

HARBOROUGH DISTRICT COUNCIL
MINUTES OF THE CABINET MEETING

held at
Council Chamber
The Symington Building
Adam and Eve Street
Market Harborough
LE16 7AG

7th June 2022

commencing at 5.30pm

Present:

Cllr King (Chair)

Councillors: Bateman, Dann, Hallam, Knowles (for items 2 and 3) and Whelband

Officers: D. Atkinson, L. Elliott, J. Evans, S. Hamilton, R. Jenner, N. Kwasa, C. Mason, B. Morris,
J. Ward-Langman & D. Wright

Remote: B. Morris

INFORMATION EXCHANGE FROM PORTFOLIO HOLDERS

Corporate & Regulatory Services

Councillor Dann reported that he, Councillor Nunn and members of staff had attended a very useful and informative course on dementia delivered by the Equality, Diversity and Safeguarding Officer, Julie Clarke, and he had agreed to become a dementia friend. The course highlighted five messages: 1. Dementia is not a natural part of ageing; 2. Dementia is caused by diseases of the brain; 3. Dementia is not just about losing your memory – it can affect thinking, communication and doing everyday tasks; and 5. There's more to a person than the dementia.

Strategy

Councillor King reported that since the last Cabinet meeting on the 4th April 2022 he had attended the following events and meetings :-

- 6th April: attended the Harborough Jobs Fair held in the Council offices, which had circa 100 job seekers attended.
- 7th April: meeting with East Midlands Railways.
- 21st : visited Lutterworth Town Estates
- 25th April: together with Councillor Hallam, the Interim Chief Executive and the Finance Director, ICT and Assets met with Lutterworth Town Council.

- 27th April: together with Councillor Whelband, visited a small number of garage sites with Platform Housing Group.
 - 28th April: attended the MAG meeting.
 - 6th May: met with the Chief Executive of UHL
 - 11th May: attended the LGA Resources Board
 - 25th May: attended Leicestershire District Council's District Leader's Meeting
 - 26th May: Sub National Transport Bodies Conference at The Vox Conference Centre
 - 27th May: visit to Magna Park, Lutterworth
 - 1st June: launch of St Wistan's Pilgrimage Walk
- Plus attended a number of Jubilee events.

Various meetings have also taken place in relation to the Devo deal.

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 4th April 2022 be approved as a correct record.

DECLARATION OF MEMBERS' INTERESTS

Councillor King declared an interest in the Market Harborough Town Centre Masterplan report as he is a County Councillor, and the report suggests consultation with the County Council.

CHARGING FOR CCTV

The Portfolio Holder, Councillor Dann introduced the report and highlighted that the Council operates an integrated control centre providing a 24/7 service for Lifeline customers, CCTV, Lone-working, HART/Pubwatch etc. The Council's CCTV system provides monitoring of public spaces across Market Harborough and Lutterworth Town Centres and in two villages to reduce crime and anti-social behaviour and to protect the public. It also monitors cameras in Council buildings.

As well as monitoring camera footage the Control Centre is responsible for management and maintenance of the system, ensuring legal compliance, housing the IT infrastructure, liaising with partners and the public, and retrieving evidence for use by other agencies (primarily the Police).

The Cabinet considered comments submitted by Councillor Mrs Page in relation to the costs of the service in Lutterworth, and the Service Manager, Commissioning and Lifeline confirmed that the actual costs including the monitoring and maintenance of the eleven cameras in Lutterworth, including the five new cameras would be £3,950.

ACTION: Service Manager, Commissioning and Lifeline to contact Councillor Mrs Page to provide a response to all of her comments.

RESOLVED that:

- (i) a consistent and clear approach to charging for the monitoring and maintenance of CCTV cameras as outlined in Table 1 to the report be agreed and subject to annual review as part of its budget setting process.
- (ii) the costs of CCTV services in HDC buildings that accommodate other organisations (e.g., The Symington Building, the Market Hall) be charged to the HDC Assets service.
- (iii) the HDC Housing service be charged for CCTV provision covering Council buildings that accommodate homeless people.
- (iv) either Lutterworth Town Council or Special Expenses should be charged directly for the monitoring and maintenance of CCTV cameras in the town.
- (v) the monitoring and maintenance of CCTV cameras in Market Harborough be charged against Special Expenses.
- (vi) the new approach be implemented with effect from October 1st, 2022 where possible.

Summary of Reasons

The report proposes the adoption of an approach to charging for CCTV that will ensure consistency and equity. It will also enable the Council to make savings through cost recovery and ensure the sustainability of the CCTV monitoring service.

MARKET HARBOROUGH TOWN CENTRE MASTERPLAN

Councillor King invited Councillor Knowles to address speak on this item, which was followed by a comprehensive discussion by the Cabinet on the various proposals with the Masterplan document.

The Market Harborough Town Centre Masterplan process has been undertaken through gathering policy, access, place and market intelligence whilst gaining a range of stakeholder views to inform the preparation of the document.

The Masterplan will also form part of the evidence base that will inform the implementation of relevant policies for the Harborough Local Plan 2011 – 2031 (adopted April 2019) and future versions of the Local Plan. The Masterplan aims to provide a 10 to 15-year framework strategy, which has been developed for the town centre through consultative process. This aims to enable greater access to the town centre and redress the balance between people and cars. The Masterplan aims to provide an overall framework to make the town centre more attractive, by strengthening its market town character.

The framework will include high quality design, public realm initiatives using a mix of street furniture; signage; soft and hard landscaping and possibly public art in ways that integrate with the historic conservation area. Linking the town centre to its surrounding areas is vital to make this a place that local people will choose to visit.

The Masterplan aims to ensure that Market Harborough Town Centre is an active and vibrant destination. It will consider the means of getting to the town centre, living in the town centre and ensuring accessibility for all ages and abilities. Moreover, in alignment with the recently Economic Development

Strategy (2018 – 2023, revised in 2019), the Masterplan aims to ensure that the town centre is open and accessible for business.

RESOLVED that:

- (i) the proposals contained within the proposed Market Harborough Town Centre Masterplan be agreed to be appropriate, realistic and feasible for the Market Harborough Town Centre.
- (ii) agreement be given that there is nothing missing, or which should have been given greater emphasis, within the Market Harborough Town Centre Masterplan.

RECOMMENDED TO COUNCIL

- (i) **That the Market Harborough Town Centre Masterplan be adopted as Council policy.**

Summary of Reasons

To enable the Masterplan progress through to Council for formal approval and eventual implementation and delivery.

The Interim Chief Executive and Director, Finance, ICT and Assets left the room for consideration of the next item.

SENIOR OFFICER STRUCTURE OPTIONS

The Portfolio Holder, Councillor Dann introduced the report. Following the retirement of the Chief Executive on 28th February 2022, there is now an opportunity for the Leader of the Council and Cabinet members to review the current Chief Executive model alongside other local Authority Chief Executive models to decide if the status quo is to remain and recruitment to that post is made or to explore the options to adopt a different model. At Council in February this year it was decided to explore the alternative options with a further report on the findings.

Following the high-level option consideration at the February meetings, a further options appraisal was commissioned from an external company, which shows the benefits and risks of each option. This is detailed in Appendix 1 to the report. The Appendix shows the options on a sliding scale from a more internally focused Chief Operating Officer/Managing Director role, through to a single sovereign externally focussed Chief Executive, and up to fully integrated management teams across more than one organisation.

If a fully integrated, or partially integrated, model was preferred this would not mean that Harborough District Council would lose any sovereignty or concede any powers, but that its strategic and operational management of the organisation was acting at a more integrated level. There are options to have a partially integrated model under a shared Chief Executive, where the Council could keep some of its own officers dedicated to its own needs and share officers to cover more than one geography. How far up the scale the Council decided to go could be progressed over time if an initial shared Chief Executive model was agreed, and it could be taken at a pace that suited the Council's needs. If the shared Chief Executive model were pursued, then it would have an exit strategy developed at the same time to ensure that all parties were protected, and terms of the arrangement were clear.

It does need to be recognised that if the intention was to share a Chief Executive, this would reduce the capacity of the current Chief Executive structure for each Council. However, there would be synergies and benefits of having one shared role across a larger geographical area and more than one organisation. The structure below the Chief Executive would need to ensure that the needs of each of the Councils would be fully met with reduced dedicated Chief Executive time.

Councillor Knowles was invited by the Leader to address the Cabinet.

RECOMMENDED TO COUNCIL

- (i) That the current interim Chief Executive, Elizabeth Elliott, be extended in the role until 31 December 2022 or until a new permanent appointment is in post if earlier, to cover the period of the recruitment and that Clive Mason act as their deputy.**
- (ii) That the preferred option in respect of the permanent recruitment to the vacant Chief Executive post be the pursual of a shared Chief Executive as outlined in (iii) below;**
- (iii) That the selection of a strategic partner, based on the criteria set out in the report and Appendix 1, be delegated to the Leader and interim Chief Executive, and negotiations be progressed with that partner and reported back to Council on the suggested way forwards at a later date.**
- (iv) That a new interim Monitoring Officer, name to be confirmed following a selection process, is appointed with effect from 1st July 2022 whilst a longer-term recruitment to the post is undertaken.**
- (v) That the current Interim Director of Communities contract is extended until the 31st March 2023 to allow time for any further changes to be considered and implemented.**

Summary of Reasons

Following the decision of the Chief Executive to retire in February 2022, there is an opportunity to review the current Chief Executive operating structure model and to consider alternative Senior Management structures as per the detail outlined in the body of this report.

LEVELLING UP FUNDING

Councillor King introduced the report, and highlighted that in their 2022 Spring Statement the government announced that local authorities, including District Councils in two tier areas of England, are eligible to submit bids for the second round of the Levelling Up Fund, with a deadline for applications of 6 July 2022. The Levelling Up Fund aims to invest in infrastructure that improves everyday life across the UK. Round two focusses on the same three investment themes as the first round: Transport investments; regeneration and town centre investment; and cultural investment.

Levelling Up Funding bids are invited on the basis of Parliamentary constituency boundaries and needs to be supported by the relevant local Member of Parliament.

RESOLVED that:

- (i) an application be submitted for round two Levelling Up Funding in July 2022.
- (ii) the suggested selection of projects outlined in sections 2.4 – 2.6 to the report be agreed.
- (iii) a letter of support be provided by Harborough District Council for the joint application from Melton Borough Council and Rutland County Council.

Summary of Reasons

To enable officers to submit an application for Round 2 of the Government's Levelling Up Funding on 6 July 2022.

TO CONSIDER MATTERS OF SPECIAL URGENCY

There were none.

The meeting ended at 6.25 p.m.