

**London Borough of Harrow**

**KEY DECISION SCHEDULE ( JANUARY 2018 - MARCH 2018 )**

**MONTH: January**

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](mailto: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 and any Consultation to be undertaken
<b>JANUARY 2018</b>						
Library Management Contract Extension	To approve the extension of the contract with Carillion Integrated Services Ltd for a further five years from 1 <sup>st</sup> September 2018	Cabinet	18 January 2018	Councillors Adam Swersky and Sue Anderson  Paul Walker, Corporate Director, Community tim.bryan@harrow.gov.uk Tel: 020 8416 8639	Open	Agenda Report and any related appendices: Equalities Impact Assessment, Contract Performance  Consultation: Consultation was undertaken with the public and library staff prior to the award of the contract to Carillion Integrated Services Ltd in September 2013
Fees and Charges 2018/19	Agree the Council's fees and charges to be implemented from April 2018	Cabinet	18 January 2018	Councillor Adam Swersky  Dawn Calvert, Director of Finance	Open	Agenda Report and any related appendices

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				funmi.ogunnaike@harrow.gov.uk Tel: 020 8424 7544		Consultation: None
Council Tax Exemption for Care Leavers living in Harrow	Approval of arrangements for the granting of Council Tax exemptions for young people leaving the Council's care and living in the Borough	Cabinet	18 January 2018	Councillor Christine Robson  Paul Hewitt, Divisional Director, Children and Young People Services paul.hewitt@harrow.gov.uk Tel: 020 8736 6978	Open	Agenda Report and any related appendices  Consultation: None
Council Insurance Renewals 2018	Approval of the recommendation to enter into contracts for the provision of motor, commercial property, crime and business	Cabinet	18 January 2018	Councillor Adam Swersky  Dawn Calvert, Director of Finance karen.vickery@harrow.gov.uk Tel: 020 8424 1995	Part exempt  Information relating to the financial or business affairs of any particular person (including the	Agenda Report and any related appendices  Consultation: N/A

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	travel/personal accident insurance and engineering inspection services for the Council				authority holding that information)	
Provision of Accommodation for Young Unaccompanied Asylum Seekers	To seek approval for a direct award of a contract for five years until at least 2023 with the option to extend for a further two years until 2025, to the current provider. To ensure stability and sufficiency of accommodation for thirty Unaccompanied Asylum Seeking Children and young adults aged 16-24	Cabinet	18 January 2018	Councillor Christine Robson  Chris Spencer, Corporate Director, People claire.kentish@harrow.gov.uk Tel: 020 8424 1485	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information) Any action taken or to be taken in connection with the prevention, investigation or prosecution of crime	Agenda Report and any related appendices: EqIA  Consultation: Relevant Councillors and Officers, Provider(s), and Service Clients

Subject	Nature of Decision	Decision Maker	Decision date / Period of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
Extension of the Lease on Cedars Youth and Community Centre	To extend the current lease for Cedars Youth and Community Centre to Watford Football Club Community Sport and Education Trust	Cabinet	18 January 2018	<p>Councillors Keith Ferry and Christine Robson</p> <p>Chris Spencer, Corporate Director, People  priya.ganatra@harrow.gov.uk  belinda.pritchard@harrow.gov.uk  Tel: 020 8420 9237/9330</p>	Open	<p>Agenda Report and any related appendices</p> <p>Consultation: Internal consultations with relevant Councillors and officers</p>
Replacement of MyHarrow Account	To make a decision on the MyHarrow Account Replacement	Cabinet	18 January 2018	<p>Councillor Kiran Ramchandani</p> <p>Carol Cutler, Director of Business Transformation and Customer Services  jonathan.milbourn@harrow.gov.uk  Tel: 020 8736 6711</p>	Open	<p>Agenda Report and any related appendices</p> <p>Consultation: N/A</p>

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<b>FEBRUARY 2018</b>						
Grange Farm Estate Regeneration Update	To approve a revised business plan and procurement strategy for delivery of the Grange Farm estate regeneration	Cabinet	15 February 2018	Councillor Glen Hearnden and Adam Swersky  Nick Powell, Divisional Director, Housing Services alison.pegg@harrow.gov.uk Tel: Tel: 020 8424 1933	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Agenda Report and any related appendices: Procurement Options, Business Plan  Consultation: The residents of the Grange Farm estate are regularly involved and consulted in respect of the estate regeneration plans. A Resident Steering Group has been established supported by an Independent Tenant Advisor. Neighbouring residents and businesses are

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						also consulted
Corporate Plan	To recommend the approval of the Corporate Plan to Council	Cabinet Council	15 February 2018 22 February 2018	Councillors Sachin Shah and Kiran Ramchandani  Tom Whiting, Corporate Director, Resources & Commercial rachel.gapp@harrow.gov.uk Tel: 020 8416 8774	Open	Agenda Report and any related appendices: Corporate Plan 2018/19 update, EqlA  Consultation: N/A
Final Revenue Budget 2018/19 and Medium Term Financial Strategy 2018/19-2020/21	To recommend to Council: • the proposed revenue budget 2018/19 and the Medium Term Financial Strategy 2018/19 to 2020/21 to enable the	Cabinet Council	15 February 2018 22 February 2018	Councillor Adam Swersky  Dawn Calvert, Director of Finance funmi.ogunnaike@harrow.gov.uk Tel: 0208 424 7544	Open	Agenda Report and any related appendices  Consultation: None, except consideration of consultations undertaken with various bodies following the approval of the draft budget



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	Council Tax to be set <ul style="list-style-type: none"> <li>• the members allowance scheme 2018/19</li> <li>• the 2018/19 pay policy statement</li> <li>• the 2018/19 schools' budget</li> </ul>					
Capital Programme 2018/19 to 2020/21	To recommend the Capital Programme 2018/19-2020/21 to Council for approval	Cabinet Council	15 February 2018 22 February 2018	Councillor Adam Swersky  Dawn Calvert, Director of Finance funmi.ogunnaike@harrow.gov.uk Tel: 020 8424 7544	Open	Agenda Report and any related appendices  Consultation: None
Revenue and Capital Monitoring 2017/18 - Quarter 3 as at 30 December	1. To note the Revenue and Capital position reported as at Q3 for	Cabinet	15 February 2018	Councillor Adam Swersky  Dawn Calvert, Director of Finance funmi.ogunnaike@	Part exempt  Information relating to the	Agenda Report and any related appendices  Consultation: None

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	2017-18 2. To approve virements. 3. To approve any amendment in the capital programme delegated to Cabinet			harrow.gov.uk Tel: 020 8424 7544	financial or business affairs of any particular person (including the authority holding that information)	
Treasury Management Strategy Statement including Prudential Indicators, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2018/19	Cabinet to be asked to recommend to Council that they approve the Treasury Management Strategy Statement for 2018/19 including: <ul style="list-style-type: none"> <li>• Prudential Indicators for 2018/19</li> <li>• Minimum Revenue Provision Policy</li> </ul>	Cabinet Council	15 February 2018 22 February 2018	Councillor Adam Swersky  Dawn Calvert, Director of Finance funmi.ogunnaike@harrow.gov.uk Tel: 020 8424 7544	Open	Agenda Report and any related appendices  Consultation: None

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	Statement for 2018/19 <ul style="list-style-type: none"> <li>Annual Investment Strategy for 2018/19</li> </ul>					
HRA Budget 2018-19 and MTFS 2019-20 to 2020-21	Recommend HRA Budget 2018-19 & MTFS to Council to approval	Cabinet	15 February 2018	Councillors Glen Hearnden and Adam Swersky  Dawn Calvert, Director of Finance Nick Powell, Divisional Director, Housing Services milan.joshi@harrow.gov.uk Tel: 020 8416 8662	Open	Agenda Report and any related appendices  Consultation: Council tenants, leaseholders, private residents and staff
Harrow Council Leasing Policy for property leased to Sports Clubs and Youth and Elderly Persons Organisations	To approve a leasing policy for Sports Clubs and Youth and Elderly Persons Organisation	Cabinet	15 February 2018	Councillor Keith Ferry  Venetia Reid-Baptiste, Divisional Director of Commissioning	Part exempt  Information relating to the financial or business affairs of any particular	Agenda Report and any related appendices  Consultation: Internal

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				Services belinda.pritchard@harrow.gov.uk Tel: 020 8420 9330	person (including the authority holding that information)	
Vehicle Supply and Maintenance Contract-Re-procurement	To approve the re-procurement of the Vehicle Supply and Maintenance Contract	Cabinet	15 February 2018	Councillor Graham Henson  Venetia Reid-Baptiste, Divisional Director of Commissioning Services hanif.islam@harrow.gov.uk Tel: 020 8424 8317	Open	Agenda Report and any related appendices  Consultation: Relevant Member(s)
Highways Maintenance Contract Procurement	To approve the re-procurement of the Highways Maintenance Contract	Cabinet	15 February 2018	Councillor Graham Henson  Venetia Reid-Baptiste, Divisional Director of Commissioning Services may.patel@	Open	Agenda Report and any related appendices  Consultation: Relevant Member(s)

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				harrow.gov.uk Tel: 020 8424 8317		
Procurement Strategy - Water Supply	To approve the strategy for the procurement of water supply	Cabinet	15 February 2018	Councillor Graham Henson  Venetia Reid-Baptiste, Divisional Director of Commissioning Services saeed.atlas@harrow.gov.uk Tel: 020 8424 1030	Open	Agenda Report and any related appendices  Consultation: Relevant Member(s)
Request to introduce an Article 4 (1) direction for the demolition of front boundary treatments within 14 of Harrow's conservation areas	Introduction of an Article 4 (1) direction for the demolition of front boundary treatments	Cabinet	15 February 2018	Councillor Keith Ferry  Paul Nichols, Divisional Director, Regeneration and Planning lucy.haile@harrow.gov.uk Tel: 020 8736 6101	Open	Agenda Report and any related appendices: Table of proposed Article 4 Directions  Consultation: Once the notice is served any representations

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						received during the statutory consultation period will be reported back to Cabinet along with a recommendation as to whether or not to confirm the direction
<b>MARCH 2018</b>						
Review of Homelessness Strategy	To approve the amendments to the Homelessness Strategy	Cabinet	15 March 2018	Councillor Glen Hearnden  Nick Powell, Divisional Director, Housing Services jon.dalton@harrow.gov.uk Tel: 020 8416 8647	Open	Agenda Report and any related appendices: Homelessness Strategy, EqIA, Temporary Accommodation Allocation Policy, Temporary Accommodation Procurement Strategy, Housing Evidence Base

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						<p>Consultation:            Consultation is planned with residents on 11 January 2018 and with providers and VCS representatives on 17 January 2018, as well as online</p>

## HARROW COUNCIL CABINET 2016/17

### CONTACT DETAILS OF PORTFOLIO HOLDERS

Portfolio	Councillor	Address	Telephone no.	Email
Leader, Strategy, Partnerships & Devolution	Sachin Shah	Labour Group Office Room 102, PO Box, 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07949 949745 Group Office: (020) 8424 1897	Email: sachin.shah@harrow.gov.uk
Deputy Leader, Business, Planning & Regeneration	Keith Ferry	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07922 227147 Group Office: (020) 8424 1897	Email: keith.ferry@harrow.gov.uk
Adults & Older People	Simon Brown	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897	Email: simon.brown@harrow.gov.uk
Children, Young People & Schools	Christine Robson	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07712 278832 Group Office: (020) 8424 1897	Email: christine.robson@harrow.gov.uk



<b>Portfolio</b>	<b>Councillor</b>	<b>Address</b>	<b>Telephone no.</b>	<b>Email</b>
Community, Culture & Resident Engagement	Sue Anderson	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07875 094900 Group Office: (020) 8424 1897	Email: sue.anderson@harrow.gov.uk
Environment	Graham Henson	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07721 509916 Group Office: (020) 8424 1897	Email: graham.henson@harrow.gov.uk
Finance & Commercialisation	Adam Swersky	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07904 466987 Group Office: (020) 8424 1897	Email: adam.swersky@harrow.gov.uk
Public Health, Equality & Community Safety	Varsha Parmar	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07535 064495 Group Office: (020) 8424 1897	Email: varsha.parmar@harrow.gov.uk
Housing & Employment	Glen Hearnden	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897	Email: glen.hearnden@harrow.gov.uk

Portfolio	Councillor	Address	Telephone no.	Email
Performance, Corporate Resources & Customer Service	Kiran Ramchandani	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07957 549741 Group Office: (020) 8424 1897	Email: kiran.ramchandani@harrow.gov.uk