

London Borough of Harrow

Key Decision Schedule (November 2024 – January 2025)

November 2024

This is a list of Key Decisions which the Authority proposes to take at the above Cabinet meeting. The Cabinet agenda containing all the reports being considered will be published 5 clear days before the meeting.

A Key Decision is one which is likely to:

- (i) result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to its budget for the service or function to which the decision relates. A decision is significant if it involves expenditure or the making of savings of an amount in excess of £1m of capital or £500,000 of revenue or where savings or expenditure are less than these amounts but they constitute more than 50% of the budget attributable to the service in question; or
- (ii) be significant in terms of its effects on communities living or working in an area of two or more wards of the Borough.

Decisions which the Cabinet intends to make in private

The Cabinet may meet in private to consider reports which contain confidential information. A private meeting of the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers. This Schedule also contains non-Key Decisions which involve Cabinet meeting in private. Any person can make representations to the Cabinet if they believe the decision should instead be made in the public Cabinet meeting by emailing democratic.services@harrow.gov.uk.

The membership of the Cabinet is:

[Councillor Paul Osborn](#) (Leader), (Strategy)

[Councillor Marilyn Ashton](#) (Deputy Leader, Planning & Regeneration)

[Councillor David Ashton](#) (Finance & Highways)

[Councillor Stephen Greek](#) (Performance, Communications & Customer Experience)

[Councillor Hitesh Karia](#) (Children's Services)

[Councillor Jean Lammiman](#) (Adult Services & Public Health)

[Councillor Janet Mote](#) (Community & Culture)

[Councillor Mina Parmar](#) (Housing)

[Councillor Pritesh Patel](#) (Cleaner Streets & Public Safety)

[Councillor Norman Stevenson](#) (Business, Employment & Property)

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
November				
Children and Young People (CYP) & Adults substance misuse services commissioning intentions post 31 March 2025	Approval to direct award contracts for the provision of Substance Misuse Services for Children and Young People (CYP) and adults in accordance with the Health Care Services (Provider Selection Regime) Regulations 2023 (PSR).	Councillor Jean Lammiman Carole Furlong, Director of Public Health Oasis Azeez-Harris, Senior Public Health Commissioner, oasis.azeez-harris@harrow.gov.uk	Open	
Mental Health Community Services	Approval from Cabinet to commence the procurement of a mental health community service and to appoint a provider to deliver the service.	Councillor Jean Lammiman Sarah Ives, Strategic Commissioning Manager, Sarah.ives@harrow.gov.uk	Open	

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
Local Areas of Special Character (LASC) - recommendation to designate two areas following consultation	To consider consultation responses and agree to designate the two proposed areas as Local Areas of Special Character.	<p>Councillor Marilyn Ashton</p> <p>Emma Talbot, Acting Strategic Director of Housing and Regeneration</p> <p>Viv Evans, Chief Planning Officer, viv.evans@harrow.gov.uk</p>	Open	
December				
Review of Consultation and adoption/rejection of proposed new Council Tax Support Scheme for 2025/26	To approve the Council's revised Council Tax Support Scheme for 2025/26	<p>Councillor David Ashton</p> <p>Sharon Daniels, Strategic Director of Finance (S151 Officer)</p> <p>Fern Silverio, Assistant Director- Collections and Benefits, Fern.silverio@harrow.gov.uk</p>	Open	

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
Calculation of Business Rates Retention Amounts for 2025-2026	To approve the Council's Business Rates Retention amount for 2025-26	<p>Councillor David Ashton</p> <p>Sharon Daniels, Strategic Director of Finance (S151 Officer)</p> <p>Fern Silverio, Assistant Director- Collections and Benefits, Fern.silverio@harrow.gov.uk</p>	Open	
Estimated Surplus / (Deficit) on the Collection Fund 2024-2025	To agree the Councils collection fund position and to allow the appropriate transfers to the general or collection fund to clear surplus or deficit.	<p>Councillor David Ashton</p> <p>Sharon Daniels, Strategic Director of Finance (S151 Officer)</p> <p>Fern Silverio, Assistant Director- Collections and Benefits, Fern.silverio@harrow.gov.uk</p>	Open	

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
Calculation of the Council Tax Base for 2025-2026	To approve the Council's Council Tax Base for 2025-26	<p>Councillor David Ashton</p> <p>Sharon Daniels, Strategic Director of Finance (S151 Officer) Fern Silverio, Assistant Director- Collections and Benefits, Fern.silverio@harrow.gov.uk</p>	Open	
Fees and Charges 2025-26	To agree the Fees and Charges to be implemented from April 2025 for the 2025-26 Financial Year	<p>Councillor David Ashton</p> <p>Sharon Daniels, Strategic Director of Finance (S151 Officer) Jessie Man – Interim Head of Strategic and Technical Finance, jessie.man@harrow.gov.uk</p>	Open	

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
Revenue & Capital Budget Monitoring Report Q2 2024-25	To note the forecast Revenue & Capital Outturn positions for 2024-25 and to approve amendments to the Capital Programme if applicable.	Councillor David Ashton Sharon Daniels, Strategic Director of Finance (S151 Officer) Usha Chauhan – Service Accountant, Usha.Chauhant@harrow.gov.uk	Open	
Draft Revenue Budget 2025-26 and draft Medium-Term Financial Strategy to 2027-28	To approve the Draft Budget for 2025-26 and MTFS to 2027-28 for general consultation and to note proposal for the Council Tax for 2025-26.	Councillor David Ashton Sharon Daniels, Strategic Director of Finance (S151 Officer) Sharon.Daniels@harrow.gov.uk	Open	

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
Draft Capital Programme 2025-26 to 2027-28	To Note the Draft Capital Programme 2025-26 to 2027-28, the Final Capital Programme will be brought back to Cabinet in February 2025 for recommendation to Council.	Councillor David Ashton Sharon Daniels, Strategic Director of Finance (S151 Officer) Jessie Man – Interim Head of Strategic & Technical Finance, Jessie.man@harrow.gov.uk	Open	
Procurement of contractor for mobility assessments for Concessionary Travel	Ask for approval to procure a contract for a Concessionary Travel Mobility Assessment supplier and to ask for authority to award the new contract to the successful bidder.	Councillor Stephen Greek Jonathan Milbourn, Director for Digital, Data & the Customer Experience Jonathan.milbourn@harrow.gov.uk	Open	
January				