

Decision Notice (16 February 2023)

Published 17 February 2023

This document lists the decisions taken by Cabinet at a meeting held on Thursday, 16 February 2023. 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>A10</p>	<p><u>Medium Term Financial Strategy 2023/24 - 2025/26</u></p> <p>Key decision? Yes</p> <p>RESOLVED that Cabinet recommended to Full Council that:</p> <p>A The General Fund element of Medium Term Financial Strategy for 2023/24 to 2025/26 (attached as appendix B to the report) is adopted.</p> <p>B The Housing Revenue Account (HRA) element of the Medium Term Financial Strategy for 2023/24 to 2025/26 (as attached as Appendix C to the report) is adopted.</p>	<p>A To provide an updated financial position for the Council allowing Cabinet to consider the implications and potential options available and provide strategic direction in the preparation and presentation of proposal for the balanced draft budget for 2023/24 in support of the overall financial plans of the Council and the delivery of its priorities.</p> <p>B To continue to deliver the commitment to manage Harlow's element of the annual Council Tax demand and to become a low tax</p>	<p>None</p>	<p>None</p>	<p>No</p>

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	<p>C The planned Council Tax freeze for 2023/24 for the Harlow Council element of the 2023/24 Council Tax demand is approved.</p> <p>D That the anticipated New Homes Bonus for 2023/24 of £572,205 be used to increase the funds available within the Budget Stabilisation Reserve to a projected balance of £1.35million when combined with other proposals set out in this and the General Fund Budget report.</p> <p>E That movements in reserves set out in the report are approved.</p>	<p>authority.</p>			
<p>A11</p>	<p><u>General Fund Budget 2023/24</u></p> <p>Key decision? Yes</p> <p>RESOLVED that it was recommended to Full Council that:</p>	<p>A The Council must approve an annual budget and Council Tax charge for the forthcoming year under legislation.</p> <p>B To agree a budget proposal</p>	<p>None</p>	<p>None</p>	<p>No</p>

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	<p>A The General Fund estimates for 2023/24, as set out in Appendix A to the report, are approved.</p> <p>B The proposed transfers between the General Fund and Earmarked Reserves, referred to within the report and set out in Appendix C to the report, are approved.</p> <p>C The proposed Fees and Charges, as set out in Appendix E to the report, are approved.</p> <p>D The Pay Policy Statement, as set out in Appendix F to the report, is approved.</p> <p>E The Council's Band D Council Tax for 2023/24 is set at £288.90 representing a 0% increase as set out in the 2023/24 MTFS.</p>	<p>for the 2023/24 financial year which supports the delivery of the key themes and objectives set out within the new Corporate Strategy and especially the commitment to become a lower tax authority.</p>			

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A12	<p><u>Housing Revenue Account Business Plan 2022-2052</u></p> <p>Key decision? Yes</p> <p>RESOLVED that it was recommended to Full Council that:</p> <p>A The Housing Revenue Account (HRA) Business Plan, as set out in Appendix A to this report, is approved.</p> <p>B Authority is delegated to the Director of Housing, in consultation with the Portfolio Holder for Housing, to make minor amendments and finalisation of the Plan and Appendices, following consultation.</p>	<p>The HRA Business Plan 2022-2052 is a formal update on the Council's landlordservice over the next 30 years. Housing stock holding councils need to demonstrate that their business is sustainable over the long term.</p>	None	None	No
A13	<p><u>Housing Revenue Account Budget 2023/24</u></p> <p>Key decision? Yes</p> <p>RESOLVED that it was recommended to Full Council that:</p>	<p>The Housing Revenue Account (HRA) reflects the statutory requirement under Section 74 of the Local Government & Housing Act 1989 to account separately for local authority</p>	None	None	No

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	<p>A Approve the Housing Revenue Account (HRA) estimates as set out in Appendix 1 to the report.</p> <p>B Approve a working balance of £3.529 million for the HRA (set out in paragraph 23 of the report).</p> <p>C Approve that tenant rents are increased by 7 percent with effect from 3 April 2023. This equates to an average weekly rent of £104.18 an increase of £6.82 (set out in paragraph 3 of the report).</p> <p>D Approve that the rents and personal charges for temporary accommodation are increased with effect from 3 April 2022 as set out in paragraph 4 of the report.</p> <p>E Approve that garage rents within the 'retain and invest' category are increased by 5</p>	<p>housing services. It is a ring fenced account containing the costs of managing the Council's housing stock which is offset by tenants' rents, tenants' and leaseholders' service charges and other contributions. The Council has a statutory responsibility to set a balanced HRA budget and avoid any deficits.</p>			

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	<p>percent with effect from 1 April 2023. This equates to an average weekly rent of £12.35, an increase of £0.56. Also approve the proportionate increases for other garages, car ports and car spaces (set out in paragraph 5 of the report).</p> <p>F Approve that tenant service charges are increased to recover full cost with effect from 3 April 2023 (see paragraphs 6 to 8 of the report and Appendix 2 attached to the report).</p> <p>G Approve that other housing related support charges for sheltered accommodation are increased to recover full cost with effect from 3 April 2023 (see paragraphs 9 to 13 of the report and Appendix 2 attached to the report).</p> <p>H Approve that the leasehold service charges are increased</p>				

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	<p>with effect from 1 April 2023 to ensure that all leaseholder costs are recovered (see paragraphs 16 to 19 of the report and Appendix 2 attached to the report).</p> <p>I Approve that all other tenant charges are increased with effect from 3 April 2023 in order to recover cost (see Appendix 2 attached to the report).</p>				
<p>A14</p>	<p><u>Capital and Treasury Report 2023</u></p> <p>Key decision? Yes</p> <p>RESOLVED that it was recommended to Full Council that:</p> <p>A The following Capital and Treasury Reports be approved:</p> <p>i) The Capital Strategy Report (Appendix A to the report).</p> <p>ii) The Treasury</p>	<p>A The Capital Strategy Report 2023/24 (attached as Appendix A to the report) covers the requirements of the Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code 2021, including the prudential indicators. The report should be approved by Full Council before the start of the new financial year.</p> <p>B The Treasury Management</p>	<p>None</p>	<p>None</p>	<p>No</p>

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	<p>Management Strategy Statement 2023/24 (Appendix B to the report).</p> <p>iii) The Investment Strategy Report 2023/24 (Appendix C to the report).</p> <p>iv) The MRP Statement 2023/24 (Appendix D to the report).</p>	<p>Strategy Statement 2023/24 (Appendix B) covers the requirements of the CIPFA Treasury Management Code of Practice 2021, including the treasury management indicators.</p> <p>C The Investment Strategy Report 2023/24 (Appendix C) covers the requirements of the Department for Levelling Up, Housing and Communities (DLUHC) (formerly that Ministry of Housing, Communities and Local Government or MHCLG) Investment Guidance 2018, including the investment indicators.</p>			
A15	<p><u>Capital Programmes 2022/23 - 2024/25</u></p> <p>Key decision? Yes</p> <p>RESOLVED that it was recommended to Full Council that:</p>	<p>Approval of the capital programme is a responsibility reserved for the Full Council and reflects its investment priorities and health and safety obligations. This is necessary because the approved</p>	None	None	No

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	<p>A Approve the 2023/24 Housing Capital Programme (HCP) totalling £38.891 million as set out in Appendix 1 to the report.</p> <p>B Approve of the inclusion in the Housing Capital Programme of an additional £18 million over 3 years for a Housing “Catch up Stock Need” as set out in Table 2 of the report.</p> <p>C Approve the updated New Build programme as set out in Table 3 of the report.</p> <p>D Approve the 2023/24 Non-Housing Capital Programme totalling £13.471 million (attached as Appendix 2 to the report), noting the additional £2.789 million investment in response to Business Cases received as detailed in Table 11 of the report.</p>	<p>programme gives authority for the procurement and resourcing of individual projects so that investment priorities can be delivered.</p>			

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<p>A16</p>	<p><u>Local Plan Review</u></p> <p>Key decision? Yes</p> <p>RESOLVED that Cabinet:</p> <p>A Endorsed the revised approach set out in the report together with the updated timetable for the preparation of the Harlow Local Development Plan Review.</p> <p>B Agreed that the development plan for Harlow town centre will now be contained within a consolidated, single plan for the whole district.</p> <p>C Approved the Local Development Scheme (LDS) as set out in Appendix B to the report.</p>	<p>A To establish a timetable for the review of the Harlow Local Development Plan (HLDP) in order to comply with requirements of Planning Policy Guidance, the National Planning Policy Framework and Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012.</p> <p>B To provide a consolidated and comprehensive development plan framework for the district.</p> <p>C To agree a timetable for the HLDP Review. The timetable will be set out in an updated Local Development Scheme (LDS) which will present the stages of production, consultation, examination and adoption in accordance with the Planning and Compulsory Purchase Act (2004) as</p>	<p>None</p>	<p>None</p>	<p>Yes</p>

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		amended.			
A17	<u>Commercialisation Framework</u> Key decision? No RESOLVED that the Commercialisation Framework, attached as Appendix A to the report, be adopted.	A The current Corporate Strategy (Being an Efficient Council, Governance Key Objectives) sets out the aspiration of the Council to take a more commercial approach to increase income yield from specific opportunities in the years to come by developing a commercial strategy. B The document sets out the proposed framework within which it will seek to develop future Commercial opportunities whilst continuing to deliver its services.	None	None	Yes
A18	<u>Award of Contract for Corporate Cleaning and Janitorial Services</u> Key decision? Yes RESOLVED that:	To enter into a contract for janitorial and building cleaning services for a period of three years in accordance with Contracts Standing Orders.	None	None	Yes

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	<p>A A building cleaning and janitorial services contract is entered into with HTS (Property & Environment) Limited (HTS) for a period of three years commencing on 1 April 2023, subject to agreement of the terms and conditions with an option, at the sole discretion of the Council, to extend the contract for three years; and</p> <ul style="list-style-type: none"> i) so far as any new sites are concerned, the conclusion of mandatory formal consultation with the transferee's existing employees and confirmation that HTS will provide pension protection which is the same as, broadly comparable or better than those they had the right to acquire prior to the transfer; and ii) clarification on the final cost of the new services 				

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	<p>taking into account the matters referenced above and any necessary minor adjustments to the Council's cleaning specification.</p> <p>B Delegated authority be given to the Director of Housing, in consultation with the Portfolio Holder for Finance, to finalise the terms and make the necessary legal and financial arrangements.</p>				