

HARBOROUGH DISTRICT COUNCIL

MINUTES OF THE CABINET MEETING

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

10th October 2022

commencing at 5.30pm

Present:

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

Officers: K. Aitken, S. Baldwin, L Elliott, J. Evans, R. Felts, N. Kwasa, C Mason & C.
Pattinson

INFORMATION EXCHANGE FROM PORTFOLIO HOLDERS

Strategy

Councillor King reported that since the last substantial Cabinet meeting on the 4th July 2022 he had attended the Women's World Gliding Championships in Husbands Bosworth, the Chairman's lunch at Peatling Parva, the Arts Fresco in Market Harborough and the Chairman's Civic service in Claybrooke along with the Lord Lieutenant. He also noted that Harborough District has been informed today that it has been entrusted with one of The Queen's Green Canopy "Tree of Trees," to be planted in Welland Park by the Lord Lieutenant's office, and that it is a great honour as is one of only five trees to be planted in Leicestershire.

TOPICAL ISSUES

There were none.

1. APOLOGIES FOR ABSENCE

There were none.

2. DECLARATION OF MEMBERS' INTERESTS

There were none.

3. MINUTES

RESOLVED that the minutes of the meeting of the Cabinet held on the 4th July 2022 and the minutes of the meeting of the Cabinet held on 12th September 2022 be approved as a correct record.

4. 2022/23 FINANCIAL PERFORMANCE REPORT – OUTTURN QUARTER 1 (YEAR ENDING 31 MARCH 2023)

The Portfolio Holder introduced the report which set out the financial position (outturn) for the year ending 31 March 2023, based on information at the end of June for revenue and capital.

The Leader asked the Director of Finance and S151 Officer to update the Cabinet on the ongoing work to reduce the Revenue forecast overspend of £1,041k, a variance of 8.7% to the approved budget. The Director of Finance and S151 Officer noted that, following detailed information from the Finance team, Service Managers have been completely reviewing their budgets and he has met with every Service Manager and now has some potential ideas of where additional income could be generated or savings made, the intention being that it will reduce the deficit this year it but it is not likely to eradicate it and there will be a better benefit next year. The Director of Finance and S151 Officer noted he is visiting all those proposals for them to come into the draft budget which will be presented to Cabinet in January.

Following the discussion it was,

RESOLVED, that Cabinet considered the financial performance report and commented on the Forecast Outturn (31st March 2023) as detailed within the report and associated appendices.

Reasons for Recommendations

Good financial governance requires the Cabinet to consider and comment on the forecast financial outturn for 2022/23. Such commentary demonstrates to customers, partners, and stakeholders that the Council is actively considering the financial environment within which the Council is operating.

5. PERFORMANCE: QUARTER 1, 2022/23 YEAR

The Portfolio Holder introduced the report which highlighted the Status of all 32 Key Activities at the end of Quarter 1 of the 2022/23 year (see Appendix A for full details): 27 (84.4%) Key Activities had a status of Green. 5 (15.6%) Key Activities had Amber status. 0 (0.0%) Key Activities were classed as Red status.

- Two Key Activities were added to the Corporate Plan during Quarter 1 of the 2022/23 year:

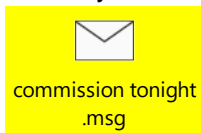
- KA.01.13 External maintenance works to The Symington Building and
- KA.01.14 Refurbishment of toilets in Welland Park, Market Harborough.

The Cabinet had the opportunity to question the Portfolio Holder and following the discussion it was,

RESOLVED, that the Cabinet considered and commented on the contents of the report.

Reasons for Recommendation

The Council's Performance Management Framework requires that both Scrutiny and the Cabinet have a role in monitoring the performance of the Council against its Corporate Delivery Plan.



6. CORPORATE RISK AND OPPORTUNITY MANAGEMENT: QUARTER 1, 2022/23

The Portfolio Holder introduced the report which highlighted that at the end of Quarter 1 of the 2022/23 year there were 18 Corporate Risks and 6 Corporate Opportunities on the Corporate Risk and Opportunity Register. Full details of the Risks and Opportunities, including scores and mitigating actions, were attached at Appendix A to the report.

The Cabinet had the opportunity to question the Portfolio Holder and following the discussion it was,

RESOLVED, that the items contained within the Council's Corporate Risk and Opportunity Register (attached at Appendix A to the report) be noted.

Reasons for Recommendation

The Council's Risk and Opportunity Management Framework provides that the Council's Risks and Opportunities will be reported on a regular basis.

7. STRATEGIC PARTNERSHIPS

The Leader introduced the report which noted that at the Council meeting on 20th June 2022 a report on the options for the senior management structure was presented and a delegation was agreed to the Leader and Interim Chief Executive to identify and select a strategic partner, based on the criteria set out in the report, and to progress negotiations with that partner and report back to Council on the suggested way forwards at a later date. The purpose of this report was to provide an update on the selection and negotiations for a strategic partner and set out the next steps of the process. A representation was heard from Councillor Knowles, Leader of the Liberal Democrat group, in which he noted that at this point in time, the Liberal Democrat group does not support the scheme to move to a joint or shared chief executive as they are concerned about the potential impact on the delivery of services and for the structure of the Council's management as a whole. The Leader noted

that the report being considered at this meeting was to note the progress on the strategic partnership review and authorise the development of a full business case, and that the decision to join a strategic partnership was a matter reserved to Council and that Members would have the opportunity to engage with and scrutinise any proposals.

Following the discussion it was,

RESOLVED, that the Cabinet,

- 1. Note the progress on the strategic partnership review which has identified Melton Borough Council as the preferred partner.**
- 2. Endorse the outcome of the review and authorise working with Melton Borough Council to develop a full business case, and the potential approach for operating such a partnership, which will be presented to Council at a later date.**

Reasons for Recommendations

To enable the preparation of a comprehensive business case which will formally set out how a strategic partnership could benefit each of the Councils in delivering their priorities. This business case will then be presented to Council.

8. LEISURE PROCUREMENT STRATEGY

The Portfolio Holder introduced the report the purpose of which was to seek approval of the Leisure Procurement Strategy. He noted that this and all of the following reports had been through Scrutiny. The Cabinet asked for clarification on point 4.2.4 on pp.94-95 regarding the 'risk that the Council Taxpayer would have to meet the residual 10 years cost of capital if any subsequent contractor did not agree to meet the residual costs of capital.' The Director, Communities and Wellbeing confirmed that the contract is for 25 years then would go out to retender and at that point there is a small risk that the next provider would not take on that contract. She noted that it is hard to say what the market will be like in 25 years' time but was hopeful that would not be the case, although it had to be highlighted as a potential risk. The Cabinet also asked for clarification on point 4.2.2. on p.94 regarding the affordability threshold for the new contract set by Cabinet at £zero management fee paid to the operator or better and what the process would be if potential bidders argue that they cannot do these things unless the Council pays extra. The Director, Communities and Wellbeing confirmed that they had undertaken soft market testing and have five bidders keen to bid, and the consultants SLC feel confident that with the Council's capital investment there will be bids submitted. She confirmed a shadow bid has also been produced alongside to compare. The Cabinet also asked that the situation be made clear in relation to the use of the hall currently allocated to the Indoor Bowls Club. The Director, Communities and Wellbeing confirmed that the Council will be letting the market decide but the use must be aligned to the Health and Wellbeing Strategy and should provide the best return on investment.

Following the discussion it was,

RESOLVED, that the Cabinet approve the Leisure Procurement Strategy which sets the strategic objectives for the future delivery of leisure services across the Harborough District.

Reasons for Recommendations

Approval of the Procurement Strategy will ensure;

- A clear scope of services that are complementary and appeal to the operator market.
- The most appropriate contract term including any proposed extension periods to be built into the contract.
- A clear position regarding future investment plans for the portfolio.
- The most appropriate procurement route to ensure the process meets the Council's requirements, timeframes, and is appealing to the operator market.
- A clear risk profile between the operator and the Council for key areas of responsibility, such as maintenance and utilities.
- A clear position on the use of variant submissions to test different scenarios.
- A clear position on affordability, to inform the development of the Services Specification, and to ensure it aligns with the Council's Medium-Term Financial Strategy.
- An evaluation framework which establishes the right balance between quality and price and seeks to secure the best quality operator that the Council can afford.
- Investment in both sites will be a requirement.

9. VOLUNTARY SECTOR STRATEGY REVIEW

The Portfolio Holder introduced the report which presented the new Voluntary Sector Strategy for 2022-2027, the purpose of which is to recognise the important contribution that the Voluntary and Community Sector (VCS) makes to communities across the Harborough District as well as outlining the key priorities for the Council to guide support and engagement with the sector. The Cabinet had the opportunity to question the Portfolio Holder and following the discussion it was,

RESOLVED, that the Cabinet approve the Voluntary Sector Strategy which sets the strategic objectives for working alongside the Community and Voluntary Sector across the district for the next 5 years.

Reasons for Recommendations

Approval of the Voluntary Sector Strategy will ensure;

- That the Community and Voluntary Sector understand the key priorities and principles for the Council and will work alongside the Council to deliver these.

10. YOUNG PERSON OPPORTUNITIES PLAN 2023-28

The Portfolio Holder introduced the report which presented the Young Person Opportunities Plan 2023-28, the purpose of which is to raise awareness of, and access to, opportunities for those aged 15–34 in the district of Harborough such as employment and housing. It aims to explore how the Council can retain and attract more young people to live, work and learn in the district, and how the Council can support young people to engage with the Council to ensure that their issues are considered throughout service delivery and policy development.

The Cabinet had the opportunity to question the Portfolio Holder and following the discussion it was,

RESOLVED, that Cabinet approve the Young Person Opportunities Plan 2023-28 which sets the aims and objectives to support young people across the district for the next 5 years.

Reasons for Recommendations

Approval of the Young Person Opportunities Plan 2023-28 will ensure we can support young people to engage with the Council to ensure that their issues are considered throughout service delivery and policy development.

11. HEALTH AND WELLBEING STRATEGY REPORT

The Portfolio Holder introduced the report which noted that the Health and Wellbeing Strategy will ensure that the key priorities within the Corporate Plan are delivered, specifically, 'Promoting health and wellbeing and encouraging healthy life choices. The Council is in a strong position to influence and support many wider determinants of health through the services that are delivered, either solely or in partnership with stakeholders. This strategy also underpins the procurement of the new leisure contract for 2024 and focuses on 6 cross cutting strategic priorities: -

1. Quality homes for all
2. Community infrastructure
3. Skills, jobs & income
4. Stronger communities
5. Mental health
6. Physical health

The strategy is based on evidence of the current health and wellbeing of Harborough districts residents and the future predicted health. The Cabinet had the opportunity to question the Portfolio Holder and following the discussion it was,

RESOLVED, that Cabinet;

- **Approve the Health and Wellbeing Strategy 2022-2027 which sets strategic objectives and an action plan to deliver on these objectives, AND;**
- **Approve the Health and Wellbeing Action Plan 2022 – 2024.**

Reasons for Recommendations

Approval of the Health and Wellbeing Strategy will ensure;

- The Council understands and works to improve the health and wellbeing of residents in partnership with key stakeholders and alongside communities.

12. RURAL STRATEGY

The Portfolio Holder introduced the report, the purpose of which was to agree the new Rural Strategy, which aligns to the Council's key Corporate Priorities, as outlined in the Corporate Plan, as well as outlining key principles to support how we can work together to enhance wellbeing and prosperity across the district. The Cabinet asked for confirmation on point 2.3 p.206 that the most recent Urban Rural classification report was from 2011, and that 65% of the district's population live in rural areas. The Director, Communities and Wellbeing confirmed it was the most recent report and that the 65% still holds true.

The Cabinet had the opportunity to question the Portfolio Holder and following the discussion it was,

RESOLVED, that the Cabinet approve the Rural Strategy which sets the strategic objectives on how the Council can work together to overcome challenges, rural proof future policies, and realise the unique opportunities the Council have to enhance wellbeing and prosperity across the district.

Reasons for Recommendations

Approval of the Rural Strategy will ensure the Council will build a future for the people of Harborough district that gives them the best life chances and opportunities.

13. TO CONSIDER ANY MATTERS OF SPECIAL URGENCY (TO BE DECIDED BY THE LEADER)

There were none.

The meeting ended at 19.33