

MINUTES OF THE CABINET HELD ON

19 July 2018

7.30 - 9.15 pm

PRESENT

Committee Members

Councillor Mark Ingall, Leader of the Council
Councillor Waida Forman, Deputy Leader and Portfolio Holder for Equality and Diversity
Councillor Mike Danvers, Portfolio Holder for Resources
Councillor Eugenie Harvey, Portfolio Holder for Community and Wellbeing
Councillor Danny Purton, Portfolio Holder for Environment and Member Champion for Highways and Infrastructure
Councillor Lanie Shears, Portfolio Holder for Governance
Councillor John Strachan, Portfolio Holder for Regeneration
Councillor Emma Toal, Portfolio Holder for Economic Growth
Councillor Mark Wilkinson, Portfolio Holder for Housing

Other Councillors

Councillor David Carter
Councillor Simon Carter
Councillor Joel Charles
Councillor Nick Churchill
Councillor Tony Edwards
Councillor Tony Hall
Councillor Michael Hardware
Councillor Andrew Johnson
Councillor Stefan Mullard
Councillor Russell Perrin
Councillor Chris Vince

Officers

Brian Keane, Managing Director
Simon Freeman, Head of Finance
Julie Galvin, Assistant Solicitor
Jane Greer, Head of Community Wellbeing
Andrew Murray, Head of Housing
Michael Pitt, Environment and Licensing Manager
Adam Rees, Governance Support Officer

20. APOLOGIES FOR ABSENCE

None.

21. DECLARATIONS OF INTEREST

None.

22. MINUTES

RESOLVED that the minutes of the meeting held on 14 June 2018 are agreed as a correct record and signed by the Leader, subject to the addition of Councillor David Carter to the list of those present.

23. **MATTERS ARISING**

None.

24. **WRITTEN QUESTIONS FROM THE PUBLIC**

None.

25. **WRITTEN QUESTIONS FROM COUNCILLORS**

None.

26. **PETITIONS**

None.

27. **FORWARD PLAN**

RESOLVED that the Forward Plan is noted.

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

None.

29. **YEAR END 2017/18 JOINT FINANCE AND PERFORMANCE REPORT**

The Cabinet received a report that summarised the Council's financial and operational performance as at year-end 2017/18, proposed carryovers into 2017/18 and contributions to reserves.

Proposed by Councillor Mark Ingall (proposed by Councillor Mike Danvers) it was:

RESOLVED that Cabinet:

- A** Acknowledged the outturn position set out in section three of Appendix A to this report for the year ending 31 March 2018 (1 April 2017 – 31 March 2018), subject to recommendations in paragraphs 17 to 19, as follows:
- i) An under-spend on controllable service budgets of £807,000 or -1.34 percent of the gross General Fund budget;
 - ii) A total General Fund underspend of £1,276,000 (-2.12 percent of the gross General Fund Budget) after including the impact of windfall income and non-controllable items; and

- iii) A General Fund balance of £4,321,000 after adjustments for the recommended transfers to reserves, carry forward requests and other one off proposals as set out in this report.
- B** Recognised the operational performance that has been achieved across all the Council services during 2017/18.
- C** Approved:
- i) The carry forward of £137,300 of budgets from 2017/18 to 2018/19 as set out in paragraph 17 of the report;
 - ii) The transfer to reserves of £592,811 as set out in paragraph 18 of the report;
 - iii) The transfer of £500,000 to the Harlow and Gilston Town Funding Reserve;
 - iv) The utilisation of future receipts from the Ram Gorse development for the purpose of enabling the balance of funding to deliver the new splash parks to be made available; and
 - v) The transfer of £26,000 to the Discretionary Services Fund as set out in paragraph 19(c) of this report in support of future Community Wellbeing initiatives.

30. **HOUSING REVENUE ACCOUNT OUTTURN REPORT 2017/18**

The Cabinet received a report that summarised the year-end 2017/18 position of the Housing Revenue Account and proposed some carryovers into 2018/19.

Proposed by Councillor Mark Wilkinson (seconded by Councillor Mike Danvers) it was:

RESOLVED that Cabinet:

- A** Acknowledged the HRA outturn for 2017/18 as set out in the report as follows:
- i) A favourable variation against the original budget adjusted for carryovers on operational/controllable budgets of £679,000 representing (-)1.28 percent of the gross Housing Revenue Account (HRA) budget.
 - ii) A total projected underspend of £3,908,000 representing (-)7.38 percent of the gross HRA budget.

- B** Noted working balances at 31 March 2018 of £14,104,000 in respect of the Housing Revenue Account and nil in respect of the Major Repairs Reserve.
- C** Approved carryovers of £222,000, as detailed in paragraphs 32 and 33 of the report, to meet commitments from 2017/18.
- D** Recognised the operational performance that has been achieved across all Council services during 2017/18.

31. **CAPITAL PROGRAMMES OUTTURN REPORT 2017/18**

The Cabinet received a report that summarised the year-end 2017/18 position of the Housing and Non-Housing Capital Programmes and proposed some carryovers into 2018/19.

Proposed by Councillor Mike Danvers (seconded by Councillor Mark Wilkinson) it was:

RESOLVED that Cabinet:

- A** Noted the outturn of the Council's Housing and Non-Housing Capital Programmes as at 31 March 2018, which is as follows:
 - i) Housing Capital Programme expenditure of £13,346,000 against an approved revised budget of £20,777,000.
 - ii) Non-Housing Capital Programme expenditure of £8,096,000 against an approved revised budget of £14,784,000.
- B** Approved the carryover of Housing Capital programme schemes to 2018/19 of £5,187,000 to meet capital commitments.
- C** Approved the carryover of Non Housing Capital Programme schemes to 2018/19 of £1,015,000 to meet statutory and agreed capital commitments in the core programme and £2,981,000 to meet commitments in respect of Prentice Place and the Enterprise Zone. The core programme carryover includes grant funding to support commitments of £32,000.
- D** Approved additional funding within the 2018/19 Programme for urgent Health and Safety works at the Playhouse. The funding requirement is £80,475 which is in addition to the carryovers pending approval by Cabinet 19 July, (Refer. paragraph 25).

- E Recognised the operational performance which has been achieved across all Council services during 2017/18.

32. **PROCUREMENT STRATEGY**

The Cabinet received a report which recommended the approval of an updated Procurement Strategy.

Proposed by Councillor Lanie Shears (seconded by Councillor Waida Forman) it was:

RESOLVED that:

- A The Procurement Strategy (attached as Appendix A) be approved as the framework for achieving the Council's objectives and aspirations in the procurement of goods, works and services.
- B The Head of Governance, in consultation with the Portfolio Holder for Governance, be authorised to make minor updates and amendments which reflect changes in the law.

33. **COMMUNAL HEATING PROGRAMME 2018/19**

The Cabinet considered a report which recommended the acceptance of a tender for the 2018/19 Communal Heating Programme.

Proposed by Councillor Mark Wilkinson (seconded by Councillor Mike Danvers) it was:

RESOLVED that:

- A The most economically advantageous tender submitted by Contractor A be accepted in the sum of £2,325,656.

34. **PUBLIC SPACE PROTECTION ORDER CONSULTATION**

The Cabinet received a report which recommended that consultation was undertaken on the introduction of a Public Space Protection Order within the Town Centre.

Proposed by Councillor Eugenie Harvey (seconded by Councillor Waida Forman) it was:

RESOLVED that:

- A Cabinet authorised the undertaking of consultation on the introduction of a Public Space Protection Order within Harlow Town Centre, pursuant to provisions of the Anti-social Behaviour, Crime and Policing Act 2014.

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

None.

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

RESOLVED that the minutes of the following meetings are noted.

a) Minutes of meeting Thursday, 26 April 2018 of Safety Committee

37. **MATTERS OF URGENT BUSINESS**

None.

LEADER OF THE COUNCIL