

London Borough of Harrow

Key Decision Schedule (December 2023 - February 2024)

December 2023

This is a list of Key Decisions which the Authority proposes to take at the above Cabinet meeting. The Cabinet agenda containing all the reports being considered will be published 5 clear days before the meeting.

A Key Decision is one which is likely to:

- (i) result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to its budget for the service or function to which the decision relates. A decision is significant if it involves expenditure or the making of savings of an amount in excess of £1m of capital or £500,000 of revenue or where savings or expenditure are less than these amounts but they constitute more than 50% of the budget attributable to the service in question; or
- (ii) be significant in terms of its effects on communities living or working in an area of two or more wards of the Borough.

Decisions which the Cabinet intends to make in private

The Cabinet may meet in private to consider reports which contain confidential information. A private meeting of the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers. This Schedule also contains non-Key Decisions which involve Cabinet meeting in private. Any person can make representations to the Cabinet if they believe the decision should instead be made in the public Cabinet meeting by emailing democratic.services@harrow.gov.uk.

The membership of the Cabinet is:

[Councillor Paul Osborn](#) (Leader), (Strategy)

[Councillor Marilyn Ashton](#) (Deputy Leader, Planning & Regeneration)

[Councillor David Ashton](#) (Finance & Human Resources)

[Councillor Stephen Greek](#) (Performance, Communications & Customer Experience)

[Councillor Hitesh Karia](#) (Children's Services)

[Councillor Jean Lammiman](#) (Community & Culture)

[Councillor Mina Parmar](#) (Housing)

[Councillor Anjana Patel](#) (Highways, Infrastructure and Community Safety)

[Councillor Pritesh Patel](#) (Adult Services & Public Health)

[Councillor Norman Stevenson](#) (Business, Employment & Property)

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
DECEMBER				
Procurement of Education IT System	To request an award of contract to Capita Business Services for One Education modules plus Family Hub and Youth Justice software.	Councillor Hitesh Karia; Councillor Stephen Greek; Councillor David Ashton Divisional Director, Education Services david.harrington@harrow.gov.uk	Part exempt	
DEFRA and Greater London Authority Silk Stream Chandos Recreation Ground	Approval for the procurement of the delivery phase for the DEFRA and GLA Silk Stream Chandos Recreation Ground Project	Councillor Anjana Patel Director of Environment michael.bradshaw@harrow.gov.uk	Open	Ward Councillors and Chandos Recreation Ground User Group
Calculation of Council Tax Base for 2024-2025	To approve the Council's Council Tax Base for 2024-25	Councillor David Ashton Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) sharon.daniels@harrow.gov.uk	Open	

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
Estimated Surplus / (Deficit) on the Collection Fund 2023-2024	To agree the Council's collection fund position and to allow the appropriate transfers to the general or collection fund to clear surplus or deficit.	Councillor David Ashton Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) sharon.daniels@harrow.gov.uk	Open	
Revenue and Capital Budget Monitoring Report Quarter 2 2023/24	To note the Revenue & Capital Budget for 2023-24 and to approve amendments to the Capital Programme if applicable.	Councillor David Ashton Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) jo.frost@harrow.gov.uk	Open	

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
<p>Housing Revenue Account Budget 2024-25 & Medium-Term Financial Strategy 2025-26 to 2026-27, HRA Capital Programme 2024-25 to 2028-29 and 30 year HRA Business Plan</p>	<p>To make recommendations to Council to approve:</p> <ul style="list-style-type: none"> • the HRA Budget for 2024-25; • HRA capital programme 2024-25 to 2028-29; • rents, service and facility charges for HRA social rented properties community halls, garages and water charges for 2024-25 and • the HRA Business plan 	<p>Councillor David Ashton; Councillor Mina Parmar</p> <p>Tasleem Kazmi, tasleem.kazmi@harrow.gov.uk</p>	<p>Open</p>	<p>List of fees and charges to be considered for increase, summary budgets for MTFS – 3 years, Capital Programme 5 years and HRA Business Plan 30 years</p>
<p>Draft Final Revenue Budget 2023/24 and Medium-Term Financial Strategy 2024/26 to 2026/27</p>	<ol style="list-style-type: none"> 1. To approve the Final Budget for 2023/24 and MTFS for 2023/24 to 2025/26 and recommend to Full Council. 2. To approve the Council Tax for 2023/24 and recommend to Full Council. 	<p>Councillor David Ashton</p> <p>Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) Sharon.Daniels@harrow.gov.uk and Usha Chauhan Usha.chauhan@harrow.gov.uk</p>	<p>Open</p>	

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Draft Capital Programme 2024/25 to 2026/27	<ol style="list-style-type: none"> 1. To Note the Draft Capital Programme 2023/24 to 2025/26 2. The Final Capital Programme will be brought back to cabinet in February 2022. 	<p>Councillor David Ashton</p> <p>Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) Sharon.Daniels@harrow.gov.uk and Usha Chauhan Usha.chauhan@harrow.gov.uk</p>	Open	
Treasury Management Mid Year Report for 2023/24	To note the Treasury Management Mid-Year position for 2023/24	<p>Councillor David Ashton, Portfolio Holder for Finance & Human Resources</p> <p>Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) Sharon.Daniels@harrow.gov.uk</p>	Open	

Subject	Nature of Decision	Cabinet Member / Lead officer	Open or Private Meeting	Additional Documents to be submitted and any Consultation to be undertaken
School Organisation Update and School Capital Programme	<p>Provide an update on school organisation matters and SEND provision for the Council.</p> <p>Delegate authority to bring forward proposals to make changes to schools to implement the Amalgamation Policy including to procure and implement the capital programme.</p>	<p>Councillor Hitesh Karia</p> <p>Senel Arkut, Corporate Director, People senal.arkut@harrow.gov.uk</p>	Open	
JANUARY				
Calculation of Business Rates Tax Base for 2024-2025	To approve the Council's Business Rates Retention amount for 2024-25.	<p>Councillor David Ashton</p> <p>Sharon Daniels, Interim Director of Finance & Assurance (S151 Officer) sharon.daniels@harrow.gov.uk</p>	Open	
FEBRUARY				