

# Portfolio Holder Decision Meeting

## AGENDA

**DATE:** Wednesday 6 March 2019

**TIME:** 5.00 pm

**VENUE:** Committee Room 3, Harrow Civic Centre, Station Road, Harrow, HA1 2XY

### MEMBERSHIP

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Councillor Graham Henson

- Leader of the Council; Strategy, Partnerships, Devolution & Customer Services Portfolio Holder

*[Note: Due to the lateness in circulation of the agenda/report, the deadline for the receipt of public questions on the contents of the report has been extended to 10am on Wednesday, 6 March 2019 by the Leader of the Council.]*

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## **Useful Information**

### **Meeting details:**

This meeting is open to the press and public.

Directions to the Civic Centre can be found at:  
<http://www.harrow.gov.uk/site/scripts/location.php>.

### **Filming / recording of meetings**

The Council will audio record Public Questions. The audio recording will be placed on the Council's website.

Please note that proceedings at this meeting may be photographed, recorded or filmed. If you choose to attend, you will be deemed to have consented to being photographed, recorded and/or filmed.

When present in the meeting room, silent mode should be enabled for all mobile devices.

### **Meeting access / special requirements.**

The Civic Centre is accessible to people with special needs. There are accessible toilets and lifts to meeting rooms. If you have special requirements, please contact the officer listed on the front page of this agenda.

An induction loop system for people with hearing difficulties is available. Please ask at the Security Desk on the Middlesex Floor.

**Agenda publication date: 4 March 2019**

# **AGENDA - PART I**

## **PROCEDURAL**

### **1. DECLARATIONS OF INTEREST**

To receive declarations of disclosable pecuniary or non pecuniary interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Committee, Sub-Committee or Panel;
- (b) all other Members present.

### **2. MINUTES (Pages 7 - 10)**

That the minutes of the meeting held on 23 May 2018 be taken as read and signed as a correct record.

### **3. PETITIONS**

To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Executive Procedure Rule 49 (Part 4D of the Constitution).

### **4. PUBLIC QUESTIONS \***

To receive any public questions received in accordance with Executive Procedure Rule 51 (Part 4D of the Constitution).

Questions will be asked in the order in which they were received. There will be a time limit of 15 minutes for the asking and answering of public questions.

**[The deadline for receipt of public questions is 10am on Wednesday, 6 March 2019. Questions should be sent to [publicquestions@harrow.gov.uk](mailto:publicquestions@harrow.gov.uk)**

**No person may submit more than one question].**

### **5. MATTERS REFERRED TO THE EXECUTIVE MEMBER**

In accordance with the provisions contained in Committee Procedure Rule 47 (Part 4B of the Constitution).

### **6. REPORTS FROM THE OVERVIEW AND SCRUTINY COMMITTEE OR SUB-COMMITTEES**

## **COMMUNITY**

### **7. PROVISION OF MEALS ON WHEELS SERVICE - HAMMERSMITH AND FULHAM COUNCIL (Pages 11 - 32)**

Report of the Corporate Director, Community

### **8. ANY OTHER URGENT BUSINESS**

Which cannot otherwise be dealt with.

## 9. EXCLUSION OF PRESS AND PUBLIC

To resolve that the press and public be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of confidential information in breach of an obligation of confidence, or of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972:

<u>Agenda Item No</u>	<u>Title</u>	<u>Description of Exempt Information</u>
10.	Provision of Meals on Wheels Service to the London Borough of Hammersmith and Fulham – Appendices 2 and 3	Information which is likely to reveal the identity of an individual  Information relating to the financial and business affairs of any particular person (including the authority holding that information)  Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings

## AGENDA - PART II

### COMMUNITY

#### 10. PROVISION OF MEALS ON WHEELS SERVICE - HAMMERSMITH AND FULHAM COUNCIL (Pages 33 - 50)

Appendices 2 and 3 to the report of the Corporate Director, Community at item 7 above.

#### **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

In accordance with the Local Government (Access to Information Act 1985, this meeting is being called with less than 5 clear working days' notice by virtue of the special circumstances and grounds for urgency stated below:-

#### **Special Circumstances/Grounds for Urgency**

The decision is urgent because the proposals require the start of the service delivery on 8 April 2019 and, in advance of that date, a period of 30 days consultation with staff during a mobilisation period is required. To meet the 30 days, a decision is needed by 7 March 2019.

#### **\* DATA PROTECTION ACT NOTICE**

The Council will audio record item 3 (Public Questions) and will place the audio recording on the Council's website, which will be accessible to all.

[**Note:** The questions and answers will not be reproduced in the minutes.]

Publication of decisions	7 March 2019
Deadline for Call in	Call-in does not apply