



Report for: Cabinet

Date of Meeting:	24 January 2024
Subject:	Timetable for the Development of the Council's Policy Framework
Key Decision:	No
Responsible Officer:	Jessica Farmer – Interim Director of Legal and Governance Services
Portfolio Holder:	Councillor Paul Osborn - Leader of the Council, Portfolio Holder for Strategy
Exempt:	No
Decision subject to Call-in:	Yes
Wards affected:	All
Enclosures:	Appendix A – Timetable for Plans and Strategies

Section 1 - Summary and Recommendations

This report advises Cabinet of the timetable for consideration of the plans and strategies comprising the Council's Policy Framework.

Recommendations: That the timetable for the preparation and consideration of the plans and strategies set out at Appendix A be noted and the Monitoring Officer be authorised to vary the timetable if appropriate.

Reason:

To comply with paragraph 3 of the Budget and Policy Framework Procedure Rules in Section 4C of the Council's Constitution.

Introduction

2.1.1 The Council's Constitution sets out the process for the development of the policy framework at paragraph 3 of the Budget and Policy Framework Procedure Rules. In accordance with the Local Authorities (Functions and Responsibilities) Regulations 2000, any approval to the following Plans and Strategies is reserved to the Council:

- Local Implementation Plan
- Community Safety Plan
- Youth Justice Plan

Under the Constitution, the Council's Corporate Plan and Equalities Objectives are also reserved to the Council. Additionally, in 2016 Cabinet agreed that the Corporate Parenting Strategy be submitted for consideration and approval to Cabinet and Council.

The following plans and policies are also reserved to Council:

- Plans and strategies which together comprise the Development Plan
- Gambling Policy
- Licensing Authority Policy Statement

The proposed timetable for consideration of the plans and strategies is set out at Appendix A.

2.1.2 The Constitution requires Cabinet to determine, at the start of each Municipal Year, a timetable for the consideration of the plans and strategies in that year. The timetable at Appendix A shows the dates for consideration of those plans by the Overview and Scrutiny Committee (if appropriate), Cabinet and Council.

2.1.3 The Overview and Scrutiny Committee shall receive any proposed plan or strategy in sufficient time for the proposals to be included in the agenda for a scheduled meeting of the Committee and for it to make a report or recommendations to the meeting of the Council that is to consider the plan or strategy concerned. The Council shall not agree a plan or strategy until the Overview and Scrutiny Committee has had the opportunity, subject to the need for the statutory deadlines to be met, to consider the proposals.

2.1.4 On consideration of a relevant plan or strategy the Council may decide to:

- (a) adopt the Executive's proposals;
- (b) amend the Executive's proposals;
- (c) refer the proposals back to the Executive for further consideration;
- (d) substitute its own proposals in their place.

If the Council decides to adopt the Executive's proposals, that decision becomes effective immediately. If the Council decides to amend, refer back or substitute the proposals that decision shall come into effect after 5 clear working days from the day on which the Council meeting makes its decision.

However, if the plan or strategy has been amended or substituted, and before the expiry of the 5 clear working days period, the Leader of the Council may give notice to the Director of Legal and Governance Services that he/she objects to some or all of the amendments made by the Council. In these circumstances, the matter shall be referred to the next scheduled meeting of the Executive.

The Executive may agree the proposals of the Council, reaffirm its original proposals, or make further amendments. The decision of the Executive shall then be referred back to the Council. The Council can agree the proposals of the Executive or amend the proposals. The decision made by the Council then becomes effective immediately.

2.1.5 Members should note that when the Council approves a plan or strategy it will also specify the extent of any variation that may be undertaken by the Executive. The Executive may only make such other changes to a plan or strategy, as have been agreed by the Council, in accordance with the procedure for urgent matters set out at paragraph 5 of the Rules.

2.1.6 Once the Council has determined a plan or strategy the Executive shall publish it, including on the Council's website.

Risk Management Implications

Risks included on corporate or directorate risk register? **No**

Separate risk register in place? **No**

The relevant risks contained in the register are attached/summarised below.
No

The following key risks should be taken onto account when agreeing the recommendations in this report:

Risk Description	Mitigations	RAG Status
Failure to publish the Plans may result in the Council failing to meet its statutory obligations.	<ul style="list-style-type: none"> ▪ Once the Council has determined a plan or strategy the Executive shall publish it, including on the Council's website 	Green
Failure to comply with the Council's Constitution	<ul style="list-style-type: none"> ▪ Proposed timetable 	Green
Lack of agreement of plans and strategies	<ul style="list-style-type: none"> ▪ Process outlined in main body of this report 	Green

Procurement Implications

There are no procurement implications arising from the report.

Legal Implications

There are no financial or legal implications other than those mentioned in the main body of the report.

Financial Implications

There are no financial other than those mentioned in the main body of the report.

Equalities implications / Public Sector Equality Duty

There are no equality implications arising from the timetabling of the individual plans and strategies.

Council Priorities

The impact on delivery of the Corporate Priorities will be addressed in the reports on the individual plans and strategies. This report has no direct effect on the Corporate Priorities.

Section 3 - Statutory Officer Clearance

Statutory Officer: Sharon Daniels

Signed by the Chief Financial Officer

Date: 24 November 2023

Statutory Officer: Caroline Eccles

Signed on behalf of the Monitoring Officer

Date: 24 November 2023

Chief Officer: Jessica Farmer

Signed off by Interim Director of Legal and Governance Services

Date: 22 December 2023

Head of Procurement: Nimesh Mehta

Signed by the Head of Procurement

Date: 20 November 2023

Head of Internal Audit: Neale Burns

Signed on behalf of the Interim Head of Internal Audit

Date: 20 November 2023

Has the Portfolio Holder(s) been consulted? Yes

Section 4 - Contact Details and Background Papers

Contact: Andrew Seaman, Senior Democratic & Electoral Services Officer, email: andrew.seaman5@harrow.gov.uk

Background Papers: [Council's Constitution](#)

Call-in waived by the Chair of Overview and Scrutiny Committee - No

APPENDIX A

The table below identifies when the policy was last 'seen' and when the policy is 'due' to be seen again. This aligns with the 'Valid till' column which highlights the year the policy expires and how many years the policy applies for.

Title	Overview and Scrutiny Committee	Cabinet	Council	Valid till
1. Local Implementation Plan	<p><i>The London Mayor's transport strategy (MTS) was approved by the GLA in February 2018 and required Boroughs to prepare a third Local implementation Plan (LIP) to reflect the new strategy.</i></p> <p><i>LIP3 was subsequently developed during 2018/19. The policies (up to 2041) and programme (2019/20 – 2021/22) were subject to public consultation, reviewed by the Overview & Scrutiny Committee in November 2018, approved by the London Deputy Mayor in April 2019, approved by Cabinet in May 2019 and finally adopted by Council in July 2019.</i></p> <p><i>In May 2021 a new Mayoral administration has been elected. It is likely that the existing MTS will remain during this mayoral term and that the next 3-year LIP programme of investment will be required from boroughs. This will cover the period 2022/23 – 2024/25. This is still subject to confirmation from the GLA.</i></p>			
2. Community Safety Plan	Last seen - 6 June 2023 Next due - June 2026	Last seen - 29 June 2023 Next due - June 2026	Last seen - 28 September 2023 Next due – September 2026	2026 (Every 3 years)
3. Youth Justice Plan	Last seen - 7 November 2023 Next due - November 2024	Last seen - 16 November 2023 Next due – November 2024	Last seen - 30 November 2023 Next due – November 2024	2024 (Every year)
4. Corporate Plan and Equalities Objectives	Last seen - 9 February 2023 Next due – February 2026	Last seen - 16 February 2023 Next due – February 2026	Last seen - 23 February 2023 Next due - February 2026	2026 (Every 3 years)
5. Corporate Parenting Strategy	Last seen - Next due - December 2024	Last seen - Next due - January 2025	Last seen - Next due - April 2025	2022 – 2025 (Every 3 years)
6. Gambling Policy	-	Last seen – 18 November 2021 Next due – November 2024	Last seen – 25 November 2021 Next due – November 2024	2024 (Every 3 years)

Title	Overview and Scrutiny Committee	Cabinet	Council	Valid till
7. Licensing Policy	-	Last seen (by Licensing and General Purposes Committee) – 8 February 2023 Next due – February 2028	Last seen – 23 February 2023 Next due – February 2028	2028 (Every 5 years)
8. Local Plan as well as plans and strategies which together comprise the Local Plan	Expected Next Due Date end of 2025.	Draft Local Plan expected February 2024 Expected Next Due Date – December 2025	Expected Next Due Date – End of 2025	(Every 5 years)
	<i>Harrow's current Local Plan ('development plan') comprises five development plan documents: Core Strategy (2012), Development Management Policies (2013), Harrow and Wealdstone Area Action Plan (2013), Site Allocations (2013) and Joint West London Waste Plan (2015), as well as the London Plan (2021). The recent publication of the London Plan (2021) and ongoing changes to planning policy at a national level mean that the Council has commenced a review of the Local Plan. This process includes a number of statutory stages, including consultation, independent examination by the Planning Inspectorate and adoption by full Council. The Planning Policy Working Group will input into the preparation of the Local Plan review and draft and final documents will be considered by Cabinet (and Council when required by Regulation).</i>			