

# HARBOROUGH DISTRICT COUNCIL

## MINUTES OF THE CABINET MEETING

held at  
Council Chamber, The Symington Building, Adam and Eve Street,  
Market Harborough, LE16 7AG

6<sup>th</sup> February 2023

commencing at 5.30pm

Present:

Councillors: Bateman, Dann, Hallam, King (Chair) and Whelband

Officers: D. Atkinson, E. Bird, C. Bland, L Elliott, S. Hamilton, V. Jessop, C Mason,  
and C. Pattinson

Officers remotely: Ian Pennington

### INFORMATION EXCHANGE FROM PORTFOLIO HOLDERS

#### Planning, Environment and Waste

Councillor Bateman reported that the level of fly-tipping has reduced for the fourth consecutive year. He also reported that the usage of electric charging has increased with over 4,000 charges in the year to date, saving approximately 21,000 kg of carbon across the District. A 'sustainable warmth' competition project is current on-going with the Leicestershire County Council and also 60 properties across the District will benefit from energy efficiency measures to be installed. Tilton-on-the-Hill in conjunction with Green Fox have successfully been awarded funding for a rural electric car club, which will be the first one in the District.

#### Corporate & Regulatory Services

Councillor Dann thanked staff for organising the flying of the LGBT flag from the 1 to the 6 February.

#### Wellbeing, Communities and Housing

Councillor Whelband reported that the recent 'Bidders Day' for the Leisure Procurement Project went very well with five interested organisations.

## Strategy

Councillor King reported that on the 5 February the government announced that the Council had been successful in round 2 for the 'Changing Places' Funding Bid, in relation to St Mary's Community facility in Lutterworth. The first site in Welland Park, has nearly been completed and is anticipated to be opened on the 17 or 18 February 2023.

He also reported that work has been undertaken by Officers on a government proposal to provide housing for Ukrainian and Afghan refugees and a grant will be provided to the Council £1.7 million to provide 13 houses and 1 transfer property, via the Platform Housing Group.

Councillor King advised that he had attended the following meetings :-

- 24 January with Ian Kirkpatrick, the new manager of the Market Harborough Building Society discussing plans to support the local community.
- 25 January – A46 Partnership meeting.
- 26 January – chaired the Leicestershire Districts meeting.

## **TOPICAL ISSUES**

There were none.

## **APOLOGIES FOR ABSENCE**

There were none.

## **DECLARATION OF MEMBERS' INTERESTS**

Councillor King declared an interest in relation to item Agenda item 4, Budget 2023/24 and Medium Term Financial Strategy (2024-25) as he is a County Councillor and the budget contains items relating to Leicestershire County Council.

## **MINUTES**

**RESOLVED that the minutes of the meeting of the Cabinet held on the 16<sup>th</sup> January 2022 be approved as a correct record.**

## **BUDGET 2023/24 & THE MEDIUM-TERM FINANCIAL STRATEGY (2024/25 TO 2027/28)**

The Portfolio Holder introduced the report which set out the Councils Draft 2023/24 Budget and Medium-Term Financial Strategy (2024/25 to 2027/28) (MTFS) in respect of revenue, capital, and reserves.

It was noted that over the past few months all services have been reviewing their service budgets and have generated net savings of £957k for 2023/24 (£4.5m over the MTFS period). Further, on the 19th December the government issued their provisional financial settlement which awarded the Council New Homes Bonus of £1.7m and other grants in excess of £1m. In summary it was noted that the Council has a surplus revenue budget for the first two years of the MTFS (£4.2m), which will be set-aside, to contribute to meeting the forecast deficit budgets of the last three years of the MTFS (£4.5m).

The Portfolio Holder highlighted that the Council has addressed significant inflationary pressures, which have been incorporated into the service budgets. Following the Council decision in December 2022 not to approve the Councils participation in a Strategic Partnership with Melton Borough Council, the budget does not include any savings that were included in the business case.

In February 2022, Council approved the 2022/23 Budget and MTFS and the key points to note were as follows:

- service net expenditure of £11.6m,
- budget requirement of £13.0m,
- Council Tax (Band D) of £177.97, and
- Council Tax Base of 37,389.4

As part of 2021/22 year-end, the 2021/22 Quarter 4 was reported to Cabinet in July and £286k in brought forwards was agreed. In addition, £175k grants were required to be brought forward. This resulted in a 2022/23 Updated Budget with a net expenditure of £12.0m.

The Council has delivered a number of other initiatives over the past year, including: a new Corporate Plan; development of both a Young Persons and Rural Strategies; continued its significant ICT transformation programme; submitted a Round 1 Levelling Up bid; been successful in achieving considerable external government funding (including £2.1m in UK Shared Prosperity Fund); distributed £630k in Jubilee Grants to celebrate the late HM the Queens Platinum Jubilee; and over the past few months, along with Melton Borough Council the Council had been developing a joint business case to support a strategic partnership between the two Councils.

The Portfolio Holder thanked the Section 151 Officer, the Head of Head of Financial Services and all of the Finance team staff for their considerable hard work in preparing the budget.

**RESOLVED that :**

**A. The following be RECOMMENDED to Council for approval**

- The **Fees & Charges Schedule (Appendix 2, Annex A)**; including the delegation to the S.151 officer, in consultation with the Portfolio Holder for Resources, to vary Fees & Charges throughout the year, with retrospective reporting to Council;
- The **Consolidated Final Budget 2023/24 and Medium-Term Financial Strategy (2024/25 to 2027/28)** at **Appendix 2**. In respect of the 2023/24 Final Budget, this includes a
  - Budget Requirement of £16.9m
  - Council Tax Requirement of £6.8m
  - Freeze Council Tax (0%) giving a Band D charge of £177.97 (2022/23; £177.97)
  - Capital Programme of £27.9m.

In respect of the Medium-Term Financial Strategy, by 2027/28 a

- Budget Requirement of £13.8m
- Council Tax Requirement of £8.2m
- “Notional” increase in Council Tax of 2.99% (and notionally for each year of the MTFS).

**B. Note** the comments of the Interim Deputy Chief Executive (& s.151 Officer) in respect of the “Robustness of the 2023/24 Budget and Medium-Term Financial Strategy 2024/25 to 2027/28”.

**C. Comment** on the Equalities Analysis (**Appendix 3**) in respect of implications of the Final Budget 2023/24 and MTFS (2024/25 to 2027/28)

**Reasons for Recommendations**

Cabinet is required to consider, discuss and comment on the Final Budget and MTFS prior to recommending the same to Council.

It is a legal requirement for the council to set a balanced budget.

Recent one off sources of income justify Cabinet recommending that there be no increase in this year, and that the income should be allocated to reserves for use to support capital projects and smooth the impact of the NDR revaluation exercise.

## **LEICESTERSHIRE RESOURCES AND WASTE STRATEGY REPORT 2022-2050**

The Portfolio Holder introduced the report which set out the final draft of the Leicestershire Resources and Waste Strategy (LRWS Strategy) 2022-2050. It replaces the previous Leicestershire Municipal Waste Management Strategy originally adopted in 2002.

The LRWS strategy had been developed through a collaborative approach between district and county council partners that form the Leicestershire Waste Partnership. It has been finalised further to an extensive public consultation and sets out how the Leicestershire Waste Partnership intends to manage municipal waste up until 2050.

The strategy contains a range of pledges. Some of the pledges contained within the Leicestershire Resources and Waste Strategy can only be implemented if sufficient ongoing additional funding is provided by Government to cover the costs incurred by both the waste disposal and collection authorities respectively.

The LRWS will be considered for adoption by all councils that form the Leicestershire Waste Partnership.

A question was asked as to whether the District had any anaerobic digesters and where these would be located. The Head of Environmental Services reported that Leicestershire County Council (LCC) have procured a site however there is an option of the Harborough District Council using household waste sites as transfer stations, which would need to be investigated further, Discussions will be on-going with LCC.

A brief update was provided by the Head of Environmental Services in regards to the deposit return scheme however the final details on how the scheme will operate are being awaited.

### **RESOLVED that :**

- i. the Leicestershire Resources and Waste Strategy be adopted as set out in Appendix 1 to the report.
- ii. the continuation of the waste partnership be endorsed but request that it is developed and enhanced to ensure appropriate political, strategic and organisational engagement.
- iii. the partnership explore collaborative opportunities which have the potential to deliver environmental improvements, whilst helping to reduce costs across the waste-system, such that cost shunting is avoided and mutual benefits are shared across all partners.
- iv. authority be delegated to the Director for Communities and Wellbeing, in consultation with the Portfolio Holder for Planning, Environment and

Waste to sign off any further amendments to the strategy on behalf of Harborough District Council, to incorporate legislative, regulatory, or national policy changes recommended by the Leicestershire Waste Partnership. Any such changes would be communicated in writing to all members.

### **Reasons for Recommendations**

The Strategy provides a policy framework to enable a sustainable system of waste management to be implemented in the County. The Strategy sets out the broad direction for delivery of service development. Further work is required on the details before any major changes can be introduced.

Under the Waste and Emissions Trading Act 2003, all two-tier authorities are required to have in place a Joint Municipal Waste Management Strategy for the management of municipal waste within their areas. The Leicestershire Resources and Waste Strategy (LRWS) sets out how the Leicester Waste Partnership (LWP) intends to manage municipal waste in the period up to 2050. The LRWS replaces the Leicestershire Municipal Waste Management Strategy (LMWMS) which was last updated in 2011.

A consultation exercise has informed the final Strategy, which includes objectives and pledges which provide guiding principles and commitments to deliver the waste management service as a whole to meet the overall vision.

Each authority within the Leicestershire Waste Partnership (LWP), which comprises the County Council and the seven district councils in Leicestershire, is in the process of seeking adoption of the final Strategy.

### **ADDITIONS TO LOCAL LIST OF NON-DESIGNATED HERITAGE ASSETS**

The Portfolio Holder introduced the report highlighting that in February 2022 the Council adopted a nomination process and selection criteria for the local heritage list, along with 16 initial entries to the list. The list will develop over time as sites are proposed and considered appropriate for inclusion.

**RESOLVED that** the following be included on the Local List of Non-Designated Heritage Assets:

- a. The Tower House, Main Street, Gumley;
- b. Claybrooke School, Main Road, Claybrooke Parva;
- c. Former Station, Great Glen;
- d. Railway Bridge, Broughton Lane, Leire;
- e. Railway Bridge, Leire Road/Frolesworth Road, Leire;
- f. 24-34 Lutterworth Road, Walcote;
- g. Park House, Park Drive, Market Harborough;

- h. Former Magistrates Court, Doddridge Road, Market Harborough;
- i. Cemetery Chapels, Northampton Road Cemetery, Northampton Road, Market Harborough;
- j. Cemetery Lodge, Northampton Road Cemetery, Northampton Road, Market Harborough;
- k. Gate Piers to Former Bitteswell Hall, Bitteswell;

### **Reasons for Recommendations**

To increase the number of entries on the Local List and recognise the contribution of local heritage to the making of place and the value it has within the lives of people living, working and visiting the district.

## **BITTESWELL CONSERVATION AREA APPRAISAL CABINET REPORT-FEBRUARY 2023**

The Portfolio Holder introduced the report which reviewed, update and record the factors that give Bitteswell conservation area its special interest and justify its designation. This will help improve understanding of the historic importance of the area and how this has shaped its unique character. The management plan informs its future development.

### **RECOMMENDED TO COUNCIL**

- (i) The adoption of the Bitteswell Conservation Area Appraisal and Management Plan attached as Appendix A to the report be recommended to Council.**

### **Reasons for Recommendation**

The Planning (Listed Buildings and Conservation Areas) Act 1990 requires local planning authorities, from time to time, to review existing conservation areas and to formulate and publish proposals for the preservation and enhancement of conservation areas and consult the public in the area in question, taking account of views expressed.

The conservation areas were last appraised between 2005 and 2007. It is appropriate that existing conservation areas are reviewed to ensure the designation remains appropriate and that the management plan is effective.

## **SECTION 100A(4) – LOCAL GOVERNMENT ACT 1972**

**RESOLVED** that the public and press be excluded from the following items on the grounds that the matters yet to be discussed involved the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A to the Local Government Act 1972.

### **INTERIM UPDATE OF HARBOROUGH DISTRICT COMMERCIAL SERVICES LIMITED TO THE SHAREHOLDER**

The Cabinet, considered an exempt report, the interim update of Harborough District Commercial Services Limited to the Council as its sole shareholder.

#### **RESOLVED that:-**

Harborough District Commercial Services Ltd be invited to report to the Council, as shareholder in the company, what options are available for the future development of the company through the evolution of its business plan.

#### **Reasons for Recommendations**

The Council is the sole shareholder for the Company. It is therefore responsible for holding the company to account for its performance. The company is responsible for identifying options and presenting them to the shareholder.

#### **TO CONSIDER ANY MATTERS OF SPECIAL URGENCY**

There were none.

The meeting ended at 19.00