

To: All Members

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Date: 27<sup>th</sup> June 2025

Dear Councillor

**EXECUTIVE MEETING MONDAY 23RD JUNE 2025 – DECISION NOTICE**

I have pleasure in enclosing herewith, for your attention, a copy of the Decision Notice of the Executive held on Monday 23<sup>rd</sup> June 2025.

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

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

**FRIDAY 4<sup>TH</sup> JULY 2025**

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

Three Scrutiny Members

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

By completion of the form available from the Governance Team

**Recording of called in items:**

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

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

Yours sincerely



Monitoring Officer

**DECISION NOTICE OF THE EXECUTIVE  
MONDAY 23RD JUNE 2025**

**NON KEY DECISIONS**

	<b>AGENDA ITEM</b>	<b>DECISION</b>
5	<p><b>Scrutiny Report - Joint Review of Security Arrangements at The Arc: Policies, Protocols and Procedures</b></p>	<p><b>RESOLVED</b> that 1) the recommendations of the review outlined in section 2 of the report (Appendix 2) be endorsed,</p> <p>2) that monitoring of these recommendations by the Scrutiny Committee takes place over a twelve-month period via post scrutiny monitoring reports with an update report to the Scrutiny Committee at the end of the monitoring period.</p> <p><b>REASON FOR DECISION:</b> The Joint Committee have put together 11 recommendations to assist the Council in improving security and safety arrangements at The Arc.</p> <ul style="list-style-type: none"> <li>• <b>Clear accountability:</b> There is currently no specific officer or Cabinet Member responsible for overseeing security responsibilities and inter-departmental coordination at The Arc.</li> <li>• <b>Lack of a comprehensive security policy:</b> Existing procedures are fragmented; a unified policy would consolidate security arrangements and improve overall effectiveness.</li> <li>• <b>Unclear incident response roles:</b> Procedures would benefit from defined responsibilities and clear escalation pathways during emergencies to ensure swift and coordinated action.</li> <li>• <b>Need for regular review/testing of procedures:</b> Security protocols should be regularly reviewed and tested to ensure they remain effective and up to date.</li> <li>• <b>Training gaps for staff:</b> Frontline and operational staff need consistent, ongoing training in conflict management and emergency response to enhance preparedness.</li> <li>• <b>CCTV and perimeter security:</b> Consideration should be given to upgrading CCTV systems and perimeter security to improve monitoring and</li> </ul>

		<p>protection.</p> <ul style="list-style-type: none"> <li>• <b>Security considerations for committee meetings:</b> Additional safeguards, such as barriers, codes of conduct and camera monitoring, are needed to ensure safe and orderly proceedings.</li> <li>• <b>CTSA security audit:</b> A Counter Terrorism Security Advisor (CTSA) has provided valuable feedback and Members have received a security briefing to enhance awareness and preparedness.</li> <li>• <b>Emergency procedures under development:</b> Invacuation, evacuation and lockdown plans are currently being drafted but are not yet fully implemented; an accommodation review of the building is under development.</li> <li>• <b>Proactive ongoing improvement:</b> Security measures should be continuously updated to address emerging threats and ensure the ongoing safety of staff, Elected Members and the public.</li> </ul> <p><b>OTHER OPTIONS CONSIDERED:</b> Executive could choose not to endorse the recommendations of the review where they feel the course of action recommended is beyond the delivery capacity of the Authority.</p>
6	<b>Damp and Mould Policy</b>	<p><b>RESOLVED</b> the Damp and Mould Policy be adopted.</p> <p><b>REASON FOR DECISION:</b> The Policy is considered necessary so that members of the public are aware of the Council’s responsibilities and our approach to how we ensure damp and mould is actioned within legislative timescales.</p> <p><b>OTHER OPTIONS CONSIDERED:</b> No alternative options are proposed as the policy is required to meet relevant regulations, legislation and guidance.</p>
7	<b>Land to the rear of St Helen's Church Hall, Pinxton</b>	<p><b>RESOLVED</b> that the freehold transfer of the land to the Diocese for no consideration i.e. no financial benefit to the Council on terms to be agreed by the Monitoring Officer, be approved.</p> <p><b>REASON FOR DECISION:</b> The Council’s land has been long associated and used by the Church Hall (over two decades) for</p>

		<p>no consideration i.e. no financial benefit to the Council.</p> <p>The Council's Legal department has advised the site could potentially be pursued by the Diocese if they choose to explore claiming adverse possession rights to the site.</p> <p>A nil consideration would result in all the VAT being fully recoverable allowing for the full budget allocated by the funders to be spent on the project.</p> <p>The disposal of the asset will promote the social wellbeing of Pinxton which allows the Council to dispose of its asset for less than best consideration, in accordance with the Local Government Act 1972.</p> <p><b>OTHER OPTIONS CONSIDERED:</b></p> <p>A peppercorn lease transfer could be considered. However, this has been discounted as it would result in more expensive legal fees agreeing the terms of the lease. The leasehold transfer would have no greater benefit to the Council as restrictions covenants can be imposed on a freehold transfer.</p> <p>Sale of the Council's land to adjacent neighbours could be considered. However, this would result in no amenity space being available for hall users, and will reduce the scope of the hall, and its connection to the proposed landscaping /community garden to the rear. It is also a possibility that the adjacent neighbours may not be interested in purchasing the site.</p> <p>Requiring the Diocese to pay for the site could be considered. However, they have already said they do not have the budget to purchase the site. If the Council were to sell the land to the Diocese for a consideration it would result in the VAT not being recoverable for the project, thereby reducing the scope of the project</p>
8	<p><b>Appointment to Outside Bodies - Executive Functions</b></p>	<p><b>RESOLVED</b> that Executive receive the appointment of Executive Members to serve as representatives on the organisations (Outside Bodies) (Executive Functions) as attached at Appendix 1 to the report, for the 2025-26 Municipal Year.</p>

		<p><b>REASON FOR DECISION:</b> To appoint representatives to ensure the effective representation of the Executive on external organisations (Outside Bodies) (Executive Functions) for the 2025/26 Municipal Year.</p> <p><b>OTHER OPTIONS CONSIDERED:</b> Executive could choose not to appoint to the Outside Bodies; however, this is not recommended as it would fail to provide a representative of the Executive to these organisations.</p>
9	<b>Derby and Derbyshire Strategic Leadership Board</b>	<p><b>RESOLVED</b> that 1) the Leader be appointed as the Council’s representative on the D2 Strategic Leadership Board and the Deputy Leader as substitute.</p> <p>2) the revised terms of reference as set out in Appendix 1 to the report be agreed.</p> <p><b>REASON FOR DECISION:</b> It is expected that the Council’s representatives on D2SLB should be the Leader and Deputy Leaders of each member council</p> <p><b>OTHER OPTIONS CONSIDERED:</b> There are no alternatives.</p>

## KEY DECISIONS

AGENDA ITEM		DECISION
10	<b>Disposal of Land at Rowan Drive</b>	<p><b>RESOLVED</b> that the disposal of the former garage site at Rowan Drive, Shirebrook, be approved.</p> <p><b>REASON FOR DECISION:</b> The former garages have been demolished largely due to their condition and there is minimal income generated from the parking bays which are currently let. The land requires ongoing maintenance by the Council. Disposal would generate a capital receipt for the Council.</p> <p><b>OTHER OPTIONS CONSIDERED:</b> Alternative uses for the site have been considered and discounted.</p>

11	<p><b>Warm Homes Social Housing Fund</b></p>	<p><b>RESOLVED</b> that 1) the Social Housing Fund Wave 3 allocation be accepted to enable the delivery of a programme of energy efficiency improvements to upgrade,</p> <p>2) the Assistant Director Housing Management is given delegation in conjunction with the Portfolio Holder for Housing to sign the required grant agreement,</p> <p>3) a budget of £838,236.00 be allocated to the project, to be met from the Housing Revenue Account Unallocated Major Repairs Reserve.</p> <p><b>REASON FOR DECISION:</b> This is a demonstration of the Council's commitment to the decarbonisation of Council homes to ensure that households are better able to keep warm, while reducing carbon emissions. The properties selected to benefit from this proposed programme of works are some of the least energy efficient within the Council's housing stock. The government has confirmed that social housing properties will have to meet a minimum Energy Performance Certificate (EPC) rating of Band C by 5 2030. This project will help to meet this requirement.</p> <p><b>OTHER OPTIONS CONSIDERED:</b> The Council can decline the offer and continue instead to develop a programme of schemes in preparedness for any additional funding opportunities that may become available. However, it cannot be guaranteed that such opportunities will arise, and the housing stock will still require measures to bring all properties to a minimum EPC C requirement by 2030.</p>
12	<p><b>Warm Homes Local Grant</b></p>	<p><b>RESOLVED</b> that 1) the Warm Homes Local Grant Fund of £1.2m be formally accepted,</p> <p>2) the Service Level Agreement with Bassetlaw District Council is extended to enable them to deliver the scheme on behalf of Bolsover District Council.</p> <p><b>REASON FOR DECISION:</b> By accepting the grant, the Council is meeting its corporate ambitions of working towards net zero and would be supporting low income and vulnerable households will be assisted in improving the energy efficiency of their homes.</p>

		<p><b>OTHER OPTIONS CONSIDERED:</b> The Council could refuse to accept the grant, but this would not be considered an option. The Council could look to deliver the project in house however additional resource over and above the allocated A&amp;A would be required and so outsourcing to Bassetlaw is the preferred option.</p>
13	<p><b>Shirebrook Market Place: Reimagined - Update on Regeneration Funded Works</b></p>	<p><b>RESOLVED</b> that 1) the underspend of £789,357 to be allocated to fund the costs of the remaining public realm works be approved,</p> <p>2) the appointment of Dragonfly Development Limited (DDL) to deliver the contract for the value of £1,857,537.29 be approved,</p> <p>3) delegated authority is given to the Monitoring Officer to enter into a Development Agreement with Shirebrook Town Council based on the Heads of Terms as set out in the report.</p> <p><b>REASON FOR DECISION:</b> The Council has developed the Shirebrook Market Place: REimagined project in partnership with Shirebrook Town Council to deliver significant public realm improvements to Shirebrook Market Place.</p> <p>The Council is now in the position where the full package of works has been prepared and detailed cost schedule for the works received. This is within the available budget and allows for a reasonable contingency. Allocating the underspend of £789,357 will enable the full scheme to be completed.</p> <p>There is a commitment from Shirebrook Town Council to this scheme, and a Development Agreement will document both parties' involvement and responsibilities for delivering the scheme.</p> <p><b>OTHER OPTIONS CONSIDERED:</b> Alternative delivery options have been considered by both the Project Control Board and the Strategic Commissioning Board, including not undertaking the phase 2 works, but the proposed course of action is considered to more strongly align to the overall ambition of the Council to achieve sustainable regeneration utilising MHCLG's Regeneration Fund.</p>

AGENDA ITEM		DECISION
15	<b>Cyber Security Policy</b>	<p><b>RESOLVED</b> that the Joint Information and Cyber Security Policy October 2024 be approved</p> <p><b>REASON FOR DECISION:</b> The Policy is recommended for approval by the Customer Services Scrutiny held on the 16th of June 2025.</p> <p><b>OTHER OPTIONS CONSIDERED:</b> None.</p>
16	<b>Appointment of a Contractor to complete phase 2 of the flood defence works at Pleasley Vale</b>	<p><b>RESOLVED</b> that 1) in line with the previously agreed recommendations as set out in paragraph 1.2.(3) of the report, the works for the desilting of the culvert be approved,</p> <p>2) direct award of the works contract to the company currently working on site at the value as set out in the report, which includes the provisional sum for removal of the silt offsite, be approved,</p> <p>3) delegated authority is given to the Chief Executive and the Section 151 Officer to approve an additional sum of £180k if the silt is found to be contaminated,</p> <p>4) delegated authority is given to the Section 151 Officer to authorise the necessary additional funding to undertake repairs to the culvert if identified as needing to be done urgently whilst the contractor is on site,</p> <p><b>REASON FOR DECISION:</b> Installing a new drain would be highly intrusive, leading to the rear of Mill 1 being inaccessible for a prolonged period, causing significant inconvenience and impact for tenants. It is likely to be more costly to the Council, if the fall levels permit this option to be considered.</p> <p>In addition, the desilting was identified as part of the Phase 2 Flood Defence Works which is intended to mitigate the site against future flood risk. The culverts are currently around 25% blocked in some places and worse in others. Therefore, increasing capacity of water flow rate through the culverts will provide an immediate</p>

benefit for flood protection ensuring improved resilience against potential flooding, plus will reduce risk to the insurance reserve if works completed before the 2025-26 winter months.

Furthermore, by working within the existing structure to carry out the necessary repairs, expense of redirecting the drain can be avoided, ensuring a more cost-effective solution.

Completing the work while the EA permit and maintenance exemption are in place will lessen the impact on tenants and avoid lengthy delays in reinstating toilet facilities.

Prompt completion of the works will help mitigate the risk of pollution to the River Meden.

When taking into consideration subsequent CDM and contract management costs in to consideration, the

**OTHER OPTIONS CONSIDERED:**

Complete a full procurement exercise to appoint a contractor to desilt the culverts has been discounted due to:

- (a) Work needs to be completed with urgency to ensure it can be completed within in the summer months in accordance with the EA permit and maintenance exemption period and mitigate risk of any enforcement action.
- (b) To alleviate ongoing inconvenience to tenants and reinstate toilet facilities as soon as possible with the minimum impact on their day-to-day operations.
- (c) To minimise the risk to the £1million insurance reserve set aside to cover the liabilities of a flood event on site at Pleasley Vale.

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