

2005 – 2006
February 2006 Volume 9



**CABINET
AND
COUNCIL
MINUTES**

CABINET AND COUNCIL MINUTE BOOK

VOLUME 9: FEBRUARY 2006

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COUNCIL
AND
COUNCIL
COMMITTEES

STANDARDS
PANELS

SELECTION PANEL

1 FEBRUARY 2006

Chair: * Councillor Janet Cowan

Councillors: * Ann Groves * Branch

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**1. **Appointment of Chair:**

RESOLVED: To appoint Councillor Janet Cowan as Chair of the Selection Panel for the Municipal Year 2005/06.

2. **Reserve Members:**

RESOLVED: To note that there were no Reserve Members currently appointed to this Panel.

3. **Declarations of Interest:**

Councillors Branch, Janet Cowan and Ann Groves declared personal interests in relation to agenda item 6, Shortlisting of Applicants for the Post of Independent Member, in that some of the candidates' names appeared to be familiar, as they recognised them as having been listed on some Council papers and as having attended meetings. Following Legal advice, the Panel Members remained in the room and took part in the discussion on the item.

RESOLVED: To note the interests declared by Councillors Branch, Janet Cowan and Ann Groves in relation to agenda item 6, and that the Members participated in the discussion and decision-making on that item.

4. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, this meeting be convened at short notice and the substantive business on the agenda be considered by virtue of the special circumstances and urgency detailed below:

Special Circumstances

The closing date for receipt of applications was Friday 27 January 2006. The meeting was originally scheduled for March 2006, but due to unforeseen circumstances had to be rescheduled to 1 February 2006, that being the only available convenient date for all Members.

Grounds for Urgency

The applications were for the selecting of independent persons to become members of the Standards Committee, and these persons had to be appointed in time for the Standards Committee meeting on 29 March 2006 to consider and recommend to Council in April 2006 the adoption of the Code of Conduct for Members.

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

ItemReason

5. Shortlisting of Applicants for the Post of Independent Member

The report contained "exempt information" under paragraph 1 of Part I of Schedule 12A of the Local Government Act 1972 (as amended) in that it contained information relating to an applicant to become an office-holder under the authority.

5. **Terms of Reference:**

RESOLVED: That the Panel's terms of reference be noted.

6. **Shortlisting of Applicants for the Post of Independent Member:**
The Panel considered the eleven applications which had been received for the posts of Independent Member of the Standards Committee.

During discussion, it was identified that one of the applications did not meet the selection criteria, in that they revealed that they were friends with a Councillor. It was therefore agreed that the application be withdrawn from the recruitment process.

Following consideration of the remaining applications, the Panel unanimously agreed to shortlist seven of the applicants and invite them to an informal discussion session with Members of the Selection Panel on 1 March 2006 and 2 March 2006.

RESOLVED: That (1) the seven applicants identified by the Panel be invited to an informal discussion session with the Selection Panel on 1 March 2006 and 2 March 2006 at 7.00 pm;

(2) shortlisted applicants be requested to provide the name of an individual to give a character reference on their behalf;

(3) the Director of Corporate Governance inform the applicant whose application had been withdrawn from the recruitment process of the grounds for not accepting their application.

(See also Minute 3).

(Note: The meeting having commenced at 2.00 pm, closed at 4.00 pm)

(Signed) COUNCILLOR JANET COWAN
Chair

MEMBER
DEVELOPMENT
PANEL

MEMBER DEVELOPMENT PANEL

7 FEBRUARY 2006

Chair: * Councillor Ann Groves

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

* Denotes Member present

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Mandatory Training for Members**

The Panel received a report of the Director of People, Performance and Policy which detailed eleven possible recommendations for the Panel to make to the Standards Committee in regard to mandatory training for Members. In the discussion of the report, the following points were made:

- In the light of changing guidelines, training for the Chief Officers' Employment Panel should also be made mandatory;
- whilst all Members of appropriate bodies should be required to undertake training regardless of experience, exceptions should be agreed by reference to the Chair of the Standards Committee;
- the decision on whether training should be provided by external providers or by officers of the Council should be taken according to the individual merits of the training packages offered by each;
- in the event of a Member not being able to attend training sessions, Group Leaders and Whips should be kept informed of the situation, before being referred to the Chair of the Standards Committee;
- since the rules governing mandatory training for Members should first be agreed by the Member Development Panel, before being recommended to the Standards Committee, an outline training programme should be agreed by the Panel at its next meeting to be held on 4 April 2006.

Resolved to RECOMMEND: (To the Standards Committee)

That (1) training in the Code of Conduct should be mandatory;

(2) training for membership of the Discipline and Grievance Appeal Panel, Social Services Review Panel, Social Services Complaints Panel and the Chief Officers' Employment Panel should be mandatory;

(3) all Members of appropriate bodies should be required to undertake training regardless of experience, subject to (8) below;

(4) a brief initial training be provided, prior to the first 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 should be kept informed, the Chair of the Standards Committee should agree any special arrangements made, and a note should 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 should 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.

[REASON: To ensure risk of challenge of Members' decisions in quasi-judicial circumstances is reduced.]

PART II - MINUTES

166. **Attendance by Reserve Members:**

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

167. **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.

168. **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 Mandatory Training	This report was not available at the time the agenda was printed and circulated. Members were requested to consider this item, as a matter of urgency, so that a programme of training could be arranged before the election of the new Council.

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

169. **Minutes:**

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

170. **Public Questions:**

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

171. **Petitions:**

RESOLVED: To note that no petitions had been received under Committee Procedure Rule 15.

172. **Deputations:**

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

173. **Mandatory Training:**

See Recommendation 1.

174. **Progress Report on New Member Induction:**

The Panel received a report of the Director of People, Performance and Policy, which outlined progress made on the New Member Induction programme. The officer present informed Members that the Welcome session had now been shortened, while the "Getting to Know your Borough" tour had been moved to the following week. Members were also advised that the mandatory training would be run through June and July

2006, and that there would be three sessions offering an overview of the different Council Directorates.

Members were informed that the appointment of an Organisational Development Advisor had meant good progress was being made on preparations for the New Member Induction programme. The officer stated that the design of the induction pack and the schedules for the training days would be made available for consultation with Members of the Panel at its next meeting to be held on 4 April 2006. Members stressed the need to attend to the particular audience to which information resources were directed. This meant that while the training DVD should keep its focus on new Members, information pertaining to Councillors on the Council website should be tailored to the needs of the wider community.

The officer advised the Panel that it had been suggested that half hour sessions be held between 5.00 pm and 9.00 pm for the "You, the Council and Community" component of the induction. This would afford Members flexibility and the option of taking short breaks between sessions. Officers also suggested the provision of a Members' chat room as a meeting place, which could also display additional information about the work of the Council. Since training for Outside Bodies would not be provided until September 2006, it was noted that short sessions would need to be run in May 2006. The officer also stated that with First Contact going live on 21 May 2006, it would be ready in time to form the focal point of the Civic Centre tour.

RESOLVED: That the report be noted.

175. **Update on Spend Against Budget:**

Officers tabled a summary of the Member Development Budget as of February 2006. Members were informed that it was unlikely that the remainder of the budget would be spent, and agreed that there were sufficient funds to produce the Induction DVD, as £7000 had already been budgeted for this purpose. A Member stated that the bid for the following year's funding had not been affected by the underspend. It was noted that all sections of the DVD would need to be approved by the Panel before production could begin. Areas suggested for inclusion were Members' role in Scrutiny, representation, community leadership, Council structure and the Members' Code of Conduct. The Chair also suggested that the DVD should demonstrate some of the excellent outcomes of the work of Members and officers.

RESOLVED: That (1) the Member Development Budget Summary be noted;

(2) the Induction DVD be produced.

176. **Any Other Business:**

A Member noted that two Council events had been planned for the same day which would potentially attract the same Members. It was noted that a common Council calendar could have alleviated this problem.

RESOLVED: That the Director of Corporate Governance be requested to investigate the possibility of having a single Council calendar.

(Note: The meeting having commenced at 5.30 pm, closed at 6.32 pm)

(Signed) COUNCILLOR ANN GROVES
Chair

DEVELOPMENT
CONTROL
COMMITTEE

REPORT OF DEVELOPMENT CONTROL COMMITTEE

MEETING HELD ON 8 FEBRUARY 2006

Chair: * Councillor Anne Whitehead

Councillors: * Marilyn Ashton * Idaikkadar
 * Mrs Bath * Kara (1)
 * Billson * Miles
 * Bluston * Mrs Joyce Nickolay
 * Choudhury * Thornton

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

[Note: Councillors John Cowan, Mrs Kinnear, Omar, N Shah and Silver also attended this meeting to speak on the items indicated at Minute 1090 below].

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES

 1089. **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 Janet Cowan	Councillor Kara

 1090. **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 John Cowan	Planning Application 2/14
Councillor Mrs Kinnear	Planning Application 5/01 and Main Agenda Items 14 and 16
Councillor Omar	Planning Application 2/12
Councillor N Shah	Planning Application 2/02
Councillor Silver	Planning Application 2/12 and Main Agenda Item 19

[Note: Subsequently, Councillors John Cowan and Omar elected not to speak on planning applications 2/14 and 2/12 respectively, and planning application 2/02 was deferred for consideration by the Committee at its next meeting].

(See also Minute 1091)

 1091. **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 Application 2/12 – 25 Hawthorn Drive
 Having declared a personal interest at the start of the meeting in the above item arising from the fact that he lived in Hawthorn Drive, during discussion on the item, and after having sought advice from the Legal Officer, Councillor Omar, who was not a Member of the Committee, declared a prejudicial interest and, accordingly, left the room and did not take any further part in the discussion on this item.

- (ii) Planning Application 2/13 – 2 Kelvin Crescent, Harrow
Councillor Marilyn Ashton declared a prejudicial interest in the above application. Accordingly, she would leave the room and take no part in the discussion or decision-making on this item.
- (iii) Planning Application 2/13 – 2 Kelvin Crescent, Harrow
Councillor Mrs Bath declared a prejudicial interest in the above application. Accordingly, she would leave the room and take no part in the discussion or decision-making on this item.
- (iv) Planning Application 2/13 – 2 Kelvin Crescent, Harrow
Councillor Kara declared a prejudicial interest in the above application. Accordingly, he would leave the room and take no part in the discussion or decision-making on this item.
- (v) Planning Application 2/13 – 2 Kelvin Crescent, Harrow
Councillor Mrs Joyce Nickolay declared a personal interest in the above application arising from the fact that she was acquainted with the next door neighbour. Accordingly, she would remain in the room and take part in the discussion and decision-making on this item.
- (vi) Planning Application 2/13 – 2 Kelvin Crescent, Harrow
Councillor Billson declared a personal interest in the above application arising from the fact that he was acquainted with the next door neighbour. Accordingly, he would remain in the room and take part in the discussion and decision-making on this item.
- (vii) Planning Application 2/14 – 21-40 Canons Park Close, Donnefield Avenue, Edgware
Councillor Bluston declared a personal interest in the above application arising from the fact that his wife was a member of the tennis club at the back of the park and he sometimes played tennis there. Accordingly, he would remain in the room and take part in the discussion and decision-making on this item.
- (viii) Planning Application 2/14 – 21-40 Canons Park Close, Donnefield Avenue, Edgware
During discussion on the above item, and having sought advice from the Legal Officer, Councillor John Cowan, who was not a Member of the Committee, and had not declared an interest in the item at the start of the meeting, declared an interest arising from the fact that he and his wife were non-executive members of the Canons Park Residents' Association and his wife was a non-executive member of the Friends of Canon Park. He elected to leave the room and did not take any further part in the discussion on this item.
- (ix) Planning Applications 2/17 and 2/18 – East End Farm, Moss Lane, Pinner
Councillor Bluston declared a prejudicial interest in the above related applications. Accordingly, he would leave the room and take no part in the discussion or decision-making on these items.
- (x) Planning Application 3/03 – 140 Wemborough Road, Harrow
Councillor Marilyn Ashton declared a prejudicial interest in the above application. Accordingly, she would leave the room and take no part in the discussion or decision-making on this item.
- (xi) Planning Application 3/03 – 140 Wemborough Road, Harrow
Prior to discussing the above item, Councillor Bluston, who had not declared an interest in the item at the start of the meeting, declared a prejudicial interest arising from the fact that he had been approached by an objector to the development during the course of the meeting. Accordingly, he left the room and did not take any part in the discussion or decision-making on this item.
- (xii) Planning Application 3/03 – 140 Wemborough Road, Harrow
Councillor Thornton declared a prejudicial interest in the above application. Accordingly, he would leave the room and take no part in the discussion or decision-making on this item.

(See also Minute 1090)

1092. **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>
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.
8. Deputation – 31 Northumberland Road, North Harrow	The request for a deputation had been received after the main agenda had been printed and circulated.
21. Staffing Situation in the Committee Team of the Development Control Section	To note that there was an acute shortage of management staff in the Committee Team (Planning and Development Service) which had come to light due to the recent departure of a senior member of staff.

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

1093. **Minutes:**

RESOLVED: That the Chair be given authority to sign the minutes of the meeting held on 11 January 2006, those minutes having been circulated, as a correct record, once printed in the Council Bound Volume.

1094. **Public Questions:**

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

1095. **Petitions:**

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

- (i) Petition objecting to Planning Application P/2971/05/CFU – 38 Cecil Park and 58 Marsh Road Pinner (Reddiford School)
Councillor Mrs Joyce Nickolay presented the above petition, which had been signed by 84 residents of Cecil Park, Pinner.
- (ii) Petition regarding concerns about the built out pavement at the Kings Head
Councillor Mrs Kinnear presented the above petition, which had been signed by 124 people.

1096. **Deputations:**

The Committee received a deputation on behalf of residents of Northumberland Road, which outlined their concerns regarding the development at 31 Northumberland Road. The deputees stated that residents found the recommendations in the report of the Group Manager (Planning and Development) to be unacceptable, and described seven areas which residents believed required remedial action. The deputees emphasised that residents did not consider that the breaches of planning permission should be dealt with via a retrospective planning application.

RESOLVED: That the above be noted.

(See also Minute 1107)

1097. **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.

1098. **Representations on Planning Applications:**

RESOLVED: That, in accordance with the provisions of Committee Procedure Rule 17 (Part 4B of the Constitution), representations be received in respect of items 2/02, 2/12, 2/13, 2/14, 2/17 and 2/18 on the list of planning applications.

[Note: Planning Applications 2/02, 2/17 and 2/18 were subsequently deferred for consideration at the next meeting of the Committee].

1099. **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.

1100. **Planning Appeals Update:**

RESOLVED: (1) To note the report;

(2) that officers be requested to explore whether it would be possible to hold an informal hearing rather than written representations for 7 West Drive Gardens.

1101. **Enforcement Notices Awaiting Compliance:**

RESOLVED: To note the report.

1102. **19 Victoria Terrace, Harrow on the Hill:**

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 removal of the two windows on the ground floor north elevation;
- (ii) the reinstatement of the walls to match the existing wall;
- (iii) the permanent removal of the materials arising from compliance with the first requirements in (i) and (i) above from the land.

(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.

(See also Minute 1090)

1103. **Rear of 48 The Avenue, Harrow Weald:**

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 issue a Notice pursuant to Section 215 of the Town and Country Planning Act 1990 on the land outlined in the first schedule for the works stated in the second schedule:

FIRST SCHEDULE – The Land

Land at 48 The Avenue, Harrow Weald edged black on the plan attached to the report of the Group Manager (Planning and Development);

SECOND SCHEDULE – The Steps Required to be Taken

- (i) reduce the height of the vegetation (except any tree with a trunk width of more than 100mm) so that the vegetation on the Land is no more than 100mm in height from ground level;
- (ii) permanently remove all material arising from compliance with Step (i) above from the land;
- (iii) permanently remove all household rubbish and litter from the Land;
- (iv) permanently remove the section of fence that has fallen down, from the land.

1104. **Ravensholt, 12 Mount Park Road, Harrow on the Hill:**

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

A Member, who was not a Member of the Committee, expressed concern that the impact the development had on the Conservation Area and Metropolitan Open Land had been omitted from the report.

RESOLVED: That officers be requested to (1) revise the report in accordance with comments made by Members; and

(2) submit the revised report for consideration by the Committee.

(See also Minute 1090)

1105. **147 Roxeth Green Avenue, 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 the canopy roof;
- (ii) the reduction of its flank walls to a height not exceeding 2 metres;
- (iii) the demolition of the raised floor to natural ground level;
- (iv) the permanent removal from the land of the materials arising from compliance with (i), (ii) and (iii) above.

(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.

1106. **63 College Road, Harrow Weald:**

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 the detached outbuilding;
- (ii) the permanent removal of the materials arising from compliance with the requirement in (i) above.

(i) and (ii) 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.

1107. **31 Northumberland Road, North Harrow:**

The Committee received a report of the Group Manager (Planning and Development) in this regard and heard a deputation from residents of Northumberland Avenue.

Members of the Committee expressed the view that they did not support the recommendation of the Group Manager (Planning and Development) that the owner of the property be requested to submit a further planning application to regularise the position in relation to the unauthorised additional front and rear projections.

RESOLVED: That (1) the Recommendations set out in the officer's report be not agreed;

(2) officers be requested to submit an enforcement report relating to the additional projection of the front porch extension by 100mm and the additional projection of the single and two storey rear extension by 150mm for consideration by the Committee at its next meeting.

(See also Minute 1090 and 1096)

1108. **Staffing Situation in the Committee Team of the Development Control Section:**

This item had been added to the agenda at the request of the Nominated Member for the Conservative Group, who had indicated her wish for the Committee to understand the full status of the staffing situation in respect of recruitment and retention in the Development Control Section of the Planning and Development Service, in particular the Committee Team within that Section.

Officers provided the Committee with a verbal update on the current numbers of staff employed within the Section, and future plans for recruitment.

RESOLVED: That (1) the current staffing position be noted;

(2) officers be requested to keep the Committee informed of any significant changes to the position.

1109. **Any Other Business:**

- (i) Member Site Visits

RESOLVED: That the following site visit be held on Saturday 25 February 2006:

9.30 am - 21-40 Canons Park Close, Donnefield Avenue, Edgware

- (ii) Disclosure of Information Prior to Meetings of the Committee

In response to concerns expressed by Members of the Committee during that meeting, it was

RESOLVED: That (1) officers be reminded that officer recommendations for deferral included on the Addendum require ratification by the Committee;

(2) the above be made clear to any members of the public with an interest in an application that has been recommended for deferral who contact officers prior to the meeting.

1110. **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 11.00 pm;

(2) at 11.00 pm to continue until 11.30 pm;

(3) at 11.30 pm to continue until 11.40 pm;

(4) at 11.40 pm to continue until 11.55 pm;

(5) at 11.55 pm to continue until 12.00 midnight.

(Note: The meeting, having commenced at 7.30 pm, closed at 11.56 pm).

(Signed) COUNCILLOR ANNE WHITEHEAD
Chair

SECTION 1 – MAJOR APPLICATIONS

LIST NO: 1/01 **APPLICATION NO:** P/2434/05/CFU
LOCATION: Former Pinner Telephone Exchange, 73 Marsh Road, Pinner
APPLICANT: Rippon Development Services for Telereal Services Ltd
PROPOSAL: Redevelopment: Detached 4 storey building to provide 38 flats, access and basement parking
DECISION: REFUSED permission for the development described in the application and submitted plans, for the reasons reported, as amended on the Addendum.

LIST NO: 1/02 **APPLICATION NO:** P/3017/05/CFU
LOCATION: 190/194 Station Road, Harrow
APPLICANT: Design West Architectural Serv for Scan Corporation Ltd
PROPOSAL: Extensions and alterations to provide a 3 storey building, restaurant (A3 use) at ground floor and 12 flats at first and second floors (Resident Permit Restricted)
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.

LIST NO: 1/03 **APPLICATION NO:** P/2842/05/CFU
LOCATION: Comfort Inn, 2-12 Northwick Park Road & 57 Gayton Road, Harrow
APPLICANT: Morrison Design Ltd for Comfort Inn
PROPOSAL: 2 and 3 storey blocks to provide 49 flats, surface and basement parking
DECISION: REFUSED permission for the development described in the application and submitted plans, for the reasons and informative reported, as amended on the Addendum.

LIST NO: 1/04 **APPLICATION NO:** P/2792/05/CFU
LOCATION: Comfort Inn, 2-12 Northwick Park Road, Harrow
APPLICANT: Morrison Design Limited for Comfort Inn
PROPOSAL: Part 2 / part 3 storey extension to provide additional bedrooms and conference facilities; rearranged rear car parking
DECISION: REFUSED permission for the development described in the application and submitted plans, for the reasons and informative reported.

LIST NO: 1/05 **APPLICATION NO:** P/1060/05/CFU
LOCATION: Land to the north of Kiln House, Kiln Nursery, Common Road, Stanmore
APPLICANT: A J Emmanuel for M George
PROPOSAL: Construction of 4 x 3 storey detached block to provide 48 flats, access and parking
DECISION: REFUSED permission for the development described in the application and submitted plans, for the reasons and informative reported.

SECTION 2 – OTHER APPLICATIONS RECOMMENDED FOR GRANT

LIST NO: 2/01 **APPLICATION NO:** P/2767/05/DFU
LOCATION: Land rear of 71 & 73 West End Avenue, Pinner
APPLICANT: Adelaide Jones for Mercury Developments (UK) Ltd
PROPOSAL: Two storey detached house with garage (Resident Permit Restricted)
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/02 **APPLICATION NO:** P/2869/05/DFU
LOCATION: 6 & 8 Langland Crescent, Stanmore
APPLICANT: K H Hirani for N H Hirani & K K Hirani
PROPOSAL: Single storey rear extension to both houses
DECISION: DEFERRED for consideration by the Committee at its next meeting.

[Notes: (1) Officers had recommended, on the Addendum, that the application be deferred to allow further consideration of the proposals;
(2) subsequently, a Member of the Committee proposed that the application be considered at this meeting;
(3) a member of the public who had provided notification of their intention to make representation in respect of the application had been advised by officers prior to the meeting that the application would be recommended for deferral;
(4) consequently, the member of the public who had wished to make representation in respect of the application did not attend the meeting;
(5) in the absence of the member of the public who wished to make representation in respect of the application, the Committee agreed to defer the application for consideration at its next meeting].

(See also Minute 1090, 1098 and 1109)

LIST NO: 2/03 **APPLICATION NO:** P/2474/05/CFU
LOCATION: 29-33 The Bridge, Wealdstone
APPLICANT: Paul Williams for Enterprise Rent-a-Car UK Ltd
PROPOSAL: Change of Use: Tyre/exhaust fitting (Class B2) to car rental (Sui generis)
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/04 **APPLICATION NO:** P/2743/05/DFU
LOCATION: 150 Roxeth Green Avenue, South Harrow
APPLICANT: James Rush Associates for R Kanwar
PROPOSAL: Conversion of dwellinghouse to two self-contained flats; forecourt parking and bin store
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.

LIST NO: 2/05 **APPLICATION NO:** P/2850/05/DFU
LOCATION: Land to R/O 2, 4 & 6 Uppingham Avenue, Stanmore
APPLICANT: PHD Chartered Town Planners for Henry Homes plc
PROPOSAL: Two 2-storey semi-detached houses fronting Streatfield Road with forecourt parking
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/06 **APPLICATION NO:** P/2803/05/DFU
LOCATION: 99 Welldon Crescent, Harrow
APPLICANT: David R Yeaman & Associates for Mr P Shah & Mr M Shah
PROPOSAL: Rear dormer and conversion of dwellinghouse to three self contained flats (Resident Permit Restricted)
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

[Notes: (1) During the discussion on the above item, it was moved and seconded that the application be refused for the following reasons:

- (i) The proposal represents an over-intensification of the site to the detriment of the residential amenities of the neighbouring properties by reason of the additional activity that would be generated by converting one single family dwelling into 3 separate units.
- (ii) There is no access to the rear garden from the flats on the upper floors thereby providing no amenity space to the detriment of the residential amenities of the future occupiers of the properties.

Upon being put to a vote, this was not carried;

(2) the substantive motion to grant the above application was carried;

(3) Councillors Marilyn Ashton, Mrs Bath, Billson, Kara and Mrs Joyce Nickolay wished to be recorded as having voted against the decision to grant the application].

LIST NO: 2/07 **APPLICATION NO:** P/1679/05/DFU
LOCATION: 303-305 Station Road, Harrow
APPLICANT: Lees Lloyd Whitley for Mr Gary Daines
PROPOSAL: Change of Use: First floor from fitness and slimming club (Class D2) and offices (Class B1) to advice and counselling centre (Class D1)
DECISION: DEFERRED as officers were still awaiting clarification of proposal and additional consultations

LIST NO: 2/08 **APPLICATION NO:** P/2710/05/CFU
LOCATION: 55 Eastcote Avenue, Harrow
APPLICANT: B J Woodford for Albion Homes
PROPOSAL: Demolition of dwelling and replacement building to provide 4 flats; parking at front and rear

(2) during discussion on the above item, it was moved and seconded that the application be refused. Upon being put to a vote, this was carried;

(3) Councillors Marilyn Ashton, Mrs Bath, Billson, Kara and Mrs Joyce Nickolay wished to be recorded as having voted for the decision to refuse the application;

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

(See also Minute 1090, 1091 and 1098)

LIST NO: 2/13 **APPLICATION NO:** P/2983/05/DFU

LOCATION: 3 Kelvin Crescent, Harrow

APPLICANT: Anthony J Blyth and Co for Mr & Mrs V Arthur

PROPOSAL: 2 storey side and single storey front extension

DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

[Note: Prior to discussing the above application, the Committee received representations from an objector, and the applicant's representative, which were noted].

(See also Minute 1091 and 1098)

LIST NO: 2/14 **APPLICATION NO:** P/2545/05/CFU

LOCATION: 21-40 Canons Park Close, Donnefield Avenue, Edgware

APPLICANT: David Kann Associates for Ember Homes Ltd

PROPOSAL: Additional floor on building to provide 8 flats, one detached house, frontage parking & removal of garage & alterations

DECISION: DEFERRED for a Member site visit

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

(2) during discussion on the above item, it was moved that the application be refused;

(3) subsequently, it was proposed that a Member site visit take place before the application was determined;

(4) consequently, the motion to refuse the application was withdrawn].

(See also Minute 1090, 1091, 1098 and 1109)

LIST NO: 2/15 **APPLICATION NO:** P/2854/05/CLB

LOCATION: 38 Little Common, Stanmore

APPLICANT: Forward Architecture for Mrs E Glassman

PROPOSAL: Listed Building Consent: Internal alterations

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

LIST NO: 2/16 **APPLICATION NO:** P/2855/05/CLB
LOCATION: 38 Little Common, Stanmore
APPLICANT: Forward Architecture for Mrs E Glassman
PROPOSAL: Listed Building Consent: New window on rear elevation, glaze existing opening on front elevation & internal alterations
DECISION: GRANTED listed building consent in accordance with the works described in the application and submitted plans, subject to the conditions and informative reported.

LIST NO: 2/17 **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: DEFERRED for consideration by the Committee at its next meeting.

[Notes: (1) Officers had recommended, on the Addendum, that the application be deferred to allow English Heritage further time for consideration;

(2) subsequently, officers advised the Committee that this was an error and recommended that the application be considered at this meeting;

(3) a member of the public who had provided notification of their intention to make representation in respect of the application was in attendance;

(4) the applicant or their representative was not in attendance;

(5) since the Committee could not be satisfied that the applicant or their representative was aware that the application would be considered at this meeting, the Committee agreed to defer the application for consideration at its next meeting]

(See also Minute 1091, 1098 and 1109)

LIST NO: 2/18 **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 and repairs to Barn C
DECISION: DEFERRED for consideration by the Committee at its next meeting.

[Notes: (1) Officers had recommended, on the Addendum, that the application be deferred to allow English Heritage further time for consideration;

(2) subsequently, officers advised the Committee that this was an error and recommended that the application be considered at this meeting;

(3) a member of the public who had provided notification of their intention to make representation in respect of the application was in attendance;

(4) the applicant or their representative was not in attendance;

(5) since the Committee could not be satisfied that the applicant or their representative was aware that the application would be considered at this meeting, the Committee agreed to defer the application for consideration at its next meeting]

(See also Minute 1091, 1098 and 1109)

SECTION 3 – OTHER APPLICATIONS RECOMMENDED FOR REFUSAL

LIST NO:	3/01	APPLICATION NO:	P/2373/05/DCO
LOCATION:	20 The Avenue, Harrow Weald		
APPLICANT:	A R P Associates for Mr C Patel		
PROPOSAL:	Retention of single/two storey dwellinghouse attached to No.20 The Avenue		
DECISION:	<p>(1) REFUSED permission for the development described in the application and submitted plans for the reason and informatives reported.</p> <p>(2) RESOLVED that the Director of Legal Services be authorised to:</p> <ul style="list-style-type: none"> (a) issue an Enforcement Notice pursuant to Section 172 of the Town and Country Planning Act 1990 requiring: <ul style="list-style-type: none"> (i) cessation of the use of the extension as a separate dwellinghouse; (ii) should be complied with within a period of three (3) months from the date on which the Notice takes effect; (b) 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; (c) institute legal proceedings in event of failure to: <ul style="list-style-type: none"> (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. 		

LIST NO:	3/02	APPLICATION NO:	P/2834/05/DFU
LOCATION:	31 Elms Road, Harrow		
APPLICANT:	Carl O'Boyle for Tayross Homes Ltd		
PROPOSAL:	Detached single/2 storey house with rooms in roof, detached garage, access from Stamford Close		
DECISION:	<p>REFUSED permission for the development described in the application and submitted plans for the reason and informative reported.</p>		

[Note: Prior to considering the above application, the Committee noted that confirmation had been received from the Planning Inspectorate that an appeal which had been submitted by the applicant on 1 February 2006 against non-determination had not been validated].

LIST NO:	3/03	APPLICATION NO:	P/2903/05/DFU
LOCATION:	140 Wemborough Road, Stanmore		
APPLICANT:	Mr A M Meri for Mr Pravin Patel		
PROPOSAL:	Retention of 2-storey and single storey front, side and rear extensions, rooflight and external alterations		
DECISION:	<p>(1) REFUSED permission for the development described in the application and submitted plans for the reasons and informative reported.</p> <p>(2) RESOLVED that the Director of Legal Services be authorised to:</p> <ul style="list-style-type: none"> (a) issue an Enforcement Notice pursuant to Section 172 of the Town and Country Planning Act 1990 requiring: <ul style="list-style-type: none"> (i) reduction of the external height of the single storey front, side and rear extensions by 500mm (0.5m) (ii) should be complied with within a period of six (6) months from the date on which the Notice takes effect; (b) 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; (c) institute legal proceedings in event of failure to: <ul style="list-style-type: none"> (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. <p>(See also Minute 1091)</p>		

SECTION 4 – CONSULTATIONS FROM NEIGHBOURING AUTHORITIES

LIST NO:	4/01	APPLICATION NO:	P/2956/05/CNA
LOCATION:	Edgware Community Hospital, Burnt Oak Broadway, London		
APPLICANT:	Philp Allard for Barnet NHS Primary Care Trust		
PROPOSAL:	Consultation: New access, parking for mobile MRI scan unit		
DECISION:	NO OBJECTION to the development set out in the application, subject of regard being had to the informative reported.		

SECTION 5 – PRIOR APPROVAL APPLICATIONS

LIST NO:	5/01	APPLICATION NO:	P/3018/05/CFU
LOCATION:	Land at Sudbury Hill, Harrow, near junction South Hill Avenue		
APPLICANT:	LCC UK for T Mobile UK Ltd		
PROPOSAL:	8 metre high telecommunications mast and 3 equipment cabinets		
DECISION:	REFUSED permission for the development described in the application and submitted plans for the following reason and the informative reported:		

- (i) The proposed development, by reason of its excessive size, appearance, prominent siting and proximity to existing street furniture, would give rise to a proliferation of street furniture to the detriment of visual amenity and appearance of the street scene and the area in general; it would fail to preserve or enhance the character and appearance of, and would adversely affect important views in, the Sudbury Hill Conservation Area.

[Note: The Committee wished it to be recorded that the decision to refuse the application was unanimous].

(See also Minute 1090)

LIST NO:	5/02	APPLICATION NO:	P/3179/05/CDT
LOCATION:	Land R/O Carrington Square, Uxbridge Road		
APPLICANT:			
PROPOSAL:	Determination: 11.7M high telecommunications mast and equipment cabins		
DECISION:	(1) RESOLVED that prior approval of siting and appearance was required. (2) REFUSED approval of details of siting/appearance for the following reason: The proposed development, by reason of its size, appearance and prominent siting would be visually obtrusive and unduly prominent to the detriment of the character and appearance of the area and the amenity of the neighbouring residents. [Note: The officer's report for the above application had been circulated on the Second Addendum].		

LICENSING AND
GENERAL PURPOSES
PANELS

CHIEF OFFICERS' EMPLOYMENT PANEL

17 FEBRUARY 2006

Chair: * Councillor Burchell (4)

Councillors: * Margaret Davine (2)
† Knowles (3)

* Paddy Lyne
* Anjana Patel (1)

* Denotes Member present

(1), (2), (3) and (4) Denote Nominee substitution (see Minute 70 below).

† Denotes apologies received

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**68. **Chair of the Panel:**

The Licensing and General Purposes Committee at its special meeting on 16 May 2005, under the provisions of Committee Procedure Rule 7.2, duly appointed Councillor N Shah as Chair of the Panel for the Municipal Year 2005/06.

In the absence of Councillor N Shah, nominations were sought for the appointment of a Chair for this meeting. Councillor Burchell was duly nominated and approved as Chair.

RESOLVED: To note that, in the absence of the Chair approved for the Municipal Year 2005/06, Councillor Burchell had been appointed Chair of the Panel for the purposes of this current meeting.

69. **Arrangement of Agenda:**

RESOLVED: That the item appearing in Part II of the agenda (Minute 73 refers) be considered with the press and public excluded on the grounds that it contained confidential information which was exempt under the provisions of paragraph 1 of Part I to Schedule 12A of the Local Government Act 1972, in that it related to an applicant to become an office holder with the Authority.

70. **Membership:**

RESOLVED: That the attendance of Nominee Members at this meeting, further to the formula membership of the Panel, be noted as follows:-

Original Member

Councillor D Ashton
Councillor Dighé
Councillor C Mote
Councillor N Shah

Nominee Member Attending

Councillor Anjana Patel
Councillor Margaret Davine
Councillor Knowles [Apologies]
Councillor Burchell

71. **Declarations of Interest:**

RESOLVED: That it be noted that there had been no declarations of interest by Members in relation to the business on the agenda for this Panel meeting.

72. **Minutes:**

RESOLVED: That the minutes of the previous Chief Officers' Employment Panel meetings held on 28 October 2005 and 9 November 2005, having been circulated, be signed as correct records.

73. **Appointment of Director of Strategy (Urban Living):**

The Panel received and considered a report of the Executive Director (Business Development) in this matter. This had reference to a report submitted by the Executive Director (People First) to the Cabinet meeting on 16 February 2006 on a "Realignment of the People First Senior Management Structure". It was confirmed that the Cabinet had approved the recommended realignment.

Arising from the Cabinet decisions, the post of Area Director (People First) was deleted. The Panel was advised of the appropriate provisions within the Protocol for Managing Organisational Change and the Executive Director (Business Development) in her report set out the formal proposal for the incumbent of the deleted post to be appointed to the vacant post of Director of Strategy (Urban Living).

Having considered the officer report in this matter, it was

RESOLVED: That (1) the post of Director of Strategy (Urban Living) be identified as a suitable alternative post in accordance with the Council's Protocol for Organisational Change, for the post holder of the former post of Area Director (People First);

(2) the post holder of the former post of Area Director (People First), Mr Michael Hart, be assimilated into the vacant post of Director of Strategy (Urban Living); and

(3) the effective date of this appointment be Monday 20 February 2006.

(Note: The meeting having commenced at 2.30 pm, closed at 2.50 pm)

(Signed) COUNCILLOR KEITH BURCHELL
Chair

CHIEF OFFICERS' EMPLOYMENT PANEL

17 FEBRUARY 2006

Chair: * Councillor Burchell (4)

Councillors: * Choudhury (2) * Paddy Lyne
† Knowles (3) * Anjana Patel (1)

* Denotes Member present
(1), (2), (3) and (4) Denote Nominee substitution (see Minute 76 below).
† Denotes apologies received

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**74. **Chair of the Panel:**

The Licensing and General Purposes Committee at its special meeting on 16 May 2005, under the provisions of Committee Procedure Rule 7.2, duly appointed Councillor N Shah as Chair of the Panel for the Municipal Year 2005/06.

In the absence of Councillor N Shah, nominations were sought for the appointment of a Chair for this meeting. Councillor Burchell was duly nominated and approved as Chair. Given that both this meeting and a meeting of the Panel on 10 March 2006 (see Minute 79 below) would have the same membership and were concerned respectively with the shortlisting and the interviews for the post of Director of Corporate Property (Urban Living), it was agreed that the appointment as Chair should apply to both these meetings.

RESOLVED: That Councillor Burchell be appointed Chair of the Chief Officers' Employment Panel for this meeting and for the meeting to be held on 10 March 2006, both being meetings at which the appointed Chair for the 2005/06 Municipal Year was unable to be in attendance.

75. **Arrangement of Agenda:**

RESOLVED: That the item appearing in Part II of the agenda (Minute 80 refers) be considered with the press and public excluded on the grounds that it contained confidential information which was exempt under the provisions of paragraph 1 of Part I to Schedule 12A of the Local Government Act 1972, in that it related to applicants to become an office holder with the Authority.

76. **Membership:**

RESOLVED: That the attendance of Nominee Members at this meeting, further to the formula membership of the Panel, be noted as follows:-

<u>Original Member</u>	<u>Nominee Member Attending</u>
Councillor D Ashton	Councillor Anjana Patel
Councillor Dighé	Councillor Choudhury
Councillor C Mote	Councillor Knowles [Apologies]
Councillor N Shah	Councillor Burchell

77. **Declarations of Interest:**

RESOLVED: That it be noted that there had been no declarations of interest by Members in relation to the business on the agenda for this Panel meeting.

78. **Minutes:**

RESOLVED: That the minutes of the previous meeting of the Chief Officers' Employment Panel held on 17 February 2006 (immediately preceding this meeting of the Panel) be deferred until they have been printed into the Council Minute Volume.

79. **Date of Next Meeting:**

RESOLVED: That it be agreed to convene the next Panel meeting with this membership, to undertake the interviews to the vacant post of Director of Corporate Property (Urban Living), on Friday 10 March 2006. (See also Minute 74 above).

80. **Appointment of Director of Corporate Property (Urban Living): Shortlisting:**
The meeting received a report from Gatenby Sanderson Recruitment Consultants on twenty applications submitted by candidates for the post of Director of Corporate Property (Urban Living). The Consultants had interviewed fifteen of those candidates, consequent on which they were recommending six candidates for short-listing. A detailed assessment of each of those top six applicants and their interview with the Consultant was provided.

Having discussed the merits of the candidates, the preferred short-listing for final interview by the Panel and the arrangements for 10 March were agreed.

RESOLVED: That (1) the recommended short-list of six candidates be invited to the Assessment Centre process and prospectively for final interview by the Panel for the post of Director of Corporate Property (Urban Living);

(2) the arrangements on 10 March for (i) candidates to make a presentation to Members; (ii) communicating the outcome of the prior Assessment Centre process; and (iii) the design of the questions to be asked by Members in the interviews undertaken by the Panel, be as now discussed.

(Note: The meeting having commenced at 3.00 pm, closed at 3.58 pm)

(Signed) COUNCILLOR KEITH BURCHELL
Chair

CHIEF OFFICERS' EMPLOYMENT PANEL

21 FEBRUARY 2006

Chair: * Councillor O'Dell (4)

Councillors: * Mrs Bath (1) * Jean Lammiman (3)
* Burchell (2) * Paddy Lyne* Denotes Member present
(1), (2), (3) and (4) Denote Nominee substitution (see Minute 83 below).**PART I - RECOMMENDATIONS - NIL****PART II - MINUTES**

81. **Chair of the Panel:**
The Licensing and General Purposes Committee at its special meeting on 16 May 2005, under the provisions of Committee Procedure Rule 7.2, duly appointed Councillor N Shah as Chair of the Panel for the Municipal Year 2005/06.
- In the absence of Councillor N Shah, nominations were sought for the appointment of a Chair for this meeting. Councillor O'Dell was duly nominated and approved as Chair. Given that both this meeting and a meeting of the Panel on 7 March 2006 (see Minute 86 below) would have the same membership and were concerned respectively with the shortlisting of and interviews for the post of Director of Area Services (Urban Living), it was agreed that the appointment as Chair should apply to both these meetings.
- RESOLVED:** That Councillor O'Dell be appointed Chair of the Chief Officers' Employment Panel for this meeting and for the meeting to be held on 7 March 2006, both being meetings at which the appointed Chair for the 2005/06 Municipal Year was unable to be in attendance.
82. **Arrangement of Agenda:**
- RESOLVED:** That the item appearing in Part II of the agenda (Minute 87 refers) be considered with the press and public excluded on the grounds that it contained confidential information which was exempt under the provisions of paragraph 1 of Part I to Schedule 12A of the Local Government Act 1972, in that it related to applicants to become an office holder with that Authority.
83. **Membership:**
- RESOLVED:** That the attendance of Nominee Members at this meeting, further to the formula membership of the Panel, be noted as follows:-
- | <u>Original Member</u> | <u>Nominee Member Attending</u> |
|------------------------|---------------------------------|
| Councillor D Ashton | Councillor Mrs Bath |
| Councillor Dighé | Councillor Burchell |
| Councillor C Mote | Councillor Jean Lammiman |
| Councillor N Shah | Councillor O'Dell |
84. **Declarations of Interest:**
- RESOLVED:** That it be noted that there were no declarations of interest by Members in relation to the business on the agenda for this Panel meeting.
85. **Minutes:**
- RESOLVED:** That the minutes of the previous two meetings of the Chief Officers' Employment Panel, both held on 17 February 2006, be deferred until they are printed into the Council Bound Minute Volume.
86. **Date of Next Meeting:**
- RESOLVED:** That it be agreed to convene the next Panel meeting with this membership, to undertake the interviews to the vacant post of Director of Area Services (Urban Living), on Tuesday 7 March 2006. (See also Minute 81 above).

87. **Appointment of Director of Area Services (Urban Living): Shortlisting:**
The meeting received a report from Gatenby Sanderson Recruitment Consultants on fifteen applications submitted by candidates for the post of Director of Area Services (Urban Living). The Consultants had interviewed nine of those candidates, consequent on which they were recommending up to seven candidates for shortlisting. A detailed assessment of each of those top seven applicants and their interview with the Consultant was provided.

Having discussed the merits of the candidates, the preferred short-listing for final interview by the Panel and the arrangements for 7 March 2006 were agreed.

RESOLVED: That (1) the recommended preferred short-list of six candidates be invited to the Assessment Centre process and prospectively for final interview by the Panel for the post of Director of Area Services (Urban Living);

(2) the arrangements for 7 March 2006 for (i) candidates to make a presentation to Members; (ii) communicating the outcome of the prior Assessment Centre process; and (iii) the design of the questions to be asked by Members in the interviews undertaken by the Panel, be as now discussed.

(Note: The meeting having commenced at 4.30 pm, closed at 5.28 pm)

(Signed) COUNCILLOR PHILLIP O'DELL
Chair

COUNCIL



**MINUTES
of the
COUNCIL TAX MEETING
of the
COUNCIL
of the
LONDON BOROUGH OF HARROW
held on
THURSDAY 23 FEBRUARY 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
T. Idaikkadar
Mark Ingram
N. Ismail
M. Kara
Mrs E.M. Kinnear
M. Kinsey
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
Anthony Seymour
Navin Shah
Mrs Rajeshri Shah
E. Silver
Bill Stephenson
Keekira Thammaiah
S. Thornton
Keith Toms
M. Versallion
Anne Whitehead
G.G.V. Williams

PRAYERS

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

A PROCEDURAL MATTERS**369. COUNCIL MINUTES:****RESOLVED:**

THAT THE MINUTES OF THE PREVIOUS COUNCIL MEETING HELD ON 20 OCTOBER 2005, HAVING BEEN CIRCULATED, BE TAKEN AS READ AND SIGNED AS A CORRECT RECORD.

370. DECLARATIONS OF INTEREST:

The Mayor invited appropriate declarations of interest by Members of Council, with particular reference to the Cabinet Recommendation in relation to the Revenue Budget and the setting of the Council Tax 2006/07.

Attention was drawn to the tabled document which recorded Members' interests as identified by them in advance.

A Member confirmed an additional individual interest.

RESOLVED:

THAT THE DECLARATIONS OF INTEREST MADE BY MEMBERS OF COUNCIL IN RESPECT OF THE BUSINESS TO BE TRANSACTED AT THIS MEETING BE DULY RECEIVED AND RECORDED (AS SET OUT AT APPENDIX I).

371. 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 A PAST MAYOR, SINCE THE PREVIOUS COUNCIL MEETING.

372. NORMAN KEMBER:

The Mayor stated that the Council's thoughts were with Mr Kember, a hostage in Iraq, and his family.

373. MEMBERS OF COUNCIL:

On behalf of the Council, the Mayor congratulated Councillor Navin Shah on being nominated an Asian Achiever of the year for Public and Uniform Service by the Asian Voice.

Congratulations were offered to Councillor Clive Harriss following the birth of his daughter.

On behalf of the Council, the Mayor extended best wishes to Councillor Richard Romain following his recent accident.

On behalf of the Council, the Mayor extended condolences to Councillor Adam Lent due to a bereavement in the family.

374. QUEEN'S NEW YEAR'S HONOURS LIST:

The following Harrow residents received awards in the Queen's New Year's Honours List:

Mrs Rekha Bhakro	Commander of the British Empire
Ms Christine Gilbert (former Director of Education, Harrow)	Commander of the British Empire
Dr Peter Carter	Officer of the British Empire
Mrs Yvonne Moran	Officer of the British Empire
Commander Chris Allison	Member of the British Empire
Mrs Kay Comfort	Member of the British Empire
Mrs Jatinder Thind	Member of the British Empire
Mr Clifford Lewis Woods	Member of the British Empire

375. PROCEDURAL MOTIONS UNDER COUNCIL PROCEDURAL RULE 26.1:

The Leader of the Labour Group, Councillor N Shah, moved and the Leader of the Conservative Group, Councillor C Mote, seconded a procedural motion under the general provisions of Rule 26.1 that, in line with the practice in previous years, the rules of debate be varied to reflect the importance of the Revenue Budget as a subject matter. A note reflecting the consensus among the political groups on the procedures which would apply for the purposes of the revenue budget debate had been tabled.

The proposal received the general assent of the Council.

RESOLVED:

THAT THE PARTIAL SUSPENSION OF THE RELEVANT COUNCIL PROCEDURE RULES REGARDING THE MOVING OF A RECOMMENDATION FROM THE EXECUTIVE AND THE RULES OF DEBATE (INCLUDING EXTENDED TIME FOR OPENING SPEECHES BY ALL THREE GROUPS) AS SET OUT IN THE TABLED NOTE, BE APPROVED FOR THE PURPOSES OF THE REVENUE BUDGET DEBATE.

B PUBLIC REPRESENTATIONS**376. PETITIONS:**

The following petitions were submitted by Members of Council:

- (1) Submitted by Councillor Anjana Patel, containing 40 signatures of local residents, requiring that relevant bodies investigate suspicious activities in an area of West Harrow which petition stood referred to the Executive.

[Notes: (i) The petition stood referred to the Executive;

(ii) the petition had also been submitted to other organisations].

- (2) Submitted by Councillor Mrs L Champagnie, containing 352 signatures of local residents, requesting the Council to extend the CCTV surveillance to include West House, Pinner Memorial Park, Pinner.

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

- (3) Submitted by Councillor Mrs E M Kinnear, containing 23 signatures of Councillors and local residents as follows:

“Given that the fear for personal safety can often be a major factor in people choosing not to use public transport at unsocial hours, this Council welcomes the announcement by Chiltern Railways that it intends to staff certain stations until the last train has run and hopes that other operators will do likewise”.

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

377. PUBLIC QUESTIONS:

Further to Item 6 on the Summons, the following six questions were submitted by members of the public, in accordance with Council Procedure Rule 12.3:

<u>QUESTION BY</u>	<u>QUESTION OF</u>	<u>TEXT OF QUESTION</u>
(1) Ms Sonia Howell-Jones	The Deputy Leader, Business Connections and Performance Portfolio Holder (Councillor Dighé)	“At the recent public meeting with HCTC, Sanjay Dighé said it cost £500,000 a year to keep one child in a special needs school. My question is how much does it cost to keep an elderly person in a Council care home? And how much if that elderly person suffers from Alzheimer’s or any other disabling illness?”

- | | | |
|--------------------------------|--|--|
| (2) Mr J Zeid | The Deputy Leader,
Business Connections and
Performance Portfolio
Holder (Councillor Dighé) | “In view of the unstable nature of Harrow’s budget and balances and the apparent lack of assumption that this year’s government settlement was likely to be less than generous; What controls were put and are in place to keep spending under tight control to avoid overstretching balances, relying on over-optimistic forecasts (such as equipment and service procurement) and the spectre of raising Council Taxes to residents, from an already high base level?” |
| (3) Mr D Grange | The Leader of the Council
(Councillor N Shah) | “How many and what senior posts are to be relinquished and what actual savings will be made? Since it’s presumed, pensioners not having their rise, Councillors also will be waiving theirs?” |
| (4) Mr P Seedher | The Deputy Leader,
Business Connections and
Performance Portfolio
Holder (Councillor Dighé) | <p>“Despite the investment of the 21% tax hike 3 years ago and the inflation–busting tax increases since then – Harrow residents are looking forward to inflation busting tax increases – for the foreseeable future.</p> <p>How have past windfall tax increases been invested in the Council and therefore when can we expect to see some tangible return in the form of tax increases which are under the level of RPI?”</p> |
| (5) Mr B Macleod-
Cullinane | The Environment and
Transport Portfolio Holder
(Councillor O’Dell) | “Could the Portfolio Holder please comment on the work being undertaken at Belmont Circle, specifically when is it due for completion; the danger that the works pose to pedestrians, particularly those with children trying to cross to reach St Joseph’s Primary School; the restriction on “park and shop” parking and its likely detrimental impact on Belmont Circle shops; how much is this costing Harrow Council Taxpayers in materials as well as in officer time and is a full-cost recharge being done to TfL – including for all that costly and unsightly damage to the roundabout’s greenery; and the rationale for reducing the road width and placing the bus stop further out into the road which, like so many other schemes being implemented under his direction, is only adding to traffic congestion and impatience on Harrow’s roads?” |
| (6) Mr A Kulkarni | The Deputy Leader,
Business Connections and
Performance Portfolio
Holder (Councillor Dighé) | “What has been the percentage increase in Council Tax since Labour took control of Harrow Council in May 1998 until now?” |

[Notes: (i) The first questioner was not present at the meeting and it was agreed that a written reply be sent, with a copy to all Members of Council. The remaining questions were answered orally at the meeting;

(ii) under the provisions of Council Procedure Rule 12.4, supplementary questions were asked in respect of questions (2), (4), (5) and (6), which were also answered orally;

(iii) the relevant questioners additionally accepted the offer of written responses to questions (3), (4) and (5) above, and it was agreed that the response to question (5) be copied to all Members of Council].

C RECOMMENDATIONS FROM CABINET

378. REVENUE BUDGET 2006/07 AND MEDIUM TERM BUDGET STRATEGY 2006/07 TO 2008/09 (INCLUDING THE HOUSING REVENUE ACCOUNT) (COUNCIL TAX RESOLUTION):

At item 7 on the Summons, the Council received Recommendation I of the Cabinet meeting of 16 February 2006 in this matter.

The Mayor referred to an amendment tabled by the Labour Group and ensured that all Councillors and members of the public had received a copy. No other amendments had been received or tabled.

Further to the decision outlined at Resolution 372 above, the Mayor moved Recommendation I for the purposes of opening the debate. (No precedent was intended by this arrangement for this occasion).

The Mayor proceeded to make a statement. She declared that the position of the Mayor was non-political and that, in the event of the vote being tied, she would exercise her casting vote. The Mayor stated that to delay a decision on the setting of the Council Tax would be costly and that she would be voting to ensure that a lawful Council Tax was set.

The Recommendation and the amendment were debated jointly.

- (i) Councillor N Shah moved and Councillor Dighé seconded an amendment including specific proposals for the Authority's budget for 2006/07 and a revised model Council Tax resolution on the basis of these proposals, which would result in a Council Tax increase of 2.49%.
- (ii) Following a full debate, the amendment was voted upon, and was carried.
- (iii) The meeting then moved to a vote on the substantive Recommendation, as amended; this was carried and adopted.

RESOLVED:

THAT THE SUBSTANTIVE RECOMMENDATION, AS AMENDED, BE ADOPTED IN THE FOLLOWING FORM:

- (1) That the 2006/07 Revenue Budget be approved to enable the Council Tax for 2006/07 to be set;
- (2) that the model Council Tax resolution set out below be approved:

COUNCIL TAX RESOLUTION 2006-2007

- " (1) To note that at its meeting of the Cabinet on 12 January 2006 the Council calculated the amount of 84,326 as its Council Tax Base for the year 2006-2007 in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 made under Section 33 (5) of the Local Government Finance Act 1992.
- (2) That the following amounts be now calculated by the Council for the year 2006-2007, in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:

- (i) Being the aggregate of the amounts which the Council estimates for the items set out in Section 32 (2) (a) to (e) of the Act. (**Gross expenditure**) £366,395,915
- (ii) Being the aggregate of the amounts which the Council estimates for the items set out in Section 32 (3)(a) to (c) of the Act. (**Gross income including use of reserves**) £217,810,540
- (iii) Being the amount by which the aggregate at (i) above exceeds the aggregate at (ii) above, calculated by the Council, in accordance with Section 32(4) of the Act, **as its budget requirement for the year.** £148,585,375
- (iv) Being the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of redistributed non-domestic rates, revenue support grant, reduced by the amount of the sums which the Council estimates will be transferred in the year from its General Fund to its Collection Fund in accordance with Section 97(4) of the Local Government Finance Act 1988 (Collection Fund Deficit) £58,593,305
- (v) Being **the amount to be raised from Council Taxes** Calculated as the amount at 2 (iii) above less the amount at 2 (iv) above. £89,992,070
- (vi) Being the amount at (v) divided by the Council Tax Base, calculated by the Council at its meeting on 12 January 2006 in accordance with Section 33 (1) of the Act, as the basic amount of its council tax for the year. (**The average Band D Council Tax**) £1,067.19

(vii) Valuation Bands

	A	B	C	D	E	F	G	H
£	711.46	830.04	948.61	1067.19	1304.34	1541.50	1778.65	2134.38

Being the amounts given by multiplying the amount at (vi) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (3) That it be noted that for 2006-2007 the Greater London Authority stated the following amount in precept issued to the Council, in accordance with section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below

Valuation Bands

	A	B	C	D	E	F	G	H
£	192.41	224.47	256.54	288.61	352.75	416.88	481.02	577.22

- (4) That, having calculated the aggregate in each case of the amounts at (2)(vii) and (3) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2006-2007 for each of the categories of dwellings shown below

Valuation Bands

	A	B	C	D	E	F	G	H
£	903.87	1054.51	1205.15	1355.80	1657.09	1958.38	2259.67	2711.60

(3) that the new Reserves Policy be approved;

(4) that the Housing Revenue Account for 2006/07 be approved to enable rents for 2006/07 to be set;

(5) that the Members' Allowances Scheme be approved in the same form as in 2005/06, with the exception that a new Special Responsibility Allowance be paid from 1 April 2006 for the Chair of the Audit Committee.

[Notes to the Resolution: (1) The budget summary related to the Resolution is enclosed as Appendix II to these Minutes;

(2) the Members' Allowances Scheme 2006/07, as agreed, is enclosed as Appendix III to these Minutes].

[Procedural Note: At the commencement of this item further to the earlier tabling of the Labour Group amendment, the Deputy Leader of the Liberal Democrat Group, Councillor Thornton, requested an adjournment to enable Members of his Group to assimilate the document then presented. This request was agreed by the general assent of the Council and the meeting was accordingly adjourned from 8.07pm until 8.24 pm for this purpose].

379. PROCEDURE FOR THE TERMINATION OF THE MEETING:

At 10.30 pm, during the debate on Item 7, the Mayor moved a procedural motion under the provisions of Rule 10.2(ii) that the closure of time for the Council meeting be extended by 45 minutes from 10.30 pm to 11.15 pm to allow the debate on the Item to continue and the remaining business on the Summons to be concluded.

The proposal received the general assent of the Council.

RESOLVED:

THAT UNDER THE PROVISIONS OF COUNCIL PROCEDURE RULE 10.2(ii), THE MEETING BE EXTENDED TO 11.15 PM.

380. TREASURY MANAGEMENT STRATEGY 2006/07 AND PRUDENTIAL INDICATORS 2006/07 TO 2008/09:

Further to Item 8 on the Summons, the Council received Recommendation II from the Cabinet meeting of 16 February 2006 in this matter.

The Recommendation was adopted as printed.

RESOLVED:

THAT (1) THE TREASURY MANAGEMENT STRATEGY FOR 2006/07 BE APPROVED (as set out in paragraphs 1-16 of the report of the Director of Financial and Business Strategy submitted to the Cabinet meeting);

(2) THE COUNCIL'S LENDING LIST BE APPROVED (as set out in Appendix 2 to the report of the Director of Financial and Business Strategy submitted to the Cabinet meeting);

(3) THE PRUDENTIAL INDICATORS FOR 2007-08 TO 2008-09 BE APPROVED (as set out in paragraphs 17-38 of the report of the Director of Financial and Business Strategy submitted to the Cabinet meeting).

381. ROLE OF THE BEST VALUE ADVISORY PANEL:

Further to Item 9 on the Summons, the Council received Recommendation I from the Cabinet meeting held on 12 January 2006 in this matter.

The Recommendation was adopted as printed.

RESOLVED:

THAT (1) THE RESIDUAL DUTIES OF THE BEST VALUE ADVISORY PANEL BE TRANSFERRED TO THE OVERVIEW AND SCRUTINY COMMITTEE AND ITS SUB-COMMITTEES;

(2) THE APPROPRIATE AMENDMENTS BE MADE TO THE COUNCIL'S CONSTITUTION.

D COMMITTEE RECOMMENDATION**382. STANDARDS COMMITTEE INDEPENDENT MEMBERS:**

Further to Item 10 on the Summons, the Council received Recommendation I from the Standards Committee meeting held on 6 December 2005 in this matter.

The Recommendation was adopted as printed.

RESOLVED:

THAT FOUR INDEPENDENT MEMBERS BE APPOINTED TO THE STANDARDS COMMITTEE.

E QUESTIONS UNDER COUNCIL PROCEDURE RULE 13**383. QUESTIONS WITH NOTICE (COUNCIL PROCEDURE RULE 13.2):**

Further to Item 11 on the Summons, the following five 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. Of these, all were answered orally with the exception of question (5) (see Notes below).

<u>QUESTION BY</u>	<u>QUESTION OF</u>	<u>TEXT OF QUESTION</u>
(1) Councillor Silver	Health and Social Care Portfolio Holder (Councillor Margaret Davine)	"In the light of the delays in the redevelopment of Northwick Park Hospital, will the Portfolio Holder seek assurances from the Strategic Health Authority that the people of Harrow will not be disadvantaged by the continuing delays?"
(2) Councillor Seymour	Communications, Partnership and Human Resources Portfolio Holder (Councillor Marie-Louise Nolan)	"What is the percentage change and numerical change in the workforce since 31 March 2002 to date and since 31 March 2005 to date?"
(3) Councillor Seymour	The Leader of the Council (Councillor N Shah)	"How much has the Council spent on external consultants since 31 March 2005 and do figures now exist for the cost of employing such consultants since 2002?"
(4) Councillor John Nickolay	Environment and Transport Portfolio Holder (Councillor O'Dell)	"The Good Going campaign promotes the benefits of walking, cycling, using public transport and car sharing in London. A recent leaflet issued by this Council claims that the Transport Research Laboratory has praised Harrow's Travel Awareness Promotion. Does this mean that after nearly seven years since it was adopted by the Council this

Labour administration is at last implementing the Green Travel Plan for the Civic Centre, meaning that Councillors and Officers of this Authority are setting an example to other employers and residents in our Borough?"

(5) Councillor Vina Mithani

The Leader of the Council
(Councillor N Shah)

"What is going to be done about crime in the Kenton West Ward, as this both violence against the person and theft and handling have risen between the 31 March 2004 to 31 March 2005, according to the Council's own figures?"

[Notes: (i) In respect of question (1) above, the Health and Social Care Portfolio Holder undertook to place the response received from the Strategic Health Authority in the public domain;

(ii) in accordance with Council Procedure Rule 13.4, it was agreed that the relevant Portfolio Holders would additionally provide a written answer to questions (2) and (3) above;

(iii) under the provisions of Council Procedure Rule 13.5, the Members submitting questions (1) to (4) above each asked a supplementary question which was also answered orally, with the exception of the supplementary question in respect of question (3), to which the Leader of the Council undertook to provide a written response;

(iv) the time allowed under Procedure Rule 13.2 expired and the fifth notified question could not be asked at Council. It was noted that a written response would be provided].

F MOTIONS

384. MOTION AT ITEM 12(1) - GRANTS FUNDING 2006/07:

In acknowledging the mover and seconder of the Motion appearing at Item 12(1) of the Summons, the Leader of the Conservative Group, Councillor C Mote, following legal advice, sought leave of Council to withdraw the Motion pending the March 2006 meeting of the Grants Advisory Panel.

RESOLVED:

THAT THE MOTION SET OUT AT ITEM 12(1) OF THE SUMMONS IN THE NAMES OF COUNCILLORS MRS JOYCE NICKOLAY AND MARILYN ASHTON BE WITHDRAWN FROM CONSIDERATION WITH THE CONSENT OF COUNCIL.

385. MOTION AT ITEM 12(2) - ATTENDANCE AT MEETINGS OF THE AUTHORITY (SECTION 85(1) OF THE LOCAL GOVERNMENT ACT 1972): REQUEST FOR AN EXTENSION OF APPROVED ABSENCE ON BEHALF OF COUNCILLOR ROMAIN:

(i) Councillor C Mote moved and Councillor D Ashton seconded the following Motion appearing at Item 12(2) of the Summons:

"In the eventuality that Councillor Romain were unable to be in attendance on February 23 that this Council approves under the provisions of Section 85(1) of the Local Government Act 1972 an extension of time beyond the statutory six months during which Councillor Romain may remain absent from meetings of the Authority and retain his elected office, by reason of the personal injury accident which he had suffered and which precludes him from reasonably attending Council meetings at the Civic Centre or elsewhere for the time being, and that extension of time shall run until the 8 of may 2006, and if re-elected until 1 June 2006 inclusive".

(ii) The Motion was carried by general assent.

RESOLVED:

THAT THE MOTION SET OUT AT (i) ABOVE BE ADOPTED UNANIMOUSLY.

G MISCELLANEOUS

386. 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 13 of the Summons regarding decisions taken as a matter of urgency by Portfolio Holders, the Leader of the Council and the Cabinet.

RESOLVED:

THAT THE URGENT DECISIONS TAKEN BY PORTFOLIO HOLDERS, THE LEADER OF THE COUNCIL AND THE CABINET, AS NOW REPORTED, BE NOTED.

387. URGENT DECISION TAKEN ON A MATTER RESERVED TO THE COUNCIL: APPOINTMENT TO OUTSIDE BODY:

An urgent decision on a matter reserved to Council which had, in accordance with the delegated authority granted by Resolution 34(2) (28.5.02) to effect an in-year amendment to an outside body appointment, been the subject of consultations with the Leaders of the three political groups on the Council and had been agreed on behalf of the Council, was now reported.

RESOLVED:

THAT THE DECISION TAKEN UNDER DELEGATED AUTHORITY ON BEHALF OF COUNCIL AS NOW REPORTED BE NOTED.

(CLOSE OF MEETING: All business having been completed, the Mayor declared the meeting closed at 11.16 pm).

APPENDIX IDECLARATIONS OF INTEREST BY MEMBERS OF COUNCIL

MEMBER	<u>INTEREST</u>
Councillor Arnold	<p><u>Personal Interests</u></p> <p>Harrow Citizens' Advice Bureau (Management Committee) RAF Northolt Community Consultative Group Brent and Harrow Trading Standards Service (Deputy) Member of Conservative Party</p>
Councillor Nana Asante	<p><u>Personal Interests</u></p> <p>Associated Joint Committee (ALG Grants Committee)(Deputy) Harrow in Europe Committee London Youth Games (Deputy) Refugees Into Jobs Board The A Connexion (plus Global Village) The African SANG Association North London Voluntary Sector Forum Member of the Labour Party Member of AMICUS Governor of Stanburn First School Children at LEA schools Rock Solid Pan London Basketball Competition Member of Stanmore Baptist Church Appointee of the London Caribbean Partnership Group (ALG)</p>
Councillor D Ashton	<p><u>Personal Interests</u></p> <p>Harrow East and West Conservative Associations Middlesex Guildhall Collection and Trust Fund Council Member – Hampstead Garden Suburb Institute Member – National Trust United Synagogue Automobile Association, Royal Lifeboat Institution and Petroleum Institute Member – Conservative Party Parliamentary Candidate for Conservative Party – Harrow East (2005) Fellow – Institute of Chartered Accountants in England and Wales Fellow – Academy of Experts Fellow – Institute of Arbitrators Governor of Stag Lane First and Middle Schools and Chair of Resources Committee Member Conservative Councillors' Association Member CAPRA (non-executive) Member of Stanmore Society (non-executive) Member of LERA, (Laing Estate Residents' Association) (non-executive) Member of Pakistan Society of Harrow (non-executive) Member of MENSA</p>

MEMBER	<u>INTEREST</u>
Councillor Marilyn Ashton	<p><u>Personal Interests</u></p> <p>Harrow Weald Common Board of Conservators Member of United Synagogue Conservative Party Member HECA – Deputy Chairman Membership Member of Magistrates Association WIZO UK Appointed as Justice of the Peace at Harrow Magistrates Court Middlesex Guildhall Collection and Trust Fund Stag Lane – Governor of First and Middle School Joint Committee Elmgrove First and Middle Schools - Chair of Governors Member Conservative Councillors' Association Member CAPRA (family membership) Member of Stanmore Society (non executive) Member of LERA (Laing Estate Residents' Association) (non executive) Member of National Trust; Royal Lifeboat Institute; and Automobile Association</p>
Councillor Mrs Bath	<p><u>Personal Interests</u></p> <p>Governor of Whitchurch First and Nursery School and Harrow High School Deputy Lord Lieutenants Committee Bentley Priory Nature Reserve Council appointee to the Sir John Wolstenholme Charity Middlesex Guildhall Collection and Trust Fund John Pardoe Charity Peter Hinkley Trust for Young Musicians (Treasurer Trustee) Conservative Party Harrow Churches Housing Association – Board Member Harrow Family Learning – Husband has a voluntary role.</p>
Councillor Miss Bednell	<p><u>Personal Interests</u></p> <p>John Pardoe Charity Mayor of Harrow's Charity Fund Trustees Governor of Stanmore College Governor of Whitmore High School and of Vaughan First and Middle School Director Area Properties Member of the Conservative Councillors Association Sir John Wolstenholme Charity Harrow East Conservative Association Member of Stanmore Society</p>
Councillor Billson	<p><u>Personal Interests</u></p> <p>Ekaglim Ltd The Conservative Party Deputy Chairman Political Harrow West Conservative Association Member of Securities Institute Environmental Forum (Local Agenda 21) Harrow on the Hill Forum RAF Northolt Community Consultative Group</p>

MEMBER	<u>INTEREST</u>
Councillor Blann	<p><u>Personal Interests</u></p> <p>Appointed representative to Bentley Priory Nature Reserve and Harrow Nature Conservation Forum Environmental Forum (Local Agenda 21) Individual member of Harrow in Europe Committee Association of London Government Committees and Panels – Associated Joint Committee (Transport and Environment Committee)(Deputy) LBH – Bus and Highways Liaison Meeting LBH – Rail Liaison Meeting Promotion of Public Transport Users’ Group Labour Party Cyclist Touring Club London Cycling Campaign Sustrans Civil Service Pensioners Alliance RAC Association of Labour Councillors Local Authority Noise Council Investigation of Air Pollution Standing Conference</p>
Councillor Bluston	<p><u>Personal Interests</u></p> <p>Harrow in Business (Enterprise Agency) Board of Management Harrow Sports Council ALG-Associated Joint Committee (ALG Grants Committee)-Deputy Edward Harvist Charity - Trustee Member of the Labour Party North-West London Chamber of Commerce Harrow Town Centre Forum North-West London Community Foundation Child employed in a Harrow School as a Learning Support Teacher Victoria Hall, Harrow – Trustee Governor – Moriah Jewish Day School Fabian Society (and Harrow Branch) Member of Edgware Masorti Synagogue</p>
Councillor Branch	<p><u>Personal Interests</u></p> <p>Harrow on the Hill Forum (Group Member) London (North West) Valuation Tribunal RAF Northolt Community Consultative Group Multi-Agency Forum on Racial Harassment St George’s RC School (LEA Governor) Member of Liberal Democrats Harrow Rotary Club Royal Horticultural Society Retired Member of NAS.UWT Harrow in Europe</p>

MEMBER	<u>INTEREST</u>
Councillor Burchell	<p><u>Personal Interests</u></p> <p>Tenant of London Borough of Harrow allotment plot Member of Harrow East Labour Party ALG – Economic Development Panel and Housing Panel Greater London Enterprise Ltd Harrow Town Centre Forum Local Government Association – Urban Commission Sir Lancelot Lake Charity Wealdstone Task Force London Housing Unit Committee – Deputy London Housing Unit Executive Sub-Committee - Representative Professional Association – Chartered Public Finance Accountant West House and Heath Robinson Museum Trust Spouse employed in a LEA maintained school ALG Leaders’ Committee (s101 Joint Committee) – Deputy Governor of Cedars First and Middle School Harrow East Labour Party</p>
Councillor Mrs Champagne	<p><u>Personal Interests</u></p> <p>Member of the Pinner Association Member of the Hatch End Association Member of the Conservative Party Member of Conservative Councillors’ Association European Union of Women Royal College of Nursing British Burn Association British Plastic Surgery Nurses Association Local Authority Maintained Schools Only Patron/West House and WHRT Volunteer of Save the Children Fund Executive Member of Harrow in Europe Member of Friends of West House RAC Member Freedom Pass Holder Director of Proprium Ltd. (Business Co.)</p>
Councillor Choudhury	<p><u>Personal Interests</u></p> <p>Council Representative to HAVS Governor for Elmgrove Middle School Mayor of Harrow’s Charity Fund Trustees LBH – Rail Liaison Meeting London Housing Unit – Executive Sub-Committee (Deputy) Promotion of Public Transport Users’ Group Aid India Forum London Kalibari Sri Aurobindo Society (UK) Labour Party Member of Institution of Electrical Engineers (UK)</p>

MEMBER	<u>INTEREST</u>
Councillor Janet Cowan	<p><u>Personal Interests</u></p> <p>North London Collegiate School Board of Governors Belmont First and Middle School Governor Volunteer with Victim Support who receive grant from LBH Friends of Canons Park Steering Committee Canons Park Estate Association Harrow in Europe (Executive) Committee Member of Conservative Party Environmental Forum (Local Agenda 21)(Reserve) Harrow Police and Community Consultative Group Multi-Agency Forum on Racial Harassment (Deputy) Member of Harrow and District MS Society Freedom Pass Member of Stanmore Society Member of Canons Park Residents' Association</p>
Councillor John Cowan	<p><u>Personal Interests</u></p> <p>Chairman of Canons Ward Conservative Party Member of Conservative Party Local Government Association – General Assembly Meetings Richard Franklin Charity Sir Lancelot Lake Charity President and Treasurer of District Society of MS Harrow in Europe (Executive) Committee Aylward First and Middle School Governor Canons Park Estate Association – Member Canons Park Residents' Association - Member FCA Freedom Pass Prince Edward Playing Fields Trust Director of Surplus (Lands) Ltd – Trustee Laing Estate Residents' Association – Member Stanmore Society - Member</p>
Councillor Currie	<p><u>Personal Interests</u></p> <p>Son works for Harrow Council (in the Print Room) Labour Party Member ALG Health and Social Care Panel – Deputy RAF Northolt Community Consultative Group ALMO Shadow Board ALG Housing Panel – Deputy Warden Housing Association (Board Member) Warden Housing Unison – Retired Member Blue Badge Holder Freedom Pass</p>

MEMBER	<u>INTEREST</u>
Councillor Margaret Davine	<p><u>Personal Interests</u></p> <p>Association of Local Government: - Health and Social Care Panel - Housing Panel (Deputy) Harrow Unified Mental Health Service Partnership Board Stanmore College Board of Governors Newton Farm School Women's Centre, Harrow Fabian Society UNISON Labour Party City University Advisory Panel for Local History Publications Mother in receipt of Meals on Wheels Relate Board of Trustees Wish Centre Harrow</p>
Councillor Dharmarajah	<p><u>Personal Interests</u></p> <p>John Pardoe Charity Associate of Chartered Insurance Institute Deputy Lord Lieutenant's Committee Member of the Labour Party Chairman/President of Child Aid Lanka Trustee of Age Concern Harrow Holder of Freedom Pass Harrow in Europe Committee Harrow Council for Racial Equality Harrow Police and Community Consultative Group</p>
Councillor Dighé	<p><u>Personal Interests</u></p> <p>Member of Labour Party ALG – Leader's Committee (s101 Joint Committee) – (Deputy) ALG – Economic Development Panel (Deputy) ALG – ALG Lead Member for Equalities Village Development Council Fellow of the Royal Society of Arts Amnesty International Soil Association AMICUS Union Strategic Planning Society Association of MBAs Global Association of Risk Professionals Professional Risk Managers International Association Governor of LEA school Parent with children at LEA School Spouse employed by LEA School West London Alliance (Deputy)</p>
Councillor Foulds	<p><u>Personal Interests</u></p> <p>Employee SC Further Education College Sometime/alternate Director of NWLCC Ltd (Jointly owned company of CNWL and the three Harrow Colleges) Member of the Labour Party Member of NATFHE (College Lecturers' Union) Governor of Park High School</p>

MEMBER	<u>INTEREST</u>
Councillor Gate	<p><u>Personal Interests</u></p> <p>St Dominic's 6th Form College ALG Associated Joint Committee (Transport and Environment Committee) – Deputy Harrow Citizen's Advice Bureau (Management Committee) Harrow Unified Mental Health Service Partnership Board – Deputy Middlesex Guildhall Collection and Trust Fund RAF Northolt Community Consultative Group Relative in receipt of an entitlement to a reduced Council Tax payment Richard Franklin Charity Brent and Harrow Trading Standards Service CAB Member of Management Committee Member of St Peter's Church, Sumner Road, Harrow Member of Cricketers' Club London Harrow West Labour Party, West Harrow Branch</p>
Councillor Mitzi Green	<p><u>Personal Interests</u></p> <p>Relative in receipt of benefits from Social Services Member of the Labour Party PCS Governor of Vaughan First and Middle School</p>
Councillor Ann Groves	<p><u>Personal Interests</u></p> <p>Harrow Association of Disabled People Harrow in Europe Committee Age Concern London Conference Age Concern, Harrow - Chair Culture and Tourism Panel (ALG) Harrow Primary Care Trust Management Board – Non Executive Director Harrow Unified Mental Health Service Partnership Board London Arts Board Local Authority Forum National Local Government Forum Against Poverty (National Meetings) Housing Panel Magistrate – Harrow PSA (lapsed?) Member of Amnesty, Oxfam, HCRE Chair and Hon. President Harrow/Hillingdon Alzheimers' Association Member of Labour Party Member of Magistrates Association Member of AMICUS LEA Appointed Governor of Marlborough School Champion for Older People and Chair of the Older Persons' Reference Group Co-opted Board Member of the Harrow Women's Centre</p>
Councillor Harrison	<p><u>Personal Interests</u></p> <p>Middlesex Guildhall Collection and Trust Fund (Executive Committee) Promotion of Public Transport Users' Group (Reserve Member) Wealdstone Task Force (Reserve) The Labour Party Institute of Barrister's Clerks</p>

MEMBER	<u>INTEREST</u>
Councillor Harriss	<p><u>Personal Interests</u></p> <p>Environmental Forum (Local Agenda 21) RAF Northolt Community Consultative Group (Deputy) Brent and Harrow Trading Standards Service – Deputy Wealdstone Task Force – Reserve Conservative Party Member - Harrow West Conservatives Deputy Chairman - Harrow East Conservatives Corporate Member Harrow Hill Trust Member WASPS Rugby Club Member Hill Club, Leisure Facility Fellow – National Association of Estate Agents Member of the Land Institute Fellow – Institute of Commercial Business Agents</p>
Councillor Idaikkadar	<p><u>Personal Interests</u></p> <p>Welldon Park Middle School – Governor Earlsmead School-Governor RAF Northolt Community Consultative Group (Deputy) Independent Custody Panel Member of Labour Party Member of Labour Party Executive Agent Harrow West Labour Party Member of Labour Party General Committee</p>
Councillor Mark Ingram	<p><u>Personal Interests</u></p> <p>National Council for One Parent Families RAF Northolt Community Consultative Group (Deputy) Rooks Heath Secondary School Governor Newton Farm First & Middle School Governor Member: Transformation Powerhouse, Child Rescue International, Oxford Research Group Member: Campaign for Nuclear Disarmament, Oxfam, Medicines Sans Frontiers, Phoenix Rising Iraq Support Team Member: Amicus, The Association of Corporate Treasurers, Institute of Chartered Accountants in England and Wales Rayners Lane Estate Committee Pinner Park Middle School Governor</p>
Councillor Ismail	<p><u>Personal Interests</u></p> <p>LEA appointed Governor of Whitchurch Middle School Harrow Council for Racial Equality LBH – Bus and Highways Liaison Meeting London Accident Prevention Council Refugees into Jobs Board (Deputy) Secretary and Trustee of the Overseas Sri Lankan Muslim Educational Trust (OSMET) Member of Sri Lanka Islamic Association (SLIA) Honorary Member of Association of Senior Muslim Citizens Member of the Labour Party</p>

MEMBER	<u>INTEREST</u>
Councillor Mary John	<p><u>Personal Interests</u></p> <p>Representative for Harrow Council in Management of:- - Harrow Association of Voluntary Service (Executive Committee) - League of Friends, Northwick Park Hospital - Harrow Association of Disabled People - Environmental Forum (Local Agenda 21) Princess Royal Trust Harrow Centre for Carers – Trust Member of Management Committee Governor of Woodlands School Member: Conservative Political Party Harrow in Europe Harrow Heritage Trust Hatch End Association</p>
Councillor Kara	<p><u>Personal Interests</u></p> <p>Age Concern Harrow Promotions of Public Transport Users' Group LEA appointed Governor – Glebe First & Middle School Shree Kutchi Leva Patel Samaj (Community) Harrow East Conservative Association Conservative Councillors Association Institute of Quality Assurance Permanent Way Institution (Railway)</p>
Councillor Mrs Kinnear	<p><u>Personal Interests</u></p> <p>Council appointee to Harrow on the Hill Forum LEA Governor – Roxeth School Promotion of Public Transport Users' Group Member of the Conservative Party Member of Conservative Councillors' Association Member of the Harrow East Conservative Association Member of the Harrow West Conservative Association Friends of St Mary's (Church) Harrow on the Hill Holder of Freedom Pass Friends of Harrow School Charity West London Waste Authority - Harrow Representative RAF Northolt Consultative Group Brent and Harrow Trading Standards Committee - Harrow Representative Single-person Council Tax discount</p>
Councillor Kinsey	<p><u>Personal Interests</u></p> <p>ALG – Transport & Environment Committee (Deputy) Wealdstone Task Force (Reserve Member) Member of the Labour Party Transport and General Union</p>
Councillor Knowles	<p><u>Personal Interests</u></p> <p>Member of the Conservative Councillors Association Member of the Conservative Party NW London Refugee Employment and Training Partnership Joint Advisory Board (Deputy)</p>

MEMBER	<u>INTEREST</u>
Councillor Jean Lammiman	<p><u>Personal Interests</u></p> <p>ALG Equalities Group ALG Scrutiny Network Pinnerwood Park Conservation Area and Residents' Association Hatch End Association Pinner Association West House and Heath Robinson Memorial Trust United Services Club Roffey Park Management Institute Teenage Cancer Trust</p> <p>Council appointee to:-</p> <ul style="list-style-type: none"> • Relate Central Middlesex (Board of Trustees) • Harrow School for Young Musicians (Managing Body) • Harrow in Europe Committee • Harrow Strategic Partnership Board • Multi-Agency Forum on Racial Harassment • Harrow Unified Mental Health Service Partnership Board (Reserve) • Arts Culture Harrow Board <p>Member of Conservative Party (Harrow West Conservative Association) The Conservative Councillors' Association Chartered Fellow – Chartered Institute of Personnel & Development Fellow – Institute of Directors Lifetime Fellow – Royal Society of Arts</p> <p>Governing Body representative Arts College (Nower Hill and Hatch End High Schools) Governor – Nower Hill High School</p>
Councillor Lavingia	<p><u>Personal Interests</u></p> <p>Harrow Association of Voluntary Service Multi-Agency Forum on Racial Harassment (Reserve Member) Wealdstone Task Force Trustee of Navnat Vanik Association of the United Kingdom Member of Harrow East Labour Group Trustee on Board of Trustees of Anandabawa Sewa Sanstha</p>
Councillor Lent	<p><u>Personal Interests</u></p> <p>Employee Power Inquiry Think Enterprise Limited Local Government Information Unit Edward Robinson Education Foundation Member of the Labour Party</p>

MEMBER	<u>INTEREST</u>
Councillor Paddy Lyne	<p><u>Personal Interests</u></p> <p>Civic Vice President of London Accident Prevention Council (2005/06) Harrow Young Musicians Harrow in Europe Harrow Passengers' Transport User Association Mayor of Harrow's Charity Fund Trustees Governor, Cedars First and Middle School Harrow Weald Common Board of Conservators Citizens Advice Bureau (Chairman) Edward Robinson Education Foundation LGA – General Assembly Meetings (Deputy) London (North West) Valuation Tribunal Blue Card Badge Holder Holder of Freedom Pass Multi-Agency Forum on Racial Harassment (Reserve Member) Member of the Liberal Democrat Party President, St John's Ambulance (Harrow Weald 89/23) Wealdstone Task Force Deputy Lord Lieutenant's Committee Middlesex Guildhall Collection and Trust Fund</p> <p>As Mayor, President of:-</p> <ul style="list-style-type: none"> • Harrow Association of Voluntary Service • Harrow Heritage Trust • Harrow Community Transport • Harrow Citizen's Advice Bureau
Councillor Myra Michael	<p><u>Personal Interests</u></p> <p>Chairman - Harrow West Conservative Association Conservative Councillor Pinner Association Member Conservative Councillors' Association Member Member of Conservative Party Member of Harrow in Europe; Hatch End Association; West House and Heath Robinson Trust</p>
Councillor Miles	<p><u>Personal Interests</u></p> <p>Environmental Forum (Agenda 21) Harrow Sports Council London Youth Games RAF Northolt Community Consultative Group Member of the Labour Party Wife in receipt of Council Social Services</p>
Councillor Mithani	<p><u>Personal Interests</u></p> <p>Member of Navnat Vanik Professional under Navnat Professional Vanik Association Member of Conservative Party Member of Conservative Councillor Association Member of Harrow East Conservative Association Fellow of Institute of Biomedical Science Member of MSF Now Amicus Governor of Glebe School Member of Jain Social Group</p>

MEMBER	<u>INTEREST</u>
Councillor C Mote	<p><u>Personal Interests</u></p> <p>Reserve Forces and Cadets Association for Greater London Deputy Lord Lieutenants Committee Harrow Community Trust – Deputy Harrow Police and Community Consultative Group Harrow Sports Council (Executive Committee) Local Government Association – General Assembly Meetings – Deputy Justice of the Peace, Hillingdon Branch Member of General Osteopathic Council Member of Back Care Fellow of Royal Society of Health SSAFA Forces Help, NW London Chairman Pinner Association Member Wife (Councillor) – Teacher in Independent School in Harrow Siblings who are:- Trustee of St Luke’s Hospice; Teacher in LEA School; in receipt of Housing Benefit</p>
Councillor Janet Mote	<p><u>Personal Interests</u></p> <p>Member of Harrow West Conservative Association Governor of St John Fisher First and Middle School Harrow Heritage Trust Executive Committee Member of ATL Association of Teachers and Lecturers LEA Governor Teacher/Head of Department in Independent School in Harrow Relations who are:- Trustee of St Luke’s Hospice; Teacher in LEA School; in receipt of Housing Benefit</p>
Councillor John Nickolay	<p><u>Personal Interests</u></p> <p>Deputy Church Warden of St Andrew’s Church, Roxbourne Member of Harrow West Conservative Association Harrow Council for Racial Equality LBH Rail Liaison Meeting LBH Bus & Highways Liaison Meeting LEA Governor at Welldon Park First School and Welldon Park Middle School Promotion of Public Transport Users’ Group – Reserve Anglo African Youth Association – Trustee and Acting Hon. Treasurer Holder of Freedom Pass</p>
Councillor Mrs Joyce Nickolay	<p><u>Personal Interests</u></p> <p>Member and employee of the Harrow West Conservative Association London Accident Prevention Council Promotion of Public Transport Users’ Group - Reserve LEA Governor at Newton Farm First and Middle School</p>
Councillor Marie-Louise Nolan	<p><u>Personal Interests</u></p> <p>Member of ACTSA, Fawcett Society Environmental Forum (Agenda 21)(Reserve) Chair, Harrow East Constituency Labour Party Member of AMICUS Member of NUT (Retired Teachers Section) Trustee of Property owned by Wealdstone Labour Hall Ltd Chair of Governors at Whitefriars First and Middle School Governor of Salvatorian College Greater London Provincial Council Crime and Public Protection Panel</p>

MEMBER	<u>INTEREST</u>
Councillor O'Dell	<p><u>Personal Interests</u></p> <p>ALG – Transport and Environment Committee - Deputy Harrow Heritage Trust Executive Committee National Local Government Forum Against Poverty: Regional Meetings Environmental Forum (Local Agenda 21) – Executive Committee Harrow East Constituency Labour Party LEA representative on Elmgrove First and Middle School Governing Bodies Amicus</p>
Councillor Omar	<p><u>Personal Interests</u></p> <p>Son working in LBH (Urban Living) ALG – Associated Joint Committee (ALG Grants Committee) – Deputy ALG – Crime and Public Protection Panel Nower Hill High School Governing Body Harrow Council for Racial Equality Harrow Interfaith Council Union of Muslim Families Member of Labour Party</p>
Councillor Osborn	<p><u>Personal Interests</u></p> <p>RNLI Governor Friends of West House Member Member of Executive Committee – Conservative Way Forward Member of Conservative Party The Heritage Foundation (USA) – Member of Young Presidents' Club American Conservative Union – Member Conservative Councillors' Association – Member Young Britons Foundation – Member of the Board of Trustees Countryside Alliance – Member National Rifle Association (USA)</p>
Councillor Anjana Patel	<p><u>Personal Interests</u></p> <p>Governor – Vaughan First and Middle School RAF Northolt Community Consultative Group Harrow Mencap Board Member Member of the Conservative Party Member of Conservative Councillors' Association Trustee of Asian Foundation for help Committee Member of National Patidar Sumaj, Wembley Branch</p>
Councillor Pinkus	<p><u>Personal Interests</u></p> <p>Bentley Priory Nature Reserve LBH – Bus & Highways Liaison Meeting LBH – Rail Liaison Meeting Freemason Member of the Conservative Party Member of the United Synagogue</p>

MEMBER	<u>INTEREST</u>
Councillor Ray	<p><u>Personal Interests</u></p> <p>Joint owner of a property in Wealdstone which is leased out to Housing Association in partnership with LBH ALG – Education Panel (Deputy Member) Harrow on the Hill Forum RAF Northolt Community Consultative Group (Reserve Member) Governor: Kingsley High School Governor: Shaftesbury High School Association of London Government Education Panel National Autistic Society Harrow Fabian Society Harrow Society of Black Lawyers of Black Londoners Forum Co-op ARA Labour Party (West Harrow) National Convention of Black Teachers National Union of Teachers Member of London Kalibari Charity Sri Aurobindo Society UK</p>
Councillor Romain	<p><u>Personal Interests</u></p> <p>London Home and Water Safety Council Trading Standards Service United Synagogue Riverside Health Club Harrow East Conservative Association A Freemason (Masonic Lodges) Freeman of the City of London Liveryman of the Bakers Livery Harrow East Conservative Association Harrow West Conservative Association National Association of Goldsmiths Board of Deputies of British Jews Blue Badge Holder</p>
Councillor Seymour	<p><u>Personal Interests</u></p> <p>Member of Hertfordshire Rural Forum Member of Conservative Party in Harrow West and Harrow East Conservative Association Law Society of England – Ordinary Member Member of Conservative Councillors' Association</p>
Councillor N Shah	<p><u>Personal Interests</u></p> <p>Association of London Government Committees and Panels (i) Leaders Committee (S101 Joint Committee) – Deputy (ii) Greater London Provincial Council – Deputy (iii) Associated Joint Committee (ALG Grants Committee)-Deputy LGA – General Assembly Meetings – Deputy West London Alliance Appointee Trustee: Harrow Anti-Racist Alliance Trustee: Wealdstone (Labour) Hall Ltd President: Confederation of Jain Organisations (? defunct) Member: Covent Garden Community Association The Labour Party MSF (AMICUS) Union Member: Co-op Party Member: Architects Registration Board Trustee/Director of Property owned by Wealdstone Labour Hall Ltd Governor of Glebe School Appointee of London Caribbean Partnership Group (ALG)</p>

MEMBER	<u>INTEREST</u>
Councillor Mrs R Shah	<p><u>Personal Interests</u></p> <p>Harrow Council for Racial Equality Harrow Town Centre Forum Harrow Unified Mental Health Service Partnership Board Staying Put Scheme Advisory Committee Relate Board of Trustees UNISON Member of Labour Party</p>
Councillor Silver	<p><u>Personal Interests</u></p> <p>Harrow Association of Disabled People Harrow Unified Mental Health Service Partnership Board Conservative Party Member of Conservative Councillors' Association Harrow West Conservative Association Local Pharmaceutical Committee Harrow Primary Care Trust Management Board (Observer) Headstone Residents' Association Member Royal Pharmaceutical Society of Great Britain Any item to do with Pharmacy</p>
Councillor Stephenson	<p><u>Personal Interests</u></p> <p>Governor of Marlborough First and Middle Schools, Hatch End High School and Harrow College Deputy – ALG Culture and Tourism Panel Executive Committee Harrow Heritage Trust Bentley Priory Management Committee Court of City University London Mathematical Society Crabtree Foundation Friends of Harrow Museum Which Labour Party Harrow Fabians Liberty Headstone Residents Association Harrow Recreation Users Association Co-operative Party Harrow Amnesty Association of University Teachers Member of ALG Children, Young People and Families Forum Wife - Chair of Harrow Art Society</p>
Councillor Thammaiah	<p><u>Personal Interests</u></p> <p>ALG – Associated Joint Committee (ALG Grant Committee) Harrow Police and Community Consultative Group Governor: Park High School Governor: Stag Lane School Junior School Crime Prevention Panel Labour Party NATFHE Harrow Labour Party Member of Canons Park Residents' Association Freedom Pass Holder Age Concern Harrow</p>

MEMBER	<u>INTEREST</u>
Councillor Thornton	<p><u>Personal Interests</u></p> <p>Deputy Lord Lieutenant's Committee Harrow Weald Common Board of Conservators Local Government Association – General Assembly Meetings RAF Northolt Community Consultative Group (Reserve Member) Wealdstone Task Force (Reserve Member) Liberal Democrat Party</p>
Councillor Toms	<p><u>Personal Interests</u></p> <p>Wife is in receipt of a pension from the Authority Wife is paid for one morning a week for teaching at Norbury First and Middle School Harrow Weald Common Board of Conservators Harrow Young Musicians – Managing Body North West London Refugee Employment & Training Partnership Joint Advisory Board – Deputy Member Glebe First and Middle School Governing Body Harrow Anti-Racist Alliance Member of Campaign Against the Arms Trade Labour Party CND Amnesty International N.U.T. R.S.P.B. British Trust for Ornithology</p>
Councillor Versallion	<p><u>Personal Interests</u></p> <p>Harrow Heritage Trust Executive Committee Harrow on the Hill Forum RAF Northolt Community Consultative Group (Reserve Member) Officer in Royal Navy Reserve, HMS Wildfire, Northwood The Harrow Hill Trust - Member Member, Royal United Services Institute (Whitehall) Member of the Conservative Party Royal Institute of International Affairs (aka Chatham House) Chartered Institute of Marketing Institute of Direct Marketing</p>
Councillor Anne Whitehead	<p><u>Personal Interests</u></p> <p>Lee Valley Regional Park Authority ALG Transport and Environment Committee Promotion of Public Transport Users' Group Harrow Weald Common Board of Conservators Labour Party</p>
Councillor Williams	<p><u>Personal Interests</u></p> <p>Pinner Association Member Member of Friends of West House Member of Friends of Pinner Parish Church Lay Assistant, Deacon and Church Ward (elect) at St. John's Parish Church, Pinner High Street Member of the Conservative Party Associate Chartered Institute of Bankers Life Member of AMICUS Union (formerly Barclays Bank Staff Association).</p>

APPENDIX II

**HARROW COUNCIL
REVENUE BUDGET SUMMARY 2006-2007**

	2005-2006 Original Budget £000	2006-2007 Original Budget £000
Local Demand - Borough Services		
Corporate	-2,195	590
Business Development	12,452	11,016
Chief Executive's Office	3,807	4,148
People First	213,393	105,409
Urban Living	60,134	53,719
LPSA Grant	0	-500
Pay & Prices Inflation	0	4,240
Total Directorate Budgets	287,591	178,622
Capital Financing adjustments	-26,785	-25,130
Interest on Balances	-5,188	-4,688
Total – Baseline	255,618	148,804
Capitalisation	-1,240	-1,440
Adjustment to Balances	-670	1,014
RSG Amending report	-205	208
Total Net Expenditure	253,503	148,586
Contribution re Collection Fund Deficit b/f	670	364
National Non-Domestic rate (NNDR)	-70,229	-49,417
Revenue Support Grant (RSG)	-96,154	-9,539
Local Demand on Collection Fund	87,790	89,994
Funds / Balances		
Balances Brought Forward	7,958	5,100
Adjustment to Balances	-670	-1,014
Balances Carried Forward	7,288	4,086
Council Tax for Band D Equivalent		
Harrow (£)	1,041.28	1,067.19
Increase		
Harrow (%)	0.72%	2.49%
Taxbase	84,309	84,326

APPENDIX III

LONDON BOROUGH OF HARROW
MEMBERS' ALLOWANCES SCHEME

1. This scheme shall have effect until 31st March 2007. It replaces all former schemes.

Basic Allowance

2. A basic allowance of £5,379 per annum shall be paid to each Councillor.

Special Responsibility Allowance

3. (1) A special responsibility allowance shall be paid to those Councillors who have the special responsibilities in relation to the posts specified in Schedule 1 to this scheme. No Member may receive special responsibility allowances in respect of more than one post.
(2) The amount of each such allowance shall be the amount specified against that special responsibility in that schedule.

Upgrading the Basic and Special Responsibility Allowances

4. The basic allowance and special responsibility allowances will be upgraded annually in line with an index approved by the ALG Independent Panel. The index to be used will be the level of the Local Government Pay Settlement. When making the scheme for 2007/2008, the indexing arrangements will be reviewed.

Travel and Subsistence Allowances

5. The reimbursement of travel and subsistence expenses incurred in respect of **approved duties** (as set out in Schedule 2) **undertaken outside the Borough boundaries** can be claimed by Members, co-optees to formal Council committees and Independent Members of the Standards Committee at the rates paid and on the conditions specified in the officer scheme for travel and subsistence allowances.

Carers' Allowance

6. (1) The allowance shall only be paid for attendance at approved duties as listed in Appendix A.
(2) The maximum basic rate of pay is £2.70 per half hour for the duration of the meeting together with the Member's travel time between home and the place of the meeting and the carer's reasonable travelling time.
(3) The allowance is claimable in respect of children aged 15 or under or where a professional carer is required to meet a specialist need (eg a nurse for an elderly person).
(4) Actual costs will be paid **on production of an invoice or receipt**.
(5) Where the length of the meeting cannot be predicted and payment to the carer is necessarily contractually committed then a payment of up to 4 hours will be made. (For day time quasi-judicial meetings, payment of up to 8 hours may be made if the estimated length of the meeting is for the whole day).
(6) In addition, the reasonable travelling expenses of the person taking care of the dependent shall be reimbursed either at the appropriate public transport rate, or in cases of urgency or where no public transport is available, the amount of any taxi fare actually paid.
(7) The allowance is not to be paid where the carer is a member of the Member's household.
(8) Any dispute as to the entitlement and any allegation of abuse should be referred to the Standards Committee for adjudication.

Co-optees' Allowance

7. A basic allowance of £411 per annum shall be paid to co-optees to formal Council committees and Independent Members of the Standards Committee.

Claims and Payments

8. (1) A claim for allowances or expenses under this scheme shall be made in writing within two months of the date of undertaking the duty in respect of which the entitlement to the allowance or expense relates.
 - (2) Payment shall be made
 - (a) in respect of basic and special responsibility allowances, in instalments of one-twelfth of the amount specified in this scheme each month;
 - (b) in respect of out-borough travel and subsistence expenses and Carers' Allowance, each month in respect of claims received up to one month before that date.

Backdating

9. Any changes made to this scheme during the year may be backdated to 1st April 2006 by resolution of the Council when approving the amendment.

Pensions

10. Allowances paid under the Harrow Members' Allowances Scheme will **not** be pensionable for the purposes of the Superannuation Act.

Renunciation

11. A person may, by notice in writing given to the Chief Executive, elect to forgo any part of his/her entitlement to an allowance under this scheme.

Withholding Allowances

12. (1) In the event that a Member is suspended from duties, that Member's basic allowance and special responsibility allowance (if any) will be withheld for the whole period of the Member's suspension.
 - (2) In the event that a Member is partially suspended from duties, that Member's basic allowance will be paid but their SRA, if any, will be withdrawn for the period of the partial suspension.

Appendix A**Approved duties for Carers' Allowance**

- A meeting of the Executive.
- A meeting of a committee of the executive.
- A meeting of the Authority.
- A meeting of a committee or sub-committee of the Authority.
- A meeting of some other body to which the Authority make appointments or nominations, or
- A meeting of a committee or sub-committee of a body to which the Authority make appointments or nominations.
- A meeting which has both been authorised by the Authority, a committee, or sub-committee of the Authority or a joint committee of the Authority and one or more other authorities, or a sub-committee of a joint committee and to which representatives of more than one political group have been invited (if the Authority is divided into several political groups) or to which two or more councillors have been invited (if the authority is not divided into political groups).
- A meeting of a Local Authority association of which the Authority is a member.
- Duties undertaken on behalf of the Authority in pursuance of any Procedural Rule of the Constitution requiring a member or members to be present while tender documents are opened.
- Duties undertaken on behalf of the Authority in connection with the discharge of any function of the Authority conferred by or under any enactment and empowering or requiring the Authority to inspect or authorise the inspection of premises.
- Duties undertaken on behalf of the Authority in connection with arrangements made by the authority for the attendance of pupils at a school approved for the purposes of section 342 of the Education Act 1996.

SCHEDULE 1

SPECIAL RESPONSIBILITY ALLOWANCES (SRAs)

There are nine bands of SRAs:-

Band	Post	SRA - £/annum
1	Members/Chairs of Licensing Panels (See Note (3) below)	250/400
2	Members of the following Quasi-Judicial Panels: Education Awards Appeals Panel NDR Discretionary Rate Relief Appeal Panel Personnel Appeals Panel Social Services Appeals Panel	258
3	Deputy Leaders of the Second and Third Minority Groups Chief Whips of all Political Parties One Assistant to each Cabinet Member Chair of the Audit Committee Chair of the Licensing and General Purposes Committee Chair of the Standards Committee	1,023
4	Deputy Mayor	2,058
5	Members of Cabinet who are not Portfolio Holders Vice-Chairs of the Scrutiny Sub-Committees (excluding Call-in): Environment and Economy Scrutiny Sub-Committee Health and Social Care Scrutiny Sub-Committee Lifelong Learning Scrutiny Sub-Committee Strengthening Communities Scrutiny Sub-Committee	3,066
6	Chair of the Overview and Scrutiny Committee Nominated Member of the largest party not holding the Chair of the Overview and Scrutiny Committee Chairs of the Scrutiny Sub-Committees (excluding Call-in): Environment and Economy Scrutiny Sub-Committee Health and Social Care Scrutiny Sub-Committee Lifelong Learning Scrutiny Sub-Committee Strengthening Communities Scrutiny Sub-Committee Chair of the Traffic Advisory Panel Nominated Member of the largest party not holding the Chair of the Development Control Committee Leader of the Second Minority Group Leader of the Third Minority Group	6,615
7	The Mayor	9,780
8	Chair of the Development Control Committee Cabinet Portfolio Holders (excluding the Leader and Deputy Leader): Planning, Development and Housing Education and Lifelong Learning Environment and Transport Social Care and Health Communications, Partnership and Human Resources Deputy Leader	13,233
9	Leader	19,848

NOTES

- (1) In the Council elected on 2 May 2002, the Groups are as follows:-
Largest Minority Group = Labour Group
Second Minority Group = Conservative Group
Third Minority Group = Liberal Democrat Group
- (2) Only one SRA is payable per Member, with the exception of Band 1 SRA, which can be paid in addition to another SRA (see Note (3) below).
- (3) Members of the Licensing and General Purposes Committee are paid an SRA of £250 for their responsibilities in relation to Licensing Panels. Licensing Panel Chairs are paid an SRA of £400. Panel Members and Chairs also receive additional payment if they attend a certain number of meetings as shown below:-

Number of Meetings Attended	Panel Member's Allowance	Chair's Allowance
0-4	£250	£400
5-8	£500	£650
9-12	£750	£900
13-16	£1,000	£1,150
17-20	£1,250	£1,400
21-24	£1,500	£1,650
25-28	£1,750	£1,900
29 and above	£2,000	£2,150

Each meeting will consider a number of applications.

The allowance will be paid in 12 monthly instalments, starting at the basic rate, and will be adjusted depending on the number of meetings attended.

The SRA for licensing can be paid in addition to another SRA.

SCHEDULE 2

CLAIMS FOR OUT-OF-BOROUGH TRAVEL AND SUBSISTENCE EXPENSES

Duties Undertaken Out-of-Borough

Claims for travel and subsistence expenses incurred can normally only be paid in respect of approved duties undertaken at venues out of the Borough. Expenses will be reimbursed at the rates paid and on the conditions specified in the officer scheme for travel and subsistence allowances.

1. Members may claim travel and subsistence expenses in respect of the following **out-of-Borough** duties:-

- (a) Attendance at any meeting which may be convened by the Authority provided that Members of at least two groups are invited and the meeting is not convened by officers.
- (b) Attendance at a meeting of an outside body to which the Member has been appointed or nominated as a representative of the Council, where the Outside Body does not itself operate a scheme to reimburse travel and subsistence expenses.
- (c)
 - (i) attendance at an appropriate out-of-Borough conference, seminar, meeting or other appropriate non-political event as a representative of an Outside Body to which that Member has been either nominated or appointed by Council to serve in a role with a specific pan-Authority remit;
 - (ii) attendance at meetings in the capacity of a direct appointee of a Local Authority Association, joint or statutory body or other London-wide or national body subject to the following proviso:

that the Member serves on the appointing body by virtue of an appointment made by Council to an authorised Outside Body;

subject in either case to the Outside Body/Bodies concerned themselves not making provision for any travel and subsistence expenses necessarily incurred.

- (d) Attendance at a meeting of any association of local authorities of which the Authority is a member and to which the Member has been appointed as a representative.
 - (e) Attendance at a training session, conference, seminar or other non-political event, the attendance fees for which are being funded by the Council through a Departmental or a corporate budget.
 - (f) Attendance at any training session, conference, seminar or other non-political event for which there is either no attendance fee or any attendance fee is being met by the Member him/herself (or from the relevant political group secretariat budget) subject to the relevant Director confirming that the content of the training, conference, seminar or event is relevant to the Member's responsibilities in respect of the services provided by the Authority or to the management of the Authority.
2. Duties for which out-of-Borough travel and subsistence expenses may not be claimed include:-
- (a) Political meetings or events.
 - (b) Any meetings of 'Outside Bodies' to which the Member has not been appointed or nominated by the Council as its representative.
 - (c) Meetings of the Governing Bodies of Schools.

SCRUTINY
SUB-COMMITTEES

HEALTH AND SOCIAL CARE SCRUTINY SUB-COMMITTEE (SPECIAL)**28 FEBRUARY 2006**

Chair: * Councillor Bluston

Councillors:	* Blann (1)	* Myra Michael
	* Gate	* Vina Mithani
	* Lavingia	* Mrs Joyce Nickolay

Advisor (non-voting): † Jean Bradlow

* Denotes Member present

(1) Denotes category of Reserve Member

† Denotes apologies received

[Note: Councillor Margaret Davine, Portfolio Holder for Social Care and Health also attended in a non-participatory capacity. Councillor Silver was also in attendance to speak on the items indicated at 302, 306, and 307 indicated below. Members of Harrow PCT Patient and Public Involvement in Health Forum, were also in attendance].

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Update on the Joint Overview and Scrutiny Committee for the Northwick Park Hospital Reconfiguration**

The Sub-Committee received a report of the Director of People, Performance and Policy, summarising the recent activity of the Joint Overview and Scrutiny Committee for Northwick Park Hospital. Attention was drawn to recommendations made by the Joint Committee at its meeting on 14 December 2005, which had asked for amendments to be made to the Joint Committee's terms of reference so as to extend the life of the Joint Committee until 3 May 2006, owing to earlier delays in consultation processes. The Joint Committee had also recommended that it be re-established in the Municipal year 2006/7. The Sub-Committee was asked to endorse these recommendations, and in turn recommend them to the Overview and Scrutiny Committee for approval.

Members commented on the usefulness of the work carried out by the Joint Committee, and stated that they wished to maintain the expertise represented on the Joint Committee up to and beyond the coming Election. It was therefore:

Resolved to RECOMMEND:

That the Overview and Scrutiny Committee:

(1) notes and endorses a request from the Joint Overview and Scrutiny Committee (with Brent and Ealing Councils) made at its meeting held on 14 December 2005: "That the Committee's terms of reference be amended to:

"The Committee be extended until 3 May 2006 and, subject to confirmation by each of the three councils, be re-established with new appointments being made as soon as possible in the new municipal year."

And that the Committee recommends accordingly to each Council".

(2) recommends to Full Council at its extraordinary meeting on 31 May 2006:

(i) the re-establishment of a Joint Overview and Scrutiny Committee with Brent and Ealing Councils on the proposed re-configuration of services at the Northwick Park Hospital site, for the Municipal Year 2006/07;

(ii) the appointment of two Harrow Council Members and two Reserve Members to the Joint Committee for 2006/07.

[Note: The Joint Committee's proposal set out in paragraph (1) above had been initially submitted to the Health and Social Care Scrutiny Sub-Committee (Harrow) on 28 February 2006 as well as to the Health and Social Care Standing Scrutiny Panel at Ealing Council (25 January 2006) and the Health Overview Panel at Brent Council (2 February 2006)].

PART II - MINUTES294. **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 Mrs R Shah	Councillor Blann

295. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Member</u>	<u>Nature of Interest</u>
Councillor Blann	Declared a personal interest in that he was receiving treatment at Northwick Park Hospital;
Councillor Bluston	Declared a personal interest in that he was Chair of the Joint Overview and Scrutiny Committee on Northwick Park Hospital, and had recently been a patient of Northwick Park and St. Mark's Hospitals;
Councillor Gate	Declared a personal interest in that his wife was a nurse practitioner for Harrow PCT;
Councillor Lavingia	Declared a personal interest in that he was a Hindu advisor and organiser of religious services;
Councillor Myra Michael	Declared a personal interest in that she was a Harrow Appointee to the Joint Overview and Scrutiny Committee on Northwick Park;
Councillor Vina Mithani	Declared a personal interest in that she worked for a Health Protection Agency;
Councillor Silver	Declared a personal interest in that he was a contractor with Harrow PCT.

296. **Arrangement of Agenda:**

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

297. **Minutes:**

RESOLVED: That the minutes of the meetings held on 6 October 2005 and 14 December 2005, having been circulated, be taken as read and signed as a correct record.

298. **Public Questions:**

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

299. **Petitions:**

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

300. **Deputations:**

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

301. **Update on the Joint Overview and Scrutiny Committee for the Northwick Park Hospital Reconfiguration:**
(See Recommendation 1.)

302. **Strategic Health Authority Consultation:**

The Sub-Committee received a presentation from the Director of Strategic Development, North West London Strategic Health Authority, on proposals to reconfigure the structure of Strategic Health Authorities (SHA) in London.

In the course of the presentation, the following points were raised:

- In July 2005, the Department of Health published "Commissioning a Patient-led NHS", which required all SHAs in England to consider the future structure and functions of SHAs, Primary Care Trusts (PCTs) and Care Trusts;
- In response to the above the NHS in London, after a period of SHA consultation, had proposed to the Department of Health that the existing five SHAs in London be reduced to one;
- It had been suggested to the Secretary of State that London's existing PCT structure, coterminous with the boroughs, be maintained;
- National savings demanded by 'ensuring a patient-led NHS' stood at £250 million, of which London's share was £42 million. Plans to convert to one SHA would save approximately £10 million of this;
- Appointments to the proposed London SHA would take place following Ministerial decisions in April 2006, with the new SHA in a position to take over from the existing SHAs no later than 31st March 2007.

It was added that the benefits of a singular SHA for London, aside from assisting in the necessary savings detailed above, would include a greater ability to coordinate health matters of pan-London importance, and simplify communication with other central bodies such as the Greater London Authority.

The Sub-Committee heard that the consultation process was nearing its end, and that the five London SHAs had agreed to delegate the outcome of the consultations to a joint committee consisting of the Chair, Chief Executive and one non-executive director from each SHA Board. This Joint Committee would then agree a report which would be forwarded to the Secretary of State, for final decision.

In response to various questions posed by Members in relation to the consultation process, officers outlined that Harrow's individual contribution to the savings detailed above would be £780,000, and it was anticipated that this would be attained cumulatively by 2008/9. The Sub-Committee was informed that changes in the structure of the SHAs would not affect the way funding was allocated, and therefore would not alter funds available for tackling deprivation in Harrow. Money saved in the process of restructuring would be ringfenced, and used purely to enhance cancer treatment and palliative care.

The Sub-Committee was reassured that feedback from the consultation process would be forwarded to the Secretary of State, before the final decision on restructuring was taken.

The Chair thanked the Director of Strategic Development for his presentation, and his response to Member's questions.

RESOLVED: That the presentation be noted.

303. **Older People's Inspection - Initial Feedback:**

The Sub-Committee received a presentation from the Director of Community Care, detailing feedback received so far from recent inspection of Older People's Services.

Initial feedback had identified strengths in the Service's front line practice, and recognised that staff were striving to help service users attain independence.

Areas of improvement identified included:

- the need to ensure effective support and assessment of carers;
- developing mental health services for older people;
- improving the cultural appropriateness of services;
- making Direct Payments easier to access.

The Sub-Committee was informed that full feedback from the inspection would be presented to Cabinet in March 2006.

RESOLVED: That the above be noted.

304. **Commission of the Social Care Inspectorate Annual Review Monitoring Letter and Star Rating and Published Tables of the Personal Social Services Performance Assessment Framework (PAF) Indicators:**

The Director of Community Care gave a presentation which detailed the outcome of the Commission for Social Care Inspectorate's (CSCI) inspection of Social Services. The Sub-Committee was informed that Harrow had received a one star rating in this regard, out of a possible three, with uncertain prospects for improvement.

The Sub-Committee was informed that this rating had been based on information from 2004/5, which was also subject to factual inaccuracies. As a result, the Council had sought to challenge this rating by appeal, but this had resulted in no change to the rating. Consequently, further steps had been taken under the Freedom of Information Act to secure the documentation which had formed the basis of CSCI's judgement. The Sub-Committee was informed that, despite the request having been lodged in November 2005, the documents had only recently been received and the Council was seeking advice on how to proceed.

An officer advised that the Council had not previously had evidence of factual inaccuracies used to compile the ratings. Now that such evidence was available, the Council awaited a full explanation from CSCI.

It was noted that a new Business Relationship Manager from CSCI had been allocated to the Council, and a benchmark statement on areas of disagreement was currently being negotiated.

In response to questions from Members, the Sub-Committee was informed that children's and adults' Social Services were rated over different timescales: adults' services were rated annually, whilst children's services were due to be reviewed as part of the Joint Area Review Inspection. Results of the ratings would be published in November 2006.

The Sub-Committee heard that funding for services had been unaffected by the outcome of the ratings, although if the Council were not seen to be making progress, officers advised there was the possibility that external parties could intervene in the improvement process.

The Director of Community Care confirmed that Social Services would be happy to seek advice from the communications department in relation to CSCI's rating in the public domain.

RESOLVED: That the above be noted.

305. **Payment by Result - Impact on the Financial Outlook of Local Healthcare:**

The Director of Finance and Information for Harrow PCT updated the Sub-Committee on the upcoming Payment By Result (PBR) scheme, and its effect upon the financial position of local healthcare. The committee was informed that the current PBR tariff, applying to planned outpatient admissions, was to be extended to cover inpatient, planned and outpatient admissions.

The Sub-Committee heard that the PCT, after factors such as market forces payments were adjusted for, was paying £55 million for services covering these areas of care. Under the national tariff, this figure would increase to £64.6 million, an increase of £9.6 million. There would be financial relief of £4.7 million in 2006/7 to cope with this shortfall, but this would be phased out by 2008/9. Financial pressure on local healthcare may be exacerbated by potential activity growth, although this was unquantifiable.

The purpose of the scheme was to enable patient choice in the NHS, and reduce the penalties on certain PCTs if patients chose to switch providers by applying a uniform tariff. This tariff had been developed in the preceding year, but had experienced revisions, and consequent delays. The final tariff would be known in the coming weeks.

Harrow had been individually assessed at £18 million in excess of its 'fair shares' resource allocation. Members expressed concern over how the formula had been

calculated and its applicability to specific local issues, to which officers responded that the formula was based partly on hospital activity.

It was added that the PCT was in the process of formulating a plan by which to take account of the added costs imposed by PBR. The Director of Finance and Information for Harrow PCT offered to report back to the Sub-Committee in more detail on this subject at a later meeting. In response to the concerns raised by Members of the Committee about the PCT's ability to meet its statutory requirement to break-even, it was informed that plans were being drawn up for a risk reserve, a pool of money from which the PCT could borrow, at interest, to offset existing debts.

Responding to a Member's concern that the need to make the required savings might adversely affect staffing levels, the Sub-Committee heard that any savings made in this area would be subject to the maintenance of a safe service.

RESOLVED: That the above be noted.

306. **Harrow Primary Care Trust - Update on Financial Position:**

The Sub-Committee received a report of the Chief Executive of Harrow PCT and the Director of Finance and Information, Harrow PCT, on the financial position of the Trust. It was stated that the PCT was currently facing a deficit of £12.3 million, with service agreements and Continuing Care charges comprising the largest financial burdens.

The Sub-Committee heard that the PCT had not experienced the savings it had anticipated, owing to fluctuations in activity. This in turn had put pressure on the Trust's statutory requirement to break-even. It was added that correcting the Trust's overspend was realistic from an in-year operational perspective, but became increasingly hard to maintain once the burden of prior debt had been taken into account.

Members asked for clarification of the relationship between the Strategic Health Authority and the PCT, and asked for assurance that costs were not being diverted from the latter to the former. In response, the Sub-Committee was reassured that this was not the intention of the PCT, and that costs were allocated to the most appropriate body.

A Member queried whether the powers of the Secretary of State would extend to intervention in the event of severe persistence in Harrow PCT's budget deficit. It was responded that the Secretary of State would have the power to remove the Chairman and executive directors of the trust, who would then have the power to restructure further.

In reply to queries relating to disputed invoices between the PCT and the Council, it was reported that there was £4.4 million owed by the former to the latter. It was added that the Council owed the PCT £400,000 in outstanding invoices. It was unclear how much of this figure was in dispute, and the Committee asked that this issue be reported on in more detail at its next meeting.

RESOLVED: That (1) the above be noted;

(2) officers be requested to report in more detail the level of debt between the PCT and the Council.

307. **Any Other Business:**

The Maternity Ward at Northwick Park Hospital

The Sub-Committee received an update from the Chief Executive of Northwick Park Hospital on its Maternity Ward, and on special measures which had been put in place in view of concerns over the level of maternal deaths in the 2002-2004 period. Whilst this level had been higher than the national average, the Sub-Committee was informed that the level of prenatal deaths in this period was within the average range.

It was stated that a large amount of progress had been made since the action plans agreed in April 2005, particularly in the following areas:

- education and training, with the appointment of an outside team of clinical experts to lead study days and inform on best practice;
- staff, with the addition of four new specialist consultancy posts and a twenty percent increase in the number of midwifery posts, with a further twenty percent increase scheduled for the coming Municipal year;

- the provision and monitoring of equipment;
- refurbishment of the unit.

These measurements had been aided by a decrease in the level of activity the unit.

The Chief Executive of Northwick Park Hospital stressed that recent negative reports about the maternity ward in the media had been based on out of date reports, which had not taken into account the steps described above, and thereby had created an unfair representation of the unit.

The Sub-Committee received answers to a number of questions relating to:

- staffing levels and pay;
- specific measures relating to the monitoring of equipment;
- provisions for accepting feedback on special measures from affected groups;
- facilities for bereavement within the unit;
- the remit of study days.

It was noted that no definite date for the cessation of special measures had been agreed, although the Hospital was in discussion with the Strategic Health Authority and the Department of Health on dates for an upcoming inspection.

The Chair thanked the Chief Executive for her attendance at short notice.

RESOLVED: That the above be noted.

(Note: The meeting having commenced at 7.35 pm, closed at 10.00 pm)

(Signed) COUNCILLOR HOWARD BLUSTON
Chair

THE CABINET,
CABINET ADVISORY PANELS
AND
CONSULTATIVE FORUMS

CABINET

REPORT OF CABINET

MEETING HELD ON 16 FEBRUARY 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

[Note: The following Councillors also attended this meeting to speak on the items indicated: Councillor Miss Bednell - Minute No. 909, Councillors Mitzi Green and Janet Mote - Minute No. 913 and Councillor Jean Lammiman - Minute No. 911].

PART I - RECOMMENDATIONS
RECOMMENDATION I - Key Decision - 2006-07 Revenue Budget and Medium Term Budget Strategy 2006-07 to 2008-09

The Director of Financial and Business Strategy introduced the report which advised that, in considering its budget and Council Tax proposals for 2006-07, that Cabinet and Council would need to strike a balance between the interests of the service users, the community in general and those of the Council Tax payers. She advised that the budget process had been particularly complex for a number of reasons, which were detailed in her report, and explained that, in overall terms, the Council was facing considerable financial pressure and had a low level of reserves. She added that further efficiencies and savings would need to be found so as to avoid the risk of capping.

The Director of Financial and Business Strategy reported that the proposed Council Tax increase was 2.97%. She advised that the financial settlement from Government had been lower than expected and that officers were making representations on this matter. Amendments to the housing subsidy had also had an adverse effect on Harrow. The Director of Financial and Business Strategy confirmed the Greater London Authority precept figures as a Band D figure of £288.61 for 2006-07, an increase of 13%. This resulted in a combined Harrow Council Tax of £1,360.77 and a combined increase of 5.01%.

In reporting the proposed budget, the Director of Financial and Business Strategy reported amendments in relation to fees and charges in that the first hour of parking would be free at Cambridge House and Peel Road car parks and that, from 1 April 2006, the threshold for savings for home care charges would be £21,000. She reported that in terms of Members' Allowances, a new Special Responsibility Allowance at level 3 was proposed for the Chair of the Audit Committee.

A Member asked a series of questions in relation to inflation, procurement, benefit cards, Business Transformation Partnership savings and the anticipated Council Tax figures in 2007/08 and 2008/09. Officers advised that there was full provision within the budget for salary inflation and pension contributions and an additional provision for concessionary fares and utility costs but that the provision for general inflation was 0.6% compared with the consolidated performance index of 2%. The remaining corporate savings required in relation to procurement totalled £1.2 million, which had not been identified within Directorates' specific savings. The development of the benefits cards was part of the Business Transformation Partnership (BTP) but that the expected savings of £432,000 were unlikely to be realised. However, Capita was considering how the shortfall could be addressed.

A Member advised of an amendment in relation to the Housing Revenue Account in that the additional 70p for energy costs would apply to all those liable to charges, not just leaseholders, and would include sheltered housing residents.

Having approved the Medium Term Revenue Budget Strategy, a number of proposals in relation to fees and charges, and the Medium Term Budget Strategy for the Housing Revenue Account, it was

Resolved to RECOMMEND:

That (1) the 2006/07 Revenue Budget be approved to enable the Council Tax for 2006-07 to be set;

(2) the model Council Tax resolution set out at Appendix 1 be approved;

(3) the new reserves policy be approved;

(4) the Housing Revenue Account for 2006-2007 be approved to enable rents for 2006-07 to be set;

(5) subject to the inclusion of a new Special Responsibility Allowance at level 3 for the Chair of the Audit Committee, the Members' Allowances Scheme attached as Appendix 2 be approved.

Reason for Recommendation: The approved budget provided the framework for effective financial management throughout the year and supported service delivery.

[Note: Councillors D Ashton and C Mote wished to be recorded as having abstained from voting on the draft Revenue Budget for 2006/07].

(See also Minutes 902 and 912).

RECOMMENDATION II - Treasury Management Strategy 2006/07 and Prudential Indicators 2006/07 to 2008/09

The Director of Financial and Business Strategy introduced the report, which advised that the Council was required to approve a Treasury Management Strategy each year and was based on a number of principles. The Council was also required to approve a number of prudential indicators to 2006-07 to 2008-09. She indicated that a low risk approach had been taken.

A Member expressed concern at the level of total debt and indicated the need to take a longer-term view.

Resolved to RECOMMEND:

That (1) the Treasury Management Strategy for 2006-07, as set out in paragraphs 1-16 of the report of the Director of Financial and Business Strategy, be approved;

(2) the Council's spending list, as set out in Appendix 2 to the report of the Director of Financial and Business Strategy, be approved;

(3) the Prudential Indicators for 2007-08 to 2008-09, set out in paragraphs 17-38 of the report of the Director of Financial and Business Strategy, be approved.

Reason for Recommendation: To promote effective financial management and to comply with the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 and other relevant guidance. The Council's lending and borrowing policies and performance underpinned the Revenue Budget and the achievement of the Capital Programme and therefore indirectly contributed to all the Council's corporate priorities. The Prudential Indicators provided the framework for investment and borrowing decisions.

APPENDIX 1**Council Tax Resolution 2006-2007**

Cabinet to approve as part of the Summons for Council, the model budget and Council Tax resolutions reflecting the recommendations of Cabinet and the GLA precept.

Council is requested to determine the level of the Council Tax for 2006-2007 in the light of the information on the precept and make the calculations set out in the resolution shown below.

- (1) To note that at its meeting on 12 January 2006 the Council calculated the amount of 84,326 as its Council Tax Base for the year 2006-2007 in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 made under Section 33 (5) of the Local Government Finance Act 1992.
- (2) That the following amounts be now calculated by the Council for the year 2006-2007, in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:
 - (i) Being the aggregate of the amounts which the Council estimates for the items set out in Section 32 (2) (a) to (e) of the Act. **(Gross expenditure)** £366,814,915
 - (ii) Being the aggregate of the amounts which the Council estimates for the items set out in Section 32 (3)(a) to (c) of the Act. **(Gross income including use of reserves)** £217,810,540
 - (iii) Being the amount by which the aggregate at (i) above exceeds the aggregate at (ii) above, calculated by the Council, in accordance with Section 32(4) of the Act, **as its budget requirement for the year.** £149,004,375
 - (iv) Being the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of redistributed non-domestic rates, revenue support grant, reduced by the amount of the sums which the Council estimates will be transferred in the year from its General Fund to its Collection Fund in accordance with Section 97(4) of the Local Government Finance Act 1988 (Collection Fund Deficit) £58,593,305
 - (v) Being **the amount to be raised from Council Taxes** calculated as the amount at 2 (iii) above less the amount at 2 (iv.) above. £90,411,070
 - (vi) Being the amount at (v) divided by the Council Tax Base, calculated by the Council at its meeting on 12 January 2006 in accordance with Section 33 (1) of the Act, as the basic amount of its council tax for the year. **(The average Band D Council Tax)** £1,072.16
 - (vii) Valuation Bands

	A	B	C	D	E	F	G	H
£	714.77	833.90	953.03	1,072.16	1,310.42	1,548.68	1,786.93	2,144.32

Being the amounts given by multiplying the amount at (vi.) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in

that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (3) That it be noted that for 2006-2007 the Greater London Authority stated the following amount in precept issued to the Council, in accordance with section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below

Valuation Bands

	A	B	C	D	E	F	G	H
£	198.00	231.00	264.00	297.00	363.00	429.00	495.00	594.00

- (4) That, having calculated the aggregate in each case of the amounts at (2)(vii) and (3) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2006-2007 for each of the categories of dwellings shown below

Valuation Bands

	A	B	C	D	E	F	G	H
£	912.77	1,064.90	1,217.03	1,369.16	1,673.42	1,977.68	2,281.93	2,738.32

**HARROW COUNCIL
REVENUE BUDGET SUMMARY 2006-2007**

	2005-2006 Original Budget £000	2006-2007 Original Budget £000
Local Demand - Borough Services		
Corporate	-2,195	590
Business Development	12,452	11,046
Chief Executive's Office	3,807	4,158
People First	213,393	105,688
Urban Living	60,134	53,718
LPSA Grant	0	-500
Pay & Prices Inflation	0	4,340
Total Directorate Budgets	287,591	179,040
Capital Financing adjustments	-26,785	-25,130
Interest on Balances	-5,188	-4,688
Total – Baseline	255,618	149,222
Capitalisation	-1,240	-1,440
Adjustment to Balances	-670	1,014
RSG Amending report	-205	208
Total Net Expenditure	253,503	149,004
Contribution re Collection Fund Deficit b/f	670	364
National Non-Domestic rate (NNDR)	-70,229	-49,418
Revenue Support Grant (RSG)	-96,154	-9,539
Local Demand on Collection Fund	87,790	90,411
Funds / Balances		
Balances Brought Forward	7,958	5,100
Adjustment to Balances	-670	-1,014
Balances carried forward	7,288	4,086
<u>Council Tax for Band D equivalent</u>		
Harrow (£)	1,041.28	1,072.16
<u>Increase</u>		
Harrow (%)	0.72%	2.97%
Taxbase	84,309	84,326

APPENDIX 2LONDON BOROUGH OF HARROWMEMBERS' ALLOWANCES SCHEME

1. This scheme shall have effect until 31st March 2007. It replaces all former schemes.

Basic Allowance

2. A basic allowance of £5,538 per annum shall be paid to each Councillor.

Special Responsibility Allowance

3. (1) A special responsibility allowance shall be paid to those Councillors who have the special responsibilities in relation to the posts specified in Schedule 1 to this scheme. No Member may receive special responsibility allowances in respect of more than one post.
(2) The amount of each such allowance shall be the amount specified against that special responsibility in that schedule.

Upgrading the Basic and Special Responsibility Allowances

4. The basic allowance and special responsibility allowances will be upgraded annually in line with an index approved by the ALG Independent Panel. The index to be used will be the level of the Local Government Pay Settlement. When making the scheme for 2007/2008, the indexing arrangements will be reviewed.

Travel and Subsistence Allowances

5. The reimbursement of travel and subsistence expenses incurred in respect of **approved duties** (as set out in Schedule 2) **undertaken outside the Borough boundaries** can be claimed by Members, co-optees to formal Council committees and Independent Members of the Standards Committee at the rates paid and on the conditions specified in the officer scheme for travel and subsistence allowances.

Carers' Allowance

6. (1) The allowance shall only be paid for attendance at approved duties as listed in Appendix (i).
(2) The maximum basic rate of pay is £2.78 per half hour for the duration of the meeting together with the Member's travel time between home and the place of the meeting and the carer's reasonable travelling time.
(3) The allowance is claimable in respect of children aged 15 or under or where a professional carer is required to meet a specialist need (eg a nurse for an elderly person).
(4) Actual costs will be paid **on production of an invoice or receipt**.
(5) Where the length of the meeting cannot be predicted and payment to the carer is necessarily contractually committed then a payment of up to 4 hours will be made. (For day time quasi-judicial meetings, payment of up to 8 hours may be made if the estimated length of the meeting is for the whole day).
(6) In addition, the reasonable travelling expenses of the person taking care of the dependent shall be reimbursed either at the appropriate public transport rate, or in cases of urgency or where no public transport is available, the amount of any taxi fare actually paid.
(7) The allowance is not to be paid where the carer is a member of the Member's household.

- (8) Any dispute as to the entitlement and any allegation of abuse should be referred to the Standards Committee for adjudication.

Co-optees' Allowance

7. A basic allowance of £423 per annum shall be paid to co-optees to formal Council committees and Independent Members of the Standards Committee.

Claims and Payments

8. (1) A claim for allowances or expenses under this scheme shall be made in writing within two months of the date of undertaking the duty in respect of which the entitlement to the allowance or expense relates.
- (2) Payment shall be made
- (a) in respect of basic and special responsibility allowances, in instalments of one-twelfth of the amount specified in this scheme each month;
- (b) in respect of out-borough travel and subsistence expenses and Carers' Allowance, each month in respect of claims received up to one month before that date.

Backdating

9. Any changes made to this scheme during the year may be backdated to 1st April 2006 by resolution of the Council when approving the amendment.

Pensions

10. Allowances paid under the Harrow Members' Allowances Scheme will **not** be pensionable for the purposes of the Superannuation Act.

Renunciation

11. A person may, by notice in writing given to the Chief Executive, elect to forgo any part of his/her entitlement to an allowance under this scheme.

Withholding Allowances

12. (1) In the event that a Member is suspended from duties, that Member's basic allowance and special responsibility allowance (if any) will be withheld for the whole period of the Member's suspension.
- (2) In the event that a Member is partially suspended from duties, that Member's basic allowance will be paid but their SRA, if any, will be withdrawn for the period of the partial suspension.

Appendix i**Approved duties for Carers' Allowance**

- A meeting of the Executive.
- A meeting of a committee of the executive.
- A meeting of the Authority.
- A meeting of a committee or sub-committee of the Authority.
- A meeting of some other body to which the Authority make appointments or nominations, or
- A meeting of a committee or sub-committee of a body to which the Authority make appointments or nominations.
- A meeting which has both been authorised by the Authority, a committee, or sub-committee of the Authority or a joint committee of the Authority and one or more other authorities, or a sub-committee of a joint committee and to which representatives of more than one political group have been invited (if the Authority is divided into several political groups) or to which two or more councillors have been invited (if the authority is not divided into political groups).
- A meeting of a Local Authority association of which the Authority is a member.
- Duties undertaken on behalf of the Authority in pursuance of any Procedural Rule of the Constitution requiring a member or members to be present while tender documents are opened.
- Duties undertaken on behalf of the Authority in connection with the discharge of any function of the Authority conferred by or under any enactment and empowering or requiring the Authority to inspect or authorise the inspection of premises.
- Duties undertaken on behalf of the Authority in connection with arrangements made by the authority for the attendance of pupils at a school approved for the purposes of section 342 of the Education Act 1996.

SCHEDULE 1
SPECIAL RESPONSIBILITY ALLOWANCES (SRAs)

There are nine bands of SRAs:-

Band	Post	SRA £/annum
1	Members/Chairs of Licensing Panels (See Note (3) below)	258/411
2	Members of the following Quasi-Judicial Panels: Education Awards Appeals Panel NNDR Discretionary Rate Relief Appeal Panel Personnel Appeals Panel Social Services Appeals Panel	267
3	Deputy Leaders of the Second and Third Minority Groups Chief Whips of all Political Parties One Assistant to each Cabinet Member Chair of the Licensing and General Purposes Committee Chair of the Standards Committee	1,053
4	Deputy Mayor	2,118
5	Members of Cabinet who are not Portfolio Holders Vice-Chairs of the Scrutiny Sub-Committees (excluding Call-in): Environment and Economy Scrutiny Sub-Committee Health and Social Care Scrutiny Sub-Committee Lifelong Learning Scrutiny Sub-Committee Strengthening Communities Scrutiny Sub-Committee	3,156
6	Chair of the Overview and Scrutiny Committee Nominated Member of the largest party not holding the Chair of the Overview and Scrutiny Committee Chairs of the Scrutiny Sub-Committees (excluding Call-in): Environment and Economy Scrutiny Sub-Committee Health and Social Care Scrutiny Sub-Committee Lifelong Learning Scrutiny Sub-Committee Strengthening Communities Scrutiny Sub-Committee Chair of the Traffic Advisory Panel Nominated Member of the largest party not holding the Chair of the Development Control Committee Leader of the Second Minority Group Leader of the Third Minority Group	6,810
7	The Mayor	10,068
8	Chair of the Development Control Committee Cabinet Portfolio Holders (excluding the Leader and Deputy Leader): Planning, Development and Housing Education and Lifelong Learning Environment and Transport Social Care and Health Communications, Partnership and Human Resources Deputy Leader	13,623
9	Leader	20,433

NOTES

- (1) In the Council elected on 2 May 2002, the Groups are as follows:-
 Largest Minority Group = Labour Group
 Second Minority Group = Conservative Group
 Third Minority Group = Liberal Democrat Group
- (2) Only one SRA is payable per Member, with the exception of Band 1 SRA, which can be paid in addition to another SRA (see Note (3) below).
- (3) Members of the Licensing and General Purposes Committee are paid an SRA of £258 for their responsibilities in relation to Licensing Panels. Licensing Panel Chairs are paid an SRA of £411. Panel Members and Chairs also receive additional payment if they attend a certain number of meetings as shown below:-

Number of Meetings Attended	Panel Member's Allowance	Chair's Allowance
0-4	£258	£411
5-8	£516	£669
9-12	£771	£927
13-16	£1,029	£1,185
17-20	£1,287	£1,440
21-24	£1,545	£1,698
25-28	£1,803	£1,956
29 and above	£2,058	£2,214

Each meeting will consider a number of applications.

The allowance will be paid in 12 monthly instalments, starting at the basic rate, and will be adjusted depending on the number of meetings attended.

The SRA for licensing can be paid in addition to another SRA.

SCHEDULE 2

CLAIMS FOR OUT-OF-BOROUGH TRAVEL AND SUBSISTENCE EXPENSES

Duties Undertaken Out-of-Borough

Claims for travel and subsistence expenses incurred can normally only be paid in respect of approved duties undertaken at venues out of the Borough. Expenses will be reimbursed at the rates paid and on the conditions specified in the officer scheme for travel and subsistence allowances.

1. **Members may claim travel and subsistence expenses in respect of the following out-of-Borough duties:-**
 - (a) Attendance at any meeting which may be convened by the Authority provided that Members of at least two groups are invited and the meeting is not convened by officers.
 - (b) Attendance at a meeting of an outside body to which the Member has been appointed or nominated as a representative of the Council, where the Outside Body does not itself operate a scheme to reimburse travel and subsistence expenses.
 - (c)
 - (i) attendance at an appropriate out-of-Borough conference, seminar, meeting or other appropriate non-political event as a representative of an Outside Body to which that Member has been either nominated or appointed by Council to serve in a role with a specific pan-Authority remit;
 - (ii) attendance at meetings in the capacity of a direct appointee of a Local Authority Association, joint or statutory body or other London-wide or national body subject to the following proviso:

that the Member serves on the appointing body by virtue of an appointment made by Council to an authorised Outside Body;

subject in either case to the Outside Body/Bodies concerned themselves not making provision for any travel and subsistence expenses necessarily incurred.
 - (d) Attendance at a meeting of any association of local authorities of which the Authority is a member and to which the Member has been appointed as a representative.
 - (e) Attendance at a training session, conference, seminar or other non-political event, the attendance fees for which are being funded by the Council through a Departmental or a corporate budget.
 - (f) Attendance at any training session, conference, seminar or other non-political event for which there is either no attendance fee or any attendance fee is being met by the Member him/herself (or from the relevant political group secretariat budget) subject to the relevant Director confirming that the content of the training, conference, seminar or event is relevant to the Member's responsibilities in respect of the services provided by the Authority or to the management of the Authority.
2. Duties for which out-of-Borough travel and subsistence expenses may not be claimed include:-
 - (a) Political meetings or events.
 - (b) Any meetings of 'Outside Bodies' to which the Member has not been appointed or nominated by the Council as its representative.
 - (c) Meetings of the Governing Bodies of Schools.

PART II - MINUTES

902. **Declarations of Interest:**
The Director of Corporate Governance circulated details of Cabinet Members' declared personal interests in the Revenue Budget, attached as an Appendix to these minutes.

RESOLVED: To note that, in relation to the interests declared and circulated, Members would remain in the room whilst all matters were considered and voted upon and that the following interest was also declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
7a. Adult and Community Learning Scrutiny Review	Councillor Dighé	The Member declared a personal interest in that his wife delivered accredited Adult Community Learning. He would remain in the room whilst this matter was considered and voted upon.

[Note: The following Members, also in attendance in the public gallery, indicated that they had interests in the Revenue Budget which had been submitted to the Director of Corporate Governance:-

Councillors Marilyn Ashton, Miss Bednell, Choudhury, Mitzi Green, Jean Lammiman, Janet Mote, Anjana Patel and Toms].

903. **Minutes:**
RESOLVED: That the minutes of the meeting held on 12 January 2006, having been circulated, be taken as read and signed as a correct record.

904. **Arrangement of Agenda:**
The Chair indicated that, with the agreement of Cabinet, he would be varying the order of business to take item 8, Annual Audit and Inspection Letter, item 17, Internal Audit, and item 21, DfES White Paper, after public question time.

RESOLVED: That 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>
25. Delegated Powers to award Contracts for Banking Services and Delegated Powers to award Debit and Credit Card Payment Authorised Contract.	The report contained exempt information under Paragraph 9 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information in relation to terms proposed by or to the Authority in the course of negotiations for a contract for the supply of goods or services.

[Note: During the course of the meeting, the Chair varied the order of Business to take item 9, 2006-07 Revenue Budget after item 7a, Scrutiny Review of Community Engagement.]

905. **Petitions:**
Councillor D Ashton presented a petition containing 110 signatures from Wealdstone traders. He read the terms of the petition to the meeting, which were as follows:-

"We the undersigned being Traders in Wealdstone are preparing to withhold our rates if action is not taken by this Council to provide on street parking, enabling our customers easier access to our businesses."

RESOLVED: That the petition be received and noted.

906. **Public Questions:**
RESOLVED: To note that the following public questions had been received:-

1.

Questioner: Mr Jeremy Zeid**Asked of:** Councillor Sanjay Dighé, Portfolio Holder for Business Connections and Performance**Question:** "Could the portfolio holder for finance please provide figures for the last year on sums spent by the London Borough of Harrow on:- Unified Business Rates, Non-residential Rates, Climate-change Levy (if applicable), Building Leasing costs, Office rental and removal and relocation costs for all buildings used by the London Borough of Harrow, together with the total cost of any consultants engaged/employed by the Local Authority?"

2.

Questioner: Mr Pravin Seedher**Asked of:** Councillor Sanjay Dighé, Portfolio Holder for Business Connections and Performance**Question:** "This Labour council has had a poor track record when it comes to public consultations. Previous attempts have been largely ignored or deemed to represent too small a sample to be of use. Despite all attempts to breath life into this years Budget Consultation exercise, it shows all the signs of being another failure - could you comment on this years consultation exercise and confirm whether the Open Budget is also destined for the dustbin of history?"

3.

Questioner: Mr Barry Macleod-Cullinane**Asked of:** Councillor Keith Burchell, Portfolio Holder for Planning, Development and Housing**Question:** "Would the Portfolio Holder for the Environment please outline what measures are being implemented (or have been implemented) to make the London Borough of Harrow more attractive to business, with special emphasis on the steps that the council is taking to improve the built-environment, to make the borough more welcoming to shoppers, and to support employees?"

[Notes: (i) In accordance with Executive Procedure Rule 15.7, another Portfolio Holder was nominated to answer questions 2 and 3 in variation to the Portfolio Holder identified by the questioners. An oral answer was provided to each of the above questions. Under the provisions of Executive Procedure Rule 15.4 each questioner asked a supplementary question which was additionally answered. The Chair indicated that a written response would also be provided to each questioner and, in accordance with Executive Procedure Rule 15.2, allowed public question time to continue until all the public questions had been asked and answered;

(ii) the Chair indicated that two additional 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 a written response].

907. **Annual Audit and Inspection Letter:**

The Council's Relationship Manager from the Audit Commission, and the External Auditor from Deloitte, introduced the Annual Audit and Inspection Letter.

The Relationship Manager reported that each year, the Audit Commission made an assessment of each Council's performance and that there had been improvement in Harrow, although less so in the areas of Adult and Social Care. She drew attention to the Authority's scorecard, which judged the Council's direction of travel as 3 and improving well.

The External Auditor drew Members' attention to those paragraphs of the letter relating to accounts and governance aspects. He reported that he was pleased to see the establishment of the Council's Audit Committee and that a clean opinion had been

given on the Best Value Performance Indicators, Best Value Performance Plan and Annual Accounts to 2005.

In response to a question in relation to the level of reserves, the External Auditor advised the Council would not wish to let the level of reserves drop below its current level and that some would suggest a level of 2-3% of the gross revenue budget. In response to a question in relation to the shortfalls in the medium term process, the External Auditor undertook to provide a written response.

A Member questioned why the need to allocate savings to service areas, in particular procurement, was not listed as a key action and sought clarification on the phrase 'fully scoped'. The External Auditor indicated that the allocation of savings was included in the action required to improve value for money.

A Member questioned whether the External Auditor envisaged any conflict of interest in that Deloitte were also the auditor for the Primary Care Trust (PCT). In reassuring the Member, the External Auditor advised that he did not see a conflict and should circumstance require, a second auditor from Deloitte would step in.

The External Auditor confirmed that in relation to schools' balances, £1 million uncommitted balances could be a concern given the number of schools in Harrow. He commended the Council for its advice that schools should spend their budget.

In response to a Member's question, the Relationship Manager advised that there were two elements to the Council's overall score of 2, the Direction of Travel statement and the Corporate Assessment. She advised that the Council was due to have a Corporate Assessment in November. However, the Corporate Assessment was just one aspect of the Comprehensive Performance Assessment scorecard.

RESOLVED: That (1) the recommendations of the Annual Audit and Inspection Letter be noted;

(2) officers incorporate responses to the letter in their current work plans and next year's Corporate and Service Plans as appropriate.

Reasons for Decision: The Council was required to report the Annual Audit and Inspection Letter to Cabinet, Overview and Scrutiny Committee and the Audit Committee. It allowed Members to review the feedback received from external regulators and ensured officers were taking adequate action in response.

908. **Internal Audit:**

The Director of Financial and Business Strategy introduced the report, which had been prepared as a result of a reference from the Audit Committee meeting held on 26 January 2006. She advised that a number of measures were being put in place to ensure an improved response to recommendations from the Audit Committee.

RESOLVED: (1) That the reference from the Audit Committee be noted.

Reason for Decision: To note the issues raised by the Audit Committee in its monitoring role.

909. **DfES White Paper- Higher Standards, Better Schools For All:**

The Executive Director (People First) introduced the report and advised that a summary of the White Paper had been considered by the Education Consultative Forum (EdCF). The proposed response drew on views shared at the EdCF meeting and a Pan-London response from the Association of London Chief Education Officers put into a Harrow context.

The Portfolio Holder for Education and Lifelong Learning reported that there had been a full discussion on the White Paper summary at EdCF. In accordance with Executive Procedure Rule 18, Councillor Miss Bednell addressed the meeting and indicated that there was cross party support for the proposed response to the consultation. Both Members indicated that the White Paper proposal did not lend itself to Harrow's situation.

RESOLVED (unanimously): That (1) the views of the Education Consultative Forum on the Education White Paper be noted;

(2) the views set out in the summary of the Education White Paper, attached at Appendix 1 to the report of the Director of Learning and Community Development, be endorsed and forwarded to the Secretary of State for Education and Harrow's MPs.

Reason for Decision: To submit a formal response to the Education White Paper to central Government.

910. **Forward Plan 1 February - 31 May 2006:**

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

911. **Scrutiny Review of Community Engagement:**

In accordance with Executive Procedure Rule 18, Councillor Jean Lammiman addressed the meeting. Julia Smith, Chief Executive of Harrow Association of Voluntary Service and the joint lead on the review, was also in attendance to present the findings of the review.

Cabinet received a presentation from the Joint Leads of the Scrutiny Review Group.

The joint leads expressed their thanks to all those who had participated in the review and made particular mention of Media4Life.

A Member commented that the review group might wish to speak to the Chair of the Federation of Tenants' and Residents' Association and suggested that an action plan would be useful to assist in taking the agenda for engagement forward.

Cabinet welcomed the report and

RESOLVED: That (1) those recommendations of the Scrutiny Review of Community Engagement consistent with the Council's Corporate Community Engagement Strategy be endorsed;

(2) after next May 2006, a report be submitted to Cabinet indicating how the remaining Scrutiny Review recommendations not addressed in the Strategy might be implemented.

Reason for Decision: Community engagement was at the heart of both central Government and Local Government's agenda. The Scrutiny Review identified areas where the Council might be able to improve its practice and therefore be in a position to engage with Harrow's communities in a more effective and efficient way. Good quality engagement was also likely to have a positive impact on customer satisfaction with the Council's services.

912. **2006/07 Revenue Budget and Medium Term Budget Strategy 2006-07 to 2008-09:**
(See also Recommendation I).

Having recommended the Revenue Budget 2006/07, the model Council Tax resolution, the new reserves policy, the Housing Revenue Account for 2006/2007 and the Members' Allowances Scheme to Council for approval, it was

RESOLVED: That (1) the Medium Term Revenue Budget Strategy be approved;

(2) in relation to Fees and Charges:

- (i) non-statutory fees and charges be raised by an average of 2.5% from 1 April 2006;
- (ii) service directorates maintain an annual benchmark review of fees and charges against other local authorities; and
- (iii) service directorates continue to review additional areas of discretionary income generation;

(3) that the Medium Term Budget Strategy for the Housing Revenue Account be approved.

Reason for Decision: To ensure that the Council was planning the use of resources effectively. The approved budget provided the framework for effective financial management throughout the year and supported service delivery.

(See also Minute 902).

913. **Adult and Community Learning Scrutiny Review:**
In accordance with Executive Procedure Rule 18, Councillors Mitzi Green and Janet Mote addressed the meeting and introduced the report. The Members highlighted their findings, in particular in relation to funding, communication and encouraging learners. The Members expressed their thanks to the co-optees on the review group and others who had participated.
- Cabinet welcomed the report and
- RESOLVED:** That the report and recommendations of the Scrutiny Review Group be approved.
- Reason for Decision:** The provision of an Adult and Community Learning Service impacted across all of the Council's priorities and particularly Strengthening Harrow's Communities. The review had contributed to the achievement of these priorities by considering the future shape of the service and by ensuring the services provided reflected local needs.
- [Note: During the course of the discussion on this item, Councillor Dighé declared a personal interest in that his wife delivered accredited Adult Community Learning. See Minute 902.]
914. **Key Decision - Final Capital Programme 2006-07 to 2008-09:**
The Director of Financial and Business Strategy introduced the report which sought approval to the Capital Programme for 2006-07 to 2008-09. The value of the programme in 2005-06 was £76 million and the report set out how the programme would be financed.
- The Director of Financial and Business Strategy outlined two amendments to the programme, firstly, that in People First, £300,000 for school amalgamation support should appear in each of the three years of the programme. Secondly, in Urban Living, £200,000 would be transferred from Public Realm Highways to Transportation and Traffic Management provision for cycle networks.
- RESOLVED:** That, subject to the amendments outlined in the preamble above, the Capital Programme for 2006-07 to 2008-09 be approved.
- Reason for Decision:** An agreed programme of works for 2006-07 would provide the necessary authority for projects to be carried out.
915. **Treasury Management Strategy 2006/07 and Prudential Indicators 2006/07 to 2008/09:**
(See Recommendation II).
916. **Key Decision - LMS Formula Changes and Schools Budget 2006/07 and 2007/08:**
The Director of Financial and Business Strategy introduced the report which sought approval to the LMS Formula Changes and Schools Budget for 2006-07 and 2007-08.
- Members noted that the Schools Forum had considered the report and that consensus between the High School and Primary School sectors, in relation to the proposed formula for the Teachers' Pay Grant, had not been reached.
- RESOLVED:** That (1) with the exception of the Teachers' Pay Grant, the LMS Formula Changes and Schools Budget for 2006-07 and 2007-08, as outlined in the report of the Director of Financial and Business Strategy and Executive Director (People First), be approved;
- (2) the Portfolio Holder for Education and Lifelong Learning be requested to meet with the High School and Primary School sectors, with a view to reaching a consensus on the method for allocating the Teachers' Pay Grant through the formula, and be delegated authority to approve the formula, in consultation with the other Group Leaders.
- Reason for Decision:** It was a requirement of the School Finance Regulations 2006 that all local authorities were required to make an initial determination of their schools' budget for 2006-07 and 2007-08 by 31 March 2006.

917. **Key Decision - Grants to Voluntary Organisations 2006/7:**
The Director of Financial and Business Strategy introduced the report and drew attention to the recommendations of the Grants Advisory Panel on the Grants Applications received for 2006-07. She advised that the grants were dependent upon the final approval of the Revenue Budget 2006/07 at Council on 23 February 2006.
- RESOLVED:** That (1) the 2006-07 Grants Budget be approved ;
- (2) the recommendations from the Grants Advisory Panel meetings held on 5 December 2005 and 23 January 2006, in relation to Grants Funding in 2006-07, be approved.
- Reason for Decision:** To approve the allocation of funding to voluntary organisations in 2006-07 which would enable the relevant community organisations to continue delivering services to their members, users and the wider community; improve their infrastructure and services in response to suggestions from users; and improve the quality of life for people in Harrow.
- [Note: Councillors D Ashton and C Mote wished to be recorded as voting against Resolution (2)].
918. **Revenue and Capital Budget Monitoring to 31 December 2005:**
The Director of Financial and Business Strategy introduced the report, which outlined the current Revenue and Capital Budget position. She advised that an overspend of £2.9 million was currently forecast.
- The Director of Financial and Business Strategy reported a proposed amendment to the printed recommendation and it was
- RESOLVED:** That (1) the current Revenue and Capital Budget position be noted;
- (2) the virements set out in the report of the Director of Financial and Business Strategy be approved.
- Reason for Decision:** To effectively monitor the Council's Revenue and Capital Budget.
919. **Retrospective Waiver of Contract Procedure Rules in relation to Contracts with Allpay.Net Limited and Phoenix Commercial Collections Limited:**
The Executive Director (Business Development) introduced the report, which outlined the background to the need for a waiver of contract procedure rules.
- Members expressed concern at the failure to comply with the Contract Procedure Rules.
- RESOLVED:** That (1) retrospective waivers of paragraph 3.2 of the Council's Contract Procedure Rules be granted for two contractors, Allpay.net Limited and Phoenix Commercial Collections Limited, including the authority to pay all invoices relevant to the contracts and incurred from the commencement dates set out in paragraph 2.1 of the report of the Executive Director (Business Development);
- (2) authority to novate the contract from Phoenix Commercial Collections Limited to Phocol Limited be granted with effect from 1 December 2004 to 30 November 2005, including the authority for payment of all invoices relevant to all Phocol Limited and incurred from the date of Novation;
- (3) authority to novate the contract from Phocol Limited back to Phoenix Commercial Collections Limited be granted with effect from 1 December 2005, including the authority for payment of all invoices relevant to Phoenix Commercial Collections Limited incurred from the date of Novation.
- Reason for Decision:** To regularise the position in relation to the two named contracts.
920. **Extending Formal Collective Consultation and Trade Union Recognition Arrangements:**
The Executive Director (Business Development) introduced the report and drew Members' attention to the comments submitted by Unison.

RESOLVED: That (1) the Council's current consultation arrangements be extended to include the General Municipal and Boiler Makers Union (GMB) and that the constitution and terms of reference of the Employees' Consultative Forum, Corporate Joint Committee and other relevant consultative and negotiating forums be amended accordingly;

(2) officers be instructed to:

- (i) draft a protocol to respond to requests for formal recognition by independent trade unions in accordance with the Information and Consultation Regulations
- (ii) commence negotiations with the GMB with a view to entering into a formal recognition agreement, including the arrangements for trade union facilities;
- (iii) report the outcome of the negotiations to a future meeting of Cabinet, including any financial implications of funding trade union facilities.

Reason for Decision: Developing a protocol for trade union recognition would clearly define the basis of responding to requests for recognition by independent trade unions and facilitate compliance with the Information and Consultation Regulations. Recognising GMB would give a greater proportion of staff a "voice" in the Council's collective bargaining arrangements, be in accordance with the principles and objectives of the Information and Consultation Regulations, and assist the Council to meet the Health and Safety Executive Inspector's recommendations by extending consultation arrangements.

921. **The Realignment of the People First Senior Management Structure:**

The Executive Director (People First) introduced the report and advised that the establishment of the two Statutory Officer posts of Director of Children's Services and Director of Adult Community Services, which came into effect on 1 January 2006, necessitated the reconsideration of the People First Directorate Senior Structure.

RESOLVED: That (1) the proposal to realign the departments within the People First Directorate be approved;

(2) the timetable and proposals for populating the structure of the Directorate be approved;

(3) the proposals in relation to the statutory and non-statutory Director posts be approved;

(4) the transfer of some sections of Urban Living to People First be approved.

Reason for Decision: The establishment of the statutory officer posts of Director of Children's Services and Director of Adult Community Services (which came into effect on 1 January 2006) necessitated the reconsideration of the People First senior structure.

922. **Amalgamation of Pinner Wood First and Middle Schools:**

The Executive Director (People First) introduced the report and advised that the governing bodies of Pinner Wood First School and Pinner Wood Middle School had decided to seek the approval of Cabinet for the necessary statutory notices to be issued. This followed a feasibility study and consultations into the possibility of amalgamating the two schools.

RESOLVED: That (1) the Statutory Notices be published for the proposed amalgamation of Pinner Wood First and Middle Schools;

(2) if no objections were received during the representation period, the decision on the amalgamation of the two schools be delegated to the Portfolio Holder for Education and Lifelong Learning.

Reason for Decision: The Council's amalgamation policy required the governing bodies of all separate first and middle schools to consider combining the two schools when specified circumstances arose. Two of the circumstances specified in the policy applied to Pinner Wood First School. Amalgamation and a move to two forms of entry were expected to ensure each class was full and to provide resilience to fluctuations in pupil numbers.

923. **Harrow Sixth Form Collegiate - Statutory Process:**
 The Executive Director (People First) introduced the report, which outlined the statutory process that would be followed in relation to the bid for post 16 capital development of high school sites.
- RESOLVED:** (1) That the informal consultation taking place with stakeholders, on the change in age range, during February 2006 be noted;
- (2) that the Portfolio Holder for Education and Lifelong Learning, following consideration of the outcome of the consultation, be authorised to issue statutory notices if appropriate;
- (3) to note that any such notices would need to be published before 28 February 2006.
- Reason for Decision:** Harrow was committed to increasing choice and raising attainment and participation levels for post 16 learners.
924. **Affordable Housing Supplementary Planning Document:**
 The Executive Director (Urban Living) introduced the report and drew Members' attention to the recommendation from the Strategic Planning Advisory Panel meeting held on 14 February 2006.
- RESOLVED:** (1) To note the content of the report;
- (2) that the draft Affordable Housing Supplementary Planning Document be placed on four week formal statutory public consultation from 24 February 2006.
- Reason for Decision:** To ensure that the Council's objectives in applying affordable housing policies H5 and H6 in the adopted Harrow Unitary Development Plan (HUDP) were achieved.
- [Note: Councillors D Ashton and C Mote wished to be recorded as having voted against Resolution (2)].
925. **Membership of the Business Transformation Partnership Sub-Committee:**
- RESOLVED:** That (1) the membership of the Executive Sub-Committee be as follows:-
- | <u>Labour</u> | <u>Conservative</u> | <u>Liberal Democrat</u> |
|---------------|---------------------|-------------------------|
| Burchell | D Ashton | Thornton |
| Dighé | C Mote | |
- (2) Councillor Dighé be appointed as Chair of the Sub-Committee for the remainder of the Municipal Year 2005/06;
- (3) Members of the former IT Forum be invited to attend and participate at the Sub-Committee but not vote.
926. **Key Decision - Banking Services Tender, Debit and Credit Card Payment Authorisation Service Contract:**
 Members considered a confidential report of the Executive Director (Business Development).
- RESOLVED:** That (1) delegated powers be assigned to the Leader of the Council to authorise the award of the contract for banking services with effect from 1 April 2006 in consultation with the other Group Leaders;
- (2) delegated powers be assigned to the Leader of the Council to authorise the award of the contract for debit and credit card services with effect from 1 April 2006 in consultation with the other Group Leaders.
- Reason for Decision:** The Council's existing banking service contract was scheduled to expire on 31 March 2006.

927. **Termination of Meeting:**
In accordance with the provisions of Executive Procedure Rule 22.2 (Part 4D of the Council's Constitution), it was

RESOLVED: (1) At 9.52 pm to continue until 10.30 pm;

(2) at 10.28 pm to continue until 10.45 pm.

(Note: The meeting, having commenced at 7.30 pm, closed at 10.38 pm).

(Signed) COUNCILLOR NAVIN SHAH
Chair

APPENDIX 3DECLARATIONS OF INTEREST BY MEMBERS OF CABINET

MEMBER	<u>INTEREST</u>
Councillor D Ashton	<p><u>Personal Interests</u></p> <p>Harrow East and West Conservative Associations Middlesex Guildhall Collection and Trust Fund Council Member – Hampstead Garden Suburb Institute Member – National Trust United Synagogue Automobile Association, Royal Lifeboat Institution and Petroleum Institute Member – Conservative Party Parliamentary Candidate for Conservative Party – Harrow East (2005) Fellow – Institute of Chartered Accountants in England and Wales Fellow – Academy of Experts Fellow – Institute of Arbitrators Governor of Stag Lane First and Middle Schools and Chair of Resources Committee Member Conservative Councillors' Association Member CAPRA (non-executive) Member of Stanmore Society (non-executive) Member of LERA, (Laing Estate Residents' Association) (non-executive) Member of Pakistan Society of Harrow (non-executive) Member of MENSA</p>
Councillor Burchell	<p><u>Personal Interests</u></p> <p>Tenant of London Borough of Harrow allotment plot Member of Harrow East Labour Party ALG – Economic Development Panel and Housing Panel Greater London Enterprise Ltd Harrow Town Centre Forum Local Government Association – Urban Commission Sir Lancelot Lake Charity Wealdstone Task Force London Housing Unit Committee – Deputy London Housing Unit Executive Sub-Committee - Representative Professional Association – Chartered Public Finance Accountant West House and Heath Robinson Museum Trust Spouse employed in a LEA maintained school ALG Leaders' Committee (s101 Joint Committee) – Deputy Governor of Cedars First and Middle School Harrow East Labour Party</p>
Councillor Margaret Davine	<p><u>Personal Interests</u></p> <p>Association of Local Government: - Health and Social Care Panel - Housing Panel (Deputy) Harrow Unified Mental Health Service Partnership Board Stanmore College Board of Governors Newton Farm School Women's Centre, Harrow Fabian Society UNISON Labour Party City University Advisory Panel for Local History Publications Mother in receipt of Meals on Wheels Relate Board of Trustees Wish Centre Harrow</p>

MEMBER	<u>INTEREST</u>
Councillor Dighé	<p><u>Personal Interests</u></p> <p>Member of Labour Party ALG – Leader’s Committee (s101 Joint Committee) – (Deputy) ALG – Economic Development Panel (Deputy) ALG – ALG Lead Member for Equalities Village Development Council Fellow of the Royal Society of Arts Amnesty International Soil Association AMICUS Union Strategic Planning Society Association of MBAs Global Association of Risk Professionals Professional Risk Managers International Association Governor of LEA school Parent with children at LEA School Spouse employed by LEA School West London Alliance (Deputy)</p>
Councillor C Mote	<p><u>Personal Interests</u></p> <p>Reserve Forces and Cadets Association for Greater London Deputy Lord Lieutenants Committee Harrow Community Trust – Deputy Harrow Police and Community Consultative Group Harrow Sports Council (Executive Committee) Local Government Association – General Assembly Meetings – Deputy Justice of the Peace, Hillingdon Branch Member of General Osteopathic Council Member of Back Care Fellow of Royal Society of Health SSAFA Forces Help, NW London Chairman Pinner Association Member Wife (Councillor) – Teacher in Independent School in Harrow Siblings who are:- Trustee of St Luke’s Hospice; Teacher in LEA School; in receipt of Housing Benefit</p>
Councillor Marie-Louise Nolan	<p><u>Personal Interests</u></p> <p>Member of ACTSA, Fawcett Society Environmental Forum (Agenda 21)(Reserve) Chair, Harrow East Constituency Labour Party Member of AMICUS Member of NUT (Retired Teachers Section) Trustee of Property owned by Wealdstone Labour Hall Ltd Chair of Governors at Whitefriars First and Middle School Governor of Salvatorian College Greater London Provincial Council Crime and Public Protection Panel</p>
Councillor O’Dell	<p><u>Personal Interests</u></p> <p>ALG – Transport and Environment Committee - Deputy Harrow Heritage Trust Executive Committee National Local Government Forum Against Poverty: Regional Meetings Environmental Forum (Local Agenda 21) – Executive Committee Harrow East Constituency Labour Party LEA representative on Elmgrove First and Middle School Governing Bodies Amicus</p>

MEMBER	<u>INTEREST</u>
Councillor N Shah	<p><u>Personal Interests</u></p> <p>Association of London Government Committees and Panels (i) Leaders Committee (S101 Joint Committee) – Deputy (ii) Greater London Provincial Council – Deputy (iii) Associated Joint Committee (ALG Grants Committee)-Deputy LGA – General Assembly Meetings – Deputy West London Alliance Appointee Trustee: Harrow Anti-Racist Alliance Trustee: Wealdstone (Labour) Hall Ltd President: Confederation of Jain Organisations (? defunct) Member: Covent Garden Community Association The Labour Party MSF (AMICUS) Union Member: Co-op Party Member: Architects Registration Board Trustee/Director of Property owned by Wealdstone Labour Hall Ltd Governor of Weald School Deputy of London Caribbean Partnership Group (ALG)</p>
Councillor Stephenson	<p><u>Personal Interests</u></p> <p>Governor of Marlborough First and Middle Schools, Hatch End High School and Harrow College Deputy – ALG Culture and Tourism Panel Executive Committee Harrow Heritage Trust Bentley Priory Management Committee Court of City University London Mathematical Society Crabtree Foundation Friends of Harrow Museum Which Labour Party Harrow Fabians Liberty Headstone Residents Association Harrow Recreation Users Association Co-operative Party Harrow Amnesty Association of University Teachers Member of ALG Children, Young People and Families Forum Wife - Chair of Harrow Art Society</p>
Councillor Thornton	<p><u>Personal Interests</u></p> <p>Deputy Lord Lieutenant's Committee Harrow Weald Common Board of Conservators Local Government Association – General Assembly Meetings RAF Northolt Community Consultative Group (Reserve Member) Wealdstone Task Force (Reserve Member) Liberal Democrat Party</p>

CONSULTATIVE
FORUMS

EMPLOYEES' CONSULTATIVE FORUM

1 FEBRUARY 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/Employee Representative present

[Note: Councillor Gate also attended this meeting to speak on the item indicated at Minute 194].

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

179. **Attendance by Reserve Members:**

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

180. **Declarations of Interest:**

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

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
16. Pay Protection Arrangements – Authority to Exceed Limits	Councillor Currie	Declared a prejudicial interest in that a close relative was an employee of the Council.
All substantive items (except agenda item 16)	Councillor Currie	Declared a personal interest in that he was a lifelong Member of UNISON. He would remain in the room whilst the matters were considered and voted upon.
All substantive items	Councillor Toms	Declared a personal interest in that he was a lifelong member of the NUT Trade Union. He would remain in the room whilst these matters were considered and voted upon.

181. **Arrangement of Agenda:**

RESOLVED: That (1) agenda item 15 be considered after agenda item 7;

(2) 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. Business Transformation Partnership	This report was not available at the time the agenda was printed and circulated as officers were considering the status which might have excluded the report from consideration in the public domain. Members were requested to consider this item as a matter of urgency at this meeting as the next meeting was not scheduled until April 2006.
9. Competencies	This report was not available at the time the agenda was printed and circulated as officers were considering the status which might have excluded the report from consideration in the public domain. Members were requested to consider this item as a matter of urgency at this meeting as the next meeting was not scheduled until April 2006.
14. Progress Report on Capabilities Procedure	This report was not available at the time the agenda was printed and circulated. Consultation had been delayed due to officer absence. Members were requested to consider this item to allow the Forum to be updated on the Capabilities Procedure.
16. Pay Protection Arrangements – Authority to Exceed Limits	This report was not available at the time the agenda was printed and circulated as negotiations between officers and UNISON were taking place at the time with a view to reaching agreement. Members were requested to consider this item as a matter of urgency at this meeting as the next meeting was not scheduled until April 2006.
17. Audit Report	This report was not available at the time the main agenda was printed as UNISON were considering their response to the Audit Report which they had recently received. Members were requested to consider this report as a matter of urgency at this meeting as the next meeting was not scheduled until April 2006.

(3) 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>
17. Audit Report	The report contained exempt information under Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information relating to a particular employee, former employee or applicant to become an employee of, or a particular office-holder, former office-holder or applicant to become and office-holder or applicant to become an office-holder under, the authority.

182. **Minutes:**

RESOLVED: That the minutes of the meeting held on 2 November 2005, having been circulated, be taken as read and signed as a correct record.

183. **Deputations:**

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

184. **Public Questions:**

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

185. **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).

186. **Progress on the Implementation of the Action Plan at Millman's Resource Centre:**

The Forum received a verbal report detailing the progress made in implementing the Action Plan at Millman's Resource Centre. An officer stated that the majority of the concerns, including the provision of a functioning lift and improved interior and exterior lighting, had been resolved. The outstanding issue was the provision of a welfare room for employees. An additional room had been made available in September 2005, with employees having been given the option to use it as additional office space or as a welfare room. It was noted that the employees had chosen the latter option. Another room was available from 12.30 - 3.30 pm each day, but the request was for a room that could be accessible at all times.

The Forum noted that the move of the Family Centre to Millman's Resource Centre had created significant disruption for employees. Members were satisfied that the majority of issues had been resolved with the active cooperation of UNISON and requested that a welfare room be provided by 10 April 2006.

RESOLVED: That the above be noted.

187. **Business Transformation Partnership (BTP):**

A UNISON representative introduced the report expressing concern at the pace of change caused by the Business Transformation Project (BTP). She felt that this process had been rushed, particularly when matching jobs. She was concerned that mistakes had been made in the job evaluation process due to the speed at which it had been carried out and that they were now being re-evaluated. Additionally, UNISON stated that some employees had had to wait up to 20 days to be told whether they were would be employed in the new First Contact centre. A UNISON representative enquired whether the expected launch of the First Contact Centre on 22 May 2006 could be delayed. An officer clarified that job evaluations were not going to be re-evaluated but would be validated by the Association of London Government. The delay in informing employees whether they would be offered employment in the new First Contact Centre had been due to the need to agree the number of staff required, which was in turn dependant on the number of telephone enquiries normally received by the Council.

Members of the Forum stated that they did not feel that delaying the launch of BTP would be desirable, as it would lead to severe financial penalties for breach of the contract. A UNISON representative disputed this, stating that any costs incurred by the delay of the launch would be recouped through the improvements made by the BTP.

Further clarification on the BTP was required and it was resolved that:

RESOLVED: That the Director of Business Transformation and a representative of Capita be invited to give an update on the BTP to the next meeting of the Forum.

188. **Competencies:**

A UNISON representative introduced a report and detailed their concerns about the extension of a competencies system to employees below the H11 grade. She stated that the GLPC job evaluation scheme required consistency in job evaluation and expressed concern that competencies did not form part of the GLPC guidelines and that their use had led to potential inconsistency. She stressed that job evaluations should be carried out using specific and measurable job descriptions and person specifications. UNISON added that they agreed with the Interim Director of Human Resources' recommendation that competencies should be incorporated into existing person specifications.

RESOLVED: That the report be noted.

189. **Full Year Health and Safety Performance Report for the Period 1 April 2004 to 31 March 2005:**

The Forum received a report of the Executive Director (Business Development), which outlined the Council's health and safety performance from April 2004 to March 2005. An officer stated that there had been a year-on-year decrease in incidents and that a strategy for health and safety had been developed that could be used throughout the Council.

In response to a question from a UNISON representative, an officer stated that while the report showed low numbers of employees attending health and safety training events the figure had increased since the end of the period covered by the report. Additionally, departmentally organised training was not included in the report and was subject to an evaluation to be carried out by September 2006. UNISON were thanked for their provision of further health and safety training.

A Member noted and welcomed the fact that the report stated that elected Members were ultimately responsible for health and safety. They noted that health and safety requirements were increasingly being built in to managerial role profiles.

Members requested that future reports contain a glossary of specialist terms and also included health and safety statistics for all groups of employees. Following questions from Members, an officer stated that the Council had supported a policy of prosecuting those who assaulted Council staff although the prevention of such assaults remained a priority. Members requested that a representative from the Urban Living Directorate be invited to attend the next meeting of the Forum to report on the action taken with regard to assaults on parking attendants. Members also requested a report on the incidence of assaults on staff and preventative measures in other occupational groups including support staff in schools.

RESOLVED: That the report be noted.

190. **Stress Strategy: Update:**

The Forum received a report of the Executive Director (Business Development) which detailed the progress made by the Stress Strategy Group. UNISON representatives and Members noted that the initiative had been successful and thanked Library Services for assistance with the pilot of the Strategy.

RESOLVED: That the report be noted.

191. **Revenue Budget 2006-2007 and Medium Term Budget Strategy 2006-07 to 2008-09:**

The Forum received a report of the Director of Financial and Business Strategy. An officer stated that the grant awarded to the Council was expected to increase by 2% in 2006/07 and 2.7% in 2007/08. These rises were below the national average but comparable to those in boroughs similar to Harrow. The low rises combined with an intended Council Tax increase of 2.95% meant that there would be limited provision for any growth in services. Funding for schools was now ring-fenced and was expected to be 6.6% per pupil in 2006/07.

The officer stated that a risk assessment would be carried out to determine the level of reserves to be held. This would be submitted to Cabinet.

In response to questions from Members, the officer stated that debt restructuring would cut costs and the use of Voice Over Internet Protocol would reduce expenditure on telephone services.

RESOLVED: That the report be noted.

192. **Annual Equality Report:**

The Forum received a report of the Director of Financial and Business Strategy. Following a question from a Member, an officer explained that improvements to procedures for ensuring documents required for recruitment and selection audits were available would be in place by April 2006.

RESOLVED: That the report be noted.

193. **Progress Report on Capabilities Procedure:**

The Forum received a report of the Executive Director (Business Development). An officer explained that UNISON had made comments on the report and it was hoped that agreement on the Capabilities Procedure would be reached by 28 February 2006.

The officer stated that if agreement was not reached that a report would be submitted to Cabinet for a decision.

RESOLVED: That the report be noted.

194. **Pay Protection Arrangements - Authority to Exceed Limits:**

The Forum received a report of the Executive Director (Business Development). An officer reported that the process of seeking alternative employment for displaced staff had identified an issue where employees could be offered posts where the new position had a salary over 20 per cent less than their original post. The existing 20 per cent limit on pay protection meant that the pay of employees in this position could not be protected and they would therefore be unlikely to accept the post as a suitable offer. Officers requested delegated authority to set aside the 20 per cent limit when it was considered to be in the Council's best interests to do so.

A UNISON representative stated that granting discretionary power to officers to set aside this limit would create a system which was neither fair or equitable. She alleged that the reason for removing the limit was to avoid making redundancy payments. Additionally, she stated that the placement of senior staff in junior positions would reduce the opportunities available to existing junior staff. She also stated that as the salary protection decreased by a third each year, it was likely that the majority of employees affected by this would leave within a year. UNISON representatives were of the view that this issue had arisen out of the Middle Management Review and that the Review had not substantially decreased the number of middle managers and had led to unnecessary disruption and distress to individuals.

An officer stated that it was cost effective to protect salaries by more than 20 per cent in these circumstances as it would cost more to replace the employees affected. He added that all decisions would be checked by Directors and the Portfolio Holder for Communications, Partnership and Human Resources and UNISON would be informed.

Members stated that they would defer further discussion of the report until the meeting of the Employees' Consultative Forum scheduled for April 2006 to allow amendments to be made to the report.

RESOLVED: That (1) once the Overview and Scrutiny review of the Middle Management Review has been completed and submitted to Cabinet, the Employees' Consultative Forum requests that the review be placed as an item on the agenda of the next meeting of the Forum so that Members of the Forum can have a full discussion with all relevant parties, including the Chief Executive, on the findings of the Review Group, and;

(2) the item be deferred until the next meeting of the Employees' Consultative Forum.

[Notes: (i) During discussion on the above item it was moved and seconded that "The Employees' Consultative Forum request the presence of the Chief Executive of the London Borough of Harrow to give her views on how she feels the Middle Management Review has been working over the past three years and the benefits gained by it, or otherwise"; having been put to a vote, the motion was not carried;

(ii) subsequently, the motion as set out in Resolution (1) was proposed and seconded and, having been put to a vote, was carried.

195. **Audit Report:**

The Forum received a confidential report in this matter from UNISON. Members requested that, when preparing reports, UNISON avoid naming or identifying any individuals. Members expressed a range of concerns regarding the issues addressed in the report.

RESOLVED: That a summary of the recommendations set out in the officer report and UNISON's concerns be submitted to the next meeting of the Employees' Consultative Forum.

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

In accordance with the provisions of Advisory Panel and Consultative Forum Procedure Rule 12.1 (Part 4E of the Constitution) it was

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

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

(3) at 10.30 pm to continue until 10.45 pm;

(4) at 10.45 pm to continue until 11.00 pm and;

(5) at 11.00 pm to continue until 11.15 pm.

(Note: The meeting having commenced at 7.50 pm, closed at 11.10 pm)

(Signed) COUNCILLOR MARIE-LOUISE NOLAN
Chair

CABINET
ADVISORY
PANELS

HARROW BUSINESS CONSULTATIVE PANEL

2 FEBRUARY 2006

Chair: * Councillor Choudhury

Councillors: * Idaikkadar * Myra Michael
* Kara

[NB Attendance at this meeting by representatives of the business community and representatives of the Local Authority is recorded at Appendix 1]

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**12. **Attendance by Reserve Members:**

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

13. **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.

14. **Arrangement of Agenda:**

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

15. **Public Representations:**

RESOLVED: To note that no public questions were put, or petitions or deputations received at this meeting under the provisions of Consultative Forum and Advisory Panel Procedure Rules 15, 13 and 14 (Part 4E of the Constitution) respectively.

16. **Minutes:**

RESOLVED: That the minutes of the meeting held on 26 September 2005, having been circulated, be taken as read and signed as a correct record.

17. **Matters Arising from the Minutes:**

RESOLVED: To note that there were no matters arising from the minutes of the previous meeting.

18. **Budget Presentation 2006/7:**

The Panel received a presentation from the Director of Financial and Business Strategy, which outlined the Authority's draft budget proposals and the Business Rates for 2006/7.

Draft Budget 2006/7

The following points were included in the presentation:

- A breakdown of the Council's spending commitments and sources of funding, including the contribution of non-domestic ratepayers.
- Details of the final financial settlement with central government, announced on 31 January 2006. Changes in the way the grant was calculated had resulted in a two percent increase for Harrow, a figure which did not compare favourably with national average and London increases of three percent.
- As a result of the above, the Panel was informed that Council Tax would have to be increased by three percent before any new growth or savings could be made. Further to this, the Greater London Authority precept would require a seventeen percent or £42 a year increase on bills for Band D households.
- Matters relating to Council business areas were discussed, including Urban Living, People First and Corporate sections.
- Details of the new Local Area Agreement, a three year agreement which committed the Council to working with government and relevant stakeholders such as the local business community and voluntary and community organisations to

improve services in key areas. Extra funding of £950,000 was available if targets were met.

- Information on the schools budget. The Panel noted that funding per-pupil for Harrow was to increase by 6.6% in 2007/8 and 6.4% in 2008/9. In addition this money was to be ring-fenced in the coming financial year, comprising a separate direct grant to schools.
- The Panel was also briefed on the Council's housing stock, capital investment program and capital financing program.

The Director of Financial and Business Strategy outlined the steps taken to facilitate open budget consultation, and reminded the Panel that the 16 February 2006 meeting of Cabinet would be provided with details from consultations, before the meeting of Council on 23 February 2006 which would determine the budget for the forthcoming financial year.

Business Rate 2006/7

The Panel was informed that the Business Rate would increase in line with September 2005's Retail Price Index (RPI), at a rate of 2.7%.

Details of rate relief available to small businesses were outlined. The Panel was told that in 2005/6 814 small businesses in Harrow had received rate relief, exceeding £410,000 in total. Relief of 50% was available to businesses occupying properties worth less in rateable value than £5,000, the figure declining on a sliding scale thereafter to properties worth £10,000. It was explained that this relief was only available to businesses with one property, or with additional properties with a rateable value below £2,500. This relief was funded through a supplement on the rates of non-eligible businesses.

Contributions/Comments from Business Community Representatives:

Central Government Grant

A community representative queried the low figure of Harrow's direct government grant, pointing out its potentially detrimental effects when combined with high business rates, redistributing money out of Harrow and affecting local businesses as a result. The Director of Financial and Business Strategy explained that the grant was determined by a government-calculated formula, and so Harrow had no direct influence over its level. It was also explained that various parties including Harrow's Members of Parliament, the West London Alliance, and the Association of London Governments, were lobbying to improve the grant. It was added that Harrow collected less in Business rates than it received after government redistribution.

Small Business Rate Relief

A representative expressed surprise at what was perceived to be a low-take up on small business rate relief, in view of the large majority of businesses in Harrow which employed fewer than five people. It was queried what actions were being taken by the Council to promote the scheme. An officer explained that information was available through the Council's website and business portal, and that all eligible businesses would receive an application form. To this end, a representative suggested that officers send application forms to the North West London Chamber of Commerce, who could help undertake their distribution. Officers thanked the chamber for its support.

Parking Fines on Delivery Vehicles

A representative queried parking fines which were being levied on delivery vehicles, and pointed out the high cost of appeal. In response to a question regarding what proportion of the Council's funding came from such fines, the Director of Financial and Business strategy stated that she was unaware of precise figures, but offered to research the query and inform the representative in due course.

Business Improvement Districts (BIDs)

The Panel then discussed the BIDS scheme, which would allow the Council to levy a separate charge to spend on local issues. Officers explained that consultations with local businesses about this scheme had previously been conducted, but had found that it had little support amongst the business community in Harrow. As a result, no projects had been undertaken. A representative suggested that officers look to Westminster for a positive example of such a scheme.

In response to queries concerning the services offered to businesses for existing rates, a member highlighted the following projects:

- Later licensing hours;
- Introduction of the 'Cleaner and Greener' scheme;
- Community policing officers;
- Efforts to reduce the fear of crime;
- Improvements in traffic flow and parking facilities.

Housing Benefit

A representative queried what proportion of houses in Harrow received public sector support. The Director of Financial and Business Strategy offered to give a written response, but stated that the budget for housing benefits was a separate government grant.

RESOLVED: That the above be noted.

19. **Presentation on Crime Reduction:**

The Panel received a presentation on the Crime Reduction Strategy 2005 – 2008, in which the officer outlined the role and purpose of the Crime Reduction Unit (CRU), and its creation as a result of the Crime and Disorder Act 1998, and the Police Reform Act 2002. It was explained that the CRU used the 'Scanning & Analysis, Response and Assessment' (SARA) approach to crime reduction, which comprised the following elements:

Scanning and Analysis: The use of Geographical Information Systems (GIS) to collate information on and map crime at postcode level, as well as the production of Safer Neighbourhood Reports, the CCTV report, the Domestic Violence Common Monitoring Form Report, and the Anti-Social behaviour report.

Response: As detailed in yearly action plans, and included the Anti-Social Behaviour (ASB) unit, a Hate-Crime Coordinator, and a Domestic Violence Coordinator. The Panel was informed that all these elements undertook to coordinate multi-agency responses to their areas of concern, as well as to perform functions relating to victim support and crime prevention.

Assessment: Conducted through the Crime Reduction and Strategy Audit, as well as annual and quarterly performance reports to the Home Office. The Panel was informed that monitoring and evaluation of action plans was also carried out through the Safer Harrow Management Group.

In addition, the Panel was briefed on measures directed at tackling Business Crime. Neighbourhood Watch was identified as an integral element of this, as well as the Harrow Businesses Against Crime initiative, with the latter composed of three parts:

- the construction of a retail radio link, giving business access to a CCTV control room and police intelligence;
- a National Business Information System, recording offenders of business crime;
- installation of the 'Ringmaster' early warning system, allowing businesses to report and alert other businesses of occurring crimes.

It was explained that radios for the above scheme cost £300. Harrow had purchased a quantity to lease to small businesses at a low rate to facilitate the scheme's extension.

The Panel was also informed of the launch of Harrow Community Television, which was being piloted across eight sites, with plans to eventually expand to ten sites.

Contributions/Comments from Business Community Representatives

Police Response Times

A representative of the business community asked what the police response times were for the Borough. An officer explained that whilst Harrow was statistically the safest London Borough, police forces were comparatively under-resourced, and so response times may not be as fast as desired.

CCTV Cameras

The effectiveness of CCTV cameras was queried, with a representative asking how many arrests and convictions could specifically be attributed to these devices. An officer responded that CCTV cameras were effective as part of a range of measures on crime reduction, and helped provide information on the dispersal and movement of crime across the Borough.

A representative raised the issue of alleged inappropriate usage of CCTV cameras, stating that film was absent in cameras which could have been used to prevent a burglary, but that cameras in parking zones contained film and were operative. It was alleged that police officers had been disparaging about the system's effectiveness. An officer responded that different bodies were responsible for cameras assigned to different roles, and that individual officers might not be aware of the contribution CCTV made to crime prevention.

The Use of Radio Systems

A representative asked whether the radio systems outlined above had reached Wealdstone. In response, an officer stated that currently the scheme was focused on Harrow town centre, but that it was a new initiative and so should be given time to extend to other wards.

The use of a radio-based system was also queried, and a representative asked how businesses may report crimes. Officers responded that there were a range of methods in addition to the radios, including email and text messaging.

Business Crime

A representative raised concerns relating to business crime, stating that offences such as fraud were costing businesses in Harrow more than offences such as theft, and asked that the Council consult with local businesses on this issue. An officer noted the representative's concerns, and acknowledged that a consultation might be desirable. To facilitate this, a representative of the business community offered access to premises for such a consultation.

RESOLVED: That the above be noted.

20. Presentation on Transport Policy:

The Panel received a presentation of the Interim Head of Public Realm Infrastructure which addressed Harrow's transport policy and the use of controlled parking zones.

It was brought to the Panel's attention that whilst Harrow was a unitary authority, it was bound to implement both the national transport strategy as well as the Mayor for London's own strategy. It was also pointed out that Harrow Council was not the public transport authority for the Borough.

The following points were included in the presentation:

- that traffic growth in the Borough was unsustainable, currently representing a figure of 1 to 2% a year with roads at or near full capacity in the peak hours;
- that there were many competing demands on traffic policy, including requirements of safety, vehicle and pedestrian access and standards of air quality, as well as competitiveness;
- the Traffic Strategy included attempts to reduce the need for travel as well as balancing improvements in public transport and car usage;
- transport programmes to be delivered focused on safety, such as 20mph zones and safer routes to schools, as well as bus priority, congestion, pedestrian and cycling improvements, and education and travel awareness;
- the use of controlled parking zones was demand led, and used only when problems occurred, and that currently there were 19 zones;
- the purpose of controlled parking zones was to ensure, amongst other factors, adequate access and safety standards, the management of competing demands, and to encourage the use of sustainable transport;
- that on street business permits for controlled parking zones in the Harrow area cost £300 for operational vehicles. Annual, half yearly and quarterly permits were available.

Contributions/Comments from Business Community Representatives

Controlled Parking Zones

A representative questioned the clarity of the signs used to alert road users of controlled parking zone times, claiming that they were confusing and gave insufficient information. Officers responded that they were aware of this problem, and that efforts were underway to rectify the situation. However, in view of the costs required to alter the signage, the Panel was told that this process might take two to three years.

A Member questioned the success of current efforts to divert users onto public transport, including the effect of controlled parking zones. An officer responded that he was unsure of the exact figures in this regard, but referred the Member to earlier evidence that traffic was increasing by 1 to 2% a year. It was also added that controlled parking zones were a small element of the Council's overall strategy and that the most effective means of achieving a shift to public transport were fiscal measures and the quality of public transport, both of which were outside the Council's control.

CCTV Usage

The issue of the cost to the business community of enforcement using CCTV was again brought to the Panel's attention. In reply, it was stated that officers had received a petition and would be examining the matter. However, it was also stressed that the purpose of CCTV in this regard was to attain a balance between the needs of competing road users.

Long-Stay Car Parking

The number and capacity of long-stay car parks in the Harrow area was questioned, and it was asked whether the Council had a particular policy regarding this issue. Officers explained that national and Mayor for London policy in this regard was not to encourage long stay parking. Current emphasis, it was explained, was on space management and short-term parking. It was added that punitive charges were only in place for stays of 5-6 hours.

RESOLVED: That the above be noted.

21. **Presentation on Business Mapping:**

The Panel heard a presentation of the Director of 'Harrow in Business' on Business Mapping. It was brought to the Panel's attention that Harrow remained in the top twenty for national enterprise hotspots, as measured by the number of new business accounts opened in the Borough per annum. It was added that 96% of these businesses employed less than ten people, and that these employees in turn comprised 41% of Harrow's employees.

The Panel was informed that the purpose of business mapping was to update information on Harrow's changing business demographic, as this was considerably out of date. This was to be a two-stage process, comprising an initial stage of core data collection whereby the accuracy of existing records would be checked, and a secondary stage where the issues and priorities of the business community would be collated.

This information gathering exercise was deemed particularly necessary in view of the large number of businesses operating out of resident's homes, as currently no data existed on these organisations. It was also added that Business Mapping would aid in forward planning services, providing a reliable source of evidence on the current needs of local businesses.

Comments/Contributions from Business Community Representatives

Insolvency Rates

A representative queried the high figure of new business accounts being opened in Harrow, suggesting that this may have negative connotations if it was a reflection of high insolvency rates. In response, it was stated that the number of VAT registered business in Harrow had been in decline, but that this was not necessarily a reflection of insolvency as many businesses operating in the Borough had their VAT registered officers outside the Borough. However, it was added that businesses experienced difficulty growing in Harrow, and that this and the above issue were to be addressed in the Business Mapping exercise.

A member expressed concern that, whilst Harrow was still classed as innovative by virtue of its top twenty position in the enterprise table, this figure still represented a decline of some 10% from previous positions. In response, a Member stated that Harrow was disadvantaged in comparison to other boroughs in this regard, with a relatively low proportion of commercial and industrial sites, and that this may go some way to explaining the trend.

RESOLVED: That the above be noted.

22. **Any Other Business:**
A representative of the business community congratulated the Director of 'Harrow in Business' on the success of the business incubation scheme in the Harrow area.

It was announced to the Panel that the incubation scheme was split into three stages, and that results from the first stage – demand measurement – having been collated, endorsed a simultaneous progression of the second and third stages, namely an overview of the services to be provided under the scheme, and finally a business plan.

RESOLVED: That the above be noted.

23. **Extension and Termination of the Meeting:**
In accordance with Advisory Panel and Consultative Forum Rule 12.1 (Part 4E of the Constitution) it was

RESOLVED: (1) At 10.00 pm to continue until 10.30 pm;

(2) at 10.30 pm to continue until 10.45 pm.

(Note: The meeting having commenced at 7.30 pm, closed at 10.32 pm)

(Signed) COUNCILLOR MRINAL CHOUDHURY
Chair

APPENDIX 1

Harrow Business Consultative Panel – 2 February 2006**(1) Representatives of the Business Community who Attended**

A Pluck	Harrow in Business
D Greenwood	Federation of Small Businesses (FSB)
R Morse	Federation of Small Businesses (FSB)
S Hall	Chair, Wealdstone Trader's Association
E Diamond	North West London Chamber of Commerce
G Caloia	North West London Chamber of Commerce

(2) Officers who Attended

Myfanwy Barrett	Director of Financial and Business Strategy
Chander Vasdev	Business Community Manager
Fern Silverio	Manager, Group Revenues
Ian Pearce	Crime Reduction Manager
Steve Swain	Transportation Manager
Kevin Unwin	Democratic Services Officer

PUBLICATIONS ADVISORY PANEL

9 FEBRUARY 2006

Chair: * Councillor Marie-Louise Nolan

Councillors: * Branch * Jean Lammiman
 * Foulds (1) * Bill Stephenson
 * Knowles

* Denotes Member present

(1) Denotes category of Reserve Member

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**234. **Attendance by Reserve Members:**

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

Ordinary Member

Reserve Member

Councillor Harrison

Councillor Foulds

235. **Declarations of Interest:**

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

236. **Arrangement of Agenda:**

RESOLVED: That (1) agenda item 11 be considered after agenda item 8; and
 (2) all items be considered with the press and public present.

237. **Minutes:**

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

238. **Public Questions:**

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

239. **Petitions:**

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

240. **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).

241. **Website Update:**

Members received a report of the Executive Director (Business Development) on the redevelopment of the Council's website. Following questions from Members, an officer stated that the costs set out in the report included the cost of setting up the new website with new software and one off staffing costs.

The Panel was shown a draft version of the updated website. Members made comments and suggestions about potential improvements, which were noted by officers for consideration when developing the website. In particular, Members were of the view that the front page of the website should be improved to feature more images and less text. A Member also stated that the website should be easily accessible to the public and that it should include a public forum site. Members requested that an

updated draft, incorporating their suggestions, be submitted to the next meeting of the Panel.

RESOLVED: That the report be noted.

242. **Business Transformation Partnership:**

The Panel received a verbal report on the Business Transformation Partnership (BTP). A document was tabled at the meeting which provided information on communications relating to the BTP. An officer stated that information on the BTP was to be included in the Council Tax information booklet which would be launched in Harrow town centre. Members were of the view that all Councillors should be kept informed about the BTP.

RESOLVED: That the report be noted.

243. **Harrow People - Update:**

The Panel received a verbal report which outlined the financial position of the Harrow People magazine. A financial statement was tabled, which detailed income and expenditure from September 2005. An officer stated that the readers' survey had indicated that the majority of respondents had positive views about Harrow People. In response to questions from Members, an officer stated that the jobs supplement was open to all advertisers but that income from this had decreased due to a reduction in the number of posts advertised by the Council.

A Member stated that Harrow People could be used to more widely reflect the views of the community in the same way as the Council's Youth Participation Strategy.

RESOLVED: That the report be noted.

244. **Community Notice Boards - Update:**

The Panel received a verbal report which advised that a new contract for notice boards was due to be finalised in Summer 2006. An officer requested Members' views on the future of the community notice boards. A Member expressed the view that the notice boards had been of little value and were often placed at inappropriate locations. Members suggested that a survey might help identify different ways of communicating information. Members stated that, as the income from the notice board contract was greater without the provision of community notice boards, it would be appropriate to remove these from the contract and investigate alternative options.

RESOLVED: That the report be noted.

245. **Council Tax Supplement:**

Members received a verbal report on the Council Tax Supplement. Copies of the initial draft of the 2006/07 guide to Council Tax had previously been circulated to Members of the Panel. Members made a number of comments and suggested improvements to the guide, which would be included in the final version.

RESOLVED: That the report be noted.

246. **Extension and Termination of Meeting:**

In accordance with the provisions of Advisory Panel and Consultative Forum Procedure Rule 12.1 (Part 4E of the Constitution) it was

RESOLVED: (1) At 10.00 pm to continue until 10.10 pm and;

(2) at 10.10 pm to continue until 10.15 pm.

(Note: The meeting having commenced at 8.00 pm, closed at 10.15 pm)

(Signed) COUNCILLOR MARIE-LOUISE NOLAN
Chair

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL**

14 FEBRUARY 2006

Chair: * Councillor Toms

Councillors: * Choudhury * Kara (1)

Advisers: Mr D A Jones
(Vacancy)

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

PART I - RECOMMENDATIONS
RECOMMENDATION 1 – Admissions to County Schools

On 14 February 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>
H106	10	Hatch End
H107	10	Harrow High
H108	10	Whitmore

PART II - MINUTES
519. Attendance by Reserve Members:

RESOLVED: To note the attendance of the following duly constituted Reserve Member:

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Mrs Cowan	Councillor Kara

520. 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.

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

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8. Admissions to County Schools	These items were considered to contain exempt information as defined in Paragraph 4 of Part I of Schedule 12A to the Local Government (Access to Information) Act 1985 in that they contained

- 8.(a) Admissions to County Schools information relating to any particular applicant for, or recipient of, any service provided by the Authority.

522. **Minutes:**

RESOLVED: That the minutes of the meetings held on 3 January 2006 and 17 January 2006 be deferred until printed in the next Council Bound Minute Volume.

523. **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).

524. **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).

525. **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).

526. **Admissions to County Schools:**
(See Recommendation 1)

(Note: The meeting having commenced at 5.00 pm, closed at 5.17 pm)

(Signed) COUNCILLOR KEITH TOMS
Chair

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL**
28 FEBRUARY 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 28 February 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>
H109	10	Park
H110	10	Harrow

PART II - MINUTES
527. Attendance by Reserve Members:

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

528. 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.

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

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8. Admissions to County Schools	These items were considered to contain exempt information as defined in Paragraph 4 of Part I of Schedule 12A to the Local Government (Access to Information) Act 1985 in that they contained information relating to any particular applicant for, or recipient of, any service provided by the Authority.
8.(a) Admissions to County Schools	

530. **Minutes:**

RESOLVED: That the minutes of the meetings held on 3 January 2006, 17 January 2006 and 14 February 2006 be deferred until printed in the Council Bound Minute Volume.

531. **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).

532. **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).

533. **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).

534. **Admissions to County Schools:**

(See Recommendation 1)

(Note: The meeting having commenced at 4.59 pm, closed at 5.05 pm)

(Signed) COUNCILLOR KEITH TOMS
Chair

**STRATEGIC PLANNING ADVISORY PANEL
(SPECIAL)****14 FEBRUARY 2006**

Chair: * Councillor Burchell

Councillors: * Marilyn Ashton * Mrs Kinnear
* Mrs Bath * N Shah
* Idaikkadar * Anne WhiteheadNon-voting Councillor Branch
Co-opted Member:

* Denotes Member present

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Affordable Housing Supplementary Planning Document**

The Panel considered a report of the Group Manager (Planning and Development) which provided information on the progress made in respect of the Affordable Housing Supplementary Planning Document (SPD) and its accompanying Sustainability Appraisal (SA).

Officers advised that, since the agenda had been circulated, and in view of the need for a lead-in period prior to consultation, a waiver of the requirement for a five-day Call-In period had been sought from the Chair of Overview and Scrutiny Committee, in order that, in the event that Cabinet were to agree the officer's recommendation at its meeting on 16 February 2006, consultation could formally commence on 24 February 2006. The request for a waiver had been declined, which meant it would not be possible to commence consultation until 5 May 2006, due to the requirement that no documents with a potential political bearing be consulted upon during the pre-election period beginning on 24 March 2006.

A Member expressed the view that the consultation was important and should commence as soon as possible to ensure adherence to the overall timetable. In response to questions from Members, officers advised that, if the consultation were to commence in May 2006 rather than February 2006, it would reduce the time available to officers to process consultation responses prior to its programmed adoption in July 2006. Given that it would not be possible to predict the volume or nature of the responses that would be received, consulting later would increase the risk of it not being possible to process responses prior to July 2006, in which case submission of the SPD would be delayed until September 2006. However, officers were of the view that consulting later would be unlikely to have a detrimental effect on the overall timetable unless a particularly high number of responses were received.

During the discussion on the report, the following issues were raised:

- A Member expressed concern that the feedback that had been received at pre-production consultation stage for the SPD appeared to come from a specific segment of consultees. Officers advised that a wide range of organisations had been invited to respond, and it was anticipated that there would be a wider response at consultation stage. Officers were requested to provide Members with a draft of the summary that had been produced following the workshop meeting with pre-production consultees on 16 November 2005.
- A Member expressed concern that, in her view, the SPD contained a number of 'sweeping statements'. In response, officers confirmed that the contents of the SPD were evidence-based.
- A Member expressed the view that the report appeared to assume an increasing level of subsidy.
- In response to a question from a Member, officers advised that the Council's decision to accept a wider range of professions as being eligible for key worker housing than that defined by the Government had been made by Cabinet on 14 October 2004.
- A Member wished it to be noted that she did not agree with the statement on page 12 of the report: "The Council no longer considers that, in a Harrow context, low cost market housing can be affordable housing". The Member

was of the view that low cost market housing could be affordable housing if the housing market changed in the future.

- A Member wished it to be noted that she did not agree with SPD objective 4 on page 47 of the report: "To state that low cost market housing will not be regarded as affordable housing", and that, in her view, this objective, along with the explanatory comment provided in item 10 on page 72 of the report, were not encouraging for developers.
- Officers were requested to include in the 'Glossary' the following definition of Low Cost Market Housing that was contained within the London Plan:
"Low Cost Market Housing – Housing provided by the private sector, without public subsidy or the involvement of a housing association, that is sold or let at a price less than the average for the housing type on the open market."
- The Chair advised that Cabinet would be responsible for determining use of the funds contained within the Council's Affordable Housing Fund (referred to on page 17 of the report). Members with particular questions regarding this fund were advised to consult the Group Manager (Housing).
- Officers were requested to correct typographical errors in item 11 on page 69 of the report.

Resolved to RECOMMEND: (to Cabinet)

That the draft Affordable Housing SPD be placed on four-week formal statutory public consultation from 24 February 2006.

[REASON: To ensure that the Council's objectives in applying affordable housing policies H5 and H6 in the adopted Harrow Unitary Development Plan (HUDP) are achieved].

[Notes: (i) During discussion on the above item, the following amendment to the recommendation of the Group Manager (Planning and Development) was proposed and seconded:

"Given (a) the restricted response there has been to the initial consultation; and (b) that it is possible to consult early in the life of the new Council without a detrimental impact on the overall timetable; the Council postpone consultation until after the election.";

(ii) upon being put to a vote, the amendment was not carried;

(iii) Councillors Marilyn Ashton, Mrs Bath and Kinnear wished to be recorded as having voted in favour of the proposed amendment;

(iv) upon being put to a vote, the motion to support the recommendation of the Group Manager (Planning and Development) was carried;

(v) Councillors Marilyn Ashton, Mrs Bath and Kinnear wished to be recorded as having voted against supporting the recommendation of the Group Manager (Planning and Development)].

PART II - MINUTES

84. **Attendance by Reserve Members:**

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

85. **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) Agenda Item 5 – Affordable Housing Supplementary Planning Document (SPD)
 Councillor Mrs Bath declared a personal interest in the above item arising from the fact that she was a board member of Harrow Churches Housing Association, which was listed as a Preferred Registered Social Landlord Partner in Appendix 2 to the SPD. Accordingly, she would remain in the room and take part in the discussion and decision-making on this item.

86. **Arrangement of Agenda:**

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

87. **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).

88. **Affordable Housing Supplementary Planning Document:**

(See Recommendation 1).

(Note: The meeting having commenced at 7.30 pm, closed at 8.47 pm)

(Signed) COUNCILLOR KEITH BURCHELL
Chair

TRAFFIC AND ROAD SAFETY ADVISORY PANEL

28 FEBRUARY 2006

Chair: * Councillor Miles

Councillors: * Arnold * Ismail
* Branch * Kara
* Burchell * John Nickolay
* Currie (3) * Anne Whitehead
* Harriss

Advisers: Mrs R Carratt Mr J Gloor
* Mr E Diamond * Mr A Wood

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

[Note: Councillor Mrs Kinnear also attended this meeting to speak on the item indicated at Minute 157 below].

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Controlled Parking Zones/Resident Parking Schemes - Annual Review and Related Petitions**

The Panel received a report of the Interim Head of Public Realm Infrastructure which informed Members that the annual review for the whole Borough had been carried out. This had included assessments of existing zones and requests for new zones, including petitions. A revised proposed programme had been drawn up accordingly and would include the upgrading of signs.

An officer referred the Panel to the priority list for financial year 2006/07 and 5 year Draft Borough Spending Plan Programme from April 2006 to March 2011, (Appendix D to the report), and explained that the revised programme included five new controlled parking zones and resident parking schemes:

- Howberry Road Area had been delayed due to call-in.
- Canons Corner "Pay and Display" had been added at the request of the Panel.
- Whitchurch Lane Lay-bys "Pay and Display" would remove parked cars from the road.
- Stanmore had been included in the programme due to Wembley Stadium Event Days.
- Hatch End Shopping Centre had been added.

The Panel was informed that the Wealdstone review and possible extension and Harrow Weald (Fontwell Close area) review had been delayed by approximately 3-4 months.

A Member, having queried whether pay and display schemes could be used as an interim measure before the introduction of CPZs, was informed by an officer that this could have the negative result of displacement of parking to residential roads. Officers were asked to investigate whether pay and display could be introduced as an interim measure at Hatch End Broadway, Marsh Road, Pinner and Honeypot Lane near Wembling Road.

In the discussion that followed, Members sought clarification on a number of issues. In response to concerns expressed about who had been consulted, officers clarified that businesses and residents had been consulted. A Member referred the Panel to a letter contained within the report and requested that officers provide her with a copy of the response given by the Council. A suggestion was made that improved access to Stanmore would be needed if further car parking was provided at the station for Wembley Stadium links.

An officer explained that there would be a report considered at the next meeting of the Environment and Economy Scrutiny Sub-Committee which would outline feasibility studies being undertaken on providing additional parking at Stanmore station in association with housing development.

Resolved to RECOMMEND: (To the Portfolio Holder for Environment and Transport)

That (1) subject to funding, the priority list as shown in Appendix D of the officer's report be adopted as the controlled parking zone programme, to include it in the Local Implementation Plan and the Borough Spending Plan submission to Transport for London, and that the head petitioners be advised accordingly;

(2) "pay and display" parking be advertised in the lay-by in front of the shops at Canons Corner and the frontages be consulted in parallel with advertising the traffic orders. The proposed tariff to be similar to those operating close to shops in Edgware CPZ (Montgomery Road, Mead Road and Handel Way) with a maximum stay of 2 hours with no return for 2 hours. The operational hours to be 9am to 5pm, Monday to Friday;

(3) the draft Parking and Enforcement Plan be noted.

[**REASON:** To prioritise and fund the Controlled Parking Zones programme.]

RECOMMENDATION 2 - South Harrow Controlled Parking Zone - Stage 2 Review and Stage 3 Extension including Northolt Road, South Harrow Congestion Relief Scheme

The Panel received a report of the Interim Head of Public Realm Infrastructure which sought agreement for the way forward with a view to implementing parking controls and altering existing restrictions to address the Council's stated priority of enhancing the environment and encouraging more sustainable transport activity, reducing accidents and improving bus services. A meeting of officers and stakeholders had been held on 16 March 2005.

It was reported that the response to the consultation process relating to the congestion relief proposals had been limited. It was noted that before parking controls could be implemented, traffic orders would be advertised and this could result in a greater response.

In the discussion that followed officers advised that this scheme did not include a 24 hour bus lane on Northolt Road and the recommendations if implemented should improve traffic flow on Northolt Road. In response to a request from a Member, an officer informed the Panel that there would be liaison with Ward Councillors on the further consultation process proposed for Dudley Gardens and Lower Road.

Concern was raised that Dudley Gardens would not be included in the new extension. Officers advised that if it was included in the programme, this could delay the extension of the zone. The timescale for resolving the issues relating to Dudley Gardens was uncertain at this stage.

The issues of signage and costs of parking were discussed and an officer explained that zone entry signs had been used to reduce the number of signs. However as there had been concern that individual bays were not signed, all future work would address this concern and also signage would be improved in existing zones as resources allowed. It was confirmed that parking charges were included in the consultation document.

An advisor commented that Harrow's CPZs of 1 or 2 hours prevented commuters from parking whilst enabling businesses and visitors to park outside of the zone's operational hours and that this approach was a good one.

Resolved to RECOMMEND: (To the Portfolio Holder for Environment and Transport)

That officers be authorised to:

(1) carry out all necessary operations to implement the amendment and extension of the existing South Harrow Controlled Parking Zone (CPZ) as described in the officer's report and as shown on the plans at Appendices A and C. The operational hours to be Monday to Saturday 10-11am and 2-3pm. Subject to further localised consultation as described in the report, the advertising of the necessary traffic orders and consideration of any formal objections that may be received as a result;

(2) consult the residents and businesses of The Crescent, in parallel with the statutory consultation and implement waiting restrictions as shown on the plan at Appendix B, subject to the consideration of any formal objections that may be received as a result of the advertising of required traffic orders;

(3) consult the residents and businesses of Roxeth Green Avenue, between Abercorn Crescent and Shaftesbury Circle, in parallel with the statutory consultation and implement 'At any time' waiting restrictions as shown on the plan at Appendix D, subject to the consideration of any formal objections that may be received as a result of the advertising of required traffic orders;

(4) implement the Northolt Road Congestion Relief Scheme as described in the report and shown on the plan at Appendix E to the officer's report, and inform the residents and businesses in the area, in parallel with the advertising of the required traffic orders and subject to the consideration of any formal objections make the traffic orders;

(5) carry out investigations, as described in the officer's report, of parking and loading matters in connection with Brember Road, Dudley Gardens, Fielder Close, Lower Road and Northolt Road (concerns of businesses in the vicinity of Roxeth Grove) and report the findings for consideration by the Portfolio Holder;

(6) carry out investigation, as described in the officer's report, of areas near the new boundary of the CPZ which are known to be susceptible to parking congestion and report further;

(7) inform the head petitioners of each of the petitions accordingly.

[REASON: To gain agreement for the way forward with a view to implementing parking controls and altering existing restrictions to address the Council's stated priority of enhancing the environment and encouraging more sustainable transport activity, reduce accidents and improve bus services.]

RECOMMENDATION 3 - Urgent Review of Loading Restrictions in High Street, Wealdstone

The Panel received a report of the Interim Head of Public Realm Infrastructure which reported the outcome of a public meeting held by Wealdstone traders on 22 February 2006 at which concerns had been raised in relation to trading difficulties caused by access, waiting and loading restrictions in Wealdstone town centre.

An officer explained that concern had been raised about traders in the pedestrianised area having difficulties in obtaining deliveries during permitted loading periods and that an urgent review would be undertaken to address the concerns. The Panel discussed the concerns of traders and how these could be addressed through the undertaking of the urgent review.

Resolved to RECOMMEND: (To the Portfolio Holder for Environment and Transport)

That (1) officers be authorised to carry out an urgent review of access times for servicing vehicles in the pedestrianised area of Wealdstone High Street;

(2) officers issue leaflets to traders, as part of the forthcoming Wealdstone CPZ review consultation, to clarify the definition of "loading".

[REASON: To report the outcome of a public meeting arranged by Wealdstone traders on 22 February 2006 to raise concerns with the Council over trading difficulties caused by access, waiting and loading restrictions in Wealdstone town centre.]

PART II - MINUTES

150. **Attendance by Reserve Members:**

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

Ordinary Member

Reserve Member

Councillor Choudhury

Councillor Currie

151. **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.

152. **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>
Withdrawal of the 350 bus service	The proposed changes were due to be implemented in March 2006 which was before the next meeting of the Panel. Members were asked to consider this item, as a matter of urgency.
Loading restrictions on Wealdstone High Street	Following a meeting with Wealdstone Traders, the Portfolio Holder had undertaken to carry out an urgent review of the loading restrictions and had requested an officer report on how this could be achieved. Members were asked to consider this item, as a matter of urgency.
Local Safety Schemes and Traffic Calming Programme	A Member had requested this item be considered by the Panel as Members should be aware of the main features of the Safety Scheme for Station Road, Imperial Drive and Alexandra Avenue which had been authorised by the Portfolio Holder.

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

153. **Minutes:**

RESOLVED: That the minutes of the meeting held on 30 November 2005, having been circulated, be taken as read and signed as a correct record.

154. **Public Questions:**

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

155. **Petitions:**

RESOLVED: To note the receipt of the following petitions which were referred to the relevant officer for consideration:

- (i) Petition seeking the installation of pedestrian lights or traffic lights to replace the Uxbridge Road roundabout between Kenton Lane and Clamp Hill
Presented by Councillor Ismail and signed by 120 people.
- (ii) Petition seeking an urgent review and implementation of a School Safety Zone around St Johns C of E School, Stanmore
Presented by Councillor Marilyn Ashton and signed by over 250 people.

156. **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).

157. **Reports of the Interim Head of Public Realm Infrastructure**

- (i) Controlled Parking Zones/Resident Parking Schemes - Annual Review and Related Petitions:
(See Recommendation 1).
- (ii) South Harrow CPZ Stage 2 Review and Stage 3 Extension - Results of Consultation:
(See Recommendation 2).

158. **Any Other Business:**(i) **Withdrawal of the 350 Bus Service**

The Panel was advised that the 350 bus service would terminate on 26 March 2006 as funding at the increased rate could not be provided by Transport for London. Following a campaign against the withdrawal of the bus service, the H18 bus route would become a circular route through the introduction of the H19 bus route. Although this would provide a service from Headstone Lane to Harrow, there would be the loss of the part of the 350 bus route from Watford, which would mean that Oxhey Lane, Courtney Avenue and Royston Park were without a bus service. The Panel's advisor on public transport matters indicated that representations would continue to be made to provide a replacement service for these roads.

(ii) **Local Safety Scheme and Traffic Calming Programme**

A Member asked for clarification on the scheme that had been agreed by the Portfolio Holder for Environment and Transport relating to Station Road, Imperial Drive and Alexandra Avenue. An officer explained that the agreed scheme incorporated some but not all of the Member's earlier suggestions. There was a finite budget which had been ring fenced for safety works and it was not possible to use this budget to solve all of the problems on these roads. Funding had been targeted at improving safety. The scheme was funded by Government funding via the Local Public Services Agreement and if accident reduction targets were met there was potential for reward funding.

(iii) **Thanks**

The Chair thanked Advisors, Members and Officers for their contributions to the Panel. Members also thanked the Chair.

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

(Signed) COUNCILLOR JERRY MILES
Chair

