

London Borough of Harrow

KEY DECISION SCHEDULE (FEBRUARY 2017 - APRIL 2017)

MONTH: February

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 |
|---|--|----------------|------------------------------------|--|-------------------------|---|
| FEBRUARY 2017 | | | | | | |
| Adult Learning Commissioning DPS | Seek approval to revise the Preferred Providers Framework Agreement for Adult Learning, as the terms of the current 4 year Framework Agreement (2013-2017) terminate in 2017 | Cabinet | 16 February 2017 | Councillor Sue Anderson Michael Lockwood, Chief Executive, Harrow Council karen.bhamra@harrow.gov.uk Tel: 020 8416 8906 | Open | Agenda Report and any related appendices: Procurement of Adult Learning Commissioning DPS - Evaluation Criteria, EqIA Consultation: Internal |
| Home Improvement Agency- Permission to Procure Contractor Framework | Permission to go to the market to procure Contractor Framework for the Home Improvement Agency | Cabinet | 16 February 2017 | Councillor Glen Hearnden Lynne Pennington, Divisional Director, Housing maggie.challoner@harrow.gov.uk Tel: 020 8424 1473 | Open | Agenda Report and any related appendices Consultation: Relevant Officers |

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|--|--|--------------------|--------------------------------------|---|-------------------------|--|
| Final Revenue Budget 2017/18 and Medium Term Financial Strategy 2017/18 to 2019/20 | To recommend to Council: <ul style="list-style-type: none"> - the proposed revenue budget 2017/18 and the MTFS 2017/18 to 2019/20 to enable the Council Tax to be set - the Members' Allowance Scheme 2017/18 - the 2017/18 Pay Policy Statement - the 2017/18 Schools' Budget | Cabinet Council | 16 February 2017 23 February 2017 | Councillor Adam Swersky Dawn Calvert, Director of Finance sharon.daniels@harrow.gov.uk Tel: 020 8424 1332 | Open | Agenda Report and any related appendices Consultation: None |
| Capital Programme 2017/18 to 2019/20 | To recommend the Capital Programme for 2017/18-2019/20 | Cabinet Council | 16 February 2017 23 February 2017 | Councillor Adam Swersky | Open | Agenda Report and any related appendices |

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|---|---|------------------------|--|---|-------------------------|--|
| | to Council for approval | | | Dawn Calvert, Director of Finance funmi.ogunnaike @harrow.gov.uk Tel: 020 8424 7544 | | Consultation: None |
| Revenue and Capital Monitoring 2016/17 - Quarter 3 as at 31 December 2016 | To note the Revenue and Capital position reported as at Q3 for 2016/17 To approve recommended carry forwards To approve any recommended contributions to reserves or provisions | Cabinet | 16 February 2017 | Councillor Adam Swersky Dawn Calvert, Director of Finance funmi.ogunnaike @harrow.gov.uk Tel: 020 8420 9269 | Open | Agenda Report and any related appendices Consultation: None |
| Corporate Plan | To recommend to Council to approve the Corporate Plan | Cabinet Council | 16 February 2017 23 February 2017 | Councillors Sachin Shah and Kiran Ramchandani | Open | Agenda Report and any related appendices: Corporate Plan 2017/18 update, EqlA |

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|---|--|----------------|------------------------------------|---|-------------------------|--|
| | | | | Tom Whiting, Corporate Director, Resources & Commercial rachel.gapp@ harrow.gov.uk Tel: 020 8416 8774 | | Consultation: N/A |
| Community Equipment and Services Contract | Approval to be sought from Cabinet to delegate authority for the award of the Community Equipment Services contract from a framework agreement to the Corporate Director of People, following consultation with the Portfolio Holders for Finance and Commercialisation, Adults and Older People | Cabinet | 16 February 2017 | Councillor Simon Brown Bernie Flaherty, Director of Adult Social Services chris.greenway@harrow.gov.uk Tel: 020 8424 1043 | Open | Agenda Report and any related appendices Consultation: No formal consultation |

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|--|---|----------------|------------------------------------|---|-------------------------|--|
| Early Years Funding Formula | Approval of the Early Years Funding Formula | Cabinet | 16 February 2017 | Councillor Christine Robson Chris Spencer, Corporate Director, People brian.netto@harrow.gov.uk Tel: 020 8420 9497 | Open | Agenda Report and any related appendices Consultation: Consultation has been carried out with PVI's, childminders and schools |
| Determination of Community School Admission Arrangements - Academic Year 2018/19 | There is a statutory requirement under the School Standards and Framework Act 1998 for admission authorities to consult for 6 weeks on any proposed changes to admission arrangements and determine admission | Cabinet | 16 February 2017 | 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: Outcome of Consultation on the Community Admission Arrangements and the Fair Access Protocol –responses and feedback. School Admissions Code 2014 Consultation: The proposed |

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| | <p>arrangements by 28 February in the determination year (i.e. by 28 February 2017). Cabinet will be asked to determine the admission arrangements and to delegate authority to the Corporate Director to allow further admission arrangements to be determined without additional Cabinet approval where the admission arrangements are not being changed or consulted upon.</p> | | | | | <p>admissions arrangements have been updated with new dates and it is proposed to amend the community admission arrangements for community schools to include a “children of staff” criterion. The consultation will last for 6 weeks in accordance with the regulations. It is also proposed to change to the Fair Access Protocol (FAP). This needs to be agreed with the majority of schools and the Council are consulting with schools. The</p> |

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| | | | | | | proposals and feedback following the consultation will be presented to Cabinet. |
| Housing Revenue Account Budget and Medium Term Financial Strategy 2017-18 to 2019-20 | Recommend the HRA budget for 2017-18 and MTFS to Council | Cabinet Council | 16 February 2017 23 February 2017 | Councillor Glen Hearnden and Adam Swersky Tom McCourt, Corporate Director, Community dave.roberts@harrow.gov.uk Tel: 020 8420 9678 | Open | Agenda Report and any related appendices: Draft Budget Proposals Consultation: Tenants', Leaseholders' and Residents' Consultative Forum |
| Treasury Management Strategy Statement including Prudential Indicators, Minimum Revenue | Cabinet to be asked to recommend to Council that they approve the Treasury Management Strategy Statement for | Cabinet Council | 16 February 2017 23 February 2017 | Councillor Adam Swersky Dawn Calvert, Director of Finance ian.talbot@harrow.gov.uk Tel: 020 8424 1450 | Open | Agenda Report and any related appendices Consultation: N/A |

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| Provision Policy Statement and Annual Investment Strategy for 2017/18 | 2017/18 including: <ul style="list-style-type: none"> • Prudential Indicators for 2017/18 • Minimum Revenue Provision Policy Statement for 2017/18 • Annual Investment Strategy for 2017/18 • Increase in Investments held over 364 days | | | | | |
| Modular Interim Housing on the Civic Centre site | Authority to commence the procurement process for a supplier to provide time limited modular housing on a site within the Civic | Cabinet | 16 February 2017 | Councillor Keith Ferry and Glen Hearnden Tom McCourt, Corporate Director, Community Paul Nichols, Divisional Director, | Part exempt Information relating to the financial or business affairs of any particular | Agenda Report and any related appendices Consultation: Local residents will need to be consulted as part of the planning |

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|--|---|----------------|------------------------------------|---|---|---|
| | Centre complex | | | Regeneration and Planning fergal.o'donnell@harrow.gov.uk Tel: 020 8736 6664 / alison.pegg@harrow.gov.uk Tel: 020 8424 1933 | person (including the authority holding that information) | application process if the proposal is progressed |
| People Services MTFS Implementation Plan | Cabinet is requested to note and agree the People Services MTFS Implementation Plan | Cabinet | 16 February 2017 | Councillors Christine Robson, Simon Brown and Varsha Parmar Chris Spencer, Corporate Director, People chris.spencer@harrow.gov.uk Tel: 020 8424 1356 | Open | Agenda Report and related appendices Consultation: Consultation will be undertaken on specific proposals as required |
| MARCH 2017 - currently no Key or Exempt items | | | | | | |
| APRIL 2017 - Currently no Key or Exempt items | | | | | | |

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 |

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|---|-------------------|---|---|--|
| 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 |