

## **London Borough of Harrow**

### **Key Decision Schedule ( September 2021 - November 2021 )**

#### **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?RPId=249&RD=0&bcr=1> 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 Democratic Services, on 020 8424 1055 or by contacting [democratic.services@harrow.gov.uk](mailto:democratic.services@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
<b>SEPTEMBER 2021</b>						
Authority to Procure Liability and Property Insurance for the Council	<p>Cabinet is requested to:</p> <ol style="list-style-type: none"> <li>1. Grant approval to procure liability and property insurance for the Council.</li> <li>2. Delegate authority to the Corporate Director of Resources, following consultation with the Portfolio Holder for Finance and Resources, to award the contract(s) for liability and property</li> </ol>	Cabinet	23 September 2021	<p>Councillor Natasha Proctor</p> <p>Director of Finance Karen.vickery@harrow.gov.uk, Tel: 020 8424 1995</p>	Open	<p>Agenda Report and any related appendices.</p> <p>None.</p>

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
	insurance for the Council.					
Re-Procurement of Fuel Card Services Contract	<p>1. Approval to re-procure the contract for the provision of Fuel Card Services for a period of 5 years with the option to extend for a further 2 years</p> <p>2. Seeking delegated authority to the Corporate Director for Community, following consultation with the Director of Finance, Portfolio Holder for Environment</p>	Cabinet	23 September 2021	<p>Councillor Varsha Parmar</p> <p>Acting Corporate Director, Community David.Hayes @harrow.gov.uk</p>	Open	None.

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
	and Climate Change and the Portfolio Holder for Finance and Resources, to finalise the procurement and award of the contract(s) and operationally by the Interim Divisional Director for Environmental Services.					
Q1 Revenue & Capital Budget Monitoring	<ol style="list-style-type: none"> <li>1. To Note the Revenue and Capital forecast position at Q1</li> <li>2. To approve amendments to the Capital Programme if applicable.</li> </ol>	Cabinet	23 September 2021	<p>Councillor Natasha Proctor</p> <p>Director of Finance jo.frost@harrow.gov.uk, tel. 020 8424 1980</p>	Open	<p>Agenda Report and any related appendices</p> <p>N/A</p>

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
Addition of fifteen parks and gardens to the Local List of Historic Parks and Gardens - approval to adopt	Approve the addition of 15 parks and gardens in Harrow to the local list of historic parks and gardens.	Cabinet	23 September 2021	Councillor Graham Henson  Acting Corporate Director, Community lucy.haile@harrow.gov.uk, tel. 02087366101	Open	Agenda report and any related appendices.  Six weeks and asked for views on the proposals in relation to the criteria for locally listed status: Consultation to go to ward councillors, the Gardens Trust, the Conservation Area Advisory Committee, local amenity and conservation groups such as the Pinner Association, the Pinner Local History Society, the Hatch End Association, the Stanmore Society, the Stanmore Local

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
						<p>History Society, the Georgian Group, the Victorian Society, The Twentieth Century Society, London and Middlesex Archaeological Society and Historic England. An advert would be placed in the local paper and site notices up on lampposts at the entranceways to the parks.</p> <p>Legal, Finance, other consultees as required for a Cabinet report.</p>
Maintained Schools Fire Door Upgrade Programme	Approval to commence the procurement process to appoint a	Cabinet	23 September 2021	Councillor Varsha Parmar; Councillor Christine Robson  Divisional Director,	Open	<p>Agenda report and any related appendices.</p> <p>Legal, Finance</p>

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
	contractor(s) for the installation of new fire doors across the Councils maintained schools.			Environment & Culture michael.rourke@harrow.gov.uk		and relevant Portfolio Holders.
Harrow Young People's Substance Misuse Service	<ul style="list-style-type: none"> <li>• Authorise the re-procurement of a Young People's Substance Misuse Service.</li> <li>• Delegate authority to award a contract for a Young People's Substance Misuse Service to the Director of Public Health, following consultation</li> </ul>	Cabinet	23 September 2021	Councillor Krishna Suresh  Director of Public Health laurence.gibson@harrow.gov.uk	Open	Equality Impact Assessment  Director of Public Health, Corporate Director of People's Service, Chief Financial Officer and the Portfolio Holders for Public Health and Finance & Major Contracts, Legal, Service Users, Primary Care, CAMHS, Children's Social Care, Safeguarding Leads, L.A. Harrow



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
	with the Corporate Director of People's Service, Chief Financial Officer and the Portfolio Holders for Adults & Public Health and Finance & Major Contracts.					Commissioning (Mental Health, Learning disability, Carers), Harrow CCG Commissioning, Sexual Health Service, Schools, LNWHT A&E, Voluntary Sector, Harrow Carers, Young Harrow Foundation.
Long Lease Opportunities to provide newly built homes for use as temporary accommodation or discharge of homelessness duty	This report recommends the council enters into a long (45 year) lease for new homes, funded by a lease rental payment, for use either as temporary accommodation or for discharge of homelessness duty. It will	Cabinet	23 September 2021	Councillor Phillip O'Dell  Divisional Director, Housing Services alison.pegg@harrow.gov.uk, tel: 07592 110410	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Consultation with Ward Councillors is being carried out and comments will be included in the report. Consultation with local residents has already been undertaken through the formal Planning application

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
	<p>secure additional housing to assist in meeting the council's statutory homelessness obligations and provide a rental income stream. Cabinet is requested to delegate authority to the Corporate Director Community following consultation with the Director of Finance and S151 Officer, the Portfolio Holder for Finance and Resources and the Portfolio Holder for Housing to finalise and enter into the Legal Agreements.</p>					<p>process.</p>

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
Rough Sleeping Accommodation Programme (RSAP)	To seek approval from Cabinet to enter into grant contracts with the GLA, acquire 9 x 1 bedroom flats to house rough sleepers under a Housing First model, commission a new support service to commence in December 2021 and delegate authority to the Director for Community to award the contract, in consultation with the Portfolio Holder for Housing.	Cabinet	23 September 2021	Councillor Phillip O'Dell  Divisional Director, Housing Services meghan.zinkewich-peotti@harrow.gov.uk, tel: 07395 840490	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Appendix - Financial information  The Harrow Homelessness Reduction Board has been consulted. The Portfolio Holder for Housing and key services will be consulted prior to any property purchase.
<b>OCTOBER 2021</b>						

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
Grange Farm Regeneration - Phases 2 and 3	Cabinet is requested to approve the procurement route to appoint a development partner to take forward the redevelopment of Phase 2 and 3 Grange Farm.	Cabinet	21 October 2021	Councillor Phillip O'Dell  Divisional Director, Housing Services Alison Pegg, Head of Housing Regeneration, alison.pegg@harrow.gov.uk, tel. 07592 110410	Part exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Agenda Report and any related appendices.  There continues to be considerable consultation and engagement since 2014 with secure tenants and leaseholders on the Grange Farm estate, local community groups and the wider community. The council meets monthly with the Grange Farm Steering Group which includes estate residents (supported by an Independent Tenant Advisor), the council, Higgins the

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
						Phase 1 contractor, My Yard and Ward Councillors.
Security, Health & Safety Compliance - Homesafe Works Request for Additional Budget	<p>Cabinet is requested to:</p> <ol style="list-style-type: none"> <li>1. Give authority to officers to increase the programme budget above £2.4m for an additional £1.6m. This is to be funded entirely from HRA capital resources in the second project budget year 2022-2023.</li> <li>2. Delegated authority to extend the</li> </ol>	Cabinet	21 October 2021	<p>Councillor Graham Henson; Councillor Phillip O'Dell</p> <p>Divisional Director, Housing Services Andrew.Campion@harrow.gov.uk , Tel: 020 8424 1339</p>	<p>Part exempt</p> <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p>	<p>Agenda report and any related appendices.</p> <p>Corporate Strategic Board, Portfolio Holder for Housing, Portfolio Holder for Finance and Resources.</p>

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
	<p>legal contract with the successful tenderer to encompass the full scope of works as tendered with the Corporate Community Director - Housing, in consultation with the Portfolio Holders for Housing and Finance &amp; Resources.</p>					
<p>Green Homes Grant coalition bid - request to access grant funding awarded</p>	<p>Cabinet is requested to:</p> <ol style="list-style-type: none"> <li>1. Approve the request to grant the Housing Asset Management Team</li> </ol>	<p>Cabinet</p>	<p>21 October 2021</p>	<p>Councillor Graham Henson; Councillor Phillip O'Dell</p> <p>Divisional Director, Housing Services Andrew.Campion@harrow.gov.uk , Tel: 020 8424</p>	<p>Open</p>	<p>Agenda report and any related appendices</p> <p>Corporate Strategic Board, Portfolio Holder for Housing and Employment,</p>

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
	<p>permission to collaborate with the lead Borough Ealing to utilise the funding awarded under the GHG:LAD to the West London coalition of 12 boroughs to enable retrofit solutions works to be delivered via an appointed managing agent procured by the lead Borough. An indicative allocation, based on population and fuel poverty</p>			1339		Portfolio Holder for Finance and Resources.

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
	<p>figures, of £10.788 million was awarded to the West London Coalition. Harrow's indicative allocation for Phase 2 is £0.75 million. We seek permission to collaborate with the lead Borough Ealing to utilise the funding awarded under the Green Homes Grant (GHG) coalition bid from the delegated authority mentioned in 2.</p>					



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
	<p>2. Delegate authority to the Corporate Director of Community, following consultation with the Portfolio Holder for Housing and Employment, Portfolio Holder for Finance/ Commercialisation and, Director of Finance to:</p> <p>2.1 Contribution of £75,000 from the HRA under Phase 2- which requires require the</p>					

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
	<p>Council to match funding for the installation of energy efficiency measures on 30 Council-Owned properties. We will seek approval from the delegated authority mentioned in 1.2, to allow us to contribute the £75,000 required in line with Grant Contribution require-</p>					

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
	<p>ments.</p> <p>2.2 Apply for and claim the Green Homes Grant: Local Authority Delivery scheme allocation as part of the established West London Coalition:</p> <p>a. subject to grant award confirmation by the Department of Business, Energy, and</p>					

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
	<p>Industrial Strategy (BEIS), Phase 3 in a sum to be confirmed in an update report to Cabinet following award in October 2021; and</p> <p>b. any further subsequent phases of the Green Homes Grant: Local Authority Delivery Scheme, Sustainable Warmth</p>					

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
	Competition, and/or Home Upgrade Grant.					
Request for authority to award the housing domestic and commercial gas contracts	<p>Cabinet is requested to:</p> <ol style="list-style-type: none"> <li>In line with internal governance process, Cabinet approval is sought for additional budget for the domestic gas heating contract term, to commence award of contract to the winning bidder.</li> <li>Award</li> </ol>	Cabinet	21 October 2021	<p>Councillor Graham Henson; Councillor Phillip O'Dell</p> <p>Divisional Director, Housing Services Andrew.Campion@harrow.gov.uk , Tel: 020 8424 1339</p>	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)	<p>Agenda report and any related appendices</p> <p>Corporate Strategic Board, Portfolio Holder for Housing, Portfolio Holder for Finance and Resources.</p>

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
	<p>delegated authority to the Divisional Director of Housing in consultation with the Portfolio Holders for Housing and Finance &amp; Resources to award the commercial gas heating contract following a mini-competition tender exercise.</p> <p>3. Authorise the award of the domestic heating gas contract to the winning tenderer by granting the</p>					

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
	<p>increase in budget as necessary for a 4-year contract from 03/01/2022 to 02/01/2026 with an option to extend for up to a further two years (4+2). The total value of this contract(s) for the initial four-year term will be £4,065,872.36 . The value of the two-year contract extension if used will be £2,032,936.18</p> <p>4. Approve the award of the commercial contract to the</p>					

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
	<p>winning tenderer following a competitive mini-tender competition, for a 4-year contract from 6/12/2021 to 5/12/2025. The total value of this contract(s) for the initial four-year term will be £587,427.80. The value of the two-year contract extension if used will be £293,713.90.</p> <p>5. Delegate authority to the Corporate Director of Community, following</p>					



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
	consultation with the Portfolio Holders for Housing and Finance & Resources and Director of Finance to award a new contract.					
<b>NOVEMBER 2021</b>						

## Harrow Council Cabinet 2020/21

### Contact Details of Portfolio Holders

Portfolio	Councillor	Address	Telephone no.	Email
Leader, Strategy, Regeneration, Partnerships and Devolution	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 Finance & Resources	Natasha Proctor	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897	Email: natasha.proctor@harrow.gov.uk
Adults & Social Care	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
Business, Property and Leisure	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

<b>Portfolio</b>	<b>Councillor</b>	<b>Address</b>	<b>Telephone no.</b>	<b>Email</b>
Community Cohesion, Crime & Enforcement	Peymana Assad	Labour Group Office Room 102, PO Box 2, Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897	Email: peymana.assad@harrow.gov.uk
Community Engagement, Accessibility & Customer Services	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
Education and Social Services for Children and Young People	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
Environment & Climate Change	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
Equalities and Public Health	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

Housing	Phillip O'Dell	64 Marlborough Hill HARROW HA1 1TY	Tel: (020) 8861 0090 Group Office: (020) 8424 1897	Email: <a href="mailto:phillip.odell@harrow.gov.uk">phillip.odell@harrow.gov.uk</a>
---------	----------------	--	---	---