

The Arc  
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To: Chair & Members of the Executive

Friday 16th January 2026

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Dear Councillor

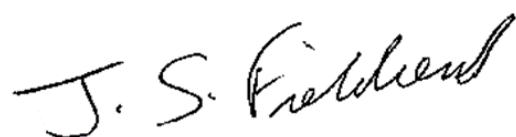
**EXECUTIVE**

You are hereby summoned to attend a meeting of the Executive of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Monday 26th January 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.

Yours faithfully



Solicitor to the Council & Monitoring Officer

## **Equalities Statement**

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

### **Access for All statement**

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- 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

## EXECUTIVE AGENDA

**Monday 26th January 2026 at 10:00 hours taking place in the Council Chamber,  
The Arc, Clowne**

Item No.		Page No.(s)
1.	<b>Apologies For Absence</b>	
2.	<b>Urgent Items of Business</b>	
	To note any urgent items of business which the Chair has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
3.	<b>Declarations of Interest</b>	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time.	
4.	<b>Minutes</b>	5 - 13
	To consider the minutes of a meeting held on 1 <sup>st</sup> December 2025	
5.	<b>Minutes of an Extraordinary Executive held on 17th December 2025</b>	14 - 19
	<b><u>NON KEY DECISIONS</u></b>	
6.	<b>Rent Collection Policy</b>	20 - 51
7.	<b>Update in respect of the 'Dragonfly' Council Plan Targets &amp; KPIs for Q2 2025/2026</b>	52 - 67
8.	<b>Medium Term Financial Plan 2025/26 to 2029/30</b>	68 - 95
9.	<b>Exclusion of the public</b>	

To move:-

"That under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items 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 is not in the public interest for that to be revealed.” [The category of exempt information is stated after each item].

10. **Compensation Claims for Tenants in Mill 1 at Pleasley Vale 96 - 101 Business Park**

**Exempt Paragraph 3**

# Agenda Item 4

## EXECUTIVE

Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Monday 1<sup>st</sup> December 2025 at 1000 hours.

### PRESENT:-

#### Members:-

Councillor Jane Yates in the Chair

Councillors Mary Dooley, Donna Hales, Clive Moesby, Tom Munro, Rob Hiney-Saunders, John Ritchie and Phil Smith.

Officers:- Karen Hanson (Chief Executive), Jim Fieldsend (Monitoring Officer), Theresa Fletcher (Section 151 Officer), Steve Brunt (Strategic Director of Services), Sarah Kay (Interim Director Planning, Devolution & Corporate Policy), Cheryl Staples (Corporate Policy and Programme Officer) (to Minute No. EX171-25/26), Natalie Etches (Head of Business Growth), and Alison Bluff (Senior Governance Officer).

Also in attendance at the meeting, observing, was Junior Cabinet Member Cathy Jeffery and Councillor Duncan McGregor.

### EX165-25/26. APOLOGIES

There were no apologies for absence.

### EX166-25/26. URGENT ITEM OF BUSINESS PLEASLEY VALE BUSINESS PARK FLOOD MITIGATION WORKS

Councillor Moesby moved that the report be deferred to a future meeting of Executive to enable Cabinet Members to receive further details regarding the procurement process for the contract and also the details of the contract and this was seconded by Councillor Hiney-Saunders.

Councillor Ritchie noted that he would like to see further details of the other tenders submitted for the work and also a breakdown of the revised scope of works. Councillor Smith agreed that Members needed to clearly see a priced programme of works and how these had been procured.

On being put to the vote the motion was won; it was therefore **RESOLVED** that the report be deferred to a future meeting of Executive.

#### Reason for Decision

To enable Cabinet Members to receive further details regarding the procurement process for the contract and also the details of the contract.

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### **EX167-25/26. DECLARATIONS OF INTEREST**

There were no declarations of interest made.

### **EX168-25/26. MINUTES – 3<sup>RD</sup> NOVEMBER 2025**

It was noted that the above Minutes should state that Councillor John Ritchie was the Portfolio Holder for Devolution and not Growth.

Moved by Councillor John Ritchie and seconded by Councillor Tom Munro  
**RESOLVED** that subject to the above amendment, the Minutes of an Executive meeting held on 3<sup>rd</sup> November 2025, be approved as a correct record.

### **EX169-25/26. EXTRAORDINARY MINUTES – 5<sup>TH</sup> NOVEMBER 2025**

Moved by Councillor Tom Munro and seconded by Councillor Phil Smith  
**RESOLVED** that the Minutes of an Extraordinary Executive meeting held on 5<sup>th</sup> November 2025 be approved as a correct record.

## NON KEY DECISIONS

### **EX170-25/26. COUNCIL PLAN TARGETS – PERFORMANCE REPORTS JULY TO SEPTEMBER 2025 (Q2)**

Executive considered a detailed report, introduced by the Portfolio Holder for Corporate Performance and Governance, in relation to the 2025/26 Quarter 2 outturns for the Council Plan targets 2024-2028.

The Corporate Policy and Programme Officer presented the report and appendices which provided the performance outturns as of 30<sup>th</sup> September 2025.

Out of the 33 targets;

- 20 (61%) were on track;
- three (9%) were not on track
- three (9%) had been achieved
- With regard to 'Our Economy', a Q2 update was yet to be received (seven targets (21%).

Members were asked to note the following;

#### CSP 07. % of External Satisfaction (Realtime)

The Corporate Policy and Programme Officer would seek further information regarding this target and report to Members at a future meeting.

#### CSP11 - % Stage 2 Complaints answered within 20 working days

A complaint received late in a quarter could cross over into the following quarter which could skew the outturn figures; however, a strategy had now been put in place so this would be avoided in the future.

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### HR01 - Days sickness per full time employee

The status for this target for Q3 24/25 should have appeared as amber in the report and not red and this would be corrected.

### RS 11 % Housing Benefits overpayment arrears collected

The Section 151 Officer referred to FIN 01. % Sundry Debtors arrears collected (Quarterly), and the target being met in Quarter 2; she advised Members that this was because Housing Benefits staff had assisted Finance staff with the collection of sundry debtors' arrears during the Quarter.

### SS 02 Remove 95% of non-hazardous Fly Tipping within 5 working days of being reported (Quarterly)

This target had remained a challenge and there had been staffing issues over the past few months; however, 93% of 355 incidents of non-hazardous fly tips within the period were cleared within the 5 day target, and considering there had been 100 more reports in the quarter compared to the same quarter last year, this performance was exceptional.

### CSP 05. % of Live Chats answered within 20secs

562 chats had been received with 557 answered; 99% had been answered within 20 seconds and this was above target.

### CSI 19 % FOI/EIR requests responded to in 20 working days (Quarterly)

This target had achieved 100% in the quarter.

### Planning Targets

All Planning targets in Quarter 2 had achieved 100%.

Appendix 3 Our Economy - Updated comments in respect of the Council Plan Targets had been received since the publication of the agenda. Councillor Hiney-Saunders requested that these be presented to a future meeting of Executive for Members consideration.

Members' approval was sought for minor amendments to the following KPI's;

### Appendix 1 – Our Customers - CUS.05 - Explore running a residents' survey to gain resident feedback on place based services and priorities for improvement

The end date for this target had previously been changed from March 2025 to March 2028; however, officers had now requested that this be changed back to March 2025 and marked as complete. This was because the target was to 'explore' running a residents' survey, and this had been carried out.

### CP 02 - % of Subject Access Requests (SARS) administered within one calendar month (Annual)

It had been suggested that this target be monitored quarterly and not annually. Councillor Munro requested that it also be reported as an accumulative quarterly total.

### Introduction of a new KPI – Data Protection Breaches

The Information and Engagement department had requested the introduction of a new KPI in relation to data protection breaches.

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### Appendix 2 – Our Environment - EH06 - Number of proactive community patrols or events focussing on litter, waste and dog fouling

It had been suggested that going forward, this target be monitored and reported quarterly (rather than annually) and as an accumulative total.

Councillor Hiney-Saunders referred to ENV.06 - Reduce fly-tipping incidents per 1,000 people in Bolsover District over the plan period; and suggested that advertising of the Council's bulky waste refuse collection service include a statement that fly-tippers were liable to prosecution.

Councillor Moesby referred to the recent success regarding prosecutions for fly-tipping and was pleased to note that yellow crosses were now being put on reported items of fly-tipping which made others aware that it had been reported. The Strategic Director of Services advised Members that a piece of work was being carried out to improve and enhance enforcement arrangements in the District and two dedicated enforcement officer posts would be developed in the new year which would focus solely on Bolsover District.

In relation to sickness absence levels, the Leader advised Members that she had requested HR to carry out a benchmarking exercise with neighbouring district and borough councils, however, EMCCA were carrying out a benchmarking exercise in relation to this so the information would now come through them.

Councillor Dooley noted that explanations should be provided for any 'red/amber' KPIs. In respect of RS 02 % - NNDR arrears collected (Quarterly) (profiled target); she noted that the status should be shown as green and not red as the target had been met.

In response to further queries from Councillor Dooley,

- the Strategic Director of Services advised that two members of staff currently collected fly-tipping in the District. With regard to enforcement, four officers in the joint enforcement team carried this out, however, as reported earlier in the meeting, two dedicated enforcement officer posts, which would focus solely on Bolsover District, would be developed in the new year.
- the Corporate Policy and Programme Officer clarified that 'Achieved behind target' and 'Extended', was part of the list of definitions for the KPI status, so no further actions were required, however, in respect of the particular targets within Appendix 3 – *Our Economy*, which were 'not on track' or 'extended', these targets may have been updated within the documents provided immediately prior to the meeting.
- the Section 151 Officer would advise Councillor Dooley after the meeting on the current highest level of rent arrears owed to the Council.

In response to queries regarding a cultural hub in Bolsover, the Leader advised that she would speak to both Councillors Dooley and Smith after the meeting.

Councillor Hiney-Saunders requested that the updated targets for Economic Development and Dragonfly be considered at a future meeting of Executive instead of them being circulated to Members.

Moved by Councillor Donna Hales and seconded by Councillor Mary Dooley

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**RESOLVED** that 1) the report be noted,

- 2) the target end date for CUS.05 be changed back to March 2025 and marked as complete,
- 3) the target for EH06 be monitored and reported as a cumulative quarterly total for future reporting,
- 4) the target for CP02 be monitored quarterly and not annually, and be reported as an accumulative quarterly total,
- 5) a new KPI be introduced in relation to data protection breaches,
- 6) the Corporate Policy and Programme Officer to produce the updated information regarding KPI for Appendix 3 'Our Economy' for consideration at a future meeting of Executive rather than being circulated to Members,
- 7) the updated targets for Economic Development and Dragonfly be discussed at a future meeting of Executive.

### **Reason for Recommendation**

This was an information report to keep Members informed of progress against the Council Plan targets noting achievements and any areas of concern.

### **Alternative Options and Reasons for Rejection**

Not applicable to this report as providing an overview of performance against agreed targets.

The Corporate Policy and Programme Officer left the meeting.

### **EX171-25/26. MEDIUM-TERM FINANCIAL PLAN – REVISED BUDGETS 2025/26**

Executive considered a detailed report, which sought Members' approval of the 2025/26 revised budget for the General Fund, Housing Revenue Account and Capital Programme. The report had also been presented to the Finance and Corporate Overview Scrutiny Committee on 27<sup>th</sup> November 2025.

As Members were aware, a number of Council services were currently being provided by Dragonfly Management (Bolsover) Ltd. The Council continued to make payments to Dragonfly Management for 100% of the cost of providing these services. However, the report was only concerned with the Council's services and therefore did not include expenditure or income relating to the commercial activities of the Dragonfly Development Company.

#### General Fund Revenue Account

The proposed 2025/26 revised budget for the General Fund was attached at Appendix 1 to the report. The Appendix also showed the original budget for 2025/26 which was approved by Council in January 2025, and the current budget which reflected budget transfers and approved changes during the financial year. Appendix 2 to the report detailed the net cost of each cost centre by Directorate. Table 1 in the report showed the revised budget position for 2025/26.

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During the revised budget process, finance had worked with budget managers to review all income and expenditure. Additional budget savings were captured as well as unavoidable budget pressures. Government funding assumptions were updated where necessary and corporate costs such as debt charges and investment interest were also revised. The main variances between the current and revised budget positions (£0.126m surplus and zero deficit or surplus) were provided in Table 2 to the report.

The final position on the general fund revenue account would clearly be dependent on the actual financial performance out-turning in line with the revised budgets as there may be further costs and/or savings identified as the year progressed.

### Pleasley Vale Business Park – Insurance Reserve

In the revised budget report of December 2024, the Section 151 Officer had advised Members that due to being unable to obtain flood insurance cover, and large increases in excess levels for insurance cover on the park, a decision had been taken to self-insure Pleasley Vale. An Insurance Reserve with a value of £1m was established from 1<sup>st</sup> October 2024, by using £0.825m from Transformation Reserve schemes which did not go ahead, and £0.175m from General Reserve schemes on the same basis.

Insurance companies were still unwilling to insure Pleasley Vale and therefore, there was no other option but to continue to self-insure. Over the last 12 months, the reserve had been used to fund insurance claims to the value of £167,578, meaning the estimated balance at 31/3/26 was £832,422. The reserve had not been replenished as part of the revised budgets as there still remained a substantial balance; however, the reserve would be reviewed again as part of the Medium-Term Financial Plan (MTFP), which would be brought to Members in January 2026.

### Housing Revenue Account (HRA)

The Housing Revenue Account revised budget for 2025/26 was set out in Appendices 3 and 4 to the report. Expenditure on the HRA was showing a net decrease against current budgets of £0.015m, and in total, income was £0.074m lower than the current budget. The current budget for 2025/26 showed a balanced budget with neither a surplus nor deficit, and it had been ensured that the revised budget showed this to still be the case.

### Capital Programme

The Council's Capital Programme was shown in Appendix 5 to the report. It had been updated from the original budgets to reflect approvals within the year and the profiling of the individual schemes following approved changes by Members, and from detailed discussions with budget officers. As part of the revised budget process, officers had estimated the likely level of spend in the current financial year, moving schemes to future years where they were not going to be spent during 2025/26. The proposed estimated outturn for 2025/26 was therefore a budget of £34.394m.

Moved by Councillor Clive Moesby and seconded by Councillor John Ritchie

**RESOLVED** that 1) the revised General Fund budget for 2025/26 as set out in Appendix 1 and detailed in Appendix 2 to the report, be approved,

2) the revised HRA budget for 2025/26 as set out in Appendices 3 and 4 to the report, be approved,

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3) the revised Capital Programme for 2025/26 as set out in Appendix 5 to the report, be approved.

### Reasons for Recommendation

The purpose of the report was to set revised budgets as early as possible within the financial year to ensure that identified budget savings were realised, that all budget managers were working to the revised budgets and to allow any planned changes to be delivered.

### Alternative Options and Reasons for Rejection

#### General Fund and HRA

Any surplus on the Council's two main revenue accounts would result in an increase in financial balances at the year-end which were available to protect services at a time of financial uncertainty in Local Government. It was proposed that additional resources would be transferred to reserves in preparation for future expenditure.

#### Capital

There were no alternative options being considered with regard to the proposed allocations from the Capital Programme budget as it ensured the Council's assets met health and safety requirements in that they were maintained in a fit for purpose state that ensured they remained fully operational.

## KEY DECISION

### **EX172-25/26. CONTRACT AWARDS FOR PROFESSIONAL SERVICES FOR BOLSOVER REGENERATION PROJECTS**

Executive considered a detailed report, presented by the Portfolio Holder for Growth, which sought Members' approval for delegated authority to the Chief Executive to approve the contract awards as set out in the table at paragraph 2.1 of the report; to enable the delivery of the projects funded by the Regeneration Fund (£15m), so that timely appointments could be made once timescales had been agreed and sent out to bidders, and the preferred bidder identified.

As Members were aware, further to the Government's allocation of £15m Regeneration Funding to the Council in its Autumn Statement of 2023, Dragonfly Management's Business Growth Team, alongside the Council, had undertaken an exercise to identify and appraise options for investment. Following a robust evaluation, eight projects were concluded, and an Investment Plan submitted to the Department for Levelling Up Housing and Communities (DLUHC) on 31st January 2024. The Government's Autumn Statement of 2024 had provided confirmation that Bolsover would receive the £15m to deliver the Investment Plan.

Typically, contract awards would contain the full details, including the names of preferred contractors, however, in this instance the procurement exercise had not been fully concluded due to timescales in the tender documents requiring amendment.

The appointments as set out in the report were required to deliver aspects of the projects which could not be delivered under existing resource available within the

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Council or either of its companies, Dragonfly Management (Bolsover) Limited (DML) or Dragonfly Development Limited (DDL).

DML had carried out two open processes through 'Invitation To Tender' documentation which had been advertised and carried out with the assistance and advice of the Council's Procurement Manager. The first procurement exercise for the Employer's Agent was advertised in June 2025, and the second procurement exercise for Landscape Architects and Architects and Quantity Surveyors, was advertised in August 2025. This exercise had been split into individual opportunities known as 'Lots', i.e., contractors who could bid to deliver individual services/Lots. The preferred bidders had been identified for each Lot.

The start dates of the contracts would vary depending on the requirements of the service and would be made in consultation with Property Services (who were providing advice to the Business Growth Service Area) and the Procurement Manager, based on the Council's legal duties in terms of Procurement legislation.

Moved by Councillor Tom Munro and seconded by Councillor Clive Moesby that delegated powers be given to the Chief Executive Officer to approve all contract awards as set out in the table at paragraph 2.1 of the report, once the preferred bidders had been identified with the Procurement Manager.

Councillor Ritchie raised concern that the 'total' figures in the table for the Employer's Agent and Quantity Surveyors were not split out between the five projects. He also referred to paragraph 4.3 which stated, "*to deliver the services internally had been rejected due to their being no available internal resource*", however, Councillor Ritchie felt that the Council did have the available internal quantity surveyor resource to carry out this work.

The Head of Business Growth advised Members that the Council's Procurement Manager had been fully involved in the evaluation of all of the tenders and the table in the report showed indicative costs of the proposed contract value of the appointments and she provided an explanation of how these figures had been arrived at. The Employers Agent would be delivering across all five projects, and the fee would not exceed £100,000 and had actually come in significantly less from the preferred bidder, however, some further due diligence was to be taken by the procurement team in relation to the tender. The Quantity Surveyor would be delivering on three of the projects and would not exceed £99,000. The approach which had been taken to the market was fully compliant with the requirements of the Procurement Manager to ensure that due diligence had been undertaken. With regard to paragraph 4.3, the tenders had been set up as a mixture of professional in house work and external professional services as it was felt that for delivery and to ensure that there was transparency in the market and professional indemnity of the services procured, external professional services were also required.

Councillor Ritchie moved that the report be deferred to a future meeting of Executive to enable Cabinet Members to speak to the Procurement Manager. This was seconded by Councillor Rob Hiney Saunders.

The Monitoring Officer advised Members that the recommendation in the report was only to approve delegated powers to the Chief Executive to approve all contract awards as set out in the table at paragraph 2.1 once the preferred bidders had been identified

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with the Procurement Manager; if Members felt concern regarding the procurement process, and that due diligence had been undertaken, they could request that the Chief Executive check that this had been undertaken prior to her approving any contracts. Councillor Ritchie expressed his support for the Chief Executive; however, he felt that a lot of delegated decisions were being put to her and it should be Executive Members who carried the responsibility for these decisions.

The Leader noted that approval of delegated authority for the Chief Executive would still be required at a future Executive meeting so that meetings would not need to be called for each individual project.

On being put to the vote the motion was won.

For the motion: 7

Against the motion: 0

Councillor Tom Munro abstained from voting.

It was therefore **RESOLVED** that the report be deferred to a future meeting of Executive to enable Cabinet Members to be advised by the Procurement Manager.

### **Reason for Decision**

To enable Cabinet Members to be advised by the Procurement Manager.

## **EXEMPT ITEM OF BUSINESS**

### **NON KEY DECISION**

**EX173-25/26. REQUEST FROM THE DRAGONFLY BOARD OF DIRECTORS REGARDING CONSIDERATION OF A RESERVED MATTER UNDER THE TERMS OF THE DRAGONFLY COMPANIES SHAREHOLDER AGREEMENT EXEMPT PARAGRAPH 3**

Members were advised that this item had been withdrawn from the agenda.

The meeting concluded at 1113 hours.

# Agenda Item 5

## EXTRAORDINARY EXECUTIVE

Minutes of an Extraordinary meeting of the Executive of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Wednesday 17<sup>th</sup> December 2025 at 1000 hours.

### **PRESENT:-**

Members:-

Councillor Jane Yates in the Chair

Councillors Mary Dooley, Donna Hales, Clive Moesby, Tom Munro, John Ritchie and Phil Smith.

Officers:- Karen Hanson (Chief Executive), Jim Fieldsend (Monitoring Officer), Theresa Fletcher (Section 151 Officer), Steve Brunt (Strategic Director of Services), Mark Giles (Assistant Director Streetscene and Enforcement), Natalie Etches (Head of Business Growth, Dragonfly Management (Bolsover) Ltd) (to Minute No. EX178-25/26), Ian Barber (Deputy CEO, Dragonfly Management (Bolsover) Ltd) (to Minute No. EX178-25/26), Sally Lovell (Business Estates Manager) (to Minute No. EX178-25/26), Amelia Carter (Senior Economic Development Officer) (to Minute No. EX178-25/26).

### **EX174-25/26.**

### **APOLOGIES**

An apology for absence was received on behalf of Councillor Rob Hiney-Saunders.

### **EX175-25/26.**

### **DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **KEY DECISION**

### **EX176-25/26.**

### **CONTRACT AWARDS FOR PROFESSIONAL SERVICES FOR BOLSOVER REGENERATION PROJECTS**

Executive considered a detailed report which provided information in relation to the outcome of a recent series of procurement exercises for the appointment of contractors to deliver professional services. The additional information had been requested by Members at the Executive meeting held on 1<sup>st</sup> December 2025.

The Head of Business Growth presented the report, which sought Members' approval for the preferred supplier for each area of work for delivery of the contracts to enable the delivery of the projects funded by the Regeneration Funding (£15 million) awarded to the Council.

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As Members were aware, external professional services were required within the client team to ensure a robust and compliant team for progressing through the early design stages, as well as overseeing the contractors appointed to deliver the works.

Two separate open procurement exercises had taken place for the appointment of different professional services with multiple lots available in each. Both procurement exercises had been advertised through ‘in-tend’ and had complied with the Procurement Act 2023, supported with the assistance and advice of the Council’s Procurement Manager, throughout the Invitation To Tender (ITT) process.

The first ITT was for two ‘lots’; the roles of Principal Designer (required under the Construction (Design and Management) Regulations 2025), and for an Employer’s Agent. These roles covered the projects of the Creative Makers Retail Outlet; the shopfront improvement scheme; the Bolsover Community Business Centre; the public realm works in Bolsover Town Centre; and the Green Skills and Retrofit Skills Centre on Portland Drive, Shirebrook. Following an evaluation exercise, the preferred bidder for the two lots was Whitley Eaves Ltd, at a total contract value of £62,298.76

The second ITT was for ‘lots’ of architects, landscape architects and quantity surveyors. The architects would be appointed to deliver on the Creative Makers Retail Outlet and the Bolsover Community Business Centre. The landscape architects would be appointed for the public realm works in Bolsover Town Centre, and the quantity surveyors would be across all of these projects; the Creative Makers Retail Outlet; the Bolsover Community Business Centre; and the public realm works. Following an evaluation exercise, the preferred bidders for the architects were Castle Owen Construction and Property Ltd, at a contract value of £67,633.99 and the preferred bidders for the landscape architects were Phillip Jones Associates Ltd, at a contract value of £227,580. The preferred bidders for the quantity surveyors were WT Partnership Ltd, at a contract value of £60,089.

The appointment of these contractors was all within the provisional sum allocated within the project budget for each of the services to be provided, and due to the requirements of the funding and the need to deliver the projects within timescales, appointments were vital for these contractors as soon as possible.

Moved by Councillor Tom Munro and seconded by Councillor Donna Hales  
**RESOLVED** that 1) the preferred bidder, Whitley Eaves Ltd, be appointed as principal designer (required under the Construction (Design and Management) Regulations 2025), at a value of £9,007.36; and as Employer’s Agent at a value of £53,291.40 (total contract value of £62,298.76),

- 2) the preferred bidder, Castle Owen Construction and Property Ltd, be appointed for the architect’s role, at a contract value of £67,633.99
- 3) the preferred bidder, Phillip Jones Associates Ltd, be appointed for the landscape architect’s role, at a contract value of £227,580
- 4) the preferred bidder, WT Partnership Ltd, be appointed for the quantity surveyor’s role, at a contract value of £60,089.

## **EXTRAORDINARY EXECUTIVE**

### Reasons for Recommendation

The procurement processes had been carried out with the assistance of the Council's Procurement Manager and were compliant with the Procurement Act 2023 and the Council's Contract Procedure Rules 2024.

### Alternative Options and Reasons for Rejection

To take no action was considered and discounted as progress could not be made to deliver the projects approved by the Council and funded through the Regeneration Funding to the deadlines set in the Investment Plan.

There was insufficient resource to deliver the services internally within the Council or its Dragonfly Companies to undertake the work.

### **KEY DECISION (NOT SUBJECT TO CALL-IN)**

**EX177-25/26.**

### **PLEASLEY VALE BUSINESS PARK FLOOD MITIGATION WORKS**

Executive considered a detailed report, presented by the Strategic Director of Services, which sought Members' approval to appoint a supplier to undertake environmental and flood mitigation works at Pleasley Vale Business Park.

Additional information in relation to the procurement process and the details of the contract had been requested by Members at Executive held on 1<sup>st</sup> December 2025.

At its meeting held on 23<sup>rd</sup> June 2025, Executive had resolved to approve works to undertake de-silting of culverts and repairs to foul drainage systems at Pleasley Mills, to a value of £608,537. By way of competitive process, five companies had been invited to submit pricing, however, due to the specialist nature of the works required, pricing was received from two companies, and following evaluation it was approved to enter into a contract with P&D Environmental Ltd.

Works undertaken to date included repair to the foul drainage system only at a cost of £5,000; however, the scope of works approved by Members on 23<sup>rd</sup> June 2025 had since been reviewed and a revised scheme of works deemed necessary to improve water flow management and flooding mitigation throughout the Pleasley Vale Business Park, was set out in Appendix 1 to the report. This work would undertake de-vegetation and de-watering of mill ponds 1 and 2 including mechanical dredging and removal of trees undermining structural stability of dam walls and culverts and improve water safety awareness around the site.

The cost of undertaking the revised scope of works was £861,474. This was £257,937 greater than the £608,537 previously approved by Executive on 23<sup>rd</sup> June 2025. The pricing for the revised scope of works was received from P&D Environmental Ltd, who had been evaluated as the most economic advantageous supplier of works approved by Executive on 23<sup>rd</sup> June 2025. The Council's Procurement Manager was satisfied with the revised approach being taken and the necessary procurement waivers were in place.

## EXTRAORDINARY EXECUTIVE

If a different contractor were to be sought, it was likely that costs would increase at an estimation of around £30,000 due to establishing their site facilities. As P&D Environmental Ltd were already mobilised on site, it was proposed that they be appointed to undertake the revised scope of works and this be funded by way of a) utilising £603,537 of the £608,537 funding approved by Executive on 23<sup>rd</sup> June 2025 and a) allocation of £257,900 from reserves.

Councillors Ritchie and Smith raised various questions and their concerns in relation to the scope of works and the cost, and that either could escalate. The Head of Business Growth explained that the sum was a fixed contracted sum submitted at the risk of the contractor. The Monitoring Officer clarified this and added that costs could only increase if there were additions or variations to the work at the request of the Council which were not in the specification.

Councillor Moesby thanked officers for the additional information and requested that officers carefully monitor progress against the works and costs, and that Members be kept updated via monthly reports to Executive.

A discussion took place, and an additional recommendation was agreed that the Pleasley Vale Project Group monitor progress on the contract service delivery plan in relation to outputs and timeframes and budgets, and updates be provided to Executive on a monthly basis.

In response to a query from Councillor Smith, the Head of Business Growth advised that at the end of each month, works completed in that period would be valued by the client agent and the contractor would issue a valuation certification and paid only for the works completed in that month. Valuations ran monthly and in line with monthly progress reports.

It was further agreed that the second recommendation set out in the report in relation to urgency was no longer required as a recommendation.

Moved by Councillor Tom Munro and seconded by Councillor Jane Yates

**RESOLVED** that 1) P&D Environmental Ltd be appointed to undertake the revised scope of works as set out in Appendix 1 to the report and this be funded by way of:

- a) utilising £603,537 of the £608,537 funding approved by Executive at its meeting held on 23<sup>rd</sup> June 2025,
- b) allocation of £257,900 from the building repair and renewal reserve, which was within the general reserve.

2) the Pleasley Vale Project Group monitor progress against the contract service delivery plan, including budgets and provide updates to Executive on a monthly basis.

### Reasons for Recommendation

To protect the Mill buildings from future water ingress from a fluvial flood event and enable further urgent investigative works to mill pond dam walls and culverts.

## **EXTRAORDINARY EXECUTIVE**

### Alternative Options and Reasons for Rejection

Not undertaking the works would constrain essential works to maintain structural integrity of mill pond walls and culverts that in turn supported the mill buildings and water management in the event of further severe weather events experienced in periods of flooding.

Work needed to be completed with urgency to ensure completions before height of the winter months and EA permit and maintenance exemption period to mitigate risk of enforcement action.

Councillor Dooley stated that as Amelia Carter, the Senior Economic Development Officer was leaving the Authority, she wanted to thank her for all her hard work in dealing with the regeneration project in Pinxton and wished her well for the future. Members and officers added their best wishes also.

The Head of Business Growth, (Dragonfly Management (Bolsover) Ltd)), the Deputy CEO, (Dragonfly Management (Bolsover) Ltd)), the Business Estates Manager and the Senior Economic Development Officer, left the meeting.

**EX178-25/26.**

### **THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

Moved by Councillor Jane Yates and seconded by Councillor John Ritchie

**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 it involves the likely disclosure of exempt information as defined in the stated Paragraph of Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed.

### **NON KEY DECISION**

**EX179-25/26.**

### **REQUEST FROM THE DRAGONFLY BOARD OF DIRECTORS REGARDING CONSIDERATION OF A RESERVED MATTER UNDER THE TERMS OF THE DRAGONFLY COMPANIES SHAREHOLDER AGREEMENT**

### **EXEMPT PARAGRAPH 3**

Executive considered a detailed report in relation to a request from the Dragonfly Board of Directors regarding consideration of a reserved matter under the terms of the Dragonfly Companies Shareholder agreement.

Moved by Councillor Jane Yates and seconded by Councillor John Ritchie

## EXTRAORDINARY EXECUTIVE

**RESOLVED** that the request of the Dragonfly Board of Directors made under the terms of the Shareholder Agreement (Reserved Matters), as set out in the report, be approved.

Reasons for Recommendation

As set out in the report.

Alternative Options and Reasons for Rejection

As set out in the report.

The meeting concluded at 1043 hours.

## BOLSOVER DISTRICT COUNCIL

### Meeting of the Executive on 26<sup>th</sup> January 2026

#### Rent Collection Policy

#### Report of the Portfolio Holder for Housing

<b>Classification</b>	This report is Public
<b>Contact Officer</b>	Victoria Dawson, Assistant Director Housing Management

#### PURPOSE/SUMMARY OF REPORT

The purpose of this report is for Executive to consider and approve the updated Rent Collection Policy.

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#### REPORT DETAILS

##### **1. Background**

- 1.1 Bolsover District Council owns and manages its housing stock consisting of 4900 properties as of November 2025.
- 1.2 All tenants of Bolsover District Council have signed a tenancy agreement, which sets out the rights and responsibilities of the tenant(s) and the Council. The tenancy agreement states that tenants, should pay their rent on a weekly basis and if they fail to do so and fall into arrears the Council can apply for Possession as set out in Schedule 2 of the Housing Act 1985 (as may be amended from time to time).
- 1.3 The Rent Collection Policy explains the Council's approach to prevention and collection of rent arrears. In summary the Council will take a firm but fair approach, ensuring that tenants have available financial expertise to resolve any difficulties. The Council will not tolerate tenants who are unwilling to pay debt nor receive help, and legal action will be taken where necessary.
- 1.4 It clearly defines our commitment to equality and proportionality within the rent management processes. The Council in delivering this policy, will ensure that no individual is discriminated against on grounds of marital status, sex, disability, age, sexual orientation, racial discrimination, personal attributes, including religious beliefs or political opinions.
- 1.5 The Policy ensures compliance with the Pre Action Protocol for Possession Claims by Social Landlords

## **2. Details of Proposal or Information**

- 2.1 The current Policy is 3 years old and due for renewal. It has been reviewed and updated to reflect a number of changes, and the updated policy is at Appendix 1 with amendments or additions shown by track changes.
- 2.2 We have renamed the old Rent Arrears Policy to Rent Collection Policy. We amended the layout of the policy to set out who is involved in rent collection and how we go about this in what we feel is a logical order for tenants to understand.
- 2.3 We have set out that a “contact” can take many forms e.g., letters, telephone calls, text messages, emails, and visits and not just letters as we have historically sent.
- 2.4 We have changed the reference from ‘arrears’ to ‘debt.’ This change of terminology is to ensure that tenants recognise that rent is a priority debt and added information around Universal Credit as many tenants have now migrated to this benefit from Housing Benefit. We have also updated the staffing structure and job roles.
- 2.5 We have removed the Current and Former Tenant Arrears Recovery Procedures and accompanying flowcharts from the Policy. These are largely procedural guides for officers and the decision has been taken to remove these to ensure that they can be updated regularly to ensure that they are fit for purpose, reflect legislative changes and national trends, as well as developments in the rent income analytics software we use. These need to be updated more frequently than the Policy and this allows more flexibility around this. The Procedures will be updated and sit alongside the policy to ensure that all officers involved in rent collection, at different levels or stages, adopt the same fair but firm approach and takes account of the need to consider equality and proportionality when taking any action.
- 2.6 The Equality Act assessment and wording throughout the document have also been updated.
- 2.7 The revised policy was considered by Customer Services Scrutiny Committee on 8<sup>th</sup> December 2025, who were in support of the revisions especially the change of name to Rent Collection Policy.

## **3. Reasons for Recommendation**

- 3.1 It is considered good practice to have a policy which sets the Council approach to prevention and collection of rent; the updated policy reflects updated processes and aligns with current rent collection.

## **4. Alternative Options and Reasons for Rejection**

- 4.1 The Policy is considered necessary so that members of the public are aware of the Council's approach to prevention and collection of rent and debt.

## **RECOMMENDATION(S)**

That Executive approve and adopt the updated Rent Collection Policy.

Approved by Councillor Phil Smith, Portfolio Holder for Housing

## **IMPLICATIONS**

<b>A. Finance and Risk</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b> There are no direct financial implications arising from this report.
On behalf of the Section 151 Officer
<b>B. Legal (including Data Protection)</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Details:</b> As set out in the report.
On behalf of the Solicitor to the Council
<b>C. Staffing</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b> There are no staffing implications arising from this report
On behalf of the Head of Paid Service
<b>D. Environment</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Details:</b> N/A
<b>E. Equality and Diversity</b>
<i>You can assess the impact by considering whether the equality evidence indicates potential differential impact on each protected characteristic group or provides an opportunity to improve equality in an area.</i>
<i>We ask colleagues to do an Equality Impact Assessment (EIA) when refreshing policies/guidance/plans or creating new ones.</i>
An Equality Impact Assessment (EIA) is being undertaken, and the policy aims to address equality and diversity issues to enable tenants to make rental payments
<b>Have you considered equality impacts in relation to the topic of this report?</b>
<b>If this is a new or refresh of a policy, guidance or plan, have you carried out an EIA?</b>
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

## DECISION INFORMATION

<p><input checked="" type="checkbox"/> <b>Please indicate which threshold applies:</b></p> <p><b>Is the decision a Key Decision?</b></p> <p>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><b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/></p>
<p><b>Revenue</b> <b>(a)</b> Results in the Council making Revenue Savings of £75,000 or more or <b>(b)</b> Results in the Council incurring Revenue Expenditure of £75,000 or more.</p> <p><b>Capital</b> <b>(a)</b> Results in the Council making Capital Income of £150,000 or more or <b>(b)</b> Results in the Council incurring Capital Expenditure of £150,000 or more.</p>	<p><b>(a)</b> <input type="checkbox"/> <b>(b)</b> <input type="checkbox"/></p> <p><b>(a)</b> <input type="checkbox"/> <b>(b)</b> <input type="checkbox"/></p>
<p><b>District Wards Significantly Affected:</b> <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></p> <p>Please state below which wards are affected or tick <b>All</b> if all wards are affected:</p>	<p><b>All</b> <input type="checkbox"/></p>
<p><b>All key decisions are subject to Scrutiny call-in unless the call-in period is to be waived, however, exemption from call-in is only with the agreement of the Monitoring Officer.</b></p> <p><b>Is this Key Decision subject to Scrutiny Call-In? (leave blank if not applicable)</b></p> <p><b>If No, has the Monitoring Officer agreed?</b></p>	<p><b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/></p> <p><b>Yes</b> <input type="checkbox"/></p>
<p><b>Consultation carried out:</b>  <i>(this is any consultation carried out prior to the report being presented for approval)</i></p> <p><b>Leader</b> <input type="checkbox"/> <b>Deputy Leader</b> <input type="checkbox"/> <b>Executive</b> <input type="checkbox"/> <b>SLT</b> <input type="checkbox"/>  <b>Relevant Service Manager</b> <input type="checkbox"/> <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/>  <b>Other</b> <input checked="" type="checkbox"/> <b>Details:</b>  Housing Stock Management Group, Customer Services Scrutiny Committee</p>	<p><b>Yes</b> <input checked="" type="checkbox"/> <b>No</b> <input type="checkbox"/></p>

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

Ambition: Housing

Priority:

- Building more, good quality, affordable housing, and being a decent landlord

## DOCUMENT INFORMATION

Appendix No	Title
1	Rent Collection Policy

## **Background Papers**

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

November 2025



## **Rent Collection Policy**

**(January 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](mailto: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 Rent Arrears Policy

<b>Policy Details</b>	<b>Comments / Confirmation (To be updated as the document progresses)</b>
Policy title	Rent Arrears Policy
Current status – i.e. first draft, version 2 or final version	Version 3
Policy author (post title only)	Housing Services Manager
Location of policy (whilst in development)	S Drive
Relevant Cabinet Member (if applicable)	Portfolio Holder for Housing
Equality Impact Assessment approval date	7 <sup>th</sup> November 2019 Version 2 – updated 21 <sup>st</sup> November 2022 Version 3 – updated Jan 2026
Partnership involvement (if applicable)	N/A
Final policy approval route i.e. Cabinet/Council	Cabinet
Date policy approved	26 <sup>th</sup> January 2026
Date policy due for review (maximum three years)	Jan 2029
Date policy forwarded to Performance & Communications (to include on Extranet and Internet if applicable to the public)	

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## 1. Introduction

Bolsover District Council owns and manages its own housing stock consisting of around 4900 properties.

This policy outlines the approach that Bolsover District Council will follow in the prevention, collection, management and recovery of rent debt.

The day-to-day management and responsible officer for this policy and procedure is the Housing Services Manager who will ensure any updates to this policy and the associated procedure are circulated to staff. The Structure is set out at Appendix 1.

The Councils housing management is split into 5 parts;

- **Income Management Team** - administration of the collection of rent and former rent arrears. Also, the recovery of rent debt from the initial contact up to and including the service of the court warning.
- **Tenancy Management** – deal with all aspects of managing a tenancy, including, rent debt from when it is passed from the Income Management Team following service of court warning through to court action and finally eviction if necessary. Housing Assistants (Tenancy) officers support Tenancy Management Officers who deal with breaches of tenancy and anti-social behaviour, supported by the Anti-social Behaviour Team if necessary.
- **Housing Assistants Tenancy** – administration of garage rent debt up to and including eviction.
- **Housing Needs** - deal with updating and maintaining the housing register, allocation of properties and statutory duties regarding homelessness under the Housing Reduction Act.

The Income Management and Tenancy Management Teams are responsible for monitoring and taking enforcement action against tenants in debt.

## 2. Policy Aim

Bolsover District Council will take a firm but fair approach, ensuring that tenants are supported and have available financial inclusion expertise to help in resolving any difficulties. The Council will not tolerate tenants who are unwilling to pay their rent debt nor receive help and legal action will be taken where necessary.

To achieve the Policy Objectives Bolsover District Council will commit to managing rent debt following the principles below:

- Priority is to prevent rent debt from happening
- Prompt action and early intervention will be taken on any debt
- Fair and appropriate repayment agreements will be made

- Pre-action protocol will be followed
- Legal action will be taken where appropriate

### **3. Equality Act Duty**

The Council has a statutory duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010. Acting in accordance with this Policy will help to ensure that the collection of sums due is conducted in a consistent and objective manner that will reduce the risk of inadvertent discrimination against persons with protected characteristics. It will also ensure that debt collection and recovery is delivered in an equally accessible manner to all members of the community. In order to establish if a tenant requires additional support or help, officers will undertake regular assessments of the tenant's personal circumstances, known as an Equality Act assessment

The policy clearly defines our commitment to equality and proportionality within the rent management processes. The Council in delivering this policy, will ensure that no individual is discriminated against on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. The policy aims to be:

- Sensitive to the needs of individuals
- Accountable
- Fair
- Efficient
- Responsive and flexible

Bolsover District Council recognises that it manages a wide, diverse customer base and is committed to providing equal access to services. We will endeavour to provide clear information, providing information in different formats or languages where requested and make reasonable adjustments if a customer requires additional support or help.

An Equality Impact Assessment will be undertaken to establish if a customer requires additional support in line with Pre-Action Protocol for Possession Claims for Social Landlords.

### **4. Tenant's responsibilities**

The term tenant includes sole and any joint tenants. If two or more people have signed the Tenancy Agreement they are jointly and severally liable for the payment of rent. This means that each person is fully responsible for the payment rent and any rent debt.

All tenants of Bolsover District Council have signed a tenancy agreement, which is a legal contract. The tenancy agreement sets out the rights and responsibilities of the tenant(s) and the Council. The tenancy agreement is a legally binding

contract between the Council and the tenant(s). The tenancy agreement states that tenants, should pay their rent on a weekly basis and if they fail to do so and fall into debt the Council can apply for possession as set out in Schedule 2 of the Housing Act 1985 (as may be amended from time to time).

Rent charges may be changed from time to time and are reviewed each year in line with Government policy. Any such change takes place from the first Monday in April each year and the Council will give a minimum of 4 weeks' notice to tenants.

The Council also offers additional services which have to be paid for as part of the rent or additional service charges.

Tenants will be required to actively work with the Income Management Team and Tenancy Management Team to resolve their rent debt situation and whilst eviction will be the action of last resort, if tenants fail to take steps to deal with their rent debts, possession proceedings will be issued as appropriate.

It is the tenant's responsibility to ensure rent is paid even if the tenant claims Housing Benefit or Universal Credit. It is the tenants responsibility to ensure that all necessary claims are in payment and provide all information required to make sure the claims are in payment.

## 5. Prevention

Prevention is key to rent debt control, and the Council will prioritise prevention to ensure that tenancies are successful and sustainable. Rent debt is not only financially damaging to an individual they can be socially damaging too as they risk losing their home. The Council aims to maximise income through offering advice and support at the earliest opportunity to prevent rent debt increasing.

The Council aims to prevent rent debt by promoting a 'rent first' culture where rent payment is seen as a priority by staff and tenants. Where payment is encouraged, help is provided to maximise tenants' income and to ensure tenants are aware of and use the free financial advice at all stages of their tenancy. This includes referring to the Citizens Advice Bureau, Derbyshire Unemployed Workers or other agencies who offer free financial advice.

In order to prevent rent debt, the Council recognises that it must tackle the underlying causal factors. Some of the most common reasons for rent debt are listed below:

- Housing Benefit or Universal Credit issues
- Loss of income due to change in personal circumstances
- Low income
- Multiple debts and competing priorities
- Difficulty managing finances
- Missed rent increases
- Vulnerability/disabilities

## **6. Payment Methods**

The Council aims to ensure that tenants are able to pay their rent as easily as possible, in a way that suits them and their lifestyle. The Council does this by providing a range of payment options allowing more traditional ways of paying as well as embracing payments by way of new technology. These options include:

- Direct Debit
- Online
- Automated telephone line and over the telephone with a member of staff
- Using a kiosk at a Contact Centre
- Standing Orders

## **7. Early intervention**

The Income Management Team monitor all accounts on a weekly basis and will endeavour to contact tenants in debt within 7 days of a payment being late to try and find out the reason for the debt, provide advice and agree a plan moving forward. Contact can include letters, telephone calls, text messages, emails and visits.

Ensuring that tenants are kept informed of their rent account is important and rent statements are included with all rent debt letters and are sent by post annually showing a full year's transactions. Statements will be provided more frequently if they are requested and will assist tenants in making regular payments. All officers will have access to the last 12 weeks transactions on their mobile devices when visiting tenant's homes.

In some instances it will not be possible to prevent rent debt. However, early intervention helps to identify problems quickly so that people can be referred to organisations that are able to help. Rent debt will not be allowed to build up without intervention from the housing management team. They will follow a staged and escalated procedure. This procedure can be suspended by a tenant choosing to pay rent and agreeing a repayment plan.

Prior to any formal action being taken, the Income Management Assistant will make contact with tenants by letter, telephone, text messaging and home visits. They will try to agree affordable repayment plans with tenants and offer advice throughout. Payment plans will usually be an agreement to pay the rent plus a further amount towards the debt. This payment will be expected each and every week. However, officers may agree for the payments to be calculated so that they can be made less frequently, for example each month where this assists tenants to manage their finances more effectively.

## **8. Effective contact**

Direct contact with tenants will help officers to gauge what type of support or help can be provided and to ensure tenant's information and personal details are kept

up to date. An assessment of the tenant's needs will be undertaken at appropriate times but full engagement by the tenant is required for this to be meaningful.

Where the Council know English is not the tenant's first language, where necessary, we will provide all written information translated into the tenant's chosen language and conduct interviews through appropriate translators.

Where the Council is aware of disabilities or other vulnerabilities, appropriate measures can be put in place to enable effective communication. For example where someone is deaf someone who can sign will be provided, larger font letters can be sent and additional home visits can be arranged.

## **9. Clear and accurate record keeping**

The Tenancy Management Team and Income Management Team will keep electronic records of all the contact and action they take in respect of tenant's rent accounts on a computer programme, diary system. Each and every contact will be recorded on this system and tenant's details updated as appropriate. Details such as who lives at the property, the household income and expenditure, repairs, and equality act issues will be recorded as well as any details of repayment plans. Decisions which are made by an officer will also be recorded on the same system.

## **10. Enforcement**

Enforcement will only be taken when there has been little or no engagement, or a lack of, or no payment.

The first formal step in the legal process is the issuing of a statutory notice, a Notice of Seeking Possession (NOSP). This process incorporates the legal duty to follow the rent debt pre-action protocol which is a specific procedure before issuing court proceedings.

The Council may decide to include in legal proceedings, other matters affecting a tenant's tenancy, for example, other breaches of tenancy agreement, the most common being anti-social behaviour. These other matters do not necessarily have to be included in the relevant notice served on the tenant, but the Tenancy Management Team will make the tenant aware prior to any hearing taking place.

If repayment agreements are made and are complied with and sustained, the account will be monitored and there would be no requirement to progress to Court.

Where the debt continues to increase following the service of a NOSP the Council can make an application for a possession claim to be heard at the County Court after 28 days.

The Court outcomes include:

Adjournment Fixed Period: The hearing adjourned for further information/enquiries and will be relisted for a further date.

Adjournment on Terms: The case is adjourned on terms of rent payable plus an agreed sum towards the debt if a customer has significantly reduced the debt prior to the hearing. The tenant does not lose security of tenure on an Adjournment. The granting of costs would be at the discretion of the Court.

Suspended Possession Order: Possession of the property will be suspended on terms of payment of current rent plus an agreed sum towards the debt. If payments are not made, a warrant for possession can be applied for after the suspension period (usually 14 or 28 days).

Outright Possession Order: Possession awarded by the Court on cases where the Council has demonstrated persistent non-payment or co-operation. Possession is usually given within 14-28 days. Once this period has passed, a warrant for

### **End of Tenancy**

At the end of a tenancy, tenants are referred to as Former Tenants and the rent account will be either clear, in credit or in arrears. If the account is in arrears the Council will follow the Former Tenants procedure, below and will continue efforts to collect the outstanding debt. Procedures can include referral to a Debt Collection Agency.

#### **11. Former Tenants Arrears**

Former Tenants are tenants who no longer live in the property allocated to them either because:

- 1      they have terminated the tenancy by giving 28 days' notice or
- 2      they have left the property without giving notice, i.e. abandoned the property or
- 3      they have been evicted from the property.

All tenants, when terminating their tenancy, are advised in writing of all rent due up to the termination date and will be advised of the implications involved if rent arrears are not paid in full.

Legal action to recover the arrears will be considered in cases where an assessment of the former tenant's financial circumstances, indicate that such action would be appropriate.

Where the arrears are in respect of a deceased tenant action will be limited to contacting the next of kin or executor to claim against the estate.

Where a debt is uneconomic to pursue or there is no prospect of recovery, the debt will be written off.

#### **12. Garage, Garage Plot and Parking Bay Debt**

Garage, garage plot and parking bay rent accounts that are in debt are monitored by the Housing Assistant Tenancy. As with rent debt collection, early intervention

is made and contact is made when the account is in debt for 2 weeks. Should the tenant fail to clear the debt despite having been notified, a 'Notice To Quit' on the garage will be served.

If the account is not cleared at the expiry of the Notice To Quit, for council owned garages the locks may be changed on the garage and the tenant may be charged for this along with any costs for clearing the garage. For garage plots the tenant may be charged for the demolition and clearance of the site.

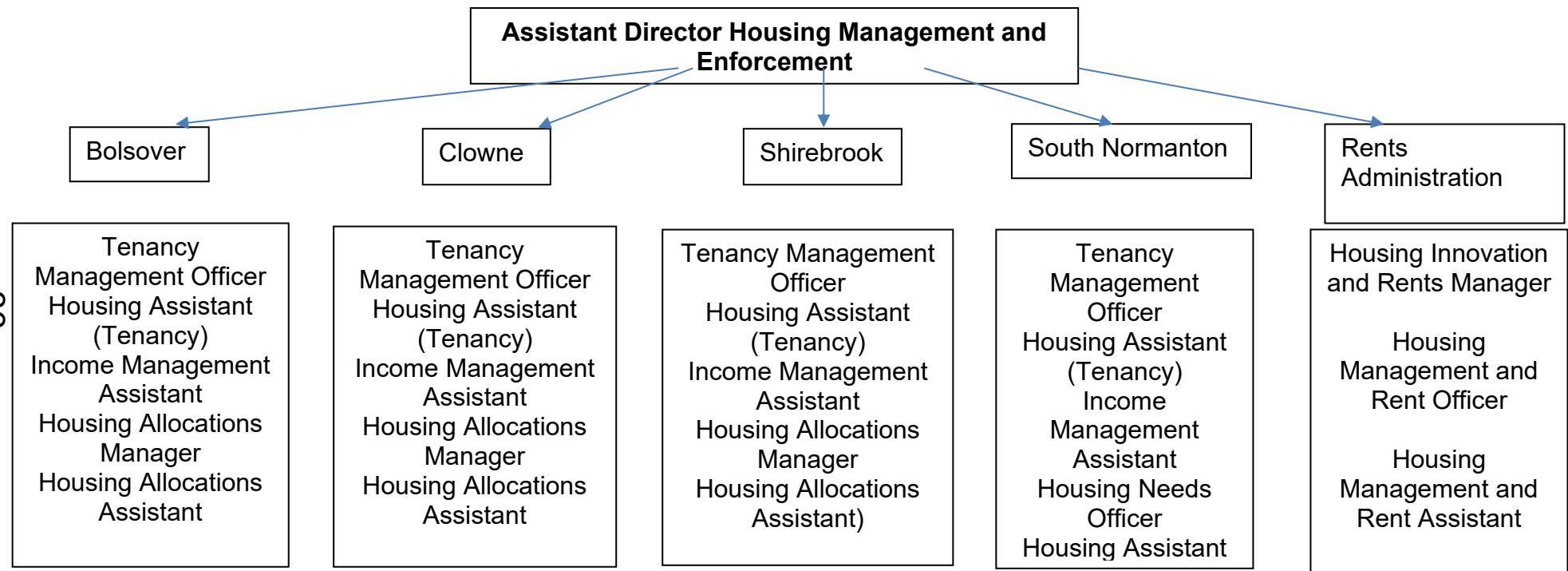
For parking bays the former tenant may be charged for replacing the barrier keys.

### **13. Confidentiality and Data Protection**

The Data Protection Act 2018 regulates the processing of information relating to individuals which includes the obtaining, holding, using or disclosing of said information. The Council will treat all information provided in confidence and in accordance with the Data Protection Act 2018. Necessary information will be used and shared for managing the customer's tenancy and to deliver services. These include, but are not restricted, to the DWP, Probation Services, Police, Social Services, and companies providing services on behalf of the Council.

All office interviews will be carried out privately. The information held by the Council about a tenant's rent account will not be disclosed unless with the tenant's permission and/or in accordance with the relevant legislation. Tenant's information is used to manage their rent accounts, payments, and provide relevant debt advice. It is also used to ensure tenancy conditions are complied with such as dealing with tenancy breaches, anti-social behaviour or fraud.

## Appendix 1 – Tenancy Management







## Rent Arrears Collection Policy

(January 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](mailto: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 Rent Arrears Policy

<b>Policy Details</b>	<b>Comments / Confirmation (To be updated as the document progresses)</b>
Policy title	Rent Arrears Policy
Current status – i.e. first draft, version 2 or final version	<a href="#">version 32</a>
Policy author (post title only)	Housing <a href="#">Enforcement Services Manager</a>
Location of policy (whilst in development)	S Drive
Relevant Cabinet Member (if applicable)	<a href="#">Sandra Peake</a> <a href="#">Portfolio Holder for Housing</a>
Equality Impact Assessment approval date	7 <sup>th</sup> November 2019 <a href="#">Version 2 – updated 21<sup>st</sup> November 2022</a>
Partnership involvement (if applicable)	N/A
Final policy approval route i.e. Cabinet/Council	<a href="#">Cabinet</a>
Date policy approved	
Date policy due for review (maximum three years)	
Date policy forwarded to Performance & Communications (to include on Extranet and Internet if applicable to the public)	

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<b>21. Appendix 8 – Garage, Garage Plots and Parking Bay Arrears Recovery Procedure</b>	
<b>22. Appendix 9 – Garage, Garage Plots and Parking Bay Rent Arrears Recovery Flowchart</b>	

## 1. Introduction

Bolsover District Council owns and manages its own housing stock consisting of around 4900 properties. 4,991 properties as at October 2022.

This policy outlines the approach that Bolsover District Council will follow in the prevention, collection, management and recovery of rent debt.

The day-to-day management and responsible officer for this policy and procedure is the Housing Services Manager who will ensure any updates to this policy and the associated procedure are circulated to staff. The Structure is set out at Appendix 1.

The Councils housing management is split into 5 parts:

- **Income Management Team** - administration of the collection of rent and former rent arrears. Also, the recovery of rent debt from the initial contact up to and including the service of the court warning.
- **Tenancy Management** – deal with all aspects of managing a tenancy, including, rent debt from when it is passed from the Income Management Team following service of court warning through to court action and finally eviction if necessary. Housing Assistants (Tenancy) officers support Tenancy Management Officers who deal with breaches of tenancy and anti-social behaviour, supported by the Anti-social Behaviour Team if necessary.
- **Housing Assistants Tenancy** – administration of garage rent debt up to and including eviction.
- **Housing Needs** - deal with updating and maintaining the housing register, allocation of properties and statutory duties regarding homelessness under the Housing Reduction Act.

The Income Management and Tenancy Management Teams are responsible for monitoring and taking enforcement action against tenants in debt.

## 2. Policy Aim

This policy explains the Council's approach when tenants accrue rent arrears or have tenancy arrears at the end of their tenancy. Bolsover District In summary the Council will take a firm but fair approach, ensuring that tenants are supported and have available financial inclusion expertise to help in resolving any difficulties. The Council will not tolerate tenants who are unwilling to pay their rent debt arrears nor receive help and legal action will be taken where necessary.

To achieve the Policy Objectives Bolsover District Council will commit to managing rent debt following the principles below:

- Priority is to prevent rent debt from happening
- Prompt action and early intervention will be taken on any debt

- Fair and appropriate repayment agreements will be made
- Pre-action protocol will be followed
- Legal action will be taken where appropriate

### 3. Equality Act Duty

The Council has a statutory duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010. Acting in accordance with this Policy will help to ensure that the collection of sums due is conducted in a consistent and objective manner that will reduce the risk of inadvertent discrimination against persons with protected characteristics. It will also ensure that debt collection and recovery is delivered in an equally accessible manner to all members of the community. In order to establish if a tenant requires additional support or help, officers will undertake regular assessments of the tenant's personal circumstances, known as an Equality Act assessment

The policy It clearly defines our commitment to equality and proportionality within the rent management processes. The Council in delivering this policy, will ensure that no individual is discriminated against on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. The policy aims to be:

- Sensitive to the needs of individuals
- Accountable
- Fair
- Efficient
- Responsive and flexible

Bolsover District Council recognises that it manages a wide, diverse customer base and is committed to providing equal access to services. We will endeavour to provide clear information, providing information in different formats or languages where requested and make reasonable adjustments if a customer requires additional support or help.

An Equality Impact Assessment will be undertaken to establish if a customer requires additional support in line with Pre-Action Protocol for Possession Claims for Social Landlords.

### 4. **Tenant's responsibilities**

The term tenant includes sole and any joint tenants. If two or more people have signed the Tenancy Agreement they are jointly and severally liable for the payment of rent. This means that each person is fully responsible for the payment rent and any rent debt.

All tenants of Bolsover District Council have signed a tenancy agreement, which is a legal contract. The tenancy agreement which sets out the rights and

responsibilities of the tenant(s) and the Council. The tenancy agreement is a legally binding contract between the Council and the tenant(s). The tenancy agreement states that tenants, should pay their rent on a weekly basis and if they fail to do so and fall into arrearsdebt the Council can apply for possession as set out in Schedule 2 of the Housing Act 1985 (as may be amended from time to time).

Rent charges may be changed from time to time and are reviewed each year in line with Government policy. Any such change takes place from the first Monday in April each year and the Council will give a minimum of 4 weeks' notice to tenants.

The Council also offers additional services which have to be paid for as part of the rent or additional service charges.

Tenants will be required to actively work with the Income Management Team and Tenancy Management Team to resolve their arrears-rent debt situation and whilst eviction will be the action of last resort, if tenants fail to take steps to deal with their rent arrearsdebts, possession proceedings will be issued as appropriate.

It is the tenant's responsibility to ensure rent is paid even if the tenant claims Housing Benefit or Universal Credit. It is the tenants responsibility to ensure that all necessary claims are in payment and provide all information required to make sure the claims are in payment.

## 5. Prevention

Prevention is key to rent debt arrears control and the Council will prioritise prevention to ensure that tenancies are successful and sustainableendeavour to advise tenants as soon as arrears accrue. Rent debt is Arrears are not only financially damaging to an individual they can be socially damaging too as they risk losing their home. The Council aims to maximise income through offering advice and support at the earliest opportunity to prevent rent debt arrears increasing.

The Council aims to prevent rent arrears debt by promoting a 'rent first' culture where rent payment is seen as a priority by staff and tenants.' culture wVhere payment is encouraged, help is provided to maximise tenants income and to ensure tenants are aware of and use the free financial advice at all stages of their tenancy. This includes referring to the Citizens Advice Bureau, Derbyshire Unemployed Workers or other agencies who offer free financial advice.

In order to prevent arrearsrent debt, the Council recognises that it must tackle the underlying causal factors. Some of the most common reasons for rent arrears-debt are listed below:

- Housing Benefit or Universal Credit issues
- Loss of income due to change in personal circumstances
- Low income
- Multiple debts and competing priorities

- Difficulty managing finances
- Missed rent increases
- Vulnerability/[disabilities](#)

## 6. Payment Methods

The Council aims to ensure that tenants are able to pay their rent as easily as possible, in a way that suits them and their lifestyle. The Council does this by providing a range of payment options allowing more traditional ways of paying as well as embracing payments by way of new technology. These options include:

- Direct Debit
- Online
- Automated telephone line and over the telephone with a member of staff
- Using a kiosk at a Contact Centre
- Standing Orders

## 7. Early intervention

The Income Management Team monitor all accounts on a weekly basis and will endeavour to contact tenants in debt within 7 days of a payment being late to try and find out the reason for the debt, provide advice and agree a plan moving forward. Contact can include letters, telephone calls, text messages, emails and visits.

Accounts are monitored on a weekly basis and the Income Management Team will initially contact tenants to find out the reason for the arrears, provide advice and agree a plan moving forward. An arrears letter is usually sent to all those who have missed their first two weeks payment. This letter also advises of where additional help or advice can be sought.

Ensuring that tenants are kept informed of their rent account is important and rent statements are included with all rent debt arrears-letters and are sent by post annually showing a full year's transactions. Statements will be provided more frequently if they are requested and will assist tenants in making regular payments. All officers will have access to the last 12 weeks transactions on their mobile devices when visiting tenant's homes.

The Council works to ensure that claims for benefits are processed as quickly as possible. All Tenancy Management Officers have the means to photograph and scan documents required to process claims. These images can then be emailed to the benefit department who will process the claim.

In some instances it will not be possible to prevent arrearsrent debt. However, early intervention helps to identify problems quickly so that people can be referred to organisations that are able to help. Rent arrears debt will not be allowed to build up without intervention from the housing management team. They will follow a staged and escalated arrears procedure as detailed in Appendix 4 attached to

~~this policy~~. This procedure can be suspended by a tenant choosing to pay rent and agreeing a repayment plan.

Prior to any formal action being taken, the Income Management Assistant will make contact with tenants by letter, telephone, text messaging and home visits. They will try to agree affordable repayment plans with tenants and offer advice throughout. Payment plans will usually be an agreement to pay the rent plus a further amount towards the ~~arrearsdebt~~. This payment will be expected each and every week. However, officers may agree for the payments to be calculated so that they can be made less frequently, for example each month where this assists tenants to manage their finances more effectively.

## **8. Effective contact**

Direct contact with tenants will help officers to gauge what type of support or help can be provided and to ensure tenant's information and personal details are kept up to date. An assessment of the tenant's needs will be undertaken at appropriate times but full engagement by the tenant is required for this to be meaningful.

Where the Council know English is not the tenant's first language, where necessary, we will provide all written information translated into the tenant's chosen language and conduct interviews through appropriate translators.

Where the Council is aware of disabilities or other vulnerabilities, appropriate measures can be put in place to enable effective communication. For example where someone is deaf someone who can sign will be provided, larger font letters can be sent and additional home visits can be arranged.

## **9. Clear and accurate record keeping**

The Tenancy Management Team and Income Management Team will keep electronic records of all the contact and action they take in respect of tenant's rent accounts on a computer programme, diary system. Each and every contact will be recorded on this system and tenant's details updated as appropriate. Details such as who lives at the property, the household income and expenditure, repairs, and equality act issues will be recorded as well as any details of repayment plans. Decisions which are made by an officer will also be recorded on the same system.

## **10. Enforcement**

Enforcement will only be taken when there has been little or no engagement, or a lack of, or no payment.

The first formal step in the legal process is the issuing of a statutory notice, a will a formal notice be served. This is called a Notice of Seeking Possession (NOSP). This is a statutory notice and the first step in formal action being taken. The detailed process following service of the notice is set out in Appendix 4. This

process incorporates the legal duty to follow the rent arrears debt pre-action protocol which is a specific procedure before issuing court proceedings.

The Council may decide to include in legal proceedings, other matters affecting a tenant's tenancy, for example, other breaches of tenancy agreement, the most common being anti-social behaviour. These other matters do not necessarily have to be included in the relevant notice served on the tenant, but the Tenancy Management Team will make the tenant aware prior to any hearing taking place.

If repayment agreements are made and are complied with and sustained, the account will be monitored and there would be no requirement to progress to Court.

Where the debt continues to increase following the service of a NOSP the Council can make an application for a possession claim to be heard at the County Court after 28 days.

The Court outcomes include:

Adjournment Fixed Period: The hearing adjourned for further information/enquiries and will be relisted for a further date.

Adjournment on Terms: The case is adjourned on terms of rent payable plus an agreed sum towards the debt if a customer has significantly reduced the debt prior to the hearing. The tenant does not lose security of tenure on an Adjournment. The granting of costs would be at the discretion of the Court.

Suspended Possession Order: Possession of the property will be suspended on terms of payment of current rent plus an agreed sum towards the debt. If payments are not made, a warrant for possession can be applied for after the suspension period (usually 14 or 28 days).

Outright Possession Order: Possession awarded by the Court on cases where the Council has demonstrated persistent non-payment or co-operation. Possession is usually given within 14-28 days. Once this period has passed, a warrant for

### End of Tenancy

At the end of a tenancy, tenants are referred to as Former Tenants and the rent account will be either clear, in credit or in arrears. If the account is in arrears the Council will follow the Former Tenants procedure, below and will continue efforts to collect the outstanding debt. Procedures can include referral to a Debt Collection Agency.

## **11. Former Tenants Arrears**

Former Tenants are tenants who no longer live in the property allocated to them either because:

- 1      they have terminated the tenancy by giving 28 days' notice or
- 2      they have left the property without giving notice, i.e. abandoned the property or

3 they have been evicted from the property.

All tenants, when terminating their tenancy, are advised in writing of all rent due up to the termination date and will be advised of the implications involved if rent arrears are not paid in full. ~~Recovery action will commence when the status of the tenancy changes to former tenant.~~

Legal action to recover the arrears will be considered in cases where an assessment of the former tenant's financial circumstances, indicate that such action would be appropriate.

Where the arrears are in respect of a deceased tenant action will be limited to contacting the next of kin or executor to claim against the estate.

Where a debt is uneconomic to pursue or there is no prospect of recovery, the debt will be written off.

## **12. Garage, Garage Plot and Parking Bay [ArrearsDebt](#)**

Garage, garage plot and parking bay rent accounts that are in [arrears debt](#) are monitored by the Housing Assistant –Tenancy. As with [tenancy arrearsrent debt](#) collection, early intervention is made and [contact is made letters are sent](#) when the account is in [arrears debt](#) for 2 weeks. Should the tenant fail to clear the [arrears debt](#) despite having been notified, a 'Notice To Quit' on the garage will be served.

If the account is not cleared at the expiry of the Notice To Quit, for council owned garages the locks may be changed on the garage and the tenant may be charged for this along with any costs for clearing the garage.

For garage plots the tenant may be charged for the demolition and clearance of the site.

For parking bays the former tenant may be charged for replacing the barrier keys.

## **13. Confidentiality and Data Protection**

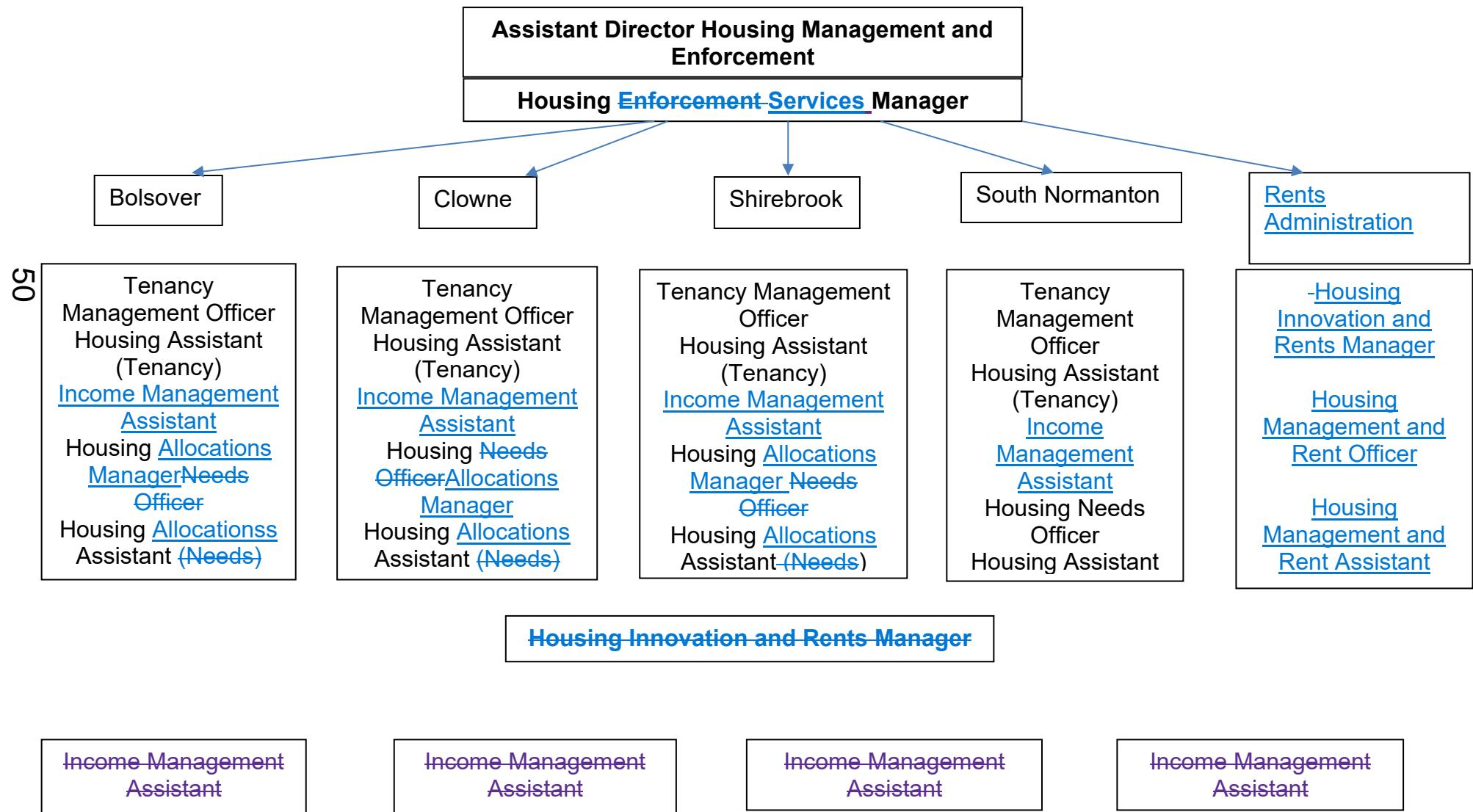
[The Data Protection Act 2018 regulates the processing of information relating to individuals which includes the obtaining, holding, using or disclosing of said information. The Council will treat all information provided in confidence and in accordance with the Data Protection Act 2018. Necessary information will be used and shared for managing the customer's tenancy and to deliver services. These include, but are not restricted, to the DWP, Probation Services, Police, Social Services, and companies providing services on behalf of the Council.](#)

All office interviews will be carried out privately. The information held by the Council about a tenant's rent account will not be disclosed unless with the tenant's permission and/or in accordance with the relevant legislation. Tenant's information is used to manage their rent accounts, payments, [arrears](#) and provide relevant debt advice. It is also used to ensure tenancy conditions are complied with such as dealing with tenancy breaches, anti-social behaviour or fraud.

#### **14. Equality Act duties**

The Council has a statutory duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010. Acting in accordance with this Policy will help to ensure that the collection of sums due is conducted in a consistent and objective manner that will reduce the risk of inadvertent discrimination against persons with protected characteristics. It will also ensure that debt collection and recovery is delivered in an equally accessible manner to all members of the community. In order to establish if a tenant requires additional support or help, officers will undertake regular assessments of the tenant's personal circumstances, known as an Equality Act assessment, a copy of the form used can be found at Appendix 5.

## Appendix 1 – Tenancy Management





## BOLSOVER DISTRICT COUNCIL

### Meeting of the Executive on 26<sup>th</sup> January 2026

#### Update in respect of the 'Dragonfly' Council Plan Targets & KPIs for Q2 2025/2026

#### Report of the Portfolio Holder for Corporate Performance and Governance

<b>Classification</b>	This report is Public
<b>Contact Officer</b>	Cheryl Staples, Programme & Project Officer

#### PURPOSE/SUMMARY OF REPORT

Further review of the Council Plan Targets and performance KPIs for Dragonfly, covering Q2 (ie 1/10/25 – 31/12/25 inc).

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#### REPORT DETAILS

##### **1. Background**

1.1 Dragonfly a company wholly owned by the Council significantly contribute to the achievement of the Council Plan. As per Members request at the Executive on December 1<sup>st</sup> 2025, updated Q2 Council Plan Targets and performance KPIs for Dragonfly are provided for review.

##### **2. Details of Proposal or Information**

2.1 Please refer to the attached Appendices, in respect of both the 'Dragonfly' Council Plan Target Q2 update, and the performance KPIs.

##### **3. Reasons for Recommendation**

3.1 This is an information report to keep Members informed of progress against the Council Plan targets noting achievements and any areas of concern. Following the previous request of Members at the Executive on December 1<sup>st</sup> 2025, updated reports in respect of Dragonfly have been provided in respect of Q2.

##### **4. Alternative Options and Reasons for Rejection**

4.1 Not applicable to this report, as information provision (ie. an overview of performance against agreed targets) only.

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## **RECOMMENDATION(S)**

That quarterly outturns against the Council Plan 2024-2028 targets be noted.

Approved by Councillor Donna Hales, Portfolio Holder for Corporate Performance and Governance

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## **IMPLICATIONS**

<b>A. Finance and Risk</b>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>
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**Details:**

**On behalf of the Section 151 Officer**

<b>B. Legal (including Data Protection)</b>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>
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**Details:**

**On behalf of the Solicitor to the Council**

<b>C. Staffing</b>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>
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**Details:**

**On behalf of the Head of Paid Service**

<b>D. Environment</b>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>
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*Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment. (Please speak to the Climate Change Officer for advice)*

**Details:**

<b>E. Equality and Diversity</b>
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*You can assess the impact by considering whether the equality evidence indicates potential differential impact on each protected characteristic group or provides an opportunity to improve equality in an area.*

*We ask colleagues to do an Equality Impact Assessment (EIA) when refreshing policies/guidance/plans or creating new ones.*

Have you considered equality impacts in relation to the topic of this report?	Yes <input type="checkbox"/> No <input type="checkbox"/> n/a
If this is a new or refresh of a policy, guidance or plan, have you carried out an EIA?	Yes <input type="checkbox"/> No <input type="checkbox"/> n/a

## DECISION INFORMATION

<b>Is the decision a Key Decision?</b> 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"/>
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<b>☒ If the decision is a key decision, please indicate which threshold applies:</b>	
<b>Revenue</b> (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"/>
<b>Capital</b> (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"/>
<b>District Wards Significantly Affected:</b> <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 <b>All</b> if all wards are affected:	<b>All</b> <input type="checkbox"/>

<b>All key decisions are subject to Scrutiny call-in unless the call-in period is to be waived, however, exemption from call-in is only with the agreement of the Monitoring Officer)</b>	
<b>Is this Key Decision subject to Scrutiny Call-In? (leave blank if not applicable)</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>If No, has the Monitoring Officer agreed?</b>	Yes <input type="checkbox"/>

<b>Consultation carried out:</b> <i>(this is any consultation carried out prior to the report being presented for approval)</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Leader</b> <input type="checkbox"/> <b>Deputy Leader</b> <input type="checkbox"/> <b>Executive</b> <input type="checkbox"/> <b>SLT</b> <input checked="" type="checkbox"/> <b>Relevant Service Manager</b> <input type="checkbox"/> <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/> <b>Details:</b> -	

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

All

### DOCUMENT INFORMATION

Appendix No	Title
1	Dragonfly Council Plan Targets as at Q2 2025/26
2	Dragonfly SLA KPI Report as at Q2 2025/26

### **Background Papers**

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

January 2026

**Appendix 1: Council Plan Targets and Supporting KPI's for 'Our Economy by driving growth, promoting the district and being business and visitor friendly'**

<b>Target Status</b>	Usage
On Track	The target is progressing well against the intended outcomes and intended date.
Not on Track	<ul style="list-style-type: none"> <li>The target is six months off the intended completion date and the required outcome may not be achieved</li> <li>To flag annual indicators within a council plan period that may not be met.</li> <li>To reflect any indicator that does not meet the expected outturn for the reporting period (quarterly).</li> </ul>
Achieved	The target has been successfully completed within the target date. Success to be celebrated.
Extended	The date for completion of this target has been formally extended by a Director and/or Members.
Achieved, behind target	The target has been completed but outside the intended target date. Success to be celebrated but reason for late delivery should be acknowledged.
Withdrawn	The target has been recommended for withdrawal and discussed at SLT meeting. Cabinet Member and Deputy Leader need to be informed.
Failed	The target has failed to achieve what it set out to accomplish within the intended target date.

Key Council Target	Directorate	Status	Progress	Target Date
ECO.01 - Refresh our Business Growth Strategy to enable and empower Dragonfly to support the Council to make best use of our assets, support growth in the local economy, attract inward investment to the district and maximise the district's share of potential funding streams from the Government and the East Midlands Combined County Authority	Dragonfly	Not On Track	The draft strategy was presented to the Local Growth Scrutiny Committee's meeting in June, and comments have been received, and the draft is being updated to reflect the feedback before a second draft is circulated. The draft is with Comms Team for design.	Tue-31-Dec-24
ECO.02 - Work with partners to develop a place-based narrative to encourage inward investment, increase engagement with our key heritage assets and grow the visitor economy, the number of tourists and the amount of tourism spending in the district by 2025.	Dragonfly	On Track	Three new visitor guides produced in partnership with Bolsover Camera Club and Eleven Design, netwalking, Balborough Links Place roadshow with Mortgage 1 <sup>st</sup> , visit to Lille, April Place Board meeting, involved in Destination Management Plan with LVEP, Culture and Place Board and associated sub-groups (EMCCA data opportunity), North Notts VE Group at Clipstone Headstocks, regular Place Programme updates published in SO	Dec 2025

			Bolsover magazine, introductory meeting with new Director at Harley Gallery.  Launch of two key video campaigns – STAY (created with Upwall Films) and BELONG (created with Hello Social and local community). <a href="#">Bolsover UK - YouTube</a>		
51	ECO.03 - Work with partners to develop innovation and growth in our cultural and creative sectors through active support of an investment in a creative's network, cultural corridor, and maker's hub.	Dragonfly	On Track	UKSPF funding in 2025-26 continues to support the development of a 'pre-planning' business plan and RIBA stage 2 commission for a Creative Hub. The work is being led by Local Creative Ltd (who carried out the feasibility study for a hub in 2024). Stakeholder workshop on 24 <sup>th</sup> June, and ongoing. Key arts organisations, educational and local authority partners have been involved in an initial workshop. Looking at interim use programme to animate the building whilst further feasibility and options are considered.  Supported Derbyshire Makes programme steering group and hosted engagement stall as part of marketplace.  Ongoing Women's Creative Network programme – with additional ACE funded professional development phase (Lean On).	Dec 2025

			UKSPF mural project complete in South Normanton, facilitated by Platform Thirty1, Graffwerks and local community.	
ECO.04 - Work with Higher Education and Further Education providers and other partners to develop post 16 provision within the district to enable and empower more of our local workforce to find better paid, skilled jobs.	Dragonfly	On Track	<p>Retrofit green skills hub:</p> <p>The pre-contract service agreement has commenced, with William Saunders Partnership (WSP) commencing the detailed design, which has presented a number of value engineering options including resiting the building to remove a retaining wall, removing the parapet design, and changing the construction type to present a less-expensive construction option.</p> <p>No Update since the last reporting period regarding the Bolsover 6th Form - Government are still considering the programme of investment, which includes the Bolsover proposal. Letters of support from both the Leader of the Council and the Bolsover Place Board have been sent to relevant ministers to support the North Derbyshire University Academy following the review of all Free School projects by the new Government. A response has been received from Catherine McKinnell MP – Minister for School Standards. Matt Hall – Executive Headteacher from Redhill Academy Trust sits on the Bolsover Place Board and we are</p>	Mon-31-Jan-28

			keen to ensure we support the post 16 provision in Bolsover.	
ECO.05 - Secure investment in improvement of our existing business estate and delivery of new commercial space, including regeneration of Pleasley Mills, to meet the needs of local business, encourage inward investment and support growth throughout the local economy.	Dragonfly	On Track	<p>The purchase of the Co-Op and the former White Swan Public House have both completed and are now owned by the Council. 36-36a Market Place is progressing through conveyance and is due to complete before the end of the year.</p> <p>Pleasley Vale Business Park</p> <p>A series of significant capital repairs are being undertaken on site including replacement of a slipped lintel and cracked render and brick / block work. The area has been secured by scaffold to protect the work area, and to also provide a safe access .</p> <p>The flood mitigation works phase 1, and the repairs to the dam wall are continuing well, with the site team more than halfway along the wall with the sheet piling. Works for phase 2 and further structural emergency works will be presented to Executive in September for approval. -</p>	Fri-31-Mar-28

ECO.06 - Deliver a fully operational crematorium and manage this facility to generate income from 2025.	Dragonfly	Extended	<p>Work onsite is progressing well, with Mechanical &amp; electrical installation taking place in preparation for the Cremator install.</p> <p>The Council approved the additional funds required to complete the scheme along with the revenue funding to commence recruitment of the staff.</p>	Apr 2026
ECO.07 - Review procurement rules to meet public procurement regulations and social value requirements.	Governance, Legal Services and Monitoring Officer Directorate	On Track	<p>The new procurement rules have been amended through the implementation of a new Social Value Policy that was approved by Executive in September 2024. A further review will take place when the new Procurement Manager commences at the Council in February 2025.</p>	(not specified)

**No Council KPI's to report under this council plan aim.**

Dragonfly SLA KPI Report as at Q2 2025/26						
KPI No	KPI Description	Method of calculating service delivery/ measurement period	Target KPI	Performance in Q1 25/26	Performance in Q2 25/26	Comments / Action
1	Tenant satisfaction with standard of home improvement (capital programme)	TBA	TBA	N/A		A questionnaire is yet to be devised with Housing Management. Following this the method of calculating service delivery/measurement period will be discussed at Business Plan Monitoring Group and forwarded to Housing Stock Management Group for consideration.
2	% of properties non-decent? (TSM RP01)	Stock Condition Survey	TBA (original KPI was 100%)	0.95%	0.25%	The original SLA target was incorrectly typed. It stated that the target was to achieve 100% NON decent homes. A new KPI is to be agreed (published figures show that no Council in the UK has 100% decent homes). The new target will be discussed at Business Plan Monitoring Group and forwarded to Housing Stock Management Group for consideration.
3	Number of properties made decent during reporting period?	TBA		N/A	N/A	The percentage of properties made decent in the quarter cannot be reported this quarter due to data verification from the Stock Condition Survey taking place. This data will be supplied once data verification is complete.
4	Domestic Compliance in ILS properties against Fire	As per approved annual programme for that year	100%	N/A	N/A	

5	Domestic Compliance in ILS properties against Asbestos	As per approved annual programme for that year	100%	N/A	N/A	
6	Domestic Compliance in ILS properties against Water Safety	As per approved annual programme for that year	100%	100%	100%	
7	Domestic Compliance in ILS properties for Lifts (TSM BS02-05)	As per approved annual programme for that year	100%	100%	100%	
8	Capital Spend	1. Welfare Adaptons	100%	100%	100%	
9	Capital Spend	2. External Wall Insulation	100%	100%	100%	
10	Capital Spend	3. Electrical Upgrades	100%	100%	100%	
11	Capital Spend	4. Ext Door Replacements	100%	100%	100%	
12	Capital Spend	5. Heating	100%	100%	100%	
13	Capital Spend	6. Unforeseen works	100%	100%	100%	
14	Capital Spend	7. Kitchen Contract	100%	100%	100%	
15	Capital Spend	8. Soffit & Facias	100%	100%	100%	
16	Capital Spend	9. Roof Replacement	100%	100%	100%	
17	Capital Spend	10. Flat roof replacement	100%	100%	100%	
18	Capital Spend	11. Bramley Vale	100%	100%	100%	
19	Capital Spend	12. Void wet rooms	100%	100%	100%	
20	Capital Spend	13. Safe & Warm scheme	100%	100%	100%	

21	Domestic Blocked drains cleared	24 working hours	90%	93%	100%	
22	Bolsover Homes	Building programme	To agreed client specification	100%	100%	
23	Commercial Building Compliance in against Fire	As per approved annual programme for that year	100%	100%	100%	
24	Commercial Building Compliance against Asbestos	As per approved annual programme for that year	100%	100%	100%	
25	Commercial Building Compliance against Water Safety	As per approved annual programme for that year	100%	100%	100%	
26	Commercial Building Compliance against Lifts	As per approved annual programme for that year	100%	100%	100%	
27	Facilities	PAT testing to all equipment available for testing	100%	100%	100%	
28	Facilities Management	1. Number of working days to respond: 1 day for urgent	100%	88%	90%	The contractor is being closely managed to improve performance. Performance has improved since last quarter and measures are in place to check that this upward trend continues.
29	Facilities Management	2. Number of working days to respond: 3 days non urgent	100%	94%	100%	

30	Facilities Management	3. Number of working days to respond: 10 days regular maintenance	100%	91%	100%	
31	Engineering	Attend dangerous structures within 1 working day. when requested by DBCP (DBCP are the district lead on dangerous structures)	100%	100%	100%	
32	New Builds	Attend to defects and tenant operating queries within 2 working days	100%	100%	100%	
34	Repairs completed within target timescale (TSM RP02)	1. TSM RP02 Emergency Repairs	90%	96.80%	94.09%	
35	Repairs completed within target timescale (TSM RP02)	2. TSM RP02 Non Urgent Repairs	80%	94.58%	91.69%	
36	Tenant satisfaction with repair	Job Completion by Dragonfly teams obtained from Total Mobile	80%	99.60%	99.70%	

37	Minor voids	Average time taken to complete works (calendar days) from receiving keys to handing keys back to Housing Management for reletting	30	42		Q1 performance remains negatively impacted by voids Electrical Contractor issues. The team are managing the new contractor and have appointed additional resource to assist with the resultant backlog. The turnaround performance will continue to be affected during Q2 whilst the backlog of properties are worked upon and relet. <b>Void classification updated and targets to be agreed from Q2.</b>
38	Major Voids	Average time taken to complete works (calendar days) from receiving keys to handing keys back to Housing Management for reletting	60	97.65		Q1 performance remains negatively impacted by voids Electrical Contractor issues. The team are managing the new contractor and have appointed additional resource to assist with the resultant backlog. The turnaround performance will continue to be affected during Q2 whilst the backlog of properties are worked upon and relet. <b>Void classification updated and targets to be agreed from Q2</b>
39	Solid Fuel Servicing	Annual programme	100%	94.00%	100%	Q1 32 of 34 Properties completed. 2 properties remain outstanding due to access difficulties. Q2 all 34 properties completed
40	Gas Servicing	Annual programme	100%	99.50%	99.26%	Q1 23 Properties remain outstanding due to access difficulties. Q2 34 properties remain outstanding due to access difficulties - ongoing work with Legal to gain access to these properties.

41	Revenue Spend	100% spend over financial year. Therefore target at Q1 - 25% of budget, Q2 50% of budget, Q3 75% of budget, Q4 100% of budget.	100%	25%	47.33%	
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## Bolsover District Council

### Meeting of the Executive on 26<sup>th</sup> January 2026

### MEDIUM-TERM FINANCIAL PLAN 2025/26 to 2029/30

#### Report of the Portfolio Holder for Resources

<b>Classification</b>	This report is public.
<b>Contact Officer</b>	Theresa Fletcher Director of Finance and Section 151 Officer

#### PURPOSE / SUMMARY

To enable the Committee to consider the current budget for 2025/26 and the proposed budget 2026/27, for the General Fund, Housing Revenue Account and Capital Programme as part of the Council's Medium-Term Financial Plan covering the years 2025/26 to 2029/30, prior to the report being taken to Council.

To provide Elected Members with an overview of the Council's medium-term financial position in order to inform the decision-making process. Any comments expressed by Executive will be reported verbally to Council.

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#### **REPORT DETAILS**

##### **1 Introduction**

1.1 This report presents the following budgets for Members to consider:

- General Fund – Appendix 1 and 2
- Housing Revenue Account (HRA) – Appendix 3 and 4
- Capital Programme – Appendix 5

In particular financial projections are provided for:

- 2025/26 Current Budget Position – this is the current year budget, revised to take account of changes during the financial year that will end on 31<sup>st</sup> March 2026.
- 2026/27 Original Budget – this is the proposed budget for the next financial year, on which the Council Tax will be based, and will commence from 1<sup>st</sup> April 2026.
- 2026/27 Original Budget, this includes proposed increases to rents and fees and charges for the next financial year for the Housing Revenue Account.
- 2027/28 to 2029/30 Financial Plan – In accordance with good practice the Council agrees its annual budgets within the context of a Medium-Term

Financial Plan (MTFP). This includes financial projections in respect of the next three financial years.

- 1.2 Once Executive has considered this report and the appendices, recommendations agreed by Executive will be referred to the Council meeting on the 28th of January 2026 for Members' consideration and approval.
- 1.3 Members will be aware that a number of Council services have been provided by Dragonfly Management (Bolsover) Ltd for the last 3 years, and that the project Eiffel Tower has been established to 'Manage the transition of Dragonfly staff and services to the Council by the 31<sup>st</sup> of March 2026.' The figures within this report for the years 2026/27 – 2029/30 have been produced as though this is successfully achieved from the 1<sup>st</sup> of April 2026. For the purposes of this report the figures have been provided under the existing reporting structure. Once the new structure is implemented the figures for all of the Council's services will be shown under the new structure.

### **General Fund**

#### **2025/26 Current Budget**

- 1.4 In January 2025, Members agreed a budget for 2025/26 to determine Council Tax. The original budget showed a balanced budget with neither a surplus nor deficit. Throughout the year budgets have been actively managed with savings removed from the budget once they have been agreed.
- 1.5 The Revised Budget was considered by Executive at its meeting on the 1st of December 2025 and by the Finance and Corporate Overview Scrutiny Committee at its meeting on the 27<sup>th</sup> of November. There have been no material changes to the overall budget position since this time. Where budgets have been moved from Dragonfly to the Council as part of the Eiffel Tower project, a corresponding reduction has been made to the BDC budgets providing funding to the Company.
- 1.6 The final in-year position will be dependent on the actual financial performance out-turning in line with the revised budgets as there may be further costs and/or savings identified as the year progresses. Whilst these estimates reflect the position at the time of setting there can be some volatility from the budget to the outturn position.
- 1.7 It was agreed that any surplus on the Council's two main revenue accounts be transferred to reserves in preparation for future expenditure and to protect services at a time of financial uncertainty in local government.

#### **2026/27 Original Budget and 2027/28 to 2029/30 Financial Plan**

- 1.8 The financial projection for 2026/27 to 2028/29 was approved by Members in January 2025. The 2025/26 budget process has updated those projections and established a base for 2029/30.
- 1.9 The proposed budget for 2026/27 is balanced with a transfer to the NNDR Growth Protection Reserve of £1.030m. Estimates for future years transfers into the reserve are; 2027/28 £0.846m, 2028/29 £0.782m. It is estimated that in

2029/30 there is a shortfall in funding, and there will be a transfer back to general fund of £3.643m. This reserve will be discussed in more detail in paragraphs 1.29 – 1.32 of this report. The financial summary for each year of the MTFP is shown in **Appendix 1**. **Appendix 2** details the net cost of each cost centre by Directorate.

1.10 Table 1 below shows the updated figures resulting from the budget process.

**Table 1**

	2025/26 Revised Budget £000	2026/27 Forecast £000	2027/28 Forecast £000	2028/29 Forecast £000	2029/30 Forecast £000
Net Cost of Services	19,955	17,388	17,630	18,446	19,155
Net debt charges + investment interest	(1,787)	(1,729)	(2,006)	(2,200)	(2,425)
Net t/f to/(from) reserves + balances	(2,509)	1,270	1,497	957	1,469
Net t/f to/(from) NNDR Growth Protection Reserve	2,750	1,030	846	782	(3,643)
Parish Precept	5,196	5,196	5,196	5,196	5,196
Funding from council tax, business rates, and government grants	(23,605)	(23,155)	(23,163)	(23,181)	(19,752)
<b>Shortfall</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

1.11 The main factors taken into account in developing the Council's financial plans are set out within the sections below.

#### Level of Government Funding

1.12 The provisional local government finance settlement for 2026/27 was issued for consultation on the 17<sup>th</sup> of December 2025. This was a three-year settlement which gives some certainty to us in the second and third year, although each of the latter 2 years will still be subject to an annual settlement process, but any changes will be upwards within the three-year settlement. We have made assumptions for 2029/30 based on our consultant's advice.

1.13 As discussed in the quarterly budget monitoring reports, on the 20<sup>th</sup> of June 2025 the government published a major consultation on the reform of local government funding. The consultation was referred to as the Fair Funding Review 2.0, emphasising the links between this consultation and the previous government's consultation in December 2018.

1.14 As mentioned in previous MTFP reports, indicative results from the Fair Funding Review; the abolition of New Homes Bonus; the fundamental review of Business Rates and the baseline reset of Business Rates were all detrimental to us as a district council who has seen much growth in recent years, both in business rates and New Homes Bonus grant.

1.15 The estimate of our losses by the Government was such that we were included in a group of Councils, initially 49 but later 61, who were contacted by MHCLG on a number of occasions and warned about the 'larger losses we may need to manage'. This was in line with what our consultants had been predicting for many years and was the reason we established the NNDR Growth Protection Reserve many years ago.

1.16 The Policy Statement published by the Government on the 20<sup>th</sup> of November, provided an update on the consultation paper and gave the outline of the policy setting that would be used in the provisional settlement. This is a higher-level document that doesn't give individual authority figures, more the methodology and purely the headline figures. This gave an expansive definition of how business rates income would be calculated and included pooling gains for the first time. This was unexpected and threatened to make a huge difference to how the transitional protection payments would be calculated, and how the Business Rates baseline would be reset.

1.17 The following paragraphs show our government funding for the next 3 years from the provisional settlement and the assumptions we have had to make for the final year:

#### Council Tax

1.18 The settlement assumes that council tax will rise with the maximum uplift in Band D, and that the taxbase will grow in line with the 4-year increase in taxbase. The maximum increase for a district council is 2.99% or £5, whichever is the higher. Taxbase growth is based on the change between the 2021-22 and 2025-26 CTR1s, which are the council tax requirement returns submitted every October.

#### New Homes Bonus

1.19 We assumed in last years' MTFP that from 2026/27 onwards no New Homes Bonus income would be received, and this was confirmed in the settlement.

#### Business Rates Baseline Reset

1.20 As expected, the Business Rates baseline has been reset from 2026/27, and the reductions in our business rates income were largely in line with the estimates included in our 2024/25 – 2028/29 MTFP. Our estimate for income from Business Rates has changed from £10.4m in 2025/26, to £3.9m in 2026/27 increasing to £4.9m by 2029/30.

#### Derbyshire Business Rates Pool

1.21 Members will be aware that the Council has been a member of the Derbyshire Business Rates Pool since its establishment in 2015/16. Being a member of the pool allowed us to retain more of our Business Rates income locally, and as a

Council with high growth in this area, the pool has benefit us greatly over the last few years. However, the changes to the Business Rates Retention System mean there is unlikely to be enough growth transferred into the pool to cover the administrative costs of its operation. Therefore, from 2026/27 all councils have elected to cease being members. This has been the picture nationally and only a few pools now remain.

#### Revenue Support Grant (RSG)

- 1.22 The government has changed how this grant will be distributed in line with the consultation outcome. Allocations of RSG will reflect the net amount required to move every local authority towards its 2028/29 fair funding share in yearly increments of a third after factoring in the immediate reset of the business rates retention system in 2026/27. Only by 2028/29 will the provisional RSG allocations fully reflect the distribution of the new Fair Funding Assessment through the gradual phasing out of 2025/26 legacy funding allocations.
- 1.23 In 2025/26 we received £1.6m in revenue support grant and the estimates for future years were £0.578m 2026/27; £0.531m 2027/28 and £0.480m for 2028/29. From the settlement our provisional allocations are £7.3m for 2026/27; £5.5m for 2027/28 and £3.6m for 2028/29. We have included an estimate of £3.7m for 2029/30 based on our consultant's view, and in line with neighbouring councils.

#### Recovery Grant

- 1.24 The Recovery Grant was introduced in last years' settlement. 'It was intended to target money towards areas with greater need and demand for services (as proxied by deprivation), and less ability to raise income locally (specifically, council tax.)' We were allocated £0.328m for 2025/26 but assumed this would be its final year. The latest settlement has this grant continuing for all years at the same level. We have assumed no grant will be received in 2029/30.

#### Transitional Arrangements - Blending current and proposed funding shares

- 1.25 Councils will move towards their new fair funding share across the multi-year settlement in one-third increments. In 2026/27, we will receive allocations based on one-third of the new funding share and two-thirds of the current (2025/26) share. By 2028/29, our funding will be based wholly on the new funding share. In addition, there will also be a minimum funding floor to offer further protection.

#### Transitional Arrangements - Funding Floors

- 1.26 For all authorities where the difference between their pre-reform and post-reform income is 15% or less of their pre-reform income, the Government will ensure they receive 100% of their 2025/26 income. For councils where the difference between their pre-reform and post-reform income is more than 15% of their pre-reform income, the government will protect only 95% of their 2025/26 income. We are in this second class of councils and are therefore going to see income protection payments at 95%. Due to there being no information regarding these arrangements when we prepared the MTFP last year we didn't include any amounts for this. The amounts we have been provisionally allocated that can now be included are: £0.494m 2026/27; £2m 2027/28 and £3.6m for 2028/29. We have not assumed any income for 2029/30.

*Extended Producer Responsibility (EPR)*

- 1.27 EPR aims to create a more sustainable and circular economy by ensuring that producers take responsibility for the environmental impacts of their products throughout their lifecycle, effectively shifting responsibility for the waste management from consumers and local government to the producers. Regulations requiring reporting of packaging data have been in place for producers since 2023 and from January 2025 producers are required to pay fees to the Department of Environment, Food and Rural Affairs (DEFRA), based on this data.
- 1.28 DEFRA are redistributing these fees to waste collection and disposal authorities to cover the costs associated with the disposal of packaging waste. It is also intended to help local authorities improve recycling services and reduce waste management costs under the Government's Simpler Recycling waste reforms. 2026/27 is the second year EPR payments have been received by the Council, the notification for the anticipated payment is for £1.048m. Whilst we have not received official notification of the allocations for future years, we believe that they will remain at the 2026/27 level for the life of the MTFP.

*Mitigating Losses in Government Funding*

- 1.29 To help mitigate losses we expected to be caused by future funding changes we set up the NNDR Growth Protection Reserve. We saved income from business rates growth, so we could plug gaps we expected to see when changes to business rates and other government funding were introduced.
- 1.30 The current balance we are expecting to have accumulated in this reserve by 31<sup>st</sup> of March 2026, is £16.9m, and we were expecting to fully utilise the reserve over the life of this new MTFP and still have a gap in funding. However, changes announced in the Policy Statement in November have made a significant difference to our actual funding, now the detail has been received in the provisional settlement.
- 1.31 As discussed in paragraph 1.16, an unexpected change in the Policy Statement has meant the growth we received each year as a result of us being in the business rates pool has been included in the estimate of our usual annual income. This inflated level of income has then been used to assess our income needs, and we, along with other high business rates growth district councils, have received much more income than was expected.
- 1.32 As there is only a limited amount of funding available, this means some councils, probably counties, have lost significant funding because of this change. Although it would be rare for the final settlement to reduce funding allocations given in the provisional settlement, it may be necessary in this instance if a mistake needs rectifying, for the Government to lower our income. It is therefore the Section 151 Officer's recommendation that until the final local government finance settlement is received in early February, that plans for the use of the NNDR Growth Protection Reserve, other than as discussed within this report, are put on hold.

#### Expenditure, income levels, and efficiencies

1.33 In developing the financial projections covering the period 2025/26 to 2028/29, officers have made a number of assumptions. The major assumptions are:

- For all years of the MTFP, 3.5% has been included in staffing budgets as an estimate for a pay award.
- Investment income as a result of treasury management decisions, and debt charges resulting from capital programme financing, have both been calculated based on interest rates from our Treasury Management advisors, Arlingclose. Bank base rate is currently 3.75%, and future predictions of rates can be found within the Treasury Strategy Reports 2026/27 – 2029/30.
- An amount has been included in each year of the MTFP for the repayment of the Council's borrowing costs for the Crematorium at Shirebrook. As 2026/27 is the first year of operation, 50% of the estimated sum due has been included initially (£0.400m), with an estimate of 100% of the sum due included in every year thereafter (£0.800m). The situation will be reviewed at 2026/27 revised budgets, with a view to updating the plan to include the full cost in the year. No profit share has been included at this time.
- Inflation specific budgets such as energy costs and fuel have been amended to reflect anticipated price changes.
- With respect to planning fees, a base level for income has been included in the MTFP for all future years of £0.425m. The rules of the government's 20% increase to planning fees means we have to set-aside the additional 20% income we receive, to be spent specifically on the planning function.
- Fees and charges – service specific increases as agreed by Members.
- Local Government Reorganisation will continue to be kept under close review and will be addressed through the annual plan refresh as further information becomes available. There are currently no changes reflected in the MTFP for this.

#### **Council Tax Implications**

##### Council Tax Base

1.34 In preparation for the budget, the Section 151 Officer under delegated powers has determined the Tax Base at Band D for 2026/27 as 23,642.83. This is an overall increase on the 2025/26 Tax Base. However, the Tax Base of some of the Parishes have seen a decrease due to local circumstances relating to Single Person Discount, Council Tax Support claimants and/or net reductions in property numbers.

##### Council Tax Options

1.35 The Council's part of the Council Tax bill in 2025/26 was set at £208.95 for a Band D property. This was an increase of 2.99%.

1.36 The Council has a range of options when setting the Council Tax but in calculating our funding allocation in the settlement, the government assumes we will increase Council Tax by the maximum allowed. The government indicate what upper limit they consider acceptable. For 2026/27 District Councils are permitted to increase their share of the Council Tax by the greater of 3% or £5 without triggering the need to hold a referendum.

1.37 The table below shows some of the options and the extra revenue generated.

Increase	New Band D	Annual Increase	Weekly Increase	Extra Revenue
	£	£	£	£
2.00%	213.13	4.18	0.08	98,875
2.39%	213.95	5.00	0.10	118,284
2.99%	215.20	6.25	0.12	147,783

1.38 The level of increase each year affects the base for future years and the proposed increase for 2026/27 is 2.99%, or £6.25 per year for this Council's part of the Council Tax bill, generating additional revenue of £147,783. This ensures we do not accidentally trigger a referendum.

1.39 Members will recall that in our Medium-Term Financial Strategy (MTFS) approved in October 2024, we have the strategic intention '*to raise Council Tax by the maximum allowed in any given year, without triggering a Council Tax referendum, to endeavour to continue to deliver services*'.

### **Financial Reserves – General Fund**

1.40 The Council's main uncommitted Financial Reserves are the General Fund Working Balance of £2.001m, the uncommitted element of the Transformation Reserve of £0.700m and the NNDR Growth Protection Reserve which had a balance of £16.9m after the revised budget process, to fund the MTFP. Due to the uncertainty surrounding local authority income and the fact that the Council has reduced budgets to a minimal level, it is important that the Council continues to review whether we have an acceptable General Fund Working Balance.

### **Housing Revenue Account (HRA)**

#### **2025/26 Current Budget**

1.41 In January 2025, Members agreed a budget for 2025/26. Rent levels were set in line with government regulations with an increase of 2.7%, effective from the 1<sup>st</sup> of April 2025. HRA fees and charges were also set, effective from the same date.

1.42 The Revised Budget was considered by Executive at its meeting on the 1<sup>st</sup> of December 2025 and by the Finance and Corporate Overview Scrutiny Committee at its meeting on the 27<sup>th</sup> of November. There have been no changes to the budget position since this time.

1.43 The revised budget for 2025/26 showed a balanced budget with neither a surplus nor deficit.

#### **2026/27 Original Budget and 2027/28 to 2029/30 Financial Plan**

1.44 The proposed budget for 2026/27 is balanced with a transfer into the HRA Revenue Reserve of £0.706m. Estimates for future year transfers into the reserve are; 2027/28 £0.535m, 2028/29 £0.746m and 2029/30 £0.710m. This is shown on **Appendix 3**. The proposal is to transfer any surplus that arises over these amounts into the HRA Revenue Reserve in all years. **Appendix 4** details the net cost of each cost centre.

1.45 The HRA budget is made up of the same assumptions as the General Fund budget for staff costs, superannuation costs, and inflation. There are, however, some assumptions that are specific to the HRA. The main factors taken into account in developing the Council's financial plans for the HRA are set out within the sections below.

#### Level of Council Dwelling Rents

1.46 The MHCLG Policy Statement on rents for social housing states:

*'From 1 April 2026, providers may generally increase the rent on both Social Rent and Affordable Rent properties by up to CPI plus 1 percentage point each year. The policy is to remain in effect for at least five years; to provide the stability that providers need to borrow and invest in new and existing homes, while ensuring appropriate protection for tenants. It is the intention of the government that any rent settlement that follows the one set out in this policy will also be in place for at least five years.'*

1.47 For 2026/27 the income for dwelling rents has been included in the budget at CPI rate 3.8% (for September 2025), plus 1% (4.8%). For future years it has been assumed the same policy will apply but 3% has been included as an estimate of the increase in income.

1.48 The government consultation in relation to social housing rent policy was concluded in August 2025. The proposal was to re-introduce rent convergence mechanisms whereby an optional £1 or £2 weekly convergence may be added to rent for those properties where formula rent has not been achieved. The Council has properties which are not at formula rent under the previous rent convergence system, and properties which remain reduced due to previous capped rent increases in 2023/24.

1.49 A report on rent convergence giving full details of the implications for tenants and the Council, will be provided to the Council meeting on 28<sup>th</sup> January 2026.

1.50 The table below shows the average rent increases excluding service charges, for both Social Rent and Affordable Rent, which is charged on all new build properties.

Increase	New Rent Charge	Annual Increase	Weekly Increase	Range of New Rent Charge
4.8%	£105.68	£251.68	£4.84	£73.70 - £141.10
Average for Social Rent				
4.8%	£142.64	£339.72	£6.53	£94.13 - £299.60
Average for Affordable Rent				

#### Empty Property Levels - Voids

1.51 It is inevitable during a financial year that there will be occasion when properties are empty and therefore no income will be earned. This could be the gap in the tenancy between one tenant vacating and the next one taking up the property or could be part of a management decision to leave the property empty because it is part of a capital or repair scheme which is soon to commence.

1.52 An estimate of the number of void properties which may occur in each financial year needs to be made so that the dwelling rent income budget can be reduced to reflect this. For 2026/27 the estimate for voids which has been included in the MTFP is 2.5%, we have used the same estimate for the years 2027/28 to 2029/30.

#### Fees and Charges

1.53 Although the main source of income for the HRA is property rents, the HRA is also dependent for its financial sustainability on a range of other charges. These charges are set on the principle that wherever possible charges for services should reflect the cost of providing those services.

1.54 A schedule of the proposed charges is set out at **Appendix 4, table 1**. For 2026/27 in all cases the charges are recommended to be increased by 4.8%. It is also recommended to remove the discount for paying by Direct Debit for garage rent since this is now standard practice.

#### **Financial Reserves - HRA**

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

#### **Capital Programme**

1.56 There will be three separate reports to Council on the 28<sup>th</sup> of January 2026 concerning the Council's Treasury Management Strategy, Investment Strategy and Capital Strategy. The Capital Strategy report will consider capital financing such as borrowing which enables the proposed capital programme budgets to proceed.

### **2025/26 Current Budget**

1.57 In January 2025, Members approved a Capital Programme in respect of 2025/26 to 2028/29. Scheme delays and technical problems can cause expenditure to slip into following years and schemes can be added or extended as a result of securing additional external funding. Where capital expenditure slipped into 2025/26 the equivalent amount of funding was not applied during 2024/25 and is therefore available in 2025/26 to meet the delayed payments.

1.58 The Revised Capital Programme was considered by Executive at its meeting on the 1st of December 2025 and by the Finance and Corporate Overview Scrutiny Committee at its meeting on 27<sup>th</sup> November. There have been no changes to the budget position since this time.

### **General Fund Capital Programme 2026/27 to 2029/30**

1.59 The proposed Capital Programme for the General Fund totals £6.387m for 2026/27; £4.874m for 2027/28; £1.249m for 2028/29 and £1.929m for 2029/30 (**Appendix 5**).

### **Housing Revenue Account Capital Programme 2026/27 to 2029/30**

1.60 The proposed Capital Programme for the Housing Revenue Account totals £11.608m for 2026/27; £10.303m for 2027/28; £10.898m for 2028/29 and £5.801m for 2029/30 (**Appendix 5**).

1.61 A list of all the schemes and associated funding are attached as **Appendix 5** to this report.

### **Robustness of the Estimates – Section 25 Local Government Act 2003**

1.62 This section of the report is prepared in accordance with Section 25 of the Local Government Act 2003, which requires the Council's Section 151 Officer to report on the robustness of the estimates made for the purposes of budget setting and on the adequacy of the financial reserves.

1.63 In forming an opinion on the robustness of the estimates, the Section 151 Officer has considered the following factors:

- The robustness of the budget setting process and the assumptions underpinning the budget such as inflation. This includes the consultation with all budget managers and senior management.
- Employee costs are based on an approved establishment.
- Investment income is in line with the Treasury Management Strategy.
- Income budgets are achievable.
- The financial management and control frameworks in place.
- The risks associated with the budget and the measures in place to mitigate those risks.
- The alignment of the budget with the Council's strategic priorities and objectives.
- The impact of external influences on the estimates such as changes in government policy or legislation.

1.64 In consideration of the above, the Council's Section 151 Officer (The Director of Finance) is satisfied that the estimates are robust and prudent. Estimates in respect of national policy change are based on best available data at the time of setting the budgets and funding has not been included where there is insufficient certainty to do so.

1.65 Likewise, the Section 151 Officer is satisfied that the levels of reserves are considered to be adequate to fund planned expenditure and potential issues and risks that face the Council.

1.66 Financial Resilience has become a significant issue for local authorities over recent years. CIPFA issued their Financial Management Code in 2019, designed to support good practice in financial management and to assist local authorities in demonstrating their financial sustainability. One of the key areas of focus in the Code is financial performance monitoring and demonstrating that financial resilience is being assessed on an ongoing basis. Three key areas are analysed to aid this:

- Revenue Health
- Capital Health
- Funding Sensitivities

1.67 Performance against these metrics will be monitored and benchmarked on a regular basis and reported to the Members as part of the quarterly budget monitoring process.

## **2 Reasons for Recommendation**

2.1 This report presents a budget for approval by Council. It seeks to ensure approval to budgets in respect of the General Fund, the Housing Revenue Account, and the Capital Programme.

## **3 Alternative Options and Reasons for Rejection**

3.1 Alternative options are considered throughout the report.

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## **RECOMMENDATIONS**

1. That all recommendations below are referred to the meeting of Full Council on the 28th of January 2026.

The recommendations to Council are:

X1 That in the view of the Section 151 Officer, that the estimates included in the Medium-Term Financial Plan 2025/26 to 2029/30 are robust and that the level of financial reserves whilst at minimum levels are adequate, be accepted.

X2 That officers report back to Executive and to the Finance and Corporate Overview Scrutiny Committee on a quarterly basis regarding the overall position in respect of the Council's budgets.

#### **GENERAL FUND**

X3 A Council Tax increase of £6.25 is levied in respect of a notional Band D property (2.99%).

X4 The Medium-Term Financial Plan in respect of the General Fund as set out in Appendix 1 of this 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.

X5 That any further under spend in respect of 2025/26 is transferred to the Council's General Fund Reserves.

X6 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 powers to authorise such additional resources as are necessary to effectively manage the resultant increase in workload.

#### **HOUSING REVENUE ACCOUNT**

X7 That Council increases its rent levels by 4.8% to apply from 1<sup>st</sup> April 2026.

X8 That the increase in respect of other charges as outlined in **Appendix 4 Table 1** be implemented with effect from 1<sup>st</sup> April 2026.

X9 The Medium-Term Financial Plan in respect of the Housing Revenue Account as set out in **Appendix 3 and 4** of this 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.

X10 That under spends in respect of 2025/26 to 2029/30 are transferred to the HRA Development Reserve.

#### **CAPITAL PROGRAMME**

X11 That the Capital Programme as set out in **Appendix 5** be approved as the Revised Budget in respect of 2025/26, and as the Approved Programme for 2026/27 to 2029/30.

Approved by Councillor Clive Moesby, Portfolio Holder for Resources

## **IMPLICATIONS:**

**Finance and Risk:**      Yes       No

**Details:**

The issue of Financial Risk is covered throughout the report. In addition, the Council has a risk management strategy and associated framework in place, and the Strategic Risk Register is regularly reviewed through the Council's performance management framework. The risk of not achieving a balanced budget is outlined as a key risk within the Council's Strategic Risk Register and is therefore closely monitored through these practices and reporting processes.

The reductions in government funding on the general fund are currently being managed by contributions to and from the National Non-Domestic Rates (NNDR) Growth Protection Reserve. The HRA does not have the use of this general fund reserve and needs to be carefully managed to ensure it continues to be sustainable over the life of the 30-year business plan.

The capital programme identifies and recognises the need to maintain the Council's assets in a fit for purpose state, and to retain and attract income streams for the Council. The financing of the capital programme is secured for the duration of the MTFP, minimising the risk of any additional unplanned borrowing.

Section 25 of the Local Government Act 2003 requires that the Section 151 Officer reports on the robustness of the estimates made and the adequacy of reserves in this financial plan. These requirements are addressed at 1.62 – 1.67 of this report.

All other financial implications are covered in the relevant sections throughout the report.

On behalf of the Section 151 Officer

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

**Details:**

The Council is legally obliged to set and deliver a balanced budget prior to the commencement of the new financial year in April 2026, which shows how income will equal spend over the short and medium term. This can take into account deliverable cost savings and/or local income growth strategies as well as useable reserves. However, a budget will not be balanced where it reduces reserves to unacceptably low levels. This report together with the associated budget timetable has been prepared in order to comply with our legal obligations.

There are no Data Protection issues arising directly from this report.

On behalf of the Solicitor to the Council

**Staffing:**      Yes       No

**Details:**

These are covered in the main report and supporting Appendices where appropriate.

On behalf of the Head of Paid Service

<b><u>Equality, Diversity, and Consultation:</u></b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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**Details:**

Not applicable to this report.

<b><u>Environment:</u></b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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**Details:**

Not applicable to this report.

## DECISION INFORMATION

<b><i>☒ Please indicate which threshold applies:</i></b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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**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.

Yes  No

(a)  (b)

**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)  (b)

**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:

All

**Is the decision subject to Call-In?**

*(Only Key Decisions are subject to Call-In)*

Yes  No

If No, 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)*

Yes  No

**Consultation carried out:**

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

Yes  No

Leader  Deputy Leader  Executive  SLT

Portfolio Holder  
for Resources

Relevant Service Manager  Members  Public

Other

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

<b>DOCUMENT INFORMATION</b>
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<b>Appendix No</b>	<b>Title</b>
1	General Fund Summary
2	General Fund Detail
3	Housing Revenue Account Summary
4	Housing Revenue Account Detail
4 table 1	HRA – Fees and Charges 2026/27
5	Capital Programme

<b>Background Papers</b>
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*(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).*

None
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# Appendix 1

## BOLSOVER DISTRICT COUNCIL GENERAL FUND

Description	Revised Budget 2025/26	Original Budget 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30
	£	£	£	£	£
Community Services Directorate	11,198,004	11,427,421	11,942,258	12,473,531	12,923,412
Corporate Resources Directorate	3,389,757	4,117,186	4,115,282	4,257,033	4,385,711
Dragonfly Services	3,386,567	1,842,986	1,572,703	1,715,257	1,845,652
<b><u>S106 Expenditure</u></b>					
Community Services Directorate	1,980,738	0	0	0	0
<b>Net Cost of Services</b>	<b>19,955,066</b>	<b>17,387,593</b>	<b>17,630,243</b>	<b>18,445,821</b>	<b>19,154,775</b>
Debt Charges	723,934	914,493	900,428	848,197	857,361
Investment Interest	(2,510,865)	(2,643,390)	(2,907,104)	(3,048,399)	(3,282,583)
<b>Appropriations:</b>					
Contributions to Reserves	2,451,325	1,816,014	1,769,014	1,218,014	1,738,014
Contribution from Earmarked Reserves	(1,125,067)	(403,104)	(173,267)	(180,982)	(186,270)
Contribution (from)/to NNDR Growth Protection Reserve	2,750,296	1,029,714	845,867	782,056	(3,642,744)
Contribution from Grant Accounts	(7,355)	(5,220)	(5,220)	(5,220)	(5,220)
Contribution from Revenue Grants	(1,457,025)	(51,872)	(8,000)	0	0
Contribution (from)/to Holding Accounts	(390,661)	(85,225)	(85,241)	(75,261)	(77,261)
Contribution from S106 Holding A/cs	(1,980,738)	0	0	0	0
<b>TOTAL EXPENDITURE</b>	<b>18,408,910</b>	<b>17,959,003</b>	<b>17,966,720</b>	<b>17,984,226</b>	<b>14,556,072</b>
Parish Precepts	5,196,508	5,196,509	5,196,510	5,196,511	5,196,512
<b>TOTAL SPENDING REQUIREMENT</b>	<b>23,605,418</b>	<b>23,155,512</b>	<b>23,163,230</b>	<b>23,180,737</b>	<b>19,752,584</b>
Revenue Support Grant	(1,629,311)	(7,273,655)	(5,461,912)	(3,592,159)	(3,720,536)
Business Rates Retention	(10,395,503)	(3,875,920)	(4,186,818)	(4,510,667)	(4,847,794)
New Homes Bonus Grant	(282,413)	0	0	0	0
Recovery Grant	(327,644)	(327,644)	(327,644)	(327,644)	0
Extended Producer Responsibility Grant	(693,861)	(1,047,577)	(1,047,577)	(1,047,577)	(1,047,577)
Transitional Protection 95%	0	(494,039)	(2,002,602)	(3,566,013)	0
Employers NIC Grant	(89,315)	0	0	0	0
Local Audit Reform Grant	(34,265)	0	0	0	0
COUNCIL TAX - BDC precept	(4,882,554)	(4,940,169)	(4,940,169)	(4,940,169)	(4,940,169)
Council tax - Parish element from above	(5,196,508)	(5,196,508)	(5,196,508)	(5,196,508)	(5,196,508)
Council Tax Collection Fund (Surplus)/Deficit	(74,044)	0	0	0	0
<b>TOTAL FUNDING</b>	<b>(23,605,418)</b>	<b>(23,155,512)</b>	<b>(23,163,230)</b>	<b>(23,180,737)</b>	<b>(19,752,584)</b>
<b>FUNDING GAP / (SURPLUS)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Appendix 2

## General Fund Detail - 2025/26 - 2029/30

List of General Fund net budgets per cost centre per directorate

			Revised	Original			
			Budget	Budget	Forecast	Forecast	Forecast
			2025/26	2026/27	2027/28	2028/29	2029/30
			£	£	£	£	£
Comm S G007	Community Safety - Crime Reduction		76,760	85,577	88,987	92,533	96,884
Comm S G010	Neighbourhood Management		87,007	89,917	92,532	95,225	97,999
Comm S G013	Community Action Network		374,002	410,841	429,924	449,027	469,391
Comm S G017	Private Sector Housing Renewal		87,663	104,900	109,140	113,571	117,993
Comm S G018	Environmental Health Covid Team		31,819	0	0	0	0
Comm S G020	Public Health		(70,000)	(70,000)	(70,000)	(70,000)	(70,000)
Comm S G021	Pollution Reduction		297,032	297,531	309,261	323,108	339,013
Comm S G022	Env Health - Health + Safety		(430)	0	0	0	0
Comm S G023	Pest Control		47,487	51,981	53,969	56,048	58,225
Comm S G024	Street Cleansing		447,541	467,126	486,443	503,911	523,333
Comm S G025	Food, Health & Safety		159,707	164,951	173,622	181,389	188,199
Comm S G026	Animal Welfare		120,914	142,088	147,934	154,035	159,958
Comm S G027	Emergency Planning		20,439	21,022	21,622	22,241	23,041
Comm S G028	Domestic Waste Collection		1,684,767	1,769,089	1,854,577	1,936,747	2,017,760
Comm S G031	S106 - Biodiversity		8,030	0	0	0	0
Comm S G032	Grounds Maintenance		1,135,831	1,184,393	1,238,329	1,289,659	1,341,298
Comm S G033	Vehicle Fleet		1,326,186	1,424,827	1,458,707	1,508,716	1,549,301
Comm S G036	Environmental Health Mgmt & Admin		347,557	336,377	346,508	356,802	367,225
Comm S G037	BDC Air Quality No2		393,075	0	0	0	0
Comm S G042	Asylum Dispersal		489,588	42,413	47,098	50,162	52,847
Comm S G046	Homelessness		264,857	273,638	289,042	302,943	316,728
Comm S G048	Town Centre Housing		(10,600)	(10,600)	(10,600)	(10,600)	(10,600)
Comm S G049	Temporary Accommodation Officer		66,514	50,975	53,142	55,594	57,959
Comm S G053	Licensing		74,490	73,717	79,257	84,997	90,590
Comm S G056	Land Charges		42,477	65,316	67,445	69,643	72,327
Comm S G061	Bolsover Wellness Programme		157,635	162,189	171,724	181,301	193,038
Comm S G062	Extreme Wheels		12,778	11,993	12,525	16,883	21,994
Comm S G064	Bolsover Sport		172,157	180,550	191,465	202,816	213,684
Comm S G065	Parks, Playgrounds & Open Spaces		54,948	56,922	58,477	60,092	62,039
Comm S G067	Shirebrook TC Regeneration		31,170	0	0	0	0
Comm S G068	Biodiversity NG + LNR Work		35,141	0	0	0	0
Comm S G069	Arts Projects		61,151	62,048	63,889	67,594	69,959
Comm S G070	Outdoor Sports & Recreation Facilities		30,743	31,035	31,487	31,940	32,407
Comm S G072	Leisure Services Mgmt & Admin		303,458	319,784	330,403	333,304	341,414
Comm S G073	Planning Policy		360,930	338,255	352,844	367,993	380,363
Comm S G074	Planning Development Control		166,804	197,419	203,390	228,792	254,087
Comm S G076	Planning Enforcement		119,126	123,837	129,336	134,258	139,787
Comm S G079	Senior Urban Design Officer		68,366	69,599	72,052	74,592	77,733
Comm S G097	Groundwork & Drainage Operations		94,806	101,198	105,418	109,150	113,724
Comm S G106	Housing Anti Social Behaviour		142,095	144,745	148,235	155,952	161,747
Comm S G112	Creswell Health + Wellbeing Centre		0	(1)	1	0	1
Comm S G113	Parenting Practitioner		62,997	64,038	66,197	68,433	71,202
Comm S G123	Riverside Depot		282,846	274,585	280,695	286,914	293,558
Comm S G124	Street Servs Mgmt & Admin		92,211	80,727	81,812	83,982	87,161
Comm S G125	S106 Percent for Art		133,072	0	0	0	0
Comm S G126	S106 Formal and Informal Recreation		402,827	0	0	0	0

**General Fund Detail - 2025/26 - 2029/30**

List of General Fund net budgets per cost centre per directorate

			Revised	Original		
			Budget	Budget	Forecast	Forecast
			2025/26	2026/27	2027/28	2028/29
			£	£	£	£
Comm S	G131	Bolsover Community Woodlands Project	28,396	10,000	10,000	10,000
Comm S	G132	Planning Conservation	54,644	55,674	57,641	59,673
Comm S	G135	Domestic Violence Worker	52,341	56,129	57,995	59,926
Comm S	G139	Proptech Engagement Fund	9,825	0	0	0
Comm S	G142	Community Safety - CCTV	5,735	3,404	3,433	3,462
Comm S	G143	Housing Strategy	65,419	68,463	72,898	77,643
Comm S	G144	Enabling (Housing)	49,995	52,057	54,469	56,396
Comm S	G146	Pleasley Vale Outdoor Activity Centre	57,429	50,561	52,983	54,484
Comm S	G148	Commercial Waste	(262,000)	(275,500)	(275,500)	(275,500)
Comm S	G149	Recycling	185,120	217,103	228,073	238,623
Comm S	G153	Housing Advice	22,125	26,335	27,911	29,335
Comm S	G170	S106 Outdoor Sports	606,173	0	0	0
Comm S	G172	S106 - Affordable Housing	195,418	0	0	0
Comm S	G176	Affordable Warmth	26,671	27,497	28,208	28,938
Comm S	G179	School Sports Programme	11,143	8,263	9,624	11,031
Comm S	G182	Community Outreach Programmes	4,548	0	0	0
Comm S	G196	Assistant Director of Planning & Planning Policy	101,304	99,367	105,381	110,818
Comm S	G198	Assistant Director of Housing (GF)	40,463	41,179	42,624	44,117
Comm S	G199	Assistant Director of Street Scene	92,158	96,230	102,139	108,344
Comm S	G202	Assistant Director of Leisure, Health & Wellbeing	93,953	98,076	104,076	109,499
Comm S	G210	Strategic Director of Services	125,607	131,159	139,338	147,624
Comm S	G223	Contracts Administrator (QS)	60,205	61,241	63,400	65,636
Comm S	G226	S106 - Highways	498,645	0	0	0
Comm S	G227	S106 - Public Health	136,573	0	0	0
Comm S	G228	Go Active Clowne Leisure Centre	304,947	323,238	370,308	418,586
Comm S	G229	Housing Standards	(111)	0	0	0
Comm S	G238	HR Health + Safety	126,021	112,999	125,706	126,224
Comm S	G239	Housing + Comm Safety Fixed Penalty Acc	5,000	5,000	4,676	0
Comm S	G260	Weekly Food Waste Collections	193,021	963,944	989,986	1,018,925
<b>Total for Community Services Directorate</b>			<b>13,178,742</b>	<b>11,427,421</b>	<b>11,942,258</b>	<b>12,473,531</b>
Corp R	G001	Audit Services	173,300	181,810	185,880	191,500
Corp R	G002	I.C.T.	1,389,710	1,456,694	1,494,461	1,535,884
Corp R	G003	Communications, Marketing + Design	373,521	362,903	379,273	389,439
Corp R	G006	Partnership, Strategy & Policy	640,806	809,548	826,960	843,410
Corp R	G011	Director of Leader's Executive Team	54,461	55,623	57,581	59,608
Corp R	G012	Community Champions	14,609	16,707	17,139	17,582
Corp R	G014	Customer Contact Service	1,037,750	1,106,214	1,149,729	1,194,363
Corp R	G015	Customer Service + Improvement	154,359	176,905	182,393	189,384
Corp R	G016	Skills Audit	26,633	0	0	0
Corp R	G038	Concessionary Fares & TV Licenses	(13,742)	(14,382)	(14,784)	(15,200)
Corp R	G039	Children and YP Emotional Well-being	50,000	0	0	0
Corp R	G040	Corporate Management	331,539	356,717	360,577	374,763
Corp R	G041	Non Distributed Costs	290,214	258,979	264,427	269,903
Corp R	G043	Chief Executive Officer	197,028	201,229	204,947	212,057
Corp R	G044	Financial Services	546,600	528,424	556,611	578,680
Corp R	G050	Executive Support	103,014	126,078	134,665	140,614
			<b>12,923,412</b>			

**General Fund Detail - 2025/26 - 2029/30**

List of General Fund net budgets per cost centre per directorate

			Revised	Original			
			Budget	Budget	Forecast	Forecast	
			2025/26	2026/27	2027/28	2028/29	
			£	£	£	£	
Corp R	G051	Senior Valuer	69,614	70,847	73,314	75,868	79,027
Corp R	G052	Human Resources	285,393	292,021	276,662	285,775	290,970
Corp R	G054	Electoral Registration	238,437	215,768	221,284	226,359	233,295
Corp R	G055	Democratic Representation & Management	572,326	571,783	571,896	572,008	572,124
Corp R	G057	District Council Elections	0	25,000	50,000	0	0
Corp R	G058	Democratic Services	205,206	246,017	258,456	269,616	279,698
Corp R	G060	Legal Services	462,796	569,505	523,469	549,954	576,063
Corp R	G086	Alliance	5,250	5,250	5,250	5,250	5,250
Corp R	G100	Benefits	542,200	683,637	689,779	708,273	744,555
Corp R	G103	Council Tax / NNDR	600,228	647,101	634,739	655,008	684,267
Corp R	G108	Local Government Reorganisation	500	0	0	0	0
Corp R	G111	Procurement	95,376	98,625	103,429	108,350	112,868
Corp R	G117	Payroll	116,254	121,211	126,160	131,317	137,610
Corp R	G118	Union Convenor	41,697	42,532	44,050	45,620	47,564
Corp R	G155	Customer Services	75,379	70,748	75,262	79,410	82,737
Corp R	G157	Controlling Migration Fund	6,000	0	0	0	0
Corp R	G161	Rent Rebates	55,922	23,111	18,307	79,598	74,673
Corp R	G162	Rent Allowances	67,766	76,822	67,493	104,137	94,808
Corp R	G164	Support Recharges	(5,735,653)	(5,628,729)	(5,799,975)	(6,010,388)	(6,211,710)
Corp R	G168	Multifunctional Printers	27,200	30,000	30,000	30,000	30,000
Corp R	G192	Scrutiny	40,518	45,683	49,422	52,039	54,197
Corp R	G195	Director of Governance + Monitoring Officer	117,742	120,261	123,996	128,328	133,698
Corp R	G197	Director of Finance + Section 151 Officer	117,003	119,102	123,298	127,642	133,024
Corp R	G211	UK Shared Prosperity Fund	4,975	0	0	0	0
Corp R	G216	Raising Aspirations	3,125	0	0	0	0
Corp R	G218	I - Venture/Namibia Bound	12,500	0	0	0	0
Corp R	G220	Locality Funding	90,850	0	0	0	0
Corp R	G224	Mine Water Heat Network	32,970	0	0	0	0
Corp R	G251	Youth Based Intervention Programme	3,327	0	0	0	0
Corp R	G255	Skills to Thrive 16 - 24	3,591	0	0	0	0
Corp R	G257	Employee Engagement	50,685	47,442	49,132	50,882	53,046
Corp R	G259	East Midlands Investment Zone	235,533	0	0	0	0
Corp R	G261	Engaging Supply Chain SME's	75,000	0	0	0	0
Corp R	G264	Support Service Recharge - Dragonfly	(499,755)	0	0	0	0
<b>Total for Corporate Resources Directorate</b>			<b>3,389,757</b>	<b>4,117,186</b>	<b>4,115,282</b>	<b>4,257,033</b>	<b>4,385,711</b>
D/Fly	G077	LGA Housing Advisers Programme (HAP)	21	0	0	0	0
D/Fly	G078	LGA Net Zero Innovation Programme (NZIP)	2,761	0	0	0	0
D/Fly	G080	Engineering Services (ESRM)	100,550	104,683	106,801	108,973	110,899
D/Fly	G082	Tourism Promotion + Development	68,948	69,583	72,027	74,556	77,689
D/Fly	G083	Building Control Consortium	55,000	55,000	55,000	55,000	55,000
D/Fly	G085	Economic Development	141,546	25,445	25,445	25,445	25,445
D/Fly	G088	Derbyshire Economic Partnership	15,000	15,000	15,000	15,000	15,000
D/Fly	G089	Premises Development	(19,620)	(59,918)	(58,654)	(57,369)	(56,442)
D/Fly	G090	Pleasley Vale Mills	378,400	(75,654)	(64,087)	(44,577)	(40,857)
D/Fly	G092	Pleasley Vale Electricity Trading	(38,213)	(58,327)	(53,222)	(48,015)	(42,704)
D/Fly	G095	Estates + Property	1,028,774	931,607	975,386	1,022,160	1,077,681

**General Fund Detail - 2025/26 - 2029/30**

List of General Fund net budgets per cost centre per directorate

			Revised	Original			
			Budget	Budget	Forecast	Forecast	Forecast
			2025/26	2026/27	2027/28	2028/29	2029/30
			£	£	£	£	£
D/Fly	G096	Building Cleaning (General)	167,480	172,470	178,129	184,025	191,231
D/Fly	G099	Catering	500	500	500	500	500
D/Fly	G109	Chief Executive Officer - Dragonfly	160,769	480	500	519	538
D/Fly	G110	Director of Development - Dragonfly	131,175	157,334	166,492	175,638	183,039
D/Fly	G114	Strategic Investment Fund	187,548	0	0	0	0
D/Fly	G133	The Tangent Business Hub	(7,091)	516	10,907	25,040	28,306
D/Fly	G138	Bolsover TC Regeneration Scheme	1,854	0	0	0	0
D/Fly	G151	Street Lighting	70,000	71,365	72,692	74,046	75,427
D/Fly	G156	The Arc	329,686	286,351	296,485	307,730	316,255
D/Fly	G167	Facilities Management	36,330	18,150	19,991	18,065	20,000
D/Fly	G169	Closed Churchyards	10,000	10,000	10,000	10,000	10,000
D/Fly	G188	Cotton Street Contact Centre	16,574	26,429	26,764	27,102	27,448
D/Fly	G193	Economic Development Management + Admin	546,770	475,896	499,590	523,867	552,907
D/Fly	G200	Director of Construction - Dragonfly	0	16,076	16,957	17,552	18,290
D/Fly	G209	Tourism + Culture	162	0	0	0	0
D/Fly	G212	Net Zero Hyper Innovation Programme	18	0	0	0	0
D/Fly	G222	Visitor Economy Business Support	1,625	0	0	0	0
D/Fly	G263	Crematorium LLP	0	(400,000)	(800,000)	(800,000)	(800,000)
<b>Total for Dragonfly Services</b>			<b>3,386,567</b>	<b>1,842,986</b>	<b>1,572,703</b>	<b>1,715,257</b>	<b>1,845,652</b>
<b>Total Net Cost of Services</b>			<b>19,955,066</b>	<b>17,387,593</b>	<b>17,630,243</b>	<b>18,445,821</b>	<b>19,154,775</b>

# Appendix 3

## Housing Revenue Account

	Revised Budget 2025/26	Original Budget 2026/27	Forecast Budget 2027/28	Forecast Budget 2028/29	Forecast Budget 2029/30
	£	£	£	£	£
<b>Expenditure</b>					
Repairs and Maintenance	7,943,957	6,942,917	7,199,267	7,402,188	7,571,512
Director of Property + Construction	103,229	122,004	129,155	133,676	138,353
Rents, Rates, Taxes + Other Charges	358,224	342,653	332,082	341,512	350,941
Supervision and Management	7,436,761	7,365,554	7,593,105	7,859,381	8,113,946
Special Services	476,853	512,076	522,195	532,323	542,699
Housing Related Support - Wardens	781,906	798,505	826,367	851,107	876,045
Housing Related Support - Central Control	460,547	449,491	459,829	470,346	480,626
Tenants Participation	131,757	104,643	111,015	114,055	117,732
New Build Schemes Evaluations	167,272	0	0	0	0
HRA Health & Safety	57,575	61,192	64,507	66,757	69,084
Debt Management Expenses	10,601	11,142	11,700	12,285	12,650
Corporate Management	89,152	0	0	0	0
<b>Total Expenditure</b>	<b>18,017,834</b>	<b>16,710,177</b>	<b>17,249,223</b>	<b>17,783,630</b>	<b>18,273,588</b>
<b>Income</b>					
Dwelling Rents	(25,706,450)	(26,927,740)	(27,775,770)	(28,730,670)	(29,405,340)
Non-dwelling Rents	(57,528)	(79,358)	(74,638)	(70,498)	(71,383)
Leasehold Flats Income	(7,000)	(20,000)	(20,000)	(20,000)	(20,000)
Repairs and Maintenance	(1,466,092)	(43,500)	(43,500)	(43,500)	(43,500)
Supervision and Management	0	0	0		
Special Services	(28,703)	(25,975)	(26,142)	(26,313)	(26,502)
Housing Related Support - Wardens	(164,694)	(169,852)	(174,950)	(180,195)	(191,170)
Housing Related Support - Central Control	(262,245)	(269,528)	(277,472)	(285,676)	(293,670)
<b>Total Income</b>	<b>(27,692,712)</b>	<b>(27,535,953)</b>	<b>(28,392,472)</b>	<b>(29,356,852)</b>	<b>(30,051,565)</b>
<b>Net Cost of Services</b>	<b>(9,674,878)</b>	<b>(10,825,776)</b>	<b>(11,143,249)</b>	<b>(11,573,222)</b>	<b>(11,777,977)</b>
<b>Appropriations:</b>					
Movement in Impairment Provision	100,000	100,000	100,000	100,000	100,000
Capital Interest Costs	4,647,151	4,771,949	5,116,216	5,290,754	5,521,357
Investment Interest Income	(466,507)	(240,462)	(220,962)	(201,462)	(191,712)
Depreciation	5,348,200	5,700,000	5,700,000	5,700,000	5,700,000
Contribution to Development Reserve	647,405	706,267	534,995	745,930	710,332
Use of Development Reserve	(553,036)	(212,000)	(87,000)	(62,000)	(62,000)
Use of Grant reserve	(48,565)	0	0	0	0
Transfer from Balances	230	22	0	0	0
<b>Net Operating (Surplus)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Housing Revenue Account		Revised	Original	Forecast	Forecast	Forecast
		Budget	Budget	Budget	Budget	Budget
		2025/26	2026/27	2027/28	2028/29	2029/30
		£	£	£	£	£
H002	Treasury Management Advice	10,601	11,142	11,700	12,285	12,650
H004	Supervision and Management	7,436,761	7,365,554	7,593,105	7,859,381	8,113,946
H005	Dwelling Rents	(25,706,450)	(26,927,740)	(27,775,770)	(28,730,670)	(29,405,340)
H006	Non-dwelling Rents	(57,528)	(79,358)	(74,638)	(70,498)	(71,383)
H010	Tenants Participation	131,757	104,643	111,015	114,055	117,732
H011	Special Services	448,150	486,101	496,053	506,010	516,197
H017	Leasehold Flats and Shops Income	(7,000)	(20,000)	(20,000)	(20,000)	(20,000)
H021	Housing Related Support - Wardens	617,212	628,653	651,417	670,912	684,875
H022	Housing Related Support - Central Control	198,302	179,963	182,357	184,670	186,956
H025	HRA Health & Safety	57,575	61,192	64,507	66,757	69,084
<b>Total for Community Services Directorate</b>		(16,870,620)	(18,189,850)	(18,760,254)	(19,407,098)	(19,795,283)
H001	Repairs and Maintenance	6,477,865	6,899,417	7,155,767	7,358,688	7,528,012
H003	Rents, Rates, Taxes + Other Charges	358,224	342,653	332,082	341,512	350,941
H019	New Build Schemes Evaluations	167,272	0	0	0	0
H024	Director of Property & Construction	103,229	122,004	129,155	133,676	138,353
H040	Corporate Management Expenses	89,152	0	0	0	0
<b>Total for Dragonfly Services</b>		7,195,742	7,364,074	7,617,004	7,833,876	8,017,306
<b>Total Net Cost of BDC Housing Revenue Account</b>		(9,674,878)	(10,825,776)	(11,143,249)	(11,573,222)	(11,777,977)

Weekly Charge over 52 Weeks unless otherwise specified

**September 2025 Consumer Price Index 3.8% plus 1% = 4.8%**

	2025/26 52 week Current	2026/27 52 week Proposed	Change £	Change %
Garages (tenant)	14.57	15.27	0.70	4.8%
Garage (in curtilage)	5.50	5.76	0.26	4.8%
Garage plots (billed annually)	255.22	267.47	12.25	4.8%
Parking Bay (annual charge)	205.40	215.26	9.86	4.8%
New Bolsover Service Charge (applies to new tenants only)	2.33	2.44	0.11	4.8%
Special Services Charge (See Note1)	19.06	19.97	0.91	4.8%
Reduced special service (Reduced special services for scheme other than Cat 2 who receive reduced service)	12.71	13.32	0.61	4.8%
Heating Service Charge (See Note 2)				
1 bed flat	4.51	4.73	0.22	4.8%
Support Charges	16.26	17.04	0.78	4.8%
Mobile Warden (long term aim to reach cost, increase capped at 10% per year)	8.26	8.65	0.40	4.8%
Lifeline - Family First Response	6.10	6.40	0.29	4.8%
Lifeline - 24/7 Warden response	9.38	9.83	0.45	4.8%
Lifeline - RSL	5.85	6.13	0.28	4.8%
Buggy Parking (including charging facilities)	4.97	5.21	0.24	4.8%

**Note 1**

**Special Services Charge** includes the heating, cleaning and furnishing of communal areas, provision of laundry and kitchen facilities and other costs. The charge is a contribution to the full cost of these services. This charge is added to the rent amount and is covered by housing benefit if appropriate.

**Note 2 Heating Service Charge** is the cost for the provision and maintenance of a communal heating system. This includes an allowance for electricity to circulate heat within the system. This charge is added to the rent amount and is covered by housing benefit if appropriate.

# Appendix 5

<b>CAPITAL PROGRAMME SUMMARY</b>	<b>Revised</b>	<b>Original</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>
	<b>Budget</b>	<b>Programme</b>	<b>Programme</b>	<b>Programme</b>	<b>Programme</b>
	<b>2025/26</b>	<b>2026/27</b>	<b>2027/28</b>	<b>2028/29</b>	<b>2029/30</b>
	£	£	£	£	£
<b>General Fund</b>					
<b>Assets</b>					
Pleasley Vale Mill - Dam Wall	667,937	-	-	-	-
Riverside Depot CCTV	35,000	-	-	-	-
Pleasley Vale Storm Babet	419,028	-	-	-	-
Land at Portland Street	22,083	-	-	-	-
Shirebrook Crematorium	6,254,189	-	-	-	-
3/4 Vernon St Shirebrook	22,273	-	-	-	-
Mine Water Project	6,250	-	-	-	-
Bolsover Loop Infrastructure Project	28,500	-	-	-	-
Glapwell Cricket Club	35,000	-	-	-	-
Pinxton Community Hub	53,333	-	-	-	-
The Anchor, Clowne	40,000	-	-	-	-
Creative Hub Project	50,000	-	-	-	-
The Tangent - Stonework	9,037	-	-	-	-
Works to Construction Block	23,500	-	-	-	-
Business Growth Grants	301,824	-	-	-	-
	<b>7,967,954</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>£15m Regeneration Funding</b>					
Public Realm	815,000	1,120,000	2,065,000	-	-
Place Programme	260,000	38,000	360,000	-	-
Shopfront Scheme	163,000	345,000	493,000	-	-
Pinxton Village Hall	488,000	212,000	-	-	-
Portland Skills Hub	2,000,000	-	-	-	-
Former Co-op, Bolsover	1,212,000	446,000	292,000	-	-
36/36a Creative Makers	588,000	177,000	85,000	-	-
White Swan	639,000	711,000	150,000	-	-
Shirebrook Market Place	2,000,000	-	-	-	-
	<b>8,165,000</b>	<b>3,049,000</b>	<b>3,445,000</b>	<b>0</b>	<b>0</b>
<b>Asset Management Plan</b>					
Investment Properties	350	-	-	-	-
Leisure Buildings	5,420	-	-	-	-
Pleasley Vale Business Park	13,844	-	-	-	-
Riverside Depot	5,152	-	-	-	-
The Arc	48,375	-	-	-	-
The Tangent	17,003	-	-	-	-
Contact Centres	32,645	-	-	-	-
Asset Management Plan not yet allocated to an individual scheme	125,058	260,000	260,000	260,000	260,000
	<b>247,847</b>	<b>260,000</b>	<b>260,000</b>	<b>260,000</b>	<b>260,000</b>

CAPITAL PROGRAMME SUMMARY	Revised	Original	Forecast	Forecast	Forecast
	Budget	Programme	Programme	Programme	Programme
	2025/26	2026/27	2027/28	2028/29	2029/30
	£	£	£	£	£
<b>Engineering Asset Management Plan</b>					
Car Parks	37,000	25,000	25,000	25,000	25,000
Shelters	13,000	10,000	10,000	10,000	10,000
Lighting	-	15,000	15,000	15,000	15,000
	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>ICT Schemes</b>					
ICT infrastructure	469,000	547,000	100,000	240,000	210,000
Council chamber audio visual equipment	106,558	-	-	-	-
	<b>575,558</b>	<b>547,000</b>	<b>100,000</b>	<b>240,000</b>	<b>210,000</b>
<b>Leisure Schemes</b>					
Pleasley Vale Leisure Equipment	20,000	-	-	-	-
Go Active Café Equipment	4,000	-	-	-	-
Go Active Equipment	23,232	15,000	15,000	15,000	15,000
Tennis Facility at The Arc	80,000	-	-	-	-
Gym Equipment & Spin Bikes	-	435,000	-	-	-
Go-Active Gym flooring	-	45,000	-	-	-
Wellness Hub equipment	-	90,000	-	-	-
	<b>127,232</b>	<b>585,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Private Sector Schemes</b>					
Disabled Facility Grants	650,000	650,000	650,000	650,000	650,000
	<b>650,000</b>	<b>650,000</b>	<b>650,000</b>	<b>650,000</b>	<b>650,000</b>
<b>Vehicles and Plant</b>					
Vehicle Replacements	1,790,889	1,246,500	354,000	34,000	744,500
District CCTV	16,984	-	-	-	-
CAN Rangers Equipment	14,231	-	-	-	-
	<b>1,822,104</b>	<b>1,246,500</b>	<b>354,000</b>	<b>34,000</b>	<b>744,500</b>
<b>Total General Fund</b>	<b>19,605,695</b>	<b>6,387,500</b>	<b>4,874,000</b>	<b>1,249,000</b>	<b>1,929,500</b>

## Housing Revenue Account

### New Build Properties

Alder Close	2,035,877	-	-	-	-
Alfreton Rd Pinxton	12,000	-	-	-	-
Bolsover Homes-yet to be allocated	-	3,000,000	4,500,000	5,000,000	-
Boleaplepton Farm S106 New Build	-	1,260,000	-	-	-
Harlesthorpe Ave Bungalow adaptation	3,873	-	-	-	-
Meadow View Homes - Glapwell	30,000	-	-	-	-
Sandy Lane/Thorpe Ave Whitwell	8,645	-	-	-	-
Woburn Close Cluster	5,630,516	-	-	-	-
	<b>7,720,911</b>	<b>4,260,000</b>	<b>4,500,000</b>	<b>5,000,000</b>	<b>0</b>

### Vehicle Replacements

	553,324	20,000	-	198,000	101,000
	<b>553,324</b>	<b>20,000</b>	<b>0</b>	<b>198,000</b>	<b>101,000</b>

CAPITAL PROGRAMME SUMMARY	Revised	Original	Forecast	Forecast	Forecast
	Budget	Programme	Programme	Programme	Programme
	2025/26	2026/27	2027/28	2028/29	2029/30
	£	£	£	£	£
<b>Public Sector Housing</b>					
Electrical Upgrades	500,000	400,000	400,000	400,000	400,000
External Door Replacements	122,467	75,000	50,000	60,000	40,000
External Wall Insulation	60,000	-	-	-	-
Bramley Vale	-	1,000,000	1,000,000	-	-
Flat Roofing	40,000	40,000	40,000	40,000	40,000
Heating Upgrades	190,000	255,000	255,000	255,000	255,000
Kitchen Replacements	720,000	1,375,000	935,000	975,000	925,000
Re Roofing	1,000,000	1,500,000	1,000,000	1,000,000	1,000,000
Property Services Mgmt. & Admin	134,182	137,754	142,628	147,672	153,296
Safe & Warm	3,628	-	-	-	-
Damp Proof Course	175,000	150,000	150,000	150,000	150,000
Unforeseen Reactive Capital Works	50,000	100,000	100,000	100,000	100,000
Welfare Adaptations	500,000	500,000	500,000	500,000	500,000
Wet Rooms (Bungalows)	250,000	300,000	300,000	300,000	300,000
House Fire / Flood Damage (Insurance)	35,960	-	-	-	-
Outbuilding project	24,750	80,000	80,000	80,000	80,000
Concrete surrounds	100,000	150,000	150,000	150,000	-
Victoria House - fire doors/scooter store	374,202	-	-	-	-
Garage site & footpath resurfacing	163,304	-	-	-	-
Yet to be allocated to a scheme	1,895,180	-	-	867,328	1,056,704
Bathrooms	-	550,000	275,000	275,000	325,000
Windows	-	450,000	225,000	225,000	200,000
Wall Finish	-	265,000	200,000	175,000	175,000
	<b>6,338,673</b>	<b>7,327,754</b>	<b>5,802,628</b>	<b>5,700,000</b>	<b>5,700,000</b>
<b>ICT Schemes</b>					
Open Housing	175,521	-	-	-	-
	<b>175,521</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total HRA</b>	<b>14,788,429</b>	<b>11,607,754</b>	<b>10,302,628</b>	<b>10,898,000</b>	<b>5,801,000</b>
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>34,394,124</b>	<b>17,995,254</b>	<b>15,176,628</b>	<b>12,147,000</b>	<b>7,730,500</b>

### Capital Financing

#### General Fund

Better Care Fund	(650,000)	(650,000)	(650,000)	(650,000)	(650,000)
Prudential Borrowing	(6,254,189)	-	-	-	-
Reserves	(2,528,249)	(2,688,500)	(779,000)	(599,000)	(1,279,500)
Capital Receipts	(626,115)	-	-	-	-
External Funding	(9,547,142)	(3,049,000)	(3,445,000)	-	-
	<b>(19,605,695)</b>	<b>(6,387,500)</b>	<b>(4,874,000)</b>	<b>(1,249,000)</b>	<b>(1,929,500)</b>

CAPITAL PROGRAMME SUMMARY	Revised	Original	Forecast	Forecast	Forecast
	Budget	Programme	Programme	Programme	Programme
	2025/26	2026/27	2027/28	2028/29	2029/30
	£	£	£	£	£
<b>HRA</b>					
Major Repairs Allowance	(6,143,282)	(6,327,754)	(5,602,628)	(5,700,000)	(5,700,000)
Prudential Borrowing	(7,005,038)	(3,000,000)	(4,500,000)	(5,000,000)	-
Reserves	(20,000)	(20,000)	-	(198,000)	(101,000)
Capital Receipts	(934,149)	(2,260,000)	(200,000)	-	-
External Funding	(685,960)	-	-	-	-
	<b>(14,788,429)</b>	<b>(11,607,754)</b>	<b>(10,302,628)</b>	<b>(10,898,000)</b>	<b>(5,801,000)</b>
<b>TOTAL CAPITAL FINANCING</b>	<b>(34,394,124)</b>	<b>(17,995,254)</b>	<b>(15,176,628)</b>	<b>(12,147,000)</b>	<b>(7,730,500)</b>

## Agenda Item 10

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted