

CABINET

9 FEBRUARY 2012

DECISIONS NOTICE

(PUBLISHED ON FRIDAY 10 FEBRUARY 2012)

Set out below is a summary of the decisions taken on the substantive items at the meeting of the Cabinet held on Thursday 9 February 2012. These decisions will be implemented on the expiry of 5 clear working days, unless there is a call-in of any of the decisions (for details on how to do this, please contact Alison Atherton, Senior Professional, Democratic Services on 020 8424 1266 or by email alison.atherton@harrow.gov.uk) in which case any such decision may not be implemented until the resolution of the call-in process. If no request for call-in is received by 5.00 pm on Friday 17 February 2012 then the decisions will be implemented.

If you have any queries about any matters referred to in this decision sheet please contact Daksha Ghelani, Senior Democratic Services Officer on 020 8424 1881 or by email daksha.ghelani@harrow.gov.uk

9(a) Key Decision: Integrated Planning - Corporate Plan 2012/13

Resolved to RECOMMEND: (to Council)

That the Corporate Plan 2012/13 be adopted, subject to the following amendments:

Priority Action, 'Reduce the amount waste produced by the borough', to include the following measures:

1. Number of Home Composting kits taken up by Harrow residents. Each Home Composter diverts 150 kg of waste;
2. Two West London Waste 'Let's get cooking clubs' set up in Harrow, which are projected to reduce waste by 27 tonnes.

Priority Action, 'Deliver improved performance of our Highways through a more efficient contract' to include the following measure 'Ensure the projected efficiencies are delivered'.

RESOLVED: That the Leader of the Council be authorised to make any minor amendments to the Corporate Plan 2012/13, as necessary, prior to the matter going to Council for adoption.

Reason for Decision: To update the Council's Policy Framework and set out the Council's Direction of Travel for 2012/13.

[Call-in does not apply to the Recommendation to Council].

9(b) Key Decision: Integrated Planning - Final Revenue Budget and MTFS 2012/13 to 2014/15

Resolved to RECOMMEND: (to Council) That

- (1) the budget be approved to enable the Council Tax for 2012/13 to be set;
- (2) the policy on the use of the contingency, at appendix 7 to the report, be approved;
- (3) the schools budget at appendix 8 to the report be approved;
- (4) the reserves policy at appendix 10 to the report be approved;
- (5) the virement rules, set out in Appendix 11 to the report, be approved;
- (6) Members' Allowances be frozen and the current approved Members' Allowances Scheme be adopted for 2012/13;
- (7) in the event that responsibility for Public Health is transferred to the Council during 2012/13, authority be delegated to the Interim Corporate Director Resources to incorporate the transferred amount into the budget;
- (8) the amended model Council Tax resolution tabled at the meeting be approved.

RESOLVED: That

- (1) the Medium Term Financial Strategy, at Appendix 1 to the report, be approved;
- (2) the planned investment in services and efficiency programme be noted;
- (3) in relation to schools, the proposed changes to the formula be approved;
- (4) the risk assessment at appendix 9 to the report be agreed and referred to the Governance, Audit and Risk Management Committee for consideration and monitoring.

Reason for Decision: To ensure that the Council sets a balanced budget for 2012/13.

[Call-in does not apply to the Recommendation].

10 Key Decision: Housing Revenue Account Budget 2012/13 and MTFS 2013/14 to 2014/15

Resolved to RECOMMEND: (to Council) That

- (1) the borrowing of additional debt as a consequence of the Housing Revenue Account (HRA) reform for a fixed rate over 50 years with the continuation of a single pooled approach to the management of debt be approved;
- (2) it be noted that the Tenants' Leaseholders' and Residents' Consultative Forum had given conditional support to a 50 year loan and single pool arrangement provided there was some form of "guarantee" that the Council would deliver the total package of measures to address housing service pressures;
- (3) the HRA budget for 2012/13, set out at appendix 1 to the report, be approved;
- (4) the HRA Capital Programme, as detailed in Appendix 7 to the report, be approved and the balance of the £500k Section 106 monies allocated to extensions for Council homes approved in March 2008 for the financial years 2008/2010 be extended to 31 March 2013.

RESOLVED: That

- (1) rents and service charges be increased by 6.72% on average from 1 April 2012, as detailed in Appendix 2 to the report, resulting in an average weekly charge of £104.82 made up of an average rent £102.14 and average service charge £2.68;
- (2) the increase in garage and car parking rents, as detailed in Appendix 3 to the report, be frozen pending the outcome of the current review of garages;
- (3) an increase in energy (heating) charges by 4% from 1 April 2012, as detailed in Appendix 4 to the report, be approved;
- (4) it be noted that the current water charges, as set out in Appendix 5 to the report, will be increased as and when notified by Veolia Water;
- (5) the fees in relation to community centres be increased by 2%, as detailed in Appendix 6 to the report;
- (6) the MTFS for the HRA, as detailed in Appendix 1 to the report, be approved;

- (7) the Corporate Director Community Health and Wellbeing, in consultation with the Portfolio Holder for Housing, be authorised to consult with the leaseholders around increasing the administration fee in relation to the 2012/13 charges and implement any resulting decision;
- (8) the introduction of a Major Work Loans Policy for leaseholders, as set out at paragraph 41 of the report, be approved with authority delegated to the Corporate Director of Community Health and Wellbeing and Interim Corporate Director Resources, in consultation with the Portfolio Holders for Finance and Business Transformation and Housing, to finalise the detail of the Policy.

Reason for Decision: To publish the final HRA budget and set Council rents and other charges for 2012/13.

[Call-in does not apply to the Recommendation].

11 Key Decision: Fees and Charges for Council Services

RESOLVED: That

- (1) the Fees and Charges, set out in the appendices to the report, be approved;
- (2) an additional in-year price review to come into effect on or after 1 October 2012 following a price structure review in key areas be agreed;
- (3) an in-year revision to parking fees following consultation be agreed;
- (4) it be noted that there is an existing delegation to the Corporate Directors to vary fees and charges for goods and services funded by the Council and agree that in-year price reviews would be determined by the relevant Corporate Director in consultation with the relevant Portfolio Holder (Cabinet October 2010).

Reason for Decision: Council Fees & Charges have input costs that are directly affected by the wider impacts of inflation and therefore external Fees and Charges are typically adjusted annually to maintain a balanced net budget position.

Where charges can be adjusted from April 2012 and where no other price changes are recommended by the service, a general upward adjustment of 2-4% has been applied to all Fees and Charges to keep income aligned to expenditure. In certain areas a greater than 4% adjustment has been made to respond to wider market changes. Statutory or agreed consultation and notice periods apply to certain fees. Some have already been consulted upon and are included in the report whilst others will be reviewed in-year and impact from April 2013.

Particular care has been taken across all price rises to protect vulnerable groups and ensure that service users are not excluded through price increments. Further care has been applied to ensure that price adjustments create a

maintenance or rise in yield and do not adversely effect overall demand resulting in decreased income.

Whilst across many areas, sensitively placed inflationary increases will come into effect in April 2012, a structured project approach to reviewing Fees and Charges in key areas will generate additional market based adjustments. Potential price revisions should be responded to quickly in order to maximise yield, an October 2012 mid-year review will allow some new fees to be applied quickly making a positive budget impact within the year.

The final elements of the parking review and consultation will be completed during 2012. An in-year application of the outcomes of the review will assist in making a positive in-year policy and budget impact.

Corporate Directors already hold the delegation to vary and recover fees and charges for goods and services funded by the Council within agreed policy. The in-year review will allow the Council to take a more commercial approach to income. This provides a further mechanism for a more responsive and market-sensitive approach to fees, charges and income.

12 Key Decision: Capital Programme 2012/13 to 2014/15

Resolved to RECOMMEND: (to Council)

That the Capital Programme, as detailed in Annex 1 to the report, and the Capital Strategy, at Annex 2 to the report, be approved.

RESOLVED: That the Capital Strategy, at Annex 2, be approved.

Reason for Decision: To enable the Council to have an approved Capital Programme for 2012/13 to 2014/15.

[Call-in does not apply to the Recommendation].

13 Key Decision: Revenue and Capital Monitoring for Quarter 3 as at 31 December 2011

RESOLVED: That

- (1) the revenue and capital forecast outturn position for 2011/12 be noted;
- (2) the actions being taken to ensure that the forecast Outturn required is achieved be noted;
- (3) the virement detailed in paragraph 26 to the report and the amendments to the Capital Programme, as set out in appendix 2 Table 1, be approved;
- (4) the re-phasing of the Capital Programme in paragraph 31 to the report be approved.

Reason for Decision: To present the forecast financial position as at 31 December 2011 and actions required to be taken.

14 Key Decision: Treasury Management Strategy Statement, Prudential Indicators and Minimum Revenue Provision (MRP) Policy and Strategy 2012/13

Resolved to RECOMMEND: (to Council)

That, subject to the amendments to table 8 and paragraph 31 'Borrowing and Investment Limits' and the tables at paragraph 59 'Specified Investments' and 'Non-Specified Investments' of the report as set out below,

- (1) the Treasury Management Strategy and Prudential Indicators be approved;
- (2) the Minimum Revenue Provision Policy and Strategy for 2012/13 be approved.

Table 8

Table 8	2010/11	2011/12	2012/13	2013/14	2014/15
	actual	forecast outturn	estimate	estimate	estimate
	£'m	£'m	£'m	£'m	£'m
Authorised Limit for external debt Borrowing and finance leases	288	377	432	447	455
Operational Boundary for external debt Borrowing	262	351	376	397	417
Other long term liabilities	26	26	28	25	24
Total	288	377	404	422	441
Upper limit for fixed interest rate exposure Net principal re fixed rate borrowing	262	351	376	397	417
Upper limit for variable rate exposure Net principal re variable rate borrowing	0	0	0	0	0
Upper limit for principal sums invested over 364 days	18	13	25	25	25

Paragraph 31

The final set of indicators is the debt and investment limits. The operational boundary is based on current debt plus the impact of net capital expenditure in

each of the next three years. The current expectation is that the capital programme will be funded from existing cash balances. The authorised limit is based on CFR balances and includes an allowance for delayed capital receipts.

Paragraph 59

Specified investments

Instrument	Minimum Credit Criteria	Use
Debt Management Agency Deposit Facility	Government backed	In-house
Term deposits – other LAs	Local Authority issue	In-house
Term deposits – banks and building societies	AA- Long Term F1+Short-term 2 Support AA- Viability AAA Sovereign	In-house
Money Market Funds	AAA	In-house

Non-Specified Investments

	Minimum Credit Criteria	Use	Max % of total investments	Max. maturity period
Term deposits – banks and building societies	A Long Term F1 Short-term 1 Support A Viability UK or AAA Sovereign	In-house	50%	3 months
UK nationalised Banks [RBS & Lloyds / HBOS]	F1 Short-term 1 Support	In-house	30% for each of the two Groups	36 months
Callable Deposits	F1 Short term A Long Term 1 Support	In-house	20%	3 months

RESOLVED: That the report be referred to the Governance, Audit and Risk Management Committee for review.

Reason for Decision: To promote effective financial management and comply with the Local Authorities (Capital Finance and Accounting) Regulations 2003 and other relevant guidance.

[Call-in does not apply to the Recommendation].

15 Key Decision: Non-Domestic Discretionary Rate Relief - Charities and Non Profit making Organisations

RESOLVED: That

- (1) educational and religious establishments no longer be eligible for Non-Domestic Discretionary Rate Relief (NDDRR);
- (2) businesses eligible for Small Business Rate Relief (SBRR) apply for that relief and not be eligible for NDDRR;
- (3) to be eligible for NDDRR, all Sports Clubs must apply for Community Amateur Sports Club (CASC) status as laid out in section 2.6 of the report;
- (4) a cap of £75K for NDDRR for the financial year 2012/13 be introduced and, if necessary, awards be reduced in proportion to rateable value;
- (5) a twenty eight day appeal period be implemented;
- (6) the attached revised criteria / officer guidance be adopted;
- (7) the consultation responses be noted and it be agreed that further consultation be undertaken on other proposed changes to the eligibility criteria / officer guidance in 2012/13 and the results reported back to Cabinet.

Reason for Decision: To increase the take up of alternative mandatory rate reliefs, including Community Amateur Sports Clubs and Small Business Rate Relief which are not paid for by the local authority whilst minimising the impact of the change to process/ policy on charitable and non profit making organisations. To reduce the NDDRR budget from £130K to £75K.

16 Key Decision: Council Insurance Renewals 2012

RESOLVED: That the contract be awarded, as specified in Appendix I to the report.

Reason for Decision: Harrow is committed to the procurement of its external insurance arrangements through the Insurance London Consortium (ILC). A restricted tender process was conducted according to EU procurement rules for Part A Service contracts. A pre-defined evaluation model was constructed to fairly evaluate each tender against a set of criteria established by the ILC and their appointed insurance brokers. The bidders detailed in Appendix 1 (confidential, Part II section of the report) achieved the highest total scores in the evaluation process. The winning bids provide a comprehensive cost-effective solution offering best value to the Council at significantly reduced costs, together with enhanced insurance cover.

17 Corporate Parenting of Children Looked After by Harrow Council

RESOLVED: That

- (1) all elected Members and Reserve Members of the Corporate Parenting Panel should have a satisfactory, up to date, Criminal Records Bureau (CRB) check;

- (2) current arrangements be strengthened by increasing officer participation on the Corporate Parenting Panel, as outlined in paragraph 2.9 of the report;
- (3) Portfolio Holders attend the Corporate Parenting Panel as and when requested to do so by the Chairman of the Corporate Parenting Panel;
- (4) all elected Members attend the Corporate Parenting display on 12 April 2012 before the Council meeting;
- (5) the needs of Children Looked After and those leaving care be supported and promoted and that a statement confirming Harrow's commitment to the work set out in the report be made.

Reason for Decision: To make a positive impact on the life chances and outcomes of Harrow's children in care and those leaving care. To demonstrate how Harrow discharges its Corporate Parenting responsibilities.

18 Key Decision: Carbon Reduction - RE:FIT Tender Returns

RESOLVED: That

- (1) the appointment of MITIE as the Preferred Supplier be agreed;
- (2) Investment Grade Proposals be sought from the Preferred Supplier;
- (3) the Corporate Director Community and Environment, in consultation with the Portfolio Holder for Property and Major Contracts, be authorised to enter into a contract subject to the Investment Grade Proposals meeting the Business Case requirements set out in the report;
- (4) the financial arrangements and potential use of LEEF (London Energy Efficiency Fund) for funding, subject to the agreement from energy budget holders to meet the repayments, be noted.

Reason for Decision: Reducing the Council's energy use is consistent with the Council's Climate Change Strategy. The proposal will reduce expenditure on utility bills and reduce the cost of complying with the Carbon Reduction Commitment Scheme.

19 Key Decision: Surface Water Management Plan

RESOLVED: That the Surface Water Management Plan be approved.

Reason for Decision: To comply with the requirements of the Flood & Water Management Act 2010 and the National Flood Risk Management Strategy.

20 Key Decision: Transformation Programme Mobile and Flexible Working

RESOLVED: That

- (1) the implementation of the Mobile and Flexible Working project, as set out in the report, be approved.
- (2) the Corporate Director Place Shaping, in consultation with the Leader and Portfolio Holder for Finance and Business Transformation and the Portfolio Holder for Performance, Customer Services and Corporate Services, be authorised to take all actions necessary to implement the project.

Reason for Decision: To build on the enabling investments which are being implemented as part of the Councils IT contract, Transformation Programme, and business process and cultural change elements of the Transformation Programme. The proposed investment is a key element of the Business Transformation Programme, which will totally transform the ability of the Council to deliver the right services, within budgets, at the time and place our residents demand. To significantly contribute to the modernising of the Council's ICT Infrastructure, business processes, data security, working practices and organisational culture, through adopting modern and proven ways of working, supported by best practice tools and techniques. This investment will, over the course of the next few years, allow the Council to realise its vision of being a community hub for all residents' services, collaborating and sharing with NHS, Police and partners alike, as well as facilitating a rationalisation of property assets.

21 Key Decision: Core Strategy Adoption

Resolved to RECOMMEND: That the Core Strategy be adopted, as part of the Development Plan for Harrow.

RESOLVED: That

- (1) the outcome of the independent Examination in Public of Harrow's Core Strategy be noted;
- (2) the Portfolio Holder for Planning, Development and Enterprise be notified as soon as practicable when the post-adoption statutory requirements for the Core Strategy have been complied with.

Reason for Decision: To progress the Core Strategy to adoption in accordance with the current Local Development Scheme. To ensure that an up to date Development Plan for the borough was in place and to comply with regulatory requirements.

[Call-in does not apply to the Recommendation].

23 Key Decision: Council Insurance Renewals 2012

RESOLVED: That the report be noted.

Reason for Decision: To allow the appendix to be considered in conjunction with the main report at agenda item 16.

(Note: The meeting, having commenced at 7.30 pm, closed at 9.36 pm).