

## **EXECUTIVE**

Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Monday 22<sup>nd</sup> July 2019 at 1000 hours.

### **PRESENT:-**

Members:-

Councillor Steve Fritchley in the Chair

Councillors Duncan McGregor, Clive Moesby, Sandra Peake and Deborah Watson.

Officers:- Dan Swaine (Joint Chief Executive Officer), Lee Hickin (Joint Strategic Director – People), Karen Hanson (Strategic Director – Place), Sarah Sternberg (Joint Head of Corporate Governance and Monitoring Officer), Pam Brown (Partnership, Strategy and Policy Manager) and Donna Cairns (Senior Governance Officer).

### **0169. APOLOGIES**

Apologies for absence had been received from Councillors Mary Dooley and Liz Smyth.

### **0170. URGENT ITEMS OF BUSINESS**

There were no urgent items of business at this meeting.

### **0171. DECLARATIONS OF INTEREST**

Members were requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

In relation to Agenda Item 8a – Award of Raising Aspirations Contract – Councillor Clive Moesby wished it to be noted that as a member of Derbyshire County Council he had a non-significant other interest in the matter due to funding for the Raising Aspirations being provided by Derbyshire County Council.

### **0172. MINUTES – 24<sup>TH</sup> JUNE 2019**

Moved by Councillor Duncan McGregor and seconded by Councillor Clive Moesby **RESOLVED** that the minutes of a meeting of the Executive held on 24<sup>th</sup> June 2019 be approved as a true and correct record and be signed by the Chair.

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### 0173. ITEMS RECOMMENDED BY SCRUTINY COMMITTEES

No items were recommended to this meeting by the Scrutiny Committees.

### 0174. BUDGET AND POLICY FRAMEWORK ITEMS

There were no policy and budget framework items.

## NON KEY DECISIONS

### 0175. EXECUTIVE OUTSIDE BODIES APPOINTMENTS

Executive considered the report of the Leader which recommended changes to the appointment to the Outside Bodies of exercising Executive functions. Changes to the appointments were detailed in the appendix to the report.

Moved by Councillor Duncan McGregor and seconded by Councillor Sandra Peake  
**RESOLVED** – that Executive appoint the representatives to the Outside Bodies listed in the appendix to the report.

#### REASON FOR DECISION:

To ensure that the Council was represented on the Outside Bodies. Amendments were made to the positions following appointment of additional Executive Members.

#### OTHER OPTIONS CONSIDERED:

The option not to appoint representatives to these organisations was rejected as this would have failed to provide the Council with representation on these bodies.

(Joint Head of Corporate Governance and Monitoring Officer)

### 0176. CHILD PROTECTION POLICY

Executive considered the report of the Portfolio Holder - Housing and Community Safety which sought approval for a revised Child Protection Policy. The policy was designed to meet the Council's responsibility to safeguard and promote the welfare of children and the Council was committed to ensuring that all children and young people were protected and kept safe from harm by implementing a child-centred approach.

Amendments during this review which were identified included

- Changes in the Council's Safeguarding Link Officers,
- Reference to new national guidance 'Working together to safeguard children: A guide to interagency working to safeguard and promote the welfare of children',
- Amending the Derbyshire County Council's contact numbers for Starting Point and inclusion of the new advice line for practitioners,
- Inclusion of the online referral form information,
- Amending the out of date terminology from 'vulnerable adult' to 'adult at risk' and
- Refresh / update of the policy and appendices.

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It was noted that the policy included the requirement for employees and applicants in posts coming into contact with children undertaking any form of regulated activity to undertake an enhanced Disclosure and Baring Service check. It was queried whether an enhanced DBS check could be required of Councillors however, Executive were advised that only specified roles and posts meet the criteria which Councillors do not fall in to. They therefore cannot be required to undertake a DBS check.

Executive have noted that safeguarding training for Councillors had been recently undertaken and assurances were given that any Councillors who had not attended would be encouraged to attend a catch up session as soon as possible.

Moved by Councillor Sandra Peake and seconded by Councillor Duncan McGregor.

**RESOLVED** – That Executive approve the Child Protection Policy as attached to the report.

### **REASON FOR DECISION:**

The Child Protection Policy needed to be updated in light of changes introduced by Derbyshire County Council and new legislative guidance.

### **OTHER OPTIONS CONSIDERED:**

There were no alternative options other than to review the existing policy. Not having a policy in place would not have been good practice and would have been against Government guidance.

(Joint Strategic Director – People)

## **0177. AWARD OF 'RAISING ASPIRATIONS' CONTRACT**

Executive considered the report of the Portfolio Holder - Partnerships and Transformation which sought approval to appoint Derbyshire Education Business Partnership to continue delivering the Raising Aspirations programme, following the recent tender process.

With continued commitment of funding in 2019/2020 from Derbyshire County Council's localities and place budget, the Partnership, Strategy and Policy Team had worked with Public Health colleagues to design and co-ordinate a tender for a one year contract to commence in September 2019. The tender required work to be delivered in targeted schools across Derbyshire to raise aspirations and address the wider determinants of health. The three schools that were to benefit from the raising aspirations project in the Bolsover District were Stubbing Wood Special School, Frederick Gent School and Heritage High School.

Moved by Councillor Duncan McGregor and seconded by Councillor Sandra Peake

**RESOLVED** – That Executive note the contents of this report and approve the appointment of Derbyshire Education Business Partnership to deliver the Raising Aspirations programme from September 2019 to August 2020.

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### REASON FOR DECISION:

Derbyshire Education Business Partnership through their tender submission demonstrated a solid understanding of the specification requirements and an exceptional track record through their existing Raising Aspirations delivery and other initiatives.

### OTHER OPTIONS CONSIDERED:

The option to do nothing was rejected as funding had already been allocated to the programme. The option to extend the current contract was not possible under procurement rules. A further procurement process was not necessary as the tender received was considered suitable.

(Partnership, Strategy and Policy Manager)

## 0178. EXCLUSION OF THE PUBLIC

**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 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 Minute].

## PRIVATE SESSION – NON KEY DECISIONS

### 0179. PROPOSED RESTRUCTURE OF THE COMMUNICATIONS, MARKETING AND DESIGN TEAM

Executive considered the report of the Portfolio Holder - Corporate Governance which recommended a revised restructure of the Communications, Marketing and Design team in order to increase capacity and resilience to meet current and future demands when promoting the Authority, District and Communities.

The report also recommended approval for an additional £60,000 to procure video marketing expertise to provide advice, assistance and a filming and editing service to help drive forward BolsoverTV documentaries that highlight the social and economic impact of projects within the District and promotional videos over an initial period of two years.

A further proposal within the report was for an additional £1,000 to be added to the forthcoming Multifunctional Device contract to facilitate a dedicated device in reprographics.

Moved by Councillor Duncan McGregor and seconded by Councillor Clive Moesby

**RESOLVED** – That Executive:

- (i) support the staffing changes in the Communications, Marketing and Design Team.
- (ii) request that the Joint Chief Executive Officer exercise his delegated powers, in consultation with the Leader, to implement the resulting structure, subject to no

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substantial changes or issues raised through formal consultation with staff and trade unions, and that the cost of the structure following job evaluation is within the slightly increased budget identified in this report.

- (iii) invest £60,000 from the Transformation Reserve to fund the work outlined in paragraph 1.9 of the report in respect of Bolsover TV and Destination Marketing.
- (iv) approve an additional £1,000 to be added to the forthcoming MFD contract specification.

### REASON FOR DECISION:

To ensure the team's structure would provide sufficient cover/depth to meet the present and future demands in a timely and efficient manner.

### OTHER OPTIONS CONSIDERED:

The option to continue with the existing structure providing a joint service was rejected due to the differing strategic directions and future demands identified.

(Joint Strategic Director – People)  
(Paragraphs 1, 2, 3 and 4)

## **0180. DEDICATED BOLSOVER DISTRICT COUNCIL HEAD OF FINANCE AND RESOURCES (INCLUDING SECTION 151 OFFICER ROLE)**

Executive considered a report of the Portfolio Holder - Finance and Resources which sought approval for the creation of a dedicated Bolsover Head of Finance and Resources (including statutory Section 151 Officer) for Bolsover District Council. The proposal to disestablish the Joint Head of Finance and Resources post as part of the Strategic Alliance Management Team would be submitted to the Strategic Alliance Joint Committee for consideration.

Moved by Councillor Clive Moesby and seconded by Councillor Duncan McGregor  
**RESOLVED** – That Executive

- (i) support the proposal to disestablish both the Joint Head of Finance and Resources post and the BDC Chief Accountant post; and to create a new dedicated BDC post of Head of Finance and Resources.
- (ii) request that the Joint Chief Executive Officer exercise his delegated powers, in consultation with the Leader, to implement the resulting structure, subject to no substantial changes or issues raised through formal consultation with staff and trade unions, and that the cost of the new arrangements following a possible Job Evaluation review is within the budget identified in this report.

### REASON FOR DECISION:

The proposal was to provide dedicated senior management capacity and resource whilst maintaining operational effectiveness.

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### OTHER OPTIONS CONSIDERED:

The option to remain with the existing structure and re-recruit for the joint post was not supported as this was unlikely to prove successful for the reasons highlighted within the report.

(Joint Strategic Director – People)  
(Paragraphs 1, 2, 3 and 4)

### PRIVATE SESSION – KEY DECISIONS

#### **0181. NEW BOLSOVER MODEL VILLAGE NEW BEGINNINGS AND ALDER HOUSE DEMOLITION**

Executive considered the report of the Portfolio Holder - Housing and Community Safety which sought approval to vary two contracts to account for additional work to be carried out at New Bolsover Model Village and Alder House, Shirebrook.

Moved by Councillor Sandra Peake and seconded by Councillor Duncan McGregor  
**RESOLVED** – That Executive:

- (i) approve the contract sum for New Bolsover Model Village – New Beginnings be increased by the amount detailed in the report, to take account of additional work as outlined at paragraphs 1.2 and 1.3 of the report, to be funded from the existing budgets.
- (ii) agree the additional spend on the Alder house demolition contract within the estimated contract sum as outlined in the report.

### REASON FOR DECISION:

To take account of the additional time and cost implications of the projects.

### OTHER OPTIONS CONSIDERED:

There were no alternative options that would satisfy legal and financial obligations.

(Joint Strategic Director – Place)  
(Paragraphs 3)

#### **0182. SAFE AND WARM UPGRADE SCHEME PARK VIEW, BARLBOROUGH**

Executive considered the report of the Portfolio Holder - Housing and community Safety which sought approval to award the contract to Matthews and Tannert Ltd to undertake the Safe and Warm Scheme at Park View, Barlborough, following tender evaluations which took place on the 2<sup>nd</sup> July 2019.

The project concerned the replacement of a communal heating system which currently served 19 bungalows and a communal space at Park View, Barlborough.

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Moved by Councillor Sandra Peake and seconded by Councillor Duncan McGregor  
**RESOLVED** – That Matthews & Tannert Ltd be appointed to undertake the works as outlined within this report as per the tender sum.

### **REASON FOR DECISION:**

Matthews and Tannert Ltd were appointed following evaluation of the submitted tenders.

### **OTHER OPTIONS CONSIDERED:**

Due to the existing condition of the communal heating system there was a potential risk for failure of the boilers, however the option to replace the boilers was rejected as this was not economically viable.

(Joint Strategic Director – Place)  
(Paragraphs 3)

The meeting concluded at 1030 hours.