

DECISION NOTICE (21 July 2016)
Published 22 July 2016

This document lists the decisions taken by Cabinet at a meeting held on Thursday, 21 July 2016. 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?
A11	<p><u>Appointment of Cabinet Overview Working Group, Panels and Partnership Bodies 2016/17</u></p> <p>Key decision? No</p> <p>RESOLVED that appointments to Cabinet bodies for 2016/17 are made as detailed in the report submitted.</p>	<p>To appoint Councillors to Cabinet sub committees, working groups, advisory bodies, partnership/liaison bodies and the Housing Standards Board for 2016/17.</p>	None	None	No
A12	<p><u>Cabinet Overview Working Group Work Plan 2016/17</u></p> <p>Key decision? No</p> <p>RESOLVED that the proposed 2016/17 work plan for the Overview Working Group as detailed at paragraph 2 from the report submitted is agreed.</p>	<p>To ensure that the Cabinet's work programme in 2016/17 is supported by detailed policy reviews resulting in practicable, affordable and prioritised recommendations in each case.</p>	None	None	No

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A13	<p><u>Year End 2015/16 Joint Performance and Finance Report</u></p> <p>Key decision? No</p> <p>RESOLVED that Cabinet:</p> <p>A Acknowledges the outturn position set out in section three of Appendix A to this report for the year ending 31 March 2016 (1 April 2015 – 31 March 2016), subject to recommendations in paragraphs 20 and 22, as follows:</p> <p style="padding-left: 40px;">i. An under-spend on controllable service budgets of £862,000 or -1.25 per cent of the gross General Fund budget, after allowing for carry-forward requests.</p> <p style="padding-left: 40px;">ii. A total reduction in the General Fund balance of £488,000 after including the impact of windfall income, non-controllable items, proposed transfers to</p>	<p>A To ensure that Cabinet reviews performance against the Council's approved General Fund Budget and Corporate Plan for 2015/16.</p> <p>B To seek approval for the recommendations set out in the report in relation to transfer to reserves (paragraphs 21 and 22) and carrying forward underspends to ensure that the resources remain to carry out works in 2016/17 (paragraph 20).</p>	None	None	No

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	<p>reserves and budget carry forward requests (from 2014/15), representing an adverse variance of £221,000 to the revised budget (+0.32 per cent of the gross General Fund budget).</p> <p>B Recognises the operational performance that has been achieved across all Council services during 2015/16.</p> <p>C Approves:</p> <ul style="list-style-type: none"> i. The carry forward of £136,800 of budgets from 2015/16 to 2016/17 as set out in paragraph 20 of the report. ii. The transfer to reserves of £637,000 as set out in paragraph 22 and Appendix C of the report. 				
A14	<u>Housing Revenue Account Outturn</u>	A To note the outturn of the	None	None	No

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	<p><u>Report 2015/16</u></p> <p>Key decision? No</p> <p>RESOLVED that Cabinet:</p> <p>A Acknowledges the HRA outturn for 2015/16 as set out in the report as follows:</p> <p>(i) a favourable variation against the original budget adjusted for carryovers on operational/controllable budgets of £2,305,000 representing 3.98% of the gross Housing Revenue Account (HRA) budget</p> <p>(ii) A total projected underspend of £8,154,000 representing 14.06% of the gross HRA budget.</p>	<p>Council's approved 2015/16 Housing Revenue Account and acknowledge the operational variations in light of the challenges the Council has faced in this financial year and may do so in future years.</p> <p>B To note the application of the Council's Major Repairs Reserve (MRR), highlighting its relationship with the Housing Capital Programme.</p>			

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	<p>B Notes the balances at 31 March 2016, of £12,298,000 in respect of the Housing Revenue Account and nil in respect of the Major Repairs Reserve (as identified in Appendix C).</p> <p>C Approves carryovers of £315,000 as detailed in paragraph 32 of this report to meet commitments from 2015/16.</p> <p>D Recognises the operational performance that has been achieved across all Council services during 2015/16.</p>				
<p>A15</p>	<p><u>Capital Programme Outturn Report 2015/16</u></p> <p>Key decision? No</p> <p>RESOLVED that Cabinet:</p> <p>A Notes the outturn of the</p>	<p>To ensure that Cabinet reviews performance against the Council's approved 2015/16 Housing and Non-Housing Capital Programmes.</p>	<p>None</p>	<p>None</p>	<p>No</p>

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	<p>Council's Housing and Non-Housing Capital Programmes as at 31 March 2016 detailed as follows:</p> <ul style="list-style-type: none"> <li data-bbox="412 536 801 791">(i) Housing Capital Programme expenditure of £21,452,000 against an approved revised budget of £25,103,000. <li data-bbox="412 831 801 1086">(ii) Non-Housing Capital Programme expenditure of £3,950,000 against an approved revised budget of £6,961,000. <li data-bbox="412 1126 801 1414">(iii) Additional capital expenditure of £1,655,000 in respect of Growth Area Funding/Programme of Development and £5,730,000 in 				

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	<p>respect of a land purchase for the Enterprise Zone.</p> <p>B Approves the carryover of Housing Capital Programme schemes to 2016/17 of £3,823,800 to meet capital commitments.</p> <p>C Approves the carryover of Non-Housing Capital Programme schemes from 2015/16 of £2,761,830 to meet capital commitments. The carryover includes grant funding to support these commitments of £1,103,000 and a capital receipt of £600,000.</p> <p>D Approves business cases for the refurbishment of the Town Park cycle track bridge surface (£8,500), and emergency works to the Town Park Playground (£20,000), to replace play equipment and furnishings. This latter work will be carried out in early 2016/17.</p>				

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	<p>Both schemes will be funded from the risk reserve.</p> <p>E Recognises the operational performance that has been achieved across all Council services during 2015/16.</p>				
A16	<p><u>Customer Services Action Plan</u></p> <p>Key decision? Yes</p> <p>RESOLVED that the Customer Service Action Plan at Appendix A is approved.</p>	<p>The Customer Service Review and associated Action Plan outlines how the Council will develop customer interaction up to March 2019. It provides a roadmap that sets out the key projects required to improve services and achieve a range of benefits that will ensure the future needs of both customers and the Council are met.</p>	None	None	Yes
A17	<p><u>Selection of operator for Harlow Enterprise Hub</u></p> <p>Key decision? Yes</p> <p>RESOLVED that:</p>	<p>To facilitate the continued management and operation of the Harlow Enterprise Hub and associated business support services and activities.</p>	None	None	Yes

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	<p>A The tender submitted by Contractor B is accepted subject to contract.</p> <p>B The Council enters into a management contract with co-terminus lease for a period of 9 years and 6 months, to be reviewed in Year 4 with a break clause for both parties at Year 5.</p>				
<p>A18</p>	<p><u>The Stow Neighbourhood Centre Design Framework Supplementary Planning Document</u></p> <p>Key decision? No</p> <p>RESOLVED that Cabinet RECOMMENDS to Council that The Stow Neighbourhood Centre Design Framework Supplementary Planning Document be adopted.</p>	<p>A The Supplementary Planning Document (SPD) has been prepared in conjunction with Essex County Council to help guide future developments and improvements to The Stow Neighbourhood Centre.</p> <p>B The purpose of the Supplementary Planning Document (SPD) is to provide a clear, robust</p>	<p>None</p>	<p>None</p>	<p>No</p>

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		<p>and deliverable Design Framework which can be used to regenerate The Stow. It will promote and guide development opportunities, whilst identifying how funding, reinvestment and planning gain might be used to improve existing buildings and the public realm, as part of a combined regeneration package for the area.</p>			
<p>A19</p>	<p><u>Loan Arrangements for HTS (Property & Environment) Limited</u></p> <p>Key decision? Yes</p> <p>RESOLVED that:</p> <p>A Cabinet approves the provision of a loan of up to £1.4m to HTS (Property & Environment) Ltd as working capital for the business.</p>	<p>A The provision of the loan will be applied to finance the company set up costs which will ensure that HTS (P&E) LTD is able to initiate trading from 1 February 2017.</p> <p>B The approval of the loan will enable the costs incurred by the company in the months leading up to trading as a new</p>	<p>None</p>	<p>None</p>	<p>Yes</p>

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	<p>B Authority is delegated to the Chief Executive, in consultation with the Leader of the Council and the Portfolio Holder for Resources, to finalise the detailed negotiation of the facilities agreement between the Council and HTS (Property & Environment) Ltd.</p>	<p>company next February to be financed and repaid or amortised over a period of time which is usual in instances of new start businesses.</p>			
<p>A20</p>	<p><u>Referral from Audit & Standards Committee - Annual Governance Statement 2015-16</u></p> <p>Key decision? No</p> <p>RESOLVED that Cabinet approves the Annual Governance Statement for 2015-16.</p>	<p>A The Accounts and Audit Regulations 2011 require the Council to conduct, at least annually, a review of the effectiveness of its system of internal control and to approve an Annual Governance Statement which is required to accompany the Council's Statement of Accounts.</p> <p>B The Audit and Standards Committee considered the draft Annual Governance Statement for 2015-16 and has recommended that</p>	<p>None</p>	<p>None</p>	<p>No</p>

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		Cabinet approve it.			