

HARBOROUGH DISTRICT COUNCIL  
MINUTES OF THE CABINET MEETING

held in

The Harborough Innovation Centre, Wellington Way, Market Harborough

on 2<sup>nd</sup> December 2019

commencing at 5.30 p.m.

Present:

Councillor King (Chair),  
Councillors: Bateman, Dann, Hallam, Nunn and Rickman

Officers: D. Atkinson, J. Felton, G. Keeping, N. Proudfoot and K. Watling

INFORMATION EXCHANGE FROM PORTFOLIO HOLDERS

Communities

Councillor Rickman reported that he had attended two public meetings this month: the Parish Liaison Meeting and the Sports Awards. Both meetings had been well received and Councillor Rickman extended his thanks to the officers who organised them. Both he and Councillor Nunn had attended the LGA Sports Conference at Coventry on 7<sup>th</sup> and 8<sup>th</sup> November. On 14<sup>th</sup> November he had visited Warning Zone and later attended an inter-cultural evening at Police Headquarters. On 15<sup>th</sup> November he had attended a site-visit at Kibworth and on the 19<sup>th</sup> November had co-presented a session on violent crime and county lines at the Policing Conference.

Finance

Councillor Hallam reported that on 21<sup>st</sup> November, Councillors had been invited to guided tours of the Grow on Centre.

Regulatory

Councillor Bateman had attended a meeting on 26<sup>th</sup> November at the Symington Building with members of the Broughton Open Spaces Society (BOSS) to discuss issues around public open space in Broughton Astley. The meeting had been successful, and a follow-up meeting had been arranged with officers to discuss the next steps.

Wellbeing

Councillor Nunn had attended a Housing 21 Extra Care scheme in Northampton to see how the model was being developed. She reported that on 3<sup>rd</sup> December she would be attending the Harborough Locality Integrated Leadership Team at Kibworth Surgery.

### Corporate

Councillor Dann reported that the Smarter Services Workshop on 25<sup>th</sup> November had been successful, with about half the Members attending. A report on the work of the project was scheduled to be brought to cabinet within the next two months.

### Strategy

Councillor King had attended the launch of the Leicester Comedy Festival Big Weekend at the Symington Building. The following weekend he had attended several Remembrance Events and on 11<sup>th</sup> November had attended an all-school commemoration at Kibworth School. He had also visited the Control Centre and the Grow on Space tour. He had attended the Market Harborough Christmas Food Festival, together with the switch-on of the Christmas lights. On 28<sup>th</sup> November, together with the Vice-Chairman and officers, he had attended the Leicestershire Promotions and Tourism Awards in Leicester, where the Market Harborough summer food festival received a 'highly commended' certificate and the Farndon Fields Farm Shop was voted the best small independent shop destination. As mentioned by Councillor Bateman, he had also attended the meeting with BOSS. He had chaired a meeting of the Lutterworth East SDA on 27<sup>th</sup> November. Finally, that morning he had attended the Sponsors' Breakfast Event in Leicester for the Leicester Alive Business awards, for which the Council is now one of the sponsors.

### TOPICAL ISSUES

There were none.

### APOLOGIES FOR ABSENCE

There were none.

### MINUTES

RESOLVED that the minutes of the meeting of the Cabinet held on the 4<sup>th</sup> November 2019 be approved as a correct record.

### DECLARATIONS OF MEMBERS' INTERESTS

There were none.

### 2019/20 REVENUE AND CAPITAL MONITORING – QUARTER 2

The Cabinet considered budget monitoring information to 30<sup>th</sup> September 2019. The Council's 2019/20 revised budget requirement was £12.783m. The variance on Net Direct Cost of Services was reported as £194k (1.5%) of the approved net budget; at the half year point the Council was forecasting a £141k saving on the total employee budget of £9 million. At this stage in the financial year there were no significant demand-led budget pressures identified, although it was indicated that this might change as the year progressed. The Medium-Term Financial Strategy assumes that any surplus generated in 2019/20 will be transferred to the Council's General Fund Balance to assist with future years Medium Term Financial Strategy Challenges.

The Council had approved a capital programme in February 2019 of £17.620m; on 1st July 2019 the Cabinet approved capital carry forwards of £886k. At the end of Quarter 2 capital slippage of £9.785m had been identified.

RESOLVED:

- (i) That it be noted that the variance on net direct cost of services against the budget for the quarter to 30 September 2019 is £194k underspent, as shown in Appendix A to the report;
- (ii) That variances over £25k be noted, as detailed in Appendix B to the report;
- (iii) That the actual expenditure to 30th September 2019 against the 2019/20 Capital Programme be noted, as shown on Appendix C to the report; and
- (iv) That the slippage of Capital Expenditure of £9,785,000 be noted, as outlined in Appendix C to the report.

Summary of Reasons:

The Council's financial performance up to 30<sup>th</sup> September 2019 together with known commitments for the remainder of the financial year indicates that the Net Expenditure/Budget requirement is forecast to outturn £12.324 million, under the approved net budget of £12.783 million.

PERFORMANCE: QUARTER 2, 2019/20 YEAR

The Cabinet was presented with details of the performance of the Council against the Corporate Delivery Plan at the end of Quarter 2 of the 2019/20 year. Of the 37 Key Activities, one (2.7%) Key Activity was completed, thirty-one (83.8%) had a status of Green, two (5.4%) had Amber status. No Key Activity was classed as Red status and three (8.1%) had not yet started.

Two performance indicators on the Strategic Performance Dashboard were identified as below target tolerance (Red status) at the end of Quarter 2:

- Less than 10% of major planning applications allowed at appeal: As two of a small number of major planning application appeals (15) which took place in Quarters 1 and 2 were allowed at appeal, the status of this indicator was Red at the end of Quarter 2. Past experience suggested that the status of this indicator would not continue to be Red in subsequent Quarters.
- Percentage of Statutory Homeless Presentations Housed: Following the introduction of the Homelessness Act 2017, the Council introduced a new Housing and Homelessness Prevention Strategy which highlighted key actions that the Council is taking to meet its statutory responsibilities. As part of this ongoing work, the Council was reviewing future provision of temporary accommodation to meet the needs of homeless residents in the most cost-effective manner.

RESOLVED that the performance of the Council at the end of Quarter 2 of the 2019/20 year be received and noted.

Summary of Reasons:

Performance is monitored and reported to Members on a quarterly basis as part of the Council's Performance Management Framework.

## CORPORATE RISK AND OPPORTUNITY MANAGEMENT: QUARTER 2, 2019/20

The Cabinet was provided with information on the Council's corporate risks and opportunities at the end of Quarter 2 of the 2019/20 year. There were fourteen Risks and four Opportunities on the Corporate Risk and Opportunity Register: two Red, six Amber and ten Green. Full details of the Risks and Opportunities, including scores and mitigating actions, were attached at Appendix A to the report.

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

### Summary of Reasons:

Monitoring of the Council's Corporate Risks and Opportunities is prescribed by the Council's Risk and Opportunity Management Framework.

## EXTENSION OF PUBLIC SPACE PROTECTION ORDER ON DOG CONTROLS

The Council's current Public Space Protection Order (PSPO) came into force on the 1<sup>st</sup> June 2016 covering the whole District. In accordance with the relevant legislation, a PSPO cannot have effect for more than three years, but a local authority is permitted to extend a PSPO where it is satisfied on reasonable grounds that doing so is necessary to prevent an occurrence or recurrence of the activities identified in the Order. The PSPO lapsed on the 31<sup>st</sup> May 2019, but complaints, predominantly in relation to dog fouling, illustrated the need for an extension of the PSPO for a further three years. Given that fouling and dog control is an ongoing issue it was considered that the extension was warranted.

RESOLVED: that the PSPO Order from 2016 be continued, in accordance with the Anti-Social Behaviour, Crime and Policing Act 2014, with no additional variations. This is based on the 6 weeks consultation carried out and the results gathered from this.

### Summary of Reasons:

As the extant PSPO lapsed on the 31 May 2019, the various requirements the extant order contains, including the requirements to clear up fouling, carry a means to pick up and putting dogs on leads by order, will not be enforceable. Renewal was required to enable continued enforcement.

## PLANNING CONSULTANCY CONTRACT

The Cabinet received a report seeking approval for the Council to enter into a contract for a Planning Consultancy service relating to Warehousing and Logistics in Leicester and Leicestershire, commencing January 2020.

The Leicester and Leicestershire Strategic Planning Group (SPG) had identified a need to update evidence on warehousing and logistics. The study will replace previous evidence and is intended to inform plan-making (Local Plans) and other relevant strategies, including delivery of the Strategic Growth Plan, the emerging Local Industrial Strategy and the Strategic Transport Plan.

As a non-constituted (legal) body the SPG cannot procure or contract for services itself. Typically, joint work is led by an individual partner Council on behalf of all partners and Harborough District has agreed to lead on this project, subject to all the Leicester and Leicestershire local authorities jointly funding the cost of the service being procured. The tender was published on 22<sup>nd</sup> October 2019 and closed on 29<sup>th</sup> November 2019.

RESOLVED that authority be delegated to the Chief Officer Planning and Regeneration to award a contract for a Planning Consultancy service relating to Warehousing and Logistics in Leicester and Leicestershire commencing January 2020, in accordance with the outcome of the current tender exercise that ended on November 29<sup>th</sup> 2019.

Summary of Reasons:

The value of the contract to be awarded is estimated as £50,000; Cabinet approval is therefore required.

HARBOROUGH INNOVATION CENTRE – STRATEGY BOARD

The Cabinet were asked to consider amendments to the Terms of Reference of the Harborough Innovation centre (HIC) Strategy Board, as detailed in the report.

The HIC opened on 9 June 2011 with the first businesses taking occupation in August 2011 and was managed by Oxford Innovations, on behalf of the Council, until 30<sup>th</sup> June 2019, when management was insourced.

As part of the monitoring and management of the operation of the HIC, it had been agreed that a Strategy Board be established to oversee the delivery of the agreed outputs, which took the form of quarterly performance reports provided to the Council.

Whilst the management of the HIC was no longer carried out by an external organisation, the Strategy Board still fulfils an essential advisory role to the Council in the performance of the HIC. The change in the management roles had provided an opportunity to review and refresh the existing Terms of Reference of the Strategy Board to ensure that they were appropriate for the new arrangements.

RESOLVED that the revised Market Harborough Innovation Centre (HIC) Strategy Board Terms of Reference be agreed, as set out in Appendix B to the report, but subject to the following changes:

- (i) That the terms of reference be dated December 2019; and
- (ii) That the wording “(need some detail)” be deleted from the second bullet point under the heading “Voting Members”.

Summary of Reasons:

To ensure that the terms of reference reflect the role that the Strategy Board fulfils following the decision of the Council to take the management of the Harborough Innovation Centre in-house.

MATTERS OF SPECIAL URGENCY

There were none.

The meeting closed at 6.06 p.m.