

Minutes of the Cabinet Meeting

Location: Council Chamber, The Symington Building, Adam and Eve Street, Market Harborough, LE16 7AG



Date: 23 October 2023 commencing at 6.30pm

Present:

Councillors:	P. Knowles (Leader) Leisure & Tourism	Cabinet member for Strategy, Culture, Leisure & Tourism
	S. Galton	Cabinet member for Planning
	P. Beadle	Cabinet member for Corporate
	M. Graves	Cabinet member for Finance
	J. Knight	Cabinet member for Wellbeing
	D. Woodiwiss	Cabinet member for the Environment & Climate Change

Officers:

- C. Mason – Interim Deputy Chief Executive, Section 151 Officer
- C. Pattinson – Interim Director of Law & Governance, Interim Monitoring Officer
- V. Jessop – Interim Director of Communities & Wellbeing
- D. Atkinson – Director of Planning
- C. Averill – Head of Property Services
- S. Hamilton – Interim Senior Democratic Officer

Information Exchange

Councillor Galton reported on a number of planning issues, specifically in relation to the new Local Plan which is in the first stage of preparation. A report will be taken the November Cabinet meeting and subsequently to the Council meeting in December results to approve a Local Plan Issues and Options consultation. This will enable the public and other stakeholders to comment on high-level options for the new Local Plan at an early stage. This consultation is named the Regulation 18 consultation, and is part of a number of regulations associated with the development of Local Plans. Councillor Galton advised that this document would not be making any planning decisions, and its purpose is to stimulate interest within the local community, which will help to inform the preparation of the future Local Plan.

If approved by the full Council, the consultation will seek views on a range of planning issues and the proposed options for future developments in the District.

Up and coming changes via a Bill are currently going through Parliament which will change the Local Plan process. This will take away the Council's ability to decide when the Council chooses to submit its plan for examination and it will set up a gateway system which not give Council an option. If the Local Plan is going to be submitted by June 2025, HDC will need to expedite this very quickly and make good progress. This will then require an up-to date project plan to guide the preparation of the plan. It is important the all the relevant stakeholders are aware of the various timelines associated with the preparation of the Plan.

Additional internal resource and external assistance is also required. A report proposing the additional resources required by the Strategic Planning Department will be brought to the Cabinet meeting on the 27th November.

Councillor Graves reported that he had recently attended the Revenue and Benefits Partnership meeting. He has also initiated visits to key Council assets and these are currently underway.

Councillor Beadle reported that the Health and Safety function has been outsourced to Browns. IT have also been involved in updating a number of new systems within a number of areas including legal, finance and the S106 programme. He also advised that a report will be presented to the Overview and Scrutiny Panel for Performance detailing the outcome of bringing the Customer Service function in-house.

Councillor Beadle also expressed his thanks on behalf of the Council to the Head of Corporate Services, Richard Ellis who would be retiring at the end of October having given 30 years of service to the Council and 47 years of service to local government.

Councillor Knight reported that domestic abuse and homelessness presentations continue to be high within the District, part of this is due to receiving applications from other areas. He also reported that the Annual Parish Liaison meeting run in association with the Leicester and Rutland Association of Local Councils will be taking place on the 23rd November.

Councillor Knowles expressed his debt of gratitude for the lengthy service given by Richard Ellis. He also reported on the following :- the Leisure Contract project is proceeding; the Constitutional Review project is underway; the review of Assets held by the Council is proceeding rapidly; and encouraging the local MP's to hold a meeting with the Council on the Statement of Common Ground however the MP's are organising a separate public meeting.

1. Apologies for Absence

There were no apologies for absence.

2. Declaration of Members' Interests

There were no declarations of interest.

3. Minutes

Cabinet agreed the minutes of the meeting on 4th September 2023 as an accurate record.

4. Annual Treasury Management Report 2022/23 and Prudential Indicators

Councillor Graves introduced the report and explained that the Council is required by regulations to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2022/23. The report meets the requirements of both the CIPFA Code of Practice on Treasury Management, and the CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).

RESOLVED:

- (i) that Cabinet note the Annual Treasury Management report for 2022/23
- (ii) that the actual 2022/23 Prudential and Treasury Indicators included within the report be approved.

Reasons

The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities.

5. Facilities Management Service Contract

Councillor Graves introduced the report which detailed the awarding of a contract that will secure the preferred contractor for the provision of soft facilities management services for Council owned buildings, including The Symington Building, Harborough Innovation Centre and Harborough Indoor Hall.

RESOLVED

- i. That the award of a contract for soft facilities management commencing 1st December 2023 for a period of 3 years to contractor 1, as detailed in Appendix A to the report be approved.

- ii. That authorisation to negotiate and finalise the contract, including any minor variations be delegated to the Deputy Chief Executive Officer, in consultation with the Portfolio Holder, Finance and the Head of Legal Services.

Reasons

The Council has to appoint a suitable contractor to undertake a soft facilities management service which is essential to the Council's operation and function of The Symington Building, Harborough Innovation Centre and Harborough Indoor Market.

The evaluation panel agreed that Contractor 1 should be offered preferred provider status based on the tenders submitted.

Awarding a contract based on the tender submitted by Contractor 1 offers the best option and value for money for future soft facilities management service.

6. Urgent items

There were no urgent items identified.

The meeting ended at 18:52