

# CABINET

## 9 JANUARY 2020

Record of decisions taken at the meeting held on Thursday 9 January 2020.

**Present:**

**Chair:** \* Councillor Graham Henson

**Councillors:** \* Sue Anderson \* Varsha Parmar  
\* Simon Brown \* Christine Robson  
† Keith Ferry \* Krishna Suresh  
\* Phillip O'Dell \* Adam Swersky

**Non-Executive Cabinet Member:** \* Antonio Weiss

**Non-Executive Voluntary Sector Representative:** \* John Higgins

**In attendance:** Richard Almond Minute 264  
Marilyn Ashton  
Camilla Bath  
Paul Osborn

\* Denotes Member present

† Denotes apologies received

### 260. Apologies for Absence

Apologies for absence had been received from Councillor Keith Ferry.

## **261. Declarations of Interest**

**RESOLVED:** To note that the following interests were declared:

### Agenda Item 4 – Public Questions

During the course of the meeting, Councillor Sue Anderson declared a non-pecuniary interest in that she was a Friend of HAD. She would remain in the room whilst the matter was considered and voted upon.

During the course of the meeting, Councillor Jean Lammiman, who was not a member of Cabinet, declared a non-pecuniary interest in that she was a Trustee of HAD. She would remain in the room whilst the matter was considered and voted upon.

During the course of the meeting, Councillor Krishna Suresh declared a non-pecuniary interest in that he was a Trustee of HAD. He would remain in the room whilst the matter was considered and voted upon.

### Agenda Item 5 – Councillor Questions

Councillor Richard Almond, who was not a member of Cabinet, declared a non-pecuniary interest in that he was a member of St Luke's Parish Council which would be affected by the works in Waxwell Lane Car Park. He would remain in the room whilst the matter was considered and voted upon.

### Agenda Item 11 – School Organisation – Community School Admission Arrangements for 2021/2022 and SEND Place Planning

During the course of the meeting, Councillor Jean Lammiman, who was not a member of Cabinet, declared a non-pecuniary interest in that she was Chair of Shaftesbury High School. She would remain in the room whilst the matter was considered and voted upon.

## **262. Petitions**

**RESOLVED:** To note that no petitions had been received.

## **263. Public Questions**

To note that four public questions had been received and responded to and the audio recording had been placed on the Council's website.

## **264. Councillor Questions**

The Councillor questions were responded to and the audio recording placed on the Council's website.

## **265. Key Decision Schedule January - March 2020**

**RESOLVED:** To note the contents of the Key Decision Schedule for the period January to March 2020.

## 266. Progress on Scrutiny Projects

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

## RECOMMENDED ITEMS

### 267. Changes to the Council Tax Support Scheme (CTS) for 2020-21

**Resolved to RECOMMEND:** (to Council)

That

- (1) the proposed income banded scheme for Council Tax Support claimants in receipt of Universal Credit for the financial year 2020/21 and beyond subject to annual review be approved;
- (2) the existing Council Tax Support Scheme be retained for all other claimants not in receipt of UC until the rollout of Universal Credit in Harrow was complete;
- (3) the proposed income banded scheme should also benefit from £400k of extra investment.

*[Call in does not apply to the decisions above as they are reserved to full Council].*

**RESOLVED:** That the Council Tax Exceptional Hardship Policy, as set out at appendix E to the report, be approved.

**Reason for Decision:** The Council had carried out a wide consultation to ensure that residents within Harrow were given the opportunity to give their views and help shape a future Council Tax Support Scheme. Feedback from the consultation had informed the recommendation to Cabinet.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

## RESOLVED ITEMS

### 268. Wealdstone Town Centre Improvement Scheme

**RESOLVED:** That

- (1) the Wealdstone Town Centre Improvement Scheme and funding be approved, subject to satisfactory public consultation and a separate approval of 2020/21 Capital Programme in February 2020;

- (2) the public consultation and engagement proposed for the scheme be noted;
- (3) the Corporate Director, Community, following consultation with the Portfolio Holder for Environment, be authorised:
  - (a) to consider the responses to public consultation and approve the final scheme to be taken forward;
  - (b) to undertake statutory consultation on traffic regulation orders required to implement the scheme;
  - (c) to consider representations received from the statutory consultation and agree the traffic regulation orders to be implemented for the scheme.

**Reason for Decision:** To approve in principle the proposed Wealdstone Town Centre Improvement Scheme and the funding to implement the scheme.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

**269. 2020-2021 Upgrade /renewal of FD30 front entrance doors at 3 storey blocks**

**RESOLVED:** That

- (1) officers be authorised to undertake a procurement process for a contractor to deliver a variety of FD30 fire doors across the Borough, as part of general improvements to the safety of Harrow Council's housing stock, funded entirely from HRA capital resources with no impact on General Fund in financial year 2020-21;
- (2) the Corporate Director, Community, following consultation with the Portfolio Holder for Housing, be authorised together with the Director of Finance to enter into the procurement and implementation of the contract to the value specified within the capital programme.

**Reason for Decision:** Due to the estimated value of the project exceeding the key decision schedule Cabinet authorisation was required to comply with the Council's Contract Procedure Rules.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

## 270. 2020-2021 Renewal of roofs at Pinner Grove

**RESOLVED:** That

- (1) officers be authorised to undertake a procurement process for a contractor to deliver a complete roof renewal programme to improve the thermal efficiency, weather protection safety and security of Harrow Council housing stock and residents, to be funded from Housing Revenue Account (HRA) capital budgets in financial year 2020-21;
- (2) the Corporate Director, Community, following consultation with the Portfolio Holder for Housing, be authorised together with the Director of Finance, to enter into the procurement and implementation of the contract to the value specified within the capital programme.

**Reason for Decision:** Due to the value of the project detailed above being estimated to exceed the key decision schedule, Cabinet authorisation was required to comply with the Council's Contract Procedure Rules.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

## 271. School Organisation - Community School Admissions Arrangements for 2021/2022 and SEND Place Planning

**RESOLVED:** That

- (1) the community school admission arrangements for 2021/2022 academic year, as set out in Appendix 1 to the report, be determined;
- (2) the Corporate Director People Services be authorised, following consultation with the Portfolio Holder Children, Schools and Young People, to allow future admission arrangements to be determined without additional Cabinet approval where there were no major changes to the admission arrangements, oversubscription criteria including changes in Published Admission Numbers;
- (3) the Corporate Director People Services be authorised, following consultation with the Portfolio Holder for Children, Schools and Young People, and consideration of consultation responses, to publish the statutory notices that would enable the increase of SEND provision in Harrow in accordance with the SEND Strategy;
- (4) the Corporate Director People Services be authorised, following consultation with the Portfolio Holder for Children, Schools and Young People, to determine the notices that would enable the increase of SEND provision in Harrow in accordance with the SEND Strategy.

**Reason for Decision:** To enable the Local Authority to fulfil its statutory duties for SEND in the Children and Families Act 2014 and secure a

continuum of provision and support with partners for pupils aged 0-25 with SEND and for Cabinet to determine the admissions arrangements for the 2021/2022 academic year.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

**272. Draft Revenue Budget 2019/20 and Medium Term Financial Strategy 2020/21 - 2022/23**

**RESOLVED:** That

- (1) the draft budget for 2020/21 and the Medium Term Financial Strategy (MTFS) 2020/21 to 2022/23 be approved for general consultation as set out in Appendices 1C and 2 to the report so that Cabinet may later consider the budget in light of the consultation responses and the equality impact assessments before it was referred to Council in February 2020;
- (2) the balanced budget position for 2020/21 and the budget gaps of £15.328m and £8.924m for 2021/22 and 2022/23 respectively based on the scenario of a total Council Tax increase of 3.99% in 2020/21 only (table 2 of the report refers) be noted;
- (3) the proposal to increase core Council Tax by 1.99% in 2020/21 (Table 2 and paragraph 1.22 of the report) be noted;
- (4) the proposal to increase Council Tax by 2.0% in 2020/21 in respect of the Adult Social Care Precept (Table 2 and paragraph 1.22 of the report) be noted;
- (5) there were no proposed structured changes to the schools funding formula for 2020/21, as set out in Appendix 3 and paragraphs 1.49 to 1.53 of the report, be noted;
- (6) the draft Public Health budget for 2020/21, as set out in Appendix 4 to the report, be approved;
- (7) the assumed funding for the protection of social care 2020/21 through the BCF, as set out in paragraphs 1.57 to 1.60 of the report, be noted;
- (8) the Director of Finance be authorised, following consultation with the Portfolio Holder for Finance and Resources, to agree Harrow's 2020/21 contribution to the London Borough's Grant Scheme (paragraph 1.63 refers);
- (9) it be noted that the London 75% Business Rate Retention Pilot would not continue in 2020/21 but the London Borough's Leaders Committee had agreed to continue to informally post business rates across all London authorities in 2020/21, as set out in paragraph 1.9 of the report;

- (10) the Director of Finance be authorised, following consultation with the Leader of the Council, Portfolio Holder for Finance and Resources and the Monitoring Officer, to respond on behalf of the authority with regard to any recommendations from the informal business rates pool from 2020/21.

**Reason for Decision:** To ensure that the Council published a draft budget for 2020/21 and a draft 3 Year MTFS to 2022/23.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

### **273. Draft Capital Programme 2020/21 to 2022/23**

**RESOLVED:** That the new draft capital proposals, which would be submitted to Cabinet in February for approval, as detailed within Appendix 1 to the report, be noted.

**Reason for Decision:** To enable the Council to have an approved Capital Programme for 2020/21 to 2022/23.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

*[Call in did not apply as the decision was to note the report.]*

### **274. Draft HRA Budget 2020-21 and MTFS 2021-22 to 2022-23**

**RESOLVED:** That

- (1) the proposed average weekly rent for non-sheltered and sheltered accommodation of £116.24 and £96.71 for 2020-21 respectively, as set out in paragraph 30 of the report, be approved;
- (2) the proposed average weekly tenant service charge of £3.30 per week, as set out in paragraph 37 of the report, be approved;
- (3) the proposed average weekly rents for affordable rented and shared ownership accommodation of £202.21 and £210.45 for 2020-21 respectively, as set out in paragraph 31 to 32 of the report, be approved.
- (4) an increase in the overall Housing Revenue Account (HRA) Capital programme of £97,910,390 made up £15,779,160 planned investment and £82,131,230 Building Council Homes for Londoners (BCHfL) as, set out in paragraphs 52 to 63 of the report, be approved;

- (5) proposed increases in Facilities and Community Halls charges of 5% and 4% respectively be approved and those for Garages and Water to remain unchanged, as set out in appendices 3 to 6 to the report;
- (6) the following be noted:
- reconfigured planned investment programme which was designed to reflect the revised focus and priorities as well as supporting increased flexibility in its delivery;
  - assumptions made in construction of the budget and likely changes to be made in the final budget to be submitted to Cabinet on 13 February 2020;
  - Risk Management Implications which required prudent financial reserves, volatility around borrowing costs and ongoing probability of reforms in the housing sector.

**Reason for Decision:** To recommend the draft HRA budget and capital programme for 2020-21 and the MTFs for 2021-22 to 2022-23.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

## 275. Calculation of Council Tax Base for 2020-21

**RESOLVED:** That the information given in this report be considered and that:

- (a) the band D equivalent number of taxable properties be calculated as shown in the officer report and in accordance with the Government regulations;
- (b) the provision for uncollectable amounts of Council Tax for 2020-2021 be agreed at 2% producing an expected collection rate of 98%;
- (c) subject to (a) & (b) above, a Council Tax Base for 2020-2021 of 87,667 Band D equivalent properties (being 89,456 x 98%) be approved, allowing for payment in lieu of Ministry of Defence properties.

**Reason for Decision:** To fulfil the Council's statutory obligation to set the Council Tax Base for 2020-2021.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.



## 276. Estimated Surplus/ (Deficit) on the Collection Fund 2019/20

**RESOLVED:** That

- (1) an overall net estimated surplus of £2.638m on the Collection Fund as at 31 March 2020, which included a surplus of £2.510m on Council Tax (Harrow share £2.059m) and a surplus of £0.128m on Business Rates (Harrow share £0.61m) be noted;
- (2) Harrow's share of £2.120m be agreed and this be transferred to the General Fund in 2020-21.

**Reason for Decision:** To report to Cabinet on the Council's statutory obligation to estimate the surplus or (deficit) on the Collection Fund for the year end. Approval to the recommendations set out is a major part of the annual budget review process.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

## 277. Calculation of Business Rates Tax Base for 2020-2021

**RESOLVED:** That

- (1) the approach and assumptions for the calculation of the Council's business rates yield, as set out in this report, be noted;
- (2) in accordance with the Non-Domestic Rating (Rates Retention) Regulations 2013, the amount calculated by the London Borough of Harrow as its business rates yield for the year 2020-2021 shall be £14.942m, as shown in the table below;

		£m
	Projected NDR Income 2020/21	49.806
Less	Payable to DCLG (33% Central Share)	(16.436)
Less	Payable to the Greater London Authority (37%)	(18.428)
Equals	Amount to be retained by Harrow (30%)	<b>14.942</b>

- (3) the Council's Chief Finance Officer (section 151 officer) be authorised to submit the notification of the calculation of the estimated Non-Domestic Rates income to the Secretary of State and the Greater London Authority (GLA) by 31 January 2020 or other date as may be prescribed;
- (4) the Council's Chief Finance Officer (section 151 officer) be authorised, following consultation with the Portfolio Holder, to submit revised figures (from those above) to the Secretary of State and GLA, if further

clarification is received from DCLG on the financial impact of the proposed changes to the authority and how this is to be calculated.

**Reason for Decision:** To fulfil the Council's statutory obligation to provide estimates and calculations in relation to NDR for 2020-2021.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

## **278. Fees and Charges 2020/21**

**RESOLVED:** That

- (1) the Fees & Charges to be implemented from April 2020 (Appendices 2 to 4 to the report) be agreed, except those fees and charges marked 'Statutory prescribed' or 'for noting only – not for Cabinet approval';
- (2) the Director of Finance be authorised to amend fees and charges in year and agree new fees and charges, following consultation with the relevant Corporate Directors and Portfolio Holders.

**Reason for Decision:** To ensure the Council set a schedule of fees and charges for 2020/21.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

## **279. Treasury Management Strategy Statement and Annual Investment Strategy: Mid Year Review 2019-20**

**RESOLVED:** That the Treasury Management Mid-Year review for 2019/20 be noted.

**Reasons for Decision:**

- (a) To promote effective financial management and comply with the Local Authorities (Capital Finance and Accounting) Regulations 2003, other relevant guidance and the Council's Financial Regulations.
- (b) To keep Members informed of Treasury Management activities and performance.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

**280. Revenue and Capital Monitoring 2019/20 - Quarter 2 as at 30 September 2019**

**RESOLVED:** That

- (1) the revenue and capital forecast positions, as set out in paragraphs 1.1 and 1.2 of the report, be noted;
- (2) the proposed addition to the Capital Programme, as set out in paragraph 3.41 to 3.43 of the report, be approved;
- (3) the proposed realignment of the Capital Programme as set out in paragraph 3.44 of the report, be approved;
- (4) the progress on the Council's Trading Company update as at Quarter 2, as detailed in Appendix 6 to the report, be noted.

**Reason for Decision:** To report the 2019/20 forecast financial position as at Quarter 2 (30 September 2019), to update Cabinet on the progress of the 2019/20 Revenue budget and Capital Programme and to seek approval for an adjustment to the Capital Programme which required Cabinet approval in accordance with the Authority's Financial Regulations.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

**281. Calendar of Meetings 2020/21**

**RESOLVED:** That the Calendar of Meetings for the Municipal Year 2020/21 be approved.

**Reason for Decision:** The calendar of meetings was approved on an annual basis at this time of the year for the succeeding municipal year. Advance approval of the calendar facilitated the planning and forward commitments of both Members and officers. It also allowed the room booking arrangements to be put in place at the earliest opportunity.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

**282. Strategic Performance Report - Quarter 2 - 2019/20**

**RESOLVED:** That

- (1) Portfolio Holders continued to work with officers to achieve improvement against identified key challenges (Appendix 1 to the report refers);

(2) the report be noted.

**Reasons for Decision:** To enable Cabinet to be informed of performance against key measures and to identify and assign corrective action where necessary.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

(Note: The meeting, having commenced at 6.32 pm, closed at 8.16 pm).

Proper Officer

Publication of decisions:	<b>10 January 2020</b>
Deadline for Call-in:	<b>5.00 pm on 17 January 2020</b> <b>(Please note that Call-in does not apply to all decisions).</b> To call-in a decision please contact:  Daksha Ghelani on 020 8424 1881, email <a href="mailto:daksha.ghelani@harrow.gov.uk">daksha.ghelani@harrow.gov.uk</a>
Decisions may be implemented if not Called-in on:	<b>18 January 2020</b>