

LONDON BOROUGH OF HARROW

Agenda item:

Page no:

Meeting:	Cabinet
Date:	20 May 2003
Subject:	Timetable for the preparation and consideration of the Statutory Plans and Strategies 2003/4
Key decision:	No
Responsible Chief Officer:	Borough Solicitor
Relevant Portfolio Holder:	Strategy and External Affairs
Status:	Public
Ward:	N/A
Enclosures:	Appendix – Timetable for Statutory Plans and Strategies

1. Summary

- 1.1 The Constitution requires the Executive to determine a timetable for the preparation and consideration of statutory plans and strategies. The timetable is attached at Appendix A to this report.

2. Recommendations (for decision by the Executive.)

- 2.1 **That the timetable for the preparation and consideration of the statutory plans and strategies set out at Appendix A to this report be approved.**

REASON: 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.

3. Consultation with Ward Councillors

- 3.1 N/A

4. **Policy Context (including Relevant Previous Decisions)**

- 4.1 Council – 28 February 2002 – Approved the Council’s Constitution
- 4.2 Cabinet – 10 September 2002 – approved the timetable for the preparation and consideration of statutory plans.

5. **Relevance to Corporate Priorities**

- 5.1 There is no direct relevance. The Council’s Constitution requires that a timetable for the statutory plans and strategies be submitted to the Executive.

6. **Background Information and options considered**

- 6.1 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) (England) Regulations 2000 any approval to the following Plans and Strategies is reserved to the Council:-

Annual Library Plan
Best Value Performance Plan
Community Care Plan (** no longer required by the Department of Health*)
Community Strategy
Crime and Disorder Reduction Strategy
Early Years and Development Childcare Strategy
Education Development Plan
Development Plan
Youth Justice Plan
Local Implementation Plan (the Local Transport Plan)

The Harrow Corporate Plan is also reserved to the Council.

Three of the above listed Plans are known as Partnership Plans:-

- Community Strategy
- Crime and Disorder Reduction Strategy
- Youth Justice Plan

These three Plans/Strategies will be prepared with Harrow’s Partners in the Partnership and will be referred to the relevant decision-making body in each of the agencies of the Steering Group of the Partnership.

- 6.2 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 listed in paragraph 6.1 above 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 Strategy or Plan will be agreed for recommendation to Council, the meeting of the Overview and Scrutiny Committee to which the matter is to be referred and the date of the Council meeting at which the recommendation will be considered.
- 6.3 The Overview and Scrutiny Committee shall receive any proposed Plan or Strategy listed in paragraph 6.1 above in sufficient time for the proposals to be included in the agenda for a scheduled meeting of their Committee and for them to make a report or

recommendations to the meeting of the Council that is to consider the Plan or Strategy. The Council shall not agree a Plan or Strategy until the Overview and Scrutiny Committee has had the opportunity, subject the statutory deadlines, to consider the proposals.

6.4 On consideration of a Statutory Plan or Strategy the Council may decide to

- (a) adopt the Executive's proposals;
- (b) to amend the Executive's proposals;
- (c) refer the proposals back to the Executive for further consideration; or
- (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 Borough Solicitor that he/she objects to some or all of the amendments made by the Council. In these circumstances the Borough Solicitor shall refer the matter 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 decisions 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.

6.5 Members should note that when the Council approves a Plan or Strategy the 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. The Executive may only make such other changes to Plan or Strategy as have been agreed by the Council.

6.6 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 included on the Council web site with copies available at a reasonable cost.

7. **Consultation**

7.1 The Executive shall arrange appropriate consultation on the proposed Plans and Strategies with local stakeholders and others as determined by the Executive. Details of the consultation process will be included in the Forward Plan.

8. **Finance Observations**

8.1 None

9. **Legal Observations**

9.1 None

10. **Conclusion**

- 10.1 Members are requested to approve the timetable for the preparation and consideration of the statutory plans and strategies attached at Appendix A in order 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.

11. **Background Papers**

11.1 Council Constitution

11.2 Any person wishing to inspect the background papers should telephone 020 8424 1266.

12. **Author**

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STATUTORY PLAN/ STRATEGY 20003/4 (AND DEADLINE DATE)	OVERVIEW AND SCRUTINY COMMITTEE	CABINET MEETING	COUNCIL MEETING
1. BEST VALUE PERFORMANCE PLAN (30 June)	30 SEPTEMBER 2003	17 JUNE 2003	23 OCTOBER 2003
2. ANNUAL LIBRARY PLAN (see note 1) (30 Sept)	Lifelong Learning 1 OCTOBER 2003	9 SEPTEMBER 2003	23 OCTOBER 2003
3. UNITARY DEVELOPMENT PLAN (see note 2)	27 JANUARY 2004	17 FEBRUARY 2004	COUNCIL TAX 26 FEBRUARY 2004
4. LOCAL IMPLEMENTATION PLAN (Transport)	AWAITING EXTERNAL FACTORS/GUIDANCE		
5. EDUCATION DEVELOPMENT PLAN (31 Jan)	APPROVED 2002 FOR 5 YEAR PERIOD		JANUARY 2007
6. EARLY YEARS DEVELOPMENT AND CHILDCARE STRATEGY (31 Jan)	Lifelong Learning 20 JANUARY 2004	13 JANUARY 2004	22 JANUARY 2004
7. YOUTH JUSTICE PLAN (1 March)	APPROVED 2002 FOR 3 YEAR PERIOD		MARCH 2005
8. CORPORATE PLAN (31 March)	23 SEPTEMBER 2003	14 OCTOBER 2003	23 OCTOBER 2003
9. CRIME AND DISORDER REDUCTION STRATEGY (1 April)	APPROVED 2002 FOR 3 YEAR PERIOD		APRIL 2005
0. COMMUNITY STRATEGY (April)			2004

Note1: A library position statement is to replace the Annual Library Plan. Officers are still awaiting guidance on the timetable and associated matters.

Note 2: To be replaced by Local Development Scheme from Spring 2004 onwards. Dates for the Plan's consideration depend on external factors.