



Cabinet

Minutes

27 July 2023

Record of decisions taken at the meeting held on Thursday 27 July 2023.

Present:

Chair: Councillor Paul Osborn

Councillors: David Ashton
Marilyn Ashton
Stephen Greek
Hitesh Karia
Jean Lammiman
Mina Parmar
Pritesh Patel

**Non-Executive
Cabinet Member:** Thaya Idaikkadar
Kanti Rabadia

**Non-Executive
Voluntary Sector
Representatives:** John Higgins

**In attendance
(Councillors):** Peymana Assad For Minute 173
Graham Henson For Minute 173
Rashmi Kalu For Minute 173
Eden Kulig For Minute 172
David Perry For Minute 170-187

Absent: Councillor Anjana Patel (joined virtually)
Councillor Norman Stevenson (joined virtually)
Harrow Youth Parliament Representative

170. Apologies for Absence

None received.

171. Declarations of Interest

RESOLVED: To note that following interests were declared:

Item 10: Electric Vehicle Charging in Harrow: Update and Implementation

- Cllr Paul Osborn, Leader of the Council, declared a non-pecuniary interest in that he owned an electric vehicle and relied on on-street charging. He remained in the meeting while the item was discussed and agreed upon.

Item 12: Tall Buildings ('Building Heights') Supplementary Planning Document (SPD)

- Cllr Stephen Greek, Portfolio Holder for Performance, Communications and Customer Experience, declared a non-pecuniary interest in that he worked for the London Assembly, which was part of the Greater London Authority. He remained in the meeting while the item was discussed and agreed upon.

172. Petitions

The following petitions were received:

- 1) Cllr Eden Kulig presented a petition containing 19 signatures, requesting the Council to consider additional traffic calming measures on Crown Street due to the number of speeding vehicles which were causing excess noise and posing danger to pedestrians.
- 2) Mr Chris Hill presented a petition containing 180 signatures, requesting the Council to investigate solutions and hold consultation on the options to resolving current parking problems around Victor Road, Sydney Road, Albert Road, Edward Road, Pinner View (north of Headstone Gardens), Fairfield Drive, Downing Close and Atherton Place.

RESOLVED: That the petitions be referred to the Corporate Director of Place and the Traffic and Road Safety Advisory Panel (TARSAP) for consideration.

173. Public Questions

RESOLVED: To note that the public questions were responded, and the recording would be available on the website.

174. Councillor Questions

RESOLVED: That the Councillor Questions were responded, and the recording would be available on the Council's website.

175. Key Decision Schedule August - September 2023

RESOLVED: To note the contents of the Key Decision Schedule for the period August to September 2023.

176. Progress on Scrutiny Projects

RESOLVED: To receive and note the current progress of the scrutiny reports.

Resolved Items

177. Procurement of Arboriculture Services

Having agreed to note the confidential appendices to the officer report, Cabinet

RESOLVED: That

- (1) approval be granted to commence a procurement exercise, subject to consultation with the Portfolio Holders for Environment and Community Safety and Finance and Human Resources, for the selection of a provider to deliver the borough-wide Arboriculture Services Contract;
- (2) the tender documents be approved;
- (3) authority be delegated to the Corporate Director for Place, following consultation with the Portfolio Holders for Environment and Community Safety and Finance and Human Resources to make any changes required to the tender documents and finalise the procurement exercise;
- (4) authority be delegated to the Corporate Director of Place, following consultation with the Portfolio Holders for Environment and Community Safety and Finance and Human Resources and the Director of Finance, following a competitive and compliant procurement process, to award and appoint the provider for the Arboriculture Services Contract requirement.

Reason for Decision: To ensure the Council fulfilled its statutory responsibilities to maintain its Arboriculture Assets.

178. Procurement of Estate Improvements and Roof Renewals

Having agreed to note the confidential appendices to the officer report, Cabinet

RESOLVED: That

- (1) approval be granted for officers to undertake 6 competitive procurement exercises for the selection of contractors to deliver Estate improvements works to Beatty Road and Stonegrove Gardens, Roof Renewal works to Park Gates, Tregenna and Arundel Courts and Amy Johnson Court, Estate improvements and Roof Renewal works to Mountside Estate and Emergency Lighting - 2 upgrade works to various blocks across the borough which will be carried out over a 2-year period, and for the procurement process for the Emergency Lighting -2, Stonegrove Gardens, Mountside Estate and Amy Johnson Court workstreams project to be commenced within 12 weeks.

These schemes would form part of the 2023/24 and 2024/25 Housing Capital Programmes. The combined value of the Mountside Estate; Amy Johnson; Stonegrove Gardens; Beatty Road; Park Gates Tregenna and Arundel schemes and the Emergency Lighting 2-year programme is £6.234m and this would be funded from Housing Revenue Account (HRA) capital resources in financial years 23/24 (£3.681m) and 24/25 (£2.553m);

- (2) authority be delegated to the Corporate Director for Place, following consultation with the Portfolio Holder for Housing, to make any changes required to the tender documents following approval;
- (3) the tender documents be approved;
- (4) authority be delegated to the Corporate Director of Place, following consultation with the Portfolio Holder for Housing and Portfolio Holder for Finance and Human Resources and the Director of Finance, following a competitive and compliant procurement process, to award and appoint contractors for each of the 6 tenders as set out in the officer report.

Reason for Decision: To comply with the Council's Contract Procedure Rules and Financial Regulations, due to the aggregate estimated value of the potential contracts.

179. Electric Vehicle Charging in Harrow: Update and Implementation

Having agreed to note the confidential appendices to the officer report, Cabinet

RESOLVED: That

- (1) the update on the expansion of electric vehicle charging provision in the borough be noted, officers be authorised to develop proposals for the installation of additional rapid chargers in Harrow, and authority be delegated to the Corporate Director of Place, following consultation with the Portfolio Holder for Environment and Community Safety, to award a contract for rapid charging installation in Harrow, following a compliant procurement process;

- (2) the commencement of a procurement process for a concessionary contract for the provision of approximately 225 lamp column charge points for residents in Harrow by conducting a call for competition under the Oxford City Council Dynamic Purchasing System (DPS) be approved, noting that the successful charge point operator would be responsible for installing, commissioning, and maintaining the charge points. The term of any future call-off contract following the call for competition under the DPS would be 10 years plus an additional 5-year extension option;
- (3) the draft tender documents for lamp column charge points, be approved;
- (4) authority be delegated to the Corporate Director of Place, following consultation with the Portfolio Holder for Environment and Community Safety, to make any changes required to the tender documents for lamp column charge points, following approval;
- (5) authority be delegated to the Corporate Director of Place, following consultation with the Director of Finance and Assurance, the Portfolio Holder for Environment and Community Safety and the Portfolio Holder for Finance and Human Resources, to award the contract for lamp column charge points, following a compliant procurement process.

Reason for Decision: To enable the expansion of electric vehicle charging infrastructure on public assets for the benefit of Harrow residents, whilst contributing to decarbonisation of transport in Harrow and comply with the Council's Contract Procedure Rules and Financial Regulations.

180. UKSPF Supply Ready (West London) and Skills and Employment

RESOLVED: That

- (1) the Corporate Director of Place and the Director of Finance be authorised, following consultation with the Portfolio Holder for Business, Employment and Property and Portfolio Holder for Finance and Human Resources, to enter into a Grant Funding Agreement with London Borough of Ealing to secure £151,500 funding from the Department of Levelling Up's UK Shared Prosperity Fund (UKSPF) through the Greater London Authority (GLA) to deliver the Supply Ready Programme to support businesses secure public sector contracts;
- (2) the Corporate Director of Place and the Director of Finance be authorised, following consultation with the Portfolio Holder for Business, Employment and Property and Portfolio Holder for Finance and Human Resources to enter into a Grant Funding Agreement with London Borough of Ealing to secure £474,115 funding from the Department of Levelling Up's UK Shared Prosperity Fund (UKSPF) People and Skills through the Greater London Authority (GLA) to prioritise and deliver programmes to improve Harrow skills and job brokerage, and to support residents and businesses;

- (3) authority be delegated to the Corporate Director of Place, following consultation with the Director of Finance, Portfolio Holder for Business, Employment and Property and Portfolio Holder for Finance and Human Resources, to approve the tender packs at a future date for the Supply Ready and People and Skills programmes;
- (4) authority be delegated to the Corporate Director of Place, following consultation with the Director of Finance, Portfolio Holder for Business, Employment and Property and Portfolio Holder for Finance and Human Resources, to award the contracts following a compliant procurement process for the Supply Ready and People and Skills programmes.

Reason for Decision: The GLA issued an open call for funding application bids under the UKSPF Business Support programme. The London Boroughs of Harrow, Ealing and Hillingdon submitted a joint Supply Ready (West London) bid, which was successful. The London Borough of Ealing is the accountable body for the bid. Entering into a Grant Funding Agreement with the London Borough of Ealing will enable businesses based within the London Borough of Harrow to access support from the Supply Ready programme which will assist them to secure public sector contracts.

The GLA has allocated the People and Skills allocation of London's allocation of the UKSPF to Sub-regional partnerships. The accountable body for the West London Alliance is the London Borough of Ealing. Entering into a Grant Funding Agreement with the London Borough of Ealing would enable the London Borough of Harrow to secure a direct allocation of the People and Skills allocation.

181. Tall Buildings ('Building Heights') Supplementary Planning Document (SPD)

RESOLVED: That

- (1) the Tall Building ('Building Heights') Supplementary Planning Document (SPD) attached at Appendix 2 to the officer report, be adopted, which responded to the consultation responses received;
- (2) the contents of the report and the consultation feedback with responses be noted (Appendix 1 to the officer report);
- (3) the amended SPD which was considered to address the consultation responses where appropriate (Appendix 2 to the officer report), be noted;
- (4) authority be delegated to the Chief Planning Officer, in consultation with the Portfolio Holder for Planning and Regeneration, to make any minor amendments (including formatting and/or grammatical matters) to finalise the SPD;

- (5) authority be delegated to the Chief Planning Officer, in consultation with the Portfolio Holder for Planning and Regeneration, to undertake any necessary statutory process required for the formal adoption of the document.

Reason for Decision: To amend the SPD to reflect the consultation responses where appropriate and adopt the SPD so that it is afforded weight as a material consideration in the determination of relevant planning applications.

182. Adoption of the Updated Statement of Community Involvement (SCI)

RESOLVED: That

- (1) the draft Statement of Community Involvement (SCI) and proposed changes be noted and commented on;
- (2) a 21-day period of public consultation on the updated Statement of Community Involvement be agreed and the Chief Planning Officer in consultation with the Portfolio Holder for Planning and Regeneration be authorised to undertake the consultation;
- (3) following the conclusion of the public consultation, it be agreed that subject to minor changes, the Chief Planning Officer, in consultation with the Portfolio Holder for Planning and Regeneration, be authorised to make any changes considered appropriate and to formally adopt the document.

Reason for Decision: It had been over 10 years since the Statement of Community Involvement (SCI) was last revised and adopted. The publishing of a new SCI facilitated Regulation 18 Consultation on the upcoming draft New Harrow Local Plan as it was good practice to ensure that the SCI was updated prior to launching such an extensive borough wide consultation.

183. Review and adoption of the Corporate Property Strategy

RESOLVED: That

- (1) the adoption of the Corporate Property Strategy (CPS) 2023 to 2028, be approved; and
- (2) authority be delegated to the Corporate Director Place, in consultation with the Portfolio Holder for Business, Employment and Property, to make minor amendments to the Strategy as necessary.

Reason for Decision: The adoption of the CPS will strengthen the Council's management of its assets, providing greater assurance that they were safe, complied with statutory requirements as well as creating the opportunity to improve the quality and value for money of the services they could deliver for staff, partners and residents. The foundations of this process would require robust data, processes and procedures together with strong governance and decision-making.

184. Disposal of two freehold council interests: 105 Eastcote Lane, HA2 8RN and 2 Hermitage Cottages, HA7 3JW

Having agreed to note the confidential appendix to the officer report, Cabinet

RESOLVED: That

- (1) the two properties be declared surplus to the Council's requirements;
- (2) authority be delegated to the Corporate Director of Place, in consultation with the Portfolio Holder for Business, Employment and Property, to market the properties, negotiate terms and approve the final terms of the disposals, and to enter into the contract and any associated documentation in connection with the disposals, subject to the sale of each property being on the basis of best consideration reasonably obtainable;
- (3) authority be delegated to the Corporate Director of Place, in consultation with the Portfolio Holder for Business, Employment and Property, to procure specialist agents to market the properties where required.

Reason for Decision: The disposals were recommended as the properties were deemed surplus to the Council's service needs. Their sale would reduce the ongoing revenue cost burden as well as providing a capital receipt.

185. Electoral Print Contract

Having agreed to note the confidential appendices to the officer report, Cabinet

RESOLVED: That

- (1) the re-procurement of a Framework Agreement jointly with the London Borough of Barnet (or by Harrow alone if Barnet does not proceed), for the provision of Electoral Services printing and postage requirements for a period of 3 years, with an option to extend for a further year be approved;
- (2) the tender documents be approved;
- (3) authority be delegated to the Interim Director of Legal and Governance, following consultation with the Portfolio Holder for Performance, Communications & Customer Experience, and the Portfolio Holder for Finance and Human Resources, to make any necessary changes to the tender documents following approval;
- (4) authority be delegated to the Interim Director of Legal and Governance to appoint providers to the Framework and to award call-off contracts from the Framework.

Reason for Decision: Entering into a framework agreement would provide clear and robust arrangements for:

- The 'best in class' levels of value-for-money, quality assurance, resilience and supplier service for its electoral print and postage requirements.
- Obtaining and awarding print and postage contracts for appropriate electoral services activities.
- A solution which efficiently supports and facilitates compliant electoral processes and the management and delivery of future elections and other electoral activities within the borough.

186. Revenue and Capital Budget Outturn 2022/23

Having agreed to note the confidential appendix to the officer report, Cabinet

RESOLVED: That

- (1) the revenue and capital outturn positions set out in paragraphs 1.2 to 1.6 of the officer report, be noted;
- (2) the proposed additions and amendments to the Capital Programme as set out in paragraphs 3.39 to 3.44 of the officer report and the confidential Appendix 5, be approved;
- (3) the Council's Trading Update as detailed in Appendix 4 to the officer report, be noted.

Reason for Decision: To report the 2022-23 financial forecast position and to update Cabinet on trading company performance.

187. Treasury Management Annual Outturn Report for 2022/23

RESOLVED: That the Treasury Management outturn position for 2022/23 be noted.

Reason for Decision:

- To promote effective financial management and comply with regulations issued under the Local Government Act 2003, the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management, and the CIPFA Prudential Code for Capital Finance, along with meeting the requirements of the Council's Financial Regulations.
- To keep Members informed of Treasury Management activities and performance for 2022/23.

[No conflict of interests were declared or dispensations granted in relation to the above items.]

(Note: The meeting, having commenced at 6.30 pm, closed at 8.14 pm).

Proper Officer

Publication of decisions:	28 July 2023
Deadline for Call-in:	5.00 pm on 4 August 2023 (Please note that Call-in does not apply to all decisions). To call-in a decision please contact: Mwimanji Chellah via email: mwimanji.chellah@harrow.gov.uk
Decisions may be implemented if not Called-in on:	5 August 2023