

HARBOROUGH DISTRICT COUNCIL
MINUTES OF THE CABINET MEETING

held remotely on

17th August 2020

commencing at 5.30pm

Present:

Cllr King (Chair)

Councillors (remote access): Bateman, Dann, Hallam, Knowles and Whelband

Officers present: D. Atkinson, S. Green, S. Hamilton, R. Jenner, C. Mason, N. Proudfoot, J. Smith and V. Wenham

INFORMATION EXCHANGE FROM PORTFOLIO HOLDERS

Corporate and Regulatory Services

Councillor Dann reported that as a result of the partial re-opening service for customers wishing to use a face-to-face service as part of the Council's Customer Service Department, there were six appointments up to the week commencing 10 August 2020, and five appointments in the week commencing 10th August. There have been no requests for Pavement Licences.

Wellbeing, Communities and Housing

Councillor Whelband reported that he had visited Harborough Leisure Centre several times since it has re-opened and the social distancing measures are all working well. Good feedback has been received from customers.

Strategy

Further to the report to the Cabinet meeting on the 6th July, Councillor King confirmed that the letter had been sent to the Leicester and Leicestershire MAG in relation to the Leicester and Leicestershire Strategic Growth Plan.

Councillor King reported on a number of items including the Commemoration of the 75th Anniversary of VJ Day on the 15th August and he expressed his gratitude to the work undertaken by Councillor Mahal, as the Armed Forces Champion and the Council's Communications Team; the release of the Planning White Paper by the government for which the closing date for consultation is the 29th October 2020 and reported that the Council will be issuing a response. He advised that Parish Councils have been issued information about this White Paper; and also that the Grow on Centre now has its first occupant, this being an IT company.

Councillor King also confirmed that a letter had been recently sent on behalf of the seven Leicestershire District Councils to the Minister of State asking for an early meeting about the imminent publication in the Autumn of their Devolution Recovery White Paper.

Councillor King also reported that the discretionary business grants scheme now includes day nurseries and all of the grants schemes will be closing in late August. He also reported that he had recently had a briefing meeting with Alicia Kearns, MP for Rutland and Melton.

TOPICAL ISSUES

There were none.

APOLOGIES FOR ABSENCE

There were none.

MINUTES

RESOLVED that the minutes of the meeting of the Cabinet held on 6th July, adjourned to the 14th July 2020 be approved as a correct record.

DECLARATION OF MEMBERS' INTERESTS

There were none.

REVISION TO THE CORPORATE PLAN AND CORPORATE DELIVERY PLAN, 2018/19 TO 2020/21

The Cabinet considered the revised versions of the three year Corporate Plan and Corporate Delivery Plan as work on the implementation of several aspects of the Corporate Delivery Plan had been delayed as a result of the Coronavirus Pandemic which began to have an impact in the mid to late March 2020 period.

Delays to several key activities have occurred and two have been put on hold, with adjusted milestones: KA.01.06 – Explore the benefits of development of a Rural Strategy and KA.05.04 – Develop a Young Peoples' Strategy.

The Cabinet noted that work has recommenced on KA.09.03 – To conduct a Community Governance Review of Parishes and is going to imminently recommence on KA.09.01 – Implement the Smarter Services Programme in order to improve the customer experience, deliver efficiencies, and maximise use of online submissions portals.

RESOLVED that the revisions to the Corporate Plan and Corporate Delivery Plan be agreed as set out in the report papers and the documents be referred to the Performance Scrutiny Panel for discussion.

Summary of Reasons

The Corporate Plan and Corporate Delivery Plan are documents which outline the Council's Vision, Priorities, Critical Outcomes and associated Key Activities for the period 2018/19 to 2020/21. The documents have been revised in response to the Coronavirus Pandemic.

PROVISIONAL FINANCIAL OUTTURN 2019/20

The Cabinet considered a report on the Provisional Financial Outturn 2019/20 which reviewed the Revenue and Capital Provisional Outturn for 2019/20 and associated explanations for variances.

As part of the year end accounts process there is an option for Cabinet to approve carry-forwards of Revenue and Capital funds to 2020/21 to support the delivery of Council priorities.

The provisional financial outturn for the Capital Budget was detailed at Appendix F to the report, and details capital slippage of £2.393 million through profiling of spend and financing into future years.

The carry forward requests amounted to £398,000 on Net Direct Costs of Services. With regards to Reserves, the 2019/20 Budget assumed contributions to and from earmarked reserves. The actual balance as of 31st March is £13,252,000.

The Portfolio Holder for Finance and Assets requested that thanks be placed on record to the Chief Officer Finance and Assets and his staff for all their hard work.

RESOLVED that:

- (i) the provisional revenue outturn for 2019/20 as shown on Appendix A to the report be noted.
- (ii) the Revenue carry forwards in Appendix B to the report totalling £398k into 2020/21 be approved.
- (iii) the key variances detailed in Appendix C and explanation of variances (over £25K) in Appendix D.1 to the report be noted. Also variances are shown by subjective level on Appendix D.2
- (iv) the revenue reserves detailed in Appendix E to the report be noted.
- (v) the provisional capital outturn as shown on Appendix F to the report be noted.
- (vi) the carry-forward of capital approvals and funding in the Capital programme totalling £2.393m listed in Appendix F to 2020/21 be approved.
- (vii) the significant acquisitions and disposals during 2019/20 be noted.

Summary of Reasons

The Council was originally required to produce its draft statement of accounts by the end of May 2020. Due to COVID-19 an extension until 31st August 2020 was granted to all local authorities.

The outturn report details the Council's financial performance for the 2019/20 financial year.

The request to transfer resources between financial years requires Cabinet Approval.

SECTION 100A LOCAL GOVERNMENT ACT 1972

RESOLVED that the public and press be excluded from the following item on the grounds that the matters yet to be discussed involved the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Schedule 12A to the Local Government Act 1972.

The Cabinet considered a report reviewing the current Chief Executive model due to the retirement of one of the current Joint Chief Executives on the 1st November 2020.

RESOLVED that:

- (i) a single Chief Executive post be reinstated back into the establishment and the constitution.

RECOMMENDED TO COUNCIL the appointment of the remaining Joint Chief Executive into this post due to the other Joint Chief Executive retiring on the 1st November 2020.

- (ii) a new post of Deputy Chief Executive (title to be agreed) be created to support the current team of four Chief Officers and the new single Chief Executive.
- (iii) the responsibility for devising the new job description and job title of the new Deputy Chief Executive be delegated to the new Single Chief Executive.
- (iv) four Chief Officer posts be retained.

The meeting ended at 6.04 pm