

London Borough of Harrow

KEY DECISION SCHEDULE (SEPTEMBER 2016 - NOVEMBER 2016)

MONTH: September

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
SEPTEMBER 2016						
Local Flood Risk Management Strategy (LFRMS)	Approve the LFRMS	Cabinet	15 September 2016	Councillor Graham Henson Venetia Reid-Baptiste, Divisional Director of Commissioning Services michael.bradshaw@harrow.gov.uk Tel: 020 8424 1586	Open	Agenda Report and any related appendices: Local Flood Risk Management Strategy Consultation: Residents, Businesses, Environment Agency and adjoining Boroughs
Procurement of Case Management System	Permission to conduct a procurement exercise in order to purchase a case management	Cabinet	15 September 2016	Councillors Kiran Ramchandani and Sachin Shah Tom Whiting, Corporate Director of Resources &	Open	Agenda Report and any related appendices Consultation: All potential providers

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	system for legal services			Commercial hugh.peart@harrow.gov.uk Tel: 020 8424 1287		
Waste Management Strategy	To approve the draft Waste Management Strategy for external consultation	Cabinet	15 September 2016	Councillor Graham Henson Tom McCourt, Corporate Director, Community dave.corby@harrow.gov.uk Tel: 020 8424 1758	Open	Agenda report and any related appendices: Waste Management Strategy, EqIA Consultation: Consultation has taken place with key service managers to ensure that the strategy aligns with service areas

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Adult Learning Strategy 2016-18	Approval of the Adult Learning Strategy and Delivery Plan	Cabinet	15 September 2016	Councillor Sue Anderson Paul Nichols, Divisional Director, Regeneration and Planning mark.billington@harrow.gov.uk Tel: 020 8736 6533	Open	Agenda Report and any related appendices: Adult Learning Strategy 2016-18 and Delivery Plan Consultation: The draft Adult Learning Strategy will be circulated to providers, partners and selected Services for comment
Grange Farm Estate - Combined Heat and Power Procurement (CHP) and Land Appropriation for Planning Purposes	For regeneration scheme of significant size, such as the Grange Farm Estate, there is a requirement in planning policy set out in the	Cabinet	15 September 2016	Councillor Glen Hearnden Lynne Pennington, Divisional Director of Housing khalil.rahman@harrow.gov.uk Tel: 020 8424	Part exempt Information relating to the financial or business affairs of any particular	Agenda Report and any related appendices Consultation: Undertaken with the Grange Farm Estate Steering Group. This has

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	<p>London Plan to meet carbon reduction targets. This can only be achieved through provision of a CHP. The report considers the options relating to the building and financing of a CHP and requests approval to the procurement method for a CHP network for the Grange Farm Estate and appropriate officers delegations to implement the proposals.</p> <p>Cabinet are also asked to delegate approval for the Appropriation of Land for Planning</p>			1902	person (including the authority holding that information)	<p>included a dedicated Steering Group meeting that has explained what the implications of a combined Heat and Power Unit will entail for the new estate. The progress of the procurement of the CHP Unit is reported to regular Steering Group meetings and once the Council is clear of the procurement route it will follow, it is intended to arrange further consultation events and visits to other sites that operate a CHP unit similar to one that is proposed.</p> <p>Consideration</p>

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	<p>purposes and use of powers to override third party rights in order to speed up the land assembly required in order to speedily deal with potential claims from adjacent land owners and thus to achieve a start on site and progress construction work. This will complement the compulsory purchase powers which are to be sought</p>					<p>has also been given to broader work on CHP / ESCO structures being undertaken by Regeneration and Planning, as part of the Council's Regeneration Programme and potential district heating network</p>
<p>Revenue and Capital Monitoring 2016/17 - Quarter 1 as at 30 June</p>	<p>To note the revenue and capital forecast position as at Quarter 1</p>	<p>Cabinet</p>	<p>15 September 2016</p>	<p>Councillor Adam Swersky Dawn Calvert, Director of Finance</p>	<p>Open</p>	<p>Agenda Report and any related appendices Consultation:</p>

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2016	To approve virements To approve increases in the capital programme delegated to Cabinet			sharon.daniels@harrow.gov.uk Tel: 020 8424 1332		None
Travel Assistance for Children and Young People (0-25 years) Living in Harrow	Approval of the Policy	Cabinet	15 September 2016	Councillor Christine Robson Chris Spencer, Corporate Director, People patrick.o'dwyer@harrow.gov.uk Tel: 020 8736 6514	Open	Agenda Report and any related appendices: Travel Assistance Policy Consultation: The consultation on the proposed policy was held for a 4 week period from 23rd June 2016 to 21st July 2016

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Harrow Youth Offending Partnership Youth Justice Plan 2015-2018	To approve annual updates to Youth Justice Plan and recommend to Council	Cabinet	15 September 2016	Councillor Christine Robson Chris Spencer, Corporate Director, People errol.albert@harrow.gov.uk Tel: 020 8424 1321	Open	<p>Agenda Report and any related appendices: Harrow Youth Offending Partnership Youth Justice Plan 2015-2018, update July 2016, this includes the Annual Report 15-16; Harrow Youth Offending Partnership Youth Justice Plan – Update August 2016</p> <p>Consultation: The following agencies have been consulted in the production of this plan:</p> <ul style="list-style-type: none"> • Statutory Partners including, Police, Health,

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						Probation <ul style="list-style-type: none"> • Local Authority • Youth Justice Board
OCTOBER 2016						
Information and Advice Strategy	Approval for the strategy and procurement for a new service	Cabinet	13 October 2016	Councillor Sue Anderson Alex Dewsnap, Divisional Director, Strategic Commissioning jasbinder.baddhan@harrow.gov.uk Tel: 020 8736 6286	Open	Agenda Report and any related appendices: Service Specification, Equalities Impact Assessment Consultation: The Voluntary and Community Sector, Service Providers, Service Users, relevant council staff involved in

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						services and projects, Commissioners and Contract managers
Watkins House, Woodlands Road, HA1 2RS	Review and choice of strategic housing option for Watkins House	Cabinet	13 October 2016	Councillors Glen Hearnden, Simon Brown, Keith Ferry and Adam Swersky Tom McCourt, Corporate Director, Community alison.pegg@harrow.gov.uk Tel: 020 8424 1933	Part exempt Information relating to any individual. Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Agenda Report and any related appendices: HAPPI 2, Housing our Ageing Population: Plan for Implementation Nov 2012 All Party Parliamentary Group on Housing and Care for Older People Consultation: Secure Tenants (Residents) of

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						Watkins House and nominated family members and appointed carers, Care staff employed by LB Harrow at Watkins House, Ward Councillors
Property Disposals	Agreement to proceed with property disposals	Cabinet	13 October 2016	Councillor Keith Ferry Venetia Reid-Baptiste, Divisional Director of Commissioning Services andrew.connell@harrow.gov.uk Tel: 020 8424 1259	Open	Agenda Report and any Related Appendices Consultation: Relevant Officers

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NOVEMBER 2016						
Procurement of the Health Visiting Service	<p>To seek:</p> <ul style="list-style-type: none"> • Approval to extend the Health Visiting Service until 30 September 2018 • Procure a new service by 1 October 2018, with the option to collaborate, if necessary • Delegated authority to the Director of Public Health to award the contract to the successful bidder, following consultation with relevant Portfolio Holders and 	Cabinet	17 November 2016	<p>Councillors Varsha Parmar & Adam Swersky</p> <p>Andrew Howe, Director of Public Health audrey.salmon@harrow.gov.uk Tel: 020 8416 8629</p>	Open	Consultation: Relevant Officers and Members

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	Senior Officers					
Authority to Procure Enforcement Agents (Bailiffs) to support Revenue Collection	To authorise the procurement process to replace the existing bailiff contracts which expire on 31/9/2017	Cabinet	17 November 2016	Councillor Adam Swersky Tom Whiting, Corporate Director of Resources & Commercial fern.silverio@harrow.gov.uk Tel: 020 8736 6818	Open	Agenda Report and any related appendices Consultation: N/A

HARROW COUNCIL CABINET 2016/17

CONTACT DETAILS OF PORTFOLIO HOLDERS

Portfolio	Councillor	Address	Telephone no.	Email
Leader, Strategy, Partnerships & Devolution	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
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	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
Children, Schools & Young People	Christine Robson	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07712 278832 Group Office: (020) 8424 1897	Email: christine.robson@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 & Commercialisation	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
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
Housing & Employment	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

Portfolio	Councillor	Address	Telephone no.	Email
Performance, Corporate Resources & Customer Service	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