

London Borough of Harrow

KEY DECISION SCHEDULE (NOVEMBER 2018 - JANUARY 2019)

MONTH: November

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 Frankie Belloli, Senior Democratic Services Officer, on 020 8424 1263 or by contacting frankie.belloli@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
NOVEMBER 2018						
Harrow Indoor Sports Facility Strategy	To approve the adoption of the draft Harrow Indoor Sports Facility Strategy	Cabinet	15 November 2018	Councillor Keith Ferry Paul Walker, Corporate Director, Community tim.bryan@harrow.gov.uk Tel: 020 8416 8639	Open	Agenda Report and any related appendices: Harrow Draft Indoor Sports Facility Strategy Consultation: Consultation undertaken with key stakeholders including facility operators, Sport England, National Governing Bodies of Sport, local educational establishments with indoor sports facilities, key local sports clubs, facility managers, neighbouring local authorities and the County Sport Partnership

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						Further public consultation will be undertaken with key stakeholders, as identified above, being encouraged to provide their feedback on the Strategy and proposed Action Plan
Extra Care Housing	To approve the Extra Care Housing Strategy and Business Case	Cabinet	15 November 2018	Councillors Simon Brown and Phillip O'Dell Nick Powell, Divisional Director, Housing Services johanna.morgan@harrow.gov.uk/alison.pegg@harrow.gov.uk Tel: 020	Open	Agenda Report and any related appendices Consultation: A market engagement event with social housing providers was held on 12 July 2018

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				8736 6841/020 8424 1933		
Housing Revenue Account (HRA) Business Plan Update 2018	To approve the HRA Business Plan Update 2018 to set the framework within which the budget report can be submitted	Cabinet	15 November 2018	Councillors Phillip O'Dell and Adam Swersky Dawn Calvert, Director of Finance tasleem.kazmi@harrow.gov.uk/milan.joshi@harrow.gov.uk Tel: 020 8420 9201/020 8416 8662, Nick Powell, Divisional Director, Housing Services	Open	Agenda Report and any related appendices Consultation: Council tenants, leaseholders, private residents and staff
Community Lottery	To approve plans to introduce a Community Lottery in Harrow	Cabinet	15 November 2018	Councillor Sue Anderson Alex Dewsnap, Divisional Director, Strategic Commissioning rachel.gapp@harrow.gov.uk Tel:	Open	Agenda Report and any related appendices: Harrow Lottery Business Plan, Harrow Children and vulnerable person protection Policy, Harrow

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				020 8416 8774		<p>Fair and Open Gambling Policy, Harrow Implementation Procedures Policy, Harrow protection from Source of Crime and Disorder Policy, Harrow Social Responsibility in Gambling Policy</p> <p>Consultation: VCS organisations and Councillors have been consulted</p>
New Harrow Town Centre Library	Delegate authority to the Corporate Director of Community, following	Cabinet	15 November 2018	Councillor Keith Ferry Paul Walker, Corporate Director, Community	Open	Agenda Report and any related appendices: Equalities Impact Assessment

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	<p>consultation with the Portfolio Holders for Regeneration, Planning and Employment and Finance and Resources, to procure and enter into contract with the supplier(s) selected to deliver the fit out of the new Town Centre Library as part of the development at Harrow Square, 51 College Road, to replace the existing Gayton Library, as part of the Environment and Culture 2018/19 and 2019/20 Capital Programme</p>			<p>tim.bryan@harrow.gov.uk Tel: 020 8416 8639</p>		<p>Consultation: Public consultation on the design of the new library and services to be provided will be undertaken as part of the development of the design for the new library</p> <p>Extensive public consultation to inform the development of the Library Strategy, 2015-2018 was undertaken from November 2014 to February 2015. The Action Plan as part of the Strategy included the securing of a new Town Centre Library at 51 College Road</p>

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2019-2021 Security, Health & Safety Compliance (Homesafe)	Authority to go to market and procure a contract. Seek delegated authority to award the contract following the outcome of the tendering process	Cabinet	15 November 2018	Councillors Phillip O'Dell and Adam Swersky Nick Powell, Divisional Director, Housing Services mark.crodden@harrow.gov.uk Tel: 0208 424 1329	Open	Agenda Report and any related appendices Consultation: Relevant Members and officers
Gambling Policy Renewal	To recommend to Council to approve extension of designated areas for street trading	Cabinet Council	15 November 2018 29 November 2018	Councillor Varsha Parmar Tom Whiting, Interim Chief Executive (Head of Paid Service, Corporate Director, Resources & Commercial	Open	Agenda Report and any related appendices: Gambling Policy and Consultation Responses Consultation: N/A

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				richard.lebrun@harrow.gov.uk Tel: 020 87365 6267		
Gayton Road Private Rented Sector (PRS) Housing Units	To review available options and to determine a strategy for the Council's market sale / letting units being constructed at the development.	Cabinet	15 November 2018	Councillors Keith Ferry and Adam Swersky Paul Walker, Corporate Director, Community david.booth@harrow.gov.uk	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: Exempt Information Schedule, Concilium Assets LLP Mobilisation Plan and Initial Risk Analysis Consultation: N/A
Business Improvement District (BID) Renewal	To approve the carrying out of a ballot so the BID entity may continue raising a levy to support traders for a further period of 5	Cabinet	15 November 2018	Councillor Adam Swersky Fern Silverio, Head of Service, Collections & Benefits fern.silverio@harro	Open	Agenda report and appendices Not applicable

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	years from 1 April 2019.			w.gov.uk, tel. 020 8736 6818		
Environmental Enforcement: Fixed Penalty Notices - Award of Contract	To agree the award of a contract.	Cabinet	15 November 2018	Councillor Varsha Parmar Venetia Reid-Baptiste, Divisional Director of Commissioning Services venetia.reid-baptiste@harrow.gov.uk, tel. 020 8424 1492	Open	Agenda report and appendices
Cedars Youth and Community Centre	To agree a reversionary lease with regard to the contract with Cedars Youth and Community centre.	Cabinet	15 November 2018	Councillor Christine Robson Johanna Morgan, Divisional Director, People Services Strategy; Commercialisation & Regeneration johanna.morgan@harrow.gov.uk, tel 020 8736 6841	Part exempt	Agenda report and appendices Not applicable

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DECEMBER 2018						
Core Offer	To consider the Council's approach to the development of a "core offer" of local government services in the context of the budget process.	Cabinet	6 December 2018	Councillor Graham Henson Tom Whiting, Interim Chief Executive (Head of Paid Service, Corporate Director, Resources & Commercial Tom Whiting, tom.whiting@harrow.gov.uk, 020 8416 8447	Open	Agenda report and related appendices
Draft Revenue Budget 2018/19 and Medium Term Financial Strategy (MTFS) 2019/20-2021/22	To approve the Draft of Revenue Budget for 2019/20 and MTFS 2019/20-2021/22 for consultation	Cabinet	6 December 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: To be carried out following approval of Draft

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Revenue and Capital Monitoring 2018/19 - Quarter 2 as at 30th September 2018	To note the Revenue and Capital forecast position as at Quarter 2 To approve virements and any amendments in the Capital Programme delegated to Cabinet	Cabinet	6 December 2018	Councillor Adam Swersky Dawn Calvert, Director of Finance funmi.ogunnaike@harrow.gov.uk Tel: 020 8424 7544	Part exempt	Agenda Report and any related appendices Consultation: None
Draft Capital Programme 2019/20 to 2021/22	To approve the draft of 2019/20 to 2021/22 Capital Programme for consultation. To approve the draft of Capital Strategy	Cabinet	6 December 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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Changes to Council Tax Long Term Empty Property Discount	To agree the change to the long term empty council tax premium on properties which have remained empty for more than two years	Cabinet	6 December 2018	Councillor Adam Swersky Dawn Calvert, Director of Finance fern.silverio@harro w.gov.uk Tel: 020 8736 6818	Open	Agenda Report and any related appendices Consultation: N/A
Calculation of Council Tax Base for 2019-2020	To approve the Council's Council Tax Base for 2019-20	Cabinet	6 December 2018	Councillor Adam Swersky Dawn Calvert, Director of Finance fern.silverio@harro w.gov.uk Tel: 020 8736 6818	Open	Agenda Report and any related appendices Consultation: N/A
Estimated Surplus / (Deficit) on the Collection Fund 2018-19	To agree the Council's collection fund position and to allow the appropriate transfers to the	Cabinet	6 December 2018	Councillor Adam Swersky Tom Whiting, Interim Chief Executive (Head of Paid Service,	Open	Agenda Report and any related appendices Consultation: N/A

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	general or collection fund to clear surplus or deficit			Corporate Director, Resources & Commercial fern.silverio@harrow.gov.uk Tel: 020 8736 6818		
Harrow Cultural Strategy	To approve the draft Harrow Cultural Strategy for consultation	Cabinet	6 December 2018	Councillor Keith Ferry Paul Walker, Corporate Director, Community mark.billington@harrow.gov.uk Tel: 020 8736 6533	Open	Agenda Report and any related appendices: Appendix: Harrow Draft Cultural Strategy Consultation: Consultation undertaken with Headstone Manor & Museum, Harrow Music Service, The Wish Centre, Young Harrow Foundation, 100% Young Producers, Bentley Priory Museum, Pinner Artsweek

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
						Further public consultation will be undertaken with community and voluntary groups, faith groups, residents' associations. on the Strategy and proposed Action Plan.
Climate Change and Energy Management	To note the progress against targets, to agree the updated Strategy, new targets and the plans for achieving these	Cabinet	6 December 2018	Councillor Varsha Parmar Venetia Reid-Baptiste, Divisional Director of Commissioning Services venetia.reid-baptiste@harrow.gov.uk Tel: 020 8424 1492	Open	Agenda Report and any related appendices Consultation: Internal amongst users and service managers. In addition, externally at a Market Engagement session

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HRA Budget 2019-20 and MTFS 2020-21 to 2021-22	Revenue and Capital Budget for Housing Revenue Account (HRA) 2019-20 and Medium Term Financial Strategy (MTFS) 2020-21 to 2021-22	Cabinet	6 December 2018	Councillors Phillip O'Dell and Adam Swersky Dawn Calvert, Director of Finance tasleem.kazmi@harrow.gov.uk/milan.joshi@harrow.gov.uk Tel: 0208 420 9201/0208 416 8662, Nick Powell, Divisional Director, Housing Services	Open	Agenda Report and any related appendices Consultation: Council tenants, leaseholders, private residents and staff
SEND Strategy	To approve the SEND strategy	Cabinet	6 December 2018	Councillor Christine Robson Johanna Morgan, Divisional Director, People Services Strategy; Commercialisation & Regeneration	Open	Agenda report and any related appendices

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				johanna.morgan@harrow.gov.uk, 020 8736 6841		
JANUARY 2019						
Fees and Charges 2019/20	Agree the Council's fees and charges to be implemented from April 2019	Cabinet	17 January 2019	Councillor Adam Swersky Dawn Calvert, Director of Finance sharon.daniels@harrow.gov.uk Tel: 020 8424 2332	Open	Agenda Report and any related appendices Consultation: None
Calculation of Business Rates Tax Base for 2019-2020	To approve the Council's Business Rates Retention amount for 2019-20	Cabinet	17 January 2019	Councillor Adam Swersky Tom Whiting, Interim Chief Executive (Head of Paid Service, Corporate Director, Resources & Commercial fern.silverio@harro	Open	Agenda Report and any related appendices Consultation: N/A

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				w.gov.uk Tel: Tel: 020 8736 6818		
Adult Learning Strategy 2019-2024	Approval of the Adult Learning Strategy and Delivery Plan	Cabinet	17 January 2019	Councillor Keith Ferry Mark Billington, Head of Economic Development & Research karen.bhamra@harrow.gov.uk Tel: 020 8416 8906	Open	Agenda Report and any related appendices: Adult Learning Strategy 2019-24 and Delivery Plan Consultation: The draft Adult Learning Strategy will be circulated to providers, partners and selected Services for comment

HARROW COUNCIL CABINET 2018/19

CONTACT DETAILS OF PORTFOLIO HOLDERS

Portfolio	Councillor	Address	Telephone no.	Email
Leader, Strategy, Partnerships, Devolution & Customer Services	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
Deputy Leader, Regeneration, Planning & Employment	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 & Public Health	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
Community, Cohesion & Crime	Krishna Suresh	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07967 565477 Group Office: (020) 8424 1897	Email: krishna.suresh@harrow.gov.uk

Portfolio	Councillor	Address	Telephone no.	Email
Community, Engagement & Accessibility	Sue Anderson	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897	Email: sue.anderson@harrow.gov.uk
Environment	Varsha Parmar	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07764 681987 Group Office: (020) 8424 1897	Email: varsha.parmar@harrow.gov.uk
Finance & Resources	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
Housing	Phillip O'Dell	64 Marlborough Hill HARROW HA1 1TY	Tel: (020) 8861 0090 Group Office: (020) 8424 1897	Email: phillip.odell@harrow.gov.uk
Young People & Schools	Christine Robson	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897	Email: christine.robson@harrow.gov.uk