

London Borough of Harrow

CABINET FORWARD PLAN (1 September 2011 - 31 December 2011)

MONTH:- September

This Plan sets out matters which are likely to be the subject of a key decision over the next 4 months.

A Key Decision is a decision by the Executive which is likely to:

result in the council incurring expenditure which is, or the savings of which are, significant having regard to its budget for the service or function to which the decision relates; or

be significant in terms of its effects on communities living or working in an area of 2 or more wards of the Borough.

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.

Please note that decision dates are indicative and may change. Please consult Democratic & Electoral Services if you wish to check the decision date of a particular item.

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
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SEPTEMBER

Residents' Engagement Strategy and Review of the Tenants and Leaseholder Consultative Forum	To amend the existing Terms of Reference of Tenants and Leaseholders Consultative Forum	Cabinet	8 September 2011	Councillor Bob Currie Lynne Pennington, Divisional Director of Housing maggie.challoner@harrow.gov.uk Tel: 020 8424 1473	Consultation has already taken place with a number of residents, mainly officers of Tenants' and Residents' Associations about their concerns with the existing Terms of Reference. Initial outline proposals were then discussed at TLCF in March. Following their suggestions a further report will go to TLCF in July. The proposals then need to go to the Constitution Review Working Group (CRWG)	Report to TLCF
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					for agreement before going on to Cabinet	
Revenue and Capital Monitoring Report to 30 June 2011 (Q1)	To note the position and any necessary action being taken; to approve virements as necessary	Cabinet	8 September 2011	Councillor Bill Stephenson Julie Alderson, Interim Director of Finance jennifer.hydari@harrow.gov.uk Tel: 020 8424 1393	None	None
Provision of Responsive Repairs and Maintenance and Procurement of Housing Capital Schemes	To decide whether the current responsive maintenance contract with Kier Building service should be extended beyond June 2012. If a decision is taken not to extend then the form of contract(s) and packaging of works will need to be confirmed as well as how this	Cabinet	8 September 2011	Councillors Bob Currie and Thaya Idaikkadar Paul Najsarek, Corporate Director, Adults and Housing lynne.pennington@harrow.gov.uk Tel: 020 8424 1998	Council tenants and leaseholders, together with stakeholders receiving repair and maintenance services in Corporate buildings	Assessment of Kier Contract

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	might be integrated with the tendering of Housing capital schemes.					
Council Funding Support for Police Officers	To agree the match funding of additional police officers for Harrow, in accordance with a scheme developed by the Metropolitan Police Authority	Cabinet	8 September 2011	Councillor Phillip O'Dell Brendon Hills, Corporate Director, Community and Environment Services finlay.flett@harrow.gov.uk Tel: 020 8736 6230	None	None
Commercial Safety Service Plan 2011/12	To consider and approve the Commercial Safety Plan 2011/12	Cabinet	8 September 2011	Councillor Phillip O'Dell John Edwards, Divisional Director, Environmental Services taiq.chowdry@harrow.gov.uk Tel: 020 8736 6236	None.	Commercial Safety Plan 2011/12

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
OCTOBER						
Better Deal for Residents - Mobile and Flexible Working Transformation Programme - Full Business Case	Approve the implementation of the improvements set out in the Mobile & Flexible Working Full Business Case.	Cabinet	18 October 2011	Councillor Bill Stephenson Councillor Graham Henson Andrew Trehern, Corporate Director, Place Shaping andy.parsons@harrow.gov.uk Tel: 020 8736 6106	Staff and Trade unions Better Deal for Residents Trade Union Forum; series of meetings with the trade unions; staff/managers workshops and meetings; Managers forum; staff and managers newsletters; Representations to Mobile&Flexible@harrow.gov.uk or betterdeal@harrow.gov.uk	Mobile & Flexible Working Full Business Case

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Third Sector Investment Plan	Approval of Third Sector Investment Plan	Cabinet	18 October 2011	<p>Councillor David Perry</p> <p>Brendon Hills, Corporate Director, Community and Environment Services kashmir.takhar@harrow.gov.uk Tel: 020 8420 9331</p>	Consultation undertaken with the voluntary and community sector, internal stakeholders and Members of the Grants Advisory Panel	None
Risk Management Strategy and Position Statement	Approve the Risk Management Strategy	Cabinet	18 October 2011	<p>Councillor Graham Henson</p> <p>Tom Whiting, Assistant Chief Executive david.ward@harrow.gov.uk Tel: 020 8424 1781</p>	None	None

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Parking review consultation and Parking Management and Enforcement Plan	To consider the outcome of the parking review consultation and approve the Parking Management and Enforcement Plan	Cabinet	18 October 2011	Councillor Phil O'Dell Brendon Hills, Corporate Director, Community and Environment Services david.eaglesham@harrow.gov.uk Tel: 020 8424 1500	A parking review consultation is being organised in advance of this meeting and results of consultation will be reported.	Harrow Transport Local implementation Plan 2
Parks and Open Spaces Strategy	Adopt the Parks and Open Spaces Strategy	Cabinet	18 October 2011	Councillor Phillip O'Dell Brendon Hills, Corporate Director, Community and Environment Services jerry.hickman@harrow.gov.uk Tel: 020 8424 1701	Extensive consultation on principles to guide the provision of parks and open spaces will take place over the summer. Consultation with general public and stakeholder groups.	None

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Children's Centre Consultation	For the outcomes of the Children's Centre consultation to be noted and the planned actions to be endorsed	Cabinet	18 October 2011	Councillor Mitzi Green Catherine Doran, Corporate Director, Children's Services wendy.beeton@harrow.gov.uk Tel: 020 8424 1356	Children, parents, partners and staff being consulted from 17 May to 11 August 2011, as part of the full consultation. Consultation, methodology included questionnaires, focus groups and specific events	None
Neighbourhood Champions Scheme	To note the progress of the Scheme and to agree future developments	Cabinet	18 October 2011	Councillor Phillip O'Dell Brendon Hills, Corporate Director, Community and Environment Services john.edwards@harrow.gov.uk Tel: 020 8736 6799	Consultation with Neighbourhood Champion at a Conference on 5 July 2011	None

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
Findings from Adults Services Major Stakeholder Consultation	To approve findings of full consultation and any recommendations relating to proposals around meals on wheels, contribution framework, concessionary travel and Adult Social Care transport	Cabinet	18 October 2011	Councillor Margaret Davine Councillor Bill Stephenson Paul Najsarek, Corporate Director, Adults and Housing carole.yarde@harrow.gov.uk Tel: 020 8420 9660	Full consultation started on the 9 May and will continue until 12 August	Details are available on the council's website by visiting: www.harrow.gov.uk/adultservicesconsultation
Request to agree a Sustainable Procurement Policy	To agree the Policy	Cabinet	18 October 2011	Councillors Keith Ferry, Phillip O'Dell, David Perry and Bill Stephenson Julie Alderson, Interim Director of Finance richard.hawtin@harrow.gov.uk Tel: 020 8416 8442	Extensive internal consultation has taken place in the production of this Policy. The Policy responds to queries and concerns raised by Harrow residents,	For this Report: - Sustainable Procurement Policy For the drafting of the Sustainable Procurement Policy -GLA Responsible Procurement Policy -Defra's Sustainable Procurement in

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					businesses and Third Sector organisations.	Government: Guidance to the Flexible Framework - BS 8903; British Standard in Sustainable Procurement
NOVEMBER						
Modernising Terms and Conditions of Employment	To agree variation to terms and conditions of employment	Cabinet	17 November 2011	Councillor Graham Henson Jon Turner, Divisional Director HRD & Shared Services lesley.clarke@harrow.gov.uk Tel: 020 8420 9309	Trade union representatives – through fortnightly negotiation meetings The workforce – through the staff survey, briefing sessions and newsletter articles Representations can be made via the trade unions or directly to the author by 21 September 2011	Cabinet report 17 March 2011 titled 'Modernising Terms and Conditions of Employment' http://modern.gov:8080/documents/s74035/Modernising%20Terms%20and%20Conditions.pdf

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West London Waste Plan, Site Allocations DPD, Wealdstone Area Action Plan and Development Management Policies (Statutory Plans - Development Plan)		Cabinet Council	17 November 2011 16 February 2012	Councillor Keith Ferry		None.
DECEMBER						
Borough-wide Lorry Control Strategy	To consider a proposed strategy for regulation of goods vehicle movements on the highway network	Cabinet	15 December 2011	Councillor Phillip O'Dell Brendon Hills, Corporate Director, Community and Environment Services david.eaglesham@harrow.gov.uk Tel: 020 8424 1500	Key stakeholders will be engaged during the strategy development phase. The Traffic and Road Safety Advisory Panel will be consulted in November	Harrow Transport Local Implementation Plan 2

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Revenue and Capital Monitoring Report to 30 September 2011	To note the position and any necessary action being taken to approve virements as necessary	Cabinet	15 December 2011	Councillor Bill Stephenson Jennifer Hydari, Divisional Director, Finance hasina.shah@harrow.gov.uk Tel: 020 8424 1573	None	None
Draft Revenue Budget 2012/13 - 2016/17	Approve the draft revenue budget (including schools budget)	Cabinet	15 December 2011	Councillor Bill Stephenson Julie Alderson, Interim Director of Finance jennifer.hydari@harrow.gov.uk Tel: 020 8424 1393	Consultation Plan will be included in the report	None
Draft Housing Revenue Account Budget 2012/13 to 2016/17	Approve the draft HRA budget	Cabinet	15 December 2011	Councillor Bill Stephenson Julie Alderson, Interim Director of Finance jennifer.hydari@ha	Consultation with Tenants' and Leaseholders' Forum	None

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				rrow.gov.uk Tel: 020 82424 1393		
Draft Capital Programme 2012/13 to 2016/17	Approve the draft capital programme	Cabinet	15 December 2011	Councillor Bill Stephenson Julie Alderson, Interim Director of Finance jennifer.hydari@harrow.gov.uk Tel: 020 8424 1527	None	None
Council Tax Base 2012/13	Approve the tax base for 2012/13	Cabinet	15 December 2011	Councillor Bill Stephenson Julie Alderson, Interim Director of Finance jennifer.hydari@harrow.gov.uk Tel: 020 8424 1393	None	None
Housing Changes Review	Approval of options and strategic priorities to determine how the Council will develop, let and manage	Cabinet	15 December 2011	Councillor Bob Currie Lynne Pennington, Divisional Director of Housing alison.pegg@harro	All tenants and residents across the borough via a range of mechanisms including: focus groups,	PID's, Housing Changes booklet, consultation analysis, EQIA's, evidence base and Communication

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	affordable housing in Harrow in the future			w.gov.uk Tel: 020 8424 1933	roadshows, steering groups, HFTRA, TLCF, TRA's, service specific meetings, Homing In, Housing Changes booklet, door knocking, website. Views and comments will be invited via questionnaire, telephone, email via the Council's website up until the period ending 26/9/11. Further consultation will take place following the approval of options and strategic objectives. Representations should be made to Housing Partnerships and Strategy	and Engagement Calendar – available on the website www.harrow.gov.uk/housingchanges

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					Team in Civic 2 - Direct dial: 020 8416 8623 Email: housingchanges@harrow.gov.uk	
Harrow Highways Construction Contract	Contract Award	Cabinet	15 December 2011	Councillor Phillip O'Dell John Edwards, Divisional Director, Environmental Services dave.master@harrow.gov.uk Tel: 020 8424 1580	None	Recommended New Construction Contractor for Highways and Associated Infrastructure Work

If you have comments on any of the issues raised in the Forward Plan please contact the lead officer whose details are indicated. Alternatively contact Daksha Ghelani, Senior Democratic Services Officer, on telephone no. 020 8424 1881 or by email: daksha.ghelani@harrow.gov.uk

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Portfolio	Councillor	Address	Telephone no.	Email
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