

London Borough of Harrow

Key Decision Schedule (January 2024 - March 2024)

January 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 & Human Resources)

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

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

[Councillor Jean Lammiman](#) (Community & Culture)

[Councillor Mina Parmar](#) (Housing)

[Councillor Anjana Patel](#) (Highways, Infrastructure and Community Safety)

[Councillor Pritesh Patel](#) (Adult Services & Public Health)

[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
JANUARY				
Calculation of Business Rates Tax Base for 2024-2025	To approve the Council's Business Rates Retention amount for 2024-25.	Councillor David Ashton Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) sharon.daniels@harrow.gov.uk	Open	
Housing Revenue Account Budget 2024-25 & Medium-Term Financial Strategy 2025-26 to 2026-27, HRA Capital Programme 2024-25 to 2028-29 and 30 year HRA Business Plan	To make recommendations to Council to approve: <ul style="list-style-type: none"> • the HRA Budget for 2024-25; • HRA capital programme 2024-25 to 2028-29; • rents, service and facility charges for HRA social rented properties community halls, garages and water charges for 2024-25 and • The HRA Business plan 	Councillor David Ashton; Councillor Mina Parmar Comie Campbell - Interim Finance Business Partner comie.campbell@harrow.gov.uk	Open	List of fees and charges to be considered for increase, summary budgets for MTFS – 3 years, Capital Programme 5 years and HRA Business Plan 30 years

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
<p>Harrow Strategic Development Partnership (HSDP) – Approval of Overarching Business Plan and Phase Business Plans for Poets Corner (Phase 1) and Byron Quarter (Phase 1).</p>	<p>To approve the HSDP Overarching Business Plan, to approve the Byron Quarter Phase Business Plan and to approve the Poets Phase Business Plan subject to the incorporation of the agreed changes.</p> <p>To delegate the authority to Corporate Director of Place in consultation with Portfolio Holder for Regeneration and Planning to approve the final form of the Poets Phase Business Plan following incorporation of the agreed changes.</p>	<p>Cllr Marilyn Ashton Cllr David Ashton</p> <p>Dipti Patel, Corporate Director Place dipti.patel@harrow.gov.uk</p>	<p>Part exempt</p>	
<p>Fees and Charges 2024/25</p>	<p>To agree the Fees and Charges to be implemented from April 2024 for the 2024/25 Financial Year.</p>	<p>Cllr David Ashton</p> <p>Jessie Man – Interim Head of Strategic & Technical Finance</p> <p>jessie.man@harrow.gov.uk</p>	<p>Open</p>	

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Procurement of a Software licence, Support and maintenance for revenue and benefits software applications.	To authorise the procurement of a license, software and support and maintenance contract for the administration of local taxation and Housing Benefits.	Cllr David Ashton Fern Silverio, Head of Service, Collections & Benefits fernando.silverio@harrow.gov.uk	Open	
FEBRUARY				
Revenue & Capital Budget Monitoring Report Q3 2023-24	<ol style="list-style-type: none"> 1. To note the Revenue & Capital Budget for 2023-24 2. To approve amendments to the Capital Programme if applicable 	Cllr David Ashton Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) Usha Chauhan – Service Accountant Usha.Chauhant@harrow.gov.uk	Open	

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Final Revenue Budget 2024/25 and Medium Term Financial Strategy to 2026/27	<ol style="list-style-type: none"> 1. To approve the Final Budget for 2024/25 and MTFs to 2026/27 and recommend to Full Council. 2. To approve the Council Tax for 2024/25 and recommend to Full Council. 	<p>Cllr David Ashton Cllr David Ashton</p> <p>Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer)</p> <p>Sharon.Daniels@harrow.gov.uk</p>	Open	
Final Capital Programme 2024/25 to 2026/27	To agree the Final Capital Programme 2024/25 to 2026/27 and recommend the Capital Programme to Council.	<p>Cllr David Ashton</p> <p>Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) Jessie Man – Interim Head of Strategic & Technical Finance Jessie.man@harrow.gov.uk</p> <p>Jessie Man – Interim Head of Strategic & Technical Finance Jessie.man@harrow.gov.uk</p>	Open	

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Authority to Dispose of Assets	Decision to delegate approval of a forthcoming disposal with a value of over £250,000 to the Corporate Director, Place, pursuant to Section F6 within the Scheme of Approval and Delegation for Financial Transactions.	Cllr Norman Stevenson Dipti Patel, Corporate Director Place dipti.patel@harrow.gov.uk	Part exempt	
Treasury Management Strategy Statement including Annual Investment Strategy for 2024/25 and Capital Strategy for 2024/25	To approve the report and recommend to Council that the Treasury Management Strategy Statement for 2024/25 be approved including: <ul style="list-style-type: none"> • Prudential Indicators for 2024/25; • Minimum Revenue Provision Policy Statement for 2024/25; • Annual Investment Strategy for 2024/25. • Capital Strategy for 2024/25 	Cllr David Ashton Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) Sharon.Daniels@harrow.gov.uk	Open	

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New Harrow Local Plan - approval to consult (Regulation 18 version)	<p>Cabinet to agree to consult on the draft (Regulation 18 version) of the new Harrow Local Plan.</p> <p>Delegated authority to be given to the Chief Planning Officer to enable finalisation of the document, following consultation with the Portfolio Holder for Planning and Regeneration.</p>	<p>Cllr Marilyn Ashton</p> <p>Emma Talbot, Director of Regeneration Programme and Sustainable Development emma.talbot@harrow.gov.uk</p>	Open	
MARCH				
Harrow Indoor and Outdoor Sports Facilities Strategy, 2023-2037	To seek approval for the adoption of the new Harrow Indoor and Outdoor Sports Facilities Strategy, 2023-2037.	<p>Cllr Jean Lammiman</p> <p>Tim Bryan tim.bryan@harrow.gov.uk</p>	Open	
Procurement of Revenues and Benefits Resilience Support	To authorise the procurement of a contract for Revenues and Benefits resilience support with a value range between £5m to £8m over 5 years.	<p>Cllr David Ashton</p> <p>Fern Silverio, Head of Service, Collections & Benefits fernando.silverio@harrow.gov.uk</p>	Open	

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