

MINUTES OF THE CABINET HELD ON

17 October 2019

7.30 - 8.05 pm

PRESENT

Committee Members

Councillor Mark Ingall, Leader of the Council

Councillor Eugenie Harvey, Deputy Leader and Portfolio Holder for Community and Wellbeing

Councillor Mike Danvers, Portfolio Holder for Resources

Councillor Tony Durcan, Portfolio Holder for Economic Growth

Councillor Danny Purton, Portfolio Holder for Environment

Councillor John Strachan, Portfolio Holder for Regeneration

Councillor Mark Wilkinson, Portfolio Holder for Housing

Additional Attendees

Councillor Tony Edwards

Other Councillors

Councillor Simon Carter

Councillor Joel Charles

Councillor Andrew Johnson

Officers

Brian Keane, Chief Executive

Andrew Bramidge, Head of Environment and Planning

Jane Greer, Head of Community Wellbeing

Simon Hill, Head of Governance

Andrew Murray, Head of Housing

Adam Rees, Governance Support Officer

Cara Stevens, Area Housing Manager

58. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Lanie Shears.

59. DECLARATIONS OF INTEREST

Councillor Simon Carter declared a pecuniary interest in items 12 and 13 as a remunerated Council appointed director of HTS (Property and Environment) Ltd. He said he would leave the room whilst the items were considered

60. MINUTES

RESOLVED that the minutes of the meeting held on 12 September 2019 are agreed as a correct record and signed by the Leader.

61. MATTERS ARISING

None.

62. **WRITTEN QUESTIONS FROM THE PUBLIC**

None.

63. **WRITTEN QUESTIONS FROM COUNCILLORS**

None.

64. **PETITIONS**

None.

65. **FORWARD PLAN**

The item 'Local Development Plan – Modifications Prior to Consultation' had been withdrawn from the agenda for this meeting at the request of the Planning Inspector pending submission of their final letter. The item 'Adoption of Local Development Plan' would no longer be considered at the meeting on 23 January 2020 as a result.

The item 'Town Wide Employment Sites Article 4 Direction' would no longer be considered at this meeting as the Templefields' Direction had received no objections and therefore did not need Cabinet approval. Directions for the other sites had been re-advertised. If they received objections these would be considered at the meeting on 5 December 2019.

Finally, the item 'Contract Award for the Demolition of the Old Lister House Site, Perry Road' was no longer to be considered by Cabinet as the contract was of a value less than £250,000, meaning it did not require Cabinet approval.

RESOLVED that the Forward Plan is noted.

66. **RECENT RELEVANT DECISIONS TAKEN BY THE LEADER, DEPUTY OR PORTFOLIO HOLDER(S)**

None.

67. **LOCAL DEVELOPMENT PLAN - MODIFICATIONS PRIOR TO CONSULTATION**

This item had been withdrawn from the agenda for the meeting.

68. **HOMELESSNESS AND ROUGH SLEEPER STRATEGY**

Cabinet considered a report to adopt an updated Homelessness and Rough Sleeper Strategy.

Proposed by Councillor Mark Wilkinson (seconded by Councillor Mark Ingall) it was:

RESOLVED that:

- A** The updated Harlow Homelessness and Rough Sleeping Strategy and updated Delivery Plan be approved as attached as Appendix A to the report.

69. **CONTRACT AWARD - NEXUS BUILDING MANAGEMENT**

Councillor Simon Carter left the meeting.

Cabinet considered a report to award two contracts to HTS (Property and Environment) Ltd to carry out facilities and landscape maintenance for the Nexus Building.

Proposed by Councillor Tony Durcan (seconded by Councillor Mark Ingall) it was:

RESOLVED that subject to the submission of acceptable business cases and formal contract:

- A** Two maintenance contracts (for facilities and landscape management) be entered into with HTS (Property & Environment) Limited (HTS) for a period of five years with an option, at the sole discretion of the Council, to break the contract at the end of year one by giving no less than four months' notice subject to agreement of the terms and conditions and clarification on the final cost of the new services.
- B** Delegated authority be given to the Chief Executive, in consultation with the Portfolio Holder for Economic Development, to make the necessary legal and financial arrangements to award the contract.

70. **HTS (PROPERTY AND ENVIRONMENT) LTD - CONTRACT AWARD FOR TWO YEAR PROGRAMME FOR COMPLIANCE, GARAGES AIDS AND ADAPTATIONS**

Cabinet received a report to award a number of business cases to HTS (Property and Environment) Ltd to be completed over a two year period.

Proposed by Councillor Mark Wilkinson (proposed by Councillor John Strachan) it was:

RESOLVED that Cabinet:

- A** Awarded the following Business Cases to HTS (Property and Environment) Ltd (HTS) for completion over two years (2020-

2021 and 2021-2022), for housing work-streams and aggregated contract values as set out below:

- i) Disabled Aids and Adaptations (DAA's) - £1,800,000
 - ii) Compliance - £3,600,000
 - iii) Garages - £1,000,000
- Total - £6,400,000

B Delegated authority to the Head of Housing, in consultation with Portfolio Holder for Housing, to complete all Business Case contractual formalities.

71. **COMMUNICATIONS FROM COMMITTEES/WORKING GROUPS/PARTIES AND PANELS**

- a) Referral from Scrutiny Committee - Review of Overview and Scrutiny
Councillor Simon Carter returned to the meeting.

Cabinet considered referral from the Scrutiny Committee to amend the process in which the Cabinet Overview Working Group's work plan is developed.

Proposed by Councillor Mark Ingall (seconded by Councillor Eugenie Harvey) it was:

RESOLVED that:

- A** The process for developing the Cabinet Overview Working Group's Work Plan is adapted in line with paragraph 17 of the original report, attached as Appendix 1 to the report.

72. **MINUTES OF PANELS/WORKING GROUPS**

RESOLVED that the minutes of the following meetings are noted.

- a) Minutes of meeting Tuesday, 20 November 2018 of Housing Standards Board
- b) Minutes of meeting Tuesday, 19 March 2019 of Housing Standards Board
- c) Minutes of meeting Thursday, 5 September 2019 of Harlow Local Highways Panel

- d) Minutes of meeting Tuesday, 2 July 2019 of Housing Standards Board

73. **MATTERS OF URGENT BUSINESS**

None.

LEADER OF THE COUNCIL