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**REPORT FOR: CABINET**

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<b>Date of Meeting:</b>	31 May 2018
<b>Subject:</b>	Timetable for the Preparation and Consideration of Plans and Strategies comprising the Policy Framework
<b>Key Decision:</b>	No
<b>Responsible Officer:</b>	Hugh Peart, Director of Legal and Governance Services
<b>Portfolio Holder:</b>	Councillor Graham Henson, Leader of the Council and Portfolio Holder for Strategy, Partnerships, Devolution and Customer Services
<b>Exempt:</b>	No
<b>Decision subject to Call-in:</b>	Yes
<b>Wards affected:</b>	All
<b>Enclosures:</b>	Appendix A – Timetable for Statutory Plans and Strategies Appendix B – Timetable for Non-Statutory Plans and Strategies

## **Section 1 – Summary and Recommendations**

This report sets out the requirements of the Council's Constitution in terms of the development of its policy framework and seeks approval to the timetable for consideration of the key Plans and Strategies comprising the Policy

Framework.

**Recommendations:** That Cabinet

- (1) approve the timetable for the preparation and consideration of the statutory Plans and Strategies, including the non-statutory plans and strategies, set out at Appendices A and B respectively;
- (2) delegate authority to the Monitoring Officer, following consultation with the Leader of the Council, to vary the timetable;
- (3) identify any additional Plans and Strategies, other than the Corporate Plan and the Corporate Equalities Objectives set out at Appendix B, which it wishes to be submitted to the Overview and Scrutiny Committee, Cabinet and Council for approval;
- (4) note that the Corporate Parenting Strategy, set out at Appendix B, was reserved to Council following its consideration by Cabinet;
- (5) note that the Children and Young People Self- Assessment and Plan will be submitted to Cabinet for information.

**Reason: (For recommendation)**

To comply with the requirements of paragraph 3 of the Budget and Policy Framework Procedure Rules set out in Section 4C of the Council's Constitution.

## **Section 2 – Report**

### **Introductory paragraph**

2.1.1 The Council's Constitution sets out the process for the development of the policy framework at paragraph 3 of the Budget and Policy Framework Procedure Rules. In accordance with the Local Authorities (Functions and Responsibilities) Regulations 2000, any approval to the following Plans and Strategies is reserved to the Council.

<b>Plan</b>	<b>Status</b>
Plans and strategies which together comprise the Development Plan	A Statutory Plan, details and timetable set out at Appendix A
Local Implementation Plan (formerly the Local Transport Plan)	A Statutory Plan, details and timetable set out at Appendix A
Community Safety Plan (formerly the Crime and Disorder Reduction Strategy)	A Statutory Plan, details and timetable set out at Appendix A

Sustainable Community Strategy	The requirement for this Strategy was repealed with effect from 26 May 2015 by the Deregulation Act 2015  The current Strategy runs to 2020.
Youth Justice Plan	A Statutory Plan, details and timetable are set out at Appendix A
Gambling Act 2005	A Statutory Plan, details and timetable are set out at Appendix A
Annual Library Plan	The requirement for an Annual Library Plan has been repealed.
Children and Young People Plan	The requirement for an Children and Young People Plan has been repealed. (See Appendix B for Children and Young People Self-Assessment and Plan)

Members should note that this is not a complete list of all statutory plans and policies required in every service area but just those comprising the Policy Framework, as set out in the Council's Constitution, which must be approved by Council pursuant to the 2000 Regulations.

Under the Constitution, the Council's Corporate Plan and Equalities Objectives are also reserved to the Council. Additionally, on 14 July 2016, upon agreeing the revised Terms of Reference of the Corporate Parenting Panel, Cabinet agreed that the Corporate Parenting Strategy be submitted for consideration and approval to Cabinet and Council. The Corporate Parenting Strategy will be reviewed on an annual basis setting out key priorities and areas of action.

The timetable for the Corporate Plan, Corporate Equalities Objectives and the Corporate Parenting Strategy are set out at Appendix B.

- 2.1.2 The Constitution requires the Executive to determine, at the start of each Municipal Year, a timetable for the preparation and consideration of the statutory plans and strategies that are required to be made in that year. A timetable is attached at Appendix A to this report and shows the meeting of the Executive which it is expected that the Plan or Strategy will be agreed for recommendation to Council, the meeting of the Overview and Scrutiny Committee to which the matter is to be referred (see paragraph 2.1.3 below) and the date of the Council meeting at which the recommendation will be considered.

2.1.3 The Overview and Scrutiny Committee shall receive any proposed Plan or Strategy comprising the Council's Policy Framework in sufficient time for the proposals to be included in the agenda for a scheduled meeting of the Committee and for it to make a report or recommendations to the meeting of the Council that is to consider the Plan or Strategy concerned. The Council shall not agree a Plan or Strategy until the Overview and Scrutiny Committee has had the opportunity, subject to the need for the statutory deadlines to be met, to consider the proposals.

2.1.4 On consideration of a relevant Plan or Strategy the Council may decide to:

- (a) adopt the Executive's proposals;
- (b) amend the Executive's proposals;
- (c) refer the proposals back to the Executive for further consideration;
- (d) substitute its own proposals in their place.

If the Council decides to adopt the Executive's proposals, that decision becomes effective immediately. If the Council decides to amend, refer back or substitute the proposals that decision shall come into effect after 5 clear working days from the day on which the Council meeting makes its decision.

If, however, the Plan or Strategy has been amended or substituted, and before the expiry of the 5 clear working days period, the Leader of the Council may give notice to the Director of Legal and Governance Services that s/he objects to some or all of the amendments made by the Council. In these circumstances the matter shall be referred to the next scheduled meeting of the Executive.

The Executive may agree the proposals of the Council, reaffirm its original proposals, or make further amendments. The decision of the Executive shall then be referred back to the Council. The Council can agree the proposals of the Executive or amend the proposals. The decision made by the Council then becomes effective immediately.

2.1.5 Members should note that when the Council approves a Plan or Strategy it will also specify the extent of variation within the Plan or Strategy that may be undertaken by the Executive in accordance with paragraph 7 of the Budget and Policy Framework Procedure Rules. Other than in accordance with the procedure for urgent matters set out at paragraph 5 of the Rules, the Executive may only make such other changes to a Plan or Strategy as have been agreed by the Council.

2.1.6 Once the Council has determined a Plan or Strategy the Executive shall publish information on the contents of the Plan or Strategy. The Plan or Strategy shall also be made available for public inspection and be included on the Council's website, with copies available at a reasonable cost.

### **Options considered**

There were no options to be considered.

### **Legal Implications/Financial Implications**

There are no financial or legal implications other than those mentioned in the main body of the report.

### **Performance Issues**

This report has no direct impact on any performance indicators. The effects of individual plans and strategies will be addressed in the respective reports.

### **Environmental Impact**

There are no environmental impact issues associated with this report.

### **Data Protection Implications**

There are no environmental impact issues associated with this report.

### **Risk Management Implications**

Failure to publish the Plans may result in the Council failing to meet its statutory obligations.

### **Equalities implications / Public Sector Equality Duty**

There are no equalities implications associated with this report.

### **Procurement Implications**

There are no procurement implications associated with this report.

### **Corporate Priorities**

The impacts on delivery of the Corporate Priorities will be addressed in the reports on the individual plans and strategies. This report has no direct effect on the Corporate Priorities.

## **Section 3 - Statutory Officer Clearance**

Name: Sharon Daniels	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 21 May 2018		
Name: Linda Cohen	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 21 May 2018		

### Section 3 - Procurement Officer Clearance

Name: Nimesh Mehta

Head of Procurement

Date: 21 May 2018

**Ward Councillors notified:**

NO, as it impacts on all Wards

**EqIA carried out:**

NO

**EqIA cleared by:**

N/A

### Section 4 - Contact Details and Background Papers

**Contact:**

Daksha Ghelani, Senior Democratic Services Officer  
Tel: 020 8424 1881 or Internal Ext 2881

**Background Papers:**

Council's Constitution

<http://www.harrow.gov.uk/www2/ieListDocuments.aspx?CId=1092&MId=62460&Ver=4&Info=1>

**Call-In Waived by the Chair of Overview and Scrutiny Committee**

**NOT APPLICABLE**

*[Call-in applies]*