

Cabinet

Minutes

23 June 2022

Record of decisions taken at the meeting held on Thursday 23 June 2022.

Present:

Chair: Councillor Paul Osborn

Councillors: David Ashton
Marilyn Ashton
Stephen Greek
Hitesh Karia
Mina Parmar
Anjana Patel
Pritesh Patel
Norman Stevenson

**Non-Executive
Cabinet
Member:** Thaya Idaikkadar
Ameet Jogia
Kanti Rabadia
John Higgins

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

**In attendance
(Councillors):** Simon Brown For Minute 12
David Perry For Minute 14
Natasha Proctor For Minute 14

**Apologies
received:** Councillor Jean Lammiman

10. Apologies for Absence

Apologies for absence were received from Councillor Jean Lammiman, Portfolio Holder for Community and Culture.

11. Declarations of Interest

RESOLVED: To note that the following interest was declared:

Agenda Item 10 – Inter Authority Agreement for the Harrow / Brent Special Needs Transport (HBSNT)

Councillor Stephen Greek declared a non-pecuniary interest in that he was a governor at Weald Rise Primary School and had been involved in discussions on the provision of special needs transport from a governor point of view. Whilst this was a non-pecuniary interest, it was agreed that Councillor Greek should leave the meeting when the matter was considered and voted upon.

12. Petitions

RESOLVED: To note that the following petition had been received:

- (1) Petition from Councillor Simon Brown, containing 13 signatures, on behalf residents in the Victor Road area, including Sydney Road, Edward Road, Albert Road, Pinner View, Fairfield Drive and Atherton Drive, requesting that the Council addressed ongoing street parking issues and introduced a Controlled Parking Zone.

RESOLVED: That the petition be referred to the Corporate Director of Place for consideration and response.

13. Public Questions

RESOLVED: To note that the public questions had been received and responded to and the recording be made available on the website.

14. Councillor Questions

Having agreed that Councillor Question 1 be asked as part of the discussion on Item 13 – Household Support Fund and the remaining questions be put by Councillor Natasha Proctor, Cabinet

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

15. Key Decision Schedule June - August 2022

RESOLVED: To note the contents of the Key Decision Schedule for the period June to August 2022.

16. Progress on Scrutiny Projects

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

Resolved Items

17. 1 hour free on-street parking

RESOLVED: That the Director of Environment Services, following consultation with the Portfolio Holder for Environment and Community Safety, be authorised to take all necessary steps to make a traffic management order to implement 1-hour free parking in all on-street parking bays by 1 August 2022, to consider the consultation responses, and if appropriate implement the order.

Reason for Decision: One-hour free parking was recommended to assist the recovery of local businesses in the borough following the pandemic.

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.

18. Investment into Harrow's Tennis Infrastructure

RESOLVED: That

- (1) an agreement with the Lawn Tennis Association (LTA) for capital funding to renovate courts in Harrow's parks from the LTA's Renovation Fund be entered into, and the Corporate Director of Place be authorised to finalise the details of the funding agreement and take any further actions necessary to complete it;
- (2) the Corporate Director of Place and the Director of Finance, following consultation with the Portfolio Holder for Community and Culture and the Portfolio Holder for Finance and Human Resources, be authorised to enter into a works contract between Harrow Council and the successful contractor for the renovation of the courts;
- (3) the commencement of a procurement to identify and contract with a supplier for the provision of a tennis court operator be agreed and the Corporate Director of Place and the Director of Finance, following consultation with the Portfolio Holders for Community and Culture and Finance and Human Resources, be authorised to enter into a contract between Harrow Council and the successful contractor, noting that the responsible Officer leading on the procurement would be the Head of Service – Culture and Leisure and that approval included authority to explore and decide the best contract model between the council and the operator, which model might include a straight/conventional

contract, a works concession contract or any other model that would be most effective and also yield value for money to the Council); and

- (4) the Corporate Director of Place following consultation with the Portfolio Holder for Community and Culture, be authorised to agree a consultation strategy in relation to the renovation of the courts.

Reason for Decision: To enable the tennis courts in Harrow's parks to be renovated to a playable standard, increasing participation in tennis in Harrow, and ensuring that the courts were maintained in the long term by being financially sustainable.

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.

19. Inter Authority Agreement (IAA) for the provision of Harrow and Brent Councils Special Needs Transport (HSNT)

RESOLVED: That

- (1) Harrow Council enter a new 12-month maximum Inter Authority Agreement (IAA) arrangement for the provision of special needs transport to the London Borough of Brent from August 2022;
- (2) the terms be agreed and a new longer-term IAA be finalised, dependent on the outcome and be informed by a joint review of services, between both Harrow and Brent Councils;
- (3) the Corporate Director of Place following consultation with the Director of Finance and the respective Portfolio Holders for Environment & Community Safety and Finance & Human Resources, be authorised to finalise and execute the above two recommendations; and
- (4) Harrow Council led on any necessary procurement exercises for associated third party contracts over the term of the IAA's directly related to the provision of Harrow and Brent Council Special Needs Transport (HSNT) such as fleet, taxi, labour supply and IT.

Reason for Decision: To ensure the respective Councils could discharge their statutory functions in the provision of this critical service transporting Children, Young People and Adults with special needs.

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.

20. School Organisation Update - Provision for Special Educational Needs

RESOLVED: That

- (1) progress on additional Special Education Needs and Disability (SEND) provision planned in Harrow, be noted;
- (2) Corporate Director of People, following consultation with the Portfolio Holder for Children Services, and consideration of consultation responses, be authorised to publish the statutory notices that would enable the increase of SEND provision in Harrow in accordance with the SEND Strategy;
- (3) the Corporate Director of People, following consultation with the Portfolio Holder for Children Services, be authorised to determine the notices that would enable the increase of SEND provision in Harrow in accordance with the SEND Strategy;
- (4) the commencement of all procurements that were required to deliver the programme, be agreed; and
- (5) the Corporate Director of People, following consultation with the Director of Finance, Portfolio Holders for Finance & Human Resources and Children Services, be authorised to award contracts following each procurement.

Reason for Decision: To enable the Local Authority to fulfil its statutory duties to provide sufficient school places in its area.

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.

21. Authority to Implement and administer the Covid 19 Additional Relief Scheme (CARF scheme)

RESOLVED: That

- (1) the discretionary "Covid-19 Additional Relief Fund (CARF) Scheme" for business rate payers who met the proposed eligibility criteria attached at Appendix 1 to the officer report, be agreed for the year 2021/22; and
- (2) the Director of Finance, following consultation with the Portfolio Holder for Finance and Human Resources, may exercise discretion under Section 47 of the Local Government Finance Act 1988, (as amended) (hereinafter "LGFA"), in order to operate the approved scheme and determine the percentage level of support once modelling was carried out.

Reason for Decision: To ensure Harrow Council's eligible business ratepayers received the maximum amount of centrally funded relief that could be claimed and to ensure the Council supported the local economy.

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.

22. Household Support Fund extension

RESOLVED: That

- (1) the allocation of the extension of the Household Support Fund as set out in the officer report, be approved;
- (2) the purchase of vouchers for the elements identified in the officer report through the Post Office Voucher Scheme, be approved;
- (3) the award of contract to the Post Office for a value of £511,250 using Regulation 32 (2) (C) of the Public Contract Regulations 2015 which permitted contracting authorities to award public contracts by negotiated procedure without prior publication, be approved;
- (4) the Corporate Director of Resources following consultation with the Portfolio Holder for Performance, Communications and Customer Experience be authorised to make technical scheme amendments to ensure the scheme met the criteria set by the Government and the Council and remained within the indicative grant level; and
- (5) the Corporate Director of Resources, following consultation with the Portfolio Holder for Performance, Communications and Customer Experience, be authorised to make technical changes to the proposed scheme should the grant level or the delivery plan submitted change.

Reason for Decision: The recommendations in the report met the essential criteria for the grant as set out by Department for Work and Pensions (DWP). The Council had considered where best to focus the funding and the proposals provided a balance of support together with focus so that the funding was not spread too thinly.

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.

23. Appointment of Portfolio Holder Assistants

RESOLVED: That

- (1) the appointment of the identified Portfolio Holder Assistants and responsibilities be approved, noting that these superseded previous appointments;
- (2) the payment of Special Responsibility Allowance (SRA) to the Portfolio Holder Assistants from 23 June 2022, be approved.

Reason for Decision: To enable the support to Cabinet Members in terms of information provision and management, to contribute to and ensure an effective decision-making framework as part of the democratic 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.

24. Appointment of Cabinet Advisory Panels, Consultative Forums and Appointment of Chairs

RESOLVED: That

- (1) the membership and terms of reference of Cabinet Panels and Consultative Forums, the Chairs and Nominated Members of the Panels and Consultative Forums as set out in Appendix A to the officer report be agreed;
- (2) the membership and terms of reference of the Planning Policy Advisory Panel as set out in Appendix B to the report be agreed and the Monitoring Officer be authorised to amend the Constitution under delegated authority; and
- (3) the Major Development Panel would not be established and the Monitoring Officer be authorised to delete it from the Constitution under delegated authority.

Reason for Decision: To confirm appointments and to allow the Panels to be constituted.

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 6.30 pm, closed at 7.32 pm).

Proper Officer

Publication of decisions:	24 June 2022
Deadline for Call-in:	5.00 pm on 1 July 2022 (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:	2 July 2022