

2005 – 2006
April 2006 Volume 11



**CABINET
AND
COUNCIL
MINUTES**

CABINET AND COUNCIL MINUTE BOOK

VOLUME 11: APRIL 2006

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THE CABINET,
EXECUTIVE SUB-COMMITTEES,
CABINET ADVISORY PANELS
AND
CONSULTATIVE FORUMS

CABINET

REPORT OF CABINET

MEETING HELD ON 6 APRIL 2006

Chair: * Councillor N Shah

Councillors: * D Ashton * Marie-Louise Nolan
 * Burchell * O'Dell
 * Margaret Davine * Bill Stephenson
 * Dighé * Thornton
 † C Mote

* Denotes Member present
 † Denotes apologies received

[Note: The following Councillors also attended this meeting to speak on the items indicated: Councillor Arnold – Minute 963, Councillor Blann – Minute 964 and Councillor Jean Lammiman – Minutes 965 and 966].

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**957. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
5. Public Questions	Councillor Jean Lammiman	The Member declared, during the course of the meeting, an interest in that she was a prospective candidate for Hatch End Ward at the forthcoming Local Government Elections in May 2006.
9/17. Harrow on the Hill Station – Progress with Development Partners	Councillor Bill Stephenson	The Member declared an interest in that he was a governor of Harrow College. He would remain in the room whilst the matter was considered and voted upon.

958. **Minutes:**

RESOLVED: That the Chair be given authority to sign the minutes of the meeting held on 16 March 2006, those minutes having been circulated, as a correct record, once printed in the Council Bound Volume.

959. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda items be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
14 (a). Review of Community Premises	Members were asked to consider this report, which had not been available at the time the main agenda was printed as the meeting of the Community Consultative Forum had taken place on 4 April 2006, which was after the dispatch of the main agenda. Members were asked to consider this item as a matter of urgency.

- | | | |
|-----|---|---|
| 19. | Determination of Admission Arrangements for a new combined Pinner Wood School | This report was not available at the time the agenda was printed and circulated as the statutory notices were published in March 2006. Members were requested to consider this item, as a matter of urgency in order to allow the new school to open in September 2006 as required by the schools development plan. |
| 20. | Council Insurance Renewals 2006 | This report was not available at the time the agenda was printed and circulated as issues relating to a decision taken came to light after the agenda had been circulated. Members were requested to consider this item, as a matter of urgency, in order to avail themselves of the developments in this matter. |

(2) all business be considered with the press and public present with the exception of the following items for the reasons set out below:-

<u>Item</u>	<u>Reason</u>	
18.	Rayners Lane Community Sports Facility	The report contained exempt information by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) in that it contained information relating to the financial or business affairs of any particular person .
19.	Determination of Admission Arrangements for a new combined Pinner Wood School	The report contained exempt information under paragraph 5 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
20.	Council Insurance Renewals 2006	The report contained exempt information under paragraphs 3 and 5 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information relating to the financial or business affairs of a particular person (including the authority holding that information) and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

[Note: During the course of the meeting, the Chair varied the order of business to take agenda item 14(a) - Review of Community Premises, before agenda item 13 - Public Realm Infrastructure Services].

960. **Petitions:**

RESOLVED: To note that no petitions had been received.

961. **Public Questions:**

RESOLVED: To note that the following public questions had been received:

1.

Questioner: Mr Jeremy Zeid, 94 Brampton Grove, Kenton, Harrow, Middx HA3 8LF

Asked of: Councillor Marie-Louise Nolan, Portfolio Holder for Communication, Partnership and Human Resources

Question: "How many and which organisations for the disabled (physical/mental), women, sight/hearing impaired or the elderly have been adversely affected by removal of or reductions in their grants for the next financial year?"

2.

Questioner: Mr Pravin Seedher, 53 Hawthorn Drive, Harrow, Middx

Asked of: Councillor Phil O'Dell, Portfolio Holder for Environment and Transport

Question "When this Council met with TFL 3 years ago to discuss congestion zones Steve McEvoy was quoted (H Times 12th March 03) as saying: "We are aware of the congestion around central Harrow, South Harrow, Northolt Road and Harrow-on-the-Hill, and are exploring different kinds of traffic management to resolve those problems." How has this Council dealt with congestion around central Harrow, South Harrow, Northolt Road and Harrow-on-the-Hill – and has the congestion been eliminated?"

3.

Questioner: Barry Macleod-Cullinane, 14 Torrington Drive, Harrow, HA2 8NF

Asked of: Councillor Phil O'Dell, Portfolio Holder for Environment and Transport

Question: "Could the Portfolio Holder please explain why cuts have been made in the street cleaning component of the New Harrow Project, even before the roll-out to all the wards was completed, and apologise to residents for their having to pay for a service that they didn't receive and what does this say about the costings of the New Harrow Project and his Department's financial planning?"

4.

Questioner: Tom Weiss, 50 Lowick Road, Harrow HA1 1UW

Asked of: Councillor Navin Shah, Leader of the Council

Question: "How many "Executive Actions" on a month-by-month basis

a) Have been enacted since Jan 1st 2006-04-03 [sic]

b) Are "in the pipeline", and

c) Are proposed for the post election period.

What are the assumed costs of each as well as the project grand total, and how does this compare with the same period last year?"

5.

Questioner: William Phillips

Asked of: Councillor Keith Burchell, Portfolio Holder for Planning, Development and Housing

Question: "What do you think of Harrow Council Tax Campaign's claim to be a non-political organization?"

[Notes: (i) The Chair indicated that question 5 above had been received late and not been submitted in accordance with Executive Procedure Rule 15.3. Cabinet agreed to receive the question;

(ii) an oral answer was provided to questions 1, 3, 4 and 5. Under the provisions of Executive Procedure Rule 15.4 questioners 1, 3, 4 and 5 asked supplementary questions which were additionally answered. The Chair indicated that a written response would be provided to questioner 1 on the supplemental question asked. It was noted that questioner 2 was not present at the meeting].

962. **Forward Plan 1 April - 31 July 2006:**

RESOLVED: To note the contents of the Forward Plan for the period 1 April – 31 July 2006.

963. **Public Green Spaces Review:**

The Cabinet received a report of the Director of People, Performance and Policy on the review of Public Green Spaces which was carried out under the auspices of the Environment and Economy Sub-Committee.

A Member, in his capacity as Chair of the Public Green Spaces Review Group, addressed the meeting and briefed the Cabinet on the key findings of the Review Group. The Member highlighted some of the key priorities set out in the Review and commended the report to the Cabinet. The Cabinet thanked the Chair of the Review Group for the report.

In response to a question, the Executive Director (Urban Living) stated that he would report back to the Cabinet and the appropriate Scrutiny Committee at a future date once the findings of the Review Group had been considered jointly with the other Directorates. The Executive Director added that some of the recommendations set out in the report of the Review Group would have resource implications and that these would need to be identified.

RESOLVED: That the report be noted and the proposed recommendations be endorsed.

Reason for Decision: To compliment and build upon the engaging strategic development plans and deliver improvements.

964. **Tourism Review:**

The Cabinet received a report of the Director of People, Performance and Policy on the review of Tourism which was carried out under the auspices of the Environment and Economy Sub-Committee.

A Member, in his capacity as Chair of the Tourism Review Group, commended the report of the Review Group to the Cabinet. He was pleased that funding for the post of the Tourism Officer had already been identified as this was vital to the implementation of the recommendations of the Review Group.

Members of the Cabinet welcomed the report of the Review Group and noted that some of the recommendations would have resource implications. In response to a question from a Member, the Director of Strategic Planning agreed to provide details of the costs associated with providing a Tourist Information Centre.

RESOLVED: That the report be noted and the proposed recommendations be endorsed.

Reason for Decision: To further enhance Harrow's attractiveness as a tourist destination.

965. **Reducing Fear of Crime:**

Members considered the report of the Executive Director (Urban Living) which set out the recommendations of the Scrutiny Review of Fear of Crime. An officer reported that a quality of life survey conducted by MORI in June 2005 showed that fear of crime was exceptionally high in Harrow despite the fact that Harrow was one of the safest boroughs in London. He added that there was a clear gap between reality and perception and that this was a recognised phenomenon.

The Cabinet was informed that fear of crime was a corporate priority for the Council, because of its impact on the residents of Harrow. Members noted that the Scrutiny Review of Fear of Crime had been conducted in recognition of this.

Members of the Cabinet commended the report and agreed that addressing fear of crime would be a challenge for the Council. Members thanked officers and Members of the Review Group for an excellent report.

RESOLVED: That (1) the recommendations of the Scrutiny Review of Fear of Crime be endorsed, subject to the commentary made in section 2.1.7 of the officer report;

(2) a detailed report be submitted to the Strengthening Communities Scrutiny Sub-Committee, indicating how the recommendations will be implemented following full consideration by the Safer Harrow Management Group;

(3) progress reporting and performance monitoring be undertaken through the Strengthening Communities Scrutiny Sub-Committee in their performance management role for the Crime and Disorder Reduction Strategy.

Reason for Decision: To address the key corporate and partner agency priority of Fear of Crime.

966. **Scrutiny Review of Middle Management Review (MMR):**

The Director of People, Performance and Policy introduced the report, which was considered under both the public and private sessions of the meeting, together with the report of the Scrutiny Review Group on the MMR. The report considered the findings and recommendations of the Scrutiny Review of Middle Management Review (MMR) and set out actions which had already been taken or planned, and areas where the recommendations of the Review Group could not be accepted.

The Chair of the Overview and Scrutiny Committee, also speaking in her capacity as the Vice-Chair of the Review Group, stated that:-

- the review had undertaken its own evidence to ascertain the impact on staff who had been through the MMR process;
- the response received from staff was high and the evidence had shown that the process appeared to be flawed;
- the implementation of the recommendations of the Review Group would be monitored and a separate Value for Money review would also be conducted by the Overview and Scrutiny Committee.

She thanked all those who had participated in the scrutiny review.

A Member stated that the Review Group should have been given an opportunity to comment on areas where the findings and recommendations were recommended to be rejected. He added that Cabinet ought to endorse the findings of the Review Group.

The Portfolio Holder for Communications, Partnership and Human Resources paid tribute to the work carried out by the Review Group. She acknowledged that whilst some staff had found the MMR process positive, it had been painful, and stated that Members had taken on board some of the lessons learnt from this review that were being applied to the Business Transformation Partnership (BTP).

Following further discussion in the private session of the meeting, it was

RESOLVED: That (1) the impact that the MMR process has had on middle managers in the Council be acknowledged and that these managers be thanked for their continued commitment and professionalism during the review;

(2) the action already being taken which responded to the recommendations made by the Review be endorsed;

(3) the further actions suggested in the report be noted;

(4) recommendations 4, 5, 6, 9 and 10, as set out in the report of the Review Group, be used to guide the future Management of Change in the organisation.

Reasons for Decision: To ensure that the learning from the MMR process had been taken on board.

967. **Key Decision - Harrow Olympics Task Force:**

The Executive Director (People First) introduced the report which outlined the structure of the Harrow Olympics Task Force, its terms of reference and suggestions for a range of partners who could be invited to join the Task Force. The Executive Director added that it was also intended to establish two separate sub-groups of the Task Force.

Members were in agreement that there should be cross-party representation on the Task Force and noted that this Group would become operational in Summer 2006. It was noted that Members would be nominated by their respective parties on the Harrow Olympics Task Force at that time.

RESOLVED: That (1) the plans for establishing a Harrow Olympics Task Force be approved;

(2) Members be nominated to serve on the Task Force in Summer 2006.

Reason for Decision: To facilitate input into the terms of reference and structure of the Harrow Olympics Task Force. To work towards the 2012 Olympics which would link in with the Council's corporate priorities.

968. **Harrow on the Hill Station - Progress with Development Partners:**
The Cabinet considered a report of the Director of Strategic Planning together with a recommendation from the Town Centre Project Panel asking Members to extend the period of negotiations with potential developers for Harrow on the Hill Station for a further three months.
- RESOLVED:** To work with the developers for a further period of three months prior to considering entering into an exclusive agreement.
- Reason for Decision:** To provide more time to bring forward proposals for the comprehensive development of the Harrow on the Hill site consistent with the adopted planning brief. To enable potential development partners to finalise comprehensive proposals for the Harrow on the Hill site and to assess their viability, consistent with the adopted planning brief for the site.
969. **Internal Audit Work Plans 2006/07 - 2008/09:**
An officer introduced the report which set out the proposed internal audit plans for the next three financial years, and briefed Members on the comments made by the Council's Audit Committee upon the plans. The Portfolio Holder for Business Connections and Performance agreed with the comments made by the Audit Committee that there was a need to strengthen the Council's internal audit function.
- RESOLVED:** That the internal audit plans for 2006/07 to 2008/09 be endorsed.
- Reason for Decision:** To ensure clarity about internal audit work activity and focus.
970. **Key Decision - Determination of Admission Arrangements for the 2007/2008 Academic Year:**
The Executive Director (People First) introduced the report on admission arrangements for Harrow's community primary and high schools for 2007/08 academic year. She added that detailed consultations had been carried out on this matter and explained the statutory requirements under the Schools Standards and Framework Act 1988.
- RESOLVED:** That (1) the admission arrangements to apply to Harrow community primary and high schools for the 2007/08 academic year, as set out in Appendix 1 to the officer report, taking into account the recommendations of the Harrow Admissions Forum set out below, be agreed:-
- to change the sibling link so that it applies to brothers/sisters living at the same address who would be attending the school at the same time;
 - to reduce the Planned Admissions Number for Little Stanmore First and Middle School be reduced from 45 to 30;
- (2) the schemes of co-ordination for Primary, 11+ and 12+ for the 2007-8 academic year, as set out in Appendix 2 to the officer report, be agreed;
- (3) a further one year extension of the single intake to reception pilot be agreed;
- (4) the process for evaluation of the impact of single intake to reception, as set out in Appendix 3 of the officer report, be agreed.
- Reason for Decision:** To adhere to a statutory requirement under the School Standards and Framework Act 1988 for admission authorities to determine admission arrangements by 15 April in the determination year (ie by 15 April 2006). To be in a position to publish details of admission arrangements as required by regulations made under Section 92 of the 1988 Act.
971. **Key Decision - Housing Advice Centre:**
The Executive Director (Urban Living) introduced the report which sought to extend the current contract between the Council and the Citizens Advice Bureau (CAB) to provide a free and independent housing advice service for Harrow. He added that whilst the Council needed to regularise its arrangements with the CAB, this course of action ought to be delayed in order to allow the Council to concentrate its resources elsewhere.
- The Executive Director responded to a number of questions from Members who commended the excellent service provided by the CAB.
- RESOLVED:** That (1) the current 3 year Tendered Partnership Contract between the Council and the Citizens Advice Bureau (CAB) to provide a free and independent

housing advice service for Harrow be extended without proceeding to tender service until 31 March 2008;

(2) the variation to the current waiver of Contract Procedure Rule(s) (CPR) (WA364) signed September 2005 be agreed;

(3) it be noted that a waiver to CPR will be required post August 2006.

Reason for Decision: The existing Tendered Partnership Contract ended on the 1 August 2005. To ensure that arrangements were in place for the CAB to continue to provide a free and independent housing advice service for Harrow.

972. **Urgent Item - Review of Community Premises:**

RESOLVED: To note the comments of the Community Consultative Forum detailed in the officer report.

973. **Key Decision - Public Realm Infrastructure Services:**

Members received a presentation from David Virden, the Managing Director of Accord MP, during the public session of the meeting. Mr Virden described his company's vision and how it would deliver the contract on the Council's Public Realm. The Chair thanked Mr Virden for his presentation.

The Executive Director (Urban Living) informed Members that independent auditors had been appointed to review the costs tendered. The Executive Director responded to questions from Members and informed them that he was satisfied that where any such rights existed by means of the TUPE regulation, staff who might be transferred to Accord MP would be able to retain their negotiating rights. Mr Virden confirmed this.

The Cabinet agreed the recommendations set out in the report of the Executive Director and discussed some aspects of the contract in the private session of the meeting.

The Chair thanked the Executive Director (Urban Living) and staff in the Council's Public Realm Infrastructure Group for their work in bringing this major project to fruition.

RESOLVED: That (1) the Council enter a partnership contract with Accord MP for delivery of the Council's Public Realm, professional services and works services;

(2) the other tenderers be formally notified of the above decision;

(3) it be noted that there will be a ten day cooling off period following this decision before the agreements are formally signed and agreed;

(4) the Director of Legal Services be authorised to sign the contracts on behalf of the Council;

(5) it be noted that ongoing management of the partnership is delegated under existing authorities to the Executive Director (Urban Living).

Reason for Decision: To obtain approval to enter into a long term partnership for an initial five years with extensions up to seven years, depending on performance.

974. **Rayners Lane - Community Sports Facility:**

Members considered a confidential report of the Director of Lifelong Learning and Cultural Services.

RESOLVED: That the Cabinet (1) authorises/delegates power to the Director of Lifelong Learning and Cultural Services in consultation with the relevant Portfolio Holder to agree the detailed terms of a Community Use Agreement with Warden Housing;

(2) authorises/delegates power to the Director of Legal Services to sign in reliance on all statutory powers necessary to protect the Council's interests in the final Agreement;

(3) approves the carry forward of this unspent balance of £330,000 from the financial year 2005/06 to 2006/07 as the cost cannot be accommodated within the 2006/07 budget.

Reason for Decision: The Community Use Agreement will ensure fair and equal access to the new facilities to all the Council's residents in perpetuity. The new facilities will contribute towards achieving the Council's corporate priorities.

975. **Urgent Item - Determination of Admission Arrangements for a new combined Pinner Wood School:**

Members considered a confidential report of the Executive Director (People First).

RESOLVED: (1) To agree in principle the admission arrangements to apply to the proposed new combined Pinner Wood First and Middle School for 2006/2007 academic year and for 2007/2008 academic year;

(2) to authorise the Portfolio Holder for Education and Lifelong Learning, following determination of the statutory notices to create the new school, to determine the admission arrangements for the new Pinner Wood school for 2006/2007 academic year and for 2007/2008 academic year.

Reason for Decision: Determination of the Planned Admission Number for the new school will enable the development planning for the new school to proceed.

976. **Urgent Item - Council Insurance Renewals 2006:**

Members considered a confidential report of the Director of Financial and Business Strategy.

RESOLVED: To note the current position in respect of the Council's insurance tender.

Reason for Decision: To note developments in procuring insurance arrangements.

977. **Vote of Thanks:**

This being the last Cabinet meeting before the Local Government Elections in May 2006, the Chair thanked Members of Cabinet for their dedication, co-operation and consensual working which he considered to be a strength of Harrow Council. He took this opportunity to thank Members who were not standing for re-election for their work and wished them well for the future. Councillors Burchell, Marie-Louise Nolan and Thornton also thanked Members and staff for their support.

On behalf of the Cabinet, the Chair offered special thanks to the Chief Executive, the Director of Corporate Governance and his staff, and the Democratic Services staff for their support and guidance at meetings. In particular he wished the Chief Executive a speedy recovery.

The Chair also thanked members of the local press for reporting on the work of the Cabinet.

(Note: The meeting, having commenced at 7.30 pm, closed at 10.00 pm).

(Signed) COUNCILLOR NAVIN SHAH
Chair

CONSULTATIVE
FORUMS

COMMUNITY CONSULTATIVE FORUM

4 APRIL 2006

Chair: * Councillor Nana Asante

Councillors: * Arnold * Harriss (1)
 * Currie * Lavingia
 Dharmarajah * Anjana Patel

* Denotes Member present

(1) Denotes category of Reserve Member

[Notes: (1) Attendance at this meeting by representatives of community organisations and representatives of the Local Authority is recorded at Appendix 1;

(2) Councillor Omar also attended this meeting to speak on the item indicated at Recommendation 1 below].

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Community Premises Review**

The Forum received a presentation from Councillor Omar, Chair of the Community Premises Review, which highlighted the findings and recommendations of the Community Premises Review Group. The cross-party Review Group had researched the current situation with regard to Community Premises, paying particular attention to how well community premises met the needs and wishes of local residents. The Review had also sought to identify areas for improvement, and noted that this in turn could help strengthen the Council's priorities.

It was noted that the Grants Advisory Panel had recommended, at its meeting held on 8 March 2006, that Cabinet consider the findings of the Review, and that Cabinet, at its meeting held on 16 March 2006, had resolved to undertake further research into the issues raised in the report, as well as technical feasibility studies and detailed analyses of the financial implications of the recommendations.

In the discussion that followed the presentation, a number of points were made:

- Community Development Trusts and other independent bodies could effectively develop sites to be used for community premises, a model already employed by some other London boroughs, such as Ealing and Waltham Forest;
- Voluntary organisations needed a variety of spaces to meet their diverse needs;
- A new vision of community premises was needed, as some members of the Forum felt that the Council had not attained what it had set out to do 10 years ago;
- The voluntary sector needed to become more independent and no longer expect the Council to meet all its needs;
- There was fear that the decision by Cabinet to further review the Review would slow down action on the recommendations of the Review Group.

Members of the Community Consultative Forum endorsed the recommendations of the Community Premises Review, which fully supported the views forcefully expressed by the representatives of the community groups present at the meeting, and

Resolved to RECOMMEND: (To Cabinet)

That the recommendations of the Community Premises Review be implemented.

[REASON: To convey to Cabinet the views of representatives of the community groups with regard to the findings and recommendations of the Community Premises Review.]

PART II - MINUTES172. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Member:-

Ordinary Member

Councillor Janet Cowan

Reserve Member

Councillor Harriss

173. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

174. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
11. Community Premises Review	The supporting documents for this item were not available at the time the agenda was printed and circulated, as, following the meeting of Cabinet held on 16 March 2006, the Call-in period had not expired. The Chair requested that the documents be presented at the April 2006 meeting. Members are requested to consider this item, as a matter of urgency.

(2) all items be considered with the press and public present.

175. **Minutes:**

RESOLVED: That the minutes of the meeting held on 28 September 2005, having been circulated, be taken as read and signed as a correct record.

176. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

177. **Petitions:**

RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).

178. **Deputations:**

RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

179. **Harrow Museum Consultation:**

The Forum received a presentation by Fritha White, of Continuum, in relation to Harrow Museum. The presentation explained that Continuum, a specialist consultancy with expertise in heritage sites and visitor attractions, had been appointed by the Council to examine ways to improve the Harrow Museum site.

In response to questions, the Forum was informed that the works undertaken at the Museum were a long-term series of improvements, and that the purpose of the consultation was to determine what the public wanted from the site.

The officer confirmed that around £1million had already been spent on the restoration of the Manor House, and that completion of the restoration would require a similar sum again. It was also noted that the Council already had funding to undertake improvements in other parts of the site.

Fritha White confirmed that the Heritage Fund required the Council to produce an Audience Development Plan, which addressed the accessibility of the site, both in terms of physical access to the buildings, but also in the layout and colour of information provided. This would ensure that the Museum was as inclusive as possible. The officer stated that the Tourism Strategy aimed to ensure that visitors were attracted to not just one, but several sites around Harrow. A Member noted that placing the buildings that made up the Museum into a broader historical context could draw more visitors to the site. A representative of a community group noted that new technology,

interactive elements, or even a picnic area at the site, could encourage people to lengthen their visit to the Museum.

The Forum was given the opportunity to express their views more fully by completing and returning questionnaires, tabled at the meeting, to Fritha White.

RESOLVED: That the above be noted.

180. **Tour of the First Contact Centre:**

The Forum was invited to a brief tour and presentation of the First Contact Centre to take place immediately following the meeting. This explained the purpose of the First Contact Centre, and provided a progress update on the building works.

RESOLVED: That the above be noted.

181. **Children and Young People's Plan:**

The Forum received a presentation providing information on the Children and Young People's Plan. The Director of Children's Services stated that the Plan was to span a three-year period, with the possibility of being updated and improved on an annual basis. Once published in April 2006, the next phase would be to determine how to realise the vision for all children in Harrow that it encapsulated.

In response to questions from the Forum, officers stated that although the Council was not strong in providing services to children above the age of sixteen years, the transitional phase between childhood and adulthood had been addressed in the Plan. Some disappointment was expressed in relation to the Government's view that councils should start preparing children at around fourteen years of age for the drop in services that they would experience from the age of sixteen years, but it was acknowledged that this was a view that had to be worked with.

Officers confirmed that there were plans to build nine new children's centres. These would be places open to any child, despite the fact that some would specialise in particular areas of care. As well as focusing on the way in which facilities and services were offered, the Council would also need to work on the communication of information about these services to residents, to ensure they were aware of what was on offer.

Officers explained to the Forum that the Common Assessment Framework (CAF) had been developed following a recommendation by Lord Laming, that agencies devise systems to share information more effectively. The CAF would mean that all information on a child and their family would be held by a lead professional from either the Council or other agencies. Officers also confirmed that two thirds of the funding for Children's Services from the Local Area Agreement would go to the voluntary sector, in order to enable voluntary groups to employ staff and grow their capabilities. The Harrow Association for Voluntary Services would work with the Local Authority to establish a panel system to ensure voluntary agencies accessed the funding to support the outcomes laid out in the LAA. Although the Plan specifically addressed children, officers confirmed that it would also comprise strategies for meeting targets of the number of young people going on to further education.

The view was expressed by some members of the Forum that investment in children in their early years would lessen the demand for resources in later years, and that success would require involvement of the community and voluntary sectors.

RESOLVED: That the above be noted.

182. **Community Premises Review:**
(See Recommendation 1 above).

183. **Community Concerns:**
There were no issues brought to the Forum.

(Note: The meeting having commenced at 7.30 pm, closed at 9.30 pm)

(Signed) COUNCILLOR NANA ASANTE
Chair

APPENDIX 1

COMMUNITY CONSULTATIVE FORUM 4 APRIL 2006**1. Representatives of Community Organisations in Attendance:**

Alan Peel	HAVS
Julia Smith	HAVS
Cecilia Georgiou	Greek Parents Association
Maria Chrondrogianni	Greek Parents Association
Fritha White	Continuum
PK Anard	Indian Association of Harrow
Mohammed Rizvi	Pakistani Association of Harrow
MA Rahin	Harrow Bengali Association
Manhar Mehta	The National Council of Vanik Association
Ms Seurah	BTWSC
Varsha Barishi	Harrow Mencap
C Quayson	Bernadette's OOSC
A H Sheikh	Association of Senior Muslim Citizens
Hanan Ibrahim	SFSG
Terry Revill	Flash Musicals
Deboral Revill	Flash Musicals
Deven Pillay	Harrow Mencap
Patricia Turner	HACAS

2. Officers in Attendance:

Ian Wilson	Facilities Planning Manager
Paul Clark	Director of Children's Services
Betty Lynch	Strategic development worker, Children and Young People Strategic Partnership
John Kennedy	Group Manager Community and Area Development
James Chamberlain	Democratic Services Officer

3. Apologies Received:

Prem Pawar	HCRE
Kanti Nagda	Sangat Centre
Ruth Chigwada-Bailey	Criminology in the Millennium
Jesse Mashate	SAHARA
Sonoo Malkani	HPCCG
Mafi Sonenke	IJAPA

EMPLOYEES' CONSULTATIVE FORUM**10 APRIL 2006**

Chair: * Councillor Marie-Louise Nolan

Councillors: * Mrs Bath * Mrs Joyce Nickolay
 Janet Cowan * N Shah
 * Currie * Toms

Representatives of HTCC: (Currently no appointees)

Representatives of UNISON: * Ms M Cawley Mr K McDonald
 Ms S Duffell * Mr M Nolan
 Ms A Jackson Shankar Sivashankar
 * Mr G Martin

* Denotes Member present/Employee Representative present

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Capability Procedure**

The Forum received a report of the Executive Director (Business Development), which advised that the Audit Commission had recommended the introduction of a Capability Procedure in its 2002 Corporate Performance Assessment.

The report detailed objections to the introduction of a Capability Procedure which had been put forward by UNISON. The Branch Secretary of Harrow UNISON, who was in attendance, confirmed that UNISON's position remained unchanged on this issue.

Members of the Forum expressed the view that the Capability Procedure should be introduced. The Forum noted that this matter did not require determination by Cabinet and accordingly agreed to refer it to the Portfolio Holder for decision.

Resolved to RECOMMEND: (To the Portfolio Holder for Communications, Partnership and Human Resources)

That the Capability Procedure be agreed.

[REASON: To enable the Council to fairly and consistently address individual issues of capability or underperformance.]

[Note: The report relating to the above item incorrectly stated that it involved a Key decision].

PART II - MINUTES197. **Attendance by Reserve Members:**

RESOLVED: To note that there were no Reserve Members in attendance at this meeting.

198. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Member</u>	<u>Nature of Interest</u>
Councillor Currie	Declared an interest in that he was a lifelong retired member of UNISON
Councillor Toms	Declared an interest in that he was a lifelong member of the NUT

199. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda items be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
12. Capability Procedure	The report was not available at the time that the agenda was printed and circulated, due to the fact that necessary contact persons were not available. Members were requested to consider the report at the April meeting of the Employees' Consultative Forum in order to meet Audit Commission requirements. Members were requested to consider this report as a matter of urgency.

(2) all items be considered with the press and public present.

200. **Minutes:**

RESOLVED: That the minutes of the meeting held on 1 February 2006, having been circulated, be taken as read and signed as a correct record subject to the following amendments:

- (i) Minute 191 – Revenue Budget 2006-2007 and Medium Term Budget Strategy 2006-07 to 2008-09:
Funding for schools was expected to be 6.0% per pupil in 2006/07
- (ii) Minute 194 – Pay Protection Arrangements – Authority to Exceed Limits:
In paragraph four, it was agreed that there would be further discussions between officers and UNISON prior to the report coming back to the Forum.
- (iii) Minute 195 – Audit Report:
A cross-party sub-group would look at this particular issue.

201. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

202. **Petitions:**

RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).

203. **Deputations:**

RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

204. **Business Transformation Partnership:**

The Forum received a report of the Executive Director of Business Development, which provided an update on the performance of the Business Transformation Partnership (BTP) Projects. The Director of Business Transformation stated that, overall, the Programme was on track, with training for First Contact Centre staff already underway, and training for Enterprise Resource Management (ERM) and Management Information due to begin in August/September 2006. It was also confirmed that the 'soft' launch of the First Contact Centre would take place on 22 May 2006, preparing staff for the formal launch on 15 July 2006, and that Phase 2 of First Contact had already begun. The ERP and Management Information projects were reported as progressing to plan, while in terms of Communications, activity was focused on identifying key messages and expressing them in plain English. The Director reported that the decision had been taken to change the term 'First Contact' to 'Access Harrow'.

In response to questions posed by the Forum, officers confirmed that, in addition to the main One-Stop Shop at the Civic Centre, there would eventually be six further access points across the Borough. At the end of the thirty-month period, all services would be provided at First Contact Points, and it was expected that this would release accommodation. The Forum was informed that new IT systems would provide a knowledge base with which staff could answer approximately 80% of queries at First Contact Points, with the remaining 20% referred to back offices. Although in theory the customer relation management system would allow a single view of the queries made by any given customer, in order to retain confidentiality, staff would only be able to access information appropriate to their needs.

Officers confirmed that staff for BTP came from assimilation and ringfencing of existing council posts, as well as external recruitment. Members expressed concern at reports that some staff had been placed under pressure to continue in their normal roles, alongside taking on extra project work for BTP. In addition, UNISON noted that there had been poor communication of information to staff on the part of management. This had led to a number of concerns, including home-working without proper risk assessments having been carried out, and without staff being aware of the need to look into insurance issues. The Forum also noted that the volume of information was such that some managers had experienced difficulty in delivering a clear message to staff, which had resulted in conflicting information from different managers. UNISON was also dissatisfied with the flow of information it received from managers. In response, officers confirmed that there were now fortnightly meetings with staff and managers to communicate information on all aspects of BTP.

The Director of Business Transformation confirmed that where staff were taken from their 'day jobs' and seconded to BTP project work, their salaries were covered by the BTP budget, which meant that managers would be able to backfill posts. Members expressed the view that the working conditions were not suitable for some staff, particularly as the Civic Centre buildings were designed to meet the needs of the 1960s, and not the tasks expected of them today. It was also noted that it was crucial to monitor risk assessment carefully, and that to avoid unnecessary stress, lessons had to be learned from the Middle Management Review process.

The Forum noted that since change was inevitable, the cooperation and effective partnership of both UNISON and management was to be applauded, as this would be essential in achieving the aims of BTP. The Chair thanked all staff for their hard work and commitment to BTP, without which the project would not have been possible.

RESOLVED: That the update on the performance of Business Transformation Partnership Project be noted.

205. **Equality Monitoring Report For 01 April 2005 to 30 September 2005:**

The Forum received a report of the Executive Director of Business Development, which gave feedback on the process of application monitoring. It was noted that the report was incomplete, in that Contact iii, the Council's Response Handling Team, had not provided the data required on applicant monitoring.

The Forum was informed that the Council had now been accredited with the Level 3 Equality Standard. The officer stated that the report had been circulated to various groups for their comments, and that although they had not been given extensive time to

respond, the Harrow Council Black Workers' Group (HCBWG) had produced a detailed set of comments on the report. This document was tabled at the meeting. UNISON highlighted an error in paragraph 20 of the document, which stated that a full-time UNISON Equality Officer post had been removed. It was noted that this was not the case. The officer also tabled a document entitled 'Equal Opportunities Monitoring by Ethnicity – 16 September 2005'. The Forum was informed that there were no comments on BTP recruitment, since this post-dated work on the report.

Members of the Forum expressed the view that the Council should impose penalty clauses on Contact iii to ensure that they provided information on time. It was also noted that groups such as the HCBWG did not normally have a voice at the Forum. UNISON welcomed the attendance at future meetings of the Forum by representatives of work place groups such as the HCBWG for relevant items to them as appropriate. Members stated that they were concerned that some of the required Recruitment Audits had not been carried out and looked to this being rectified in the next report.

RESOLVED: That the information available for 1 April 2005 to 30 September 2005 be noted.

206. **Impact of the 2006/07 Budget on Staff:**

UNISON representatives requested an assessment of the impact of the 2006/07 Budget on staff. The Executive Director of Business Development informed the Forum that the impact on staffing of the Budget was laid out in the Budget Book. A number of issues directly affected staff. Some were positive, such as the provision of additional resources, others less so, for example the reduction of posts. It was stressed, however, that there would be no redundancies, since only posts currently vacant would be removed.

The Executive Director also stated that there were on-going discussions within Urban Living, particularly regarding the Depot, which were having an impact on ways of working. It was noted that these talks involved union representatives. The Executive Director confirmed that UNISON would be informed of any developments in conjunction with the Change Management Protocol as they arose.

RESOLVED: That the above be noted.

207. **Health and Safety:**

The Forum received a report of the Director of Financial and Business Strategy, which presented data on the incidence of assaults on staff, as well as action being taken to prevent assaults and support victims. The officer drew attention to the fact that violence and aggression constituted the single largest type of incident involving Council staff. The Forum was informed that there had been three successful Police prosecutions following assaults on staff, which had sent out a strong signal to would-be perpetrators. It was noted that proactive measures, such as risk assessments and training, were also key to tackling the problem.

In response to questions from the Forum, the officer confirmed that managers were working in consultation with the Organisational Development team to ascertain what training could support staff involved in refuse collection, particularly in light of the planned change in frequency of collections. The Chair noted that it would be helpful in future to know what the timescales for planned changes were. The Executive Director of Business Development stated that there were measures in place to monitor health and safety issues within the First Contact Centre, but also noted that authorities with similar customer centres had not experienced a rise in violent incidents. Nevertheless, training was vital, and interview rooms would be fitted with panic buttons for safety.

208. **Capability Procedure:**
(See Recommendation 1 above).

209. **MMR Scrutiny Review:**

The Forum received a report of the Executive Director of Business Development, which included the Scrutiny Review Group's report analysing Phase Two of the Middle Management Review's (MMR) impact on staff. The Executive Director informed the Forum that the report had been fully discussed by the Overview and Scrutiny Committee, prior to its consideration by Cabinet on 6 April 2006. At the Cabinet meeting, much of the discussion had focused on the lessons to be learned from MMR and how to manage change in the future.

The Branch Secretary of Harrow UNISON expressed the view that MMR had been a "rocky road", but welcomed the report and the decision by Cabinet to implement its

recommendations, which would help alleviate some of the strong concerns felt by UNISON members about the process.

The Leader of the Council paid tribute to both UNISON and the Review Group, who had investigated the issues in painstaking detail, as well as Councillors Dighe and Nolan who had worked hard to engage with UNISON on this matter. The Leader also acknowledged, on behalf of all the Portfolio Holders, the pain and difficulties caused by MMR, and stressed that a mature organisation would learn from the experience.

In response to questions posed by the Forum, the Executive Director noted that MMR had operated according to the same guiding principles throughout the process, and that although there were changes made, these were in response to the first review conducted by Overview and Scrutiny, and did not disadvantage any staff involved.

The Chair of the Forum noted that in order to move forward, continued and strengthened partnership between Members, officers and trade unions was required.

RESOLVED: That the above be noted.

210. **Any Other Business:**

Vote of Thanks

The Chair of the Forum thanked UNISON and officers for all their hard work over the course of the past year. This was echoed by all Members of the Forum. The Chair paid tribute to Councillor Toms for his long service to the Council, and UNISON representatives and Members wished the Chair and Councillor Toms well for the future.

(Note: The meeting having commenced at 7.30 pm, closed at 10.00 pm)

(Signed) COUNCILLOR MARIE-LOUISE NOLAN
Chair

EXECUTIVE
SUB-COMMITTEES

TOWN CENTRE PROJECT PANEL

4 APRIL 2006

Chair: * Councillor Burchell

Councillors: * D Ashton
* C Mote

* O'Dell
* N Shah

* Denotes Member present

[Note: Councillors Choudhury and Bill Stephenson also attended this meeting in a participatory role].

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Harrow on the Hill Station, Progress with Development Partners**

Your Panel received a report of the Director of Strategic Planning asking Members to extend the period of negotiations with developers for a further three months. In addition, developers made a presentation on their proposals for the Harrow on the Hill site in line with the Council's agreed Planning Brief.

The Director of Strategic Planning informed Members that revitalising the transport link interchange and the Town Centre was necessary in order to maintain and improve the position of the Town Centre. He went on further to explain that the presentations were 'work in progress' and further time was needed to develop them. He suggested a three month extension in order to finalise proposals prior to taking a final decision.

A Member endorsed and welcomed the work carried out so far.

Resolved to RECOMMEND: (to Cabinet)

That work with the developers for a further three months prior to considering entering into an exclusivity agreement be approved.

[Reason: To provide more time to bring forward proposals for the comprehensive development of the Harrow on the Hill site consistent with the adopted planning brief].

PART II - MINUTES70. **Attendance by Reserve Members:**

RESOLVED: To note that there were no Reserve Members in attendance at this meeting.

71. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
9. Harrow on the Hill Station, Progress with Development Partners	Councillor Bill Stephenson	Declared a personal interest in that he was a Governor at Harrow College. Accordingly he remained in the room whilst matters were considered.
9. Harrow on the Hill Station, Progress with Development Partners	Councillor N Shah	Declared a personal interest in that he lived in the area. Accordingly he remained in the room whilst matters were considered.

72. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Item</u>	<u>Reason</u>
9. Harrow on the Hill Station, Progress with Development Partners.	The report contained exempt information under paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972 (as amended) on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information).

(2) all items be considered with the press and public present.

73. **Minutes:**

RESOLVED: That the minutes of the meeting held on 8 December 2005, having been circulated, be taken as read and signed as a correct record.

74. **Petitions:**

RESOLVED: To note that no petitions had been received at this meeting under the provisions of Executive Procedure Rule 14 (Part 4D of the Constitution).

75. **Public Questions:**

RESOLVED: To note that the following public questions had been received:-

Questioner: Mr David Summers

Question: **Question 1**
What opportunities have been identified which will exploit the opening of the new Wembley Stadium and what steps have been taken to take advantage of these opportunities?

Question 2
What opportunities related to the 2012 London Olympics have been identified to date and what steps are being taken to identify additional opportunities?

Question 3
Recognising that heights of structures in and around Harrow Town Centre (and indeed elsewhere in the Borough) are a contentious issue, what precise height constraints have been given to prospective Town Centre development partners? If none, what criteria will be used to determine if a proposed structure is "too high"?

[Notes: (1) The Chair indicated that the three public questions had been received but had not been submitted in accordance with Executive Procedure Rules 15.3 and 15.4. He advised that the public questioner would, however, be provided with an oral response to Question 3 and a written response to Questions 1 and 2;

(2) under the provisions of Executive Procedure Rule 15.4 the questioner was allowed a supplementary question, which he declined].

76. **Retail Capacity Study:**

The Panel considered a report of the Director of Strategic Planning, which asked Members to note the response of the 2006 Harrow Retail Study results and instruct officers to report back to a future meeting on proposals to accommodate further retail development in Harrow Town Centre.

An officer reported that the Council had commissioned Donaldsons to carry out the retail capacity study which included a number of elements such as a retail "health check", quantitative and qualitative assessments for food and non-food space, an on-street shopper survey, a household survey of local shopping patterns, and an assessment of potential development sites. It was noted that Harrow had less retail floor space compared to other Metropolitan Centres such as Brent Cross and Watford, which attracted the higher spend from consumers. In addition the Town Centre catered mainly for the lower market range of customer and lacked the more up-market shops and brands thereby restricting its attraction.

A Member sought clarification on the impact of development at Wembley. In response the Panel was informed that any major development would impact on neighbouring boroughs, and that Harrow needed to promote growth and improvement in order to accommodate ever-changing needs and demands.

It was explained that other retail centres had far more of a selection in terms of shops and department stores and that Harrow needed to be distinguished from its competitors. Members were advised that the Greenhill Way car park, together with the out of date Debenhams building and the former Littlewoods site, had the potential to accommodate a significant increase in retail floor space, and it was noted that the study had recommended that the Council open negotiations with adjoining landowners to promote a joint development of the site.

Another potential site was off Havelock Place, which was insufficient to accommodate the forecast growth in retail, but should the links to College Road and St Anns Road transpire, this was deemed suitable for redevelopment. The officer also reported that the Gayton Road library and car park had been identified as suitable for food or non-food premises, although being in a residential area, it was highlighted that this proposal would contravene the Harrow Unitary Development Plan (HUDP). Officers were not recommending this option. A Member commented that a café culture and entertainment venues ought to be encouraged to attract a diverse range of people.

A Member agreed that standing still was not an option as competition was fierce, and with the key sites available, and in consultation with stakeholders, wholeheartedly welcomed the opportunity to masterplan new shopping development in Harrow town centre.

RESOLVED: That (1) the Harrow Retail Study 2006 be noted; and

(2) officers report back to a future meeting on the proposals for accommodating further retail development in Harrow Town Centre.

77. **Harrow on the Hill Station. Progress with Development Partners:**
(See Recommendation 1 above).

(Note: The meeting having commenced at 7.30 pm, closed at 8.48 pm)

(Signed) COUNCILLOR KEITH BURCHELL
Chair

**BUSINESS TRANSFORMATION PARTNERSHIP
SUB-COMMITTEE**

26 APRIL 2006

Chair: * Councillor Dighé

Councillors: * D Ashton
Burchell* C Mote
Thornton

* Denotes Member present

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Governance Arrangements**

The Sub-Committee received a report of the Director of Corporate Governance, which proposed changes to the Sub-Committee's terms of reference. The Director of Corporate Governance explained that the proposed changes detailed in the report represented a 'tidying up' of the terms of reference which had been agreed by Cabinet on 15 December 2005.

Resolved to RECOMMEND: (To the Leader)

That (1) the name of the body be changed to the Business Transformation Partnership Committee;

(2) the following changes be made to the terms of reference:

- (i) Para 1 – first line – delete “supervision” and insert “strategic oversight”;
- (ii) Fifth bullet point of para 1 – to now read – “make recommendations to the full Cabinet as necessary on those matters which relate to the performance of the BTP and the viability of the Partnership”;
- (iii) Para 2 – first line – delete “supervision” and insert “strategic oversight”;

(3) the terms of reference of the Partnership Board be amended in para 2.2 by deleting “approve” and inserting “recommend”;

(4) the membership of the Councillor representatives on the Partnership Board be the same as the voting full Members of the Business Transformation Partnership Committee;

(5) the Councillor representatives on the Partnership Board have a named reserve, for the purposes of continuity;

(6) the chart setting out the governance structure be revised as set out in 2.4.6 of the report of the Director of Corporate Governance.

[Reason for Recommendation: To clarify the governance arrangements in relation to the Business Transformation Partnership].

PART II - MINUTES1. **Appointment of Chair:**

RESOLVED: To note the appointment of Councillor Dighe as Chair of the Business Transformation Partnership Sub-Committee for the 2005/06 Municipal Year, as agreed at Cabinet on 16 February 2006.

2. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business to be transacted at this meeting.

3. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
10. Members' ICT Services	This item had not been available when the agenda was printed and circulated. The item was pertinent to arrangements for Members following the Borough Elections.

(2) all items be considered with the press and public present.

4. **Appointment of Vice-Chair:**

RESOLVED: That the appointment of a Vice-Chair be considered at the next meeting of the Sub-Committee.

5. **Minutes:**

RESOLVED: (1) To note that, since this was the inaugural meeting, there were no minutes to be received from a previous meeting of the Sub-Committee;

(2) that the minutes of the meeting of the Business Transformation Partnership Board held on 2 February 2006 be noted.

6. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Executive Procedure Rule 15 (Part 4D of the Constitution).

7. **Petitions:**

RESOLVED: To note that no petitions were received at the meeting under the provisions of Executive Procedure Rule 14 (Part 4D of the Constitution).

8. **Governance Arrangements:**
(See Recommendation 1 above).9. **Update on the Business Transformation Partnership (BTP):**

The Director of Business Transformation provided an oral update on the Business Transformation Partnership. The following points were raised during the verbal report and the discussion which followed:

- All projects were on time.
- First Contact was the current priority. There would be a three-phase opening of the Contact Centre: a 'soft launch' on 8 May 2006, from which date all calls would be diverted to the Contact Centre; the opening of the One Stop Shop on 22 May 2006; and the public launch of the service on 15 July 2006.
- Initially there would be no change to telephone numbers, and calls to Council departments would be automatically diverted to First Contact. A system of fewer, more memorable telephone numbers would be phased in later.
- Building works on the Contact Centre and One Stop Shop were due to be handed over and any snagging addressed by 22 May 2006. Systems testing was

underway and first stage stress tests had identified some set-up problems which were being rectified.

- Capita was building systems to the Council's specification and looking at where to restructure to gain benefits of the new systems. There was evidence that some Council staff were resisting working with Capita to identify and realise the benefits of restructuring. Opportunities to work with Capita to identify savings were not being addressed, and a report on this issue was being prepared by the Executive Director (Business Development).
- Members of the Sub-Committee expressed the view that the next Administration would need to put its weight behind the BTP project to help get the message across to staff, and that Capita would need to champion any savings it identified.

RESOLVED: That the above be noted.

[Reason for Decision: To enable Members to note progress made in respect of the Business Transformation Partnership].

10. **Members' ICT Services:**

The Director of Business Transformation tabled a document which outlined proposed changes to arrangements for Members' ICT Services. The Director of Business Transformation explained that, subject to the agreement of the Sub-Committee, the new arrangements would be put in place following the Borough Elections.

RESOLVED: That (1) the arrangements proposed by the Director of Business Transformation be agreed;

(2) Groupwise accounts be closed immediately for outgoing Members and an out of office message referring queries to new Ward Councillors be set up for a period of one month;

(3) a letter be sent to all current Members advising them of the changes in arrangements.

[Reason for Decision: To enable ICT arrangements to be put in place for Members following the Borough Elections].

(Note: The meeting having commenced at 6.05 pm, closed at 6.45 pm)

(Signed) COUNCILLOR SANJAY DIGHÉ
Chair

CABINET
ADVISORY
PANELS

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL****11 APRIL 2006**

Chair: * Councillor Toms

Councillors: * Choudhury * Janet Cowan

Advisers: † Mr D A Jones
(Vacancy)

* Denotes Member present
† Denotes apologies received

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Admissions to County Schools**

On 11 April 2006 there were 3 children for whom the admissions staff could make no reasonable offer of a school place. The Education Admissions and Awards Advisory Panel was requested to authorise the admission of these pupils to a school, where no place existed in the relevant year group.

Resolved to RECOMMEND:

That an offer of admission to a school be made as follows:

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H118	10	Harrow High
H119	10	Canons
H120	9	Canons

[Note: Case H117 was withdrawn from the agenda, as an offer of a place had already been made].

PART II - MINUTES551. **Attendance by Reserve Members:**

RESOLVED: To note that there were no Reserve Members in attendance at this meeting.

552. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

553. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda items be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8.(a) Admissions to County Schools	Case details provided on the coversheet accompanying the report on the main agenda were changed after it was printed and circulated.
8. (b) Admissions to County Schools	The applications detailed in this report had been received after the main agenda was printed and circulated. Members were asked to consider this report, in order to allocate appropriate places to the applicants.

(2) that the items appearing in Part II of the agenda be considered with the Press and Public excluded on the grounds indicated below:

- | <u>Item</u> | <u>Reason</u> |
|-------------------------------------|---|
| 8. Admissions to County Schools | These items were considered to contain exempt information as defined in Paragraph 1 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that they contained information relating to individuals. |
| 8. (a) Admissions to County Schools | |
554. **Minutes:**
RESOLVED: That the minutes of the meetings held on 14 March 2006 and 30 March 2006 be deferred until printed in the next Council Bound Minute Volume.
555. **Public Questions:**
RESOLVED: To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).
556. **Petitions:**
RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).
557. **Deputations:**
RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).
558. **Admissions to County Schools:**
(See Recommendation 1).
559. **Dates of Future Meetings:**
RESOLVED: That (1) the next meeting of the Panel be held at 5pm on Tuesday 25 April 2006; and
(2) subsequent meetings of the Panel be held on the following dates:
- 20 June 2006
 - 4 July 2006
 - 18 July 2006
- (Note: The meeting having commenced at 5.00 pm, closed at 5.10 pm)

(Signed) COUNCILLOR KEITH TOMS
Chair

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL**
25 APRIL 2006

Chair: * Councillor Toms

Councillors: * Choudhury * Janet Cowan

Advisers: * Mr D A Jones
(Vacancy)

* Denotes Member present

PART I - RECOMMENDATIONS
RECOMMENDATION 1 - Admissions to County Schools

On 25 April 2006 there were 2 children for whom the admissions staff could make no reasonable offer of a school place. The Education Admissions and Awards Advisory Panel was requested to authorise the admission of these pupils to a school, where no place existed in the relevant year group.

Resolved to RECOMMEND:

That an offer of admission to a school be made as follows:

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H121	10	Harrow High
H122	10	Park

PART II - MINUTES
560. Attendance by Reserve Members:

RESOLVED: To note that there were no Reserve Members in attendance at this meeting.

561. Declarations of Interest:

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

562. Arrangement of Agenda:

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8. (a) Admissions to County Schools	The application detailed in this report had been received after the main agenda was printed and circulated. Members were asked to consider this report, in order to allocate an appropriate place to the applicant.

(2) all items be considered with the press and public present with the exception of the following item for the reasons set out below:

<u>Agenda Item</u>	<u>Reason</u>
8. (a) Admissions to County Schools	These items were considered to contain exempt information as defined in Paragraph 1 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that they contained information relating to individuals.
8. (b) Admissions to County Schools	

563. **Minutes:**

RESOLVED: That the minutes of the meetings held on 14 March 2006, 30 March 2006 and 11 April 2006 be deferred until printed in the Council Bound Minute Volume.

564. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

565. **Petitions:**

RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).

566. **Deputations:**

RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

567. **Admissions to County Schools:**

(See Recommendation 1).

(Note: The meeting having commenced at 5.00 pm, closed at 5.05 pm)

(Signed) COUNCILLOR KEITH TOMS
Chair

COUNCIL
AND
COUNCIL
COMMITTEES

MEMBER
DEVELOPMENT
PANEL

MEMBER DEVELOPMENT PANEL

4 APRIL 2006

Chair: * Councillor Ann Groves

Councillors: * Jean Lammiman * Marie-Louise Nolan
* Paddy Lyne

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**177. **Attendance by Reserve Members:**

RESOLVED: To note that there were no Reserve Members in attendance at this meeting.

178. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

179. **Arrangement of Agenda:**

RESOLVED: That all items be considered with the press and public present.

180. **Minutes:**

RESOLVED: That the minutes of the meeting held on 7 February 2006, having been circulated, be taken as read and signed as a correct record.

181. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 18.

182. **Petitions:**

RESOLVED: To note that no petitions were received at the meeting under the provisions of Committee Procedure Rule 15.

183. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 16.

184. **Member Induction Progress to April:**

The Panel received a report of the Director of People, Performance and Policy, which invited Members to comment on, and if appropriate, approve the draft outline Member Induction Programme for 2006.

An officer advised that considerable progress on the Member Welcome Pack had been made since the last meeting of the Panel, but that it was still a work in progress.

During the discussion on the Welcome Pack, the following suggestions were made:

- 'Member Welcome Pack' should be added to the spine of the Pack.
- Briefing notes on the Business Transformation Partnership, outside bodies, health and safety, information on recycling and an explanation of how Urban Living worked should also be included.
- Different Directorates should be distinguished by the use of different coloured paper, and further information that had been requested be provided on titled interleaves.
- Page 2 of the Members Handbook gave the impression that much of Members' correspondence would be sent using green bags, whereas it was felt that e-mails were also used.

- Clarification should be provided on abbreviations used, and 'Risk Management' should be referred to as 'Risk Assessment and Management'.
- Extension numbers, direct lines and the main switchboard number should be provided, as well as telephone numbers for different Wards.
- Reference should be made to the Council website and to Harrow People.
- Information should be provided on the link between the Corporate Partnership Assessment and strategic partnership working.

The officer suggested including a 'Frequently Asked Questions' section to provide information requested by Members. In response to the Chair expressing concern over the possibility of Members being overloaded with information, the officer advised that a form on which Members indicated issues about which they wanted further information could be included. Information could also be provided on Members' Induction Welcome Evening.

In relation to the Members' Welcome Evening, the Panel was advised that there would be an exhibition around the Members' Stand, and hosts to accompany Members on the evening. Directors would also be present to provide information, and there would be a Member Development Panel stand, which could help Members decide which training areas they would like to sign up for. Members requested that on the Member Welcome Evening programme, 'I.T. Issues' be referred to as 'I.T. Services'.

Further points were made about the importance of I.T. staff being present on the evening and of Members' groups not being formed on a political basis.

In response to a Member requesting that information be provided on how area services worked, the officer advised that there were already plans to hold briefing sessions with Members regarding this next year.

The Panel discussed the planned Induction DVD and requested that they be provided with a set of questions prior to filming. Members expressed some concern over the organisation of the project, and it was noted that there would not be enough time for all Members to receive a script before their scheduled appointments for filming.

RESOLVED: That (1) the Member Welcome Pack be amended to incorporate the suggestions made by Members, including the provision of additional briefing notes.

(2) the appointments of two Members for the filming of the Induction DVD be cancelled and rescheduled;

(3) a further meeting of the Panel be held on Friday 28 March 2006 at 5pm to view and discuss the Member welcome pack, as it would be available in a more complete form by then.

(Note: The meeting having commenced at 6.00 pm, closed at 7.15 pm)

(Signed) COUNCILLOR ANN GROVES
Chair

MEMBER DEVELOPMENT PANEL (SPECIAL)**28 APRIL 2006**

Chair: * Councillor Ann Groves

Councillors: * Jean Lammiman * Marie-Louise Nolan
Paddy Lyne

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**185. **Attendance by Reserve Members:****RESOLVED:** To note that there were no Reserve Members in attendance at this meeting.186. **Declarations of Interest:****RESOLVED:** To note that there were no declarations of personal or prejudicial interests made by Members of the Panel arising from the business transacted at this meeting.187. **Arrangement of Agenda:****RESOLVED:** That all items be considered with the press and public present.188. **Minutes:****RESOLVED:** That the minutes of the meeting held on 4 April 2006 be deferred until the next Ordinary meeting of the Panel.189. **Deputations:****RESOLVED:** To note that no deputations were received at the meeting under the provisions of Committee Procedure Rules 11.2(iii) and 16 (Part 4B of the Constitution).190. **Member Induction Progress:**

Members discussed the updated version of the Members' Welcome Pack, which was tabled at the meeting.

An officer advised that further revisions would be made to the Members' induction programme, and a handout on Business Development would be given to Members on the Welcome Evening.

During the discussion, Members commented that:

- On the programme for the Welcome Evening, the correct Head of I.T. should be listed, and in the Pack recent changes to staff should be taken into consideration.
- As new appointments were ongoing, a trigger system where Members were automatically alerted of these would be useful. The officer advised that there was an internal trigger system, which HR Employee Services could extend. Members commented that this should be a function of the Business Transformation Partnership (BTP).
- Information regarding how to construct an e-mail address should be included.
- In the Useful Numbers, Email and Websites section of the Pack, telephone numbers should be provided for Age Concern, Arts Culture Harrow and the Harrow Association of Voluntary Organisations. The website address for Harrow Council and the political groups should also be included.
- The Guide to Acronyms should include HART and OFRA, and number 54 on the list should be amended so that 'state purpose?' did not appear. The Director of People, Performance and Policy should be consulted for any comments on the Guide to Acronyms.

- The glossary in the Pack should be moved to the front, and under the section Members' Handbook, the Protocol should be moved to appear with the Code of Conduct.
- The use of email to send information should be mentioned either under Councillors' Post/Green Postal Bags or separately, and it should be mentioned that committee agendas were available on the Council website.
- On page 8 of the Members' Handbook, 'draft minutes are shown to the Chair for information' should be amended to include 'and for comments'.
- 'Business Risk Management' should be referred to as 'Business Risk Management Assessment' and a paragraph on Risk Assessment should be added.
- Briefing note 2 should include how Scrutiny approached members of the public, and in Briefing Note 7, instead of the acronym ECF, the full term should be used.
- Colour contrast in the Pack should be increased, a larger font size be used, and where recycled paper had been used, this should be mentioned.
- Information included in the Pack could be placed on the Internet.

The Chair advised that if Members wished to make any further comments, they should do so directly to the Marketing Manager.

RESOLVED: That the Member Welcome Pack be amended to incorporate Members' suggestions.

191. **Any Other Business:**

Vote of Thanks

Noting that this was the last meeting of the Panel before the local election, the Chair thanked the Members and officers who had been involved with the Panel. The Vice-Chair thanked the Chair for all her hard work.

(Note: The meeting having commenced at 5.05 pm, closed at 6.18 pm)

(Signed) COUNCILLOR ANN GROVES
Chair

DEVELOPMENT
CONTROL
COMMITTEE

REPORT OF DEVELOPMENT CONTROL COMMITTEE

MEETING HELD ON 11 APRIL 2006

Chair: Councillor Anne Whitehead

Councillors: * Marilyn Ashton (Vice-Chair in the Chair) * Idaikkadar
 * Mrs Bath * Miles
 * Billson * Mrs Joyce Nickolay
 * Bluston * Thammiah (3)
 * Choudhury Thornton
 * Janet Cowan

* Denotes Member present
 (3) Denotes category of Reserve Member

[Note: Councillors Osborn, Romain, N Shah and Silver also attended this meeting to speak on the items indicated at Minute 1134 below].

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES
1133. Attendance by Reserve Members:

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Member:

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Anne Whitehead	Councillor Thammiah

1134. Right of Members to Speak:

RESOLVED: That, in accordance with Committee Procedure Rule 4.1, the following Councillors, who were not Members of the Committee, be allowed to speak on the agenda items indicated:

Councillor Osborn	Planning Applications 2/13 and 5/05
Councillor Romain	Planning Applications 3/05 and 5/02
Councillor N Shah	Planning Applications 1/02 and 2/14
Councillor Silver	Planning Application 3/01

1135. Declarations of Interest:

RESOLVED: To note the following declarations of interest made by Members present relating to business to be transacted at this meeting:

- (i) Planning Applications 1/01 - Edgware Football Club, Burnt Oak Broadway, Edgware
 Councillor Bluston declared a personal interest in the above application arising from the fact that he had watched and played football at the club and knew some of the club's members. Accordingly, he would remain in the room and take part in the discussion and decision-making on this item. During discussion on the above item, Councillor Bluston declared a further personal interest arising from the fact that he was a member of Harrow Sports Council.

Councillor Miles also declared a prejudicial interest in the above application arising from the fact that he was a member of Harrow Borough Football Club which played in the same division as Edgware Town Football Club. Accordingly, he would leave the room and take no part in the discussion or decision-making on this item.

- (ii) Planning Application 1/03 – The Silver Trumpet P.H., 41-43 Station Road, Harrow
 Councillor Bluston declared a prejudicial interest in the above application arising from the fact that he had visited the establishment. Accordingly, he

would remain in the room and take part in the discussion and decision-making on this item.

- (iii) Planning Application 2/01 – 373-375 Station Road, Harrow
Councillor Choudhury declared a prejudicial interest in the above application arising from the fact that he had been a member of the Licensing Panel that had determined the licensing application for the premises. Accordingly, he would leave the room and take no part in the discussion or decision-making on this item.
- (iv) Planning Application 2/06 – Garden Lodge, Grimsdyke Hotel, Old Redding, Harrow Weald
Councillor Ashton declared a personal interest in the above applications arising from the fact that she was a Local Authority appointee to the Harrow Weald Common Board of Conservators and her son would be getting married at the venue. Accordingly, she would remain in the room and take part in the discussion and decision-making on this item.
- (v) Planning Application 2/07 – 10 Hall Farm Close, Stanmore
Councillor Bluston declared a personal interest in the above application arising from the fact that he was acquainted with a person who lived opposite the location of the development. Accordingly, he would remain in the room and take part in the discussion and decision-making on this item.
- (vi) Planning Application 2/15 – Bothy Shed, Canons Park Open Space, Edgware
Councillor Janet Cowan declared a personal interest in the above item arising from the fact that she was a member of the Friends of Canons Park and the Canons Park Residents' Association. Accordingly, she would remain in the room and take part in the discussion and decision-making on this item.
- (vii) Planning Application 2/16 – The Eclipse, 3 Shaftesbury Parade, Shaftesbury Avenue, South Harrow
Councillor Idaikkadar declared a prejudicial interest in the above application arising from the fact that he had been a member of the Licensing Panel that had determined the licensing application for the premises. Accordingly, he would leave the room and take no part in the discussion or decision-making on this item.
- (viii) Planning Applications 2/19 and 2/20 and Agenda Item 17 - East End Farm, Moss Lane, Pinner
Councillor Bluston declared a prejudicial interest in the above related items. Accordingly, he would leave the room and take no part in the discussion or decision-making on these items.
- (ix) Planning Application 2/21 – Commercial House, 486 Honeypot Lane, Stanmore
Councillor Thammiah declared a personal interest in the above application arising from the fact that the proposed development was in his Ward. Accordingly, he would remain in the room and take part in the discussion and decision-making on this item.
- (x) Planning Application 2/23 – Basin Lake, Canons Drive, Edgware
Councillor Janet Cowan declared a prejudicial interest in the above item arising from the fact that she lived close to the location of the proposed development. Accordingly, she would leave the room and take no part in the discussion or decision-making on this item.
- (xi) Planning Application 3/03 – 427-431 Rayners Lane, Rayners Lane
Councillors Janet Cowan and Idaikkadar declared a prejudicial interest in the above application arising from the fact that they had been members of the Licensing Panel that had determined the licensing application for the premises. Accordingly, they would leave the room and take no part in the discussion or decision-making on this item.
- (xii) Planning Application 3/04 - The Black Pepper Restaurant, 461 Uxbridge Road, Hatch End
Councillor Idaikkadar declared a prejudicial interest in the above application arising from the fact that he had been a member of the Licensing Panel that had determined the licensing application for the premises. Accordingly, he would leave the room and take no part in the discussion or decision-making on this item.

- (xiii) Planning Application 3/05 – Land adj to 36 Pangbourne Drive, Stanmore and 5/02 – Junction of Du Cros Drive and Merrion Avenue, Stanmore
Councillor Ashton declared a personal interest in the above applications arising from the fact that she had attended a pre-application public consultation meeting regarding the proposed developments, having been advised by an officer from Legal Services that it would not be inappropriate for her to attend. Accordingly, she would remain in the room and take part in the discussion and decision-making on this item.

1136. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
Addendum	This contained information relating to various items on the agenda and was based on information received after the agenda's dispatch. It was admitted to the agenda in order to enable Members to consider all information relevant to the items before them for decision.
11. Planning Applications Received – Item Nos: 3/05, 3/06 and 5/05	These reports were not available at the time the main agenda was printed and circulated. They were included on the agenda in view of the significant public concern over the developments, as the next meeting of the Committee was not until 7 June 2006.
17. East End Farm Barns – Part II Appendix to the Part II Report	The information required to compile the appendix had not been available at the time the main agenda was printed and circulated. The appendix contained information to support the report circulated with the main agenda.
19. Statutory Notifications	The proposed change in statutory notification, if agreed, would need to be implemented as soon as possible. Due to the Borough Elections, the next meeting of the Development Control Committee was not until 7 June 2006.

(2) agenda item 18 – Structure of the Development Control Committee, which had been circulated on the supplemental agenda, be withdrawn;

(3) all items be considered with the press and public present, with the exception of the following item, which would be considered with the press and public excluded for the reason indicated:

<u>Agenda Item</u>	<u>Reason</u>
17. East End Farm Barns and Appendix to the Report	The report relating to this item contained exempt information under Paragraphs 3 and 5 of Part I of Schedule 12A to the Local Government Act 1972 in that it contained information relating to the financial or business affairs of any particular person (including the authority holding that information) and information in respect of which a claim to legal professional could be maintained in legal proceedings.

1137. **Minutes:**

RESOLVED: That the Chair be given authority to sign the minutes of the meeting held on 15 March 2006, those minutes having been circulated, as a correct record, once printed in the Council Bound Volume.

1138. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 18.

1139. **Petitions:**

RESOLVED: To note receipt of the following petition which was referred to the Group Manager (Planning and Development) for consideration:

- (i) Petition registering objection to any development of the White Lion ground
Mr Stuart Jacobs presented the above petition, which had been signed by approximately 525 people.

(See also item 1/01 on the attached Schedule of Planning Applications).

1140. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 16.

1141. **References from Council and other Committees/Panels:**

RESOLVED: To note that there were no references from Council or other Committees or Panels received at this meeting.

1142. **Representations on Planning Applications:**

Having been advised that notification of a representation in respect of item 2/11 on the list of planning applications had been received after the deadline specified in Committee Procedure Rule 17.2 (Part 4B of the Constitution), the Committee

RESOLVED: That (1) in accordance with the provisions of Committee Procedure Rule 17 (Part 4B of the Constitution), representations be received in respect of items 1/01, 2/12 and 2/14 on the list of planning applications;

(2) in accordance with Committee Procedure Rule 26.1, Committee Procedure Rule 17.2 (Part 4B of the Constitution) be suspended in order to receive a representation in respect of item 2/11 on the list of planning applications.

1143. **Planning Applications Received:**

RESOLVED: That authority be given to the Group Manager (Planning and Development) to issue the decision notices in respect of the applications considered, as set out in the schedule attached to these minutes.

1144. **Planning Appeals Update:**

The Committee received a report of the Group Manager (Planning and Development) which listed those appeals being dealt with and those awaiting decision.

RESOLVED: To note the report.

1145. **Enforcement Notices Awaiting Compliance:**

The Committee received a report of the Group Manager (Planning and Development) which listed those enforcement notices awaiting compliance.

RESOLVED: To (1) note the report;

(2) note that a Notice had been served on 4 Elm Park , which appeared on the list in error.

1146. **1 Wynlie Gardens, Pinner:**

The Committee received a report of the Group Manager (Planning and Development) in this regard.

RESOLVED: That the Director of Legal Services be authorised to:

(1) issue an Enforcement Notice pursuant to Section 172 of the Town and Country Planning Act 1990 requiring:

- (i) cessation of the use of the detached garden building as a single-family dwellinghouse;

- (ii) the demolition of the internal ground floor walls of the detached outbuilding;
- (iii) the permanent removal from the land of all materials arising from compliance with (ii) above;
- (iv) the permanent removal of all internal fixtures and fittings including all bathroom and kitchen fittings from the detached garden building.

(i), (ii), (iii) and (iv) should be complied with within a period of three (3) months from the date on which the Notice takes effect;

(2) issue Notices under Section 330 of the Town and Country Planning Act 1990 (as amended) as necessary in relation to the above alleged breach of planning control;

(3) institute legal proceedings in the event of failure to:

- (i) supply the information required by the Director of Legal Services through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or
- (ii) comply with the Enforcement Notice.

1147. **7 Sancroft Road, Harrow:**

The Committee received a report of the Group Manager (Planning and Development) in this regard.

RESOLVED: That the Director of Legal Services be authorised to:

(1) issue an Enforcement Notice pursuant to Section 172 of the Town and Country Planning Act 1990 requiring:

- (i) the demolition of all that part of the single storey extension that projects backwards beyond the rear building line of the original dwellinghouse;
- (ii) the demolition of the rear decking, railings and steps;
- (iii) the permanent removal from the land of the materials arising from compliance with the requirements in (i) and (ii) above.

(i), (ii) and (iii) should be complied with within a period of three (3) months from the date on which the Notice takes effect;

(2) issue Notices under Section 330 of the Town and Country Planning Act 1990 (as amended) as necessary in relation to the above alleged breach of planning control;

(3) institute legal proceedings in the event of failure to:

- (i) supply the information required by the Director of Legal Services through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or
- (ii) comply with the Enforcement Notice.

1148. **East End Farm Barns:**

The Committee received a confidential report of the Group Manager (Planning and Development) in this regard.

RESOLVED: That (1) the approach set out in Option (c) of the report be approved;

(2) the report be noted.

1149. **Statutory Notifications:**

This item had been added to the agenda at the request of the Nominated Member for the Conservative Group, who proposed that, in view of the recent Appeal Decision in relation to Maurville House, residents of care homes be notified if a planning application was submitted relating to the care home premises.

RESOLVED: That officers be requested to submit to the next meeting of the Committee a report setting out in detail the issues regarding notification in relation to residents of care homes.

1150. **Any Other Urgent Business:**(i) Member Site Visits

RESOLVED: That site visits to the following be arranged after the membership of the Committee for the Municipal Year 2006/07 had been agreed by Annual Council at its meeting on 25 May 2006:

- (i) 48 Ellement Close, Pinner (Planning Application 2/05)
- (ii) Ebberston, 39 South Hill Avenue, Harrow (Planning Application 2/11)

(ii) Vote of Thanks

Noting that this was the last meeting of the Committee before the Borough Elections, the Chair expressed her thanks to all Members and officers who had been involved with the work of the Committee.

1151. **Extension and Termination of the Meeting:**

In accordance with the provisions of Committee Procedure Rule 14.2 (Part 4B of the Constitution) it was

RESOLVED: (1) At 10.00 pm to continue until 11.30 pm;

(2) at 11.00 pm to continue until 12.00 midnight.

(Note: The meeting, having commenced at 7.30 pm, closed at 11.50 pm).

(Signed) MARILYN ASHTON
Vice-Chair in the Chair

SECTION 1 – MAJOR APPLICATIONS

LIST NO: 1/01 **APPLICATION NO:** P/2714/05/COU

LOCATION: Edgware Football Club, Burnt Oak Broadway, Edgware

APPLICANT: Cornerstone Architects Ltd for Edgware Developments Ltd

PROPOSAL: Outline: Redevelopment to Provide 164 Flats and 11 Houses in 9 Blocks, Access Roads, Parking and Open Space.

DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reasons:

- (i) The proposed development is contrary to the HUDP policy EP47, which states in paragraph 3.149 that there will be a presumption against the development of playing fields except where suitable alternative provision is made. The removal of this outdoor recreational facility cannot be relocated with certainty since the proposed venue of Prince Edward Playing Fields is not completed and therefore is not a convenient and accessible option, contrary to policy EP47 of HUDP.
- (ii) The proposed development is contrary to PPG17 paragraph 10 of the HUDP and EP47 because it has not been satisfactorily demonstrated that the open space is surplus to requirements.

[Notes: (1) Prior to discussing the above application, the Committee received representations from an objector, and the applicant's representative, which were noted;

(2) during discussion on the above item, it was moved and seconded that consideration of the application be deferred to enable further information to be sought; upon being put to a vote this was not carried, the Chair having used her second and casting vote;

(3) subsequently, it was moved and seconded that the application be refused for the reasons given above; upon being put to a vote, this was carried;

(4) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the decision to refuse the application;

(5) the Committee wished it to be recorded that the decision to refuse the application was unanimous;

(6) the Group Manager (Planning and Development) had recommended that the above application be granted].

(See also Minutes 1135, 1139 and 1142)

LIST NO: 1/02 **APPLICATION NO:** P/3178/05/CFU

LOCATION: 408-412 Kenton Road, Kenton

APPLICANT: Twigg Brown Architects for Stephen Howards Homes & LUPO Ltd

PROPOSAL: Redevelopment: 2 to 5 Storey Building to Provide 37 Flats with Underground Parking (Revised).

DECISION: DEFERRED to clarify affordable housing issues and parking/traffic issues in relation to the access and junction with Kenton Road.

(See also Minute 1134)

LIST NO: 1/03 **APPLICATION NO:** P432/06/CFU
LOCATION: The Silver Trumpet Public House, 41/43 Station Road, Harrow
APPLICANT: Meadpark Properties Ltd
PROPOSAL: Alterations and Roof Extension including Dormer Windows to Existing Building and Change of Use of Upper Floors from Public House to 11 Flats (Class A4 to C2).
DECISION: REFUSED permission for the development described in the application and submitted plans, for the reasons and informative reported, as amended on the Addendum.
(See also Minute 1135)

SECTION 2 – OTHER APPLICATIONS RECOMMENDED FOR GRANT

LIST NO: 2/01 **APPLICATION NO:** P2567/05/CVA
LOCATION: 373-375 Station Road, Harrow
APPLICANT: Hephher Dixon for JD Wetherspoon
PROPOSAL: Variation of Condition 3 of Permission WEST/42514/95/FUL
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informative reported, as amended on the Addendum.
(See also Minute 1135)

LIST NO: 2/02 **APPLICATION NO:** P/3689/05/DFU
LOCATION: Park View, 14 Mount Park Road, Harrow
APPLICANT: Paul Archer Design for Bobby Anand
PROPOSAL: Front and Rear Dormer; Alterations to Side and Rear Elevation
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/03 **APPLICATION NO:** P/149/06/CFU
LOCATION: Micklefield, 1 Park View Road, Pinner
APPLICANT: Orchard Associates for Mr & Mrs A Govani
PROPOSAL: Retention of Rear Terrace, Retaining Wall and Side Paving
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the informatives reported.

LIST NO: 2/04 **APPLICATION NO:** P/2292/05/COU
LOCATION: 1 Marlborough Hill, Harrow
APPLICANT: G & D Higgins
PROPOSAL: Outline: Four Storey Building with Basement Workshop/Store, Parking at Ground Floor, Offices at 1st Floor, 4 Flats at 2nd/3rd Floor.
DECISION: WITHDRAWN.

[Note: The above application had been determined under delegated powers on 3 April 2006 and had appeared on the agenda in error].

LIST NO: 2/05 **APPLICATION NO:** P273/06/DFU
LOCATION: 48 Ellement Close, Pinner
APPLICANT: C&S Associates/W H Saunders for S Carpenter Esq
PROPOSAL: Two Storey Side to Rear Extension to Form Two Self-Contained Flats
DECISION: DEFERRED for a Member site visit.

[Notes: (1) Prior to discussing the above application, the Committee received representations from an objector, and the applicant's representative, which were noted;

(2) during the discussion on the above item, it was moved and seconded that the application be deferred for a Member site visit; upon being put to a vote this was carried;

(3) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the application to be deferred;

(4) Councillor Miles wished to be recorded as having voted against the decision to defer the application].

(See also Minute 1142)

LIST NO: 2/06 **APPLICATION NO:** P/2353/05/CFU
LOCATION: Garden Lodge, Grimsdyke Hotel, Old Redding, Harrow Weald
APPLICANT: Farrell & Co for Grims Dyke Hotel
PROPOSAL: 2 Roof Vents in Front Roof Slope
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informative reported.

(See also Minute 1135)

LIST NO: 2/07 **APPLICATION NO:** P/378/06/CFU
LOCATION: 10 Hall Farm Close, Stanmore
APPLICANT: Mr D C Bhavsar for Mr D Shah
PROPOSAL: Single Storey Side and Rear Extensions and Roof Extensions
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

(See also Minute 1135)

LIST NO: 2/08 **APPLICATION NO:** P/128/06/DFU

LOCATION: 64 Headstone Road, Harrow

APPLICANT: Mr D Y Xioutas

PROPOSAL: Rear Dormer; Alterations and Conversion to 4 Self-Contained Flats (Resident Permit Restricted)

DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reasons:

- (i) The proposed development, by reason of inadequate provision for on site car parking and refuse/waste bins storage, presents an un-neighbourly form of development and will be detrimental to the residential amenities of the occupants of the neighbouring properties, and will result in an unacceptable overdevelopment of the site.
- (ii) The activity and disturbance associated with the conversion of one single family dwelling into four separate units will be detrimental to the quality of life and residential amenities of the neighbouring occupiers.
- (iii) The proposed development would not be fully accessible and would fail to make adequate provision for people with disabilities, thereby conflicting with the policies of the Harrow Unitary Development Plan.

[Notes: (1) The Group Manager (Planning and Development) had recommended, on the Addendum, that the above application be deferred to await revised proposals to indicate disabled access to the two ground floor flats;

(2) during discussion on the above item, it was moved and seconded that consideration of the application be not deferred; upon being put to a vote, this was carried, the Chair having used her second and casting vote;

(3) subsequently, it was moved and seconded that the application be refused for the reasons given above; upon being put to a vote, this was carried;

(4) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the decision to refuse the application;

(5) the Committee wished it to be recorded that the decision to refuse the application was unanimous].

LIST NO: 2/09 **APPLICATION NO:** P/1500/05/CLB

LOCATION: Bridle Cottages, Brookshill Drive, Harrow

APPLICANT: Mr Fitzgerald

PROPOSAL: Listed Building Consent: Replacement Weatherboarding, External Door and Windows and Internal Alterations

DECISION: GRANTED listed building consent in accordance with the works described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/10 **APPLICATION NO:** P/3015/05/CFU

LOCATION: Red Corners, 9 Brookshill Drive, Harrow

APPLICANT: Kenneth Reed & Associates for Jon Kempner

PROPOSAL: Redevelopment to Provide Replacement Detached 2/3 Storey House with Integral Garage.

DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reason:

(i) The proposal would be detrimental to the character of the Conservation Area and Area of Special Character by reason of the bulk and height of the roofline which would not preserve or enhance the Conservation Area located within the Green Belt.

[Notes: (1) Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay wished to be recorded as having voted for the decision to refuse the application (the Chair having used her second and casting vote);

(2) Councillors Bluston, Choudhury, Idaikkadar, Miles and Thammiah wished to be recorded as having voted against the decision to refuse the application;

(3) the Group Manager (Planning and Development) had recommended that the above application be granted].

LIST NO: 2/11 **APPLICATION NO:** P/75/06/D/DFU

LOCATION: Ebberston, 39 South Hill Avenue, Harrow

APPLICANT: Kenneth W Reed & Associates for Mr & Mrs J Snowdon

PROPOSAL: First Floor Rear Extension

DECISION: DEFERRED for a Member site visit.

[Notes: (1) Prior to discussing the above application, the Committee received representations from an objector, and the applicant's representative, which were noted;

(2) during the discussion on the above item, it was moved and seconded that the application be deferred for a Member site visit; upon being put to a vote this was carried].

(See also Minutes 1142 and 1150)

LIST NO: 2/12 **APPLICATION NO:** P/151/06/DFU

LOCATION: 4 Longley Road, Harrow

APPLICANT: Sola Design Studio for Mr Saleem

PROPOSAL: Conversion of Dwellinghouse to Three Self Contained Flats; Roof Lights

DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reasons:

(i) The proposal represents an over-intensive use of the property and will be detrimental to the residential amenities of the neighbouring occupiers by reason of the additional activity and disturbance associated with the conversion of one single family dwelling into three separate units.

(ii) There is inadequate parking provision, which will give rise to

overspill parking to the detriment of the residential amenities of the neighbouring properties and free flow and safety of traffic.

- (iii) There are no drawings setting out how the refuse storage needed for 6 bins will be adequately provided, to the detriment of the amenities of future occupiers and neighbouring residents.

[Notes: (1) Prior to discussing the above application, the Committee received representations from an objector, which were noted;

(2) there was no indication that a representative of the applicant was present and wished to respond;

(3) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the decision to refuse the application;

(4) the Committee wished it to be recorded that the decision to refuse the application was unanimous;

(5) the Group Manager (Planning and Development) had recommended that the above application be granted].

(See also Minute 1142)

LIST NO:	2/13	APPLICATION NO:	P/303/06/DFU
LOCATION:	1 The Chase, Pinner		
APPLICANT:	Larkridge Development Group		
PROPOSAL:	Two Storey Side Extension to Form New Dwelling		
DECISION:	GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported, as amended on the Addendum, and the following amendment to Condition 4: After "planting specification" add "...and the retention of the front hedge..."		

LIST NO:	2/14	APPLICATION NO:	P/263/06/DFU
LOCATION:	33 Lulworth Gardens, Harrow		
APPLICANT:	J I Kim for Ms J Pulpanova		
PROPOSAL:	Two Storey Side and Rear, Single Storey Rear Extension and Conversion to Three Self Contained Flats		
DECISION:	REFUSED permission for the development described in the application and submitted plans, for the following reasons: (i) The conversion of one single family dwelling into three separate units will give rise to increased activity and disturbance associated with an over intensive use of the property, to the detriment of the amenities of the neighbouring residents. (ii) There are no drawings setting out how the refuse storage needed for 6 bins will be adequately provided, together with two parking spaces, to the detriment of the amenities of the future occupiers and neighbouring residents.		

[Notes: (1) Prior to discussing the above application, the Committee received representations from an objector, which were noted;

(2) there was no indication that a representative of the applicant was present and wished to respond;

(3) during the discussion on the above item it was moved that the application be refused for the following reasons:

- (i) The proposal would result in overdevelopment of the site and have a detrimental impact on the character of the area and amenity of the adjoining residents.
- (ii) The proposed development would have a detrimental impact on highway safety and flow of traffic.

Subsequently, the motion was withdrawn;

(4) subsequently, it was moved and seconded that the application be refused for the reasons given above; having been put to a vote, this was carried;

(5) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the decision to refuse the application;

(6) the Committee wished it to be recorded that the decision to refuse the application was unanimous;

(7) the Group Manager (Planning and Development) had recommended that the above application be granted].

(See also Minutes 1134 and 1142)

LIST NO:	2/15	APPLICATION NO:	P/291/06/CLB
LOCATION:	Bothy Shed, Canons Park Open Space, Edgware		
APPLICANT:	Z Barzilai for Harrow Heritage Trust		
PROPOSAL:	Listed Building Consent: Erection of Canopy to South Elevation		
DECISION:	GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.		
	(See also Minute 1135)		

LIST NO:	2/16	APPLICATION NO:	P/2473/05/CFU
LOCATION:	The Eclipse, 3 Shaftesbury Parade, Shaftesbury Avenue, South Harrow		
APPLICANT:	D2 Planning Ltd for Barracuda Group		
PROPOSAL:	Variation of Condition 4 of Permission LBH/3946 to Allow Opening to 23:30 Sunday to Thursday and Midnight Wednesday to Saturday, and variation of Condition 6 to Allow Music		
DECISION:	GRANTED permission in accordance with the development described in the application and submitted plans, as amended on the Addendum, subject to the conditions and informatives reported, as amended on the Addendum.		
	(See also Minute 1135)		

LIST NO: 2/17 **APPLICATION NO:** P/2492/05/CVA
LOCATION: Skewers Restaurant, 497 Northolt Road, South Harrow
APPLICANT: Osman Karakaya
PROPOSAL: Variation of Condition 9 of Permission WEST/13/05/FUL which Restricts Opening Hours
DECISION: GRANTED variation in accordance with the development described in the application and submitted plans, as amended on the Addendum, subject to the condition and informative reported.

LIST NO: 2/18 **APPLICATION NO:** P/97/06/CFU
LOCATION: 8 Cleopatra Close, Stanmore, Plot 1
APPLICANT: Lewis Bloch
PROPOSAL: Swimming Pool in Rear Garden
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the condition and informative reported.

LIST NO: 2/19 **APPLICATION NO:** P/2953/05/CFU
LOCATION: East End Farm, Moss Lane, Pinner
APPLICANT: Foundation Architecture for Mr & Mrs B Leaver
PROPOSAL: Conversion of Barns A and B to Family Dwellinghouse with Integral Garage and External Alterations
DECISION: INFORM the applicant that:

(1) the proposal is acceptable subject to the completion of a legal agreement within one year (or such period as the Council may determine) of the date of the Committee decision on this application relating to:-

(i) occupation of the house hereby permitted shall not take place until all repairs to Barn B as detailed in the schedule of repairs (ref.309.8.0405.tc.01) accompanying the application have been completed to the satisfaction in writing of the Local Planning Authority.

(2) a formal decision notice, granting permission in accordance with the development described in the application and submitted plans, subject to the planning conditions and informatives reported and as amended on the Addendum, will be issued only upon the completion by the applicant of the aforementioned legal agreement.

[Notes: (1) Councillors Marilyn Ashton, Mrs Bath, Billson, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the above decision;

(2) the Committee wished it to be recorded that the above decision was unanimous].

(See also Minutes 1135 and 1148)

LIST NO: 2/20 **APPLICATION NO:** P/2954/05/CLB
LOCATION: East End Farm, Moss Lane, Pinner
APPLICANT: Foundation Architecture for Mr & Mrs B Leaver
PROPOSAL: Listed Building Consent: Conversion of Barns A and B to Single Family Dwellinghouse with Integral Garage and External and Internal Alterations
DECISION: GRANTED listed building consent in accordance with the works described in the application and submitted plans, subject to the conditions and informatives reported.

[Notes: (1) Councillors Marilyn Ashton, Mrs Bath, Billson, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the decision to grant the application;

(2) the Committee wished it to be recorded that the decision to grant the application was unanimous].

(See also Minutes 1135 and 1148)

LIST NO: 2/21 **APPLICATION NO:** P/3040/05/CFU
LOCATION: Commercial House, 486 Honeypot Lane, Stanmore
APPLICANT: Rissoff Waud Associates for Property & Management Services
PROPOSAL: First Floor Extension and Change of Use from Warehouse (Class B8) to Office (B1) Use
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

(See also Minute 1135)

LIST NO: 2/22 **APPLICATION NO:** P/2896/05/DFU
LOCATION: 6 Georgian Way, Harrow
APPLICANT: Robin G Benyon for Larksworth Investments Ltd
PROPOSAL: Alterations and First Floor Rear Extension; Enlarge Roof and Raise Height, Single Storey Side Extension
DECISION: (1) DEFERRED the application to allow officers to negotiate a reduction in the number of rooflights on the front roof slope, to remove the central bank of four rooflights;

(2) RESOLVED that (i) subject to satisfactory amendments, officers to determine the application under delegated powers;

(ii) if the negotiations described under (1) above do not prove satisfactory, the application be brought back to the Committee for determination.

LIST NO: 2/23 **APPLICATION NO:** P/284/06/CFU
LOCATION: Basin Lake, Canons Drive, Edgware
APPLICANT: Myra Stephens for Surplus Lands
PROPOSAL: Repair and Refurbish of Embankment to Basin Lake
DECISION: GRANTED listed building consent in accordance with the works described in the application and submitted plans, subject to the condition and

informatives reported.

[Note: The Committee noted the additional information reported on the Addendum].

(See also Minute 1135)

SECTION 3 – OTHER APPLICATIONS RECOMMENDED FOR REFUSAL

LIST NO:	3/01	APPLICATION NO:	P/179/06/DFU
LOCATION:	31 Northumberland Road, Harrow		
APPLICANT:	Mr Q Kazaz		
PROPOSAL:	Retention of Extensions and Alterations and Conversion of Extended Dwelling to Two-Self Contained Dwellings		
DECISION:	<p>REFUSED permission for the development described in the application and submitted plans, as amended on the Addendum, for the reasons and informative reported, and the following additional reasons:</p> <p>(v) The single storey front extension, by reason of excessive bulk and forward projection beyond that which has been granted planning permission, is unduly obtrusive and prominent in the streetscene, and is detrimental to the appearance of the building and visual amenity of the streetscene, contrary to policies SD1, D4 and D5 of the HUDP.</p> <p>(vi) The single and two storey rear extension, by reason of excessive bulk and rear projection, beyond that which has been granted planning permission, is unduly obtrusive and overbearing, and is detrimental to the visual and residential amenities of the occupiers of the adjacent properties, contrary to policies SD1, D4 and D5 of the HUDP.</p> <p>[Notes: (1) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the decision to refuse the application;</p> <p>(2) the Committee wished it to be recorded that the decision to refuse the application was unanimous].</p> <p>(See also Minute 1134)</p>		

LIST NO:	3/02	APPLICATION NO:	P/2971/05/CFU
LOCATION:	38 Cecil Park & 58 Marsh Road, Pinner, Reddiford School		
APPLICANT:	Orms Architects for Reddiford School		
PROPOSAL:	Change of Use of 58 Marsh Road to Use for Educational Purposes and construction of 3 Temporary Classroom Buildings at Rear		
DECISION:	REFUSED permission for the development described in the application and submitted plans for the reasons and informatives reported.		

LIST NO:	3/03	APPLICATION NO:	P/3000/05/DVA
LOCATION:	427-431 Rayners Lane, Rayners Lane		
APPLICANT:	Harrow Law Practice for Mr H Patel		
PROPOSAL:	Variation of Condition 2 of Planning Permission on Appeal T/APP/M5450/A/98/291610/P5 to Permit Opening 07:00 – 00:30 Hours Mon-Thurs & 07:00 – 01:30 Hours Fri-Sat & 09:00 – 23:30 Hours Sun		

DECISION: REFUSED permission for the variation described in the application and submitted plans for the reason and informative reported.
(See also Minute 1135)

LIST NO: 3/04 **APPLICATION NO:** P/240/06/DVA
LOCATION: The Black Pepper Restaurant, 461 Uxbridge Road, Hatch End
APPLICANT: David Wineman for Iveria Limited
PROPOSAL: Removal of Condition 11 on Planning Permission WEST/122/96/FUL Restricting Hours of Use (10.30 – 23.00 Hours Mon-Sat and 10.30 – 22.30 Hours on Sunday)
DECISION: REFUSED permission for the variation described in the application and submitted plans for the reason and informative reported.
(See also Minute 1135)

LIST NO: 3/05 **APPLICATION NO:** P/458/06/CFU
LOCATION: Land adj to 36 Pangbourne Drive, Stanmore
APPLICANT: PHA Communications Ltd for Orange PCS Ltd
PROPOSAL: Installation of 8 metre high slim line pole with one antenna and equipment cabin
DECISION: REFUSED approval of details of siting/appearance for the reason and informative reported.

[Notes: (1) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the decision to refuse the application;
(2) the Committee wished it to be recorded that the decision to refuse the application was unanimous;
(3) the Committee noted that page 5 of the Addendum contained an error in that 3/05 should read 5/05].
(See also Minutes 1134 and 1135)

LIST NO: 3/06 **APPLICATION NO:** P/554/06/CFU
LOCATION: Jctn with Bessborough Road & West Street, Harrow
APPLICANT: PHA Communications Ltd
PROPOSAL: Installation of 15 metre high slim line pole with three antennae, one dish and four equipment cabins
DECISION: REFUSED permission for the development described in the application and submitted plans for the reason and informative reported.

SECTION 4 – CONSULTATIONS FROM NEIGHBOURING AUTHORITIES

LIST NO: 4/01 **APPLICATION NO:** P/629/06/CAN

LOCATION: Land at Junction of Hillside Road, and Potter Street Hill, Northwood

APPLICANT: London Borough of Hillingdon

PROPOSAL: Consultation from LB of Hillingdon Installation of 10M High Telecom Pole with Antenna and Equipment Cabinet

DECISION: OBJECT to the development set out in the application and submitted plans for the reason and informative reported.

LIST NO: 4/02 **APPLICATION NO:** P/356/06/CAN

LOCATION: Land at Victoria Road, South Ruislip, Middx

APPLICANT: Stappard Howes

PROPOSAL: Consultation: Installation of 11.4 metre High Imitation Telegraph Pole Mobile Phone Mast and Equipment Cabinets

DECISION: OBJECT to the development set out in the application and submitted plans for the following reason:

(i) The proposal, by reason of excessive size, and unsatisfactory siting and appearance would be visually prominent to the detriment of the visual amenity of the surrounding locality.

[Note: The Group Manager (Planning and Development) had recommended that there be no objection].

SECTION 5 – PRIOR APPROVAL APPLICATIONS

LIST NO: 5/01 **APPLICATION NO:** P/615/06/CDT

LOCATION: Kenton Lane Billboards, Kenton Lane, Harrow

APPLICANT: Mason D Telecom

PROPOSAL: Determination: Installation of 11.8 Metre High Telecommunication Lamp Post and Equipment Cabinet

DECISION: (1) RESOLVED that prior approval of siting and appearance be required.

(2) REFUSED approval of details of siting/appearance for the reason reported.

[Notes: (1) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the decision to refuse the application;

(2) the Committee wished it to be recorded that the decision to refuse the application was unanimous].

LIST NO: 5/02 **APPLICATION NO:** P/442/06/CDT

LOCATION: Junction at Du Cros Drive and Merrion Avenue, Stanmore

APPLICANT: PHA Communications Ltd

PROPOSAL: Determination: Erection of 8M Telecomms Pole with One Antenna and Equipment Cabinet.

DECISION: (1) RESOLVED that prior approval of siting and appearance be required.

(2) REFUSED approval of details of siting/appearance for the reason reported.

[Notes: (1) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiyah wished to be recorded as having voted for the decision to refuse the application;

(2) the Committee wished it to be recorded that the decision to refuse the application was unanimous].

(See also Minutes 1134 and 1135)

LIST NO: 5/03 **APPLICATION NO:** P/441/06/CDT

LOCATION: Land O/S 354 High Road, Harrow Weald

APPLICANT: PHA Communications Ltd

PROPOSAL: Determination: 15 Metre High Slimline Telegraph Pole with Three Antennas and One Dish and Four Equipment Cabinets.

DECISION: (1) RESOLVED that prior approval of siting and appearance be required.

(2) REFUSED approval of details of siting/appearance for the following reason:

(i) The proposal, by reason of excessive size, and unsatisfactory siting and appearance would be visually obtrusive and unduly prominent and would result in a proliferation of street furniture to the detriment of the visual amenity of the surrounding locality.

[Notes: (1) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiyah wished to be recorded as having voted for the decision to refuse the application;

(2) the Committee wished it to be recorded that the decision to refuse the application was unanimous;

(3) the Group Manager (Planning and Development) had recommended that prior approval of siting and appearance be not required].

LIST NO: 5/04 **APPLICATION NO:** P/459/06/CDT

LOCATION: Land Adj. To 86 George V Avenue, Pinner

APPLICANT: PHA Communications Ltd for Orange PCS Ltd

PROPOSAL: Installation of 10M Telegraph Pole with One Antenna and Equipment Cabinet.

DECISION: (1) RESOLVED that prior approval of siting and appearance be required.

(2) REFUSED approval of details of siting/appearance for the following reason:

(i) The proposal, by reason of excessive size, and unsatisfactory siting and appearance would be visually obtrusive and unduly prominent to the detriment of the visual amenity of the surrounding locality.

[Notes: (1) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiyah wished to be recorded as having voted for the decision to refuse

the application;

(2) the Committee wished it to be recorded that the decision to refuse the application was unanimous;

(3) the Group Manager (Planning and Development) had recommended that prior approval of siting and appearance be not required].

LIST NO: 5/05 **APPLICATION NO:** P/826/06/CDT

LOCATION: Grass verge fronting 98 Albury Drive, at junction with Evelyn Drive, Pinner

APPLICANT: PHA Communications Ltd for Orange Personal Communications

PROPOSAL: Prior approval determination: 8 metre high telecommunications mast (telegraph pole design) with 1 antenna and equipment cabinet

DECISION: (1) RESOLVED that prior approval of siting and appearance be required.

(2) REFUSED approval of details of siting/appearance for the reason reported.

[Notes: (1) Councillors Marilyn Ashton, Mrs Bath, Billson, Bluston, Choudhury, Janet Cowan, Idaikkadar, Miles, Mrs Joyce Nickolay and Thammiah wished to be recorded as having voted for the decision to refuse the application;

(2) the Committee wished it to be recorded that the decision to refuse the application was unanimous;

(3) the Committee noted that page 5 of the Addendum contained an error in that 3/05 should read 5/05].

(See also Minute 1134)

LIST NO: **APPLICATION NO:** P/883/06/CDT

LOCATION: Land fronting 93 Bridge Street, Pinner

APPLICANT: Wladon Telecom Ltd for O2 (UK) Ltd

PROPOSAL: Prior approval determination: 15m high telecommunications mast with 2 antennae and equipment cabinets

DECISION: (1) RESOLVED that prior approval of details of siting and appearance be required;

(2) REFUSED, subject to consultation response, prior approval of details of siting and appearance for the development described in the application and submitted plans, for the reason reported.

[The officer's report for the above application had been circulated on the Addendum].

LIST NO: **APPLICATION NO:**

LOCATION: 85 Capthorne Avenue, Harrow

APPLICANT: PHA Communications Ltd

PROPOSAL: Erection of 8m high telecom pole and equipment cabinet at ground level

DECISION: (1) RESOLVED that prior approval of details of siting and appearance be required;

(2) REFUSED prior approval of details of siting and appearance for the

development described in the application and submitted plans, for the reason reported.

[The officer's report for the above application had been circulated on the Addendum].

LICENSING AND
GENERAL PURPOSES
PANELS

PERSONNEL APPEALS PANEL**21 APRIL 2006 &
27 APRIL 2006**

Chair: * Councillor Bluston

Councillors: * Mrs Bath * Ray

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**36. **Appointment of Chair:****RESOLVED:** That Councillor Bluston be appointed Chair of the Panel for the purposes of this meeting.37. **Membership of Appeals Panel:****RESOLVED:** That the Membership of the Panel be confirmed.38. **Declarations of Interest:****RESOLVED:** To note that there were no declarations of personal or prejudicial interests made by Members of the Panel arising from the business transacted at this meeting.39. **Arrangement of Agenda:****RESOLVED:** That the appeal be considered with the press and public excluded on the grounds that it would involve the disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), in that it would involve the disclosure of information relating to an individual.40. **Minutes:**
(See Note at conclusion of these minutes).41. **Grievance Appeal:**
Following careful consideration of both the verbal and written evidence presented by the appellants and management, the Panel**RESOLVED:** That (1) the appeal be partially upheld;

(2) a memorandum supporting those aspects of the appeal upheld be circulated to the Executive Director (People First), for her comments.

(Note: The meeting having commenced at 9.46 am on 21 April 2006, adjourned at 6.51 pm, reconvened on 27 April at 9.35am and closed at 12.05 pm)

(Signed) COUNCILLOR HOWARD BLUSTON
Chair

[Note: Personnel Appeals Panel minutes are:-

- (1) approved following each meeting by the Members serving on that particular occasion and signed as a correct record by the Chair for that meeting;
- (2) printed into the Council Minute Volume, published monthly;
- (3) not submitted to the next panel meeting for approval.

Reasons: The Personnel Appeals Panel is constituted from a pooled membership. Consequently, a subsequent Panel meeting is likely to comprise a different Chair and Members who took no part in the previous meeting's proceedings. The process referred to at (1) above provides appropriate approval scrutiny].

PERSONNEL APPEALS PANEL**28 APRIL 2006**

Chair: * Councillor Bluston

Councillors: * Janet Cowan * Ray

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**42. **Appointment of Chair:****RESOLVED:** That Councillor Bluston be appointed Chair of the Panel for the purposes of this meeting.43. **Membership of Appeals Panel:****RESOLVED:** That the Membership of the Panel be confirmed.44. **Declarations of Interest:****RESOLVED:** To note that there were no declarations of personal or prejudicial interests made by Members of the Panel arising from the business transacted at this meeting.45. **Arrangement of Agenda:****RESOLVED:** That the appeal be considered with the press and public excluded on the grounds that it would involve the disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), in that it would involve the disclosure of information relating to an individual.46. **Minutes:**

(See Note at conclusion of these minutes).

47. **Disciplinary Appeal:**

Following careful consideration of both the verbal and written evidence presented by the appellant and management, the Panel

RESOLVED: That the appeal be dismissed.

(Note: The meeting having commenced at 9.45 am, closed at 6.50 pm)

(Signed) COUNCILLOR HOWARD BLUSTON
Chair

[Note: Personnel Appeals Panel minutes are:-

- (1) approved following each meeting by the Members serving on that particular occasion and signed as a correct record by the Chair for that meeting;
- (2) printed into the Council Minute Volume, published monthly;
- (3) not submitted to the next panel meeting for approval.

Reasons: The Personnel Appeals Panel is constituted from a pooled membership. Consequently, a subsequent Panel meeting is likely to comprise a different Chair and Members who took no part in the previous meeting's proceedings. The process referred to at (1) above provides appropriate approval scrutiny].

LICENSING PANEL

28 APRIL 2006

Chair: * Councillor Idaikkadar

Councillors: * Dharmarajah * Knowles

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**426. **Appointment of Chair:**

RESOLVED: That Councillor Idaikkadar be appointed Chair of the Panel for the purposes of this meeting.

427. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

428. **Arrangement of Agenda:**

RESOLVED: That all items be considered with the press and public present.

429. **Minutes:**

(See Note at conclusion of these minutes).

430. **Public Questions, Petitions and Deputations:**

RESOLVED: To note that no public questions were put, or petitions or deputations received at this meeting under the provisions of Committee Procedure Rules 18, 15 and 16 (Part 4B of the Constitution) respectively.

431. **Licensing Procedures:**

The Chair introduced the Panel and the officers present and outlined the procedure for the conduct of an oral hearing, which was set out in the agenda.

432. **Application for a Review for Man Chui III, 188-190 Kenton Road, Harrow, Middlesex:**

The representative of the Chief Environmental Officer advised the Panel that, following agreement by the applicant to accept the Police's conditions, the Police had withdrawn their representation with regard to the application for a Review for Man Chui III, 188-190 Kenton Road, Harrow, and the case no longer required determination by the Panel.

RESOLVED: That the above be noted

433. **Application for a Premises licence for Tasty Chicken & Pizza, 54 Church Road, Stanmore, Middlesex:**

The Panel received a report of the Chief Environmental Health Officer, which detailed the application for a Premises Licence for Tasty Chicken and Pizza, 54 Church Road, Stanmore. The application had been made by Mr K and Mrs V Parasiraman, for the provision of late night refreshments between 11pm and 12am on Sundays to Thursdays, and between 11pm and 2am on Saturdays and Sundays. The application also sought opening hours to match these timings.

The application had been referred to the Panel, as there had been two unresolved representations from Responsible Authorities. The Chief Environmental Health Officer's representative informed the Panel that since the agenda had been printed and circulated, the applicant had accepted the Metropolitan Police's conditions and so the Police had withdrawn their representation. Ms Sophia Bix attended the meeting on behalf of Harrow Planning Control.

The applicant stated that there were three public houses on the same road as his premises, and that since they were open until 2am on some evenings, his business would benefit by being allowed to stay open later than was currently permitted. He also confirmed that the premises did not play amplified music, and stated that CCTV would

discourage customers from causing nuisance. He confirmed that he would employ extra staff, and display signs requesting customers to leave the premises quietly.

The Chair advised the applicant that, in accordance with Condition 3 of the premises' planning permission, the premises were permitted to remain open to customers until no later than 11pm on Mondays to Saturdays, and until no later than 10.30pm on Sundays. This meant that if the Panel was minded to grant the application, the applicant would need to make a planning application to vary Condition 3 of the planning permission. The Planning officer stated that the applicant had only become aware of this Condition at the time of making the licensing application, but confirmed that he had now submitted a planning application for the variation.

In response to questions from the Panel, the applicant stated that the premises were currently open from 11.30am until 11pm on Mondays to Saturdays, and from 3pm until 10.30pm on Sundays. The representative of the Chief Environmental Health Officer advised the Panel that he had witnessed the premises open to the public later than 11pm on several occasions. The applicant explained that on these occasions, staff were preparing to close the premises but since there was still food in the cabinets, had left the premises open to customers. He also stated that staff had made mistakes, and that he was aware that he needed to give clearer instructions to avoid a repeat of this situation. The Legal officer advised the Panel that, since Condition 3 referred to the premises being open to customers between certain hours, the applicant was permitted to clean the premises after closing to the public.

The Planning officer explained that, in view of the fact that the premises were situated in a residential area, it was uncertain whether a planning application to allow the premises later opening hours would be granted. She stated that although a lack of objections from neighbours could be favourable, this would not be the sole determining factor as future residents could object to late opening hours.

RESOLVED: That the application for a Premises licence for Tasty Chicken and Pizza, 54 Church Road, Stanmore, Middlesex, be granted, with the following amendments and additional conditions:

AMENDMENTS TO THE APPLICATION:

Provision of Late Night Refreshments:

Mondays to Sundays: 11pm until 12am

REASON: Prevention of Public Nuisance

ADDITIONAL CONDITIONS:

1. Prominent, clear and legible notices shall be displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly.

REASON: Prevention of public nuisance

434. **Application for a Premises licence for RFC Express, 33 Station Road, Harrow, Middlesex:**

The representative of the Chief Environmental Health Officer advised the Panel that the application for a Premises Licence for RFC Express, 33 Station Road, Harrow, would be considered at the Licensing Panel meeting to be held on 3 May 2006.

RESOLVED: That the above be noted.

435. **Any Other Urgent Business:**

Vote of thanks:

The Panel expressed their thanks to the Licensing Team for all their hard work over the course of the year.

RESOLVED: That the above be noted

(Note: The meeting having commenced at 1.35 pm, closed at 3.00 pm)

(Signed) COUNCILLOR THAYA IDAIKKADAR
Chair

[Note: Licensing Panel minutes are:-

- (1) approved following each meeting by the Members serving on that particular occasion and signed as a correct record by the Chair for that meeting;
- (2) printed into the Council Minute Volume, published monthly;
- (3) not submitted to the next panel meeting for approval.

Reasons: The Licensing Panel is constituted from a pooled membership. Consequently, a subsequent Panel meeting is likely to comprise a different Chair and Members who took no part in the previous meeting's proceedings. The process referred to at (1) above provides appropriate approval scrutiny].

OVERVIEW AND
SCRUTINY
COMMITTEE

REPORT OF OVERVIEW AND SCRUTINY COMMITTEE

MEETING HELD ON 25 APRIL 2006

Chair: * Councillor Jean Lammiman

Councillors:	* Blann	* Mary John (3)
	* Bluston	* Myra Michael (1)
	* Gate	* Osborn
	Mitzi Green	* Thammaiah
	* Mark Ingram	* Versallion

* Denotes Member present
(1) and (3) Denote category of Reserve Members

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES
414. Attendance by Reserve Members:

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Members:

Ordinary Member

Councillor Pinkus
Councillor Seymour

Reserve Member

Councillor Myra Michael
Councillor Mary John

415. Declarations of Interest:

RESOLVED: To note that the following interests were declared:-

- (i) Agenda Item 10 – Corporate Plan
Councillor Bluston declared a personal interest in that he had been the Chair of the Best Value Advisory Panel. He would remain in the room whilst the matter was considered and voted upon.

(See also Note below).
- (ii) Agenda item 14 – An Update on Harrow, West London and London 2012 – Information on Parking Developments in Harrow in relation to the Olympics
Councillor Bluston declared a personal interest in that he was a Council appointed representative of the Harrow Sports Council. He would remain in the room whilst the matter was considered and voted upon.

(See also Note below).
- (iii) Agenda Item 15 – Business Transformation Partnership
During the course of the meeting, Councillor Mark Ingram indicated a prejudicial interest in that he was a Member of the Business Transformation Partnership Board. He would leave the room whilst the matter was considered and voted upon.
- (iv) Agenda Item 16 – Review of the Open Budget Process
During the course of the meeting, Councillor Mark Ingram indicated a prejudicial interest in that he was a Member of the Open Budget Steering Group. He would leave the room whilst the matter was considered and voted upon.
- (v) Agenda Item 18 – Individual Performance Appraisal and Development (IPAD)
Councillor Bluston declared a personal interest in that he had been the Chair of the Best Value Advisory Panel, which had considered this matter. He would remain in the room whilst the matter was considered and voted upon.

(See also Note below).

- (vi) Agenda Item 20 - Fairtrade
Councillor Bluston indicated a personal interest in that his daughter was a member of Fairtrade. He would remain in the room whilst the matter was considered and voted upon.

(See also Note below).

[Note: Councillor Bluston stated that, due to another engagement, he would be leaving the meeting early, at approximately 8.10pm].

416. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda items be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
4. Minutes	In line with existing practice, the minutes of the meeting held on 27 March 2006 were not circulated with the main agenda. Members are asked to agree the minutes at this meeting and that they be signed when printed in the Minute Volume.
9. Urban Living Organisational Arrangements and Middle Management Review (MMR)	The report was not available at the time the agenda was printed and circulated as it was agreed that the report would be submitted to the Committee after the despatch of the agenda. In addition, appropriate clearance on the report had to be completed before its circulation. Members were requested to consider this report, as the MMR Review was an important part of the Overview and Scrutiny Committee's Work Programme.
12. Treasury Management Strategy 2006-07 and Prudential Indicators 2006-07 to 2008-09	This report was not available at the time the agenda was printed and circulated as it had been erroneously omitted from circulation with the agenda. Members were requested to consider this item.
14. An update on Harrow, West London and London 2012 - Information on Parking Development in Harrow in relation to the Olympics	This report was not available at the time the agenda was printed and circulated as it could only be completed after the decision of Cabinet was formally available following which appropriate consultations on the report were carried out. Members were requested to consider this item, which had been requested by the Committee at a previous meeting.
19. Procurement	This report was not available at the time the agenda was printed and circulated as it was received orally at the meeting. Members were asked to consider these items so that they were aware of the current position.
20. Fairtrade	The report on Fairtrade has been updated since it was circulated on the main agenda. Members were requested to consider the report as it contained additional information that had been requested at a briefing meeting on 20 April 2005 to enable them to make an informed decision.

- | | | |
|-----|---|--|
| 21. | Scrutiny Report Format | This report was not available at the time the agenda was printed and circulated in order to allow appropriate consultations to be carried out. Members were requested to consider this item, which was requested by the Committee at a previous meeting. |
| 22. | Any Other Business:
Members' Induction on Scrutiny and Launch of the Overview and Scrutiny Committee Annual Report | This report was not available at the time the agenda was printed and circulated as it was received orally at the meeting. Members were asked to consider these items so that they were aware of the current position. |

(2) all business be considered with the press and public present.

417. **Minutes:**
RESOLVED: That the Chair be given authority to sign the minutes of the meeting held on 27 March 2006, those minutes having been circulated, as a correct record, once printed in the Council Bound Volume.
418. **Public Questions, Petitions and Deputations:**
RESOLVED: To note that no public questions were put, or petitions or deputations received at the meeting under the provisions of Overview and Scrutiny Procedure Rules 8, 9 and 10 (Part 4F of the Council's Constitution) respectively.
419. **Adult and Community Learning Scrutiny Review - Recommendation 1 of the Lifelong Learning Scrutiny Sub-Committee Meeting held on 4 April 2006:**
The Committee considered a recommendation from the Lifelong Learning Scrutiny Sub-Committee meeting held on 4 April 2006 on the scrutiny review of the Adult and Community Learning (ACL) service and
- RESOLVED:** That (1) a question be put to the Chief Executive about whether she, as the Council's representative on the West London Alliance, had raised the issue of support to disabled learners with a view to developing solutions for the region and giving consideration to the forthcoming pan-London round of European Social Fund (ESF) funding, the next time she and the Leader attend the Overview and Scrutiny Committee;
- (2) the area of access to all Council services (of which ACL was an important part) for adults with learning difficulties and their carers be considered as a potential area for a separate review as part of the Work Programme for 2006/07.
420. **Urban Living Organisational Arrangements and Middle Management Review:**
The Executive Director (Urban Living) introduced the report, which provided a comprehensive overview of the progress made in implementing the new organisational and management arrangements within the Urban Living Directorate, details of which were set out in the report. The Executive Director made the following key points in response to questions from Members:-
- following discussions with the Acting Director of Human Resources since the report was written, he was confident that the Middle Management Review (MMR) in the Urban Living Directorate would be completed by 31 May 2006;
 - whilst the Directorate had struggled to establish a new 'fit for business' unit, much had been achieved and the organisational arrangements developed were based on recent operational experience and a comprehensive understanding of customer, staff and organisational needs for the future;
 - savings had been achieved;
 - the Urban Living organisational arrangements, set out at appendix 1 to his report, would provide the correct level of service and engineer joined-up working within the organisation and across the Council;
 - he would be liaising with the Executive Director (Business Development) regarding the role of the consultants in relation to the appointments to the posts of the Directors of Area Services and Property Services.

Members welcomed the report and expressed their appreciation of its candour, representing a firm platform for the way forward. They congratulated staff for their work, in particular the work carried out by the 'clean and green' teams who had a positive 'can do' approach to their work.

The Chair indicated that both the Cabinet and the Employees' Consultative Forum had recently considered reports on the Scrutiny Review of the MMR and that full discussion had taken place at these meetings.

RESOLVED: That the report be noted and a progress report be submitted to the October 2006 meeting of the Committee.

421. **Corporate Plan:**

The Committee considered a report of the Director of People, Performance and Policy, which set out the statutory requirement on the Council to publish its Best Value Performance Plan and its relationship with the Council's Corporate Plan.

Members noted that the Overview and Scrutiny Committee would not have an opportunity to review the Corporate Plan due to the timetable of meetings and the statutory requirement to publish the Plan by 30 June 2006. It was noted that whilst there were no constitutional requirements to consult the Overview and Scrutiny Committee on the Plan, the current Administration had adopted the good practice of consulting the Committee. Members were of the view that the good practice adopted should continue in future years and that the Chair of the Overview and Scrutiny Committee ought to be consulted on the draft Corporate Plan.

RESOLVED: To note that there would not be an opportunity for review of the Best Value Performance Plan by the Overview and Scrutiny Committee prior to its consideration by Cabinet in June 2006, and that the Chair of the Overview and Scrutiny Committee would be consulted.

(See also Minutes 415 and 435).

422. **Update on Corporate Governance:**

Members received an oral report from the Director of Financial and Business Strategy, which provided an update on the Council's Corporate Governance arrangements and the work carried out in this area since the matter was last reported to the Committee.

The Director reported on the achievements during 2005/06 and areas where further work was required. In response to questions, she stated that the Directors responsible for Corporate Governance were in the process of updating the framework, which would include the improvements on governance made in 2005/06 and those that would be carried out during 2006/07. She added that the framework would be circulated to appropriate Members of the Council for comment in advance of the next ordinary meetings of the Overview and Scrutiny Committee and the Cabinet.

A Member thanked officers for developing systems and tools in order to ensure that good governance arrangements were in place during challenging times. The Chair requested that a report be submitted to the next ordinary meeting of the Committee, which included information on the benefits and value for money provided by the consultants engaged by the Council.

RESOLVED: That the report be noted.

(See also Minute 435).

423. **Treasury Management Strategy 2006-07 and Prudential Indicators 2006-07 to 2008-09:**

The Director of Financial and Business Strategy introduced the report, which had been considered by the Cabinet and the Council in February 2006. She reported that the Council was required to approve the Treasury Management Strategy each year, and to approve a number of prudential indicators. She indicated that a low risk approach had been taken.

In response to a question from a Member, the Director provided information on the duration and the appropriateness of the benchmark set for the external cash managers. She confirmed that the Council was required to spread the investments in order to avoid risks and to reduce exposure to fluctuations in interest rates. The Director undertook to seek professional advice on the Council's short-term investment strategy following comments by a Member.

RESOLVED: That the report be noted.

424. **Business Continuity Planning Update Report:**

The Committee received a report of the Director of Financial and Business Strategy on the current position of the Business Continuity Plan (BCP) across the Council.

The Director indicated that she was pleased to report that the Business Continuity Officer had been appointed. She reported on the work undertaken by the post holder, details of which were set out in the report.

Members were informed that the plans referred to in the report would be tested shortly to ensure 'a state of readiness'.

Members welcomed the report, in particular the Gantt chart, which showed the critical path. They congratulated officers on the work undertaken and were pleased that the plans would be tested.

RESOLVED: That the current position on the Business Continuity Planning across the Council be noted and a further report be submitted to the Committee in six months' time.

425. **An Update on Harrow, West London and London 2012 - Information on Parking Development in Harrow in relation to the Olympics:**

The Director of Strategic Planning introduced the report, which provided Members with an update on the various issues in relation to London 2012. He circulated a report from the Local Government Association (LGA) on how local authorities could maximise the benefits of London 2012.

The Director indicated that he was pleased to report that the budget for a tourism officer had been identified, and stated that the Harrow Olympics Task Force, which had been set up by Cabinet, would be responsible for capitalising on the opportunities provided by London 2012 for Harrow.

A Member stated that parking provision/controls outside all underground stations in Harrow ought to be investigated and that officers should not merely concentrate on the Jubilee Line stations. Another Member, in his capacity as Chair of the Environment and Economy Scrutiny Sub-Committee, stated that the Sub-Committee, at its meeting in September 2006, would be considering a report on the parking situation around the Stanmore area directly arising from the use of the Wembley Stadium.

Members noted that it was intended to bring the Prince Edward Playing Fields into use but not for parking. They discussed the arrangements for transporting spectators to and from the 2012 venues, including the need to ensure that those taking part in the paralympics were able to travel by public transport. It was noted that the Olympics Task Force and its sub-groups would be addressing these issues.

The Director informed Members that Section 106 money (£100,000) had been allocated to provide on-street parking controls in Harrow in order to alleviate the impact on the Borough for events held at Wembley Stadium. He advised that Brent Council would release the money once the schemes developed by Harrow had been approved.

The Chair, whilst mindful that the work of the Environment and Economy Scrutiny Sub-Committee should not be duplicated, was of the view that the Overview and Scrutiny ought to monitor parking controls/provision and other issues that related to 2012. She requested that a report be submitted to the next ordinary meeting of the Committee in July 2006 on the financial, access and parking aspects, to include a project plan Gantt Chart setting out the critical path.

RESOLVED: That the report be noted and that a further report be submitted to the Committee in July 2006 on the issues raised in the preamble above.

(See also Minutes 415 and 435).

426. **Business Transformation Partnership:**

The Director of Business Transformation introduced the report, which outlined the performance of the Business Transformation Partnership (BTP) projects and the methods of monitoring the contractual elements of the BTP. Members welcomed a representative from Capita and the consultant appointed to programme manage the BTP to the meeting.

The Director reported on the key aspects of the projects, details of which were set out in the report. She updated the position since the report was written and mentioned the following key points in relation to the re-structure of HITS:-

- the job descriptions had been agreed and a further meeting had been arranged with Unison to finalise details and commence the recruitment process which was a priority;
- significant improvements had been made in service delivery and that 90% of the calls to the helpdesk were addressed in less than a day;
- the Transformation Plan for HITS would be presented to the next ordinary meeting of the Committee.

The Director responded to questions from Members who welcomed the report, including the notion of user acceptance testing of the various systems. She responded to the concerns expressed by the Chair in respect of the facilities provided at the First Contact (FC) Centre and reported that a number of additional measures would be introduced to ensure that the FC Centre was 'welcoming'. Members were informed that the facilities in the Centre would also be 'road' tested and further changes made if necessary.

In response to additional questions from Members, the Director reported that the Council would be moving away from the provision of laptops to Members and that consideration was being given to providing access through the Council's network. She added that this matter was the subject of a report to the BTP Sub-Committee, which was scheduled to meet the following day.

The Chair thanked the Director for a comprehensive report. She added that Scrutiny, having been involved in its development from the outset, enabled the scrutiny process to be more effective and thus benefit the organisation during the change management process. It was noted that regular updates would be provided to the Committee.

RESOLVED: That the report be noted.

(See also Minute 415).

427. **Review of the Open Budget Process:**

The Director of Financial and Business Strategy gave an oral report to the Committee. She informed Members that she had recently received a report from the Open Budget Panel, which had been set up following the Open Budget Assembly under the auspices of the Power Inquiry. She added that the report from the Power Inquiry on the evaluation of the Open Budget process was expected shortly. The Committee was assured that both reports would be sent to all Members of the Council in due course.

The Director reported on the contents of the report from the Open Budget Panel and its findings as follows:-

- broadly, the Council had taken on board the views of the Assembly;
- the Panel had commented on the timing of the whole process and the roles of the various participants;
- the Panel members had expressed their desire to be involved in the budget proposals for 2006/07.

A Member commented on the Open Budget Process and whether it had had any real impact on the budget. He requested that a report be submitted to the Committee setting out the changes that had been implemented and those that were in the pipeline as a result of the process. He added that the report should also include details of the mechanisms that would be used to provide feedback to the participants, including justification and an explanation to the Panel where their suggestions had been rejected.

Another Member was of the view that Harrow should be proud of hosting this innovative process. He acknowledged that the process had experienced problems and that the lessons learnt ought to be fed back to the Power Inquiry.

The Chair was of the view that the Open Budget process had not been entirely satisfactory and perhaps the lack of support to the Open Budget Panel and the timing

had hindered its effectiveness. She suggested that this matter be included in the Committee's Work Programme for 2006/07.

In response to the various comments from Members, the Director stated that whilst there had been problems, much had been gained from the process and that various other organisations had shown an interest in it. She added that feedback would be provided to members of the Panel and thanked them for their participation and contributions. The Council had been mindful of the independence of the Panel and the support that would be required in the future.

RESOLVED: That the report be noted.

(See also Minute 415).

428. **Health and Safety Executive Inspection Update:**

An officer reported on the positive outcome of the Health and Safety (HSE) Management Audit. He advised Members of the role of the Council's Health and Safety Service and agreed to discuss the concerns in relation to safety expressed by a Member outside of the meeting.

A Member stated that he was pleased to see that health and safety had been embraced throughout the Council.

RESOLVED: That the report be noted and that a further report be submitted to the Committee in six months' time.

429. **Individual Performance Appraisal and Development (IPAD):**

Members received a report of the Executive Director (Business Development) which set out how Individual Performance Appraisal and Development (IPAD) had progressed since its inception.

Members were informed of the benefits of the scheme and the progress made in monitoring, introducing competencies and training, details of which were set out in the report. The officer stated that the target set for the number of staff who should have had an IPAD was 98% by 2007. She explained that the competency dictionary contained 19 competencies but that it was anticipated that most staff would be set five/six competencies.

In response to questions from Members, the officer described the value that IPF consultancy would bring to the process. She informed Members that the cost of engaging IPF would be in the region of £10,000-£14,000. It was noted that an executive summary of the results of the staff questionnaire would be sent to Members of the Committee and that a report on the survey would be submitted to its next meeting.

RESOLVED: That the report be noted and that a progress report, reflecting the impact of IPAD and how it had been embedded within the organisation, be submitted in one year's time.

(See also Minute 415).

430. **Procurement:**

The Committee received an oral report of the Director of Financial and Business Strategy on the work carried out by the Council's procurement team, details of which would be circulated to Members separately. It was noted that procurement would be included in the Committee's Work Programme for 2006/07.

RESOLVED: That the position be noted.

431. **Fairtrade:**

Members considered a revised report of the Chief Executive, which had been circulated with the third supplemental agenda. The report described the actions taken since it had been agreed, at the meeting of Council held on 20 October 2005, that Harrow would become a Fairtrade borough.

An officer outlined the measures that had been put in place to encourage the use of Fairtrade products, details of which were set out in the revised report. She described how the initiative could be taken forward.

In response, the Executive Director (Urban Living) highlighted the importance of mainstreaming the promotion of Fairtrade and undertook to discuss this further at the Corporate Management Team meeting.

RESOLVED: That the report be noted and that a further report be submitted to the next ordinary meeting of the Committee on the issues raised above.

(See also Minute 415).

432. **Scrutiny Report Format:**

An officer introduced the report, which updated the Committee on the outcome of the working group set up to discuss the format of reports to Scrutiny. She added that the comments made by a Member during the meeting that reports should contain detailed financial implications rather than merely state 'to be contained within existing budgets' would also be taken on board.

RESOLVED: That (1) the current standardised report format was helpful and should continue to be used so as to ensure that all appropriate information was included;

(2) the standardised format should be used to enable officers to explain the implications of the information being considered rather than followed in a mechanical way;

(3) officers responsible for submitting reports to Scrutiny Committees be requested to adopt a more considered approach to the use of the standardised format;

(4) the appropriateness of this arrangement be considered in one year's time.

433. **Members Induction on Scrutiny - 11 July 2006:**

The Committee was informed that, aside from the training all newly elected Members would receive following the May 2006 Borough Elections, there would be additional training for the Members serving on Scrutiny Committees on 11 July 2006 from 6.30pm. It was also intended to identify the individual training needs of Members for further development.

RESOLVED: That a report be submitted to the next available meeting of the Committee.

434. **Launch of the Overview and Scrutiny Committee Annual Report:**

The Committee was reminded that its Annual Report, setting out the benefits of good scrutiny, would be launched on 27 April 2006 at 6.30pm. This would provide Members with an opportunity to thank community representatives who had participated and led on the reviews and the public who had given up their time and taken the trouble to give their views.

RESOLVED: That the above be noted.

435. **Timing and Late Reports/Calendar of Meetings:**

During the course of the meeting, a number of Members expressed concerns about the timing of reports and meetings and late reports. Members were of the view that, as their time was limited, the promptness of reports was important. A Member was of the view that improvements in information technology would assist officers to deliver reports on time.

The Director of Financial and Business Strategy acknowledged Members' comments and recognised the need to 'map out' reports in order to provide an improved service.

RESOLVED: To note the comments made by Members.

436. **Vote of Thanks:**

The Chair thanked Members who had served on the Scrutiny Committees for their work in making scrutiny in Harrow a success and for scrutinising challenging issues. She thanked community representatives who had led on reviews, Media4Life and the public for their contributions on the Scrutiny Review of Community Engagement (Hear/Say).

The Chair thanked officers for their support.

Finally, the Chair outlined the strengths and success of scrutiny in Harrow.

437. **Extension and Termination of the Meeting:**
In accordance with the provisions of Overview and Scrutiny Procedure Rule 67 (ii) (b), it was

RESOLVED: (1) At 10.00pm to continue until 10.15pm; and

(2) at 10.15pm to continue until 10.30pm.

(Note: The meeting, having commenced at 7.31 pm, closed at 10.29 pm).

(Signed) COUNCILLOR JEAN LAMMIMAN
Chair

SCRUTINY
SUB-COMMITTEES

LIFELONG LEARNING SCRUTINY SUB-COMMITTEE**4 APRIL 2006**

Chair: * Councillor Mitzi Green

Councillors:	* Dharmarajah (4)	* Janet Mote
	* Gate	* John Nickolay
	* Kinsey	* Osborn
	* Jean Lammiman	* Mrs R Shah (5)
	* Vina Mithani (1)	

Voting Co-opted: (Voluntary Aided) (Parent Governors)

* Mrs J Rammelt	† Mr H Epie
† Reverend P Reece	† Mr R Sutcliffe

* Denotes Member present
 (1), (4) and (5) Denote category of Reserve Member
 † Denotes apologies received

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Adult and Community Learning Scrutiny Review**

The Sub-Committee received a report of the Director of Learning and Community Development which updated Members on progress since the Lifelong Learning Scrutiny Panel Review on Adult and Community Learning (ACL) had taken place. An officer reported that there were major changes planned in the funding and planning of ACL provisions by the Government and as such the Learning Skills Council's allocation to the ACL indicative budget for 2006/7 would be cut by 7%. There was therefore a need to increase the fees for non-accredited learning to £2.75 per hour, however, the concessionary rate would still be maintained. It was reported that where other boroughs had increased the fee but not the concessionary rate, there had not been a significant detrimental effect.

Further to the Recommendations of the Lifelong Learning Scrutiny Review Panel which was appended to the report of the Director of Learning and Community Development it was

Resolved to RECOMMEND: (to the Overview and Scrutiny Committee)

That (1) a question be put to the Chief Executive about whether she, as the Council's representative on the West London Alliance, had raised the issue of support to disabled learners with a view to developing solutions for the region and giving consideration to the forthcoming pan-London round of ESF funding, the next time she and the Leader attend an Overview and Scrutiny meeting;

(2) the area of access to all Council services (of which ACL is an important part) for adults with learning difficulties and their carers be considered as a potential area for a separate review as part of the work programme for 2006/07.

PART II - MINUTES265. **Attendance by Reserve Members:****RESOLVED:** To note the attendance at this meeting of the following duly appointed Reserve Members:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Mary John	Councillor Vina Mithani
Councillor Nana Asante	Councillor Dharmarajah
Councillor Omar	Councillor Mrs R Shah

266. **Declarations of Interest:****RESOLVED:** To note the following personal interests declared by Members:

<u>Member</u>	<u>Nature of Personal Interest</u>
Councillor Gate	<ul style="list-style-type: none"> • Governor of St. Dominic's Sixth Form College; • member of the Citizens' Advice Bureau Management Committee and a member of Harrow Leisure Centre; • spouse is a nurse practitioner for Harrow PCT.
Councillor Mitzi Green	<ul style="list-style-type: none"> • Member of Edgware Reform Synagogue; • has a relative in receipt of benefits from Social Services.
Councillor Jean Lammiman	<ul style="list-style-type: none"> • Observer on the Arts Culture Harrow Board; • member of Harrow Parents' Association for Hearing Impaired Children; • member on the Board of Harrow Young Musicians; • Board trustee of Relate North West London.
Councillor Janet Mote	<ul style="list-style-type: none"> • Member of ATL Association of Teachers and Lecturers; • teacher/Head of Department in an Independent School in Harrow; • member of the Harrow Heritage Trust Executive Committee; • has a relative who is a teacher in an LEA school; • has a relative who is a Trustee of St. Luke's Hospice; • has a relative in receipt of Housing Benefit; • spouse is a member of Diabetes U.K.
Councillor John Nickolay	<ul style="list-style-type: none"> • LEA Governor of Welldon Park First School and Welldon Park Middle School; • LEA representative on the Executive Committee of the Harrow Council for Racial Equality (HCRE).
Mrs J. Rammelt	Governor of St. Dominic's Sixth Form College.
Councillor Mrs R Shah	<ul style="list-style-type: none"> • Member of Corporate Parenting; • member of Harrow Anti-Racist Alliance; • attendee at Harrow Asian Women's Conference; • member of Harrow Bengali Association.
Councillor Vina Mithani	Governor of Glebe School.

267. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
9.(c) (ii) Governors' Web Forum	This report was not available at the time the agenda was printed and circulated as consultation on the report was taking place. Members were requested to consider this item as a matter of urgency.

(2) all items be considered with the press and public present;

(3) that agenda item 14, Arts Culture Harrow be deferred to the Sub-Committee meeting in June 2006.

268. **Minutes:**

RESOLVED: That (1) the minutes of the meeting held on 10 January 2006, having been circulated, be taken as read and signed as a correct record;

(2) the minutes of the Joint Meeting of the Lifelong Learning Scrutiny Sub-Committee and Health and Social Care Scrutiny Sub-Committee held on 18 January 2006, having been circulated, be taken as read and signed as a correct record.

269. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Overview and Scrutiny Procedure Rule 8.

270. **Petitions:**

RESOLVED: To note that no petitions were received at the meeting under the provisions of Overview and Scrutiny Procedure Rule 9.

271. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Overview and Scrutiny Procedure Rule 10.

272. **Scrutiny Communications: Reference from the Overview and Scrutiny Committee meeting on 30 January 2006:**

The Sub-Committee received an officer presentation, which provided an update on progress made regarding communications as well as proposals for further development. The Sub-Committee also received a reference from the Overview and Scrutiny Committee meeting held on 30 January 2006, which requested that the Sub-Committee provide feedback on the presentation.

In response to a query from a Member about whether Members could opt in to receive information by email, an officer explained that this would be developed. It was also explained that although the internet would be used as the main communication tool, the Members' Newsletter and advertisements would also be used to ensure that those without internet access would not be excluded.

In response to a question from a Member as to whether a link existed from the Harrow Council homepage to the Scrutiny Unit, the officer explained that there was not currently a link but that the short link was being included on publications.

The Sub-Committee was informed that the presentation would form part of the new Member induction programme.

RESOLVED: That the above be noted.

273. **Community Schools Pilot Evaluation: Reference from the Overview and Scrutiny Committee meeting on 30 January 2006:**

The Sub-Committee received a reference from the Overview and Scrutiny Committee meeting held on 30 January 2006, regarding the evaluation of the Community Schools pilot.

RESOLVED: That future reports on Community Schools be submitted to the Sub-Committee for consideration.

274. **Update on the progress of Scrutiny Reviews 2002-2006**(i) **Healthy Lifestyles:**

The Sub-Committee received a report of the Director of Children's Services which advised of the work that was being done to promote healthy lifestyles in schools. An officer explained that all but nine Harrow schools had achieved or were working towards the Healthy School Standard which had rigorous requirements that would have to be demonstrated to OFSTED. These would cover Personal, Social and Health Education (PSHE), Physical Activity, Healthy Eating, and Emotional Health and Well-Being. The number of schools that had achieved the Healthy Lifestyle Standard had increased from 9 in 2003 to 32 in 2006.

The Sub-Committee was informed that the government would be introducing a Healthy Eating Standard which would require schools to make a healthy hot meal available to all pupils. Many Harrow schools were currently reviewing how this service could be delivered once the regulations were introduced.

An officer referred the Sub-Committee to the recommendations it had made in 2003 and outlined how these had been addressed. The issue of free healthy school meals was now on the national agenda. PSHE co-ordinators were attending termly meetings and, under the Healthy Schools Standard, schools would need to provide access to drinking water except in lessons where there would be a health and safety risk. Since the recommendations had been made, eight school nurses had been recruited but there were currently only five

working school nurses and these were part-time. It was emphasised that Northwick Park Hospital, rather than the PCT, was responsible for the school nurses and that the lack of school nurses was not a funding issue but a recruitment issue. It was also reported that governor training had been offered but had not been well attended.

The advisor to the Health and Social Care Scrutiny Sub-Committee, who was in attendance to explain the action taking place to address childhood obesity, reported that from September 2006, there was a requirement for children to be weighed in school at the ages of five and eleven to develop a baseline. In response to questions from Members, the advisor explained that weighing would be undertaken on an anonymous basis. Data would be made available to parents but referrals would not be made to GPs. In order to conduct the weighing in a sensitive manner, guidance would be followed and parents would have the opportunity to opt their children out of the scheme. As guidance had only recently become available, how the process would be conducted was yet to be considered, but it was possible that, as weighing would need to be done in the Summer term, it was possible not all children of the relevant ages could be weighed.

Members raised concern that the recommendation to make water available to pupils had not been satisfactorily addressed. An officer explained that a survey would be conducted within the next six weeks to look at whether pupils could have bottled water on their desks. Members expressed concern that information had not already been gathered to be presented to the Sub-Committee.

RESOLVED: To (1) continue to monitor the Healthy Lifestyles in Schools review and include extended schools in the review;

(2) receive a report in June 2006 which would include an update on school nurses, water availability and obesity.

(ii) The Distribution of SEN statements in Harrow's mainstream schools:

The Sub-Committee received a report of the Director of Children's Services which provided a comparison of the position with regard to SEN statements in Harrow's mainstream schools between 2002 and 2006. It was reported that although the distribution of SEN statements across mainstreams was uneven, the spread was not unreasonable and variations were mainly due to additional resourcing for meeting special needs in particular schools.

A Member queried why Little Stanmore and Pinner Park Middle School had a high level of SEN statements when they were not additionally resourced. An officer explained that there was no specific reason and that variations reflected the individual needs of pupils and location.

RESOLVED: That the Sub-Committee be regularly provided with figures on pupils with SEN Statements.

(iii) Governing Body Recruitment and Retention:

Members received a report of the Director of Children's Services which provided an update on the progress made against the Sub-Committee's recommendations from 2004. An officer explained that to make governorship more accessible, the length of term could be reduced and the use of associate members could be investigated. Observing could be encouraged and guidance on good governance had been published. The helpline 'Governorline' was being referred to by governors and this service would continue to be publicised. The Harrow Council for Racial Equality (HCRE) had been promoting governorship, mentoring schemes were in place, and long serving governors had been nominated for an award. The Council was also offering a service level agreement to governors.

It was explained that the number of governor vacancies was being closely monitored and there had been a decrease in the last three years.

In response to a question about why the recommendations had not been addressed sooner, the officer explained that many of these developments had taken place over time but had only recently come to fruition.

The Sub-Committee also received a report of the Director of Strategy (People First) which informed Members of two options on the technical infrastructure and support required for the provision of the Governors' web forum. It was

explained that the London Grid for Learning was already being used by schools and this was the preferred option. The forum would be set up and governors would receive training by September 2006.

A Member commented that the support cost of up to £6,000 per year appeared excessive. An officer responded that the costs would probably be lower, particularly after the launch.

RESOLVED: That (1) a report on the launch, start-up costs and anticipated future costs be submitted to the Sub-Committee's meeting in October 2006;

(2) the Sub-Committee receive an update on governor vacancies in January 2007.

(iv) Statementing Process for Children with Statements of Special Educational Needs:

The Sub-Committee received a report of the Director of Children's Services which updated Members on the progress made against agreed actions outlined in the 2005 progress report. It was reported that all recommendations had been addressed and incorporated into the annual plan for the service. In addition, the feedback from schools and parents had been favourable.

RESOLVED: That the report be noted.

(v) Update on the Actions and Response to the Recommendations of the Sub-Committee's Review of Phase 3 Delegated Funding for Pupils with SEN in Mainstream Schools:

The Sub-Committee received a report of the Director of Children's Services which set out the progress and actions since the Sub-Committee's recommendations in 2004. An officer explained that there had been no significant problems regarding Phase 3 delegation. The widely distributed leaflet that was produced may have contributed to the success by aiding understanding. Provision mapping in schools was being piloted and the feedback received had been favourable.

A Member queried how the non-attendance of governors at training could be addressed and was informed that governing bodies or clusters of governing bodies could set a date for a trainer to visit them and deliver training. Whilst training materials would be placed on the London Grid for Learning, this method of learning would not enable interaction between trainer and trainees.

RESOLVED: That the report be noted.

(vi) Adult and Community Learning Scrutiny Review:

Further to Recommendation 1 above, the Sub-Committee also agreed further actions to follow up the recommendations of the scrutiny review, specifically Recommendation 7, "that the branding for the ACL Service be reviewed and that 'Learn in Harrow' be considered as a potential brand" and Recommendation 8 "that the ACL service, in conjunction with the Communication Unit, places a higher profile link to www.learninharrow.org.uk from the Council's website".

RESOLVED: That (1) the Sub-Committee receive a report in June 2007 on whether the action outlined in Recommendation 7 of the scrutiny review had been completed;

(2) in relation to Recommendation 8 of the scrutiny review, the Portfolio Holder for Communications be requested to arrange for a direct link to be made between the Council's homepage and the ACL website;

(3) the Business Transformation Partnership (BTP) ensure that courses and phone numbers of learning centres be made available via First Contact.

275. Children and Young People's Plan 2006-2009:

The Sub-Committee considered a report of the Director of Children's Services which informed Members of the Children and Young People's Three Year Plan 2006-2009. The Plan had been approved by Cabinet at its meeting on 16 March 2006 and was a statutory requirement which would be updated annually.

The Sub-Committee also received a reference from the School Organisation Committee which requested that the Sub-Committee formally respond to the Committee after considering the Children and Young People's Plan. Members of the

School Organisation Committee had wanted assurance that the plan had been scrutinised. The reference had originally been submitted to the Joint Meeting of the Lifelong Learning Scrutiny Sub-Committee and Health and Social Care Scrutiny Sub-Committee but had been referred on to this meeting in light of the Plan not being available in advance of the joint meeting.

A Member commented that the Appendix to the report contained duplications and spelling errors and that organisations should be listed alphabetically.

RESOLVED: That (1) an update on the Plan be submitted to the Sub-Committee annually at its meetings in June/July;

(2) the reference from the School Organisation Committee be noted;

(3) the School Organisation Committee be informed that the Sub-Committee would be monitoring the plan.

276. **Early Years and Childcare Strategy 2004-2006 Achievement Report:**

The Sub-Committee received a report of the Director of Children's Services which set out the Early Years and Childcare 2004-2006 Achievement Report for Members' consideration. An officer explained that this was the last Early Years and Childcare Achievement Report, and outlined the achievements and the targets that had been met.

Achievements included funding being provided for the childcare of all three and four year olds in Harrow, working with voluntary providers, the introduction of ethnicity monitoring and the Council being able to withdraw funding if childcare providers did not meet the quality criteria.

The Sub-Committee noted that in the future a parent and toddler group would be launched, final transition documents relating to SEN provision for children entering school would be published and work would be undertaken with healthcare services to attempt to address issues such as obesity and the low rate of breastfeeding in Harrow.

RESOLVED: That the report be noted.

277. **14-19 Reforms:**

The Sub-Committee received a report of the Director of Children's Services which provided an update on the national and local picture with regard to 14-19 provision.

In response to a question from a Member, it was explained that as part of provision mapping, the location for the teaching of each subject would be decided according to the specialism of schools and initially there would be a sharing of staff. The Sub-Committee noted that an advisory team of teachers had been deployed to develop schemes of work and a plan would be put in place to ensure vocational options were offered.

RESOLVED: That officers provide a further progress report to the Sub-Committee's meeting in June 2006.

278. **Annual Report of the Overview and Scrutiny Committee:**

The Sub-Committee received a report of the Director of People, Performance and Policy which sought approval of the draft Chair's report of the Sub-Committee's work over the past four years, for inclusion in the 2005/06 scrutiny annual report.

RESOLVED: That the draft Chair's report of the Sub-Committee's work over the past four years be approved for inclusion in the 2005/06 scrutiny annual report.

279. **Any Other Business:**

Vote of Thanks

The Chair thanked officers, co-optees, Members and the scrutiny officer for their work over the last four years and she, in turn, was thanked by Members of the Sub-Committee.

(Note: The meeting having commenced at 7.34 pm, closed at 9.55 pm)

(Signed) COUNCILLOR MITZI GREEN
Chair

HEALTH AND SOCIAL CARE SCRUTINY SUB-COMMITTEE (SPECIAL)**10 APRIL 2006**

Chair: * Councillor Bluston

Councillors: * Gate * Vina Mithani
Lavingia * Pinkus (2)
Myra Michael * Mrs R Shah

Advisor (non-voting): * Jean Bradlow

* Denotes Member present

(2) Denotes category of Reserve Member

[Note: Councillor Margaret Davine also attended this meeting in a participatory capacity].

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**331. **Attendance by Reserve Members:****RESOLVED:** To note the attendance at this meeting of the following duly appointed Reserve Members:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Mrs Joyce Nickolay	Councillor Pinkus

332. **Declarations of Interest:****RESOLVED:** To note that the following interests were declared:

<u>Member</u>	<u>Nature of Interest</u>
Councillor Gate	Declared a personal interest in that his wife was a nurse practitioner for Harrow PCT.
Councillor Vina Mithani	Declared a personal interest in that she worked for a Health Protection Agency.
Councillor Mrs R Shah	Declared a personal interest by virtue of her employment with Brent Social Services.

333. **Arrangement of Agenda:****RESOLVED:** That all items be considered with the press and public present.334. **Minutes:****RESOLVED:** That the minutes of Special Meeting held on 28 February 2006 and the ordinary meeting held on 21 March 2006 be deferred until the next ordinary meeting.335. **Deputations:****RESOLVED:** To note that no deputations were received at the meeting under the provisions of Overview and Scrutiny Procedure Rule 10.336. **Harrow Primary Care Trust - Community Facilities Review:**

The Sub-Committee received a report of the Director of Corporate Performance, Harrow Primary Care Trust, outlining the outcome of the Community Facilities Review. It was stated that the review had been prompted by concerns over utilisation rates of existing facilities, and the PCT's financial situation. It was estimated that the divestment of these facilities could provide capital receipts to the PCT but that the precise nature of the amount would depend upon the buyer of the site.

The Sub-Committee heard that the PCT had recommended that two community facilities could cease operation, with their services transferred to the Alexandra Avenue site. It was recommended accordingly that a process of consultation accompany this, incorporating the feedback of the Sub-Committee.

The Director of Corporate Performance added that local residents were also being consulted, along with the Forum for Public and Patient Involvement in health (PPI), as well as residents' associations, patients' associations, and Members. There would also be a service to answer queries related to the closures, details of which would be posted in affected areas. The consultation was due to cease at the end of June 2006.

The Director of Corporate Performance for Harrow PCT emphasised that he could give no guarantee that further services or sites would be immune from change, although the PCT's existing financial recovery plan did not specify any further revisions.

In response to Members' concern about the accessibility of the Alexandra Avenue site, it was emphasised that the PCT was in consultation with Transport for London (TFL), and that the PCT was reviewing existing bus services to the site. It was added that a scheme of receipt reimbursement was also being considered, and that there was potential for a sum of money to be ring-fenced from capital receipts for investment in transport. A Member suggested that the PCT should look to the voluntary sector for assistance in this matter.

A Member commented that the re-structuring of services provided an opportunity for better service integration. Officers from the PCT concurred, citing the possibility of heightened cross-departmental co-operation from the increased number of services located at Alexandra Avenue.

RESOLVED: That the above be noted.

337. **Overview and Scrutiny Annual Report - Additional paragraph from Health and Social Care Sub-Committee:**

The Sub-Committee received a report of the Director of People, Performance and Policy outlining a change in the Sub-Committee's submission to the Overview and Scrutiny Committee's annual report, in light of this Special meeting.

An officer explained that an additional paragraph had been inserted, reflecting the Sub-Committee's obligation to scrutinise NHS changes to local health services and accompanying processes of consultation, as had been the case at this Special meeting.

RESOLVED: That the additional paragraph to the Sub-Committee's report be approved for inclusion in the 2005/06 Overview and Scrutiny annual report.

338. **Any Other Business:**

Vote of Thanks

The Chair extended his thanks to all those who had been involved in the work of the Sub-Committee, including Members, the Harrow Patient and Public Involvement in Health Forum, the Primary Care Trust, and the Strategic Health Authority amongst others.

(Note: The meeting having commenced at 7.35 pm, closed at 8.20 pm)

(Signed) COUNCILLOR HOWARD BLUSTON
Chair

COUNCIL



MINUTES
of the
MEETING
of the
COUNCIL
of the
LONDON BOROUGH OF HARROW
held on
THURSDAY 27 APRIL 2006

Present: **The Worshipful the Mayor (Councillor Paddy Lyne)**
 The Deputy Mayor (Councillor Mary John)

Councillors:

R. Arnold
Nana Asante
David Ashton
Mrs Marilyn Ashton
Mrs Camilla Bath
Miss C A Bednell
F. Billson
Alan Blann
H. Bluston
J. Branch
K. Burchell
Mrs L. Champagne
M. Choudhury
Mrs Janet Cowan
John Cowan
Bob Currie
Margaret Davine
M. Dharmarajah
Sanjay Dighé

A.T. Foulds
Brian Gate
Mitzi Green
Ann Groves
C. Harrison
C. Harriss
T. Idaikkadar
Mark Ingram
N. Ismail
Mrs E.M. Kinnear
A.C. Knowles
Jean Lammiman
D. Lavingia
Myra Michael
Jerry J. Miles
Vina Mithani
Chris Mote
Mrs Janet Mote
John Nickolay

Mrs Joyce Nickolay
Marie-Louise Nolan
Phillip O'Dell
A. Omar
P. Osborn
Anjana Patel
A. Pinkus
R. Ray
R.D. Romain
Anthony Seymour
Navin Shah
Mrs Rajeshri Shah
E. Silver
Bill Stephenson
Keekira Thammaiah
Keith Toms
M. Versallion
Anne Whitehead
G.G.V. Williams

PRAYERS

The meeting opened with Prayers offered by the
Reverend Terence H. MacMath

388. COUNCIL MINUTES:**RESOLVED:**

THAT THE MINUTES OF THE COUNCIL TAX MEETING HELD ON 23 FEBRUARY 2006, HAVING BEEN CIRCULATED, BE TAKEN AS READ AND SIGNED AS A CORRECT RECORD.

389. DECLARATIONS OF INTEREST:

It was noted that there were no declarations of interest on behalf of Members with regard to the business to be transacted at this Council Meeting.

390. MAYOR'S ANNOUNCEMENTS:**RESOLVED:**

THAT THE COUNCIL RECEIVE AND NOTE THE REPORT OF THE WORSHIPFUL THE MAYOR, AS TABLED, UPON HER OFFICIAL DUTIES, TOGETHER WITH THE OCCASIONS ON WHICH SHE HAD BEEN REPRESENTED BY THE DEPUTY MAYOR AND PAST MAYORS, SINCE THE PREVIOUS COUNCIL MEETING.

391. NORMAN KEMBER:

The Mayor referred to the release of Norman Kember, who had been held hostage in Iraq, and confirmed that he had returned home safely.

RESOLVED:

THAT ON BEHALF OF THE COUNCIL, A LETTER BE SENT TO MR KEMBER AND HIS FAMILY WELCOMING HIM HOME AND EXPRESSING RELIEF AT HIS SAFE RETURN.

392. COMMONWEALTH GAMES - MEDALS FOR HARROW RESIDENTS:

On behalf of the Council, the Mayor offered congratulations to two Harrow residents who had competed in and brought back medals from the 2006 Commonwealth Games in Australia. Laura Turner had won a silver medal for the 4x100m relay, and Dean Macey a gold medal for the men's decathlon.

RESOLVED:

THAT THE MAYOR WRITE TO LAURA TURNER AND DEAN MACEY CONGRATULATING THEM ON THEIR VICTORIES AT THE COMMONWEALTH GAMES.

393. JO PORTILLO:

The Mayor wished Jo Portillo, who was absent from this meeting due to illness, a speedy recovery and regretted that Members would not have the opportunity to bid him farewell before the Elections. On behalf of all Members, the Mayor thanked Jo for all his help and support over the years and requested that this be placed on record. It was unanimously

RESOLVED:

THAT ON BEHALF OF THE COUNCIL, THE MAYOR WRITE TO JO PORTILLO THANKING HIM FOR HIS HELP AND SUPPORT AND WISHING HIM A SPEEDY RECOVERY.

394. COUNCILLOR RICHARD ROMAIN:

On behalf of the Council, the Mayor welcomed Councillor Romain to the meeting following his enforced absence from recent meetings due to illness.

395. PROCEDURAL MOTIONS:

The Leader of the Council, Councillor N Shah, moved a procedural motion under the provisions of Council Procedure Rule 4.2 (Variation of the Order of Business), to effect the consideration of Items 14 (Honorary Aldermen) and 16 (Tributes to Retiring Members) on the Summons immediately after Item 6 (Public Questions).

This procedural motion received the general assent of Council.

RESOLVED:

THAT THE PROCEDURAL MOTION UNDER COUNCIL PROCEDURAL RULE 4.2 BE AGREED, TO ALLOW THE CONSIDERATION OF ITEMS 14 AND 16 IMMEDIATELY AFTER ITEM 6.

396. PETITIONS:

(1) The following petitions were submitted by Members of Council:-

- (i) By Councillor John Nickolay, containing 2,300 signatures requesting that the Council allow one hour's free parking in the Pinner car parks, as in North Harrow and neighbouring boroughs, and bring charges into line with those elsewhere in the Borough, to stimulate business and benefit shoppers, parents, residents and visitors to Pinner.

[Note: The petition stood referred to the Traffic Advisory Panel].

- (ii) By Councillor Myra Michael, containing 53 signatures from the tenants, leaseholders and residents of Jubilee Close, James Bedford Close and users of Montesole Park, Pinner, requesting that the Council sort out the Grimsdyke Ditch or brook that acts as a boundary between Jubilee Close, James Bedford Close and Montesole Park, which is heavily polluted.

[Note: The petition stood referred to the Executive].

(2) The following petition was submitted by a member of the public:-

- (i) By Mr J Lawrence, containing 5,000 signatures, requesting that the names of those killed at war be placed on the War Memorial outside the Civic Centre.

[Note: The petition stood referred to the Executive].

397. PUBLIC QUESTIONS:

Further to Item 6 on the Summons, the following question was submitted by a member of the public, in accordance with Council Procedure Rule 12.3:

<u>QUESTION BY</u>	<u>QUESTION OF</u>	<u>TEXT OF QUESTION</u>
Mr P Seedher	The Leader (Councillor N Shah)	"We are aware of the congestion around central Harrow, South Harrow, Northolt Road and Harrow-on-the-Hill, and are exploring different kinds of traffic management to resolve those problems." How has this Council dealt with congestion around central Harrow, South Harrow, Northolt Road and Harrow-on-the-Hill and has the congestion been eliminated?"

[Note: In the absence of the questioner, the Mayor ruled that the question not be put].

398. HONORARY ALDERMEN:

- (i) At item 14 on the Summons, the Council received a report from the Chief Executive, which invited Members to bestow the honour of Honorary Alderman on Councillor Keith Toms upon his retirement from the Council as at 8 May 2006.
- (ii) The Leader of the Council, Councillor N Shah, paid tribute to Councillor Toms' long service to the Authority. Expressions of appreciation were also offered by Councillors C Mote and Branch, and a number of other Members.
- (iii) Councillor N Shah moved and Councillor C Mote seconded an amendment to the Recommendation set out in the report, which was agreed.

- (iv) The substantive Recommendation as amended was adopted by Council in the following form:-

RESOLVED:

THAT A SPECIAL COUNCIL MEETING BE CONVENED AT 7.30PM ON 31 MAY 2006 TO BESTOW THE HONOUR OF HONORARY ALDERMAN ON COUNCILLOR TOMS UPON HIS RETIREMENT FROM THE COUNCIL ON 8 MAY 2006.

[Note: Councillors Arnold, Nana Asante, D Ashton, Marilyn Ashton, Mrs Bath, Miss Bednell, Billson, Blann, Bluston, Branch, Burchell, Mrs Champagnie, Choudhury, Janet Cowan, John Cowan, Currie, Margaret Davine, Dharmarajah, Dighé, Foulds, Gate, Mitzi Green, Ann Groves, Harrison, Harriss, Idaikkadar, Mark Ingram, Ismail, Mary John, Mrs Kinnear, Knowles, Jean Lammiman, Lavingia, Paddy Lyne, Myra Michael, Miles, Vina Mithani, C Mote, Janet Mote, John Nickolay, Mrs Joyce Nickolay, Marie-Louise Nolan, O'Dell, Omar, Osborn, Anjana Patel, Pinkus, Ray, Romain, Seymour, N Shah, Mrs R Shah, Silver, Bill Stephenson, Thammaiah, Toms, Versallion, Anne Whitehead and Williams wished to be recorded as having voted in favour of the Resolution above].

399. TRIBUTES TO RETIRING MEMBERS:

On the occasion of the last Council meeting prior to the Borough Elections on 4 May 2006, the Leader of the Council, Councillor N Shah, referred to the fourteen Members of Council who would not be standing for re-election and paid tribute to their service. Those Members were:-

<u>Councillors</u>	<u>Service (Years)</u>	<u>Ward</u>	<u>Political Group</u>
Raymond Arnold	4	Rayners Lane	Conservative
Alan Blann	6	Wealdstone	Labour
John Branch	12	Harrow Weald	Liberal Democrat
Cyril Harrison	35	Wealdstone	Labour
Mark Ingram	8	Roxbourne	Labour
Mike Kinsey	4	Greenhill	Labour
Adrian Knowles	8	Hatch End	Conservative
Adam Lent	4	Edgware	Independent
Paddy Lyne	16	Harrow Weald	Liberal Democrat
Marie-Louise Nolan	4	Wealdstone	Labour
Adrian Pinkus	4	Belmont	Conservative
Stephen Thornton	4	Harrow Weald	Liberal Democrat
Keith Toms	32	Kenton East	Labour
Gordon Williams	4	Pinner South	Independent

Expressions of appreciation were also offered by the Leader of the Conservative Group, Councillor C Mote, the Deputy Leader of the Council, Councillor Dighe, and a number of other Members. Additionally, in anticipation of such an occurrence, tributes were paid to current Members who might not secure re-election.

A number of retiring Members expressed their thanks to Members and officers.

400. CHILDREN AND YOUNG PEOPLE'S PLAN 2006-2009:

Further to Item 7 on the Summons, the Council received Recommendation I of the Cabinet meeting of 16 March 2006 in this matter.

The Recommendation was adopted as printed.

RESOLVED:

THAT THE CHILDREN AND YOUNG PEOPLE'S THREE YEAR PLAN 2006-09 BE APPROVED.

401. TRANSPORT LOCAL IMPLEMENTATION PLAN (LIP):

Further to Item 8 on the Summons, the Council received Recommendation II of the Cabinet meeting of 16 March 2006 in this matter.

The Recommendation was adopted as printed.

RESOLVED:**THAT THE FINAL TRANSPORT LOCAL IMPLEMENTATION PLAN BE APPROVED.****402. RECOMMENDED CONSTITUTIONAL CHANGES:**

(i) Further to Item 9 on the Summons, the Council received the Recommendations arising from the Constitution Review Working Group meeting of 5 April 2006 in this matter.

(ii) Councillor Dighe moved, and Councillor Idaikkadar seconded, an amendment to paragraph 10 of the proposed Protocol on Confidentiality of Part II Reports (Part 5H of the Constitution) in the following terms:-

“Amend the first line of paragraph 10 by deleting the word “investigated” and replace with “considered”.”

This received the general assent of Council.

(iii) The Recommendation in relation to the particular protocol was adopted as amended.

RESOLVED:**THAT (1) THE PROPOSED CHANGES TO THE AUTHORITY’S CONSTITUTION AS NOW ENDORSED BY THE CONSTITUTION REVIEW WORKING GROUP AND DETAILED IN THE REPORT OF THE WORKING GROUP BE APPROVED, SUBJECT TO THE AMENDMENT SET OUT AT (ii) ABOVE IN RESPECT OF THE PROTOCOL ON CONFIDENTIALITY OF PART II REPORTS;****(2) THE CONSEQUENT TEXTUAL AND ADMINISTRATIVE AMENDMENTS DE DELEGATED TO THE CHIEF EXECUTIVE TO IMPLEMENT.****403. DECLARATION OF INTERESTS:**

Further to Item 10 on the Summons, the Council received Recommendation I of the Standards Committee meeting of 17 November 2006 in this matter.

The Recommendation was adopted as printed.

RESOLVED:**THAT THE CODE OF CONDUCT BE AMENDED UNDER SECTION 5A, CODES AND PROTOCOLS, RULE 11.1 DISCLOSURE OF PERSONAL INTERESTS, TO THE FOLLOWING:**

“FOR AVOIDANCE OF DOUBT A MEMBER WITH A PERSONAL (BUT NOT PREJUDICIAL) INTEREST WHO OBSERVES A MEETING FROM THE PUBLIC GALLERY OR ANY PART OF THE ROOM OR CHAMBER, BUT DOES NOT ADDRESS THE MEETING OR TAKE PART IN THE DISCUSSION IS NEVERTHELESS DEEMED TO BE ATTENDING THE MEETING AND SO IS REQUIRED TO DECLARE THE INTEREST”.

404. MANDATORY TRAINING FOR MEMBERS:

Further to Item 11 on the Summons, the Council received Recommendation I of the Standards Committee meeting of 27 March 2006 in this matter.

The Recommendation was adopted as printed.

RESOLVED:**THAT (1) TRAINING IN THE CODE OF CONDUCT BE MANDATORY;****(2) TRAINING FOR MEMBERSHIP OF THE PERSONNEL APPEALS PANEL, SOCIAL SERVICES APPEALS PANEL AND THE CHIEF OFFICERS’ EMPLOYMENT PANEL BE MANDATORY;****(3) ALL MEMBERS OF APPROPRIATE BODIES BE REQUIRED TO UNDERTAKE TRAINING REGARDLESS OF EXPERIENCE, SUBJECT TO (8) BELOW;**

(4) A BRIEF INITIAL TRAINING SESSION BE PROVIDED PRIOR TO ANY INAUGURAL MEETING AND THAT THIS BE FOLLOWED UP BY A FULL TRAINING SESSION TO BE HELD BEFORE 30 SEPTEMBER 2006, SUBJECT TO THE AVAILABILITY OF STAFF;

(5) TRAINING SHOULD, WHERE POSSIBLE, BE OFFERED AT THREE OR FOUR SESSIONS ON AT LEAST TWO DIFFERENT DAYS;

(6) MEMBERS BE ASKED TO CONSIDER WHETHER TRAINING SHOULD BE PROVIDED BY THE BEST AVAILABLE MEANS, WHETHER THIS BE EXTERNAL PROVIDERS OR OFFICERS OF THE COUNCIL;

(7) A RECORD, OPEN TO INSPECTION BY ALL MEMBERS, BE KEPT OF THE ATTENDANCE AT ALL TRAINING SESSIONS;

(8) SUBJECT TO THE AGREEMENT OF THE CHAIR OF THE STANDARDS COMMITTEE, SPECIAL ARRANGEMENTS FOR AN OFFICER BRIEFING BE MADE WHERE A MEMBER, IN EXCEPTIONAL CIRCUMSTANCES, IS UNABLE TO ATTEND ANY OF THE TRAINING SESSIONS; DURING THE PROCESS GROUP LEADERS AND WHIPS BE KEPT INFORMED, THE CHAIR OF THE STANDARDS COMMITTEE AGREE ANY SPECIAL ARRANGEMENTS MADE AND A NOTE BE MADE IN THE REGISTER OF ATTENDANCE THAT SUCH ARRANGEMENTS WERE MADE;

(9) IF IT BE CONSIDERED DURING THE LIFE OF THE COUNCIL THAT FURTHER UPDATED MANDATORY TRAINING IS NEEDED, THEN THE STANDARDS COMMITTEE HAVE THE POWER TO IMPOSE SUCH A REQUIREMENT;

(10) ALL TRAINING SESSIONS SHOULD, WHEREVER POSSIBLE, BE OPEN TO ATTENDANCE BY ANY COUNCILLOR, WHETHER OR NOT THE COUNCILLOR IS A MEMBER OF THE RELEVANT COMMITTEE;

(11) AN OUTLINE TRAINING PROGRAMME BE PREPARED, THIS PROGRAMME SHOULD BE AGREED BY THE MEMBER DEVELOPMENT PANEL AND THEN RECOMMENDED TO THE STANDARDS COMMITTEE.

405. OVERVIEW AND SCRUTINY COMMITTEE ANNUAL REPORT:

Further to Item 11 on the Summons, the Council received Recommendation I of the Overview and Scrutiny Committee meeting of 27 March 2006 in this matter.

The Recommendation was adopted as printed.

RESOLVED:

THAT THE COMMITTEE'S ANNUAL REPORT FOR 2005/06 BE NOTED.

406. QUESTIONS WITH NOTICE (COUNCIL PROCEDURE RULE 13):

Further to Item 13 on the Summons, the following three questions had been submitted by Members of the Council, notice of which had duly been given under the provisions of Council Procedure Rule 13.2.

<u>QUESTION BY</u>	<u>QUESTION OF</u>	<u>TEXT OF QUESTION</u>
(1) Councillor Silver	Planning, Development and Housing Portfolio Holder (Councillor Burchell)	"Can you assure us that Harrow Council will have control of the allocation of flats at the former Safeway site in Pinner Road, North Harrow for the benefit of Harrow Residents and key workers?"
(2) Councillor Silver	Health and Social Care Portfolio Holder (Councillor Margaret Davine)	"Can you update the Council on the total amount still in dispute with the Harrow PCT on Continuing Care invoices which have not been paid to the Council for 2004/2005 and 2005/2006?"

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| (3) Councillor Myra Michael | Health and Social Care Portfolio Holder (Councillor Margaret Davine) | “With the proposed closure of the local health clinic in Cecil Park, can you tell me how young families and the elderly - especially the very young, old and infirm, be able to reach the proposed alternative “one-stop-shop” facilities in Alexandra Avenue?” |
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[Note: As the Members of Council who had submitted the questions were not present in the Council Chamber when this item was reached, the Mayor indicated that the relevant Portfolio Holders should provide written responses to the questions above].

407. DECISIONS TAKEN UNDER THE URGENCY PROCEDURE AND USE OF THE SPECIAL URGENCY PROCEDURE:

In accordance with the Council’s Overview and Scrutiny Procedure Rules as set out in Part 4 of the Constitution, the Meeting received a report at Item 15 of the Summons regarding decisions taken as a matter of urgency by Portfolio Holders, the Leader of the Council and the Cabinet.

RESOLVED:

THAT (1) THE URGENT DECISIONS TAKEN BY PORTFOLIO HOLDERS AND THE LEADER OF THE COUNCIL, AS NOW REPORTED, BE NOTED;

(2) IT BE NOTED THAT THE USE OF THE URGENCY PROCEDURE HAD NOT BEEN EXERCISED IN RELATION TO REPORTS TO CABINET SINCE 23 FEBRUARY 2006.

408. CLOSING REMARKS:

Upon the occasion of his last Council meeting, Councillor Keith Toms paid tribute to other Members, and thanked all Members of Council for their friendship and support.

The Mayor also paid tribute to the retiring Members, and extended her best wishes to them all.

(CLOSE OF MEETING: All business having been completed, the Mayor declared the meeting closed at 10.25 pm).

