

London Borough of Harrow

KEY DECISION SCHEDULE (MARCH 2013 - MAY 2013)

MONTH: March

The following is a list of Key Decisions which the Authority proposes to take at the above Cabinet meeting. The list may change over the next few weeks. A further notice, by way of the Cabinet agenda, will be published no less than 5 clear days before the date of the Cabinet meeting, showing the final list of Key Decisions to be considered at that meeting.

A Key Decision is a decision by the Executive which is likely to:

- (i) result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) be significant in terms of its effects on communities living or working in an area of two or more wards or electoral divisions of the Borough.

A decision is significant for the purposes of (i) above if it involves expenditure or the making of savings of an amount in excess of £1m for capital expenditure or £500,000 for revenue expenditure or, where expenditure or savings are less than the amounts specified above, they constitute more than 50% of the budget attributable to the service in question.

Decisions which the Cabinet intends to make in private

The Cabinet hereby gives notice that it may meet in private after its public meeting to consider reports which contain confidential information. The private meeting of the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers.

Reports relating to decisions which the Cabinet will take at its private meeting are indicated in the list of Key Decisions below with the reasons for the decision being made in private where appropriate. The Schedule also contains non-Key Decisions which involve Cabinet having to meet in private. Any person is able to make representations to the Cabinet if he/she believes the decision should instead be made in the public Cabinet meeting. If you want to make such representations please contact Democratic & Electoral Services. You will then be sent a response in reply to your representations. Both your representations and the Cabinet's/Leader's response will be published on the Council's website <http://www.harrow.gov.uk/www2/mgListPlans.aspx> at least 5 clear days before the Cabinet meeting.

The Cabinet/Leader will be considering a report prepared by the relevant Directorate. The report together with any other documents (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by Cabinet/Leader from Daksha Ghelani, Senior Democratic Services Officer, on 020 8424 1881 or by contacting daksha.ghelani@harrow.gov.uk or by writing to Democratic & Electoral Services, Harrow Council, Civic Centre PO Box 2, Station Road, Harrow, HA1 2UH or on the Council's website. Copies may be requested but a fee will be payable. Reports to be considered at the Cabinet's public meeting will be available on the Council's website 5 clear days before the meeting.

The KDS looks 3 meetings ahead and will be published 28 clear days before the Decision Date / Period of Decision.

| Subject | Nature of decision | Decision Maker | Decision date / Period of Decision | Cabinet Member / Lead officer | Open or Private Meeting | Additional Documents to be submitted |
|---|---|----------------|------------------------------------|--|--|---|
| MARCH 2013 | | | | | | |
| Commissioning of Libraries and Leisure Management Services: Outcome and Recommendations | To notify Members of the outcome of the joint procurement exercise and seek a decision for the award of contract or other options | Cabinet | 14 March 2013 | Councillors David Perry and Thaya Idaikkadar Paul Najsarek, Corporate Director, Community Health and Wellbeing marianne.locke@harrow.gov.uk Tel: 020 8736 6530 | Open but with Private/Exempt (Part II) appendices By virtue of paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that it contains information relating to the financial and business affairs of the authority holding that information. | Agenda Report and any related appendices |
| Strategic Review of Learning Disability Accommodation | To decide on (i) the future provision at each of the learning disability residential homes | Cabinet | 14 March 2013 | Councillor Margaret Davine Paul Najsarek, Corporate Director, Community Health | Open but with Private/Exempt (Part II) appendix By virtue of | Agenda Report and any appendices: Full EqlA and consultation report |

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| | provided by the Council; the outcome of the statutory consultation with service users, families, carers and other key stakeholders; the outcome of informal consultation with staff and unions | | | and Wellbeing thom.willson@harrow.gov.uk Tel: 020 8736 6022 | paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that it contains information relating to the financial and business affairs of the authority holding that information. | |
| Approval of the Harrow Help Scheme | To adopt a Welfare Assistance Scheme to commence 1 April 2013 | Cabinet | 14 March 2013 | Councillor Sachin Shah Julie Alderson, Corporate Director of Resources fern.silverio@harrow.gov.uk Tel: 020 8736 6818 | Open | Agenda Report and any related appendices, including consultation feedback |
| Revisions to the Climate Change Strategy Action Plan and Delivering | To note the proposed final draft of the revised Climate Change Strategy | Cabinet | 14 March 2013 | Councillor Phillip O'Dell Caroline Bruce, Corporate Director | Open | Agenda Report and any related appendices: responses to draft Climate |

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| Warmer Homes HECA report following public consultation | Action Plan; note the final proposed draft of the revised Delivering Warmer Homes (HECA) report and approve the submission of the Delivering Warmer Homes (HECA) report to the Secretary of State for Energy and Climate Change | | | of Environment and Enterprise andrew.baker@harrow.gov.uk Tel: 020 8424 1779 | | Change Strategy Action Plan; Responses to Delivering Warmer Homes; Climate Change Strategy Action Plan; Delivering Warmer Homes HECA |
| Financial Procedure Rules Update | Approve the revised Financial procedure Rules for 1 April 2013 | Cabinet Council | 14 March 2013 18 April 2013 | Councillor Sachin Shah Julie Alderson, Corporate Director of Resources tim.sylvester@harrow.gov.uk Tel: 020 8416 8166 | Open | Agenda Report and any related appendices: Financial procedure Rules (revised); Financial Regulations (original) |
| Award of Cleaning | Agree award of 5 building cleaning | Cabinet | 14 March 2013 | Councillor Thaya Idiakkadar | Open but with Private/Exempt | Agenda Report and any related |

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|---|---|----------------|------------------------------------|---|--|--|
| Contracts for Schools and Corporate Buildings | contracts following OJEU Tender | | | Caroline Bruce, Corporate Director of Environment and Enterprise brenda.beazley@harrow.gov.uk Tel: 020 8424 1482 | (Part II) appendix By virtue of paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). | appendices |
| Determination of Community School Admissions Arrangements 2014/15 | To determine the admission arrangements for the 2014/15 academic year | Cabinet | 14 March 2013 | Councillor Mitzi Green Catherine Doran, Corporate Director, Children and Families | Public | Agenda Report and any related appendices: Consultation Outcome |

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|--|---|-----------------------|---|--|--------------------------------|--|
| | | | | raj.parmar@harrow.gov.uk Tel: 020 8416 8286 | | |
| Statement of Community Involvement (SCI) | Adopt the revised Statement of Community Involvement | Cabinet | 14 March 2013 | Councillor Keith Ferry Stephen Kelly, Divisional Director of Planning Services matthew.paterson@harrow.gov.uk Tel: 020 8736 6082 | Open | Agenda Report and any related appendices: Revised Statement of CI |
| Locally Listed Buildings | That Cabinet adopt and publish on the Council's website the update list of Locally Listed Buildings | Cabinet | 14 March 2013 | Councillor Keith Ferry Caroline Bruce, Corporate Director of Environment and Enterprise lucy.haile@harrow.gov.uk Tel: 020 8736 6101 | Open | Agenda Report and any related appendices: Harrow's updated list of Locally Listed Buildings |
| Stanmore and | That Cabinet be | Cabinet | 14 March 2013 | Councillor Keith | Open | Agenda Report |

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|---|--|----------------|------------------------------------|---|-------------------------|---|
| Edgware Conservation Area Supplemental Planning Document (SPD) | requested to approve the document for formal consultation | | | Ferry Caroline Bruce, Corporate Director of Environment and Enterprise lucy.haile@harrow.gov.uk Tel: 020 8736 6101 | | and any related appendices: Stanmore and Edgware CA SPD |
| Proposed Amendment to the boundary of the Roxborough Park and Grove Conservation Area | Approve the proposed extension to the Conservation Area | Cabinet | 14 March 2013 | Councillor Keith Ferry Caroline Bruce, Corporate Director of Environment and Enterprise lucy.haile@harrow.gov.uk Tel: 020 8736 6101 | Open | Agenda Report and any related appendices: consultation responses and proposed extension |
| APRIL 2013 | | | | | | |
| Special Needs Transport 3 | Authorise the Corporate Director of Children, Schools and Families; in consultation with | Cabinet | 11 April 2013 | Councillors Mitzi Green & Thaya Idaikkadar Catherine Doran, Corporate Director, | Open | Agenda Report and any related appendices: SNT3 Full Business Case; Business Cases |

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| | <p>the Portfolio Holders for Children, Schools and Families & Property and Major Contracts; to:</p> <p>- Select the preferred supplier through a competitive bidding process with the Harrow Transport Framework and award Transport Services contracts to the preferred suppliers on such terms as are agreed, acting in the best interests of the Council and service users.</p> <p>- Implement the new transport services in accordance with</p> | | | <p>Children and Families roger.rickman@harrow.gov.uk/bensellar-moore@harrow.gov.uk Tel: 020 8966 6334/6364</p> | | <p>for Independent Travel Training and LEAN</p> |

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| | <p>the contract & other programme elements that support the operation of the services, reduce costs and promote independence.</p> <p>- Consult on a new Transport Eligibility Policy, underpinning a broader range of transport options to be made available to service users.</p> | | | | | |
| Harrow Outdoor Sports Strategy | To seek approval for the adoption of the Outdoor Sports Strategy, priorities and action plan for the future of Harrow Council's outdoor sports and playing field | Cabinet | 11 April 2013 | <p>Councillors David Perry, Phillip O'Dell and Thaya Idaikkadar</p> <p>Paul Najsarek, Corporate Director, Community Health and Wellbeing marianne.locke@h</p> | Open | Agenda Report and any related appendices |

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|---|--|-----------------------|---|--|--------------------------------|---|
| | provision | | | arrow.gov.uk Tel: 020 8736 6530 | | |
| Housing Changes Review: Approval of Housing Strategy 2013-18, Homelessness Strategy 2013-18, Private Sector Housing Strategy 2013-18, Housing Allocation Scheme 2013, Housing Business Plan 2013 and draft Asset Management Strategy 2013 | Approval of the documents. | Cabinet | 11 April 2013 | Councillor Bob Currie Paul Najsarek, Corporate Director, Community Health and Wellbeing alison.pegg@harrow.gov.uk Tel: 020 8424 1933 | Open | Agenda Report and any related appendices |
| Adult Learning Commissioning Framework | Approval of the Framework of Preferred Providers and delegation of approval of subsequent contracts awarded to | Cabinet | 11 April 2013 | Councillor David Perry Marianne Locke, Divisional Director, Community & Culture geoff.trodd@harrow.gov.uk Tel: 020 | Open | Agenda Report and any related appendices: Commissioning Documents; Commissioning Prospectus; Contract and letter of |

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|---------------------------------------|---|----------------|------------------------------------|-------------------------------|-------------------------|--------------------------------------|
| | providers on the Framework to the Divisional Director for Community & Culture | | | 8416 8805 | | agreement |
| MAY 2013 - Currently, no items | | | | | | |

HARROW COUNCIL CABINET 2012/13

CONTACT DETAILS OF PORTFOLIO HOLDERS

| Portfolio | Councillor | Address | Telephone no. | Email |
|---|------------------|---|---|---|
| Leader, Property and Major Contracts | Thaya Idaikkadar | 13 Cambridge Road NORTH HARROW HA2 7LA | Home: (020) 8863 2372 Mobile: 07812 028741 Group Office: (020) 8424 1897 | Email: thaya.idaikkadar@harrow.gov.uk |
| Deputy Leader, Adult Social Care, Health and Well-Being | Margaret Davine | 6 Salisbury Road HARROW HA1 1NY | Home: (020) 8863 3675 Mobile: 07956 452725Group Office: (020) 8424 1897 | Email: margaret.davine@harrow.gov.uk |
| Business Transformation and Communications | Bill Stephenson | 13 Cunningham Park HARROW HA1 4QW | Home: (020) 8427 0247 Group Office: (020) 8424 1897 | Email: bill.stephenson@harrow.gov.uk |
| Children, Schools and Families | Mitzi Green | The Group Office Room 102, PO Box 2 Civic Centre Station Road HARROW HA1 2UH | Home: (020) 8420 9604 Group Office: (020) 8424 1897 | Email: mitzi.green@harrow.gov.uk |

| Portfolio | Councillor | Address | Telephone no. | Email |
|---|----------------|---|--|------------------------------------|
| Community and Cultural Services | David Perry | The Group Office Room 102, PO Box 2 Civic Centre Station Road HARROW HA1 2UH | Mobile: 07505 430133 Group Office: (020) 8424 1897 | Email: david.perry@harrow.gov.uk |
| Environment and Community Safety | Phillip O'Dell | 64 Marlborough Hill HARROW HA1 1TY | Home: (020) 8861 0090 Group Office: (020) 8424 1897 | Email: phillip.odell@harrow.gov.uk |
| Finance | Sachin Shah | 19 Reverend Close HARROW HA2 8DP | Mobile: 07949 949745 Group Office: (020) 8424 1897 | Email: sachin.shah@harrow.gov.uk |
| Housing | Bob Currie | The Group Office Room 102, PO Box 2 Civic Centre Station Road HARROW HA1 2UH | Home: (020) 8864 4934 Group Office: (020) 8424 1897 | Email: bob.currie@harrow.gov.uk |
| Performance, Customer Services and Corporate Services | Graham Henson | 360 Eastcote Lane HARROW HA2 9AJ | Home: (020) 8864 9990 Group Office: (020) 8424 1897 | Email: graham.henson@harrow.gov.uk |
| Planning and Regeneration | Keith Ferry | 165 Headstone Lane HARROW HA2 6LX | Home: 07922 227147 Group Office: (020) 8424 1897 | Email: keith.ferry@harrow.gov.uk |