

**DECISION NOTICE (date 13 September 2018)**  
**Published 14 September 2018**

This document lists the decisions taken by Cabinet at a meeting held on Thursday, 13 September 2018. The list covers key and non-key decisions. A decision may be implemented with immediate effect, unless it is eligible for call-in as identified below, whereupon a decision will not be implemented until five working days have elapsed.

Agenda Item No	Decision	Reasons for Decision	Any Options Rejected?	Declared Conflict of Interest	Eligible for call in?
<p><b>A10</b></p>	<p><u>Local Development Plan - Submission to Planning Inspectorate for Examination Under Regulation 22</u></p> <p>Key decision? Yes</p> <p><b>RESOLVED that Cabinet recommends to Full Council that:</b></p> <p><b>A</b> The Harlow Local Development Plan Pre-Submission Publication (2018) be formally approved for Submission to the Secretary of State in accordance with Regulation 22 of the Town and Country Planning (Local Development) (England) Regulations 2012 (as amended).</p>	<p><b>A</b> To enable the Harlow Local Development Plan Pre-Submission Publication (2018) to be formally submitted to Government for Examination to ensure that the Council has an up to date development plan in place and a Local Development Scheme that reflects the Local Development Plan and the Town Centre Area Action Plan's current time table in accordance with Regulation 22 of the Town and Country Planning (Local Development) (England) Regulations 2012 (as amended).</p>	<p>None</p>	<p>None</p>	<p>No</p>

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	<p><b>B</b> The updated Local Development Scheme (attached as Appendix G to the report) be approved.</p> <p><b>C</b> Delegated authority be given to the Managing Director, in consultation with the Leader of the Council and the Portfolio Holder for Environment, to make and approve any minor and inconsequential amendments to the documents to be submitted in support of the Harlow Local Development Plan Pre-Submission Publication (2018) arising from the completion of the ensuing technical studies prior to the Public Examination.</p>	<p><b>B</b> To ensure that any necessary supporting technical documents and resulting minor modifications' proposals can be submitted before examination of the Harlow Local Plan Development Plan Pre-Submission Publication (2018).</p>			
<b>A11</b>	<p><u>Joint Finance and Performance Report, Quarter 1 2018/19</u></p> <p>Key decision? No</p> <p><b>RESOLVED that:</b></p>	<p><b>A</b> To ensure that Cabinet reviews performance against the Council's approved General Fund Budget and Corporate Plan for 2018/19 and acknowledges the small</p>	None	None	No

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	<p><b>A</b> Cabinet acknowledged the projected outturn position set out in sections three and four of Appendix A to the report for the first quarter (April – June) of 2018/19 as follows:</p> <ul style="list-style-type: none"> <li>i) An adverse variation on controllable budgets of £109,000 representing 0.18 percent of the gross General Fund Budget.</li> <li>ii) A total projected underspend of £429,000 representing -0.71 percent of the gross General Fund Budget.</li> <li>iii) The Council performed on or above target for 47 out of 48 (98 percent) of its quarterly performance indicators.</li> </ul>	<p>variation to the forecast outturn position.</p>			

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A12	<p><u>Housing Revenue Account, Quarter 1 Finance Report 2018/19</u></p> <p>Key decision? No</p> <p><b>RESOLVED that Cabinet:</b></p> <p><b>A</b> Noted:</p> <ul style="list-style-type: none"> <li>i) An unfavourable variation against the approved Housing Revenue Account (HRA) operational/controllable budget of £956,000 representing 1.8 percent of the gross HRA budget.</li> <li>ii) An unfavourable non-operational variance of £4,104,000 representing 7.72 percent of gross HRA budget which includes adjustments to capital programme financing as a result of the carryovers from 2017/18 and other</li> </ul>	<p><b>A</b> To ensure that Senior Management Board reviews performance against the approved HRA Business Plan and acknowledges the operational variations in light of the challenges the Council may face in this financial year and future years.</p>	None	None	No

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	<p>adjustments.</p> <p><b>B</b> Noted the forecast balances at 31 March 2019, of £5,304,000 in respect of the HRA and nil in respect of the Major Repairs Reserve (MRR).</p>				
<b>A13</b>	<p><u>Capital Programmes, Quarter 1 Finance Report 2018/19</u></p> <p>Key decision? No</p> <p><b>RESOLVED that Cabinet:</b></p> <p><b>A</b> Noted the progress on the delivery of the Council's Housing and Non-Housing Capital Programmes as at Quarter 1 (1 July 2018) as follows:</p> <p>i) Housing Capital Programme –forecast outturn of £24,551,000 (original estimate £18,804,000).</p>	<p><b>A</b> To ensure that Senior Management Board reviews performance against the Council's approved 2018/19 Housing and Non-Housing Capital Programmes.</p>	None	None	No

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	<p>ii) Non-Housing Capital Programme – forecast outturn of £14,727,000 (original estimate £15,250,000).</p> <p><b>B</b> Approved:</p> <p>i) Additional expenditure of £11,000, from the Non-Housing Capital Programme, within the Town Park Inclusive Play scheme (approved in 2018/19) for a new footpath and footpath improvements. The additional expenditure is fully grant funded by the County Council.</p> <p>ii) A business case for the installation of new boilers and system controls at Abercrombie Playbarn, £25,000, funded from the approved Non-Housing Capital Contingency</p>				

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	<p>Budget.</p> <p>iii) A change to the business case to upgrade council websites (approved in February 2017). It is recognised that £40,000 of urgent works are required to upgrade the main Council website, to be funded in part from the approved budget of £20,000.</p> <p>iv) An additional £10,000 from the Contingency budget to support the installation of new boilers and system controls at 2 and 2A Wych Elm. The current approved budget in the capital programme for this work is £15,000.</p> <p>v) A revised current budget in the Non-Housing Capital Programme of</p>				

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	<p>£14,727,000 in line with the carryovers, adjustments and additional funding detailed in Table 4 of the report.</p>				
<p><b>A14</b></p>	<p><u>Annual Treasury Management Report 2017/18</u></p> <p>Key decision? Yes</p> <p><b>RESOLVED that Cabinet:</b></p> <p><b>A</b> Noted the annual Treasury Management Report for 2017/18 (attached as Appendix A to the report), including that the Council operated within the Treasury Management Strategy Statement during 2017/18, and that the report is recommended to Full Council for approval.</p> <p><b>B</b> Noted the issues that the outcome of the EU Referendum is creating and</p>	<p><b>A</b> In complying with latest Codes of Practice, Full Council is required to receive an annual report on the prior year's treasury management functions of the Council, which should also receive review by Cabinet in advance of its presentation to Full Council.</p> <p><b>B</b> The Prudential Indicators are also required to be reported to Full Council. These are included within the annual treasury management report.</p>	<p>None</p>	<p>None</p>	<p>No</p>

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	their impact on the Council's treasury management activities.				
<b>A15</b>	<p><u>Award of Contract for Domestic Waste and Recycling Collection Services</u></p> <p>Key decision? Yes</p> <p><b>RESOLVED that:</b></p> <p><b>A</b> The most economically advantageous tender for the contract for the Provision of Domestic Waste and Recycling Collection and Allied Services submitted by Bidder A be accepted, subject to formal contract.</p> <p><b>B</b> Delegated authority be given to the Managing Director, in consultation with the Leader of the Council, to make the necessary contractual arrangements.</p>	<p><b>A</b> Domestic waste collection is a statutory function currently carried out by an external service provider under contract to the Council. The contract expires at the end of March 2019. Awarding the contract now will allow time for mobilisation including implementation of ICT systems and procurement of a vehicle fleet so that the Council is able to continue to provide the service beyond that date.</p>	None	None	Yes

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<p><b>A16</b></p>	<p><u>Award of Contract for Advice Services</u></p> <p>Key decision? Yes</p> <p><b>RESOLVED that:</b></p> <p><b>A</b> Contractor A be awarded the contract for delivery of Advice Services for a period of three years from 1 October 2018 at £90,000 per annum subject to paragraph 7 of the report.</p> <p><b>B</b> Delegated authority be given to the Head of Community Wellbeing, in consultation with the Portfolio Holder for Community and Wellbeing, to make the necessary contractual arrangements.</p>	<p><b>A</b> Proceeding on this basis will enable the Council to deliver its commitment to Harlow residents in terms of providing access to quality advice services.</p>	<p>None</p>	<p>None</p>	<p>Yes</p>
<p><b>A17</b></p>	<p><u>MHCLG Business Rates Pilot Programme 2019-20</u></p> <p>Key decision? Yes</p> <p><b>RESOLVED that Cabinet:</b></p>	<p><b>A</b> To enable an informed decision, subsequent to the outcomes of an independent financial review and formulation of agreed terms, to be</p>	<p>None</p>	<p>None</p>	<p>No</p>

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	<p><b>A</b> Noted the content of the report and its potential implications for the forthcoming budget setting for 2019/20.</p> <p><b>B</b> Granted delegated authority to the Head of Finance, in consultation with the Leader of the Council and the Portfolio Holder for Resources, to give notice formally of the Council's intention to accept or to decline to opt into the 75 percent BRR Pilot Programme with the other constituent Essex local councils as deemed most favourable to the Council.</p>	<p>made in determining whether the Council should participate with Essex billing and precepting authorities in the Ministry of Housing, Community and Local Government's (MCHLG) Pilot Programme for 75 percent Business Rates Retention (BRR) in 2019/20.</p>			
<b>A18</b>	<p><u>Referral from Scrutiny Committee - Civic Pride and Education</u></p> <p>Key decision? No</p> <p><b>RESOLVED that:</b></p> <p><b>A</b> Cabinet supports the events and activities with a theme of</p>	<p><b>A</b> The Scrutiny Committee considered a report on Civic Pride and Education at its meeting on 24 July 2018 and asked Cabinet to support the events and activities set out in the report to the Committee attached</p>	None	None	Yes

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	Civic Pride, as set out in paragraphs 10 to 13 of the original report attached as Appendix 1.	as Appendix 1 to the report.			
<b>A18</b>	<p><u>Referral from Scrutiny Committee - Review of Universal Credit in Harlow - Update Report</u></p> <p>Key decision? No</p> <p><b>RESOLVED that Cabinet:</b></p> <p><b>A</b> Noted the continued operational issues that the transition to Universal Credit is having for the Council and its services during the first 12 months of the live scheme in Harlow and in particular:</p> <ul style="list-style-type: none"> <li>i) Delays in payments being made to housing providers.</li> <li>ii) The increased level of rent arrears.</li> </ul>	<b>A</b> The Scrutiny Committee considered a report on Universal Credit in Harlow at its meeting on 4 September 2018 and asked Cabinet to note specific transitional issues.	None	None	No