



Corporate and Performance Overview & Scrutiny Panel

To All Members of the Performance Overview and Scrutiny Panel on
Wednesday, 12 March 2025

Date of meeting: Thursday, 20 March 2025

Time: 18:30

Venue: The Council Chamber
The Symington Building, Adam and Eve Street, LE16 7AG

Members of the public can access a live broadcast of the meeting from the [Council website](#), and the meeting webpage. The meeting will also be open to the public.

Agenda

- 1 Apologies for Absence
- 2 Declarations of Members' Interests
- 3 Minutes of the Corporate and Performance Overview & Scrutiny Panel - 12.12.2024 3 - 10
- 4 Development Management Update 11 - 34
- 5 Corporate and Performance Overview and Scrutiny Panel Draft Workplan 35 - 46
- 6 Any Urgent Business
To be decided by the Chairman.

JOHN RICHARDSON
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HARBOROUGH DISTRICT COUNCIL

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And all other Councillors for information

HARBOROUGH DISTRICT COUNCIL

Minutes of the Meeting of the
Corporate and Performance Overview & Scrutiny Panel

Held at The Council Chamber

The Symington Building, Adam and Eve Street, LE16 7AG

On Thursday, 12 December 2024

Commencing at 18:30

Councillor Peter James (chair), Councillor Paul Dann, Councillor Rose Forman, Councillor David Gair (for Councillor Stuart Finan), Councillor Phil King, Councillor Michael Rickman.

Councillor Mark Graves (Portfolio Holder for Finance), Councillor Darren Woodiwiss (Portfolio Holder for Environmental and Climate Change)

Officers:

C. Mason - Director of Finance & S.151 Officer

N. Barnard – Head of Democratic Services, Elections & Monitoring Officer

H. Chadwick – Environmental Coordinator

K. Aitken - Business Planning Officer

Introductions

The Chair opened the meeting and asked Members and Officers to introduce themselves.

1. Apologies for Absence

Apologies were received from Councillor Finan, who was substituted by Councillor Gair.

2. Declarations of Members' Interests

In relation to item 6, Councillor King declared that he was also a member of the County Council.

3. Performance Overview & Scrutiny Panel Minutes – 26.09.24

RESOLVED that the minutes of the meeting of the Corporate and Performance Overview and Scrutiny Panel held on 26th September 2024 were agreed as an accurate record.

Following a question from Councillor King, Councillor Graves, as Finance Portfolio Holder, gave a statement about the Harborough District Leisure Trust, which has recently closed. Further consideration of this matter will be by the Services and Communities Overview & Scrutiny Panel, rather than by this Panel.

4. Portfolio Holder Update

Portfolio Holder updates from Councillors Woodiwiss (Environmental and Climate Change) and Graves (Finance) were tabled.

Finance: the asset review of The Symington Building has been completed and discussed by Cabinet. Suggestions for use that had been considered, but discounted, included the conversion of some of the upstairs into residential accommodation and of the ground floor into a cinema. Neither of these suggestions were found to be viable. The occupancy rate at the Harborough Innovation Centre was 98%. Harborough Enterprise Centre had an occupancy rate of 88%. The footfall at the Market Hall was down in October but recovered in November. The completion of Plowman's Yard is on schedule. Cabinet will consider two reports in January relating to remedial works at the Market Hall and will also be considering the Draft Budget.

Environmental and Climate Change: work is under way with other agencies to establish the full extent of the impact of storm Bert. Residents and businesses affected by flooding are encouraged to report issues through Leicestershire County Council website. Council Officers have taken steps to ascertain the extent of the damage in Little Bowden. Details of Christmas parking arrangements have been given. The Friendship Park is moving towards the spreading of grass seeds. Bulbs and trees have been planted. More work is to be completed over the next few months. The enviro-crime team are running a littering campaign with other councils across Leicestershire.

The Chair invited questions on the update. Councillor King asked whether delays taking forward proposed remedial works for The Symington Building had had an impact on the costs of the work and the likely timetable. Councillor Graves responded that the

strategic review of the building as an asset had taken priority over the remedial works and that it was inevitable, but unavoidable, that delaying the remedial works would have led to some increase in cost. The Director of Finance reported that the two main areas of remedial work related to the brickwork of two faces of the building and to the windows, which needed renovation and the fitting of secondary glazing. Councillor King reminded the Panel that when the building had transformed around 2012, a Cabinet advisory group had been established to oversee progress on the works. The current proposed works might again give the opportunity to review the effectiveness of the civic suite and perhaps other members, and staff, could be involved in developing thoughts over this. Councillor Dann felt that much of the ground floor of the building was now redundant. Could another use be found for this area? Councillor Forman suggested that the space on the ground floor might provide a better location for the civic suite.

Councillor Forman asked what remaining options were for the use of the building. Councillor Graves responded that the asset review report had suggested a number of other options, but these will need further work to develop. The Director of Finance reported that other options included the development of affordable housing on the area of the car parks at the rear of the building (subject to the car parking strategy). There were also options relating to the tenancy and use of areas within the building that were due to be modelled.

The Chair asked for further details of the plan to take forward the future of the building. The Director of Finance stated that the programme was not yet defined, but that first priority was for the remedial works, which would progress alongside exploring the options for the internal use of the building.

Councillor King questioned whether, given that the scheme cost around £25K each year, free parking in Market Harborough over the Christmas period was an effective use of this money. He asked whether it was bringing in extra trade, or was just bringing in trade on a Saturday which would otherwise have happened on other days of the week. Councillor Woodiwiss responded that the figures were inconclusive, but he would look into this again. The footfall counters in the town have recently been changed, so comparable data will not be available until next year. Councillor Gair suggested that Harborough Chamber of Commerce be asked whether the arrangements over Christmas parking had an effect on trade within the town. Councillor Woodiwiss stated that the Chamber had been consulted and were in favour of the scheme. Councillor

King wondered if there was scope to have a conversation with the County Council regarding the bus partnership about whether there was scope for considering a scheme for subsidised bus routes over the Christmas period.

5. 2024/25 Performance Report – Financial (Outturn) and Corporate Performance Quarter 2 (Year ending 31 March 2025)

The Portfolio Holder for Finance introduced the report, which covered the financial outturn and corporate performance Quarter 2 for 2024/25 and drew the Panel's attention to the schedule of variances. The Panel had the opportunity to ask questions on the report and the following points were raised:

Councillor Dann asked about slippage in the capital budget contained within paragraph 3.8 of the report. Councillor Graves replied that this was a regular feature. With regard to the depot, options were being considered, and the new cemetery was proceeding. Procurement was under way for the food waste collection project. The Director of Finance explained how the budgetary reporting system worked and stated that the special projects element of the capital programme is kept aside in case anything urgent arises and has not therefore been committed yet. The new IT system has speeded up the expenditure side of reporting.

Councillor King noted that the Council had reduced expenditure, while maintaining income levels and had benefitted from higher interest rates. However, Planning has again seen a reduction in income. What is being done to understand the likely pipeline of Planning activity is likely to be? The Government decision on the MPPF means that Harborough District will have to take 723 new homes a year as a minimum, which will have a huge impact on the Council's planning work. The Chair agreed that he would speak to the Leader of the Council so that information is shared so that Members are kept abreast of developments in this area.

Councillor King raised a question about the number of reports displayed on the Pentana system's landing page and suggested that these be prioritized to make it clearer for Councillors. The Business Planning Officer said that this would be looked into. Councillor King asked whether the flood relief grants referred to in Appendix 6 to the report were still available. The Chair also asked if the grants would be able to go towards the costs of arranging barriers for some of the most affected properties. The Environmental Coordinator responded that this might be the case, but that she would

check.

Councillor Dann asked about the number of affordable housing completions reported on page 39 of the report. Councillor Graves referred to the recent decision by Leicestershire County Council, which would have a significant effect. The Chair asked for information on the Lutterworth Town Centre scheme; the Director of Finance reported that there was a time limit on the funding and that it would not slip.

Councillor Rickman asked for attendance figures for the Leisure Centres to be included in future versions of the report.

Councillor King enquired about the suppliers of the CCTV cameras. The Chief Executive had said that this was being looked into, but how far had this progressed, especially if the cameras have to be replaced if they are not compliant? The Director of Finance agreed to report on this, but that any effects would be limited. It was agreed that a report on this be brought back to a future meeting of the Panel.

Councillor King asked if the depot was going to be progressed and if there was a real likelihood that a suitable site would become available. Councillor Graves responded that it was on-going. The Director of Finance stated that the Council would persevere with this.

6. Climate Emergency Action Plan Annual report 2023/24

The Portfolio Holder for Environmental and Climate Change and the Environmental Coordinator introduced the annual report for the Climate Emergency Action Plan 2023/24. The Panel had the opportunity to ask questions on the report and the following points were raised:

Councillor Forman noted that there was no mention of buses and public transport within the report, and no mention of active travel, for example the effect of walking to school. Also, was there more information on the EV charging hub? The Environmental Coordinator replied that buses did not fall within the responsibilities of the Council, but car clubs were considered. Regarding active travel, work was undertaken with schools and also with Leicestershire County Council's 'Choose How You Move'. The EV charging hub will be located in the Commons Car Park in Market Harborough and will include six double-headed chargers, with battery storage and an element of renewable energy. Councillor Gair noted that Lutterworth had been campaigning for some time to improve the bus services to Market Harborough and Rugby, and also to improve cycling

and walking within the town. He felt that information on commuter patterns would be very useful. The Environmental Coordinator agreed to look into the availability of travel data. Councillor Rickman noted that villages were in rural locations and had higher emissions in part because there were no rural bus services, and using cars was the only option. He also asked about progress with the installation of solar panels on the Harborough Innovation Centre; the Environmental Coordinator reported that this project was now completed and its effect would be included in next year's report.

Councillor Rickman asked about data relating to the use of the Tilton Car Club, and also for further information on the potential new rural car clubs that were mentioned in the report. The Environmental Coordinator reported that the Tilton Car Club currently had around twenty-five members including some volunteer drivers. Four rural car clubs are to be set up elsewhere within Leicestershire, but there is one group in Harborough that is currently down as a reserve. Hopefully, these clubs will generate further interest in other areas, so that additional funding can be sought. At Councillor Rickman's suggestion, the Environmental Coordinator agreed to circulate details of the Tilton Car Club to other parishes.

Councillor King drew attention to the enhanced bus partnership operated by the County Council and indicated that the Government had confirmed further funding to the County Council for this scheme. There was a bus partnership users' group in which members of the public could become involved. Councillor King noted that the report indicated that the District Council was moving in the right direction, but that it should concentrate on areas where there was a realistic ability for it to make a difference. Councillor Woodiwiss responded that the Climate Emergency Action Plan was to be reviewed this year and identify a pathway for what could be achieved over the next five years. Councillor Dann drew attention to the increase in population between 2011-2021 that was included in the report, but no projection was included for the number of cars in the future. This was likely to be a major problem and further research was needed. The Environmental Coordinator stated that National Grid had projections on this.

The Chair asked whether data was available regarding the use of hybrid cars, and whether anything was being done to encourage EV use among the Council's staff, either through a salary-sacrifice scheme to assist in the purchase of electric vehicles, or in the provision of charging points. The Environmental Coordinator responded that the Council was looking into a salary-sacrifice scheme and that data on hybrid cars

could be considered for future reports.

7. Corporate and Performance Overview and Scrutiny Panel Draft

Workplan

The Chair invited comments on the draft workplan. Councillors Forman and King commented on the number of items included on the draft workplan. Councillor King suggested that some items might best be taken forward by task and finish groups, rather than as meetings of the full Panel. The Head of Democratic Services, Elections & Monitoring Officer noted that work relating to the Scrutiny function was being integrated into the job descriptions of Democratic Services posts that were being recruited for. Where a task and finish group was established, it would be up to the parent Panel to decide on its terms of reference and agree its membership. Councillor King suggested that the review of the car-parking ticket machines might be an appropriate area to be considered by a task and finish group. The Chair agreed to take these issues up with officers. The Head of Democratic Services, Elections & Monitoring Officer suggested that all members of the Panel should be contacted to ask what they would like the Panel to consider and also to consider the best way in which Members could become involved.

8. To consider any urgent items (to be decided by the Chairman)

There were none.

The meeting ended at 21:00

Harborough District Council

Report to Corporate and Performance Overview and Scrutiny Meeting of 20 March 2025

Title:	Development Management Update (to include update on enforcement and s106)
Status:	Public
Key Decision:	No
Report Author:	Adrian Eastwood, Head of Service Development Management.
Portfolio Holder:	Cllr Simon Galton
Appendices:	Appendix 1: summary of the planning service enforcement performance. Appendix 2: Planning appeal outcomes Appendix 3 : s106 entered (in the report period.)

Summary

A summary on the performance of the development management service, over the period between 1 April 2024 to 31 January 2025.

Recommendation

That the Corporate and Performance Overview and Scrutiny Panel notes and considers the information contained in the report and makes any comments or observations on it that the Panel consider necessary.

Reasons for Recommendations

To ensure that Corporate and Performance Overview and Scrutiny Panel are kept updated on the performance of the Council's Development Management function and are given the opportunity to consider this and make comment or observations on it.

1. Purpose of Report

- 1.1 This report advises the Committee on the performance of the Development Management service in respect of planning applications, appeals and enforcement for the period between 1 April 2024 to 31 January 2025.

2. Key Facts

2.1 Performance Targets

2.2 Planning application and planning appeal decisions are subject to the following performance indicators. These reflect national targets measured countrywide. Planning enforcement is measured locally as reported in Appendix 1 to this report.

2.3 In order to assess whether the Development Management service is meeting its planning application decision speed and decision quality targets, it is assessed monthly against four key performance indicators; these are set out in Table 1 below:

Table 1: Planning application and planning appeals - Key Performance Indicators (KPI)

PLANNING APPLICATION DECISIONS KPI's	TARGET
DM 01 % of major applications determined within 13 weeks or other agreed time	60%
DM 02 % of minor and other applications determined within 8 weeks or other agreed time	70%
DM 07 Less than 10% of major decisions allowed at appeal	<10%
DM 08 Less than 10% of minor and other decisions allowed at appeal	<10%

2.4 A summary of the planning application decision data for the above KPI's for the period between 1 April 2024 to 31 January 2025 is set out in Table 2 below. The data shows, the service is meeting its targets. The Service uses extension of times agreements on an individual basis, when appropriate, to try and resolve issues through negotiation of schemes, with aim of a positive outcome. This is referred to in Table 1 as *other agreed time*.

Table 2 - Planning application and planning appeals performance between 1 April 2024 to 31 January 2025

Indicator	April 2024(%)	May 2024(%)	June 2024(%)	July 2024(%)	August 2024(%)	September 2024(%)	October 2024(%)	November 2024 (%)	December 2024(%)	January 2025(%)
DM 01 (Target 60%)	- ¹	83.3	100.0	100.0	-	-	100.0	100.0	100.0	100
DM 02 (Target 70%)	86.9	86.8	77.5	96.4	77.0	73.5	84.6	95.6	89.1	84.4
DM 07 (Target <10%)	0	0	0	0	0	0	0	0	0	0
DM 08 (Target <10%)	1.7	0.0	1.0	0.0	3.2	0.0	1.9	4.4	1.8	0.0

¹ No data i.e. no major decisions for this month.

2.5 Legacy of underperforming planning application decisions

- 2.6 Table 2 data shows that performance is above target. Nevertheless prior to this period there has been a period of underperformance that remains reflected in national performance tables. See [Live tables on planning application statistics - GOV.UK](#). This is reflected because those tables (see P151 & P153) measure performance over a 24-month period ending September 2024. This data therefore still contains information from when the Development Management service planning application decision speed performed at its lowest around mid to late 2022. This low performance followed implementation of reduced service resources/staffing service structure changes (since reversed from December 2023).

Planning Appeal Decisions

- 2.7 Planning application appeal performance is shown to meet targets in Table 1 (DM07 & DM08). Nevertheless, the Authority remains relatively busy in terms of appeals handled. For example, from April 2024 there has often been 30 outstanding (i.e. current) appeals. There are currently 28 outstanding planning appeals. Anecdotally 20 outstanding appeals has historically been typical for Harborough district. Appendix 2 gives some insight into the range of appeals and outcomes.
- 2.8 Of the 25 appeal outcomes shown in Appendix 2, six were allowed (i.e. 24%). Experience suggests a good barometer of performance is that no more than 30% of appeals are allowed. The outcome is below this and indicates the Authority is taking good decisions whilst not shying away from refusing planning permission and defending that at appeal when necessary.

Planning Enforcement

- 2.9 Appendix 1 gives a summary of the Planning Enforcement service data for the period between 1 April 2024 to 31 January 2025, the data shows that in the main, the service is meeting its targets. The exception is target DM30. This reflects that the enforcement service continues to try and resolve a breach of planning control through mediation, which does sometimes impact on this KPI as cases will be open longer than 8 weeks for resolution without formal enforcement action having to be taken.

S106 planning agreements

- 2.10 Appendix 3 is a list of twenty-three s106s entered into in the period under consideration in this report. This highlights that s106 work is a busy workstream. Much s106 work relates to Deeds of Variations (DoV) of existing agreements which is typically required when plans are subject to variation. Such variation is commonplace during the 'life cycle' of development.

3. Legal Implications

- 3.1 The Corporate Overview and Scrutiny Panel plays a key role in the scrutinising the annual budget and monitoring the council's performance on an ongoing basis.

Scrutiny is a core function of the council and ensures that local government is open, transparent and accountable to its residents. The main power of scrutiny is to influence the policies and decisions of the council. Scrutiny does this by gathering evidence, considering key information and questioning officers to make recommendations.

4. Equality Implications

- 4.1 The primary objective of the development management and planning enforcement functions is taking decisions to promote sustainable development or remedy harm resulting from unauthorised development. In taking decisions the Council will not take disproportionate action and shall follow the general principles of the Council's equality duty. Planning decisions will have due regard of equality impacts.

5. Financial Implications

- 5.1 There are no direct financial implications from this update report. Planning fee income is separately reported through regular budget monitoring. There are potential indirect impacts from poor planning application performance, but the Council is not in this category.

6. Risk Management Implications

- 6.1 The integrity of the Development Management process depends on the Councils' planning applicant performance and readiness to take enforcement action when necessary. The service is relatively high profile, and its work/ decisions features regularly (typically weekly) in local media.
- 6.2 With respect to planning decisions and planning appeals the risk to the authority of not demonstrating a minimum five-year supply (5YS) of land for housing is apparent from two February 2025 appeal decisions. These recent decisions lie outside the data period for compiling this report. However, they both represent allowed appeals citing lack of 5YS. These appeals were 23/01104/OUT allowing 48 dwellings at Billesdon and 24/00397/FUL allowing 5 dwellings at Foxton Road, Lubenham.

7. Data Protection Implications

- 7.1 None identified.

8. Consultation

- 8.1 The Portfolio Holder has been consulted on the content of this report.

9. Options Considered

- 9.1 Taking effective planning decisions is important as a means of maintaining public confidence in the planning system and delivering sustainable development, including housing and economic growth. Taking planning application decisions and doing planning appeal work are both statutory functions. Planning enforcement, whilst discretionary, underpins the credibility of the planning system and that activity needs to be done proportionately and expediently in responding to suspected breaches of planning control.

10. Background Papers

10.1 [Live tables on planning application statistics - GOV.UK](#)

Appendix 1: Planning Enforcement Statistics

Performance Targets

Table 1: Key Performance Indicators

PLANNING ENFORCEMENT KPI's*	TARGET
% of Cases responded to within target dates (DM TPI 09) Top priority cases within 1 working day High priority cases within 5 working days Standard priority cases within 10 working days	90%
% of Cases closed within 8 weeks of registration with no formal action deemed necessary or appropriate (DM 30)	90%
% of complainants updated on progress of planning enforcement investigations within 20 days of receipt of complaint (DM TPI 11)	90%
% of enforcement complaints registered and acknowledged within 3 days of receipt (DM TPI 12)	90%

Enforcement Performance between 1 April 2024 to 31 January 2025

Indicator	April 2024(%)	May 2024(%)	June 2024(%)	July 2024(%)	August 2024(%)	September 2024(%)	October 2024(%)	November 2024(%)	December 2024(%)	January 2025(%)
DM TPI 09 (Target 90%)	92.9	93.9	93.3	90	95.2	95.5	95.5	66.7	90	100
DM 30 (Target 90%)	78.95	83.87	79.31	89.66	70	67.57	70	76.92	64	78.57
DM TPI 11 (Target 90%)	92.9	93.9	93.3	100	85.7	95.5	95.5	95.2	100	71.4
DM TPI 12 (Target 90%)	96.4	93.9	90	97.1	90.5	95.5	86.4	90.5	100	100

et 90%)										
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Enforcement cases registered/closed - 1 April 2024 to 31 January 2025.

Month	Enforcement cases registered	Enforcement cases closed
April 2024	29	38
May 2024	33	31
June 2024	31	29
July 2024	34	29
August 2024	21	10
September 2024	22	37
October 2024	22	20
November 2024	21	13
December 2024	10	25
January 2025	18	14
<i>Totals for 10-month period</i>	235	241

Types of breaches investigated - Figures 1 April 2024 to 31 January 2025

Breach type	
Condition non - compliance	79
Unauthorised Development	64
Change of use	39
Advert	27
Untidy Land	18
Unauthorised works to trees	6
Works in a Conservation Area	4
Unauthorised works to listed buildings	3
Hedge removal	1

Number of notices issued between 1 April 2024 to 31 January 2025 (excludes Planning Contravention Notices)

Month	Notices issued
April	0
May	0
June	1
July	0
August	0
September	1

October	3
November	2
December	0
January	7
<i>Totals</i>	14

Appendix 2

Planning Appeal decisions 1st April 2024 – 31st December 2024

Reference	Proposal & Address	Decision type	Officer decision / recommendation	Appeal decision
22/01471/OUT	Outline application for the erection of an agricultural worker's dwelling (all matters reserved). Springfield Farm House, Springfield Farm, Broughton Lane, Leire	Delegated	Refuse	Dismissed
22/01869/FUL	Erection of a dwelling. Withens, Park Lane, Walton	Delegated	Refuse	Dismissed
23/00186/FUL	Erection of 2 free standing solar panels with GPS tracking system in rear garden. 43 Gardiner Street, Market Harborough	Delegated	Refuse	Dismissed
23/00266/FUL	Widening of entrance, Ruperts Rest, 43 Main Street, Great Glen	Delegated	Refuse	Dismissed
23/00267/LBC	Widening of entrance, Ruperts Rest, 43 Main Street, Great Glen	Delegated	Refuse	Dismissed
23/00428/OUT	Outline application for a proposed extension to host dwelling to create one new attached dwelling and erection of one detached dwelling (two dwellings in total) (access, layout and scale to be considered) (Revised scheme of 22/01866/OUT)	Delegated	Refuse	Dismissed
23/00735/ADV	Installation of 1x fascia illuminated sign and 1x hanging illuminated sign. The Square Bar Bistro, 53 The Square	Delegated	Refuse	Dismissed

Reference	Proposal & Address	Decision type	Officer decision / recommendation	Appeal decision
23/00852/OUT	Outline application for two serviced plots for self-build and custom housebuilding (access to be considered). Land Off West Langton Road, Langton Hall, West Langton Road	Delegated	Refuse	Dismissed
23/01005/VAC	Demolition of existing dwelling and erection of a replacement detached dwelling and garage (Variation of Condition 2 (approved plans) of 23/00224/FUL to make revisions to the design to include twin gables to front elevation of main house, larger garage with additional third bay, access to roof space and dormers, updated materials (buff brick in place of red)). Wood Close, Rolleston Road, Skeffington	Delegated	Refuse	Allowed
23/01068/FUL	Erection of a dwelling, West View, Main Street, Cotesbach	Delegated	Refuse	Dismissed
23/01162/CLU	Lawful Development Certificate to establish a Certificate of Lawfulness of Existing Use for the primary and permanent residential (C3) occupation. Langton View Stables, Thorpe Langton Road, East Langton	Delegated	Refuse	Allowed
23/01246/VAC	Creation of new site access and erection of carport (Variation of condition 6 (Permitted Plans) of (20/00515/FUL), to use tile effect metal roofing.	Delegated	Refuse	Dismissed

Reference	Proposal & Address	Decision type	Officer decision / recommendation	Appeal decision
	Cream Cottage, Main Road, Claybrooke Parva			
23/01379/OUT	Outline planning application for the erection of a dwelling (access to be considered). Land Adj 740 Uppingham Road, Thurnby	Delegated	Refuse	Dismissed
23/01464/FUL	Loft Conversion and raised roof construction including rear gabled dormer. 3x rooflights to the front elevation and 2x rooflights to the rear. 47 Alvington Way, Market Harborough	Delegated	Refuse	Dismissed
23/01487/PDN	Notification to determine if Prior Approval is required for the proposed change of use of agricultural buildings to 5 dwellinghouses (Use Class Land To The South Of Gaulby Lane, Stoughton	Delegated	Refuse	Dismissed
23/01530/OUT	Outline planning application (some matters reserved) for one serviced plot for self-build and custom housebuilding (resubmission of 23/00852/OUT) West Langton Road Land Off West Langton Road	Delegated	Refuse	Allowed
23/01553/OUT	Outline application for one serviced plot for self-build and custom housebuilding (access to be considered) Straun Cottage, Main Street, Illston On The Hill	Delegated	Refuse	Dismissed

Reference	Proposal & Address	Decision type	Officer decision / recommendation	Appeal decision
23/01583/OUT	Outline application for two serviced plots for self-build and custom housebuilding (access to be considered). Church Langton Land Adjoining The Causeway, Church Causeway, Church Langton	Committee	Refuse	Dismissed
23/01653/FUL	Erection of four dwellings and conversion and extension of existing barn to form one dwelling Land At The New Coach House, Main Street, Tugby	Delegated	Refuse	Allowed
23/01718/FUL	Erection of a dwelling and amendment to existing access to extend the dropped kerb. 2 Elmhirst Road, Lutterworth, Leicestershire	Delegated	Refuse	Dismissed
24/00115/FUL	Replacement of pillars and erection of wall (Retrospective). Springfield, Leicester Road, Tilton On The Hill	Delegated	Refuse	Allowed
24/00188/FUL	Erection of a single storey side extension and single storey front extension. Fairview, Kibworth Road, Three Gates, Illston On The Hill	Delegated	Refuse	Dismissed
23/00173/FUL	Erection of detached oak framed garage. Tantridge, Shrewsbury Avenue, Market Harborough	Delegated	Refuse	Dismissed

Reference	Proposal & Address	Decision type	Officer decision / recommendation	Appeal decision
24/00444/FUL	2 Stone Lodge Cottages, Launde Road, Tilton On The Hill	Delegated	Refuse	Dismissed
24/00586/FUL	Erection of a single storey rear extension and internal alterations. Orchard Cottage, Hill Farm, Frolesworth	Delegated	Refuse	Allowed

Appendix 3 – List of s106 during the report period.

Date of Sealing	Nature of Document
05/04/2024	Second Deed of Variation relating to Land South of Fleckney Road, Fleckney between HDC (1), Leicestershire County Council (2) and Persimmon Homes Ltd (3) (x3)
18/04/2024	Deed of variation between HDC (1), Leicestershire County Council (2) and Clarity Property Gamma Ltd (3) (x3)
19/04/2024	Deed of variation relating to Land at Eady Drive, Market Harborough Leicestershire between HDC (1) and Persimmon Homes (2) (x2)
29/04/2024	S106 relating to land at Manor Farm, Market Harborough between James David Wilson, Sarah Elizabeth Carley, Richard William Henry Wilson (1), The District Council of Harborough (2), and Leicestershire County Council (3) (x3)
29/04/2024	S106 relating to land at Manor Farm, Market Harborough between James David Wilson, Sarah Elizabeth Carley, Richard William Henry Wilson (1), The District Council of Harborough (2), and Leicestershire County Council (3) (x3)
30/05/2024	Deed of variation relating to land at 783, 785, 787 Uppingham Road, Thurnby between HDC (2) and Leicestershire County Council (3) (x3)
15/07/2024	Deed of variation in relation to land on the east side of Payne's Lane, Medbourne, Leicestershire (22/02017/FUL) between HDC (1), Leicestershire County Council (2), Bel Air Estates Ltd (3), Hereward Homes Ltd (4), Nexa Lending and Security Services (5) (x5)
19/08/2024	Deed of variation relating to the proposed residential development of land adjacent to Overstone House, Kettering Road, Market Harborough, Leicestershire between HDC (1) and Davidsons Development Ltd and Wilson Enterprises Ltd (2) (15/02006/OUT) (x2)
01/10/2024	Planning agreement relating to land at Archway House, Market Harborough, Leicestershire between ARC Partnership Ltd (1), HSBC UK Bank plc (2), Green Living Developments Ltd (3), Alec Charles Welton and Stella-Marie Welton (4), HDC (5), Leicestershire County Council (6) (x2)
04/11/2024	Planning agreement between Brian Charles Forty and Anna Patricia Forty (1) and Caroline Lucy Collins and Sarah Francis Rose Alcock (2) and HDC (3) and Leicestershire County Council (4) relating to land at 103 Bath Street, Market Harborough, Leicestershire, LE16 9EJ; 22/01090/OUT (x3)
04/11/2024	Planning agreement between Diane Elizabeth Billings and Robert Anthony Hemsley as executors of Henry Anthony Hemsley deceased (1) and Kathryn Jane Phillips (2) and HDC (3) relating to land off Airedale Close, Leire, Leicestershire, 21/01248/OUT (x3)
04/11/2024	Deed of variation of contract between North-West Leicestershire District Council (1) and HDC (2) (x2)

- 08/11/2024 Church Farm Billesdon Limited (1) and Nexa Lending and Security Service Limited (2) and HDC (3) and Leicestershire County Council (4) planning agreement relating to land at Gaulby Road, Billesdon; 23/01104/OUT, PINS Appeal ref: APP/F2415/W/24/3346350
- 22/11/2024 Planning agreement between HDC (1) and Persimmon Homes Ltd (2) relating to second deed of variation for land at Eady Drive, Market Harborough, Leicestershire
- 22/11/2024 Deed of Variation between (1) Platform Housing Ltd and (2) HDC relating to land at Naseby Close, Market Harborough, Leicestershire, Section 106A Planning Agreement
- 25/11/2024 Deed of variation relating to Land to the South of HMP Gartree, Gallow Field Road, Leicestershire, LE16 7RP (21/01600/OUT and APP/F2415/W/22/3300227 and 24/001144/VAC) HDC (1), Leicestershire County Council (2) and The Secretary of State for Justice (3) (x3)
- 11/12/2024 Planning agreement between HDC (1) and Davidsons Developments and Wilson Enterprises Limited (2) and Leicestershire County Council (3) relating to land adjacent to Overstone House, Kettering Road, Market Harborough, Leicestershire. (15/02006/OUT, 19/01989/VAC, 23/01151/FUL, 24/00290/FUL, 23/01613/FUL and 23/01615/VAC) (x3)
- 19/12/2024 Deed of variation re: land at Welland Quarter, Market Harborough (20/00718/FUL) between The District Council of Harborough (1) and Mitchian Welland Limited (2) an Solutus Advisors Limited (3) and Alliance Contractors Limited (4) (x4)
- 23/12/2024 Deed of variation re: land at Manor Farm, Market Harborough (24/00491/VAC) between HDC (1) and James David Wilson, Sarah Elizabeth Wilson, Richard William, Henry Wilson and Robert Edward Charles Wilson (2) (x3)
- 14/01/2025 Deed of agreement re: land at Eady Drive, Market Harborough, Leicestershire between (1) Persimmon Homes Ltd and (2) HDC (x2)
- 14/01/2025 Deed of Variation relating to S106 Agreement relating to land at Station Road, North Kilworth between (1) Francis Jackson Homes Ltd and (2) HDC (x2)
- S106 Planning agreement relating to land to the west of Leicester Road, Market Harborough, (24/00888/FUL) between James David Wilson, Sarah Elizabeth Carley, Richard William Henry Wilson and Robert Edward Charles Wilson (1) and The District Council of Harborough (2) and Leicestershire County Council (3) (x2)
- 17/02/2025 Supplemental deed relating to land at St. Wilfrids Close, Kibworth Beauchamp, Leicestershire between Broadmead Developments LLP (1) and HDC (2) and Leicestershire County Council (3) (x3)
- 24/02/2025

Harborough District Council

Report to the Services and Communities Overview and Scrutiny Panel Meeting of 20th March 2025



Title:	Corporate and Performance Overview and Scrutiny Panel Draft Workplan
Status:	Public
Key Decision:	No
Report Author:	Ella Newman, Interim Senior Democratic Services Officer
Portfolio Holder:	Councillor Beadle, Corporate & Regulatory Services
Appendices:	Appendix A – Draft Scrutiny Workplan Appendix B – Council's Forward Plan

Executive Summary

The current draft Workplan for the Corporate and Performance Overview and Scrutiny Panel has been populated using a combination of items previously referred to Scrutiny from various sources, officer or member-led items, and statutory items.

The Workplan will be reviewed at each meeting by the Panel and any further possible items assessed against the agreed criteria listed below:

- Public interest – not an individual's issue
- Performance issues
- Relevant to HDC and its objectives
- Timely – able to act in time, not covered in the last year
- Ability to make a difference/impact/influence
- Not covered by another committee or function of the council
- Resources to deliver – is there enough capacity in the council to deliver the outcomes/review

Recommendations

- | |
|--|
| 1. To review the Corporate and Performance Overview & Scrutiny Panel workplan for 2024/25 and current Forward Plan and consider topics for the 2025/26 workplan for consideration at the Joint Overview & Scrutiny Panel on 16 th April 2025. |
| Reasons for Recommendations |
| 1. It is appropriate that the Panel's Workplan for the coming months will facilitate Council business and the achievement of the agreed Corporate priorities, and enable Panel members and officers to plan work efficiently. |

Reasons for Recommendations

- | |
|---|
| 1. It is appropriate that the Panel's Workplan for the coming months will facilitate Council business and the achievement of the agreed Corporate priorities, and enable Panel members and officers to plan work efficiently. |
|---|

1. Purpose of Report

For the Panel to review the workplan adopted in accordance with its terms of reference.

2. Background

2.1 The Workplan has been populated using a combination of items previously referred to Panel from various sources, officer or member-led items, and statutory items. The workplan will be on the agenda at each Overview and Scrutiny Panel meeting.

3. Details

3.1 The Council's Forward Plan is attached at Appendix B. Its inclusion allows the Corporate and Performance Overview & Scrutiny Panel to identify known decisions which will be made by the Cabinet in the next few months and to identify if Scrutiny involvement can add value to the debate.

3.2 As the municipal year is coming to an end, a Joint Overview & Scrutiny Panel will be convened on 16th April to consider matters for the Scrutiny Panels for 2025/26. Items put forward by members will be considered at this meeting. It is asked that members of the Panel review the current workplan and consider what additional items could be added to the workplan for 2025/26 so that these can be put to the Joint meeting for consideration.

4. Implications of Decisions

4.1. Corporate Priorities

The Corporate and Performance Overview & Scrutiny Panel will review its Workplan to ensure that it supports the corporate vision of building a future for the people of Harborough district that gives them the best life chances and opportunities through:

- Place and Community - Community leadership to create a sense of pride in our place; and
- Healthy Lives – Promoting health and wellbeing and encouraging healthy life choices.

4.2. Financial

No direct financial implications arise directly from this report.

4.3. Legal

The requirement to establish a mechanism by which the Cabinet can be held to account stems from the Local Government Act 2000 and the Localism Act 2011 which require the Council to maintain a transparent and robust scrutiny function.

Harborough District Council's Constitution requires that the Corporate and Performance Overview & Scrutiny Panel exercises the functions set out in the terms of reference of the Panel, as set out at Part 2, Article 6.

The Constitution also requires the Panel to prepare a work programme after the start of the municipal year, however the Panel need not keep to the published work programme. (Part 4,4.5.13).

4.4. Policy

The Council needs to ensure that it has an appropriate Scrutiny work-plan in place in order that Scrutiny can hold the Cabinet to account, undertake policy development, contribute to improved decision-making, and channel the voice of the public.

4.5. Environmental Implications including contributions to achieving a net zero carbon Council by 2030

None as far as this report is concerned.

4.6. Risk Management

None as far as this report is concerned.

4.7. Equalities Impact

None as far as this report is concerned.

4.8. Data Protection

As the report contains no personal information, the principles set out in the Data Protection Act 2018 are not engaged.

Summary of Consultation and Outcome

The Workplan has been prepared in conjunction with Corporate Management Team, report authors and the Chairman of the Corporate and Performance Overview and Scrutiny Panel.

5. Alternative Options Considered

Not applicable.

6. Background papers

None.

Scrutiny Work Plan – Corporate and Performance Panel updated for the 2024/25 Year

Chair: Cllr James Vice-Chair: Cllr Whitmore

Panelists: Dann, Finan, Forman, Gair, King, Rickman, Whitmore

Meeting Date: 25th July 2024			
Report	Reason	Portfolio	Relevant Officers
2023/24 Performance Report – Financial (Outturn) and Corporate Performance Quarter 4 (Year ending 31 March 2024)		Finance Corporate	Clive Mason
Meeting Date: 26th September 2024			
2024/25 Performance Report – Financial (Outturn) and Corporate Performance Quarter 1 (Year ending 31 March 2025)		Finance Corporate	Carolyn Bland Kay Aitken
Equality Plan (Strategy) 2025-2028		Corporate	Julie Clarke
Meeting Date: 12th December 2024			
2024/25 Performance Report – Financial (Outturn) and Corporate Performance Quarter 2 (Year ending 31 March 2025)		Finance Corporate	Carolyn Bland Kay Aitken
Climate Change Action Plan and Net Zero			

31.10.2024

Joint Budget Overview & Scrutiny Panels		Meeting Date: 23 rd January 2025	
Draft Budget 2024/25 & the Medium-Term Financial Strategy (2025/26 to 2028/29)	To scrutinise the Draft Budget 2024/25 & Medium-Term Financial Strategy (2025/26 to 2028/29) and provide comments to Cabinet for consideration.	Finance	Clive Mason
Meeting Date: 20 th March 2025			
2024/25 Performance Report – Financial (Outturn) and Corporate Performance Quarter 3 (Year ending 31 March 2025)		Finance Corporate	Carolyn Bland Kay Aitken
Council Complaints		Corporate	Stuart Done Clive Mason
Development Management Update (to include update on enforcement and S106)		Planning	Adrian Eastwood David Atkinson

Commented [EN1]: This report will be considered at the Cabinet on 24th March 2025. It will be brought to scrutiny at the next meeting following this.

Commented [EN2]: This report was not ready for this meeting of the Panel.



HARBOROUGH DISTRICT COUNCIL FORWARD PLAN

FOR THE PERIOD: 10th March 2025 onwards

What is the Plan?

It is a list of the Key Decisions to be taken by the Cabinet during the period referred to above. The Council has a statutory duty to prepare this document, in accordance with the Local Government Act 2000 (as amended). The Plan is published 28 clear days before a meeting of Cabinet is to be held. The Plan is available to view at the Council's offices in Market Harborough and on the Council's website, www.harborough.gov.uk. The Council also publishes details of decisions to be taken at other meetings, though there is no statutory requirement to do this.

What is a Key Decision?

Definition of a Key Decision is as detailed in Part 2 Article 13.04 of the Council's Constitution:

- a) A "key decision" means a Cabinet decision which is likely:
 - i) to result in the local authority incurring expenditure which is, or the making of savings which are, more than £50,000 of the annual revenue budget for the service or function to which the decision relates or of the capital allocation to the scheme concerned; or

- ii) to be significant in terms of its effects on communities living or working in an area comprising two or more Wards in the area of the local authority; and
- iii) in determining the meaning of "significant" for the purposes of (ii) above, regard shall be had to any guidance for the time being issued by the Secretary of State.

Who makes Key Decisions?

Under the Council's Constitution, Key Decisions are made by:

- Cabinet
- The Leader or Deputy Leader (in matters of urgency only)
- Individual officers acting under delegated powers.

Are only Key Decisions published on the Plan?

The Council has a statutory obligation to publish Key Decisions in the Plan.

What does the List tell me?

The List gives information about:

- Upcoming Key Decisions
- Whether the decision will be made in public or private
- When decisions are likely to be made
- Who will make these decisions
- Who you can contact for further information

Who are the Members of the Cabinet?

The members of the Cabinet and their areas of responsibility are:

• Cllr Phil Knowles	Strategy (Leader of the Cabinet)	p.knowles@harborough.gov.uk
• Cllr Mark Graves	Finance	m.graves@harborough.gov.uk
• Cllr Darren Woodiwiss	Environmental & Climate Change	d.woodiwiss@harborough.gov.uk
• Cllr Paul Beadle	Corporate	p.beadle@harborough.gov.uk

• Cllr Simon Galton	Planning	s.galton@harborough.gov.uk
• Cllr Jim Knight	Wellbeing	j.knight@harborough.gov.uk
• Cllr Jo Asher	Culture, Leisure, Economy & Tourism	J.Asher@harborough.gov.uk

What is the role of Overview and Scrutiny?

The Council's Scrutiny Commission's role is to contribute to the development of Council policies, scrutinise decisions of the Cabinet and hold them to account. Dates of these meetings can be found on the Council's website.

Who do I contact, and how?

Each entry on the Plan indicates the names of the people to contact about that item. They can be contacted via the switchboard on 01858 828282.

Request to view Background Papers

Should you wish to request copies or extracts of any documents listed under the column entitled 'Background Papers', for items which are considered to be Key Decisions, please contact Democratic Services at Harborough District Council, The Symington Building, Adam & Eve Street, Market Harborough, Leicestershire LE16 7AG. Please note that copies or extracts of documents which contain information of a confidential or exempt nature cannot be disclosed to the public.

Submission of Additional Documents

Additional documents which are deemed relevant to a particular Key Decision item may be submitted to the Cabinet for consideration. Copies of such documents may also be requested under the same process for requesting to view Background Papers.

Confidential and Exempt Information

This list may also include items to be considered which contain confidential or exempt information but will not disclose any detail of a confidential or exempt nature. Such items will be identified with 'Exempt' in the appropriate column.

If you feel that any decisions or reports that are to be discussed in private should be taken in public, please contact the Democratic Services (democraticservices@harborough.gov.uk) with your reasons no later than 8 working days before the decision is to be taken, to give time for a response to be made at least five clear working days before the day of the meeting. Items to be discussed in private are those that will involve the disclosure of confidential or exempt information under the stated paragraph of Schedule 12A of the Local Government Act 1972, and when the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Report Title / Subject / Ref.	Meeting Date	Meeting	Decision Maker/Key Decision	Consultation Process/ Exempt	Contact Officer & Portfolio Holder(s)
March 2025					
Extension of the Lightbulb Delegation	24/03/2025	Cabinet	Key Decision	Exempt	Elaine Bird Cllr Knight
Purchase of Homelessness Temporary Accommodation			Key Decision		Steve Nash Cllr Knight
Business Centres Cafe Proposal			Key Decision		Tim Bradbury Clive Mason Cllr Graves
Community Grants Application	18/03/2025	Cabinet Sub-Committee Grants	Key Decision		Becky Nixon Cllr Asher
April 2025					
S106 Grant Applications	09/04/2025	Cabinet Sub-Committee Grants	Key Decision		Steve Taylor Cllr Asher
May 2025					

Report Title / Subject / Ref.	Meeting Date	Meeting	Decision Maker/Key Decision	Consultation Process/ Exempt	Contact Officer & Portfolio Holder(s)
Market Hall lift modernisation and associated works	06/05/2025		Key Decision	Exempt	Caroline Averill Cllr Graves
The Symington Building, external masonry work, window and roof work, and associated work			Key Decision	Exempt	Caroline Averill Cllr Graves
Market Hall roof work and associated work			Key Decision	Exempt	Caroline Averill Cllr Graves