



Legal & Governance Services  
Director – Hugh Peart

## **Public Notice**

### **Cabinet – 18 November 2021 at 6.30 pm**

Pursuant to paragraph 5(4) & (5) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, notice was given that the Cabinet may need to meet in private via the Key Decision Schedule, November 2021 to January 2022.

[For information, the Key Decisions advised via the Key Decision Schedule for November 2021 to January 2022 (published on 20 October 2021) are to be considered as set out on the Cabinet agenda.]

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Director of Legal and Governance Services  
Date: 10 November 2021

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Director – Hugh Peart

## **Public Notice**

### **Cabinet – 18 November 2021 at 6.30 pm**

Pursuant to Regulation 10 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 notice is hereby given that the Cabinet proposes to take key decisions on the following items at the Cabinet meeting to be held on Thursday, 18<sup>th</sup> November 2021 at 6.30pm at Harrow Civic Centre:

- 1) ‘Frameworks for Minor Works, Electrical Works, Mechanical Works, Professional Services and Planned and Preventative Maintenance and Compliance (PPM&C)’**
- 2) ‘Award of Contract for Provision and Hosting of Pensions Administration IT System’**
- 3) ‘Household Support Fund’**
- 4) ‘Milton Road Development - Transfer to Harrow Strategic Development Partnership’**

The Key Decision Schedule November 2021 – January 2022 published on 20 October 2021 did not give notice under Regulation 9 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of these key decisions. The reasons why compliance with Regulation 9 was impracticable are that:

**1. ‘Frameworks for Minor Works, Electrical Works, Mechanical Works, Professional Services and Planned and Preventative Maintenance and Compliance (PPM&C)’**

It had taken officers longer than anticipated to complete the detailed proposal for the new framework contracts. These contracts will contain improved service level agreements (SLAs) and detailed requirements which will provide the right solution for the Council going forward. A considerable amount of time had been spent by officers in ensuring the new contracts include all of the safeguards required to ensure the contractors perform and deliver a quality service to Harrow Council.

## 2. 'Award of Contract for Provision and Hosting of Pensions Administration IT System'

The Council's original intention was to competitively tender using the Local Government Pensions Scheme (LGPS) framework, following approval to do so at Cabinet in June 2021. However, having accessed the framework following Cabinet approval, it recently became evident that the rules of the framework required an 18-month implementation phase should a new provider win the procurement exercise. The current contract ended in October and therefore the Council had no time to go through a lengthy procurement exercise. Therefore, it was concluded that the only option was to award the current supplier a new contract to maintain continuity of service. The incumbent has agreed to a new contract award for a minimum of 5 years in accordance with their internal policy. This means that a new pensions service will be re-procured 3 years into this contract.

*[The report seeks the approval of a waiver to the Contract Procedure Rules to make a 5-year compliant direct award to the Council's current pensions software provider.]*

## 3. 'Household Support Fund'

The Department for Work and Pensions briefed Councils on the framework and guidance for the Household Support grant on 11<sup>th</sup> October 2021 with three weeks to devise and submit a plan for how the fund would be operated locally. As the Council's plan requires spend to start taking place before the Cabinet meeting in December 2021, it is necessary to bring a report to November Cabinet. As such it has not been possible to provide the requisite 28 days' advance notice via the Key Decision Schedule for this report to come to Cabinet.

## 4. 'Milton Road Development - Transfer to Harrow Strategic Development Partnership'

The deadline given to the Council by the Greater London Authority (GLA) to start work on site by the end of March 2022 in order to satisfy the terms of their grant funding. Given this time imperative, the matter must be put to Cabinet in November as a delay would jeopardise meeting the GLA deadline.

The Chair of Overview and Scrutiny Committee has been notified that the decisions in relations to items 1,2,3 and 4 above cannot reasonably be deferred and has agreed that the reports be considered at the November Cabinet meeting. In addition, the Chair of the Overview and Scrutiny Committee's agreement has been obtained that the decision relating to the item 3 '**Household Support Fund**' is urgent and should not therefore be subject to the Call-in Procedure. The Council's Constitution states that a decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's interests.

**[Reason for seeking a waiver of Call-In:** To enable the Council to meet DWP's deadline and initiate spend of the household fund before December 2021.]

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Director of Legal and Governance Services  
Date: 10 November 2021

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