

London Borough of Harrow

KEY DECISION SCHEDULE (DECEMBER 2015 - FEBRUARY 2016)

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 and any Consultation to be undertaken
DECEMBER 2015						
Investment Property Strategy	To approve the strategy for property investment.	Cabinet	10 December 2015	Councillors Sachin Shah & Keith Ferry Dawn Calvert, Director of Finance ian.talbot@harrow.gov.uk Tel: 020 8424 1450	Open	Agenda Report and any related appendices Consultation: None
Homes for Harrow: Building homes for private sale to cross subsidise affordable housing development	Approval and related delegated authorities to proceed with a limited programme to build homes for private sale on small infill HRA sites to cross subsidise the development of affordable homes on other small infill sites.	Cabinet	10 December 2015	Councillor Glen Hearnden Lynne Pennington, Divisional Director of Housing alison.pegg@harrow.gov.uk 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: Appendix 1 (exempt): infill financial schedule Consultation: Consultation with residents living in the area and ward councillors of any proposed infill development pre planning

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
						application submission
Procurement of Sexual Health Services for Barnet and Harrow	To seek approval to procure sexual health services for Barnet and Harrow in collaboration with other London Boroughs. To seek delegated authority for the Director of Public Health to award contract to the successful bidder, in consultation with relevant Portfolio Holders and Senior Officers.	Cabinet	10 December 2015	Councillors Varsha Parmar and Sachin Shah Andrew Howe, Director of Public Health audrey.salmon@harrow.gov.uk Tel: 020 8416 8629	Open	Agenda Report and any related appendices Consultation: Internal Officer and Portfolio Holder(s)
Estimated surplus/ deficit on the Collection Fund 2015/16	Seek approval for Harrow's share of surplus/ deficit to be transferred to the General Fund	Cabinet	10 December 2015	Councillor Sachin Shah Dawn Calvert, Director of Finance	Open	Agenda Report and any related appendices

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
	2016-17.			paul.gower@harrow.gov.uk Tel: 020 8424 1335		Consultation: None required
Calculation of Council Tax Base for 2016-2017	To approve the Council's Council Tax Base for 2016-17.	Cabinet	10 December 2015	Councillor Sachin Shah Tom Whiting, Corporate Director of Resources & Commercial fern.silverio@harrow.gov.uk Tel: 020 8736 6818	Open	Agenda Report and any related appendices: Calculation of tax base spreadsheet Consultation: Not applicable
Calculation of Business Rates Tax Base for 2016-2017 (decision at December 2015 or January 2015 Cabinet Meeting)	To approve the Council's Business Rates Retention amount for 2016-17.	Cabinet	10 December 2015	Councillor Sachin Shah Tom Whiting, Corporate Director of Resources & Commercial fern.silverio@harrow.gov.uk Tel: 020 8736 6818	Open	Agenda Report and any related appendices: Consultation: Not applicable

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
Minimum Revenue Provision Policy Statement - Revision	To approve the revision to the minimum revenue policy statement.	Cabinet	10 December 2015	Councillor Sachin Shah Dawn Calvert, Director of Finance ian.talbot@harrow.gov.uk Tel: 020 8424 1450	Open	Agenda Report and any related appendices Consultation: None
Revenue and Capital Monitoring for Quarter 2 as at 30 September 2015	To note the revenue and capital forecast position as at Quarter 2. To approve virements. To approve increases in the capital programme delegated to Cabinet.	Cabinet	10 December 2015	Councillor Sachin Shah Dawn Calvert, Director of Finance steve.tingle@harrow.gov.uk Tel: 020 8420 9384	Open	Agenda Report and any related appendices Consultation: None
Draft Capital Programme 2016/17 to	To approve the draft Capital Programme	Cabinet	10 December 2015	Councillor Sachin Shah	Open	Agenda Report and any related appendices

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
2019/20	2016/17 to 2019/20.			Dawn Calvert, Director of Finance steve.tingle@harro w.gov.uk Tel: 020 8420 9384		Consultation: None
Draft Revenue Budget 2016/17 and Medium Term Financial Strategy 2016/17 to 2019/20	To approve the draft revenue budget 2016/17 and the Medium Term Financial Strategy 2016/17 to 2019/20 MTFS.	Cabinet	10 December 2015	Councillor Sachin Shah Dawn Calvert, Director of Finance sharon.daniels@h arrow.gov.uk Tel: 020 8424 1332	Open	Agenda Report and any related appendices Consultation: None
Draft Housing Revenue Account Budget and Medium Term Financial Strategy 2016-17 to 2019-20	Approve the draft HRA budget for 2016-17 and MTFS for consultation.	Cabinet	10 December 2015	Councillors Glen Hearnden and Sachin Shah Dawn Calvert, Director of Finance Lynne Pennington, Divisional Director of Housing dave.roberts@harr ow.gov.uk Tel: 020 8420 9678,	Open	Agenda Report and any related appendices: Draft Budget Proposals Consultation: Consultation will need to take place with Tenants, Leaseholders and Residents, probably via the Tenants',

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
						Leaseholders' and Residents' Consultative Forum and/or Harrow Federation of Tenant and Resident Association (HFTRA).
Highway Adoption and Stopping-up Policy	Approve and adopt the Highway Adoption Policy. Delegate responsibility to the Divisional Director of Commissioning Services, following consultation with the Portfolio Holder for Environment, Crime and Community Safety, to make amendments as and when	Cabinet	10 December 2015	Councillor Graham Henson Venetia Reid-Baptiste, Divisional Director of Commissioning Services hanif.islam@harrow.gov.uk Tel: 020 8424 1548	Open	Agenda Report and any related appendices: Highway Adoption and Stopping up Policy; Summary of the Public Consultation outcome Consultation: A public consultation will be carried out and reported prior to the Cabinet meeting

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
	necessary or required by legislation.					
Grange Farm Resident Leaseholder provision and scope of tender negotiations	Approval of a scheme to take out an equity share in properties being purchased by resident leaseholders on the existing Grange Farm estate where their equity would not allow them to purchase a suitable replacement home. Approval to potentially include other development land in negotiations to be held with bidders from Developers who	Cabinet	10 December 2015	Councillor Glen Hearnden and Sachin Shah Lynne Pennington, Divisional Director of Housing paul.mullins@harr ow.gov.uk Tel: 0208 420 9680	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: previous reports to Cabinet (January & June 2015, July 2014) Consultation: Resident Leaseholders and potential bidders

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
	wish to build the new Grange Farm estate. Approval to negotiate with the Ministry of Defence to acquire the site currently used by Air Cadets at Northolt Rd.					
JANUARY 2016						
Harrow Cycling Strategy 2015 - 2018	Approve the Cycling Strategy. Delegate responsibility to the Divisional Director of Commissioning Services, following consultation with the Portfolio Holder for Environment, Crime and Community Safety, to make amendments to the strategy as required.	Cabinet	21 January 2016	Councillor Graham Henson Venetia Reid-Baptiste, Divisional Director of Commissioning Services hanif.islam@harro w.gov.uk Tel: 020 8424 1548	Open	Agenda Report and any related appendices: Harrow Cycling Strategy & appendices Consultation: Stakeholder consultation has taken place. Internal consultation has taken place on

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
						the draft Strategy. The Strategy has been reviewed by TfL and amended as appropriate. No public consultation is required as proposals will be consulted on independently before implementation
Locally Listed Buildings - update to Local List	Public consultation on the proposed de-listing of 66 Hutton Lane, and the former George Public House, Marsh Lane. Public consultation on proposed additions to the list of locally listed buildings.	Cabinet	21 January 2016	Councillor Keith Ferry Paul Nichols, Divisional Director, Regeneration and Planning lucy.haile@harrow.gov.uk Tel: 0208 736 6101	Open	Agenda Report and any related appendices: Appendix 1: Proposed additions to the list of Locally Listed Buildings; Appendix 2: Proposed buildings to be removed from the list of Locally Listed Buildings

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
						Consultation: Ward Councillors
Procurement - Shared Services	To approve the creation of a shared service for procurement, delivering services to Harrow Council, Brent Council and Buckinghamshire County Council.	Cabinet	21 January 2016	Councillor Sachin Shah Terry Brewer, Divisional Director, Commercial, Contracts & Procurement terry.brewer@harrow.gov.uk Tel: 020 8416 8902	Open	Agenda Report and any related appendices: Business Case and supporting documentation Consultation: Impacted staff, Unions, Members and management will be consulted.
External Fees and Charges 2016/17	To agree fees and charges to be implemented from April 2016, except those fees and charges included for noting only.	Cabinet	21 January 2016	Councillor Sachin Shah Dawn Calvert, Director of Finance sharon.daniels@harrow.gov.uk Tel: 020 8424 1332	Open	Agenda Report and any related appendices Consultation: None
Award of Housing Responsive	Approval to award repairs	Cabinet	21 January 2016	Councillor Glen Hearnden	Part exempt	Agenda Report and any related

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
Repairs Contracts from July 2016	contracts to preferred bidders.			Lynne Pennington, Divisional Director of Housing maggie.challoner@harrow.gov.uk Tel: 020 8424 1473	Information relating to the financial or business affairs of any particular person (including the authority holding that information)	appendices Consultation: A resident steering group has been fully consulted on the requirements for the contract and fully involved in the evaluation process. Statutory consultation with leaseholders applies-stage 1 is complete, it is planned to complete stage 2 before Cabinet
Calculation of Business Rates Tax Base for 2016-2017 (decision at December 2015 or January 2015 Cabinet Meeting)	To approve the Council's Business Rates Retention amount for 2016-17.	Cabinet	21 January 2016	Councillor Sachin Shah Tom Whiting, Corporate Director of Resources & Commercial fern.silverio@harrow.gov.uk	Open	Agenda Report and any related appendices Consultation: Not applicable

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
				Tel: 020 8736 6818		
Procurement of Projects for 16/17 Housing Capital Programme	Permission to go to the market to procure projects on the 16/17 Housing Capital Programme, and that delegated authority be given for the subsequent award of the contract following the procurement process	Cabinet	21 January 2016	Councillor Glen Hearnden Lynne Pennington, Divisional Director of Housing andrew.campion@harrow.gov.uk Tel: 0208 424 1339	Open	Agenda Report and any related appendices Consultation: Residents-tenants and leaseholders, Housing Contracts Board, Strategic Procurement Board
FEBRUARY 2016						
Revenue and Capital Monitoring for Quarter 3 as at 31 December 2015	To note the revenue and capital forecast position as at Quarter 3. To approve virements.	Cabinet	18 February 2016	Councillor Sachin Shah Dawn Calvert, Director of Finance steve.tingle@harrow.gov.uk Tel: 020	Open	Agenda Report and any related appendices Consultation: None

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
	To approve increases in the capital programme delegated to Cabinet.			8420 9384		
Capital Programme 2016/17 to 2019/20	To recommend to council for approval the Capital Programme 2016/17 to 2019/20.	Cabinet	18 February 2016	Councillor Sachin Shah Dawn Calvert, Director of Finance steve.tingle@harro w.gov.uk Tel: 020 8420 9384	Open	Agenda report and any related appendices Consultation: None
Final Revenue Budget 2016/17 and Medium Term Financial Strategy 2016/17 to 2019/20	To recommend to Council: <ul style="list-style-type: none"> the proposed revenue budget 2016/17 and the Medium Term Financial Strategy 	Cabinet	18 February 2016	Councillor Sachin Shah Dawn Calvert, Director of Finance sharon.daniels@h arrow.gov.uk Tel: 020 020 8424 1332	Open	Agenda Report and any related appendices Consultation: None

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
	2016/17 to 2019/20 to enable the Council Tax to be set <ul style="list-style-type: none"> • the Members' Allowance scheme 2016/17 • the 2016/17 pay policy statement • the 2016/17 schools budget. 					
Housing Revenue Account Budget and Medium Term Financial Strategy 2016-17 to 2019-20	Recommend to Council the budget for 2016-17 and MTFS.	Cabinet	18 February 2016	Councillors Glen Hearnden and Sachin Shah Dawn Calvert, Director of Finance Lynne Pennington, Divisional Director	Open	Agenda Report and any related appendices Consultation: Consultation with HFTRA in November 2015,

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
				of Housing dave.roberts@harrow.gov.uk Tel: 020 8420 9678,		TLRCF October 2015 and February 2016
Corporate Plan	To recommend to Council the Council's Policy Framework and key programmes of work for 2016 – 2019.	Cabinet	18 February 2016	Councillors David Perry and Kiran Ramchandani Tom Whiting, Corporate Director of Resources & Commercial rachel.gapp@harrow.gov.uk Tel: 0208 416 8774	Open	Agenda Report and any related appendices: Equality Impact Assessment Consultation: A timetable setting out the process for how Members and officers can engage with the production of the Corporate Plan was agreed with the Portfolio Holder

HARROW COUNCIL CABINET 2015/16

CONTACT DETAILS OF PORTFOLIO HOLDERS

Portfolio	Councillor	Address	Telephone no.	Email
Leader, Strategy, Partnerships & Corporate Leadership	David Perry	Labour 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
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	Anne Whitehead	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897	Email: anne.whitehead@harrow.gov.uk
Children, Schools & Young 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

Portfolio	Councillor	Address	Telephone no.	Email
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, Crime & Community Safety	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 & Major Contracts	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
Housing	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
Performance, Corporate Resources & Policy Development	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

Portfolio	Councillor	Address	Telephone no.	Email
Public Health, Equality & Wellbeing	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