

London Borough of Harrow

CABINET FORWARD PLAN (1 September 2012 - 31 December 2012)

MONTH:- September

This Plan sets out matters which are likely to be the subject of a key decision over the next 4 months.

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 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.

Please note that decision dates are indicative and may change. Please consult Democratic & Electoral Services if you wish to check the decision date of a particular item.

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
SEPTEMBER						

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
Community Safety Plan	Recommend the Plan to Council for adoption	Cabinet Council	13 September 2012 8 November 2012	Councillor Phillip O'Dell Tom Whiting, Assistant Chief Executive mike.howes@harrow.gov.uk Tel: 020 8420 9637	Safer Harrow Management Group	Harrow Strategic Assessment
HealthWatch	Agree an option for a Local HealthWatch	Cabinet	13 September 2012	Councillors Graham Henson, Margaret Davine and Bill Stephenson Tom Whiting, Assistant Chief Executive desiree.mahoney@harrow.gov.uk Tel: 020 8424 1390, Paul Najsarek, Corporate Director, Community Health and Wellbeing	Engage and consult by using a range of methods such as focus groups, residents panel survey, online consultation with LINK members, voluntary and community sector, residents, members and staff	Department of Health Local HealthWatch: A strong voice for people - policy explained
Voluntary Sector	Approval of the	Cabinet	13 September	Councillor David	Key stakeholder	None

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
Commissioning	delivery of a commissioning model and small grants programme for the award of the main Grants Funding from 2013/14 onwards		2012	Perry Paul Najsarek, Corporate Director, Community Health and Wellbeing marianne.locke@harrow.gov.uk Tel: 020 8736 6530	consultation will be undertaken as part of the development of the Commissioning process	
Tender Evaluation & Appointment of Contractor - Report for bailiff and Income Collection Service	Award of Contract(s)	Cabinet	13 September 2012	Councillor Sachin Shah Julie Alderson, Interim Corporate Director of Resources fern.silverio@harrow.gov.uk Tel: 020 8736 6818	None	None
Modernisation of Sheltered Housing	Agree proposals to modernization of the sheltered housing service and a change in funding arrangements	Cabinet	13 September 2012	Councillor Bob Currie Lynne Pennington, Divisional Director of Housing beverley.bonnefoy@harrow.gov.uk Tel: 020 8416 8684	Full consultation has taken place with tenants of Harrow's 18 sheltered housing schemes and a summary of the outcome will be incorporated into the report.	None

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
					Formal consultation has also taken place with all staff affected by the proposals with one final consultation yet to complete on revisions to the original proposals	
OCTOBER						
The Harrow Community Infrastructure Levy - Draft Charging Schedule	To request Cabinet to recommend to Council approval of the Draft Charging Schedule for publication for public consultation and submission to the Secretary of State	Cabinet Council	11 October 2012 8 November 2012	Councillor Keith Ferry Andrew Trehern, Corporate Director, Place Shaping matthew.paterson @harrow.gov.uk Tel: 020 8736 6083	Consultation will be undertaken in accordance with the CIL Regulations and Council's Statement of Community Involvement (2006)	Preliminary Draft Charging Schedule (June 2012); Cabinet Report (19 July 2012); Adopted Harrow Core Strategy (February 2012); Infrastructure Assessment & Delivery Plan (December 2012); Development Viability Study (March 2011);

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
						Part II of the Planning Act 2008; The Community Infrastructure Levy regulations 2012; The Mayor of London's CIL (February 2012)
Proposed public consultation concerning a proposal to amend the boundary to Roxborough Park and the Grove Conservation Area	To approve the proposed consultation for the proposed amendment to the Roxborough Park and Grove CA boundary	Cabinet	11 October 2012	Councillor Keith Ferry Andrew Trehern, Corporate Director, Place Shaping lucy.haile@harrow.gov.uk Tel: 020 8736 6101	If consultation for the extension were approved this consultation would entail: <ul style="list-style-type: none"> • Letters addressed to owners/occupiers of all properties concerned (24) • Letter or email to Ward Councillors concerned • Advert in 	None

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
					<p>the local paper</p> <ul style="list-style-type: none"> • Advert in London Gazette • Letter to the Harrow Hill Trust • Site notice advertising proposed extension near buildings concerned 	
Locally Listed Buildings	To approve 34 proposed additions to the list of locally listed buildings, and the proposed de-listing of 75 Gordon Avenue and 31 Pinner Road; To approve the draft Locally Listed Buildings SPD for publication for	Cabinet	11 October 2012	<p>Councillor Keith Ferry</p> <p>Andrew Trehern, Corporate Director, Place Shaping lucy.haile@harrow.gov.uk Tel: 020 8736 6106</p>	None	None

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
	formal consultation in accordance with the adopted Statement of Community Involvement					
Housing Act 2004 - Charges for enforcement action	To recommend that Cabinet approves the Council to make a reasonable charge for the service and enforcement of certain Housing Act 2004 notices	Cabinet	11 October 2012	Councillor Phil O'Dell John Edwards, Divisional Director, Environmental Services emmanuel.mfum@harrow.gov.uk Tel: 020 8736 6250	Consultation with Landlords; Managing Agents; Registered Social Landlords (RSLs); Relevant Council Department. Method of mail shot letters, E-mail; Harrow Council consultation website. Individuals may make representations via completion of questionnaires and writing in; representations	Fee charges consultation documents; Section 49 and 50 Housing Act 2004; Questionnaire and letter sample plus complaints process

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
					must be made by 20 th April 2012. Contact details: Harrow Council, Civic Centre P O Box 18, Station Road, Harrow HA1 2UT	
Shared Public Health Service	To agree to a shared public health service with Barnet To agree the inter authority agreement	Cabinet	11 October 2012	Councillor Margaret Davine Paul Najsarek, Corporate Director, Community Health and Wellbeing trina.thompson@harrow.gov.uk Tel: 020 8420 9324	Discussions will be undertaken between Barnet Council and Harrow Council officers and the relevant Portfolio Holders. Public Health staff from Harrow and Barnet will be consulted as part of the NHS consultation process on the proposed shared operating model.	Health and Social Care Act 2012; June 2012 Cabinet Report – Shared Public Health Service – Outline Business Case

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
<p>Children and Families' Services Improvement Plan</p>	<p>Approval of the plan to address the recommendations contained in the May 2012 Ofsted report on 'Safeguarding and Looked After Children Services' in Harrow.</p>	<p>Cabinet</p>	<p>Not before 11 October 2012</p>	<p>Councillor Brian Gate Catherine Doran, Corporate Director, Children and Families leora.cruddas@harrow.gov.uk Tel: 0208 420 9250 (report author)</p>	<p>The changes proposed are largely managerially in nature concerning issues such as staff supervision and embedding consultation mechanisms. Detailed discussions are being held with partner organisations, internal staff are being consulted and existing consultation and feedback will be factored in where relevant, but significant public/ user consultation is not taking place as it would add little value in this context.</p>	<p>Ofsted Report (May 2012)</p>

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
Climate Change Strategy - Review of Progress 2011/12 and revised draft Strategy and Action Plan	<ol style="list-style-type: none"> 1. Note the progress review on the current climate change strategy 2. Note the progress made in reducing emission in 2011/12 (as reported under CRC and GHG) 3. Note the progress of the RE:FIT programme 4. Agree to sign the Climate Local Declaration 5. Note the proposed draft of the revised Climate Change Strategy 6. Agree that the revised strategy be subject to 	Cabinet	Not before 11 October 2012	<p>Councillor Phillip O'Dell</p> <p>John Edwards, Divisional Director, Environmental Services andrew.baker@harrow.gov.uk Tel: 0208 4241779 (report author)</p>	Greener Harrow HA21 Public consultation via the web	http://www.harrow.gov.uk/www2/documents/g60264/Public%20reports%20pack,%20Thursday%2019-May-2011%2019.30,%20Cabinet.pdf?T=10

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
	public consultation, with the results being reported back in February 2013					
NOVEMBER						
Approval of Council Tax Support Scheme and to consider consultation feedback	To adopt a Council Tax Reduction Scheme to commence 1 April 2013	Cabinet Council	22 November 2012 Not before 22 November 2012	Councillor Sachin Shah Julie Alderson, Interim Corporate Director of Resources fern.silverio@harrow.gov.uk Tel: 020 8736 6818	Full consultation commenced on 11 June 2012 for a full 14 weeks	Welfare Reform and Local Government Finance Bill; Report considered by the Portfolio Holder for Finance - PHD 001/12
DECEMBER						
Housing Changes Review: Approval of Housing Strategy 2012-17,	Approval of the above documents	Cabinet	Not before 13 December 2012	Councillor Bob Currie Paul Najsarek,	Pre-consultation was held in summer 2011. Formal	Housing Changes Cabinet report 15 December 2011 and 19 July 2012

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
<p>Tenancy Strategy and Tenancy Policy, Homelessness Strategy, Private Sector Housing Strategy, consultation draft Allocation Scheme, draft Housing Business Plan and Asset Management Strateg</p>				<p>Corporate Director, Community Health and Wellbeing alison.pegg@harro w.gov.uk Tel: 020 8424 1933 (report author)</p>	<p>consultation was undertaken on the Tenancy Strategy from May - July 2012 and there will be further consultation on this and the Housing Strategy, Tenancy Policy, Homelessness Strategy and Private Sector Housing Strategy September – November 2012, Considerable consultation has been undertaken on the Allocation scheme over the past 2 years and will be subject to further consultation after consideration by Cabinet.2. The</p>	

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
					<p>following individuals/groups have/will be invited to comment: Tenants, Leaseholders, housing applicants, Harrow residents, Registered Providers (housing associations), voluntary sector organisations.</p>	
<p>Changes to Council Tax Discounts & Exemptions resulting from amendments to the The Local Government Finance Act 1992</p>	<p>To vary the level of Council Tax Discount and Exemptions from 100% to 0% and/or to reduce qualifying periods from 12 and 6 months to Zero days and/or 28 days.</p>	<p>Cabinet</p>	<p>Not before 13 December 2012</p>	<p>Councillor Sachin Shah Julie Alderson, Interim Corporate Director of Resources fern.silverio@harrow.gov.uk Tel: 020 8736 6818 (report author)</p>	<p>No consultation required legally but a 6 week consultation is planned for 13/8/2012 to 30/9/2012 which complies with Harrow's consultation protocol and best practice.</p>	<p>The Local Government Finance Bill 2011 and various DCLG guidance papers on the technical reform to Council Tax</p>

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
Calculation of Tax Base for 2013-2014 & Collection Fund Surplus/Deficit	To approve the Councils Tax Base for 2013-14 and to note the estimated surplus/deficit on the Collection Fund.	Cabinet	Not before 13 December 2012	Councillor Sachin Shah Julie Alderson, Interim Corporate Director of Resources fern.silverio@harrow.gov.uk Tel: 020 8736 6818 (report author)	No consultation required.	The Local Authorities (Calculation of Council Tax Base) Regulations 1992 plus various Statutory Instruments as relevant, calculation of tax base spreadsheet

If you have comments on any of the issues raised in the Forward Plan please contact the lead officer whose details are indicated. Alternatively contact Daksha Ghelani, Senior Democratic Services Officer, on telephone no. 020 8424 1881 or by email: daksha.ghelani@harrow.gov.uk

CONTACT DETAILS OF PORTFOLIO HOLDERS

Portfolio	Councillor	Address	Telephone no.	Email
Leader 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
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
Children, Schools and Families	Brian Gate	The Group Office Room 102, PO Box 2 Civic Centre Station Road HARROW HA1 2UH	Mobile: 07939 540412 Group Office: (020) 8424 1897	Email: brian.gate@harrow.gov.uk
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

Portfolio	Councillor	Address	Telephone no.	Email
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
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