

Harborough District Council



Report to Cabinet Meeting of 10th June 2024

Title:	Creation of a Market Harborough Special Expenses Working Party
Status:	Public
Key Decision:	Yes
Report Author:	Cat Hartley, Director of Communities & Wellbeing
Portfolio Holder:	Councillor Jim Knight
Appendices:	Appendix 1 – 2024/25 Market Harborough Special Expenses

Summary

- i. The report seeks Cabinet approval for the creation of a Market Harborough Special Expenses Working Party. The Working Party will give consideration to the expenditure of Special Expenses secured within the Market Harborough non-parished area, in line with a Terms of Reference, and make recommendations to Cabinet for approval.

Recommendation

It is recommended that Cabinet:

- 1. Approve the creation of the Market Harborough Special Expenses Working Party.**

Reasons for Recommendation

- i. To ensure that the Market Harborough Special Expenses can be administered effectively and consistently.

1. Purpose of Report

- 1.1 This report seeks Cabinet approval for the creation of a Market Harborough Special Expenses Working Party (MHSEWP). The Working Party will give consideration to the expenditure of Special Expenses secured within the Market Harborough non-parished area, in line with a Terms of Reference, and make recommendations to Cabinet for approval.

2. Background

- 2.1 Special Expenses are levied through Council Tax billing when Harborough District Council provides services in a parish (or unparished area) which are provided in other parishes by a town or parish council. Special Expenses are paid to the District Council for services such as cemetery provision, allotment provision, Harborough in Bloom, Harborough Town Centre Support (including specified events), parks and recreation grounds, memorial gardens, bus shelters and space considered to be in the public realm. This list is not exhaustive.
- 2.2 [Council](#) approved the 2024/25 Special Expenses for Market Harborough as £524,055, in February 2024. An extract of the current breakdown of expenses is shown at Appendix 1.
- 2.3 There appears to be some inconsistency in terms of which open spaces are funded via Special Expenses, and those funded through the Council's General Fund. A review of Special Expenses is being undertaken during 24/25 led by the Director Resources (s151) and will look at achieving consistency, and where appropriate open spaces and services may be recommended to be covered by Special Expenses.
- 2.4 As Market Harborough does not have a Town Council, it is considered appropriate that local ward members are given a forum for consideration of expenditure of Special Expenses in Market Harborough.

3. Detail

- 3.1 The establishment of the MHSEWP would ensure a consistent and transparent governance approach to the administration of expenditure. The proposed Terms of Reference are currently being worked upon, and are open to consideration, but the following are initially proposed:
 - **ROLE** - to consider provision and service proposals which either solely or predominantly affect the Market Harborough Special Expenses area and to make recommendations to Cabinet on expenditure of the Special Expenses. To consider a broad range of proposals including (but not limited to) Cemeteries, Planned Preventative Maintenance (Cemetery), Other Expenses, Parks, Recreation Grounds & Open Spaces, Planned Preventative Maintenance (Parks/Recreation Grounds), Events and grants.
 - **FREQUENCY OF MEETINGS** - as often as is required to meet business demands, but usually quarterly.
 - **MEMBERSHIP** - membership to comprises all ward members from within the non-parished Special Expenses area.
 - **CHAIR & VICE-CHAIR**- to be elected annually at the first meeting following annual Council in May.
- 3.2 In terms of officer support it is proposed that the Working Party meetings will be administered by Democratic Services, and that the Lead Officer is the Director of Communities & Well being supported by Service Managers and lead officers from the appropriate services.
- 3.3 As the Working Party will be discussing potential projects and services to be funded, it is important that these discussions are transparent. Therefore it is proposed that the public are invited to attend the meetings in an observing capacity only but will be required to leave if any items are considered exempt.

4 Implications of Decisions

Corporate Priorities

4.1 The creation of the MHSEWP will help to deliver the following corporate priorities:

- CO3: The rural nature of the district will be recognised, and our heritage and cultural assets are preserved.
- CO4: Engagement of our local communities, the voluntary and charitable sector and ensuring they actively manage their own localities and shape their own places.
- CO5: The district will be shaped through good design, that addresses local needs and promotes healthier life choices.
- CO11: Our natural environment will be protected and enhanced, with improved access to green open spaces and increased biodiversity.
- CO14: Green practices, such as energy provision and recycling, will be positively encouraged and usage increased across the district to help meet our net zero targets.
- CO16: The environmental impacts of growth are mitigated as far as practically possible.

Consultation

4.2 As this is an internal council governance matter there is no requirement for consultation.

Financial

4.3 Additional resources will be required to administer the meetings and service the agenda, this will be reviewed after 6 months in terms of Democratic Services capacity. Any such resources will be directly charged to the Market Harborough Special Expense area.

Legal

4.4 There are no legal implications identified as part of this report and the Working Party will be advisory only and will not have any decision making ability.

Environmental Implications

4.5 The Council has declared a climate emergency. When considering all projects and services to be funded by Special Expenses, the MHSEWP will give full consideration to climate change. The Working Party may choose to consider how environmental and climate reduction opportunities can be maximised.

Risk Management

4.6 There are no risks identified at this stage.

Equalities Impact

4.7 Equalities Impact Assessments (EIA) will be considered for individual projects and services as they are proposed.

Data Protection

4.8 Not applicable for this report.

5 Alternative Options Considered

5.1 The alternative option is to not establish the MHSEWP, however this would fail to realise the benefits of local member engagement in decisions relating to the non-parished area of Market Harborough.

6 Recommendations

6.1 It is recommended that Cabinet:

- 1. Approve the creation of the Market Harborough Special Expenses Working Party.**

7. Background papers

7.1 None



Appendix 1

Breakdown of Market Harborough Special Expenses

Special Expenses:		Parks & Recreations													Allotments			Cemetery	War Memorials		Public Conveniences		Harborough Town Centre Support	Harborough in Bloom	Bus Shelters	Total		
Market Harborough		Little Bowden Rec	Ashley Way / Longlands	Bellfields	Burford Green	Logan Street	Others	Angell Road Farndon Fields	Sherrard Road	Goodwood Close	Vislock Close	Roman Way	Symingtons Rec.	The Headlands	Welland Park	Scotland Rd, Little Bowden	Douglas Drive	Welland Park Road	Northampton Road	Memorial Gardens, Market Harborough	The Square, Market Harborough	Commons	Little Bowden Rec Ground					
2024/25																												
Expenditure	Building / Vandalism Repairs	200	100	100	100	100	0	0	0	0	0	100	400	100	800	0	0	0	500	0	0	4,070	2,130	0	0	0	0	8,700
	Maintenance of Grounds	18,193	15,338	5,185	8,260	6,649	0	4,680	4,510	3,677	0	3,935	8,917	4,120	123,874	200	500	100	43,556	13,860	2,200	0	0	0	0	0	267,754	
	Maintenance of Ground Day Works	2,485	2,149	783	1,240	951	0	720	690	623	0	593	1,288	614	17,924	0	0	0	0	0	0	0	0	0	0	0	30,060	
	Essential Tree Works	300	100	100	200	100	0	0	0	0	0	100	300	100	1,500	0	0	0	0	0	0	0	0	0	0	0	2,800	
	Business Rates	750	0	0	0	0	0	0	0	0	0	0	0	0	2,250	0	0	0	0	0	0	3,000	0	0	0	0	6,000	
	Utility Costs	0	0	0	0	0	0	0	0	0	0	0	2,000	0	5,400	20	20	20	6,500	0	0	3,500	900	0	0	0	18,360	
	Fixed Plant - Repairs and Mtce	0	0	0	0	0	0	0	0	0	0	0	0	0	9,265	0	0	0	0	0	0	0	0	0	0	0	9,265	
	Playground Equipment	750	750	750	750	750	0	750	750	750	0	750	750	750	3,650	0	0	0	0	0	0	0	0	0	0	0	11,900	
	Playground Inspection	233	233	233	233	233	0	233	233	233	0	233	233	233	237	0	0	0	0	0	0	0	0	0	0	0	2,800	
	Local; Events Expenses	100	0	0	0	0	0	0	0	0	0	0	100	0	300	0	0	0	0	0	0	0	0	0	0	0	500	
	FCC Inflation	3,636	3,077	1,050	1,672	1,338	0	950	915	757	0	797	1,796	833	24,957	35	88	18	5,789	2,439	387	2,200	291	0	0	0	53,025	
	Supplies & Services	0	0	0	0	0	0	0	0	0	0	0	0	0	1,440	0	0	0	0	0	0	0	0	0	0	0	1,440	
	Memorial Safety Programme	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,281	0	0	0	0	0	0	0	3,281	
	Third Party Payments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,006	0	0	0	0	0	0	0	1,006	
	Contract Cleansing	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13,938	216	0	0	0	14,154	
	Employee Costs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29,240	0	0	29,240	
	Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29,240	0	0	29,240	
		26,647	21,747	8,201	12,455	10,121	0	7,333	7,098	6,040	0	6,508	15,784	6,750	191,597	255	608	138	60,632	16,299	2,587	26,708	3,537	63,840	7,000	3,400	505,285	
Income	Bowls Fees	0	0	0	0	0	0	0	0	0	0	0	0	0	(1,600)	0	0	0	0	0	0	0	0	0	0	0	(1,600)	
	Hire of Sports Pitches	0	0	0	0	0	0	0	0	0	0	0	0	0	(1,100)	0	0	0	0	0	0	0	0	0	0	0	(1,100)	
	Service Charges	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Rent	0	0	0	0	0	0	0	0	0	0	0	0	0	(11,200)	(316)	(754)	(171)	0	0	0	0	0	0	0	0	(12,442)	
	Burial Fees	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(51,366)	0	0	0	0	0	0	0	(51,366)	
	Joint Financing Contribution	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(15,000)	0	0	(15,000)	
	Other Contributions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(2,600)	0	0	(2,600)	
		0	0	0	0	0	0	0	0	0	0	0	0	0	(13,900)	(316)	(754)	(171)	(51,366)	0	0	0	0	(17,600)	0	0	(84,109)	
Support Services	Waste Management	2,018	1,647	621	943	766	0	555	537	457	0	493	1,195	511	14,508	34	78	18	4,719	1,703	270	1,121	149	0	0	0	32,344	
	Central Support	254	207	78	119	96	0	70	68	58	0	62	150	64	1,824	126	301	68	29,535	0	0	338	22	11,040	5,040	1,630	51,150	
		2,272	1,854	699	1,062	863	0	625	605	515	0	555	1,346	575	16,332	160	379	86	34,254	1,703	270	1,460	170	11,040	5,040	1,630	83,494	
Capital Financing		0	0	1,268	2,520	1,184	0	0	0	0	0	1,500	0	0	5,137	0	0	0	7,775	0	0	0	0	0	0	0	19,384	
		28,919	23,601	10,168	16,037	12,168	0	7,958	7,703	6,555	0	8,563	17,130	7,325	199,166	99	233	53	51,295	18,002	2,857	28,168	3,707	57,280	12,040	5,030	524,055	