

The Arc
High Street
Clowne
S43 4JY

To: Chair & Members of the Executive

Contact: Alison Bluff
Senior Governance Officer
Telephone: 01246 242528
Email: alison.bluff@bolsover.gov.uk

Tuesday 9th December 2025

Dear Councillor

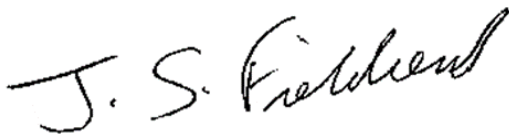
EXTRAORDINARY EXECUTIVE

You are hereby summoned to attend an Extraordinary meeting of the Executive of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Wednesday 17th December 2025 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

A handwritten signature in black ink, appearing to read "J. S. Fielden".

Solicitor to the Council & Monitoring Officer

Equalities Statement

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

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

Access for All statement

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

- **Phone:** [01246 242424](tel:01246242424)
- **Email:** enquiries@bolsover.gov.uk
- **BSL Video Call:** A three-way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need Wi-Fi 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

EXTRAORDINARY EXECUTIVE AGENDA

***Wednesday 17th December 2025 at 10:00 hours taking place in the Council Chamber,
The Arc, Clowne***

Item No.		Page No.(s)
	<u>PART 1 - OPEN ITEMS</u>	
1.	Apologies For Absence	
2.	Declarations of Interest	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda	
	b) any matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
	<u>KEY DECISIONS</u>	
3.	Contract Awards for Professional Services for Bolsover Regeneration Projects	4 - 8
4.	Pleasley Vale Business Park Flood Mitigation Works	9 - 16
5.	Exclusion of the public	
	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].	
	<u>PART 2 - EXEMPT ITEMS</u>	
	<u>NON KEY DECISION</u>	
6.	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	

BOLSOVER DISTRICT COUNCIL

Extraordinary Meeting of the Executive on 17th December 2025

Contract Awards for Professional Services for Bolsover Regeneration Projects

Report of the Portfolio Holder for Growth

Classification	This report is Public
Contact Officer	Amelia Carter Senior Economic Development Officer

PURPOSE/SUMMARY OF REPORT

- To update members on the outcome of a recent series of procurement exercises for the appointment of contractors to deliver professional services
- To recommend 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 awarded to Bolsover District Council (£15 million).

REPORT DETAILS

1. Background

- 1.1. Following the approval of the Investment Plan by Ministry of Housing, Communities, and Local Government (MHCLG), the Economic Development Team have established client teams for the delivery of the 8 approved capital projects. There are five projects which are to be delivered in Bolsover town, and then there are a further three projects – two for Shirebrook and one for Pinxton.
- 1.2. Within the client team, external professional services are required to ensure there is 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 took place for the appointment of different professional services with multiple lots available in each. Both procurement exercises have been advertised through in-tend and comply with the Procurement Act 2023, supported with the assistance and advice of the Procurement Manager to the Council throughout the Invitation To Tender (ITT) process.

2. Details of Proposal or Information

- 2.1. The first ITT is 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 cover the projects: the Creative Makers Retail

Outlet; shopfront improvement scheme, The Bolsover Community Business Centre, the public realm works in Bolsover town centre, and Green Skills and Retrofit Skills Centre, Portland Drive, Shirebrook.

- 2.2. Following an evaluation exercise, **the preferred bidder for both Lots is Whitley Eaves Ltd at a total contract value of £62,298.76.**
- 2.3. The second ITT was for 'Lots' of Architects, Landscape Architects and Quantity Surveyors. The Architects will be appointed to deliver on the Creative Makers Retail Outlet and The Bolsover Community Business Centre, the Landscape Architects will be appointed for the public realm works in Bolsover town centre, and the Quantity Surveyors will be across all of these projects – the Creative Makers Retail Outlet, The Bolsover Community Business Centre, and the public realm works.
- 2.4. Following an evaluation exercise:
 - the preferred bidders for the Architects are Castle Owen Construction and Property Ltd at a contract value of £67,633.99
 - The preferred bidders for the Landscape Architects are Phillip Jones Associates Ltd at a contract value of £227,580
 - The preferred bidders for the Quantity Surveyors are WT Partnership Ltd at a contract value of £60,089
- 2.5. Timely appointments need to be made for these contractors due to the timescales of the funding and the need to deliver the projects within these timescales.
- 2.6. The appointments in this report are required to deliver aspects of the projects which cannot be delivered under existing resource available within the Council or either of its companies Dragonfly Management (Bolsover) Limited or Dragonfly Development Limited.
- 2.7. The appointments of the contractors are all within the provisional sum allocated within the project budget for each of the services to be provided.

3. Reasons for Recommendation

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

4. Alternative Options and Reasons for Rejection

- 4.1. **To take no action** has been considered and discounted as no progress could be made to deliver the projects approved by the Council and funded through the Regeneration Funding to the deadlines set in the Investment Plan.
- 4.2. **To deliver the services internally** there is insufficient resource within the Council or its Dragonfly companies to undertake this work.

RECOMMENDATION(S)

1. to appoint the preferred bidder – Whitley Eaves Ltd, 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, at a total contract value of £62,298.76.
2. to appoint the preferred bidder – Castle Owen Construction and Property Ltd, for the Architects role at a contract value of £67,633.99.
3. to appoint the preferred bidder – Phillip Jones Associates Ltd for the Landscape Architects role at a contract value of £227,580.
4. to appoint the preferred bidder – WT Partnership Ltd for the Quantity Surveyors role at a contract value of £60,089.

Approved by Councillor Tom Munro, Portfolio Holder for Growth

IMPLICATIONS:

Finance and Risk Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Details: The contracts will be paid out of the £15million awarded through the Regeneration Funding for the delivery of the Investment Plan. The values of the contractors are based on the timescales issued to bidders. If the timescales increase for any reason, the contractors may have a legitimate reason to increase their prices, if additional resource has been required above what they had tendered for. There is a contingency budget within each project budget which would be utilised for additional spend incurred.		
On behalf of the Section 151 Officer		
Legal (including Data Protection) Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Details: The contracts will be awarded utilising resource within the Legal department to ensure adequate terms and conditions are imposed and the necessary due diligence is carried out on the preferred bidders.		
On behalf of the Solicitor to the Council		
Staffing Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Details: There are no staffing implications as a direct result of this report.		
On behalf of the Head of Paid Service		

Equality and Diversity, and Consultation		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Details: There are no equality and diversity implications as a direct result of this report. Consultation and open tender opportunities were advertised through the council's In-Tend system.			
Environment		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Details: There are no environmental implications arising from the award of these contracts.			

DECISION INFORMATION:

<input checked="" type="checkbox"/> <i>Please indicate which threshold applies:</i>	
Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Revenue (a) Results in the Council making Revenue Savings of £75,000 or more or (b) Results in the Council incurring Revenue Expenditure of £75,000 or more.	(a) <input type="checkbox"/> (b) <input type="checkbox"/>
Capital (a) Results in the Council making Capital Income of £150,000 or more or (b) Results in the Council incurring Capital Expenditure of £150,000 or more.	(a) <input checked="" type="checkbox"/> (b) <input type="checkbox"/>
District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected:	All <input type="checkbox"/>
Bolsover And Shirebrook	

<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p> <p>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)</p> <p>Consultation carried out: (this is any consultation carried out prior to the report being presented for approval)</p> <p>Leader <input type="checkbox"/> Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input checked="" type="checkbox"/> Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
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<p>Links to Council Ambition: Customers, Economy, Environment, Housing</p> <p>Ambition: Economy Actively working with partners to support enterprise, innovation, jobs, and skills Unlocking regeneration and development potential of long-term vacant land and buildings, and stalled sites and deliver income-generating capital projects. Securing investment in improvement of our existing business estate and delivery of new commercial space.</p>

DOCUMENT INFORMATION:

Appendix No	Title

<p>Background Papers</p> <p>(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).</p>

DECEMBER 2024

BOLSOVER DISTRICT COUNCIL
EXTRAORDINARY EXECUTIVE ON 17th DECEMBER 2025

PLEASLEY VALE BUSINESS PARK FLOOD MITIGATION WORKS
REPORT OF THE PORTFOLIO HOLDER FOR GROWTH

Classification	Open Report
Contact Officer	Steve Brunt Strategic Director Services

PURPOSE/SUMMARY OF REPORT

To seek approval to appointment a supplier to undertake environmental and flood mitigation works at Pleasley Value Business Park.

REPORT DETAILS

1. Background

- 1.1 Executive at its meeting 23rd June 2025, approved works to undertake de-silting of culverts and repairs to foul drainage systems at Pleasley Mills to a value of £608,537.
- 1.2 Cost of the works were received by Dragonfly Management Ltd by way of competitive process inviting 5 companies to submit pricing. However, due specialist nature of works required, pricing was received from 2 companies. Following evaluation, it was approved contracts be entered into with P&D Environmental Ltd.
- 1.3 Works undertaken to date have included repair to the foul drainage system (£5,000) only, whereas culvert de-silting works were reviewed and deemed as lower priority to de-silting mill ponds 1 and 2 along with vegetation around immediate perimeters undermining structural integrity of mill pond walls and culverts. Scope of works earlier approved (23rd June 2025) have since been reviewed as set out at **Appendix 1**.
- 1.4 Executive is now asked to approve a revised scheme of works (**Appendix 1**) to mill ponds 1 and 2 that are deemed necessary to improve water flow management and flooding mitigation throughout the Pleasley Vale Business Park.

2. Details of Proposal or Information

- 2.1 The revised scope of works will 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, culverts and improve water safety awareness around the site.

- 2.2 Cost of undertaking the revised scope of works is £861,474, which is £257,937 greater than the £608,537 previously approved by Executive (23.6.25); that is, when allowing for £5,000 expenditure incurred to repair the foul drainage system.
- 2.3 Pricing of the revised scope of works has been received from P&D Environmental Ltd, who were evaluated as the most economic advantageous supplier of works approved by Executive on 23rd June 2025. The Council's procurement manager is happy with the revised approach being taken and necessary procurement waivers are in place.
- 2.4 P&D Environmental Ltd have undertaken bank stabilisation works to the upper part of mill pond 1. To facilitate this, they had need to establish a temporary bridge structure along with site works facilities that remain on site at this time. Therefore, was a different contractor to be sought, it is likely increased cost would be incurred through preliminary costs of establishing their site facilities.
- 2.5 It is therefore proposed that P&D Environmental Ltd be appointed to undertake the revised scope (**Appendix 1**) of works and funded by way of:
- (a) Utilising £603,537 of the £608,537 funding approved by Executive (23.6.25).
 - (b) Allocation of £257,900 from reserves.

3. Reasons for Recommendation

- 3.1 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.

4 Alternative Options and Reasons for Rejection

- 4.1 Not undertaking the works will constrain essential works to maintain structural integrity of mill pond walls and culverts that in turn support the mill buildings and water management in the event of further severe weather events experienced in periods of flooding.
- 4.2 Work needs 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.

RECOMMENDATION(S)

1. P&D Environmental Ltd be appointed to undertake the revised scope of works (Appendix 1) and funded by way of:
 - (a) Utilising £603,537 of the £608,537 funding approved by Executive (23.6.25).
 - (b) Allocation of £257,900 from the building repair and renewal reserve, which is within the general reserve.
2. The Executive recognises the special circumstance as detailed in the report which requires that this item be considered as a matter of urgency.

Approved by Councillor Tom Munro Portfolio Holder for Growth

IMPLICATIONS.

Finance and Risk:

Yes ☒

No ☐

Details: Cost implications as set out within the report. The building repair and renewal reserve is now fully allocated, so any further costs will be a cost to general fund unless other reserves are available.

On behalf of the Section 151 Officer

Legal (including Data Protection):

Yes ☒

No ☐

Details:

The priced schedule of works to be undertaken (**Appendix 1**) is redacted to remove individual item pricing as commercially sensitive. Only the total value is shown.

Section 100B(4) of the Local Government Act 1972 states

“An item of business may not be considered at a meeting of a principal council unless either—

(a) a copy of the agenda including the item (or a copy of the item) is open to inspection by members of the public in pursuance of subsection (1) above for at least five clear days before the meeting or, where the meeting is convened at shorter notice, from the time the meeting is convened; or

(b) by reason of special circumstances, which shall be specified in the minutes, the chairman of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency”.

A contract between Dragonfly Development Limited and P&D Environmental Ltd will be established and subject to data protection requirements. The Council's Procurement Manager supports appointment of the contractor.

On behalf of the Solicitor to the Council

Environment:

Yes ☒

No ☐

Details: Proposed works will enhance mill pond water flow systems by managing and removing vegetation and silt and in doing so mitigate extent and risk of future severe flooding events.

Staffing: Yes ☐

No ☒

Details: N/a

On behalf of the Head of Paid Service

DECISION INFORMATION

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

District Wards Significantly Affected	(please state which wards or state All if all wards are affected): Pleasley
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input checked="" type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Details: As set out herein

Links to Council Ambition: Customers, Economy and Environment.
<p>(a) Customers – maintain Pleasley Mills in a good standard for tenant enjoyment.</p> <p>(b) Environment – maintain Pleasley Mills green-scape and water way systems in environmentally friendly ways to meet tenant and visitor enjoyment.</p> <p>(c) Economy - maintain Pleasley Mills in a good standard for tenant and visitor enjoyment.</p>

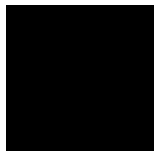
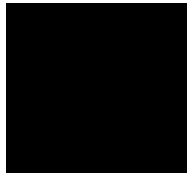
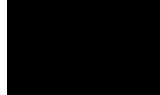
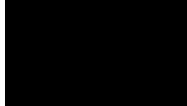
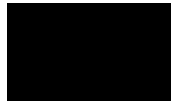
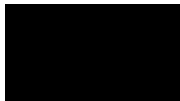




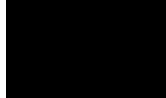

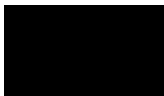


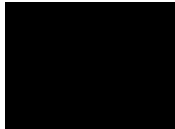


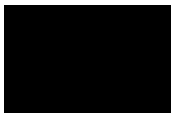

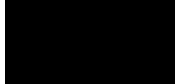
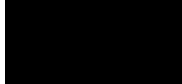
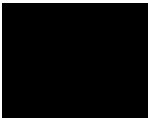
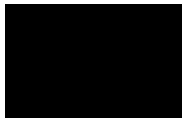
DOCUMENT INFORMATION	
Appendix No	Title
N/a	N/a
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N/a	

290823

Appendix 1

PLEASLEY MILL PONDS 1 AND 2 DE-SILTING (PHASE 2) WORKS SCHEDULE

Mill Pond one			Unit	Price
Mobilisation to site	Sum	1		
Welfare for the duration of the works (CDM2015)	Sum	1		
Temporary access to working areas	Sum	1		
Site fencing and site signs	Sum	1		
Public information board displaying information on the works, to include; planned works, client details, professionals and contractor's details	Sum	1		
Obtain fishery consent for fish rescue	Sum	1		
Fish rescue to Millpond 1	Sum	1		
De-vegetation of silt deposal area (see drawing) all waste to be removed from site and tree stumps to be reduced to below ground level	Sum	1		
De watering of Mill Pond 1 and maintain dewatered level. The pond has approximately 120Lsec of feed from local springs, contractor to make own assessment of water ingress for pricing and management)	Sum	1		
Nicospan retaining wall, 1 meter in front of silt disposal area, 1.5 meters height with treated 75mm stakes at 500mm centres	LM	300		
Mechanically Dredge and placement of dredged material within the disposal area (Mill Pond one's bed is clay lined and must be protected from damage from mechanical plant)	M3	2200		

Dam wall enhancement, pre planted coir rolls (UK Native Plants) and hazel fagots with chestnut post @ 1.4 meters long stakes @ 1 meter centres (One hazel faggot with one pre planted coir roll)	Lm	180		
Back fill with 50mm topsoil dressing behind coir rolls to embankment	M2	360		
Meadow Grass seed to topsoil reinstatement above coir rolls (50grams M2)	M2	360		
Selected de-vegetation of Island Leaving semi Mature trees only (see drawing) all waste to be removed from site.	Sum	1		
Nicospan to perimeter of island + 1 meter and back fill with dredged material	Lm	115		
Planting over dredged disposal areas Phragmites @ 7 plant per M2 (plugs)	M2	3500		
Planting over dredged disposal areas on island with Phragmites @ 7 plant per M2 (plugs)	M2	850		
Removal of trees from river channel walls within the River Meden as well as trees on the top of the bank back 1 meter from the edge from the black pedestrian bridge to the culvert trash screen	Sum	1		
Masonry Repairs to river wall within the channel from the black pedestrian Bridge to the culvert trash screen	Sum	1		
Infill of river-bed scour hole within the river channel from the black pedestrian bridge to the culvert trash screen with DN 300-400 Rock	Sum	1		
Infill with a grout bag, scour hole in front of trash screen	Sum	1		
Install new perry buoys complete with throw lines and cabinet positioned around the lake (see drawing for locations)	Each	4		

Supply as dredged survey on completion, pick up new revetments, dam walls, and structures within 6 meters of the lake edge	Sum	1		
Erection of new warning signs around lake 400 x 600 on di-bond material, reading "Danger Deep Water" and "Do Not Swim"	Each	6		
Temporary access to work area	Sum	1		
site fencing and site signs	Sum	1		
Obtain fishery consent for fish rescue	Sum	1		
Public information board on works, to include planned works, client details, professionals and contractor's details	Sum	1		
Fish rescue of dredging area (water is very shallow with thick silt, the lake has a large number of fish present)	Sum	1		
Install and maintain of temporary stop net to River Medon, 10 meters below Mill Pond Two culvert opening	Sum	1		
Removal of rushes to within 1 meter of the bank line and offsite disposal	Sum	1		
Removal of all willows at the dam wall end of the lake, clear roadside embankment leaving mature trees as directed	Sum	1		
Crown lift overhanging trees to the upper lake and river channel from mill two culvert	Sum	1		
Suction dredging of sediment to dewatering tubes located below Mill Pond Three	M3	1800		
Supply of Dewatering Bags for 1500M3 of material to suit dewatering area	Sum	1		
Dewatering area set up and water return to River Medon	Sum	1		

WAC testing of dewatered material once dry	Sum	1		
Off-site disposal of de watered dredged material (see silt analysis)	Sum	1800		
Reinstatement of access steps to community engagement platform and new composite handrails	Sum	1		
Install new perry buoys complete with throw lines and cabinets located around the lake (see drawing for locations)	Each	4		
Reinstatement of dewatering area	Sum	1		
Supply as dredged survey on completion	Sum	1		
Erection of new warning signs around lake 400 x 600 on di-bond material reading "Danger Deep Water" and "Do Not Swim"	Each	8		
De Mobilisation from site	Sum	1		

Total Works - £861,473.70