

London Borough of Harrow

CABINET FORWARD PLAN (1 October 2011 - 31 January 2012)

MONTH:- October

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
OCTOBER						

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
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
Parking review consultation and Parking Management and Enforcement Plan	To consider the outcome of the parking review consultation and approve the Parking Management and	Cabinet	18 October 2011	<p>Councillor Phil O'Dell</p> <p>Brendon Hills, Corporate Director, Community and Environment</p>	A parking review consultation is being organised in advance of this meeting and results of	Harrow Transport Local implementation Plan 2

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	Enforcement Plan			Services david.eaglesham@harrow.gov.uk Tel: 020 8424 1500	consultation will be reported.	
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@	Consultation with Neighbourhood Champion at a Conference on 5 July 2011	None

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				harrow.gov.uk Tel: 020 8736 6799		
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 Julie Alderson, Interim Director of Finance carole.yarde@harrow.gov.uk Tel: 020 8420 9660; fern.silverio@harrow.gov.uk Tel: 020 8736 6818,	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	Councillor Bill Stephenson Julie Alderson, Interim Director of Finance	Extensive internal consultation has taken place in the production of this Policy.	For this Report: - Sustainable Procurement Policy For the drafting of the Sustainable Procurement

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				richard.hawtin@harrow.gov.uk Tel: 020 8416 8442	The Policy responds to queries and concerns raised by Harrow residents, businesses and Third Sector organisations.	Policy - GLA Responsible Procurement Policy - Defra's Sustainable Procurement in Government: Guidance to the Flexible Framework - BS 8903; British Standard in Sustainable Procurement
Energy Procurement	Agree to appoint LASER for the procurement of energy for all Council properties for the period October 2012 to September 2016	Cabinet	18 October 2011	Councillor Thaya Idaikkadar Brendon Hills, Corporate Director, Community and Environment Services andrew.baker@harrow.gov.uk Tel: 020 8424 1881	Schools (the major energy users) have been consulted and have committed to central procurement for the duration of this contract. Housing have also been consulted with regards to Leaseholder services and	Energy Purchasing Strategy

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					recharges.	
Harrow and Wealdstone Area Action Plan: Preferred Option Consultation Document	That Cabinet be requested to recommend the Harrow & Wealdstone Area Action Plan – Preferred Option Consultation document to the Council for a statutory six week period of public consultation	Cabinet Council	18 October 2011 3 November 2011	Councillor Keith Ferry Andrew Trehern, Corporate Director, Place Shaping matthew.paterson @harrow.gov.uk Tel: 020 8736 6082	Subject to six week period of public consultation to be undertaken in accordance with procedures the Council's adopted Statement of Community Involvement	Harrow & Wealdstone Area Action Plan: Issues and Options Consultation document; Report to LDF Panel of 26 July on consultation responses to the Harrow & Wealdstone Area Action Plan: Issues and Options Consultation document; Submission version of the Harrow Core Strategy
NOVEMBER						
Better Deal for Residents - Mobile and Flexible Working	Approve the implementation of the improvements set out in the	Cabinet	17 November 2011	Councillor Bill Stephenson; Councillor Graham Henson	Staff and Trade unions Better Deal for Residents Trade	Mobile & Flexible Working Full Business Case

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Transformation Programme - Full Business Case	Mobile & Flexible Working Full Business Case.			Andrew Trehern, Corporate Director, Place Shaping andy.parsons@harrow.gov.uk Tel: 020 8736 6106	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	
Open Spaces Strategy	Adopt the Open Spaces Strategy	Cabinet	17 November 2011	Councillor Phillip O'Dell Councillor Keith Ferry Brendon Hills, Corporate Director, Community and Environment Services/Andrew Trehern, Corporate Director, Place	Extensive consultation on principles to guide the provision of open spaces will take place over the summer. Consultation with general public and stakeholder	None

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				Shaping jerry.hickman@harrow.gov.uk Tel: 020 8424 1701	groups.	
Whitchurch Pavilion and Playing Fields	Authority to enter into a lease agreement and SLA in accordance with officer recommendations	Cabinet	17 November 2011	Councillor Thaya Idaikkadar Andrew Connell andrew.connell@harrow.gov.uk Tel: 0208 424 1259	Consultation with Ward Councillors	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@harrow.gov.uk Tel: 020 8424	Consultation with Tenants' and Leaseholders' Forum	None

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				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 1393	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@	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			harrow.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; Councillor Thaya Idaikkadar 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
School Expansion Programme	Agree statutory consultations about school expansions	Cabinet	15 December 2011	Councillor Brian Gate Catherine Doran, Corporate Director, Children's Services johanna.morgan@harrow.gov.uk Tel: 020 8736 6841	A borough-wide consultation will be held during October and early November (dates to be confirmed and will be widely publicised) and the outcome will be reported to December Cabinet for	Consultation papers (to be available when the consultation is launched)

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					consideration	
Harrow's Children's Centre	Consideration and approval of recommendations for the future of Harrow's Children's Centres	Cabinet	15 December 2011	Councillor Mitzi Green Catherine Doran, Corporate Director, Children's Services wendy.beeton@harrow.gov.uk Tel: 020 8416 8830	Extensive consultation has taken place between 17 May and 11 August 2011	Consultation Report will be included as an appendix to the Cabinet report
JANUARY						
Modernising Terms and Conditions of Employment	To agree variation to terms and conditions of employment	Cabinet	19 January 2012	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	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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					author by 21 September 2011	
Collection Fund	Note the estimated surplus/deficit on the Collection Fund at 31March 2012 and the Harrow share of this; Agree that this figure be transferred to the General Fund in 2012/13	Cabinet	19 January 2012	Councillor Bill Stephenson Jennifer Hydari, Divisional Director, Finance jennifer.hydari@harrow.gov.uk Tel: 020 8424 1393	This is a statutory requirement relating to the setting of the Council Tax. It is not subject to consultation	The Local Authorities (Funds) (England) Regulations 1992

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

CONTACT DETAILS OF PORTFOLIO HOLDERS

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Finance and Business Transformation	Bill Stephenson	13 Cunningham Park HARROW HA1 4QW	Group Office: (020) 8424 1897 Home: (020) 8427 0247	Email: bill.stephenson@harrow.gov.uk
Environment and Community Safety	Phillip O'Dell	64 Marlborough Hill HARROW HA1 1TY	Group Office: (020) 8424 1897 Home: (020) 8861 0090	Email: phillip.odell@harrow.gov.uk
Adult Social Care, Health and Well-Being	Margaret Davine	6 Salisbury Road HARROW HA1 1NY	Group Office: (020) 8424 1897 Home: (020) 8863 3675 Mobile: 07956 452725	Email: margaret.davine@harrow.gov.uk
Children's Services	Mitzi Green	The Group Office Room 102, PO Box 2 Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897	Email: mitzi.green@harrow.gov.uk
Community and Cultural Services	David Perry	The Group Office Room 102, PO Box 2 Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897 Mobile: 07505 430133	Email: david.perry@harrow.gov.uk

Portfolio	Councillor	Address	Telephone no.	Email
Housing	Bob Currie	The Group Office Room 102, PO Box 2 Civic Centre Station Road HARROW HA1 2UH	Group Office: (020) 8424 1897 Home: (020) 8864 4934	Email: bob.currie@harrow.gov.uk
Performance, Customer Services and Corporate Services	Graham Henson	360 Eastcote Lane HARROW HA2 9AJ	Group Office: (020) 8424 1897 Home: (020) 8864 9990	Email: graham.henson@harrow.gov.uk
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Property and Major Contracts	Thaya Idaikkadar	13 Cambridge Road NORTH HARROW HA2 7LA	Group Office: (020) 8424 1897 Home: (020) 8863 2372 Mobile: 07812 028741	Email: thaya.idaikkadar@harrow.gov.uk
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