

London Borough of Harrow

KEY DECISION SCHEDULE (DECEMBER 2018 - FEBRUARY 2019)

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 Frankie Belloli, Senior Democratic Services Officer, on 020 8424 1263 or by contacting frankie.belloli@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 2018						
Draft Revenue Budget 2018/19 and Medium Term Financial Strategy (MTFS) 2019/20-2021/22	To approve the Draft of Revenue Budget for 2019/20 and MTFS 2019/20-2021/22 for consultation	Cabinet	6 December 2018	Councillor Adam Swersky Dawn Calvert, Director of Finance funmi.ogunnaike@harrow.gov.uk Tel: 020 8424 7544	Open	Agenda Report and any related appendices Consultation: To be carried out following approval of Draft
Revenue and Capital Monitoring 2018/19 - Quarter 2 as at 30th September 2018	To note the Revenue and Capital forecast position as at Quarter 2 To approve virements and any amendments in the Capital Programme delegated to Cabinet	Cabinet	6 December 2018	Councillor Adam Swersky Dawn Calvert, Director of Finance funmi.ogunnaike@harrow.gov.uk Tel: 020 8424 7544	Part exempt	Agenda Report and any related appendices Consultation: None

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Draft Capital Programme 2019/20 to 2021/22	To approve the draft of 2019/20 to 2021/22 Capital Programme for consultation. To approve the draft of Capital Strategy	Cabinet	6 December 2018	Councillor Adam Swersky Dawn Calvert, Director of Finance funmi.ogunnaike@harrow.gov.uk Tel: 020 8424 7544	Open	Agenda Report and any related appendices Consultation: None
Calculation of Council Tax Base for 2019-2020	To approve the Council's Council Tax Base for 2019-20	Cabinet	6 December 2018	Councillor Adam Swersky Dawn Calvert, Director of Finance fern.silverio@harrow.gov.uk Tel: 020 8736 6818	Open	Agenda Report and any related appendices Consultation: N/A
Estimated Surplus / (Deficit) on the Collection Fund 2018-19	To agree the Council's collection fund position and to allow the appropriate transfers to the general or	Cabinet	6 December 2018	Councillor Adam Swersky Tom Whiting, Interim Chief Executive (Head of Paid Service, Corporate Director,	Open	Agenda Report and any related appendices Consultation: N/A

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	collection fund to clear surplus or deficit			Resources & Commercial fern.silverio@harrow.gov.uk Tel: 020 8736 6818		
Draft HRA Budget 2019-20 and MTFS 2020-21 to 2021-22	Revenue and Capital Budget for Housing Revenue Account (HRA) 2019-20 and Medium Term Financial Strategy (MTFS) 2020-21 to 2021-22	Cabinet	6 December 2018	Councillors Phillip O'Dell and Adam Swersky Nick Powell, Divisional Director, Housing Services tasleem.kazmi@harrow.gov.uk/milan.joshi@harrow.gov.uk Tel: 0208 420 9201/0208 416 8662, Dawn Calvert, Director of Finance	Open	Agenda Report and any related appendices Consultation: Council tenants, leaseholders, private residents and staff
Treasury Management Strategy Statement & Annual Investment	To note the report and to consider whether to recommend that full Council agrees to a minor	Cabinet	6 December 2018	Councillor Adam Swersky Iain Millar iain.millar@harrow.gov.uk, tel. 020	Open	Agenda report and appendices Internal – Director of Finance and Monitoring Officer

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
Strategy: Mid-year Review 2018-19	amendment of the counterparty limits in the strategy.			8424 1432		(or representative).
Regeneration Programme Review	To note and agree Regeneration Programme Review report recommendations.	Cabinet	6 December 2018	Councillor Keith Ferry Paul Walker, Corporate Director, Community paul.walker@harro w.gov.uk, tel. 020 8416 8658	Part exempt	Agenda report and related appendices Senior Council officers and Members.
Harrow Cultural Strategy	To approve the draft Harrow Cultural Strategy for consultation	Cabinet	6 December 2018	Councillor Keith Ferry Paul Walker, Corporate Director, Community mark.billington@h arrow.gov.uk Tel: 020 8736 6533	Open	Agenda Report and any related appendices: Appendix: Harrow Draft Cultural Strategy Consultation: Consultation undertaken with Headstone Manor

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						<p>& Museum, Harrow Music Service, The Wish Centre, Young Harrow Foundation, 100% Young Producers, Bentley Priory Museum, Pinner Artsweek</p> <p>Further public consultation will be undertaken with community and voluntary groups, faith groups, residents' associations. on the Strategy and proposed Action Plan.</p>
Homes for Harrow: Council House Building Update	Note progress on the Homes for Harrow programme including recent	Cabinet	6 December 2018	Councillor Phillip O'Dell Nick Powell, Divisional Director,	Open	<p>Agenda report and appendices</p> <p>No specific consultation is</p>

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	success of bid for additional funding and obtain authority to dispose of shared ownership leases.			Housing Services Alison Pegg, alison.pegg@harro w.gov.uk Tel. 020 8424 1933		required in respect of this report. Individual Homes for Harrow developments are widely consulted on during the design and planning process.
Street Trading - Extension of Designated Areas	This report sets out proposals to designate additional streets in the Borough for street trading purposes and seeks member approval to take the necessary steps to consult on this.	Cabinet	6 December 2018	Councillor Varsha Parmar Richard Le-Brun, Environmental Services Manager (Public Protection) richard.lebrun@ha rrow.gov.uk, tel. 020 8736 6267	Open	Agenda report and related appendices A public consultation in respect of the proposed (resolution to) designate licence streets in the Borough. Legislation also requires that the Commissioner of Police for the area and the Highways

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						Authority are consulted too. Consultation will be Borough-wide.
JANUARY 2019						
Fees and Charges 2019/20	Agree the Council's fees and charges to be implemented from April 2019	Cabinet	17 January 2019	Councillor Adam Swersky Dawn Calvert, Director of Finance sharon.daniels@harrow.gov.uk Tel: 020 8424 2332	Open	Agenda Report and any related appendices Consultation: None
Changes to Council Tax Long Term Empty Property Discount	To agree the change to the long term empty council tax premium on properties which have remained empty for more than two years	Cabinet	17 January 2019	Councillor Adam Swersky Dawn Calvert, Director of Finance fern.silverio@harrow.gov.uk Tel: 020 8736 6818	Open	Agenda Report and any related appendices Consultation: N/A

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Calculation of Business Rates Tax Base for 2019-2020	To approve the Council's Business Rates Retention amount for 2019-20	Cabinet	17 January 2019	Councillor Adam Swersky Tom Whiting, Interim Chief Executive (Head of Paid Service, Corporate Director, Resources & Commercial fern.silverio@harro w.gov.uk Tel: Tel: 020 8736 6818	Open	Agenda Report and any related appendices Consultation: N/A
Discretionary Retail Relief Scheme	Agree to adopt, for the years 2019/20 & 2021/22, a local discretionary "Retail Relief scheme" for business rate payers who may be eligible.	Cabinet	17 January 2019	Councillor Adam Swersky Dawn Calvert, Director of Finance fern.silverio@harro w.gov.uk tel. 020 8736 6818	Open	Agenda report and related appendices Not applicable
Asset Management Strategy	To approve the Asset Management	Cabinet	17 January 2019	Councillors Keith Ferry and Varsha Parmar	Open	Agenda report and appendices

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	Strategy.			Venetia Reid-Baptiste, Divisional Director of Commissioning Services venetia.reid-baptiste@harrow.gov.uk, tel. 020 8424 1492		Internal and External
Climate Change and Energy Management	To note the progress against targets, to agree the updated Strategy, new targets and the plans for achieving these	Cabinet	17 January 2019	Councillor Varsha Parmar Venetia Reid-Baptiste, Divisional Director of Commissioning Services venetia.reid-baptiste@harrow.gov.uk Tel: 020 8424 1492	Open	Agenda Report and any related appendices Consultation: Internal amongst users and service managers. In addition, externally at a Market Engagement session
Urban Footpaths - Definitive Map Modification Orders	To authorise officers to proceed with Definitive Map	Cabinet	17 January 2019	Councillor Parmar Paul Walker, Corporate Director,	Open	Agenda report and related appendices

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	Modification Orders for 22 Urban Footpaths in order to update the definitive map.			Community tony.donetti@harrow.gov.uk, tel. 020 8416 8347		The footpaths are all on Council-owned land and in regular usage. No external consultation is deemed necessary.
Adult Learning Strategy 2019-2024	Approval of the Adult Learning Strategy and Delivery Plan	Cabinet	17 January 2019	Councillor Keith Ferry Mark Billington, Head of Economic Development & Research karen.bhamra@harrow.gov.uk Tel: 020 8416 8906	Open	Agenda Report and any related appendices: Adult Learning Strategy 2019-24 and Delivery Plan Consultation: The draft Adult Learning Strategy will be circulated to providers, partners and selected Services for comment
SEND Strategy	To approve the SEND strategy	Cabinet	17 January 2019	Councillor Christine Robson	Open	Agenda report and any related appendices

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				Johanna Morgan, Divisional Director, People Services Strategy; Commercialisation & Regeneration johanna.morgan@ harrow.gov.uk, 020 8736 6841		
Electoral Print Contract	To approve the letting of a contract jointly with the London Borough of Barnet for the provision of Electoral Services printing.	Cabinet	17 January 2019	Councillor Adam Swersky Councillor Keith Ferry Elaine McEachron, Democratic & Electoral Services Manager Vishal Seegoolam, vishal.seegoolam @harrow.gov.uk, tel. 020 8424 1158 vishal seegoolam@harro w.gov.uk, tel. 020 8424 1158	Open	Agenda report and any related appendices None required.

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FEBRUARY 2019						
Final Revenue Budget 2019/20 and Medium Term Financial Strategy 2019/20 to 2021-22	To recommend to Council: <ul style="list-style-type: none"> • the proposed revenue budget 2019/20 and the Medium Term Financial Strategy 2019/20 to 2021/22 to enable the Council Tax to be set • the members allowance scheme 2019/20 • the 2019/20 pay policy statement • the 2019/20 schools budget 	Cabinet	21 February 2019	Councillor Adam Swersky Lin Fuge funmi.ogunnaike@harrow.gov.uk, tel. 020 8420 9269	Open	Agenda report and appendices None
HRA Budget 2019-20 and Medium Term	Recommend HRA Budget 2019-20 & MTFS	Cabinet	21 February 2019	Councillor Adam Swersky	Open	Agenda report and appendices

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Financial Strategy 2020-21 to 2021-22	to Council to approval.			Nick Powell, Divisional Director, Housing Services Milan Joshi milan.joshi@harro w.gov.uk Tel. 020 8416 8662		Council tenants, leaseholders, private residents and staff.
Final Capital Programme 2019/20 to 2021/22	To approve the 2019/20 to 2021/22 capital programme and capital strategy.	Cabinet	21 February 2019	Councillor Adam Swersky Dawn Calvert, Director of Finance Funmi Ogunnaike, funmi.ogunnaike@ harrow.gov.uk, tel. 020 8424 7544	Open	Agenda report and related appendices None
Revenue and Capital Budget Monitoring 2018/19 - Quarter 3 as at 31st December 2018	To note the Revenue and Capital forecast position at the end of Quarter 3; to approve virements; and to approve any amendment in the capital	Cabinet	21 February 2019	Councillor Adam Swersky Dawn Calvert, Director of Finance Funmi Ogunnaike, funmi.ogunnaike@ harrow.gov.uk, tel. 020 8424 7544	Open	Agenda report and related appendices None

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	programme delegated to Cabinet.					
Treasury Management Strategy Statement including Prudential Indicators, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2019/20 and Capital Strategy for 2019-20	Cabinet to be asked to recommend to Council that they approve the Treasury Management Strategy Statement for 2019/20 including: <ul style="list-style-type: none"> • Prudential Indicators for 2019/20; • Minimum Revenue Provision Policy Statement for 2019/20; • Annual Investment Strategy for 2019/20. • Capital Strategy for 2019-20 	Cabinet	21 February 2019	Councillor Adam Swersky Dawn Calvert, Director of Finance Ian Millar, Treasury and Pensions Manager, iain.millar@harrow.gov.uk, tel. 020 8424 1432	Open	Agenda report and related appendices The only officer to be consulted outside Finance will be the representative of the Monitoring Officer.

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Corporate Plan	To approve the Corporate Plan.	Cabinet	21 February 2019	<p>Councillor Graham Henson</p> <p>Tom Whiting, Interim Chief Executive (Head of Paid Service, Corporate Director, Resources & Commercial rachel.gapp@harrow.gov.uk, tel. 020 8416 8774</p>	Open	<p>Agenda report and related appendices</p> <p>Not applicable</p>

HARROW COUNCIL CABINET 2018/19

CONTACT DETAILS OF PORTFOLIO HOLDERS

Portfolio	Councillor	Address	Telephone no.	Email
Leader, Strategy, Partnerships, Devolution & Customer Services	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
Deputy Leader, Regeneration, Planning & Employment	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 & Public Health	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
Community, Cohesion & Crime	Krishna Suresh	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07967 565477 Group Office: (020) 8424 1897	Email: krishna.suresh@harrow.gov.uk

Portfolio	Councillor	Address	Telephone no.	Email
Community, Engagement & Accessibility	Sue Anderson	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897	Email: sue.anderson@harrow.gov.uk
Environment	Varsha Parmar	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Mobile: 07764 681987 Group Office: (020) 8424 1897	Email: varsha.parmar@harrow.gov.uk
Finance & Resources	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
Housing	Phillip O'Dell	64 Marlborough Hill HARROW HA1 1TY	Tel: (020) 8861 0090 Group Office: (020) 8424 1897	Email: phillip.odell@harrow.gov.uk
Young People & Schools	Christine Robson	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897	Email: christine.robson@harrow.gov.uk