

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 17th 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 1st 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.

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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 1st December 2025.

At its meeting held on 23rd 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 23rd 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 23rd 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 23rd June 2025. The Council's Procurement Manager was satisfied with the revised approach being taken and the necessary procurement waivers were in place.

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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 23rd 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 23rd 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.

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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

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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.