

MINUTES OF THE CABINET HELD ON

12 September 2019

7.30 - 8.11 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 and Member Champion for Highways and Infrastructure

Councillor Lanie Shears, Portfolio Holder for Governance, Equality and Diversity

Councillor John Strachan, Portfolio Holder for Regeneration and Member Champion for IT

Additional Attendees

Councillor Tony Edwards

Other Councillors

Councillor Simon Carter

Councillor Joel Charles

Councillor Mike Garnett

Councillor Tony Hall

Councillor Andrew Johnson

Officers

Brian Keane, Chief Executive

Andrew Bramidge, Head of

Environment and Planning

Hannah Criddle, Governance Support Officer

Simon Freeman, Head of Finance and

Deputy to the Chief Executive

Jane Greer, Head of Community Wellbeing

Andrew Murray, Head of Housing

39. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillor Mark Wilkinson.

40. DECLARATIONS OF INTEREST

Councillor Eugenie Harvey declared a non-pecuniary interest in agenda item 15 (Disposal of Land Adjacent to the Old Harlow Medical Centre) as she lives in Old Harlow.

Councillors Michael Garnett and Joel Charles both declared a non-pecuniary interest in agenda item 15 (Disposal of Land Adjacent to the Old Harlow Medical Centre) as Ward Councillors for Old Harlow.

Councillor Simon Carter declared a pecuniary interest in agenda item 14 (Building Cleaning Contract) as a remunerated Councillor Director of HTS (Property and Environment) Ltd and confirmed he would leave the Chamber when the item was discussed.

41. **MINUTES**

RESOLVED that the minutes of the meeting held on 18 July 2019 are agreed as a correct record and signed by the Leader.

42. **MATTERS ARISING**

None.

43. **WRITTEN QUESTIONS FROM THE PUBLIC**

None.

44. **WRITTEN QUESTIONS FROM COUNCILLORS**

None.

45. **PETITIONS**

None.

46. **FORWARD PLAN**

RESOLVED that the Forward Plan is noted.

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

None.

48. **JOINT FINANCE AND PERFORMANCE REPORT, QUARTER 1 2019/20**

Cabinet received a report which set out both the Council's financial performance, along with its performance against its own performance indicators for the first quarter of 2019/20.

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

RESOLVED that Cabinet:

A Noted the projected outturn position set out in sections three and four of Appendix A to the report for the first quarter (April – June) of 2019/20 as follow:

- i) An adverse variation on controllable budgets of £215,000 representing 0.4 per cent of the gross General Fund Budget.

- ii) A total projected overspend of £46,000 representing 0.08 per cent of the gross General Fund Budget.
- iii) The Council performance on or above target for 47 out of 49 (96 per cent) of its quarterly performance indicators.

49. **HOUSING REVENUE ACCOUNT, QUARTER 1 FINANCE REPORT 2019/20**

Cabinet received a report which provided an update on the Housing Revenue Account (HRA) for the first quarter on 2018/29 and asked that Cabinet variances in the HRA budget and the forecast of the HRA and Major Repairs Reserve.

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

RESOLVED that Cabinet:

A Noted:

- i) A favourable variation against the approved Housing Revenue Account (HRA) operational/controllable budget of £140,000 representing (-)0.02 per cent of the gross HRA budget.
- ii) An unfavourable non-operational variance of £3,200,000 representing 0.57 per cent of gross HRA budget which includes adjustments to housing capital programme financing as a result of the re-alignment of budgets and changes to proposed funding which increases the anticipated direct revenue contribution required in 2019/20.

50. **CAPITAL PROGRAMMES, QUARTER 1 FINANCE REPORT 2019/20**

Cabinet received a report which provided an update on the Council's Housing and Non Housing Capital Programmes and to approve a revised Housing Capital Programme for 2019/20.

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

RESOLVED that Cabinet:

A Noted the progress in the delivery of the Council's Housing and Non Housing Capital Programmes as at Quarter 1 (30 June 2019) as follows:

- i) Housing Capital Programme – forecast outturn £23,743,000 (original estimate £24,044,000).

- ii) Non Housing Capital Programme – forecast outturn £15,618,000 (original estimate £11,156,000). The outturn includes a new budget for work to Enterprise Zone Plot H “Modus” approved by Cabinet on 20 June 2019 with a £7.2 million budget as set out in Annex A14 to the report.

B Approved the revised Housing Capital Programme for 2019/20 outlined in paragraph 19 to the report.

51. **ANNUAL TREASURY MANAGEMENT REPORT 2018/19**

Cabinet received a report in the Council’s treasury management functions in 2018/19.

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

RESOLVED that Cabinet recommended to Full Council:

- A** The annual Treasury Management Report for 2018/19, as set out in Appendix A to the report, including that the Council operated within the Treasury Management Strategy Statement during 2018/19, be noted and approved.

52. **BUILDING CLEANING CONTRACT**

Councillor Simon Carter left the meeting.

Cabinet received a report to enter into a contract for building cleaning services for a minimum period of 36 months with effect from 1 October 2019.

Proposed by Councillor John Strachan (seconded by Councillor Lanie Shears) it was:

RESOLVED that Cabinet:

- A** Approved, subject to formal contract, a building cleaning contract with HTS (Property & Environment) Ltd (HTS) for a period of three 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;
 - i) 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 taking into account the matters above.

B Granted delegated authority to the Chief Executive in consultation with the Leader of the Council to make the necessary legal and financial arrangements to award the contract.

53. **DISPOSAL OF LAND ADJACENT TO THE OLD HARLOW MEDICAL CENTRE**

Councillor Simon Carter returned to the meeting.

Cabinet received a report for the disposal of land adjacent to the Old Harlow Medical Centre.

Proposed by Councillor John Strachan (seconded by Councillor Tony Durcan) it was:

RESOLVED that Cabinet:

A Declared the land adjacent to the Old Harlow Medical Centre as surplus to requirements.

B Approved plans to dispose of the freehold interest in the subject land for use as part of the existing Medical Centre.

C Delegated to the Head of Finance and Deputy to the Chief Executive, in consultation with the Portfolio Holder for Regeneration, the authority to negotiate and finalise the terms of the disposal and (subject to being satisfied that it would be for the best consideration reasonably obtainable) thereafter procure the legal completion of the sale documentation.

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

55. **REFERRAL FROM RELIGIOUS DIVERSITY WORKING PARTY - UPDATE**

Cabinet received an update from the Religious Diversity Working Party to note the progress of the Working Party.

Proposed by Councillor Lanie Shears (seconded by Councillor Mark Ingall) it was:

RESOLVED that Cabinet:

A Noted the progress of the Working Party so far.

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

RESOLVED that the minutes of the following meetings are noted.

- a) Minutes of meeting Tuesday, 2 July 2019 of Harlow Local Highways Panel
- b) Minutes of meeting Thursday, 15 August 2019 of Cabinet Overview Working Group

57. **MATTERS OF URGENT BUSINESS**

None.

LEADER OF THE COUNCIL