

APPENDIX A

4th MARCH 2019 EXECUTIVE MEETING

REPORT	DECISION	SUMMARY OF REASONS
2018/19 Revenue And Capital Monitoring – Quarter 3	RESOLVED that: (i) the net expenditure against the budget for the quarter to 31 st December 2018 be noted as detailed in Appendix A to the report. (ii) the Capital Programme expenditure for the quarter to 31 st December 2018 be noted as detailed in Appendix D to the report. (iii) the additions to the programme and the slippage of Capital Expenditure and Financing be approved as outlined in 4.2.2 and 4.2.3 and Appendix D of the report.	The Council's financial performance up to 31st December 2018, together with known commitments for the remainder of the financial year, indicates that the Net Expenditure/Budget Requirement is forecast to outturn £509k under the approved budget of £11.258 million.
Performance: Quarter 3, 2018/19 Year	RESOLVED that the performance of the Council at the end of Quarter 3 of the 2018/19 year be considered.	Performance is monitored and reported to Officers and Members on a quarterly basis as part of the Council's Performance Management Framework.
Corporate Risk And Opportunity Management: Quarter 3, 2018/19	RESOLVED that the items contained within the Council's Corporate Risk and Opportunity Register (attached at Appendix A to the report), be noted.	Monitoring of the Council's Corporate Risks and Opportunities is prescribed by the Council's Risk and Opportunity Management Framework.
Bad Debt Write Offs (Revenues And Benefits)	RESOLVED that the total amounts for Non Domestic Rates £78,570.00 as detailed in	The Council's Constitution and supporting Financial Regulations delegates the responsibility for writing off individual debts up to and including £10k to the Head of Revenues and Benefits under the scheme of delegation. Above this threshold debts (greater than £10k) are written off by the Executive.

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<p>Appendix A to the report be written off.</p>	<p>The Council only writes off debt where it is irrecoverable, for example where a customer has died and there are no assets, or a business is bankrupt and has no assets. The only exception to this is where a debt is not cost effective to recover.</p> <p>The Council is prudent in managing debt and makes provision for them in its annual statement of accounts. This ensures that the writing off of bad debt has no detrimental affect on in year service provision or the council taxpayer. In the case of National Non Domestic Rates the Government meets 50% of the cost of writing off bad debt and the remainder is met by the major precepting bodies through pooling arrangements.</p> <p>The table below is for information on the amounts that have been written off for the period 1st April 2018 through to 21st December 2018.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 50%; text-align: center;">Fund</th> <th style="width: 15%; text-align: center;">Debts Written Off greater than £10k (Previously authorised)</th> <th style="width: 15%; text-align: center;">Debts Written Off under £10k (Reported previously)</th> <th style="width: 15%; text-align: center;">*Debts Written Off this period under £10k</th> <th style="width: 5%; text-align: center;">Totals</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Council Tax</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£32,182.51</td> <td style="text-align: right;">£7,461.77</td> <td style="text-align: right;">£39,644.28</td> </tr> <tr> <td style="text-align: center;">Non Domestic Rates</td> <td style="text-align: right;">£42,219.47</td> <td style="text-align: right;">£2,975.52</td> <td style="text-align: right;">£1,943.75</td> <td style="text-align: right;">£47,138.74</td> </tr> <tr> <td style="text-align: center;">Housing Benefit Overpayments</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£13,277.75</td> <td style="text-align: right;">£1,180.06</td> <td style="text-align: right;">£14,457.81</td> </tr> </tbody> </table> <p>Members are requested to note what has been written off this period as *shown in the above table.</p> <p>In the table below, this illustrates in percentage terms the amount that has been written off when compared with the total collectable against each heading as shown.</p> <p>Total collectable is the sum total of net charge raised to include gross arrears outstanding as at 21st December 18.</p>	Fund	Debts Written Off greater than £10k (Previously authorised)	Debts Written Off under £10k (Reported previously)	*Debts Written Off this period under £10k	Totals	Council Tax	£0.00	£32,182.51	£7,461.77	£39,644.28	Non Domestic Rates	£42,219.47	£2,975.52	£1,943.75	£47,138.74	Housing Benefit Overpayments	£0.00	£13,277.75	£1,180.06	£14,457.81
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		Position as at 21st December 18		Net Charge raised in 2018/19	Arrears Position	Total Collectable	Amount written Off	Percentage shown below is derived from the amount written off when compared with Total Collectable
		Council Tax (Net of Council Tax Support)		£62,898,503	£1,683,826	£64,582,329	£39,644.28	0.06%
		Non Domestic Rates (Net of reliefs)		£44,354,713	£82,442	£44,437,155	£47,138.74	0.11%
						Due inclusive of arrears		
		Housing Benefit Overpayments		£250,337		£912,018	£14,457.81	1.59%
		<p>The table below is an analysis of what has been written off in previous years.</p> <p>This also shows the position for what has been written off this financial year.</p>						
		Fund		Year 2015/16	Year 2016/17	Year 2017/18	Year 2018/19	
		Council Tax		£44,091.47	£154,392.32	£88,227.61	£39,644.28	
		Non Domestic Rates		£106,933.39	£64,903.18	£82,474.99	£47,138.74	
		Housing Benefit Overpayments		£5,425.59	£2,699.04	£19,945.41	£14,457.81	
Review Of Harborough CCTV Provision	<p>RESOLVED that:</p> <p>(i) the findings of the review of CCTV provision be noted.</p> <p>(ii) the Lifeline Control Centre continues to provide CCTV monitoring as part of its core services.</p>	<p>The Harborough Lifeline Control Centre provides telecare alarm services to customers within the District of Harborough and surrounding areas. It manages and monitors CCTV provision in Market Harborough, Lutterworth, and The Symington Building. It provides the Council's Out of Hours customer response service; it delivers Lone Worker support; and it coordinates the Harborough against Retail Theft ('HART') and Pubwatch initiatives, and delivers the radio communication system and information sharing service that enables them to protect local businesses. Harborough Lifeline provides services under contract to a number of other councils and small housing providers (alms house charities and similar) locally. The same staffing and other resources are used to deliver all functions as a single service.</p>						

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	<p>(iii) additional CCTV cameras be installed at Symington Recreation Ground and St Mary's Road Market Harborough.</p> <p>(iv) the Council agrees to offer monitoring of additional cameras independently installed by Town and Parish Councils across the District of Harborough, initially without charge, subject to the provisions of appropriate service level agreements, with reviews as appropriate.</p> <p>(v) feasibility studies to explore the possibility of installing additional cameras to cover Welland Park Market Harborough, Lutterworth Country Park and other locations identified as priorities for extended CCTV coverage be undertaken.</p> <p>(vi) a prioritised plan for the installation of additional CCTV cameras be agreed on the basis of the feasibility studies above; and that criteria for the installation of additional cameras be agreed in consultation with the Community Safety Partnership and Portfolio Holder for Community Safety to ensure effective prioritisation, value for money and to maximise benefits.</p> <p>(vii) the plan agreed includes appropriate provision for ensuring compliance with the General Data Protection Regulation (GDPR), the Code of</p>	<p>A proposal was made that the CSP should pay for an additional CCTV camera and that the Council should fund a new lamp post and electricity supply from existing Council budgets. The proposed camera and lighting would give good quality, reliable coverage of a key Council asset and help protect The Cube as well as an important community facility. It would also offer some protection to the Council Car Park behind the Cube. The cost of this proposal (£7,452.00 + VAT) exceeds the contributions identified by the CSP and existing budget provision. The proposal would necessitate installation of a relay device on St Mary's Road and there is an opportunity to install an additional camera here at the same time. This would add approximately £4,000 to the cost, but would give coverage of a main thoroughfare from and to the Town Centre, protect retail businesses on St Mary's Road and the Council's Car Parks. Leicestershire Police have indicated that this would make a useful contribution to community safety. This can be funded within existing budgets.</p>
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	<p>Practice of the office of the Surveillance Camera Commissioner, the Police and Criminal Evidence Act 1984 (PACE), and the Regulation of Investigatory Powers Act 2000 (RIPA).</p> <p>(viii) an exemption from the requirements of the Procurement SORP under clause 7.1.7 be approved for procurement of additional cameras, installation and infrastructure.</p>	
<p>Collective Switching</p>	<p>RESOLVED that:</p> <p>(i) the principles of Collective Switching be noted and a scheme agreed to be developed in the district using the LGAFA for the preferred supplier; and</p> <p>(ii) subject to the approval of (i) above, authority be delegated to the Head of Legal and Democratic Services following consultation with the Portfolio Holder to award and enter into the necessary legal agreement under the LGAFA and take such other steps as are necessary to implement (i) above.</p>	<p>Collective Switching offers an opportunity to residents, who may be unwilling or find it difficult, to switch energy supplier, to be supported through the process.</p>
<p>Exempt: Grow On Space: Future Management Arrangements</p>	<p>RESOLVED that:</p> <p>(i) the management approach for the Grow On Space as outlined in 4.8 – 4.11 of the report and the associated services outlined in 4.15 – 4.17 of the report be approved.</p>	<p>To satisfy the Corporate Delivery Plan 2018/19 to 2020/21;</p> <p>PLACE: an enterprising, vibrant place</p> <p>CO 2 Wider Employment Choice</p> <p>KA.02.02 Encourage the entrepreneurial SME economy through the Innovation Centre and business support frameworks</p> <p>In addition to the primary objective above, in-house management will, also, contribute towards;</p> <p>YOUR COUNCIL: Innovative, proactive and efficient</p>

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	<p>(ii) authority be delegated to the Joint Chief Executive (NP), following consultation with the Portfolio Holder – Economic Development and Portfolio Holder – Finance and Assets and the Head of Legal and Democratic Services to take any necessary actions to implement (i) above including, but not limited to, the tender and award of any contracts for Management, ICT Service, Letting Agency, Business Support and Summative Assessment.</p>	<p>CO 10 Deliver Financial Sustainability for the future KA.10.01 To develop business cases to deliver cost savings and income generation proposals (including capital investment options).</p> <p>To realise the maximum benefits from the asset and to ensure the most effective management arrangements are in place, delivering value for money.</p>
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8th APRIL 2019 EXECUTIVE MEETING

REPORT	DECISION	SUMMARY OF REASONS
<p>EXEMPT: Land Acquisition for Residential Development</p>	<p>RESOLVED:</p> <p>(i) that the land outlined in Appendix A to the report (edged blue on the plan) be acquired at the figure outlined in paragraph 2.9 of the report; and</p> <p>(ii) that authority be delegated to the Joint Chief Executive (BJ) in consultation with the Head of Legal and Democratic Service & Head of Environmental Services, Economic Development and Major Projects to take any necessary actions to complete the acquisition.</p>	<ul style="list-style-type: none"> • To satisfy Corporate Delivery Plan 2018/19 Critical Outcome 3: Quality Homes for all, KA.03.01 Achieve delivery of an appropriate mix and type of housing that meets local need throughout the District, across all tenures and Critical Outcome 10: Deliver Financial Sustainability for the future, KA 10.01 To develop business cases to deliver cost savings and income generation proposals (including capital investment options). • To seek to realise the maximum benefits from the Council's assets. • To seek to deliver homes for first time buyers.

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25th APRIL 2019 EXECUTIVE MEETING

REPORT	DECISION	SUMMARY OF REASONS
<p>Notes and Advice of Meetings of Executive Advisory Panels</p>	<p>RESOLVED that:</p> <p>(i) The draft notes of the following meeting be noted: Local Planning Executive Advisory Panel, 20th February 2019 (as attached at Appendix A to the officer's report);</p> <p>(ii) The advice of the Panel had been considered by the Executive.</p>	<ol style="list-style-type: none"> 1. The arrangements for the Executive Advisory Panels require that they report to the Executive at the next available meeting with notes of the Panel's meetings. 2. The notes of the Panel meeting held on 20th February 2019 are in draft format and no further meetings of the Panel have been arranged. The draft notes have been agreed by the Chairman of the Panel.
<p>Tur Langton Neighbourhood Plan</p>	<p>RESOLVED that:</p> <p>(i) The Executive accepts the Independent Examiner's recommended changes to the Tur Langton Neighbourhood Plan in full as set out in the schedule at Appendix A to the officer's report and notes the recommendation that the amended Tur Langton Neighbourhood Plan should proceed to a referendum of voters within the Parish of Tur Langton to establish whether the Plan should form part of the Development Plan for the Harborough District.</p> <p>(ii) The Executive approves the holding of a referendum relating to the Tur Langton Neighbourhood Plan on 27th June 2019 that will include all of the registered electors in Tur Langton Parish.</p>	<ol style="list-style-type: none"> 1 The final Examiner's report into the Tur Langton Neighbourhood Plan was received on 22nd February 2019. The Examiner considered the Plan along with the representations received when the Plan was published by the Council. The report recommends to the Council that, subject to the modifications proposed (see Appendix A of the report), the Plan should proceed to a referendum. 2 The Neighbourhood Planning (General) Regulations 2012, (Regulation 18) sets out the matters that the District Council should consider at this stage in the Neighbourhood Plan making process. The District Council must consider each of the recommendations made by the Examiner in their report, including the reasons for them, and decide what action to take in response to each recommendation (see Appendix A of the report.) 3 It is considered that the recommended modifications should be incorporated into the plan and noted by the Executive in order to

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		<p>ensure that the plan is robust, sound, meets the Basic Conditions and comprises a user-friendly and efficient document. Liaison with Tur Langton Parish Council confirms that they are happy to accept these recommendations. On this basis, the Plan should then proceed to a referendum in Tur Langton Parish (the Tur Langton Neighbourhood Area) to determine if local people support it.</p> <p>4 The Neighbourhood Plan has been prepared by Tur Langton Neighbourhood Plan Advisory Committee and Tur Langton Parish Council as the Qualifying Body.</p> <p>5 The evidence provided to the Examiner within the Consultation Statement gave assurance to him that the consultation process was robust. The Examiner was therefore satisfied that the Plan met the Basic Conditions with regard to consultation.</p> <p>6 In proceeding to a referendum with a plan that meets the prescribed Basic Conditions, the whole community will be afforded the opportunity to vote on the future development of the village and wider parish of Tur Langton</p>
<p>Exempt: Harborough Innovation Centre; Management Review and Future Options</p>	<p>RESOLVED that:</p> <p>(i) The in-sourcing of the Harborough Innovation Centre Management be approved, thus agreeing that the existing contract with Oxford Innovation Ltd. will end as per the contract on 30 June 2019.</p> <p>(ii) Authority be delegated to the Head of Environmental Services, Economic Development and Major Projects, in consultation with the Portfolio Holder - Finance and Assets and the Head of Legal & Democratic Services to take any necessary actions to implement (i) above including the tender and award of any contracts for Letting Agency and Business Support.</p> <p>(iii) Authority be delegated to the Head of Environmental Services, Economic Development and Major Projects, in consultation with the Portfolio Holders with responsibility for Assets and Economic</p>	<p>1 To satisfy the Corporate Delivery Plan 2018/19 to 2020/21; C02; KA 02.02 and contribute towards CO10; KA10.01</p> <p>2 To realise the maximum benefits from the asset and to ensure the most effective management arrangements are in place, delivering value for money</p>

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	Development to agree a new Letting Policy and any subsequent reviews to meet 'market' demands.	
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