they are known to have experienced domestic abuse.

Definition

The Domestic Abuse Act 2021 contains a statutory definition of domestic abuse, which is:

'any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. The abuse can encompass, but is not limited to psychological, physical, sexual, financial, emotional.'

Domestic abuse can take many forms such as physical assault, bullying, economic abuse, sexual abuse, rape and threats. In addition, it may include coercive and controlling behaviours such as destructive criticism, pressure tactics, disrespect, breaking trust, isolation and harassment.

Research shows that in most cases it is women who experience domestic abuse perpetrated by men, for example male partners or ex-partners, brothers, fathers or sons. However, this policy applies equally to domestic abuse in gay or lesbian relationships or in heterosexual relationships where the man is the victim. It also applies where domestic abuse occurs between generations in a family.

Therefore the Council's policy follows the Domestic Abuse Act 2021 Statutory guidance and recognises that an abuser is a person personally connected to the individual and can be (as per statutory guidance):

- (a) they are, or have been, married to each other
- (b) they are, or have been, civil partners of each other
- (c) they have agreed to marry one another (whether or not the agreement has been terminated)
- (d) they have entered into a civil partnership agreement (whether or not the agreement has been terminated)
- (e) they are, or have been, in an intimate personal relationship with each other
- (f) they each have, or there has been a time when they each have had, a parental relationship in relation to the same child
- (g) they are relatives

Policy aims

- To ensure that all employees, not just those employees experiencing domestic abuse, are aware of the Council's policy and its implications, including its implications for employees who are perpetrating domestic abuse.

- Ensure that all employees who ask for help in addressing domestic abuse issues can access appropriate advice and support from the Council and from appropriate national agencies and public bodies.
- To provide guidance to managers on how to recognise possible victims, how to support and assist employees asking for help in addressing domestic abuse, and how to advise and manage employees who are perpetrators of domestic abuse.
- To ensure that all employees experiencing domestic abuse and seeking assistance are confident that their situation will be handled sympathetically and confidentially.
- Reduce absence from work resulting from domestic abuse and have a positive impact on employees' mental and physical health and wellbeing. This includes staff who are supporting family members with domestic abuse.
- To set out a framework for responding to an employee who is identified as being a perpetrator of domestic abuse.

Zero tolerance

The Council is committed to promoting zero tolerance of domestic abuse in line with our role in promoting community safety.

As an employer, this policy demonstrates that domestic abuse is unacceptable and that it will not condone behaviour resulting in domestic abuse.

Guidance for managers and employees

Introduction

An individual who is experiencing domestic abuse may choose to seek advice or support from several sources, including their manager or another member of direct line management or a trade union representative. If approached, managers need to be prepared to listen, to be sensitive and non-judgemental in order that the most appropriate help can be offered.

Identification

People experiencing domestic abuse may feel stigmatised and disempowered. They often do not want to admit or share their experience because they may feel some responsibility for the situation, or they may feel shame, or that they should be able to deal with the situation on their own. There can also be fears that they will not be believed, their experiences will be trivialised, they will cause trouble for the perpetrator, or that there might be a negative outcome for their children.

Identifying that an employee is experiencing difficulties at an early stage can help ensure that appropriate support is provided and help the employee to deal with their situation more effectively. This can reduce repeated work absences and can ultimately reduce the extent of the domestic abuse experienced.

Domestic abuse may be identified through monitoring absence and putting together other potential indicators. Some of the indicators could be:

- uncharacteristically depressed, anxious, distracted, lacking in concentration, self-confidence or self-esteem
- changes in the quality of work for no apparent reason
- receiving repeated upsetting telephone calls or emails
- increased absenteeism or lateness and/or with unusual explanations
- repeatedly requiring time off for appointments
- excessive clothing
- repeated injuries or unexplained bruising
- accident prone
- unusual use of alcohol or other substances
- obsession with time
- avoiding lunch breaks or socialising outside work
- nervous on arrival and when leaving work
- reluctance to leave work at the end of the working day
- isolating themselves at work.

Confidentiality

Talking about domestic abuse can be very difficult. If an employee raises an issue about domestic abuse with a manager or colleague, then this discussion and any subsequent discussions must be treated with confidentiality and respect. Confidentiality should only be broken in order to protect the safety of an individual, particularly in the case of children or vulnerable adults. Managers and colleagues must make this clear to the employee at an appropriate point in the conversation about domestic abuse.

All meetings with employees should take place in private and any information recorded should be kept in secure storage.

Responding sensitively

Managers need to be approachable and available if an employee raises the matter with them. However, if a manager suspects that an employee is affected by domestic abuse, they can and should encourage them to discuss their concerns.

It is important that managers respond sensitively when they are aware that a member of staff is experiencing domestic abuse. Managers can do this by:

- ensuring privacy for any conversations about the issues – using an office or room where interruptions can be avoided.
- respecting confidentiality.
- being non-judgemental and patient – a member of staff experiencing domestic abuse may need time to decide what to do and may try different short- and long-term options during the process. They have the right to make informed decisions about their own future and circumstances.
- offering the option of speaking to another manager who may be more appropriate, such as a manager of the same sex or ethnicity as the employee experiencing domestic abuse.

- discussing the different ways that the Council's policies or benefits may support the employee or providing a list of external agencies who may be able to provide additional or different support.

Practical support

If an employee discloses that they are experiencing domestic abuse, their manager should advise them of the sources of support available, including access to counselling, referrals to appropriate agencies and the involvement of the police.

Consent to share information and refer to these agencies must be sought, however referrals to MARAC (Multi Agency Risk Assessment Conference), indicate that the risk of harm is high and therefore referrals to domestic abuse services, safeguarding and police must be made on behalf of the employee, without their consent, if necessary.

Managers are not expected to act as counsellors or advisers. However, if there is an immediate threat to a survivor or their colleagues in the workplace it may be necessary to act immediately. If in doubt, do not hesitate to call the police and/or seek advice from a domestic abuse organisation.

Support may be available from the Trade Unions for employees who are union members who have personal or domestic issues that are impacting on their working situation. As well as providing access to specialist services the Union may be able to assist an individual in raising with their manager the issues that need to be addressed to help support the employee during this period.

Employees experiencing domestic abuse may be more vulnerable to stress at work and may have attendance and/or performance issues as a result. Therefore, in addition to the immediate assistance and counselling referred to above, managers are encouraged to consider ways in which the sympathetic use of our employment policies and procedures can be used to support employees experiencing domestic abuse as detailed below.

The Council acknowledges that an employee who is a victim of domestic abuse may require additional leave of absence when attempting to seek help or leave an abusive relationship. Leave requests may be made in relation to appointments with support agencies, welfare agencies, legal advisors, housing agencies, to attend relevant court hearings, or perhaps to arrange for suitable childcare.

In such circumstances, employees and managers should, in the first instance, consider using annual leave, however, depending on the circumstances it may be more appropriate to:

- arrange temporary flexible working hours so the employee can seek protection, go to court, look for new housing, or enter counselling etc
- agree to the use of accrued time or time off for dependants particularly if the requests are for relatively short periods. Managers have discretion for Flexi-leave/time off in lieu and time off for dependants to be paid or unpaid. They are encouraged to look sympathetically at paid options where appropriate.

If a victim has to relocate, managers should make reasonable allowance for different travel to work arrangements, e.g. having a longer journey to work or to school before the working day. This could be done by temporarily varying working hours or using flexible working opportunities.

A temporary variation to hours or patterns of work can help to ensure that the employee is less at risk at work, and on their journeys to and from work. Changes to the office layout could be considered to ensure that the employee is not visible from reception points or from ground floor windows.

It may be appropriate to offer changes in specific duties, such as answering phones or working in a reception area or, in exceptional circumstances, seeking another post, if alternative arrangements cannot be easily found.

Where a victim and a perpetrator of domestic abuse both work for the Council, the organisation will take steps to stop any abuse relating to issues arising in the workplace using the appropriate policies and procedures.

Managers should discuss and agree with the employee what to tell colleagues, including how they should respond if the perpetrator telephones or calls at the workplace. Let them know that it may be necessary to speak to the police or other agencies and ensure they understand that conduct outside of work; (whether or not it leads to police action or a criminal conviction) can also lead to disciplinary action against an employee because of its employment implications.

Ensuring safety

When a manager is made aware of domestic abuse, they should discuss with the employee whether there is any risk to the employee or to their colleagues whilst at work. The manager should seek advice in carrying out a risk assessment and taking action to minimise the risks in the workplace, such as additional security measures at the entrance to the building or interception of telephone calls.

It is good practice to complete a DASH (Domestic Abuse Stalking and Honour) risk assessment (see Appendix 1) with every survivor who discloses domestic abuse. This enables risk to be assessed and appropriate measures to be put in place to manage safety. All support offered should be service user led and with their consent, however, if the survivor is high risk or there are children at risk then referrals should be made without consent if necessary. If the survivor gives consent, then contact can be made with Derbyshire Domestic Abuse Helpline. (details below) who will complete a DASH and ensure appropriate support is implemented.

Physical security can be very important in cases of domestic abuse. Care must be taken to ensure that employees' personal information, for example home addresses or telephone numbers, are not given out to individuals, either work colleagues or individuals from outside the workforce, who are not properly authorised to have it. The Data Protection Act clearly prohibits improper disclosure of such information, and it is particularly important to help to ensure that employees and their families are safe at home, travelling to and from work and when carrying out their duties.

If anyone is unsure of whether it is appropriate to give out information about a colleague, or feel in any way intimidated to do so, they must discuss the situation with their manager before taking any action.

Employees who are perpetrators of domestic abuse

The Council wishes to encourage perpetrators of domestic abuse to seek support and help from an appropriate source. It is acknowledged that there is little support available for perpetrators who have not entered the criminal justice system.

However, all employees should be aware that domestic abuse is a serious matter that can lead to criminal convictions. Employees who identify as, or are found to be, perpetrators of domestic abuse may be subject to the Council's disciplinary procedures if:

- they are involved in domestic abuse related incidents which occur in the workplace or during work time, including threatening telephone calls or misuse of the computer network, an employee's activities outside work have an impact on their ability to perform the role for which they are employed or are likely to bring the Council into disrepute.

This is particularly relevant for those who work with the public, with children or vulnerable adults.

Where a perpetrator makes a disclosure of committing domestic abuse, a risk assessment must be completed, taking into account:

The nature of the disclosure:

- job role – the impact of the employee's actions on their duties and responsibilities
- any safeguarding issues that arise
- the employee's work location
- the impact on the victim or his/her dependants
- whether the employee has voluntarily sought help to deal with the issue.

Temporary or permanent redeployment, to either a different job or the same job in a different location, may be considered if for example, their victim works in the same area as a perpetrator or while disciplinary procedures are being undertaken.

An employee who is a perpetrator of domestic abuse may approach their manager about their own behaviour. The manager should offer advice about the services available to perpetrators of domestic abuse.

Useful Contacts:

The Elm Foundation provides domestic abuse support services across Derbyshire irrespective of a person's age, sex, ethnicity, disability, gender identity or immigration status, telephone: **08000 198 668** (24-hour helpline).

For those experiencing domestic abuse, they can contact **the Derbyshire Domestic Abuse helpline**, telephone: **08000 198 668** and you'll get help from someone close by. If it's an emergency, telephone: **999**.

Refuge offers a variety of support for women experiencing domestic abuse. There is a 24 hour a day free phone **national domestic abuse help line**, telephone: **0808 2000 247**.

If you're experiencing domestic abuse **Derbyshire Police**, can put you in touch with other support organisations that understand your specific needs.

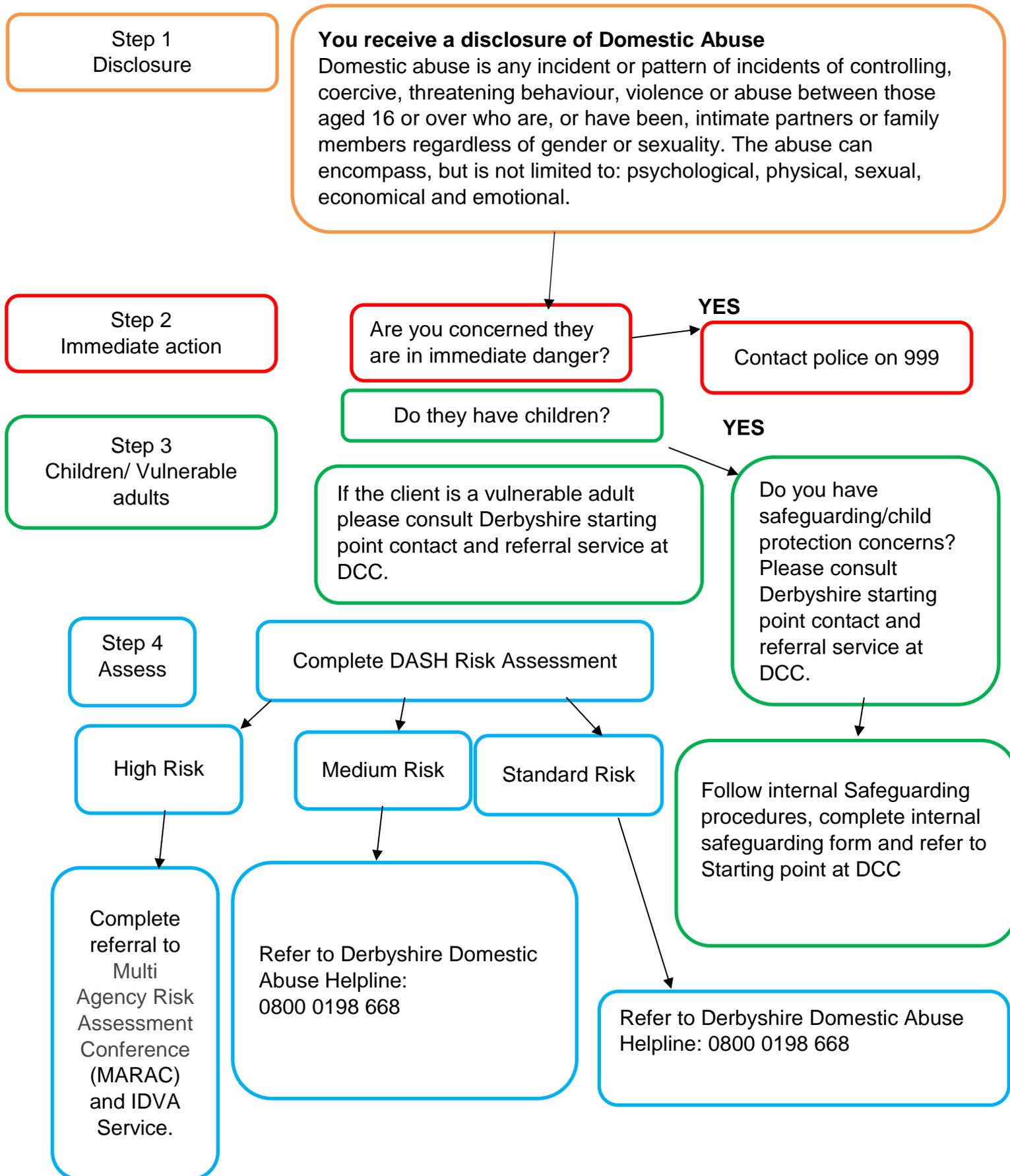
Crossroads Derbyshire offers a range of confidential support and advisory services to women, men, children and young people suffering the damaging effects of domestic abuse including:

- refuge for young women and children needing a safe place to stay
- outreach services for women and men
- community programmes for young people
- counselling for women and men
- specialist services for children

Derbyshire Victim Services has been created to support victims of crime, giving people access to the different types of help they may need from just one place. The aim is to ensure that every victim of crime or anti-social behaviour has access to the best possible support service.

SV2 - supporting victims of sexual violence sexual violence simply shouldn't exist and no one should deal with it alone. Whilst sexual abuse exists, we'll be here to support and empower the victims, inform the public and protect future generations.

Appendix 1 – Domestic Abuse - Referral Flow Chart



Appendix 2

DERBY CITY & DERBYSHIRE INTEGRATED MARAC/IDVA AND SUPPORT SERVICES REFERRAL FORM

Integrated referral form and DASH Risk Identification Checklist for use by all agencies for risk level identification when Domestic Abuse, Stalking, 'Honour'- based violence and/or stalking are disclosed

Complete checklist and then share with Agencies as directed on flow chart
 This form **MUST** be completed electronically and emailed as a Word Doc.
 Handwritten/Scanned Forms will be rejected.
 Please ensure you complete the form thoroughly.

Please explain that the purpose of asking these questions is for the safety and protection of the individual concerned. Mark the 'yes' box if the factor is present. (Historical information to be included within practitioners notes) Please use the comment box underneath the questions to expand on any answers. It is assumed that your main source of information is the victim. If this is <u>not the case</u> please indicate in the right hand column	Yes	No	Don't Know	State source of info if not the victim e.g. police officer
1. Has the current incident resulted in injury? (Please state what and whether this is the first injury, date(s)) Comment:				
2. Are you very frightened? Comment:				
3. What are you afraid of? Is it further injury or violence? (Please give an indication of what you think (name of abuser(s)...) might do and to whom, including children, vulnerable adults) Comment:				
4. Do you feel isolated from family/friends i.e. does (name of abuser(s)...) try to stop you from seeing Friends/family/doctor or others? Comment:				
5. Are you feeling depressed or having suicidal thoughts? Comment:				
6. Have you separated or tried to separate from (name of abuser(s)...) within the past year? (Please give date(s)) Comment:				
7. Is there conflict over child contact? Comment:				

<p>8. Does (.....) constantly text, call, contact, follow, stalk or harass you? (Please expand to identify what and whether you believe that this is done deliberately to intimidate you? Consider the context and behaviour of what is being done.) Comment:</p>				
<p>9. Are you pregnant, recently had a baby or is your partner pregnant, recently had a baby (within the last 18 months)? Comment:</p>				
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Information purposes only, answers do not form part of the overall score</p>	<p>Are there any children, step-children that aren't (.....) in the household? Or are there other dependants in the household (i.e. older relative)? Comment:</p>			
	<p>Has (.....) ever hurt the children/dependants? Comment:</p>			
	<p>Has (.....) ever threatened to hurt or kill the children/dependants? Comment:</p>			
<p>10. Is the abuse happening more often? Comment:</p>				
<p>11. Is the abuse getting worse? Comment:</p>				
<p>12. Does (.....) try to control everything you do and/or are they excessively jealous? (In terms of relationships, who you see, being 'policed at home', telling you what to wear for example. Consider 'honour'-based violence and specify behaviour.) Comment:</p>				
<p>Mark the box if factor is present. Please use the comment box at the end of the form to expand on any answer.</p>	Yes	No	Don't Know	State source of info if not the victim e.g. police officer
<p>13. Has (.....) ever used weapons or objects to hurt you? Comment:</p>				
<p>14. Has (.....) ever threatened to kill you or someone else and you believed them? (If yes, tick who.) Comment: You Children Other <i>(please specify by underlining, circling or making bold those applicable)</i></p>				
<p>15. Has (.....) ever attempted to strangle/choke/suffocate/drown you? Comment:</p>				

<p>16. Does (.....) do or say things of a sexual nature that make you feel bad or that physically hurt you or someone else? (If someone else, specify who.) Comment:</p>				
<p>17. Is there any other person who has threatened you or who you are afraid of? (If yes, please specify whom and why. Consider extended family if HBV.) Comment:</p>				
<p>18. Do you know if (.....) has hurt anyone else? (Please specify whom including the children, siblings or elderly relatives. Consider HBV.) Children Another family member Someone from a previous relationship Other Comment: <i>(please specify by underlining, circling or making bold those applicable)</i></p>				
<p>19. Has (.....) ever mistreated an animal or the family pet? Comment:</p>				
<p>20. Are there any financial issues? For example, are you dependent on (.....) for money/have they recently lost their job/other financial issues? Comment:</p>				
<p>21. Has (.....) had problems in the past year with drugs (prescription or other), alcohol or mental health leading to problems in leading a normal life? (If yes, please specify which and give relevant details if known.) Drugs Alcohol Mental Health Comment: <i>(please specify by underlining, circling or making bold those applicable)</i></p>				
<p>22. Has (.....) ever threatened or attempted suicide? Comment:</p>				
<p>23. Has (.....) ever broken bail/an injunction and/or formal agreement for when they can see you and/or the children? (You may wish to consider this in relation to an ex-partner of the perpetrator if relevant.) Bail conditions Non Molestation/Occupation Order Child Contact arrangements Forced Marriage Protection Order Other Comment: <i>(please specify by underlining, circling or making bold those applicable)</i></p>				
<p>24. Do you know if (.....) has ever been in trouble with the police or has a criminal history? (If yes, please specify.) DV Sexual violence Other violence Other Comment: <i>(please specify by underlining, circling or making bold those applicable)</i></p>				
<p>(MARAC Referral Criteria is 14 'yes' responses) Total 'yes' responses</p>		124		

Client/Victim name					Client/Victim DOB			
Previous Alias Name(s) dob(s)					Ethnicity			
					Language/ Communication Needs			
Address (Including post code)					Gender		LGBT	Disabled
					<i>M / F</i>		<i>Y / N</i>	<i>Y / N</i>
Time at address	Years	Months			Profession			
Telephone number					Is this number safe to call?		<i>Y / N</i>	
					Is this number safe to text?		<i>Y / N</i>	
Please insert any relevant contact information e.g. times to call/text								
Does the victim have access to Public Funds	<i>Y/N</i>							
GP Details								
Any of the following used / suspected			Drugs	<i>Y/N</i>	Alcohol	<i>Y/N</i>	Mental Health	<i>Y/N</i>
Perpetrator(s) name					Perpetrator(s) DOB			
Previous / Alias Name(s) dob(s)					Gender		LGBT	Disabled
					<i>M / F</i>		<i>Y / N</i>	<i>Y / N</i>
					Profession			
Perpetrator(s) address					Relationship to victim			
Any of the following used / suspected			Drugs	<i>Y/N</i>	Alcohol	<i>Y/N</i>	Mental Health	<i>Y/N</i>
Children Name <i>(please add extra rows if necessary)</i>	DOB	Relationship		Address if different to victim		School / GP / Health Visitor / Nursery		
		to victim	to perpetrator					
Consider abuser's occupation/interests-could this give them unique access to weapons? Describe:								
What are the victim's greatest priorities to address their safety?								

Reason for Referral / Additional Information

Has the behaviour of the perpetrator had a negative affect the victim's neighbours or other members of the community? If yes, please explain how.			Y/N
Professional judgement (evidence of high risk abuse)	Y/N	Visible high risk (14 ticks or more on CAADA - DASH RIC)	Y/N
MARAC repeat (<i>further incident identified within twelve months from the date of the last referral</i>)			
If Yes, please provide the date listed			
Reasons for Referral / incident details			
Incident reported	Y/N	Bail conditions	Y/N
Court dates			
Child concerns: Referral to Social Care made & Date referral made		Y/N	Date
Vulnerable Adult concerns: Referral to Adult Care made & Date referral made		Y/N	Date
Is the victim aware of MARAC referral/ Domestic Abuse Support referral?	Y/N	If no, why not?	
Has consent been given?	Y/N		
Referring agency			
Unique Agency Identifier (EG NHS number)			
What is your involvement with the victim/family			

Name/Role of staff member completing	
Ward/Department	
Telephone	
Organisation Safeguarding Team phone/Email (Optional)	
Referral Date	

For receiving agency only	
Referral taken	Y/N
Practitioners notes	(e.g. referral to other services & dates made)

Appendix 3 – (DASH) Domestic Abuse Stalking and Honour – Score Guidance

14 AND ABOVE

DASH Score is **14** or more

Referral to MARAC is required. Ensure you have clearly documented the incidents of abuse within the referral form

Email this completed form to
IDVA.service@glow.cjsm.net
MARAC@derbyshire.pnn.police.uk



BELOW 14 with High Risk factors

Score is **below 14** and in your **professional judgement** there is evidence of **high risk abuse**

Referral to MARAC is required. Ensure you have clearly documented the incidents of abuse within your referral form including examples which are high risk in your professional judgement

Email this completed form to
IDVA.service@glow.cjsm.net and
MARAC@derbyshire.pnn.police.uk



13 AND BELOW

Score is **13 or below**

Does the victim consent to information being shared with support services? (Remember you cannot share with other agencies without this)

NO

Document that the individual did not give consent and the advice you provided.

YES

Email to:

Derbyshire Clients:
derbyshiredahelpline@theelmfoundation.org.uk
 Derby City Clients: **refuge.dcdvs@refuge.cjsm.net**

MUST BE COMPLETED IF SCORE BELOW 14 and Referring to MARAC

Consideration by professional: Is there any other relevant information (from victim or professional) which may increase risk levels? Consider victim's situation in relation to disability, substance misuse, mental health issues, cultural/language barriers, 'honour'- based systems and minimisation. Are they willing to engage with your service?

Describe it below:



BOLSOVER DISTRICT COUNCIL

Meeting of the Council on 4th March 2026

Future delivery of the Council’s Housing Stock Condition Survey

Report of the Portfolio Holder for Housing

Classification	This report is Public
Report By	Victoria Dawson, Assistant Director Housing

PURPOSE/SUMMARY OF REPORT

To approve the creation of a permanent Contract Administrator/Building Surveyor and a specialised Admin Assistant post to deliver the Housing Stock Condition Survey programme.

REPORT DETAILS

1. Background

- 1.1 The Social Housing (Regulation) Act 2023 received Royal Assent in July 2023 and has introduced significant changes to the Social Housing Sector. It was introduced to improve the quality of social housing for tenants by tightening the regulations imposed on the social housing sector.
- 1.2 The Act has given increased powers to the Regulator of Social Housing (RSH) to carry out inspections of Local Authority Registered Housing Providers, at least every four years to ensure they are meeting the revised consumer standards, effective from 1st April 2024. The Regulator also has the power to issue unlimited fines to those that fall below the prescribed standard; fines of which, are uninsurable.
- 1.3 Bolsover District Council was one of the first Local Authorities to be inspected under the new inspection regime, receiving a C2 grading in August 2024. C1 being the highest and C4 the lowest, the C2 grade recognises that the Council has provided some assurance and met the Consumer Standards in many areas but identified some areas where improvement is needed.

- 1.4 The revised Safety and Quality Standard requires Registered Providers know the condition of their stock and must have an accurate record at an individual property level of the condition of their homes. In order to comply with this standard Bolsover District Council commissioned an external provider to deliver a comprehensive stock condition survey in 2024, with 92% of the stock successfully surveyed.
- 1.5 The Code of Practice which accompanies the Consumer Standards recommends that stock condition surveys are undertaken every five years and, *“a five-year rolling programme of stock condition surveys across all homes might be appropriate.”*
- 1.6 A stock condition survey provides key information on the condition of Bolsover District Council’s residential housing stock, which in turn provides the ‘decency level’ in accordance with Decent Homes Standard which we are required to report annually, informs the Bolsover District Council’s 30 year Business Plan and drives the Capital Programme.
- 1.7 The Social Housing (Regulation) Act 2023 also introduced “Awaab’s Law” with effect from 27th October 2025. This introduced two key requirements, the implementation of specified timeframes and procedures for addressing hazards in the home and an implied term with the social housing tenancy agreements that Registered Providers comply with those requirements.
- 1.8 Following consultation, the government also announced that Decent Homes 2 will be implemented from 2035 and with significant changes, it is imperative that the Council has accurate data regarding it’s housing stock, whether there are any hazards under the HHSRS and the Energy Performance Certificate (EPC) ratings.

2. Details of Proposal or Information

- 2.1 It is a requirement that the Council has accurate data regarding it’s housing stock. A Stock Condition Survey would allow for assessment of condition of various building archetypes; Housing Health and Safety Rating System (HHSRS) Inspections; Decent Homes inspections and Domestic Energy Assessments. This will allow the Council to meet the RSH Consumer Standards and relevant legislation.
- 2.2 Three options have been considered on how best to carry out Stock Condition Surveys in the future.
 1. Outsource the stock condition survey such as has recently been completed by Savills in 2024 /2025. Based on the previous survey, it is anticipated that this would be approx. £1m and would be due 2030/31. In addition to the external appointment during the last survey we had a dedicated post for 6 months to engage with tenants, monitor the results and update the HHSRS identified.

2. Deliver a rolling programme using existing resources. This is not considered a viable option as there is insufficient capacity within the relevant service areas to achieve the volume of surveys needed each year.
 3. Deliver a rolling programme using a mixture of existing resources and strengthening the Asset Management Team by recruiting 1 Contract Administrator/Building Surveyor (Grade 8 £52,903 to £59,308 including on costs) and a specialised Admin Assistant post (Grade 5 (£37,841 £41,287 including on costs), based on 2025/26 salary grades.
- 2.2 The preferred approach to the future delivery of the Stock Condition Survey is to deliver an in-house rolling programme. It is felt the Asset Management team can utilise the knowledge of existing team members who are familiar with Bolsover Council Housing stock. These options have been presented to Housing Stock Management Group in November 2025 where this was supported by the members in attendance.
 - 2.3 The two required posts are an additional cost to the HRA, which will be funded by a reduction in the amount transferred to the HRA development reserve each year.
 - 2.4 The team would consist of the new Building Surveyor who would carry out a proportion of the surveys, answer complex technical questions and carry out a minimum 10% audit check on the quality and consistency of the surveys; existing Asset Management Inspectors who would also carry out rolling surveys alongside their existing duties including verifying remaining useful life data; Asset Management Officer who would collate the survey data and run queries as the first part of the process to inform the annual and 30 year programme of work together with Building Surveyors/Contract Administrators and Repairs Coordinators; and a new Asset Management Admin post who would arrange and coordinate appointments, raise and monitor any urgent works required, and work with the Housing Management Team where there are failed accesses.
 - 2.5 Given the current housing stock of c. 5000 residential properties, there is a requirement to complete 1000 surveys per year over a five-year period to satisfy the rolling five-year survey obligation and maintain compliance with the RSH Consumer Standards and accurately report on our Decency Standard.
 - 2.6 It is proposed that from April 2026 a rolling housing stock condition survey will commence, so that one fifth of the stock is surveyed every year to comply with regulations of the Regulator of Social Housing. Should this be the approved approach, a report would be presented to Council to approve the creation of the posts and financial resources needed.

3. Reasons for Recommendation

- 3.1 There is a requirement under the Consumer Standard for the Council to undertake stock condition surveys at least every 5 years. The in-house rolling programme with 2 additional posts, is considered the most appropriate option, taking into account the necessary staff resource and financial implications.
- 3.2 It will ensure that there is sufficient capacity in the Asset Management Team to deliver the rolling stock condition surveys, to the standard required, to ensure on going and up to date stock information is within the Housing Management System, to manage the capital programme and spend.

4 Alternative Options and Reasons for Rejection

- 4.1 To take no action - rejected because of the requirements specified in the Consumer Standards.
- 4.2 To outsource the stock condition survey is rejected, most companies would only undertake this activity as a bulk survey every 5 years. Anticipated future costs would be in excess of £1m.
- 4.3 To deliver in house using existing staff is rejected because of insufficient capacity within the relevant service areas.

RECOMMENDATION(S)

- (1) To approve the creation of a new full time permanent Contract Administrator/Building Surveyor (Grade 8 £52,903 to £59,308 including on costs) and a specialised Admin Assistant post (Grade 5 (£37,841 £41,287 including on costs), based on 2025/26 salary grades.
- (2) To approve the funding of these posts from existing Housing Revenue Account (HRA) budget

Approved by Councillor Smith, Portfolio Holder for Housing

IMPLICATION(S)

<p><u>Finance and Risk</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Details:</p> <p>The additional posts will be a cost to the HRA which will be funded by a reduction in the amount transferred to the HRA development reserve each year.</p> <p style="text-align: right;">On behalf of the Section 151 Officer</p>
<p><u>Legal (including Data Protection)</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Details:</p> <p>As set out in the report, On behalf of the Solicitor to the Council</p> <p style="text-align: right;">On behalf of the Solicitor to the Council</p>
<p><u>Staffing</u> Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Details:</p> <p style="text-align: right;">On behalf of the Head of Paid Service</p>
<p><u>Equality and Diversity, and Consultation</u> Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Details:</p>
<p><u>Environment</u> Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.</p> <p>Details:</p>

DECISION INFORMATION

<p><input checked="" type="checkbox"/> <i>Please indicate which threshold applies:</i></p>	
<p>Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>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.</p>	<p>(a) <input type="checkbox"/> (b) <input checked="" type="checkbox"/></p>
<p>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.</p>	<p>(a) <input type="checkbox"/> (b) <input type="checkbox"/></p>

<p>District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected:</p>	<p>All <input checked="" type="checkbox"/></p>
--	---

<p>Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i></p> <p>If Yes, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i></p> <p>Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i></p> <p> Leader <input type="checkbox"/> Deputy Leader <input type="checkbox"/> Executive <input checked="" type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/> </p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
---	--

<p>Links to Council Ambition: Customers, Economy, Environment, Housing</p>
<p>Housing - Building more, good quality, affordable housing, and being a decent landlord. Preventing and responding to homelessness through early intervention and personalised solutions.</p> <p>Maintaining and improving property and housing management standards and ensuring that standards and living conditions in the district contribute towards better health outcomes for all</p>

Appendix No	Title

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



BOLSOVER DISTRICT COUNCIL
MEETING OF COUNCIL 4TH MARCH 2026
FIRE DOOR SAFETY INSPECTIONS
REPORT OF THE PORTFOLIO HOLDER FOR HEALTH AND SAFETY

Classification	This report is Public
Contact Officer	Strategic Director Services

PURPOSE/SUMMARY OF REPORT

Seek Council approval to increase the Council’s Health and Safety Team staffing level to establish resource capacity in the undertaking of fire door safety inspections

REPORT DETAILS

1. Background

- 1.1 Fire door inspections across the Council’s property portfolio are required by the Fire Safety Act 2021 and as set out by British Standard BS 9999:2017 (Fire Safety in the Design, Management and Use of Buildings - Code of Practice) requiring all fire doors be inspected every six months (twice annually).
- 1.2 Across Bolsover District Council, 1,001 (approx.) fire doors have been identified as requiring inspection.
- 1.3 In meeting British Standard requirements, each door has need to be inspected on a biannual basis, totalling 2,002 (approx.) door inspections annually.

2. Details of Proposal or Information

- 2.1 External and internal supply options have been considered in the procurement of fire door safety inspections.

External Supply of a Fire Door Inspection Service

- 2.2 Pricing was received from an external supplier which informed inspection costs of £24 for single doors and £36 per double door (£30 averaged).
- 2.3 Assessment of service provision cost based external supply for Bolsover fire doors, is approximately £60,060 (2,002 doors x £30 per door).

In-House Supply of a Fire Door Inspection Service

- 2.4 The Council’s Health and Safety Apprentice is trained to Level 3 Health, Safety and Environmental Technician (equivalent to NEBOSH Certificate level) and Level 3 Award in the Inspection of Fire Doors.

- 2.5 Undertaking Fire Door Inspections by way of in-house arrangements has been assessed within the Health and Safety Team and based on grade 7 (Scpt18) Health and Safety Advisor salary would be £48,391, inclusive of Pension and National Insurance costs.
- 2.6 When comparing external and in-house options, an in-house approach presents a more economically advantageous solution offering £11,669 reduced delivery cost based on 2025\26 salary.
- 2.7 The in-house approach further offers increased capacity and flexibility to develop each site's facility risk assessment in line with fire door checks, ensuring the Council remains compliant with requirement of the Fire Safety Act 2021 and (BS 9999:2017).
- 2.8 The proposal is to establish a Bolsover in-house inspection service and not a shared resource with North East Derbyshire. This will also provide opportunity to undertake fire door inspection on behalf of Parish and Town Councils offering income generation to reduce net cost of service delivery. To date 6 Parish and Town Councils have requested the Council's Health and Safety Team provide them with fire door inspection service.
- 2.9 The Council's Health and Safety Apprentice's contract of employment is due to terminate 31st March 2026. It is proposed the member of staff is employed in the position of Health and Safety Advisor (Grade 7, Scpt18) of which a salary budget of £48,391 has need to be established, inclusive of Pension and National Insurance costs. This will be a general fund cost with potential to generate income as set out at 2.8.

3. Reasons for Recommendation

- 3.1 To meet Council's statutory duty (Fire Safety Act 2021) in the inspection of fire safety doors

4 Alternative Options and Reasons for Rejection

- 4.1 The Council must undertake fire door inspections; if it did not, this would undermine its statutory responsibility and duty of care to staff, members and visitors of workplace and public buildings in the Council's tenure.

RECOMMENDATION(S)

1. Council approves budget of £48,391 for establishing fire door inspections.
2. Council approves an increase in the Health and Safety Team of one Health and Safety Advisor (Grade 7, Scpt18).
3. The Health and Safety Apprentice's contract of employment is established in the position of Health and Safety Advisor (Grade 7, Scpt18).

Approved by Councillor Hiney-Saunders, Portfolio Holder for Health and Safety.

IMPLICATIONS:

<u>Finance and Risk</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Details: This will result in a cost to the Council's general fund of £48,391 per year (subject to pay award). There is the potential of income to be generated by delivering a service to other external bodies. <p style="text-align: right;">On behalf of the Section 151 Officer</p>
<u>Legal (including Data Protection)</u> Yes <input type="checkbox"/> No <input type="checkbox"/> Details: The Council must undertake fire door inspection's as required by the Fire Safety Act 2021, in line with British Standard BS 9999:2017 (Fire Safety in the Design, Management and Use of Buildings - Code of Practice) requiring inspections every six months (twice annually). <p style="text-align: right;">On behalf of the Solicitor to the Council</p>
<u>Staffing</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Details: It is proposed establish one further Health and Safety Advisor (Grade 7, Scpt18) in the Council's Health and Safety Team to undertake fire door safety inspections. <p style="text-align: right;">On behalf of the Head of Paid Service</p>
<u>Equality and Diversity, and Consultation</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Details: None arising from this report.
<u>Environment</u> Yes <input type="checkbox"/> No <input type="checkbox"/> Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment. Details: None arising from this report

DECISION INFORMATION:

<input checked="" type="checkbox"/> <i>Please indicate which threshold applies:</i>	
Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

<p>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.</p>	<p>(a) <input type="checkbox"/> (b) <input type="checkbox"/></p>
<p>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.</p>	<p>(a) <input type="checkbox"/> (b) <input type="checkbox"/></p>
<p>District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected:</p>	<p>All <input type="checkbox"/></p>

<p>Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i></p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>If No, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i></p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i></p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Leader <input type="checkbox"/> Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input checked="" type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></p>	

<p>Links to Council Ambition: Customers, Economy, Environment, Housing</p>
<ul style="list-style-type: none"> • Customers – maintaining safe places to visit and play. • Economy – maintaining safe Council business premises. • Housing – maintaining safe multi-occupancy housing and communal facilities.

DOCUMENT INFORMATION:

Appendix No	Title
N/a	N/a

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



BOLSOVER DISTRICT COUNCIL

Meeting of Council on 4th March 2026

Whistleblowing Update Report

Report of the Director of Governance and Legal Services & Monitoring Officer

Classification	This report is Public
Contact Officer	Jim Fieldsend, Director of Governance and Legal Services & Monitoring Officer

PURPOSE/SUMMARY OF REPORT

To provide an annual update to Members on use of the Council’s Whistleblowing Policy.

REPORT DETAILS

1. Background

- 1.1 Whistleblowing is a report from an employee, member, or other person about suspected wrongdoing within the organisation. The Public Interest Disclosure Act 1998 requires employers to refrain from dismissing workers and employees or subjecting them to any other detriment because they have made a protected disclosure.
- 1.2 Whistleblowing policies should foster a climate of openness and transparency in which individuals in the workplace do not feel that they will be victimised, harassed, or suffer any reprisals if they raise concerns about wrongdoing within the organisation. The Government expects all public bodies to have adequate whistleblowing procedures in place.

2. Details of Proposal or Information

- 2.1 The Whistleblowing Policy shown was last reviewed by Standards Committee on 10th November 2025. A report highlighting the number of Whistleblowing reports received during 2025 was noted at the Standards Committee on 9th February 2027.
- 2.2 In accordance with the Whistleblowing Policy, the Monitoring Officer has overall responsibility for the maintenance and operation of the Policy and will maintain a record of concerns raised and the outcomes. The Monitoring Officer is also required to report as necessary to the Council on instances of whistleblowing.

- 2.3 There have been two instances of whistleblowing in 2025 which are shown on the Whistleblowing Register at Appendix 1. Due to the need to maintain confidentiality these whistleblowing complaints have been anonymised and detailed so as not to reveal the identity of the complainant and member of staff complained about.
- 2.4 In accordance with the Whistleblowing Policy these instances are being reported to Council.

3. Reasons for Recommendation

- 3.1 To report the 2025 instances of whistleblowing to Members.

4 Alternative Options and Reasons for Rejection

- 4.1 There are no alternative options.

RECOMMENDATION(S)

- 1. That Council notes the instances of whistleblowing that have been made during 2025 which will be reported to Council.

Approved by Councillor Donna Hales, Deputy Leader & Portfolio Holder
for Corporate Governance

IMPLICATIONS:

<u>Finance and Risk</u>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Details:		
On behalf of the Section 151 Officer		
<u>Legal (including Data Protection)</u>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Details:		
The legal implications in relation to whistleblowing are contained within the policy and no further implications arise from this report.		
On behalf of the Solicitor to the Council		
<u>Staffing</u>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Details:		
On behalf of the Head of Paid Service		
<u>Equality and Diversity, and Consultation</u>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Details:		

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:

DECISION INFORMATION:

Please indicate which threshold applies:

Is the decision a Key Decision?

A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:

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.

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.

District Wards Significantly Affected:

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

Please state below which wards are affected or tick **All** if all wards are affected:

Yes No

(a) (b)

(a) (b)

All

If Yes, is the call-in period to be waived in respect of the decision(s) proposed within this report? *(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)*

Consultation carried out:

(this is any consultation carried out prior to the report being presented for approval)

Leader Deputy Leader Executive SLT
Relevant Service Manager Members Public
Other

Yes No

Yes No

Links to Council Ambition: Customers, Economy, Environment, Housing

Customers

DOCUMENT INFORMATION:

Appendix No	Title
1	Whistleblowing Register 2025

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>

DECEMBER 2024

Whistleblowing Register 2025

Number	Details of complaint	Outcome
01/2025	Information was provided which required an investigation of a staff member for potential gross misconduct.	A formal investigation was undertaken and appropriate action was undertaken in accordance with the Council's policies and procedures.
02/2025	An anonymous complaint was received regarding a recruitment matter.	No further action was taken as the anonymous information received was inaccurate, unevidenced and vexatious in content.

Bolsover District Council

Meeting of Council on 4th March 2026

The Pay Policy Statement for 2026/2027

Report of the Portfolio Holder for Resources

Classification	This report is Public
Contact Officer	Oliver Fishburn HR & Payroll Manager

PURPOSE/SUMMARY OF REPORT

- For the following policy to be brought to Council for consideration:
 - Annual Pay Policy Statement 2026/2027

REPORT DETAILS

1. Background

- 1.1 The pay policy statement sets out the Council's policy on pay for senior managers and employees and is in accordance with the requirements of Section 38 of the Localism Act 2011 and Supplementary Guidance 2013.
- 1.2 The Pay Policy Statement is brought to full Council on an annual basis.
- 1.3 Any amendments to the policy statement, other than minor updates to reflect the 2026/27 pay agreement will require the approval of Full Council.
- 1.4 The Annual Pay Policy Statement for 2026/27 reflects the current position based on decisions previously taken at Full Council.
- 1.5 Under the Local Government Transparency Code 2015 additional organisational information is required to be published annually on the website. This consists of third tier organisation charts, senior salaries information, including functional responsibilities, budget amounts and numbers of staff responsible for, together with details of trade union facility time
- 1.6 Please find attached the Annual Pay Policy Statement 2026/27 for consideration at **Appendix 1**.

2. Details of Proposal or Information

2.1 For Council to consider the Annual Pay Policy Statement 2026/27. The Statement reflects decisions previously approved at Full Council.

3. Reasons for Recommendation

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

4 Alternative Options and Reasons for Rejection

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

RECOMMENDATION(S)

1. That Council approves the Annual Pay Policy Statement 2026/27

Approved by Cllr Clive Moesby, Portfolio Holder for Resources

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:

On behalf of the Solicitor to the Council

Environment:

Details: N/A

Staffing: Yes No

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? <i>(Only Key Decisions are subject to Call-In)</i></p>	No

<p>District Wards Significantly Affected</p>	N/A
<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>	Details:

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

DOCUMENT INFORMATION	
Appendix No	Title
1	BDC Annual Pay Policy Statement 2026/27

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

Appendix 1 BOLSOVER DISTRICT COUNCIL Pay Policy Statement 2026/2027

1. Introduction

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

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

This Policy relates to the period from 1st April 2026 to 31st March 2027 and may be amended by Council during this time.

2. Scope

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

- Chief Executive (Head of Paid Service)
- Strategic Director Legal, Governance and Monitoring Officer
- Strategic Director Finance and Section 151 Officer
- Strategic Director Services
- Strategic Director Customers, HR & Transformation
- Strategic Director Economic Growth
- Strategic Director Property, Construction and Assets

3. Background

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

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

4. Remuneration

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

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

- The Council does not pay bonuses and charges.

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

4.1.2. Chief Executive Officer

The Council has a singular Chief Executive Officer Post.

Incremental Points	Chief Executive	Median Salary Pay Multiple	Lowest Paid Pay Multiple
1	£130,559.84	4.2:1	5.0:1
2	£134,194.64	4.3:1	5.2:1
3	£137,830.56	4.5:1	5.3:1
4	£141,465.37	4.6:1	5.5:1

4.1.3. Strategic Directors

In response to the return of the Dragonfly companies, the senior leadership team has expanded its strategic director posts to six.

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

Incremental Points	Strategic Director	Median Salary Pay Multiple	Lowest Paid Pay Multiple
1	£ 86,952.12	2.8:1	3.4:1
2	£ 89,484.80	2.9:1	3.4:1
3	£ 92,017.46	3.0:1	3.5:1
4	£ 94,550.14	3.1:1	3.6:1
5	£ 97,082.82	3.1:1	3.7:1
6	£ 99,304.84	3.2:1	3.8:1

4.1.4. Assistant Directors

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

Assistant Directors are paid as follows:

Incremental Points	Assistant Director	Median Salary Pay Multiple	Lowest Paid Pay Multiple
1	£67,055	2.2:1	2.6:1
2	£68,827	2.2:1	2.7:1

Incremental Points	Assistant Director	Median Salary Pay Multiple	Lowest Paid Pay Multiple
3	£70,600	2.3:1	2.7:1
4	£72,373	2.3:1	2.8:1
5	£74,146	2.4:1	2.9:1

4.1.5. Remuneration of the Council's lowest paid

The Council adopted the Real Living Wage with effect from 1st December 2013. The annual full time equivalent value of the Real Living Wage from October 2025 is £25,948.

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

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

4.2.1. The median salary for Bolsover District Council staff is £30,955, and the lowest paid receive £25,948 per annum. The above tables show the ratios between the Officer Grades paid in 2026/2027 based on full time equivalent salary records at 1st April 2026.

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

5. Definition of Lowest-paid employees

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

6. Regulation 38(4) of the Localism Act

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

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

This is set out in section 4.

6.2. Remuneration of Chief Officers on recruitment

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

6.3. For Chief Officers, recruitment will either be the first point of the grade or will reflect a level commensurate with candidates existing skills and existing skills and experience in the job. 70

6.4. Increases and additions to remuneration of each Chief Officer

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

6.5. The Council does not use performance related remuneration.

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

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

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

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

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

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

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

7. Other Terms and Conditions

7.1. Place of Work

7.1.1. The principal place of employment shall be the main offices of the Council or both Councils, or as required within the district. If required to work at a different location, no relocation payment is made. Travel expenses for journeys between the main Council offices will not attract expense payment unless the purpose of the journey is to attend a meeting.

7.2. Hours of Work

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

7.3. Secondary Employment

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

7.4. Holiday Entitlement

7.4.1. The annual leave entitlement is 32 days plus 3 days per annum to cover the Christmas closedown.

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

7.5. Pensions

7.5.1 Employees of the Council pay a contribution to the Pension Scheme relative to their annual full-time equivalent pensionable pay (including pensionable allowances). The Employer contribution rate for 2026/27 is 19.4%.

Band	Whole-time Pay Range (25/26)	Contribution rate
1	Up to and including £17,600	5.5%
2	Above £16,501 and up to £27,600	5.8%
3	Above £27,601 and up to £44,900	6.5%
4	Above £44,901 up to £56,800	6.8%
5	Above £56,801 up to £79,700	8.5%
6	Above £79,701 up to £112,900	9.9%
7	Above £112,901 up to £133,100	10.5%
8	Above £133,101 up to £199,700	11.4%
9	Above £199,701	12.5%

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

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

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

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

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

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

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

7.6. Car Allowances

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

8. Terms and Conditions of Service

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

8.1. Election Duties

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

9. Other financial benefits

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

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

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

BOLSOVER DISTRICT COUNCIL

Meeting of Council on 4th March 2026

Proposed Calendar of Council Meetings 2026/27

Report of the Portfolio Holder for Corporate Performance and Governance

Classification	This report is Public
Contact Officer	Jim Fieldsend Strategic Director of Governance and Legal Services and Monitoring Officer

PURPOSE/SUMMARY OF REPORT

To present for Council's approval the proposed Calendar of Meetings for 2026/27.

REPORT DETAILS

1. Background

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

2. Details of Proposal or Information

2.1 Attached at Appendix 1 is the proposed calendar of meetings for 2026/27.

3. Reasons for Recommendation

3.1 To ensure the Council has in place an effective and efficient calendar of meetings for 2026/27 that facilitates decision making in line with statutory deadlines.

4. Alternative Options and Reasons for Rejection

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

RECOMMENDATION(S)

1. That the 2026/27 calendar of meetings, attached at **Appendix 1**, be approved.

2. That delegated authority be granted to the Governance and Civic Manager following consultation with the Chair of the relevant Committee(s)/Working Group(s) to amend the calendar of meetings 2026/27 as and when required.

Approved by Councillor Hales, Deputy Leader & Portfolio Holder for Corporate Performance and Governance

IMPLICATIONS:

<u>Finance and Risk</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Details: There are no finance or risk implications arising from this 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 or data protection implications arising from this report. On behalf of the Solicitor to the Council	
<u>Staffing</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Details: There are no staffing implications arising from this report. On behalf of the Head of Paid Service	
<u>Equality and Diversity, and Consultation</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Details:	
<u>Environment</u> Yes <input type="checkbox"/> No <input type="checkbox"/>	
Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment. Details: This report has no impact on the Authority meetings its carbon neutral target of enhancing the environment.	

DECISION INFORMATION:

<input checked="" type="checkbox"/> Please indicate which threshold applies:	
Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

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.	(a) <input type="checkbox"/> (b) <input type="checkbox"/>
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.	(a) <input type="checkbox"/> (b) <input type="checkbox"/>
District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected:	All <input type="checkbox"/>

Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Leader <input checked="" type="checkbox"/> Deputy Leader <input checked="" 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"/>	

Links to Council Ambition: Customers, Economy, Environment, Housing
Customers

DOCUMENT INFORMATION:

Appendix No	Title
1	Draft Calendar of Council Meetings 2026/27

Background Papers
<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive, you must provide copies of the background papers).</i>
None.

BOLSOVER DISTRICT COUNCIL - MEETING SCHEDULE 2026-2027

<u>W/C: MONDAY, 4th MAY 2026</u>				
Monday 4 th May	Tuesday 5 th May	Wednesday 6 th May	Thursday 7 th May	Friday 8 th May
EARLY MAY BANK HOLIDAY 77			2pm Senior Leadership Team (CR1)	VE DAY 10am Planning 11 Site Visits
<u>W/C: MONDAY, 11th MAY 2026</u>				
Monday 11 th May	Tuesday 12 th May	Wednesday 13 th May	Thursday 14 th May	Friday 15 th May
2pm Standards Committee 4 (Council Chamber)	2pm Pleasley Vale Conservation Area Joint Advisory Working Group 4 (Pleasley Vale Greaseworks)	10am Planning Committee 11 (Council Chamber) 11.30am PRE MEET – FCOSC 1 (Q4 Performance 25/26) (via Teams)	10am Licensing Sub Committee 10 (CR1)	

W/C: MONDAY, 18th MAY 2026

Monday 18 th May	Tuesday 19 th May	Wednesday 20 th May	Thursday 21 st May	Friday 22 nd May
10am EXECUTIVE 10 (Council Chamber) 78	10am Labour Group (Council Chamber) 2pm Strategic Commissioning Board (CR1)	10am ANNUAL COUNCIL 2026 (Council Chamber) (Start of new Municipal Year 2026/2027) Publish Decision Notice (Executive 10)		Publish List of Key Decisions (Executive 1)

W/C: MONDAY, 25th MAY 2026

Monday 25 th May	Tuesday 26 th May	Wednesday 27 th May	Thursday 28 th May	Friday 29 th May
SPRING BANK HOLIDAY		10am Asset Management Group 1 (CR1) 10am PRE MEET - Customer Services Scrutiny 1	10am Safety Committee 1 (Q4 Reporting 25/26) (Council Chamber)	

W/C: MONDAY, 1st JUNE 2026

Monday 1st June	Tuesday 2nd June	Wednesday 3rd June	Thursday 4th June	Friday 5th June
79	10am Finance and Corporate Overview Scrutiny Committee 1 (FCOSC) (Q4 Performance 25/26) (Council Chamber)	10AM PLANNING TRAINING (Council Chamber) 2pm PRE MEET: EXECUTIVE 1 (Leader's Meeting Room)	10AM LICENSING TRAINING (Council Chamber) 2pm Senior Leadership Team 1 (CR1)	10am Planning 1 Site Visits

W/C: MONDAY, 8th JUNE 2026

Monday 8th June	Tuesday 9th June	Wednesday 10th June	Thursday 11th June	Friday 12th June
		10am Planning Committee 1 (Council Chamber)	10am Licensing Sub Committee 1 (CR1) 11.30am PRE MEET – Climate Change & Communities Scrutiny 1	

W/C: MONDAY, 15th JUNE 2026

Monday 15th June	Tuesday 16th June	Wednesday 17th June	Thursday 18th June	Friday 19th June
10am Customer Services Scrutiny Committee 1 (CSSC) (Council Chamber) ∞ 0	2pm Strategic Commissioning Board 1 (CR1) 7pm Labour Group (Council Chamber)		10am Union Employee Consultation Committee 1 (UECC) (Q4 Reporting 25/26) (Council Chamber) 11am PRE MEET Local Growth Scrutiny 1 (Via TEAMS)	

W/C: MONDAY, 22nd JUNE 2026

Monday 22nd June	Tuesday 23rd June	Wednesday 24th June	Thursday 25th June	Friday 26th June
10am EXECUTIVE 1 (Council Chamber)		Publish Decision Notice (Executive 1)	10:30am – 2pm Youth Council (Hardwick Hall)	Publish List of Key Decisions (Executive 2)

W/C: MONDAY, 29th JUNE 2026

Monday 29th June	Tuesday 30th June	Wednesday 1st July	Thursday 2nd July	Friday 3rd July
8 1	10am Climate Change and Communities Scrutiny Committee 1 (CC&CSC) (Council Chamber)	10am Local Plan Implementation Advisory Group 1 (LPIAG) (CR1)	2pm Senior Leadership Team 2 (CR1)	10am Planning 2 Site Visits

W/C: MONDAY, 6th JULY 2026

Monday 6th July	Tuesday 7th July	Wednesday 8th July	Thursday 9th July	Friday 10th July
10am PRE MEET - FCOSC 2 via TEAMS	10am Local Growth Scrutiny Committee 1 (LGSC) (Council Chamber)	10am Planning Committee 2 (Council Chamber) 2pm PRE MEET: EXECUTIVE 2 AND COUNCIL 2 (Leader's Meeting Room)	10am Licensing Sub Committee 2 (CR1)	

W/C: MONDAY, 13th JULY 2026

Monday 13th July	Tuesday 14th July	Wednesday 15th July	Thursday 16th July	Friday 17th July
82	2pm Strategic Commissioning Board 2 (CR1)	10am Member Development Working Group 1 (MDWG) (CR1)	2pm Audit Committee 1 (Council Chamber)	

W/C: MONDAY, 20th JULY 2026

Monday 20th July	Tuesday 21st July	Wednesday 22nd July	Thursday 23rd July	Friday 24th July
	10am Labour Group (Council Chamber)	10am Asset Management Group 2 (CR1)	10am Finance & Corporate Overview Scrutiny Committee 2 (FCOSC) (BUDGET) (Council Chamber)	

W/C: MONDAY, 27th JULY 2026

Monday 27 th July	Tuesday 28 th July	Wednesday 29 th July	Thursday 30 th July	Friday 31 st July
10am EXECUTIVE 2 (Council Chamber) ∞ ∞	10.30am Housing Liaison Board (CR1) 2pm Pleasley Park & Vale Conservation Area Joint Working Group 1 (PV Grease Works)	10am COUNCIL 2 (Council Chamber) Publish Decision Notice (Executive 2)	10am Risk Management Group 1 (RMG) (CR1) 2pm Senior Leadership Team 3 (CR1)	

W/C: MONDAY, 3rd AUGUST 2026

Monday 3 rd August	Tuesday 4 th August	Wednesday 5 th August	Thursday 6 th August	Friday 7 th August
RECESS STARTS	RECESS	RECESS	RECESS	RECESS Publish List of Key Decisions (Executive 3)

W/C: MONDAY, 10th AUGUST 2026

Monday 10 th August	Tuesday 11 th August	Wednesday 12 th August	Thursday 13 th August	Friday 14 th August
RECESS	RECESS 2pm Strategic Commissioning Board 3 (CR1)	RECESS	RECESS	RECESS 10am PRE MEET - FCOSC 3 (Via TEAMS)

84

W/C: MONDAY, 17th AUGUST 2026

Monday 17 th August	Tuesday 18 th August	Wednesday 19 th August	Thursday 20 th August	Friday 21 st August
RECESS	RECESS	RECESS 2pm PRE MEET: EXECUTIVE 3 (Leader's Meeting Room)	RECESS	RECESS

W/C: MONDAY, 24th AUGUST 2026

Monday 24 th August	Tuesday 25 th August	Wednesday 26 th August	Thursday 27 th August	Friday 28 th August
RECESS	RECESS	RECESS	RECESS 2pm Senior Leadership Team 4 (CR1)	RECESS ENDS 10am Planning 3 Site Visits
85				

W/C MONDAY, 31st August 2026

Monday 31 st August	Tuesday 1 st September	Wednesday 2 nd September	Thursday 3 rd September	Friday 4 th September
SUMMER BANK HOLIDAY	10am Safety Committee 2 (Q1 Reporting) (Council Chamber) 2pm Standards Committee 1 (Council Chamber) 7pm Labour Group (Council Chamber)	10am Planning Committee 3 (Council Chamber)	10am Finance & Corporate Overview Scrutiny Committee 3 (FCOSC) (Q1 PERFORMANCE) (Council Chamber)	Publish List of Key Decisions (Executive 4)

W/C: MONDAY, 7th SEPTEMBER 2026

Monday 7th September	Tuesday 8th September	Wednesday 9th September	Thursday 10th September	Friday 11th September
10am EXECUTIVE 3 (Council Chamber) 8 9	2pm Strategic Commissioning Board 4 (CR1)	10am PRE MEET - Customer Services Scrutiny 2 Publish Decision Notice (Executive 3)	10am General Licensing Committee and Licensing & Gambling ACTS Committee 1 (Council Chamber) followed by Licensing Sub Committee 3 (if req'd)	

W/C: MONDAY, 14th SEPTEMBER 2026

Monday 14th September	Tuesday 15th September	Wednesday 16th September	Thursday 17th September	Friday 18th September
		2pm PRE MEET: EXECUTIVE 4 AND COUNCIL 3 (Leader's Meeting Room)	10am Union Employee / Consultation Committee 2 (UECC) (Q1 Reporting) (Council Chamber)	

W/C: MONDAY, 21st SEPTEMBER 2026

Monday 21st September	Tuesday 22nd September	Wednesday 23rd September	Thursday 24th September	Friday 25th September
87		10am Local Plan Implementation Advisory Group 2 (LPIAG) (CR1) 2pm Asset Management Group 3 (CR1)	10am Audit Committee 2 (Council Chamber) 10am PRE MEET - Climate Change & Communities Scrutiny 2 2pm Senior Leadership Team 5 (CR1)	10am Planning 4 Site Visits

W/C: MONDAY, 28th SEPTEMBER 2026

Monday 28th September	Tuesday 29th September	Wednesday 30th September	Thursday 1st October	Friday 2nd October
10am Customer Services Scrutiny Committee 2 (CSSC) (Council Chamber)	7pm Labour Group (Council Chamber)	10am Planning Committee 4 (Council Chamber)		Publish List of Key Decisions (Executive 5)

W/C: MONDAY, 19th OCTOBER 2026

Monday 19th October	Tuesday 20th October	Wednesday 21st October	Thursday 22nd October	Friday 23rd October
			10am Risk Management Group 2 (RMG) (CR1) 2pm Senior Leadership Team 6 (CR1)	10am Planning 5 Site Visits

8
6

W/C: MONDAY, 26th OCTOBER 2026

Monday 26th October	Tuesday 27th October	Wednesday 28th October	Thursday 29th October	Friday 30th October
	10am Local Growth Scrutiny Committee 2 (LGSC) (Council Chamber) 2pm Pleasley Park & Vale Conservation Area Joint Working Group 2 (PV Grease Works) 7pm Labour Group (Council Chamber)	10am Planning Committee 5 (Council Chamber)		Publish List of Key Decisions (Executive 6)

W/C: MONDAY, 2nd NOVEMBER 2026

Monday 2 nd November	Tuesday 3 rd November	Wednesday 4 th November	Thursday 5 th November	Friday 6 th November
10am EXECUTIVE 5 (Council Chamber) 06	10.30am Housing Liaison Board (CR1) 2pm Strategic Commissioning Board 6 (CR1)	Publish Decision Notice (Executive 5)	10am Licensing Sub Committee 5 (CR1)	

W/C: MONDAY, 9th NOVEMBER 2026

Monday 9 th November	Tuesday 10 th November	Wednesday 11 th November	Thursday 12 th November	Friday 13 th November
10am PRE MEET – FCOSC 4 (Via TEAMS)		<u>Armistice Day</u> 10am-12.30pm YOUTH COUNCIL (Council Chamber) 2pm PRE MEET - EXECUTIVE 6 & COUNCIL 4 (Leader's Meeting Room)		

W/C: MONDAY, 16th NOVEMBER 2026

Monday 16th November	Tuesday 17th November	Wednesday 18th November	Thursday 19th November	Friday 20th November
91		10am Asset Management Group 4 (CR1) 10am PRE MEET – CSSC 3 (Via TEAMS)	2pm Senior Leadership Team 7 (CR1)	10am Planning 6 Site Visits

W/C: MONDAY, 23rd NOVEMBER 2026

Monday 23rd November	Tuesday 24th November	Wednesday 25th November	Thursday 26th November	Friday 27th November
	10am Labour Group (Council Chamber)	10am Planning Committee 6 (Council Chamber)	10am Finance and Corporate Overview Scrutiny Committee 4 (FCOSC) (Q2 PERFORMANCE and COUNCIL TAX SETTING) (Council Chamber)	

W/C: MONDAY, 30th NOVEMBER 2026

Monday 30th November	Tuesday 1st December	Wednesday 2nd December	Thursday 3rd December	Friday 4th December
10am EXECUTIVE 6 (Council Chamber) 2pm Standards Committee 2 (Council Chamber)	10am Labour Group (Council Chamber) 2pm Strategic Commissioning Board 7 (CR1)	10am COUNCIL 4 (Council Chamber) Publish Decision Notice (Executive 6)	10am Safety Committee 3 (Q2 Reporting) (Council Chamber)	

W/C: MONDAY, 7th DECEMBER 2026

Monday 7th December	Tuesday 8th December	Wednesday 9th December	Thursday 10th December	Friday 11th December
10am Customer Services Scrutiny Committee 3 (CSSC) (Council Chamber)			10am Licensing Sub Committee 6 (CR1)	

W/C: MONDAY, 14th DECEMBER 2026

Monday 14 th December	Tuesday 15 th December	Wednesday 16 th December	Thursday 17 th December	Friday 18 th December
63		10am Local Plan Implementation Advisory Group 3 (LPIAG) (CR1)	10am Union / Employee Consultation Committee 3 (UECC) (Q2 Reporting) (Council Chamber) 2pm Senior Leadership Team 8 (CR1)	10am Planning 7 Site Visits

W/C: MONDAY, 21st DECEMBER 2026

Monday 21 st December	Tuesday 22 nd December	Wednesday 23 rd December	Thursday 24 th December	Friday 25 th December
	Publish List of Key Decisions (Executive 7)	10am Planning Committee 7 (Council Chamber) 10am PRE MEET - FCOSC 5 (Via TEAMS)	CHRISTMAS EVE HALF DAY CLOSING	CHRISTMAS DAY OFFICES CLOSED

W/C: MONDAY, 28th DECEMBER 2026 to Friday 1st January 2027

Monday 28 th December	Tuesday 29 th December	Wednesday 30 th December	Thursday 31 st December	Friday 1 st January 2027
BANK HOLIDAY OFFICES CLOSED	OFFICES CLOSED	OFFICES CLOSED	OFFICES CLOSED	BANK HOLIDAY NEW YEARS DAY OFFICES CLOSED
94				

W/C: MONDAY, 4th JANUARY 2027

Monday 4 th January	Tuesday 5 th January	Wednesday 6 th January	Thursday 7 th January	Friday 8 th January
OFFICES REOPEN		2pm PRE MEET: EXECUTIVE 7 and COUNCIL 5 (Leader's Meeting Room)		

W/C: MONDAY, 11th JANUARY 2027

Monday 11th January	Tuesday 12th January	Wednesday 13th January	Thursday 14th January	Friday 15th January
			10am PRE MEET - CC&CSC 3 (Via TEAMS) 2pm Senior Leadership Team 9 (CR1)	

W/C: MONDAY, 18th JANUARY 2027

Monday 18th January	Tuesday 19th January	Wednesday 20th January	Thursday 21st January	Friday 22nd January
	10am Labour Group (Council Chamber) 2pm Strategic Commissioning Board 8 (CR1)	10am Member Development Working Group 3 (MDWG) (CR1)	10am Finance & Corporate Overview Scrutiny Committee 5 (FCOSC) (MTFP) (Council Chamber)	

W/C: MONDAY, 25th JANUARY 2027

Monday 25th January	Tuesday 26th January	Wednesday 27th January	Thursday 28th January	Friday 29th January
10am EXECUTIVE 7 (Council Chamber) 96	10am Housing Liaison Board (CR1) 10am Labour Group (Council Chamber) 2pm Asset Management Group 5 (CR1)	10am COUNCIL 5 (Council Chamber) Publish Decision Notice (Executive 7)	10am Risk Management Group 3 (RMG) (CR1)	10am Planning 8 Site Visits Publish List of Key Decisions (Executive 8)

W/C MONDAY, 1st FEBRUARY 2027

Monday 1st February	Tuesday 2nd February	Wednesday 3rd February	Thursday 4th February	Friday 5th February
	10am Climate Change & Communities Scrutiny Committee 3 (CC&CSC) (Council Chamber)	10am Planning Committee 8 (Council Chamber)	10am Licensing Sub Committee 7 (CR1) 11am PRE MEET - Local Growth Scrutiny 3 (Via TEAMS)	

W/C: MONDAY, 8th FEBRUARY 2027

Monday 8th February	Tuesday 9th February	Wednesday 10th February	Thursday 11th February	Friday 12th February
97		2pm PRE MEET: EXECUTIVE 8 & COUNCIL 6 (Leader's Meeting Room)	10am PRE MEET - FCOSC 6 (Via TEAMS) 2pm Senior Leadership Team 10 (CR1)	

W/C: MONDAY, 15th FEBRUARY 2027

Monday 15th February	Tuesday 16th February	Wednesday 17th February	Thursday 18th February	Friday 19th February
2pm Strategic Commissioning Board 9 (CR1)	2pm Pleasley Park & Vale Conservation Area Joint Working Group 3 (PV Grease Works)		10am General Licensing Committee and Licensing & Gambling ACTS Committees 2 (Council Chamber)	

W/C: MONDAY, 22nd FEBRUARY 2027

Monday 22nd February	Tuesday 23rd February	Wednesday 24th February	Thursday 25th February	Friday 26th February
2pm Standards Committee 3 (Council Chamber)	10am Local Growth Scrutiny Committee 3 (LGSC) (Council Chamber)	10am Labour Group (Council Chamber)	2pm Audit Committee 3 (Council Chamber)	

W/C: MONDAY, 1st MARCH 2027

Monday 1st March	Tuesday 2nd March	Wednesday 3rd March	Thursday 4th March	Friday 5th March
10am EXECUTIVE 8 (Council Chamber)	10am Finance & Corporate Overview Scrutiny Committee 6 (FCOSC) (Q3 PERFORMANCE) (Council Chamber) 7pm Labour Group Meeting	10am COUNCIL 6 (COUNCIL TAX SETTING) (Council Chamber) 12pm PRE MEET - Customer Services Scrutiny 4 (Via TEAMS) Publish Decision Notice (Executive 8)	10am-12.30pm YOUTH COUNCIL (Council Chamber)	Planning 9 Site Visits

W/C: MONDAY, 8th MARCH 2027

Monday 8th March	Tuesday 9th March	Wednesday 10th March	Thursday 11th March	Friday 12th March
		10am Planning Committee 9 (Council Chamber)	10am Licensing Sub Committee 8 (CR1) 2pm Senior Leadership Team 11 (CR1)	Publish List of Key Decisions (Executive 9)

66

W/C: MONDAY, 15th MARCH 2027

Monday 15th March	Tuesday 16th March	Wednesday 17th March	Thursday 18th March	Friday 19th March
	2pm Strategic Commissioning Board 10 (CR1)	10am Local Plan Implementation Advisory Group 4 (LPIAG) (CR1)	10am Safety Committee 4 (Q3 Reporting) (Council Chamber)	

W/C: MONDAY, 22nd MARCH 2027

Monday 22 nd March	Tuesday 23 rd March	Wednesday 24 th March	Thursday 25 th March	Friday 26 th March
10am Customer Services Scrutiny Committee 4 (CSSC) (Council Chamber) 100		10am PRE MEET CC&CSC 4 (Via TEAMS) 2pm PRE MEET: EXECUTIVE 9 (Leader's Meeting Room)	10am Union / Employee Consultation Committee 4 (UECC) (Q3 Reporting) (Council Chamber)	BANK HOLIDAY GOOD FRIDAY

W/C: MONDAY, 29th MARCH 2027

Monday 29 th March	Tuesday 30 th March	Wednesday 31 st March	Thursday 1 st April	Friday 2 nd April
BANK HOLIDAY EASTER MONDAY		10am Asset Management Group 6 (CR1)		10am Planning 10 Site Visits

W/C: MONDAY, 5th APRIL 2027

Monday 5th April	Tuesday 6th April	Wednesday 7th April	Thursday 8th April	Friday 9th April
	7pm Labour Group (Council Chamber)	10am Planning Committee 10 (Council Chamber)	10am Audit Committee 4 (Council Chamber) 11am PRE MEET - LGSC 4 (Via TEAMS) 2pm Senior Leadership Team 12 (CR1)	

101

W/C: MONDAY, 12th APRIL 2027

Monday 12th April	Tuesday 13th April	Wednesday 14th April	Thursday 15th April	Friday 16th April
10am EXECUTIVE 9 (Council Chamber)	10am Climate Change & Communities Scrutiny Committee 4 (CC&CSC) (Community Safety Partnership) (Council Chamber) 2pm Strategic Commissioning Board 11 (CR1)	Publish Decision Notice (Executive 9)	10am Licensing Sub Committee 9 (CR1)	Publish List of Key Decisions (Executive 10)

W/C: MONDAY, 19th APRIL 2027

Monday 19th April	Tuesday 20th April	Wednesday 21st April	Thursday 22nd April	Friday 23rd April
102		10am Member Development Working Group 4 (MDWG) (CR1)	10am General Licensing Committee and Licensing & Gambling ACTS Committees 3 (Council Chamber)	

W/C: MONDAY, 26th APRIL 2027

Monday 26th April	Tuesday 27th April	Wednesday 28th April	Thursday 29th April	Friday 30th April
	10am Local Growth Scrutiny Committee 4 (LGSC) (Council Chamber)	2pm PRE MEET - EXECUTIVE 10 (Leader's Meeting Room)	10am Risk Management Group 4 (RMG) (CR1)	10am Planning 11 Site Visits

W/C: MONDAY, 3rd MAY 2027

Monday 3rd May	Tuesday 4th May	Wednesday 5th May	Thursday 6th May	Friday 7th May
EARLY MAY BANK HOLIDAY	10.30am Housing Liaison Board (CR1)	10am Planning Committee 11 (Council Chamber)	2pm Senior Leadership Team 13 (CR1)	(Tomorrow is VE Day)

W/C: MONDAY, 10th MAY 2027

Monday 10th May	Tuesday 11th May	Wednesday 12th May	Thursday 13th May	Friday 14th May
2pm Standards Committee 4 (Council Chamber)	10am Labour Group (Council Chamber) 2pm Pleasley Park & Vale Conservation Area Joint Working Group 5 (PV Grease Works)	10am PRE MEET - FCOSC 1 (Via TEAMS)	10am Licensing Sub Committee 10 (CR1)	Publish List of Key Decisions (Executive 1)

W/C: MONDAY, 17th MAY 2027

Monday 17th May	Tuesday 18th May	Wednesday 19th May	Thursday 20th May	Friday 21st May
10am EXECUTIVE 10 (Council Chamber) 104	2pm Strategic Commissioning Board 12 (CR1)	10am ANNUAL COUNCIL <i>(if no District Elections)</i> (Council Chamber) Publish Decision Notice (Executive 10)		

W/C: MONDAY, 24th MAY 2027

Monday 24th May	Tuesday 25th May	Wednesday 26th May	Thursday 27th May	Friday 28th May
		10am Asset Management Group 1 (CR1) 2pm PRE MEET - EXECUTIVE 1 (Leader's Meeting Room)		

W/C: MONDAY, 31st MAY 2027

Monday 31 st May	Tuesday 1 st June	Wednesday 2 nd June	Thursday 3 rd June	Friday 4 th June
SPRING BANK HOLIDAY	Finance & Corporate Overview Scrutiny Committee 1 (FCOSC) (Q4 PERFORMANCE Reporting 26/27) (Council Chamber)	10am PLANNING TRAINING (Council Chamber)	10am LICENSING TRAINING (Council Chamber) 2pm Senior Leadership Team 1 (CR1)	10am Planning 1 Site Visits

105

W/C: MONDAY, 7th JUNE 2027

Monday 7 th June	Tuesday 8 th June	Wednesday 9 th June	Thursday 10 th June	Friday 11 th June
		10am Planning Committee 1 (Council Chamber)	10am Licensing Sub Committee 1 (Council Chamber)	

W/C: MONDAY, 14th JUNE 2027

Monday 14 th June	Tuesday 15 th June	Wednesday 16 th June	Thursday 17 th June	Friday 18 th June
10am EXECUTIVE 1 (Council Chamber)		Publish Decision Notice (Executive 1)	10am Safety Committee 1 (Q4 Reporting 26/27) (Council Chamber)	

106

W/C: MONDAY 21st JUNE 2027

Monday 21 st June	Tuesday 22 nd June	Wednesday 23 rd June	Thursday 24 th June	Friday 25 th June
	2pm Strategic Commissioning Board 1 (CR1)	10am Local Plan Implementation Advisory Group 1 (CR1)	10am Union / Employee Consultation Committee 1 (UECC) (Q4 Reporting 26/27) (Council Chamber)	