

London Borough of Harrow

KEY DECISION SCHEDULE (JANUARY 2019 - MARCH 2019)

MONTH: January

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
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
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	Open	Agenda Report and any related appendices Consultation: N/A

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				Executive (Head of Paid Service, Corporate Director, Resources & Commercial fern.silverio@harro w.gov.uk Tel: Tel: 020 8736 6818		
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
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	Open	Agenda Report and any related appendices Consultation: Internal amongst users and service managers. In

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				venetia.reid-baptiste@harrow.gov.uk Tel: 020 8424 1492		addition, externally at a Market Engagement session
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
Electoral Print Contract	To approve the letting of a contract jointly with the London Borough of Barnet for the	Cabinet	17 January 2019	Councillor Keith Ferry Elaine McEachron, Democratic & Electoral Services	Open	Agenda report and any related appendices None required.

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	provision of Electoral Services printing.			Manager vishal seegoolam@harrow.gov.uk, tel. 020 8424 1158		
Harrow Arts Centre Capital Investment	To enter into a funding agreement with the Greater London Assembly (GLA) to deliver the 2 year Good Growth Fund Programme Round 2 for Harrow Arts Centre; to begin a procurement process to select and appoint the contractors to deliver the Project Objectives related to the GLA Grant Funding Agreement and to enter into the	Cabinet	17 January 2019	Councillor Keith Ferry Mark Billington, Head of Economic Development & Research shehzad.ahmed@harrow.gov.uk, tel. 020 8736 6084	Open	Report and related appendices Existing user groups of Harrow Arts Centre (HAC), new potential user groups of HAC, Harrow residents, Ward Councillors and the GLA have been consulted as part of the process to develop the project concepts that funding has been applied for to the GLA.

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	relevant contract with the selected contractors to deliver the Project Objectives; and to enter into the relevant contract with the contractor(s) when the Borough Community Infrastructure Levy (BCIL) is approved, subject to approval at the February 2019 Cabinet meeting					
FEBRUARY 2019						
Corporate Plan	To approve the Corporate Plan.	Cabinet	21 February 2019	Councillor Graham Henson Tom Whiting, Interim Chief Executive (Head of	Open	Agenda report and related appendices Not applicable

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				Paid Service, Corporate Director, Resources & Commercial rachel.gapp@harrow.gov.uk, tel. 020 8416 8774		
SEND Strategy	To approve the SEND strategy	Cabinet	21 February 2019	Councillor Christine Robson Johanna Morgan, Divisional Director, People Services Strategy; Commercialisation & Regeneration johanna.morgan@harrow.gov.uk, 020 8736 6841	Open	Agenda report and any related appendices
Asset Management Strategy	To approve the Asset Management Strategy.	Cabinet	21 February 2019	Councillors Keith Ferry and Varsha Parmar Venetia Reid-Baptiste, Divisional Director of	Open	Agenda report and appendices Internal and External

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				Commissioning Services venetia.reid-baptiste@harrow.gov.uk, tel. 020 8424 1492		
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

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HRA Budget 2019-20 and Medium Term Financial Strategy 2020-21 to 2021-22	Recommend HRA Budget 2019-20 & MTFS to Council to approval.	Cabinet	21 February 2019	Councillor Adam Swersky Nick Powell, Divisional Director, Housing Services Milan Joshi milan.joshi@harro w.gov.uk Tel. 020 8416 8662	Open	Agenda report and appendices 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	Cabinet	21 February 2019	Councillor Adam Swersky Dawn Calvert, Director of Finance Funmi Ogunnaike,	Open	Agenda report and related appendices None

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	virements; and to approve any amendment in the capital programme delegated to Cabinet.			funmi.ogunnaike@harrow.gov.uk, tel. 020 8424 7544		
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 	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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	Strategy for 2019/20. • Capital Strategy for 2019-20					
Property Purchase Initiative Extension for Temporary Accommodation	Approval to purchase additional properties for use as Temporary Accommodation as an alternative to Bed & Breakfast accommodation.	Cabinet	21 February 2019	Councillor Phillip O'Dell Nick Powell, Divisional Director, Housing Services elaine.slowe@harrow.gov.uk, tel. 020 8420 9229	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Report and any related appendices Consultation with Housing, Finance and Legal services is ongoing. No external consultation is proposed.
Homes for Harrow: Grange Farm Regeneration Phase 1 and Council House Building Programme	1. To approve the business model for the Grange Farm regeneration project and the capital budget for the delivery of Phase 1. 2. To approve the	Cabinet	21 February 2019	Councillor Phillip O'Dell Nick Powell, Divisional Director, Housing Services alison.pegg@harrow.gov.uk, tel. 020 8424 1933	Part exempt Information relating to the financial or business affairs of any particular person	Report and any related appendices There has been and continues to be extensive consultation with the residents of the Grange Farm

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	<p>award of a design and build contract for the construction of Grange Farm Phase 1.</p> <p>3. To approve the Council House Building Programme, the required capital budgets and contract award for the construction of new homes on Chichester Court.</p>				(including the authority holding that information)	estate. Individual Homes for Harrow developments are widely consulted on during the design and planning process.
MARCH 2019						
3G Artificial Grass Pitch at Bannister Sports Centre	Delegate authority to the Corporate Director, Community, following	Cabinet	14 March 2019	Councillor Keith Ferry Tim Bryan tim.bryan@harrow.gov.uk, tel. 020	Open	Agenda report and any related appendices Consultation for undertaken with

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	consultation with the Portfolio Holders for Regeneration, Planning and Employment and Finance and Resources to procure and enter into contract with the supplier(s) to install a 3G artificial grass pitch at Bannister Sports Centre.			8416 8639		key stakeholders (operators, Sport England, National Governing Bodies of Sport, local educational establishments with indoor sports facilities, key local sports clubs, facility managers, neighbouring local authorities and the County Sport Partnership). Public consultation was undertaken with local residents and stakeholders in May 2018.
Review of Council Tax Support Scheme and Authority to Consult	To note the review and/or agree to consultation on technical changes to	Cabinet	14 March 2019	Councillor Adam Swersky Fern Silverio, Head of Service, Collections &	Open	Agenda report and any related appendices Not applicable

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	ensure the scheme is fit for purpose and aligns with DWP changes with effect from 1 April 2020.			Benefits fern.silverio@harro w.gov.uk, 020 8736 6818		
Concessionary Transport and Administration Contractor - Authority to Procure	To authorise the procurement process so officers can appoint an external contractor and continue to provide mobility assessments for concessionary travel.	Cabinet	14 March 2019	Councillor Adam Swersky Fern Silverio, Head of Service, Collections & Benefits fern.silverio@harro w.gov.uk, tel. 020 8736 6818	Open	Agenda report and any related appendices Not applicable

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