

London Borough of Harrow

KEY DECISION SCHEDULE (DECEMBER 2012 - FEBRUARY 2013)

MONTH: December

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
DECEMBER 2012						
Draft Revenue Budget and Medium Term Financial Strategy 2013/14 to 2016/17	Approval of Draft Budget and Medium Term Financial Strategy for consultation	Cabinet	13 December 2012	Councillor Sachin Shah Julie Alderson, Corporate Director of Resources steve.tingle@harrow.gov.uk Tel: 020 8420 9384	Open	Agenda Report and any appendices - Integrated Planning report to Cabinet - September 2012; Equalities Impact Assessment
Draft Capital Programme 2013/14 to 2016/17	Approval of Draft Capital programme for consultation	Cabinet	13 December 2012	Councillor Sachin Shah Julie Alderson, Corporate Director of Resources steve.tingle@harrow.gov.uk Tel: 020 8420 9384	Open	Agenda Report and any appendices: Draft Capital Programme
Revenue and Capital Monitoring for Quarter 2 as at 30 September 2012	To note the forecast position and to approve any virements and capital programme	Cabinet	13 December 2012	Councillor Sachin Shah Julie Alderson, Corporate Director of Resources	Open	Agenda Report and any appendices

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	changes as necessary			steve.tingle@harrow.gov.uk Tel: 020 8420 9384		
Fees and Charges for Council Services	To approve the level of fees and charges for Council services in 2013/14	Cabinet	13 December 2012	Councillor Sachin Shah Julie Alderson, Corporate Director of Resources ben.sellar-moore@harrow.gov.uk Tel: 020 8416 8218	Open	Agenda Report and any appendices: Appendices of charges
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	13 December 2012 by 31 January 2013	Councillor Sachin Shah Julie Alderson, Corporate Director of Resources fern.silverios@harrow.gov.uk Tel: 020 8736 6818	Open	Agenda Report and any appendices: consultation feedback;PHD 001/12, Finance Bill
Calculation of Collection Fund	To note the estimated	Cabinet	13 December 2012	Councillor Sachin Shah	Open	Agenda Report and any

Subject	Nature of decision	Decision Maker	Decision date / Period of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted
Surplus/Deficit	surplus/deficit on the Collection Fund			Julie Alderson, Corporate Director of Resources jennifer.hydari@ harrow.gov.uk Tel: 020 8424 1393		appendices
Renewal of the Council's Occupational Health Service Contract	To authorise officers to enter into a new contract	Cabinet	13 December 2012	Councillor Graham Henson Tom Whiting, Assistant Chief Executive david.ward@ harrow.gov.uk Tel: 020 8420 9484	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 appendices: tender responses
Housing Changes	Approval of the	Cabinet	13 December	Councillor Bob	Open	Agenda Report

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Review: Approval of Tenancy Strategy and Tenancy Policy, draft Housing Strategy 2012-17, Homeless Strategy, Private Sector Housing Strategy, consultation draft Allocation Scheme, draft Housing Business Plan and Asset Management Strate	documents		2012	Currie Paul Najsarek, Corporate Director, Community Health and Wellbeing alison.pegg@ harrow.gov.uk Tel: 020 8424 1933		and any appendices: Housing Changes reports 15 Dec 2011 and 19 July 2012
Draft Garden Land Development - SPD	Approval of draft SPD for public consultation	Cabinet	13 December 2012	Councillor Phillip O'Dell Caroline Bruce, Corporate Director of Environment and Enterprise peter.barron@ harrow.gov.uk Tel:020 8736 6086	Open	Agenda Report and appendices: Draft Garden Land Development SPD

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Tree Maintenance Access Agreement and Contract	Authority to enter into an Access Agreement with Brent Council and Call-off contract for the provision of Arboricultural Services	Cabinet	13 December 2012	Councillor Phillip O'Dell Caroline Bruce, Corporate Director of Environment and Enterprise david.corby@harrow.gov.uk Tel: 020 8424 1758	Open but with Private/Exempt (Part II) appendix 2 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 appendices: Appendix 1 - Tender Evaluation Sheet; Appendix 2 - Tender Bid Prices
Public Health Transition - Inter Authority Agreement Principles	Agree the principles of the Inter Authority Agreement for the shared public health service between Harrow and Barnet Councils	Cabinet	13 December 2012	Councillor Margaret Davine Paul Najsarek, Corporate Director, Community Health and Wellbeing trina.thompson@harrow.gov.uk Tel: 020 8420 9324	Open	Agenda Report and any appendices: Inter Authority Agreement Principles

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JANUARY 2013						
Calculation of Council Tax Base for 2013/14	To approve the Council's Tax Base for 2013/14	Cabinet	17 January 2013	Councillor Sachin Shah Julie Alderson, Corporate Director of Resources fern.silverio@ harrow.gov.uk Tel: 020 8736 6818	Open	Agenda Report and any appendices
Calculation of Business Rates Tax Base for 2013/14	To approve the Council's NDR Tax Base for 2013/14	Cabinet	17 January 2013	Councillor Sachin Shah Julie Alderson, Corporate Director of Resources fern.silverio@ harrow.gov.uk Tel: 020 8736 6818	Open	Agenda Report and any appendices: Regulations and Statutory Instruments
FEBRUARY 2013						
Treasury Management	To recommend to Council the	Cabinet	14 February 2013	Councillor Sachin Shah	Open	Agenda report and any related

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Strategy Statement(TMS), Prudential Indicators and Minimum Revenue Provision (MRP) Policy and Strategy 2012/13	approval of the (1) TMS and Prudential Indicators; (2) MRP Policy and Strategy; (3) Counterparty Policy	Council	21 February 2013	Julie Alderson, Corporate Director of Resources george.bruce@harrow.gov.uk Tel: 020 8424 1170		appendices
Revenue and Capital Monitoring for Quarter 3 as at 31 December 2012	To note the forecast revenue and capital outturn and approve virements and changes as necessary	Cabinet	14 February 2013	Councillor Sachin Shah Julie Alderson, Corporate Director of Resources steve.tingle@harrow.gov.uk Tel: 020 8420 9384	Open	Agenda Report and related appendices
Capital Programme 2013/14 to 2016/17	To approve a Capital programme for 2013/14 – 2016/17	Cabinet Council	14 February 2013 21 February 2013	Councillor Sachin Shah Julie Alderson, Corporate Director of Resources steve.tingle@harrow.gov.uk Tel:	Open	Agenda Report and related appendices

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				020 8420 9384		
Final Revenue Budget and MTFS 2013/14 to 2016/17	To recommend the revenue budget to Council to enable the Council Tax to be set for 2013/14. To approve the MTFS	Cabinet Council	14 February 2013 21 February 2013	Councillor Sachin Shah Julie Alderson, Corporate Director of Resources steve.tingle@ harrow.gov.uk Tel: 020 8420 9384	Open	Agenda report and any appendices
Council Corporate Plan	To adopt the direction of travel and key priorities for the Council for 2013/14.	Cabinet Council	14 February 2013 21 February 2013	Councillor Thaya Idaikkadar Tom Whiting, Assistant Chief Executive mike.howes@ harrow.gov.uk Tel: 020 8420 9637	Open	Agenda report and any appendices

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