

**MEETING OF HARLOW COUNCIL**  
**7.30 pm on Thursday 7 February 2019**  
**In the Council Chamber, Civic Centre**

---

**AGENDA**

1. Apologies for Absence

2. Declarations of Interest

Councillors' declarations of interest (if any) in relation to any items on the agenda.

3. Minutes (Pages 7 - 17)

To agree the minutes of the meeting held on 18 December 2018.

4. Communications from the Chair

5. Petitions from the Public

6. Questions from the Public

7. Questions from Councillors

8. Motions from Councillors

9. References from Cabinet and Committees

a) Referral from Cabinet - Corporate Plan 2019/20 (Pages 18 - 38)

The Cabinet recommended to Full Council that:

- i) The Corporate Plan 2019/20 – 2021/22, attached as Appendix A to the report, is adopted.
- ii) Authority be delegated to the Managing Director, in consultation with the Leader of the Council, to make minor and inconsequential amendments to the Corporate Plan.

b) Referral from Cabinet - Medium Term Financial Strategy 2019/20 - 2021/22 (Pages 39 - 71)

The Cabinet recommended to Full Council that:

- i) The Medium Term Financial Strategy for 2019/20 to 2021/22, attached as Appendix B to the report, is adopted.
- ii) The planned Council Tax increase of two per cent for

2019/20 as set out in the Medium Term Financial Plan be approved.

- iii) The proposals in relation to reserves as set out in the report at paragraphs 23 to 29 and contained within Section 8 of the Medium Term Financial Strategy be approved.

c) Referral from Cabinet - Capital and Treasury Report 2019  
(Pages 72 - 124)

The Cabinet recommended to Full Council that:

- i) The following Capital and Treasury Reports be approved:

- The Capital Strategy Report (attached as Appendix A to the report)
- The Capital Programme Strategy Statement 2019/20 (attached as Appendix B to the report)
- The Investment Strategy Report 2019/20 (attached as Appendix D to the report)
- The Minimum Revenue Provision Statement 2019/20 (attached as Appendix E to the report)

- ii) The proposed revised Treasury Management Strategy Statement 2019/20 (attached as Appendix C to the report) be approved for implementation with immediate effect.

d) Referral from Cabinet - Housing Revenue Account Business Plan 2018 - 2048 (Pages 125 - 206)

The Cabinet recommended to Full Council that:

- i) The Housing Revenue Account (HRA) Business Plan, as set out in Appendix A to this report, be approved.
- ii) Authority be delegated to the Managing Director, in consultation with the Portfolio Holder for Housing, to make minor amendments to the Plan, if necessary, following consultation.

e) Referral from Cabinet - Housing Revenue Account Budget 2019/20  
(Pages 207 - 224)

The Cabinet recommended to Full Council that:

- i) The rent reductions for individual dwellings as set out in paragraph 30 of the report are approved with effect from 1

April 2019. This equates to an average weekly rent of £89.84 a statutory reduction of one per cent.

- ii) Service charges for individual dwellings, as set out in paragraphs 22 to 29 of this report are approved with effect from 1 April 2019 for both tenants and leaseholders. This equates to an average weekly service charge to tenants of £2.49.
- iii) Heating charges as set out in paragraphs 31 to 38 of this report are approved with effect from 1 April 2019 for both tenants and leaseholders. Average weekly general needs charges are £9.24 per week (leaseholders £16.09 per week, equivalent) and, for sheltered accommodation, £6.83 per week.
- iv) Rents for garages held within the category 'Retain and Invest' as defined in the 'Garages and Hardstanding Improvement Strategy 2015' will increase by five per cent, to £10.16 per week (for a standard garage) and proportionate increases for other garages, car ports and car spaces from 1 April 2019. Rents of garages in other categories will reduce by 20 per cent in order to provide an incentive, as set out in paragraphs 39 and 40 of this report.
- v) Housing related support charges are as set out in paragraphs 17 to 21 and Table 1 are approved for service users with effect from 1 April 2019.
- vi) Other charges set out in paragraphs 41 to 43 of this report are approved with effect from 1 April 2019. Note the addition of two new charges from 1 April 2019 for the provision of information to facilitate Equity Release £30.80 and Re-mortgage work £20.50 (both inclusive of VAT at 20 per cent).
- vii) The growth items outlined in paragraph 46 of the report in respect of 2019/20 are approved.
- viii) The Housing Revenue Account (HRA) budget (attached as Appendix A to the report) is approved.
- ix) A minimum HRA working balance shall be £4 million as at 31 March 2020, with £2.5 million being the minimum level and with an additional £1.5 million added as an allowance towards any additional expenditure required as a result of the Grenfell Tower Public Inquiry, (as set out in Appendix B of this report) is approved.

f) Referral from Cabinet - General Fund Budget 2019/20  
(Pages 225 - 301)

The Cabinet recommended to Full Council that:

- i) The General Fund estimates for 2019/20, as set out in Appendix A to the report, are approved.
- ii) The proposed transfers between the General Fund and Earmarked Reserves, referred to in paragraphs 24 to 27 and Table 3 of this report and set out in Appendix C to the report, are approved.
- iii) The proposed Fees and Charges, as set out in Appendix E to the report, are approved.
- iv) The Pay Policy Statement, as set out in Appendix G to the report, is approved.
- v) The Council's Band D Council Tax for 2019/20 is set at £277.73 representing an increase in Council Tax of two per cent for the forthcoming year.

g) Referral from Cabinet - Capital Programmes 2018/19 - 2019/20  
(Pages 302 - 317)

The Cabinet recommended to Full Council that:

*Housing Capital Programme*

- i) The Housing Capital Programme 2018/19 revised outturn of £19,513,000, as set out in Table 2 of the report is noted.
- ii) The Housing Capital programme 2019/20 of £24,044,000, as set out in Table 5 of the report is approved, including £2.7 million of external borrowing to support building council homes.

*Non Housing Capital Programme*

- iii) The revised Non Housing Capital Programme 2018/19 of £11,105,000, as set out in Table 6 of the report is noted.
- iv) The Non Housing Capital Programme for 2019/20 £11,156,000 including the Enterprise Zone (EZ) (£5,319,000) and Prentice Place (£2,347,000) as set out in Table 7 of the report is approved.
- v) Internal borrowing is approved to support:

- the Non Housing Capital Core Programme of £9,866,000 up to 31 March 2019, and a further £2,372,000 in 2019/20.
- in respect of Prentice Place in 2019/20 of £1,755,000.
- in respect of the EZ in 2018/19 of £5,790,000 and in 2019/20, £5,319,000. This will bring total borrowing over the 3 years from 2017/18 to £13,707,000.

h) Referral from Cabinet - Discretionary Rate Relief Policy - Retail Relief (Pages 318 - 324)

The Cabinet recommended to Full Council that:

- i) The proposed Retail Relief Policy (attached as Appendix A to the report) be adopted.

i) Referral from Independent Remuneration Panel - Report of The Independent Remuneration Panel 2018/19 (Pages 325 - 328)

The Independent Remuneration Panel recommended to Full Council that:

- i) The Basic Allowance is increased to £4,485 for the 2019/20 financial year, representing a five per cent increase.
- ii) All Special Responsibility Allowances in the Councillor's Allowance Scheme (attached as Appendix A to the report) are increased by two per cent for the 2019/20 financial year.

j) Referral from Licensing Committee - Hackney Carriage and Private Hire Licensing Fees (Pages 329 - 333)

The Licensing Committee recommended to Full Council that:

- i) Approves for publication the proposed revised Hackney Carriage and Private Hire licensing fee structure (attached as Appendix A to the report).
- ii) Subject to no representations being received, recommends to Full Council that the proposed Hackney Carriage and Private Hire licensing fee structure be adopted with effect from 1 April 2019.

- k) Referral from Licensing Committee - Licensing Act Policy Review  
(Pages 335 - 384)

The Licensing Committee recommended to Full Council that:

- i) The draft of the Licensing Act Statement of Policy (attached as Appendix A to the report) is adopted, subject to the amendments suggested by Essex Police as detailed in paragraph 4 of the supplementary report.

10. Reports from Officers

11. Minutes of Cabinet and Committee Meetings

To note the following Cabinet and Committee minutes:

- a) Minutes of meeting Wednesday, 12 December 2018 of Development Management Committee (Pages 385 - 387)
- b) Minutes of meeting Wednesday, 16 January 2019 of Development Management Committee (Pages 388 - 391)
- c) Minutes of meeting Tuesday, 22 January 2019 of Licensing Committee (to follow)
- d) Minutes of meeting Thursday, 24 January 2019 of Cabinet (Pages 392 - 400)

12. Matters of Urgent Business

Such other business which, in the opinion of the Chair, should be received as a matter of urgency by reason of special circumstances to be specified in the minutes.