



# **Cabinet**

# **Minutes**

## **19 December 2023**

Record of decisions taken at the meeting held on Tuesday 19 December 2023.

**Present:**

**Chair:** Councillor Paul Osborn

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

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

**Non-Executive Voluntary Sector Representatives:** John Higgins Harrow Youth Parliament Representative

**In attendance (Councillors):** Peymana Assad For Minute 231  
Graham Henson For Minute 231  
Eden Kulig For Minute 231  
David Perry For Minute 228-242

**227. Apologies for Absence**

There were none.

**228. Declarations of Interest**

**RESOLVED:** To note that no interests were declared.

**229. Petitions**

The following petition was received:

Ms Durni Turcan, on behalf of parents and staff of Glebe Primary School, a petition containing 220 signatures was received.

**RESOLVED:** That the petition be referred to the Portfolio Holder for Children Services and the Corporate Director of People.

**230. Public Questions**

To note that one public question had been received and responded to and the recording had been placed on the website.

**231. Councillor Questions**

**RESOLVED:** That the Councillor Questions were responded to and the recording placed on the Council's website.

Note: Supplemental information had been published alongside the minutes to a Councillor question.

**232. Key Decision Schedule December 2023 - February 2024**

**RESOLVED:** To note the contents of the Key Decision Schedule for the period December 2023 – February 2024.

**233. Progress on Scrutiny Projects**

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

**Recommended Item**

**234. Calculation of Council Tax Base for 2024-2025**

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

That

- (1) the band D equivalent number of taxable properties be calculated as shown in officer report and in accordance with the Government regulations;
- (2) the provision for uncollectable amounts of Council Tax for 2024-2025 be agreed at 2% producing an expected collection rate of 98%;

- (3) subject to (a) and (b) above, a Council Tax Base for 2024-2025 of 89,375 Band D equivalent properties (being 91,199 x 98%) be approved, allowing for payment in lieu of Ministry of Defence properties;
- (4) having considered whether to review the local Council Tax Support scheme, no change be required and approve and recommend to Full Council the continuation of the existing Council Tax Support Scheme, as previously adopted by Full Council, for the 2024/25 financial year.

**Reason for Recommendation:** To fulfil the Council's statutory obligation to set the Council Tax Base for 2024-2025.

[Call-in did not apply to the decision above as it was reserved to full Council.]

## Resolved Items

### 235. Procurement of Education IT System

Having considered the confidential appendix B, it was

**RESOLVED:** That the Director of Education and the Assistant Director of Digital, Data and the Customer Experience, following consultation with the Portfolio Holder for Children's Services and the Portfolio Holder for Performance, Communications and Customer Experience, be authorised to approve the award of a contract by way of direct award for 3 years for Capita One Education Management IT system, with an option to extend for a further 2 years, via the Kent Commercial Services (KCS) Framework or other appropriate procurement route, with a total contract value of £926,000, including the optional extensions.

**Reason for Decision:** This recommendation provided a comprehensive and integrated Education System that gave the best value for money for the local authority. It also best met the needs of the users of the Education IT system across Education Services and the People Directorate over the next 3 to 5 years.

The decisions to extend for years 4 and 5 were separate and would be based on system performance and market review. The work to assess this would be carried out with sufficient time to allow for market testing, should that be deemed necessary.

### 236. School Organisation Update and School Capital Programme

**RESOLVED:** That

- (1) this update on the School Roll Projections 2023/2024-2035/2036 Report and the changes in the overall school organisation landscape, be noted;

- (2) the Corporate Director People Services be authorised, following consultation with the Portfolio Holder for Finance and Human Resources and the Portfolio Holder for Children's Services, to undertake all procurement steps that were required to deliver the amalgamation school capital programme once statutory notices had been determined.

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

### **237. Procurement Action for Silk Stream & GLA Chandos Recreation Ground**

Having considered the confidential appendices A, B, C and D it was

**RESOLVED:** That

- (1) approval be granted to the Corporate Director of Place to commence a procurement exercise, following consultation with the Portfolio Holders for Highways, Infrastructure and Community Safety and the Portfolio Holder for Finance and Human Resources, for the selection of a provider to deliver the Chandos Recreation Ground major park improvements;
- (2) the Corporate Director for Place be authorised, following consultation with the Portfolio Holders for Highways, Infrastructure and Community Safety and Finance and Human Resources, to commence a joint procurement of a provider for major river and park wide improvements to Chandos Recreation Ground;
- (3) the Corporate Director for Place be authorised, following consultation with the Portfolio Holders for Highways, Infrastructure and Community Safety and Finance and Human Resources to approve and make any changes required to the tender evaluation criteria or specification;
- (4) the Corporate Director of Place be authorised, following consultation with the Portfolio Holders for Highways, Infrastructure and Community Safety and Finance and Human Resources and the Director of Finance, and a competitive and compliant procurement process, to award and appoint a supplier for the £2.5m Chandos Recreation Ground major river and park improvements commencing spring 2024 for a 9-month construction phase period.

**Reason for Decision:** This ensured that the Council fulfilled its Flood Water Management Act 2010 statutory responsibilities by undertaking major flood resilience works to the Edgware Brook and improvements to the landscape, footpaths, car park, entrances and play area within the Chandos Recreation Ground.

## **238. Estimated Surplus / (Deficit) on the Collection Fund 2023-2024**

**RESOLVED:** That

- (1) an overall net estimated deficit of -£1.462m on the total Collection Fund as at 31 March 2024 as set out in the table in paragraph 2 of the officer report, be noted.
- (2) Harrow's surplus share of £0.790m as set out in the table in paragraph 2 of the officer report, be agreed and this be transferred to the General Fund in 2024-25.

**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 of the recommendations set out were a major part of the annual budget review process.

## **239. Revenue and Capital Budget Monitoring Report Quarter 2 2023/24**

**RESOLVED:** That

- (1) the forecast revenue and capital outturn positions, as set out in paragraphs 1.2 to 1.5 of the officer report, be noted;
- (2) the proposed additions and amendments to the Capital Programme, as set out in paragraphs 3.20 of the officer report, 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 2023-24 financial forecast position at Quarter 2 and to update Cabinet on trading company performance.

## **240. Draft Capital Programme 2024/25 to 2026/27**

**RESOLVED:** That the outcomes of Capital Programme review undertaken in September 2023 as detailed within Appendix 1 of the officer report, and the updated budget profile of capital proposals as detailed within Appendix 2 of the officer report be noted and be brought back to Cabinet in February 2024 for approval.

**Reason for Decision:** This would enable the Council to have an approved Capital Programme for 2024/25 to 2026/27.

[Call-in did not apply to the resolutions above as it was a noting report].

## 241. Draft Revenue Budget 2024/25 and Draft Medium Term Financial Strategy to 2026/27

### RESOLVED: That

- (1) the draft budget for 2024/25 and the Medium Term Financial Strategy (MTFS) to 2026/27 for general consultation as set out in Appendices 1(A and B) and 2 of the officer report, be approved, so that Cabinet may later consider the budget including the consultation responses and the equality impact assessment (s), before it was referred to Council in February 2024;
- (2) the draft budget would be updated when the detail was announced in the Indicative Financial Settlement which was expected on 19 December followed by the Final Settlement in January 2024 (paragraph 1.07 of the officer report refers);
- (3) at draft budget stage, there remained an estimated budget gap of £0m for 2024/25, £12.466m for 2025/26 and £6.732m for 2026/27;
- (4) the proposal to increase core Council Tax by 2.99% in 2024/25, 2025/26 and 2026/27 (paragraph 1.19 and 1.21 of the officer report refers). be noted;
- (5) the proposal to increase Adult Social Care Precept Council Tax by 2% in 2024/25 and then by 0% per annum in 2025/26 and 2026/27 in respect of the Adult Social Care Precept (paragraph 1.19 and 1.21 of the officer report refers), be noted;
- (6) the draft Public Health budget for 2024/25, as set out in Appendix 3 of the officer report, be approved;
- (7) there were no proposed structured changes to the schools funding formula for 2024/25, as set out in Appendix 4.of the officer report;
- (8) the assumed funding for the protection of social care 2024/25 through the Better Care Fund (paragraphs 1.38 to 1.41 of the officer report refers), be noted;
- (9) the Interim Director of Finance and Assurance, following consultation with the Portfolio Holder for Finance and Human Resources, be authorised to agree Harrow's 2024/25 contribution to the London Borough's Grant Scheme (paragraph 1.46 of the officer report refers);
- (10) final approval would be sought from Cabinet and Council in February 2024.

**Reason for Decision:** To ensure that the Council published a draft budget for 2024/25 and a draft MTFS to 2026/27.

## 242. Treasury Management Mid Year Report for 2023/24

**RESOLVED:** That the Treasury Management Mid-Year Position for 2023/24 be noted.

### Reason for Decision:

- a) This promoted effective financial management and complied with regulations issued under the Local Government Act 2003, the 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.
- b) This kept Members informed of Treasury Management activities and performance to date for 2023/24.

[Call-in did not apply to the resolutions above as it was a noting report].

(Note: The meeting, having commenced at 6.32 pm, closed at 8.36 pm).

Proper Officer

Publication of decisions:	<b>20 December 2023</b>
Deadline for Call-in:	<b>5.00 pm on 29 December 2023</b> <b>(Please note that Call-in does not apply to all decisions).</b> To call-in a decision please contact:  Rita Magdani via email: <a href="mailto:rita.magdani@harrow.gov.uk">rita.magdani@harrow.gov.uk</a>
Decisions may be implemented if not Called-in on:	<b>30 December 2023</b>

**Appendix**

The following tables show how many children were admitted to schools in Harrow under the **fair access protocol** between 1 August 2021 and 31 July 2022 (Table 1) and between 1 August 2022 and 31 July 2023 (Table 2). These children all applied outside of the usual admissions periods.

Table 1: 1 August 2021 and 31 July 2022

<b>Type of school</b>	<b>Number of Primary aged children admitted</b>	<b>Number of Secondary aged children admitted</b>
Community and voluntary controlled	9	4
Foundation, voluntary aided and academies	4	38
<b>Total</b>	<b>13</b>	<b>42</b>

Table2: 1 August 2022 and 31 July 2023

<b>Type of school</b>	<b>Number of Primary aged children admitted</b>	<b>Number of Secondary aged children admitted</b>
Community and voluntary controlled	158	13
Foundation, voluntary aided and academies	66	286
<b>Total</b>	<b>224</b>	<b>299</b>

The increase can also be seen in the number of on time secondary transfer applications (11+) received.

<b>September intake year</b>		<b>On time applications</b>
2022	11+	2876
	R5	2972
2023	11+	<b>2923</b>
	R5	2771