

2006 – 2007
January 2007 Volume 8



**CABINET
AND
COUNCIL
MINUTES**

CABINET AND COUNCIL MINUTE BOOK
VOLUME 8: JANUARY 2007

CONTENTS

Meeting

Date 2007

COUNCIL AND COUNCIL COMMITTEES

STRATEGIC PLANNING COMMITTEE

10 January

Chief Officers' Employment Panel
Licensing Panel

12 January
31 January

SCHOOL ORGANISATION COMMITTEE

16 January

DEVELOPMENT MANAGEMENT COMMITTEE

25 January

AUDIT COMMITTEE

25 January

COUNCIL (EXTRAORDINARY)

29 January

OVERVIEW AND SCRUTINY COMMITTEE

29 January

Call-In Sub-Committee
Children and Young People Scrutiny Sub-Committee
(Special)
Safer and Stronger Communities Scrutiny Sub-Committee

8 January
9 January
23 January

Meeting

Date 2007

THE CABINET, ADVISORY PANELS AND CONSULTATIVE FORUMS

**CABINET (SPECIAL)
CABINET**

**18 January
18 January**

Education Admissions and Awards Advisory Panel

9 January

Education Admissions and Awards Advisory Panel

23 January

Supporting People Advisory Panel

19 January

Grants Advisory Panel

22 January

Local Development Framework Panel (Special)

23 January

Town Centre and Major Projects Panel

30 January

Tenants' and Leaseholders' Consultative Forum

24 January

Education Consultative Forum

30 January

Employees' Consultative Forum

31 January

COUNCIL
AND
COUNCIL
COMMITTEES

STRATEGIC
PLANNING
COMMITTEE

REPORT OF STRATEGIC PLANNING COMMITTEE

MEETING HELD ON 10 JANUARY 2007

Chairman: * Councillor Marilyn Ashton

Councillors: * Don Billson * Manji Kara
 * Mrinal Choudhury * Narinder Singh Mudhar
 * Keith Ferry * Joyce Nickolay
 * Thaya Idaikkadar

* Denotes Member present

[Note: Councillors John Cowan, B E Gate, Christopher Noyce and Mrs Anjana Patel also attended this meeting to speak on the items indicated at Minute 30 below].

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

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

30. 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:

Councillors B E Gate, Christopher Noyce Planning Application 1/02
 and Mrs Anjana Patel

Councillor John Cowan Planning Application 1/03

31. 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 1/02 - Strongbridge Close, Harrow
 Councillor B E Gate, who was not a member of the Committee, declared a personal interest arising from the fact that he had been a Local Authority representative on the management committee between 1999 and 2003.

(ii) Planning applications 1/03 - Government Buildings, Honeypt Lane, Stanmore and 1/04 - Land adjoining Edgware Brook and Whitchurch Lane, Honeypt Lane, Stanmore
 Councillor Marilyn Ashton declared a personal interest in the above related applications arising from the fact that she was a non-executive member of the Canons Park Residents' Association (CAPRA). Councillors Mrs Janet Cowan and John Cowan, who were not members of the Committee, declared the same personal interest.

(iii) Planning application 3/01 – Cloisters Wood, Wood Lane, Stanmore
 Councillor Mrinal Choudhury declared a personal interest in the above application arising from the fact that he had visited the Edgware temple. Accordingly, he would remain in the room and take part in the discussion and decision-making on the item.

Councillor Manji Kara declared a prejudicial interest in the above application arising from the fact that he had started using the temple as a place of worship and had made acquaintances there. Accordingly, he would leave the room and take no part in the discussion or decision-making on the item.

32. **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 despatch. It was admitted to the agenda in order to enable Members to consider all information relevant to the items before them for decision.
11. Planning Applications Received: P/2317/06/CFU – Government Buildings, Honeypot Lane, Stanmore and P/2246/06/COU – Land adjoining Edgware Brook and Whitchurch Lane, Honeypot Lane, Stanmore	This report was unavailable at the time the agenda was printed and circulated. Members were asked to consider the item, as a matter of urgency, to meet the appeal timetable.
15. Section 106 Agreement relating to White Lion Football Ground, Burnt Oak Broadway, Edgware Road	The Developer had paid all the monies due under the Agreement. The Agreement needed to be completed before the next meeting of the Committee.

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

33. **Minutes:**

RESOLVED: That the Chairman be given authority to sign the minutes of the meeting held on 6 December 2006 as a correct record once they have been printed in the Council Bound Minute Volume.

34. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 19.

35. **Petitions:**

RESOLVED: To note receipt of the following petitions which were referred to the Head of Planning for consideration:

- (i) Petition opposing the scale of the proposed redevelopment of Strongbridge Close, Harrow.
Councillor Mrs Anjana Patel presented the above petition, which had been signed by 40 people.
- (ii) Petition objecting to the proposed development on the Government Building site at Honeypot Lane by Berkeley Homes.
Councillor John Cowan presented the above petition, which had been signed by 1248 people.

36. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 17.

37. **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.

38. **Representations on Planning Applications:**

Having received a request for representations in respect of item 1/03 – Government Buildings, Honeypot Lane, Stanmore, which was 'For Decision' by the Committee and had no recommendation for grant or approval from the Head of Planning, it was

RESOLVED: That (1) in accordance with the provisions of Committee Procedure Rule 27.1 (Part 4B of the Constitution), Committee Procedure Rule 18.1 be suspended to receive representations in respect of item 1/03; and

(2) in accordance with the provisions of Committee Procedure Rule 18 (Part 4B of the Constitution), representations be received in respect of items 1/01 and 1/02 on the list of planning applications.

39. **Planning Applications Received:**

RESOLVED: That authority be given to the Head of Planning to issue the decision notices in respect of the applications considered, as set out in the schedule attached to these minutes.

40. **Planning Appeals Update:**

The Committee received a report of the Head of Planning which listed those appeals being dealt with and those awaiting decision.

Officers reported that, since the agenda had been printed and circulated, the public enquiry relating to Comfort Inn, 2-12 Northwick Park Road had been withdrawn.

RESOLVED: That the report be noted with the amendment detailed above.

41. **Section 106 Agreement relating to White Lion Football Ground, Burnt Oak Broadway Edgware Road:**

The Committee received a report of the Director of Legal Services in this regard.

RESOLVED: To extend the time for completion of the Section 106 Agreement by two months from 10 January 2007.

42. **Member Site Visits:**

RESOLVED: To note that there were no Member site visits to be arranged.

(Note: The meeting, having commenced at 7.30 pm, closed at 9.33 pm).

(Signed) COUNCILLOR MARILYN ASHTON
Chairman

television reception to the pre-development standard will be agreed with Harrow Council, funded, constructed and maintained at the developer's expense, thereafter.

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

(2) RESOLVED that officers' clarification of aerodrome safeguarding be reported to Nominated Members, for approval, via the Urgent Non-Executive Action procedure.

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

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

(See also Minutes 31 and 35).

LIST NO:	1/03	APPLICATION NO:	P/2317/06/CFU
LOCATION:	Government Buildings, Honeygot Lane, Stanmore		
APPLICANT:	Turley Associates for Berkeley Urban Renaissance Ltd & Dominion Housing Group Ltd.		
PROPOSAL:	Redevelopment to provide 816 residential units (including 40% affordable housing) 959 SQ M Class A1/A2/A3/A4/A5/D1 & D2 floorspace; 7927 SQ M of B1 (a), (b), (c) floorspace including a business incubator centre; creation of a new access onto Whitchurch Lane; associated flood alleviation, landscaping, car parking and highway works (duplicate application)		
DECISION:	Had the applicant not appealed against the failure of Harrow Council to determine the application within the statutory period, the Committee would have REFUSED permission for the development described in the application and submitted plans, for the following reasons:		
	(i)	The proposed density of development is outside the ranges set out as appropriate for suburban locations in the London Plan table 4B.1 and policy 4B.3 and, in the absence of compelling reasons to justify the deviation, is considered excessive.	
	(ii)	The proportion and mix of the affordable housing as proposed does not comply with HUDP policy H5 and London Plan policy 3A.7 and 3A.8. The requirement to provide for affordable housing arising from the development at Brockley Hill, Brockley Park (now completed) has not been taken into account satisfactorily in the overall proposal.	
	(iii)	Contrary to HUDP Policy D4, the design, appearance and layout of the proposed development is unsatisfactory in this suburban context. The elevational treatment is monotonous, and the irregularly shaped courtyard block in the 'central zone' detracts from the purpose and function of the courtyard.	
	(iv)	The housing mix as proposed is unsatisfactory in that it does not comply with HUDP policy H7 and the approved SPG and fails to provide sufficient family sized accommodation.	
	(v)	The internal layout of some of the residential units is unsatisfactory in respect of sunlight, daylight and outlook, contrary to HUDP policy D4.	

- (vi) The proposal, by reason of its excessive building envelope and overall density, does not provide enough amenity space to meet the needs of all ages and requirements, and would give rise to a loss of residential amenity to the future occupiers of the site, contrary to HUDP policy D5.
- (vii) In the absence of a contribution to local healthcare facilities, the development will, when complete, generate an unacceptable demand for Primary Health Care contrary to HUDP policies SC1 and C8.

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

(2) the Committee wished it to be recorded that the vote to refuse the application, had the applicant not appealed, was unanimous;

(3) the Committee wished the following statement, read by the Chairman, to be recorded:

“The Council has been put into the position of having to come to a view on these applications because the applicant has submitted appeals, as is their right. To meet the Appeal timetable the Committee must indicate clearly how it would have dealt with these applications now on the basis of the information currently available including the views of the Mayor of London.

We have set out clearly what the Committee sees as the deficiencies in Berkeley's proposals in the reasons for refusal. These will need to be addressed before the Committee could consider a revised scheme, and we encourage the Applicant to consider carefully the opportunity now presented to review their position rather than pursue an Appeal.

It will be imperative that the affordable housing provision is amended to take proper account of the requirement to fulfil the obligations from the Brockley Hill development, and to better reflect the Borough's need for larger family accommodation. At the same time, a revised scheme must take account of the excessive density as proposed and the suburban context of the site. This needs to be reflected in the detailed design and appearance of the scheme, which should also pick up the detailed concerns raised by both Harrow Council and the GLA.

There are outstanding issues which could be resolved through S106 or condition. In addition to the list, as set out in paragraph 16 of the report, should be added sustainable renewable energy, lifetime homes, wheelchair access and contributions towards local health provision”].

(See also Minutes 31, 35 and item 1/04 below).

LIST NO:	1/04	APPLICATION NO:	P/2246/06/COU
LOCATION:	Land adj. Edgware Brook & Whitchurch Lane, Honeypt Lane, Stanmore		
APPLICANT:	Turley Associates for Berkeley Urban Renaissance Ltd & Dominion Housing Group Ltd.		
PROPOSAL:	New pedestrian access route and associated landscape works (as part of the comprehensive development of the Former Government Office and DVLA site) (duplicate application		
DECISION:	Had the applicant not appealed against the failure of Harrow Council to determine the application within the statutory period, the Committee would have REFUSED permission for the development described in the application and submitted plans, for the following reason:		
	(i)	The proposed footpath and landscaping, if constructed in the absence of the adjoining site, would not connect to other pedestrian routes and give rise to conditions likely to increase the risk of crime and disorder.	

[Note: The Committee wished it to be recorded that the vote to refuse the application, had the applicant not appealed, was unanimous].

(See also item 1/03 above).

SECTION 3 – OTHER APPLICATIONS RECOMMENDED FOR REFUSAL

LIST NO: 3/01 **APPLICATION NO:** P/1863/06/CFU

LOCATION: Cloisters Wood, Wood Lane, Stanmore

APPLICANT: Hari Design for Shree Swaminarayan Temple

PROPOSAL: Change of use of buildings 2 & 4 from use Class D1 to 3 flats and 11 studio flats

DECISION: (1) REFUSED permission for the development described in the application and submitted plans for the reasons reported;

(2) RESOLVED that officers be requested to encourage the applicants to progress unresolved issues from previous planning applications.

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

(See also Minute 31).

LICENSING AND
GENERAL PURPOSES
PANELS

CHIEF OFFICERS' EMPLOYMENT PANEL

12 JANUARY 2007

Chairman: * Councillor Chris Mote

Councillors: * David Ashton * Navin Shah
* Christopher Noyce * Bill Stephenson

* Denotes Member present

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Appointment of Chief Executive**

The Panel having interviewed five short-listed candidates for the post of Chief Executive, it was

Resolved to RECOMMEND: (to Council)

That Mr Michael Lockwood, Chief Executive, Elmbridge Borough Council, be appointed to the post of Chief Executive of the London Borough of Harrow, with effect from a date to be determined and in accordance with the terms and conditions governing Chief Officer posts, other than as now determined.

PART II - MINUTES10. **Declarations of Interest:**

The following declarations of interest were made:

Councillors David Ashton, Chris Mote, Christopher Noyce, Navin Shah and Bill Stephenson each declared an interest in that they knew one of the candidates as an employee of the Council.

RESOLVED: That the declarations of interest made by Members in relation to the business on the agenda for this meeting, be noted.

11. **Arrangement of Agenda:**

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

<u>Item</u>	<u>Reason</u>
5. Appointment of Chief Executive	This item was considered to contain 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 individuals.

12. **Minutes:**

RESOLVED: That the minutes of the meetings held on 8 December and 12 December 2006 be deferred until printed in the Council Minute Volume.

13. **Appointment of Chief Executive:**

See Recommendation 1 above.

(Note: The meeting having commenced at 9.00 am, closed at 6.00 pm)

(Signed) COUNCILLOR CHRIS MOTE
Chairman

LICENSING PANEL

31 JANUARY 2007

Chairman: * Councillor G Chowdhury

Councillors: * Mrinal Choudhury * John Nickolay

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**83. **Appointment of Chairman:**

RESOLVED: That Councillor G Chowdhury be appointed Chairman of the Panel for the purposes of this meeting.

84. **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.

85. **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 urgency detailed below:-

<u>Item</u>	<u>Special Circumstances / Grounds for Urgency</u>
7. Application to vary a Premises Licence for Tiger Dragon, 353 High Road, Harrow Weald, HA3 5EQ - Current Premises Licence	The document was not available at the time the main agenda was printed and circulated and in order to ensure that all the relevant evidence was available to ensure a fair hearing, the document was tabled.

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

86. **Minutes:**

(See Note at conclusion of these minutes).

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

RESOLVED: To note that no public questions were put, or petitions or deputations received at this meeting under the provisions of Committee Procedure Rules 19, 16 and 17 (Part 4B of the Constitution) respectively.

88. **Licensing Procedures:**

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

89. **Application to vary a Premises Licence for Tiger Dragon, 353 High Road, Harrow Weald, HA3 5EQ:**

The Panel received a report of the Chief Environmental Health Officer, which detailed an application to vary a Premises Licence for the Tiger Dragon, 353 High Road, Harrow, HA3 5EQ. The restaurant had sought to vary their licence as they had added an extra kitchen to their plans to accommodate a kebab takeaway.

The application had been made by Mr Tariq Khawari and was referred to the Panel as there were two unresolved representations from Relevant Authorities, the Metropolitan Police and the Environmental Health Authority. The Chief Environmental Health Officer's representative advised that the representation that had been made by the Metropolitan Police in respect to the variation of the Premises Licence had been withdrawn as they had reached an agreement with the applicant. A copy of the current premises licence was tabled and circulated to all attendees at the meeting in order that an informed decision could be made with all the relevant documents present.

Mr M Barekzay, the restaurant manager and Mr M Samim, Mr Khawari's relative attended the meeting to represent the owner Mr Khawari who could not be present at the meeting. During the course of discussions it was established that Mr Barekzay was

not a Designated Premises Supervisor as detailed in the application form, however, the Legal Adviser confirmed that in his capacity as the restaurant manager, he would be allowed to represent Mr Tariq and speak on his behalf.

Mr Barekzay stated that the application sought a late night refreshments licence with an extension of hours for the takeaway service and in addition the sale of alcohol for the restaurant. Responding to questions, he confirmed that both businesses were under the same management, however, there were separate staff for both the kebab takeaway and the restaurant. He also stated that customers coming in for a takeaway could, if they wished, sit down to eat their food. Mr Barekzay also confirmed that the hours originally sought had been reduced following police conciliation. The applicant had now amended the hours opened to the public to Sunday to Thursday 11.00 am – 1.00 am and Friday and Saturday 11.00 am – 2.00 am. He also confirmed that the restaurant would close prior to the takeaway service and that the till would be immediately emptied. In response to a further question, Mr Barekzay confirmed that a litter patrol was carried out each evening and he had no objections to any of the conditions suggested by the Panel such as alcohol only being served with table meals.

The Panel considered all the facts and evidence presented before them and

RESOLVED: That the application be granted as varied by the agreement with the police and subject to the following additional conditions;

1. Before closing each day any litter is to be removed from the front of the premises and disposed of lawfully.
REASON: The prevention of public nuisance.
2. Any sales of alcohol must be ancillary to the serving of table meals.
REASON: The prevention of crime and disorder and public nuisance.

(Note: The meeting having commenced at 1.30 pm, closed at 2.29 pm)

(Signed) COUNCILLOR GOLAM SOBHAN CHOWDHURY
Chairman

[Note: Licensing Panel minutes are:-

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

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

SCHOOL ORGANISATION
COMMITTEE

REPORT OF SCHOOL ORGANISATION COMMITTEE

MEETING HELD ON 16 JANUARY 2007

Chairman:	* Councillor Miss Christine Bednell	
Councillors:	* Jean Lammiman * Jerry Miles * Janet Mote (2)	* Mrs Anjana Patel * Raj Ray (2) * Bill Stephenson
Church of England:	Mr G Edwards	* Reverend P Reece
Roman Catholic Church:	* Mr J Coyle * Mr M Murphy	Ms M Roe
Learning and Skills Council:	† Mr G Egere	
Schools (Parent/Secondary):	(Vacancy)	
Schools (Parent/Primary):	(Vacancy)	
Schools (Headteachers):	* Mr D A Jones * Ms A Lyons	† Mr B A Robertson
Schools (Co-optee and Special)	* Mrs P Langdon	
HCRE:	* Mr A Aggarwal	
Adviser:	* Mr B Leaver	

* Denotes Member present
(2) Denotes category of Reserve Member
† Denotes apologies received

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES
1. Election of Chairman:

RESOLVED: That Councillor Miss Christine Bednell be appointed Chairman of the Committee for the period of one year.

[Note: In the absence of a Chairman of the Committee, the Vice-Chairman, Reverend P Reece, presided for the above item. Upon conclusion of the item, the newly appointed Chairman, Councillor Miss Christine Bednell, took the Chair for the remainder of the meeting].

2. Attendance by Alternate Members:

RESOLVED: To note the attendance at this meeting of the following duly appointed alternate members:

<u>Ordinary Member</u>	<u>Alternate Member</u>
Councillor Nizam Ismail	Councillor Raj Ray
Ms M Roe	Ms V Pye
Councillor Tom Weiss	Councillor Janet Mote

3. **Declarations of Interest:**

RESOLVED: To note that (1) the following interests were declared by members of the Committee:

<u>Member</u>	<u>Nature of Interest</u>
Councillor Miss Christine Bednell	Governor of Vaughan First and Middle Schools, Whitmore High School and Stanmore College
Mr J Coyle	Governor of Sacred Heart Language College
Councillor Jean Lammiman	Governor of Nower Hill School Governing Body Representative of Arts College (Nower Hill High School and Hatch End High School)
Mrs P Langdon	Governor of Shaftesbury High and taught at a local girls' independent school
Mr B Leaver	Governor of Moriah Jewish
Ms A Lyons	Governor of Sacred Heart Language College and St John Fisher First and Middle Schools
Councillor Jerry Miles	Governor of Rooks Heath High School
Councillor Janet Mote	Governor of John Fisher First and Middle School and taught at Peterborough and St Margaret's private school
Mr M Murphy	Governor of Sacred Heart Language College
Councillor Mrs Anjana Patel	Governor of Vaughan First and Middle Schools
Councillor Raj Ray	Governor of Shaftesbury High School and Kingsley High School
Reverend P Reece	Governor of St Johns, Stanmore
Councillor Bill Stephenson	Governor of Hatch End High School, Marlborough First and Middle School, Harrow College

(2) the following interests were declared by Members of Harrow Council who were present in the room but were not members of the Committee:

<u>Member</u>	<u>Nature of Interest</u>
Councillor Nana Asante	Governor of Stanmore First and Middle Schools and Ward Councillor for Edgware
Councillor David Ashton	Used to be, but was no longer, a Governor of Stag Lane School
Councillor Marilyn Ashton	Used to be, but was no longer, a Governor of Elmgrove First School
Councillor Margaret Davine	Governor of Newton Farm and Stanmore College and Ward Councillor for Egware
Councillor Navin Shah	Governor of Medway School

4. **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>
7 (a) Statutory Notice and Prescribed Information	The information circulated with the main agenda was inadvertently incomplete. A complete set of documentation was circulated to enable members to consider all information relating to this item.
7 (b) SOC Secretary's Summary Paper	This report was not available at the time the agenda was printed and circulated as further information was awaited. Members were requested to consider this item, as a matter of urgency.
7 (c) Harrow Council's Report on Statutory Proposal	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.

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

5. **Minutes:**

RESOLVED: That (1) the minutes of the meeting held on 17 January 2006, having been circulated, be taken as read and signed as a correct record, subject to the following amendment:

Attendance list

"Mrs J Howkiss" be amended to read "Mrs J Howkins".

(2) the notes of the informal meeting held on 19 July 2006 be ratified, subject to the following amendment:

Attendance list

"Mrs P Langon" be amended to read "Mrs P Langdon".

6. **Deputations:**

Having been advised that two late requests for deputations, formally submitted in accordance with paragraph 15(b) of the Constitution, had been received, the Committee

RESOLVED: That (1) in accordance with paragraph 15(c) of the Committee's Constitution, the requirement that deputations be given to the Secretary at least five clear working days before the day of the meeting be waived on this occasion, on the grounds of fairness, to enable deputations to be received from Mr Len Halsey, on behalf of the William Ellis Action Group, and Mr Nitesh Gor, on behalf of the I-Foundation;

(2) the deputation from Mr Len Halsey on behalf of the William Ellis Action Group be heard immediately before agenda item 7(c) – Krishna-Avanti Primary School Proposal – Objections;

(3) the deputation from Mr Nitesh Gor on behalf of the I-Foundation be heard immediately before agenda item 7(d) – Krishna-Avanti Primary School Proposal – I-Foundation Response.

[Note: After receiving the deputations, the Committee agreed to extend the time limit for deputations, as specified in paragraph 15(d) of the Constitution, for both deputations, to enable members of the Committee to seek clarification in relation to points raised during the deputations].

(See also Minutes 7(iii) and (iv)).

7. **Krishna-Avanti Primary School Proposal:**
In her introduction to the above item, the Chairman explained that the Committee would be considering the suitability of the proposal on education grounds, and that it was not within the Committee's terms of reference to consider issues relating to planning.

(a) **Statutory Notice and Prescribed Information:**
The Committee considered the report as set out in pages 1 to 88 of the supplemental agenda.

RESOLVED: That the report be noted.

(b) **SOC Secretary's Summary Paper:**
The Committee considered the report as set out in pages 89 to 132 of the supplemental agenda.

RESOLVED: That the report be noted.

(c) **Objections:**
The Committee considered the report as set out in pages 47 to 192 of the main agenda and received a deputation from Mr Len Halsey on behalf of the William Ellis Action Group.

Mr Halsey's deputation included the following points:

- The William Ellis Action Group had queried the validity of the closing date on the Statutory Notice.
- The I-Foundation's consultation process had been flawed and was driven by the funding timetable. Schools did not feel they had a proper opportunity to consult with their communities and make their views known. The consultation had been short.
- The William Ellis Action Group was the only party which had provided a formal objection to the Statutory Notice. Schools had not been able to put forward a proper formal response to the Notice.
- The proposed site was in an area that already had a cluster of existing schools that would suffer if the new school was approved. Some of the existing schools were undersubscribed and the impact on them should not be underestimated.
- The site was currently used by Belmont Football Club and was a valuable community facility for sporting and social use. The Club would lose half of the site if the school was built. Up to 4,000 users of the football ground would be affected.
- The William Ellis Action Group supported the I-Foundation's proposal but did not believe the proposed site was right for the school.

During the time allowed for questions relating to the deputation, Mr Halsey provided the following additional information:

- Belmont Football Club had 220 registered players. The figure of 4,000 people affected by the development of the site had been calculated by adding together the number of people who played and trained on the site, including opposition teams. These figures had been obtained by the William Ellis Action Group following discussions with Belmont Football Club.
- The intention of the William Ellis Action Group was to prevent building on Green Belt land. The Group had not been formalised.
- A high proportion of Hindus attended the cluster of schools in the area.

RESOLVED: To note (1) the report; and

(2) the deputation.

(See also Minute 6).

(d) I-Foundation Response:

The Committee considered the report as set out in pages 193 to 282 of the main agenda and received a deputation from Mr Nitesh Gor on behalf of the I-Foundation.

Mr Gor's deputation included the following points:

- The consultation process had been extended in agreement with the Department for Education and Skills (DfES). The I-Foundation had held a meeting with local schools, at Stag Lane School, on 22 September 2006 as part of the consultation process.
- The Statutory Notice had been advertised in the local press. Two exhibition days run by the I-Foundation had been advertised on Harrow Council's website and had been attended by 40 people on one day and 90 on the other.
- Some objections to the proposal had been received late or had not been sent to the SOC Secretary. Although these were technically invalid the I-Foundation had wished for all objections to be considered by the Committee.
- The I-Foundation had demonstrated a clear parental demand for the proposed school.
- The I-Foundation were in talks with Belmont Football Club and Sport England in relation to the use of the site. If the school were built on the site, the Club would receive numerous benefits including better sports facilities to increase the usability of the site.
- Edgware Ward, and the three surrounding wards of Kenton East, Kenton West and Queensbury, had the four highest Hindu populations in the Borough, ranging from 32% to 43%. The proposed location for the school was ideally situated to be of benefit to the Hindu community.

During the time allowed for questions, Mr Gor provided the following additional information:

- The DfES had been very supportive and recognised the proposal to be a landmark project.
- The redevelopment of the Belmont Football Club site would provide improved pitches so that the land could be used more effectively.
- The I-Foundation had not sent Statutory Notices to local schools as they did not appear on the DfES list which set out the statutory requirements for issuing notices.
- The consultation meeting at Stag Lane School had been held prior to the issuing of the Statutory Notice. Five headteachers attended.
- The I-Foundation had not sent leaflets about the proposed school to local residents.
- Surplus places in local schools were not a relevant issue as the school would be unique and approval was sought on grounds of parental preference.
- The I-Foundation would be willing to reconsider the priorities list for admissions (on pages 13-14 of the supplemental agenda).
- The I-Foundation would be willing to put a time limit of three years on the five places reserved for applications supported by the Faith Partner (page 14 of the supplemental agenda).

RESOLVED: To note (1) the report; and

(2) the deputation.

(See also Minute 6).

(e) Harrow Council Report on Statutory Proposal:

Mr Paul Clark, Director of Children's Services at Harrow Council, introduced the report, which recommended approval of the proposal, and highlighted the following points:

- The Council's report was based on National Government policy.
- The Council was satisfied that the I-Foundation had some experience of running schools.
- The school would satisfy the need for education diversity in the Borough. There was a significant group in the Borough who wished to take part in the faith school being proposed. Pupils coming from outside of Harrow would bring funding into the Borough.
- The school would be a part of the community. The I-Foundation was clear in its wish to work as part of the local community and offer facilities to members of the general public as well as the school's pupils.
- The development of the site would provide Belmont Football Club with an opportunity to improve its facilities.

In response to questions from members of the Committee, Mr Clark provided the following additional information:

- There were already surplus places in the local area. The proposed school, if approved, would have an impact on other schools but it was the business of the Local Education Authority (LEA) to manage this impact effectively. There was a need to address the community's request for a school to meet its needs.
- The Jewish Moriah School provided an example of an existing faith school that had grown over time and had worked well in harmony with the local community.
- There were no plans for Kenmore School to be adopted as a Voluntary Aided School for the Sikh or Hindu faith.
- All schools offered facilities to the community and the I-Foundation would be communicating with the local community to find out what would be appropriate for its needs.

RESOLVED: That (1) the above be noted;

(2) the report as set out in pages 133 to 138 of the supplemental agenda be noted.

(f) Voting and Decision:

The Chairman explained the voting procedure as set out in paragraph 9 of the Constitution.

In response to a query from a member of the Committee, the Legal Advisor to the Committee confirmed that, should the Committee be minded to do so, it could approve the proposal subject to confirmation by the I-Foundation and the LEA that the modifications to the admissions arrangements discussed during the deputation by Mr Nitesh Gor were acceptable. This was subsequently agreed by Mr Clark on behalf of the LEA.

The Committee adjourned to consider their voting in private, taking into account the statutory guidance annexed to the Secretary's report. The meeting resumed and the votes from the groups were received as follows:

Local Education Authority Group – Supported the proposal, subject to the two modifications to the admissions arrangements previously discussed.

Church of England Group – Supported the proposal.

Roman Catholic Church Group – Supported the proposal.

Schools Group – Supported the proposal

HCRE Group – Supported the proposal.

RESOLVED: That (1) the proposal be approved unanimously, subject to the following modifications:

- (i) The priorities list for admissions (on pages 13-14 of the supplemental agenda) be amended to take into consideration new guidance from DfES.
- (ii) A temporary time limit of three years be put on the five places reserved for applications supported by the Faith Partner (page 14 of the supplemental agenda).

(2) the following reasons for the decision be noted:

- (i) A strong case for parental preference had been demonstrated.
- (ii) The location of the school would be ideal for recruiting Hindu children.
- (iii) Belmont Football Club would gain from the association.
- (iv) The agreed modifications to the admissions policy were satisfactory.

(Note: The meeting, having commenced at 7.30 pm, closed at 9.37 pm).

(Signed) COUNCILLOR CHRISTINE BEDNELL
Chairman

DEVELOPMENT
MANAGEMENT
COMMITTEE

REPORT OF DEVELOPMENT MANAGEMENT COMMITTEE

MEETING HELD ON 25 JANUARY 2007

Chairman: * Councillor Marilyn Ashton

Councillors: * Don Billson * Manji Kara
 * Mrinal Choudhury * Narinder Singh Mudhar
 * Keith Ferry * Joyce Nickolay
 * Thaya Idaikkadar

* Denotes Member present

[Note: Councillors Jerry Miles, Paul Osborn, Paul Scott and Bill Stephenson also attended this meeting to speak on the items indicated at Minute 30 below].

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

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

30. 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 Jerry Miles	Planning Application 2/04
Councillor Paul Osborn	Planning Application 2/18
Councillor Paul Scott	Planning Application 5/01
Councillor Bill Stephenson	Planning Application 2/06

31. 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 2/19 – St Joseph's Catholic Primary School, Dobbin Close, Harrow
 Councillor Keith Ferry declared a personal interest in the above application arising from the fact that he was a Local Authority appointed governor of the school. Accordingly, he would remain in the room and take part in the discussion and decision-making on the item.
- (ii) Agenda item 14 – Peterborough and St Margaret's School, Common Road, Stanmore
 Councillor Marilyn Ashton declared a prejudicial interest in the above application arising from the fact that she lived in a road which abutted the school site. Accordingly, she would leave the room and take no part in the discussion or decision-making on the item.

32. Arrangement of Agenda:

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

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
Addendum	This contained information relating to various items on the agenda and was based on information received after the agenda's despatch. It was admitted to the agenda in order to enable Members

to consider all information relevant to the items before them for decision.

- | | | |
|-----|--|---|
| 19. | 4 Latimer Gardens,
Pinner | Member were requested to consider this item, as a matter of urgency, to avoid unnecessary appeal proceedings which could lead to costs being awarded against the Council. |
| 20. | Raw Lasan, 154
Stanmore Hill,
Stanmore | This report was added at the request of a Nominated Member, to provide the Committee with an update on enforcement issues in relation to the site. |

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

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
18. Burlington Park	This item was considered to contain exempt information as defined in Paragraph 5 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

33. **Minutes:**

RESOLVED: That the Chairman be given authority to sign the minutes of the meeting held on 13 December 2006 as a correct record once printed in the Council Bound Volume.

34. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 19 (Part 4B of the Constitution).

35. **Petitions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 16 (Part 4B of the Constitution).

36. **Deputations:**

Having been advised that a late request for a deputation had been formally submitted in accordance with Committee Procedure Rule 17.2 (Part 4B of the Constitution), the Committee

RESOLVED: That, in accordance with Committee Procedure Rule 17.3 (Part 4B of the Constitution), the requirement that deputations be submitted at least two clear working days before the day of the meeting be waived on this occasion, to enable a deputation to be received from Mr David Gottler in relation to agenda item 20 – Raw Lasan, 154 Stanmore Hill, Stanmore.

37. **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.

38. **Representations on Planning Applications:**

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

[Note: Subsequently, item 2/12 was deferred for a Member site visit, and the representation was not received].

39. **Planning Applications Received:**

RESOLVED: That authority be given to the Head of Planning to issue the decision notices in respect of the applications considered, as set out in the schedule attached to these minutes.

40. **Section 247 of the Town and Country Planning Act 1990 Stopping Up of the Highway – Rayners Lane Estate, Scott Crescent:**

The Committee received a report of the Interim Head of Public Realm Infrastructure in this regard.

RESOLVED: That officers be authorised to proceed with the making of the order without further reference to the Development Management Committee as there had been no objections to the proposed order.

41. **Section 247 of the Town and Country Planning Act 1990 Stopping Up of the Highway – Honeybun Community Centre, 1 Andrews Close:**

The Committee received a report of the Interim Head of Public Realm Infrastructure in this regard.

RESOLVED: That (1) officers be authorised to commence the necessary process to stop up the area of highway shown on the plan at Appendix 1 to the report of the Interim Head of Public Infrastructure, in accordance with Sections 247 and 252 of the Town and Country Planning Act 1990 as amended by the Greater London Authority Act 1999;

(2) in the event that objections are made and not withdrawn within the 28 days of publication of the proposed order, the objections be referred to the Mayor of London for determination as to whether or not a public enquiry should be held in accordance with Section 252 of the Act;

(3) if there are no objections to the proposed order, or the Mayor of London decides that a public enquiry is unnecessary, officers be authorised to proceed with the making of the order without further reference to the Portfolio Holder.

42. **Peterborough and St. Margaret's School, Common Road, Stanmore:**

The Committee received a report of the Head of Planning, which included, as an appendix, a Travel Plan which was required by S106 legal agreement to accompany the future grant of planning permission in relation to application P/1049/06/CFU for a single storey nursery unit.

Noting that the report advised that a complete review of the Travel Plan would be undertaken every three years, with an annual monitoring report submitted to the Council's Highways Department, an amendment to the officer recommendation was proposed and it was

RESOLVED: That (1) the Travel Plan be approved;

(2) the period for completion of the Section 106 Agreement be extended by two months from 25 January 2007;

(3) the head of term of the Section 106 Agreement be amended as follows: "The developer shall implement the provisions of the Travel Plan in the manner and at the times provided for therein";

(4) a variation of the original Section 52 Agreement not be necessary;

(5) Members of the Committee be provided with copies of the annual monitoring report.

[Note: The Chairman, Councillor Marilyn Ashton, having declared a prejudicial interest in this item and left the room, the Vice-Chairman, Councillor Joyce Nickolay, took the chair. Upon conclusion of the item, Councillor Marilyn Ashton resumed the chair].

(See also Minute 31).

43. **Enforcement Notices Awaiting Compliance:**

The Committee received a report of the Head of Planning which listed enforcement notices awaiting compliance.

RESOLVED: To note the report.

44. **Member Site Visits:**

RESOLVED: That Member visits to the following sites take place on Saturday 3 February 2007 from 9.30am:

2/05 – 70 Elm Park, Stanmore

2/10 – Units 4/5 Ballards Mews, High Street, Edgware

2/12 – 125 Kingshill Drive, Kenton

2/16 – 46 Gordon Avenue, Stanmore

45. **Burlington Park:**

The Committee received a confidential report of the Director of Legal Services in this regard.

During the discussion on the report some Members of the Committee indicated that they required further information to assist them in determining the matter and it was

RESOLVED: That officers be requested to submit a further report to the Committee providing more information, and site plans, in relation to the current situation and proposed options, including the alternative parking referred to in paragraph 12 of the report of the Director of Legal Services.

46. **4 Latimer Gardens, Pinner:**

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

RESOLVED: That the Council exercise its rights under Section 173A of the Town and Country Planning Act 1990 (as amended) to withdraw an enforcement notice issued by the Council on 19 December 2006 in relation to the installation of replacement uPVC windows to the front (northern) elevation of the dwellinghouse at 4 Latimer Gardens, Pinner.

47. **Raw Lasan, 154 Stanmore Hill, Stanmore:**

The Committee received a report of the Group Manager (Planning and Development) which outlined a number of enforcement matters currently being investigated by the Council in respect of the above.

The Committee also received a deputation from Mr David Gottler, on behalf of a number of residents in the vicinity. Mr Gottler stated that neighbouring properties had experienced unacceptable levels of cooking smells emanating from the premises, which traded as a restaurant. Mr Gottler also expressed concerns in relation to a proposed expansion of the restaurant, and the associated parking problems on neighbouring roads that would result from an increase in customers visiting the premises.

RESOLVED: That the report and deputation be noted.

(Note: The meeting, having commenced at 6.30 pm, closed at 9.48 pm).

(Signed) COUNCILLOR MARILYN ASHTON
Chairman

(3) Councillor Keith Ferry wished to be recorded as having abstained from voting;

(4) the Head of Planning had recommended that the above application be granted].

LIST NO: 2/05 **APPLICATION NO:** P/3075/06/DFU
LOCATION: 70 Elm Park, Stanmore
APPLICANT: Mr M Patel & Miss T Aliehai for Mr M Patel & Miss T Aliehai
PROPOSAL: Single storey side extension, single/first floor/two storey side to rear extension, two storey rear extension
DECISION: DEFERRED for a Member site visit.
(See also Minute 44).

LIST NO: 2/06 **APPLICATION NO:** P/2376/06/DFU
LOCATION: 33 Moat Drive, Harrow
APPLICANT: The Gillett Macleod Partnership for Bharvia Tailor
PROPOSAL: Conversion of dwelling house to two flats together with single storey side to rear extension
DECISION: REFUSED permission for the development described in the application and submitted plans, as amended on the Addendum, for the following reason:
(i) Parking is insufficient for two flats and therefore the development would give rise to conditions prejudicial to highway safety and the freeflow of traffic in Moat Drive.
[Notes: (1) During discussion on the above item, it was moved and seconded that the application be refused for the reason given. Upon being put to a vote, this was carried;
(2) the decision to refuse the application was unanimous;
(3) the Head of Planning had recommended that the above application be granted].

LIST NO: 2/07 **APPLICATION NO:** P/2482/06/DFU
LOCATION: 6 Toorack Road, Harrow
APPLICANT: G M Simister For Dr E Bayar
PROPOSAL: Conversion of dwellinghouse into two self-contained units (a flat and a maisonette); alterations to roof to form end gable and rear dormer
DECISION: GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informatives reported, as amended on the Addendum.

LIST NO: 2/08 **APPLICATION NO:** P/2523/06/CFU
LOCATION: 9 Park View Road, Pinner Hill
APPLICANT: Simpson McHugh for Mr & Mrs Das
PROPOSAL: Part single and part two storey replacement house with basement and accommodation at loft level, alterations to access and parking

DECISION: GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informatives reported, as amended on the Addendum.

LIST NO: 2/09 **APPLICATION NO:** P/2524/06/CCA

LOCATION: 9 Park View Road, Pinner Hill

APPLICANT: Simpson McHugh for Mr & Mrs Das

PROPOSAL: Demolition of existing house (conservation area consent)

DECISION: GRANTED Conservation Area Consent for the works described in the application and submitted plans, subject to the conditions and informatives reported, as amended on the Addendum.

LIST NO: 2/10 **APPLICATION NO:** P/2563/06/DFU

LOCATION: Units 4/5 Ballards Mews, High Street, Edgware

APPLICANT: Mr Mohsen Attaran-Khorasani

PROPOSAL: Change of use from car repair workshop to MOT testing station (Class B4 to sui generis)

DECISION: DEFERRED for a Member site visit.

(See also Minute 44).

LIST NO: 2/11 **APPLICATION NO:** P/2868/06/CFU

LOCATION: Whitefriars First & Middle School, Whitefriars Avenue, Harrow

APPLICANT: Mr Tom Frowde for Mr Allen Gibbons

PROPOSAL: Alteration and extension of school buildings and formation of childrens centre and external free standing canopy to playground (revised)

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

LIST NO: 2/12 **APPLICATION NO:** P/3053/06/DFU

LOCATION: 125 Kingshill Drive, Kenton

APPLICANT: Mr A Modhwadia for Mr Prakash Shah

PROPOSAL: 2 storey side, single storey front, side and rear extensions linking into rear garage

DECISION: DEFERRED for a Member site visit.

(See also Minute 44).

LIST NO: 2/13 **APPLICATION NO:** P/2819/06/CFU

LOCATION: Plot 89 Bentley Grove, 1 Brightwen Grove, Stanmore

APPLICANT: Mr K D'Austin for Mrs Moss

PROPOSAL: Single storey rear extension; conversion of rear part of garage to habitable room with external alterations

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

LIST NO: 2/14 **APPLICATION NO:** P/3174/06/DFU
LOCATION: 11 Temple Mead Close, Stanmore
APPLICANT: David R Yeaman & Associates for Mr D Balaria BTC Ltd
PROPOSAL: Redevelopment to provide one x detached bungalow and one x 2 storey detached house, with parking
DECISION: GRANTED permission for the development described in the application and submitted plans, as amended on the Addendum, subject to the conditions and informatives reported.

LIST NO: 2/15 **APPLICATION NO:** P/3125/06/CFU
LOCATION: 63 Dennis Lane, Stanmore
APPLICANT: S Sharif for Mr & Mrs B Sehgal
PROPOSAL: Formation of basement beneath rear terrace to provide office and recording studio with single storey conservatory over
DECISION: GRANTED permission for the development described in the application and submitted plans, as amended on the Addendum, subject to the conditions and informatives reported.

LIST NO: 2/16 **APPLICATION NO:** P/1597/06/CFU
LOCATION: 46 Gordon Avenue, Stanmore
APPLICANT: AJ Ferryman & Associates for Mr & Mrs C Orman
PROPOSAL: Single and two storey rear extension
DECISION: DEFERRED for a Member site visit.
(See also Minute 44).

LIST NO: 2/17 **APPLICATION NO:** P/3198/06/CFU
LOCATION: Limes Lodge House, Wood Lane, Stanmore
APPLICANT: K Thorne For MR & MRS C Orman
PROPOSAL: Swimming pool in garden with adjacent hardsurfacing
DECISION: GRANTED permission for the development described in the application and submitted plans, as amended on the Addendum, subject to the conditions and informatives reported.

LIST NO: 2/18 **APPLICATION NO:** P/1082/06/COU
LOCATION: 11 Wakehams Hill, Pinner
APPLICANT: Sanders Laing for Mr Santokh Singh Sahota
PROPOSAL: Outline: Demolition of existing house and outbuildings, siting and means of access for three detached houses with double garages and six car parking spaces
DECISION: REFUSED permission for the development described in the application and submitted plans, as amended on the Addendum, for the following reason:
(i) The proposal will give rise to an unacceptable loss of trees, some of which are covered by tree preservation orders, and will be contrary to HUDP policies EP 28 paragraph 3.106 and EP 29, which states that the Council should resist applications for development which would impair the integrity of part of any tree mass or spine.

- (ii) The proposed development, sited on the hilltop on the edge of the Green Belt boundary, would result in an unacceptable visual impact to the detriment of the character and openness of the Green Belt, especially from views within Pinner Park Farm below.

[Notes: (1) During discussion on the above item, it was moved and seconded that the application be refused for the reason given. Upon being put to a vote, this was carried;

(2) Councillors Marilyn Ashton, Don Billson, Manji Kara, Narinder Singh Mudhar and Joyce Nickolay wished to be recorded as having voted for the decision to refuse the application;

(3) the Head of Planning had recommended that the above application be granted].

LIST NO:	2/19	APPLICATION NO:	P/2326/06/CFU
LOCATION:	St Josephs Catholic Primary School, Dobbin Close, Harrow		
APPLICANT:	Johnson and Partners for Mr Phil Sutton		
PROPOSAL:	Erection of new part single, part two storey school building together with additional gate/ access from Kenton Lane		
DECISION:	GRANTED permission for the development described in the application and submitted plans, as amended on the Addendum, subject to the conditions and informatives reported.		
	(See also Minute 31).		

LIST NO:	2/20	APPLICATION NO:	P/2952/06/CFU
LOCATION:	160 Stanmore Hill, Stanmore		
APPLICANT:	D Silverman for Mr & Mrs Byrne		
PROPOSAL:	Single storey side to rear extension		
DECISION:	GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informatives reported.		

LIST NO:	3/01	APPLICATION NO:	P/2812/06/DVA
LOCATION:	Silver Trumpet, 41 - 43 Station Road, Harrow		
APPLICANT:	Mr Bobby Shah		
PROPOSAL:	Variation of Condition 6 of LBH/41623 to extend opening hours of basement bar/night club		
DECISION:	REFUSED permission for the development described in the application and submitted plans, as amended on the Addendum, for the reason and informative reported.		

LIST NO:	3/02	APPLICATION NO:	P/3437/06/CFU
LOCATION:	Clinic, Cecil Park, Pinner		
APPLICANT:	Dennis Granston For Manorgrove Developments Ltd		
PROPOSAL:	Redevelopment to provide three storey detached block of nine self-contained flats; new vehicular accesses and parking from Cecil Park		
DECISION:	WITHDRAWN by the applicant.		

LIST NO: 3/03 **APPLICATION NO:** P/2356/06/DVA
LOCATION: 337 High Road, Harrow
APPLICANT: Jonathan O'Neill for Mark Skinner
PROPOSAL: Variation of Condition Number 4 attached to Planning Application EAST/553/00/FUL (Appeal Ref: App/2768) to extend opening hours to 1100hrs to 2300hrs Sunday - Wednesday 1100hrs to 2400hrs on Thursday and 1100hrs to 0100hrs on Friday and Saturdays
DECISION: REFUSED permission for the development described in the application and submitted plans, as amended on the Addendum, for the reason and informative reported.

SECTION 5 – PRIOR APPROVAL APPLICATIONS

LIST NO: 5/01 **APPLICATION NO:** P/3516/06/CDT
LOCATION: Land next to 374 High Road, Harrow Weald
APPLICANT: PHA Communications Ltd
PROPOSAL: Installation of 12m slim line pole containing three antennas, together with four equipment cabinets (prior approval for siting and appearance)
DECISION: (1) RESOLVED that prior approval of details of siting and appearance be required;
(2) REFUSED prior approval of details of siting and appearance for the reason reported.
[Note: The Committee wished it to be recorded that the decision to refuse the application was unanimous].

LIST NO: 5/02 **APPLICATION NO:** P/3538/06/CDT
LOCATION: 429-433 Pinner Road, North Harrow
APPLICANT: Harlequin Ltd
PROPOSAL: Installation of three replacement cabinets mounted on concrete plinth at ground level, 6 pole mounted replacement antennas, a replacement dish and an additional dish over the roof of plant room (prior approval for siting and appearance)
DECISION: (1) RESOLVED that prior approval of details of siting and appearance be required;
(2) REFUSED prior approval of details of siting and appearance for the reason reported.
[Note: The Committee wished it to be recorded that the decision to refuse the application was unanimous].

AUDIT
COMMITTEE

REPORT OF AUDIT COMMITTEE

MEETING HELD ON 25 JANUARY 2007

Chairman: * Councillor John Cowan

Councillors: * Robert Benson (1) * Nizam Ismail (2)
* Archie Foulds * Stanley Sheinwald

* Denotes Member present
(1) and (2) Denote category of Reserve Members

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

35. **Attendance by Reserve Members:**

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

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Romain Councillor Thaya Idaikkadar	Councillor Robert Benson Councillor Nizam Ismail

36. **Declarations of Interest:**

RESOLVED: That it be noted that there were no declarations of interest by Members in relation to the business transacted at this meeting.

37. **Arrangement of Agenda:**

RESOLVED: That all business be considered with the press and public present with the exception of the following item for the reasons set out below:-

<u>Item</u>	<u>Reason</u>
12. Amber and Green Audit Reports.	The report contained exempt information under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information in relation to the financial or business affairs of any particular person (including the authority holding that information).

38. **Minutes:**

RESOLVED: That the minutes of the meetings held on 12 and 25 September 2006 be deferred to the next meeting of the Committee.

39. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 19 (Part 4B of the Constitution).

40. **Petitions:**

RESOLVED: To note that no petitions were received at the meeting under the provisions of Committee Procedure Rule 16 (Part 4B of the Constitution).

41. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 17 (Part 4B of the Constitution).

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

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

43. **Internal Audit Mid-Year Progress Report 2006-07:**

A report of the Director of Financial and Business Strategy was presented to the Committee which set out the progress made so far against the Internal Audit operational and development plans for 2006/07.

The report reflected the position at the end of November 2006 (period 8) of which 50% of the operational plan had been completed. The officer advised Members that two factors that were prohibiting the completion of the operational plan were the reduction in resources and an unforeseen increase in demand for the Internal Audit Services. It was noted that if the operational plan was not revised it is expected that 70% of the plan would be achieved falling short of the required professional standard (90%). It was noted that the Internal Audit operational plan had to be revised and the areas for auditing prioritised to take into account these factors. Progress against the Internal Audit development plan was however good and on track for full achievement.

Members unanimously shared concerns in relation to the lack of resources and felt that this could leave the Authority exposed to risk.

RESOLVED: That (1) the report be noted; and

(2) the revised projects recommended for withdrawal be agreed.

44. **Use of Resources Report 2006:**

The Committee received a report of the Director of Financial and Business Strategy which presented the Auditors' final report in respect of the Council's "Use of Resources" Scores.

The aim of the scoring formed part of the Comprehensive Performance Assessment. The judgement was based on five themes and the scores were rated from between one (inadequate performance) to four (performing strongly). It was noted that the previous year's deadlines had been met despite resourcing issues.

RESOLVED: The report be noted.

45. **Amber and Green Audit Reports:**

A confidential report of the Director of Financial and Business Strategy was presented which updated Members on the current green and amber internal audit reports. It was noted that new software was being introduced which would be able to identify trends and would also be a good indicator of those areas which were suitable for the review and their associated risks.

RESOLVED: That the report be noted.

(Note: The meeting, having commenced at 7.30 pm, closed at 7.46 pm).

(Signed) COUNCILLOR JOHN COWAN
Chairman

COUNCIL



**MINUTES
of the
EXTRAORDINARY MEETING
of the
COUNCIL
of the
LONDON BOROUGH OF HARROW
held on
MONDAY 29 JANUARY 2007**

Present: **The Worshipful the Mayor (Councillor Mrs Janet Cowan)
The Deputy Mayor (Councillor Jean Lammiman)**

Councillors:

David Ashton
Mrs Marilyn Ashton
Mrs Camilla Bath
Miss Christine A. Bednell
Don Billson
Mrs Lurline Champagne
Mrinal Choudhury
Golam Sobhan Chowdhury
John Cowan
Bob Currie
Anthony Ferrari
Keith Ferry
Archie T. Foulds
Brian E. Gate
David Gawn

Mitzi Green
Susan Hall
Graham Henson
Nizam Ismail
Manji. Kara
Mrs E.M. Kinnear
Ashok Kulkarni
Dhirajlal Lavingia
Barry Macleod-Cullinane
Julia Merison
Salim Miah
Jerry J. Miles
Chris Mote
Narinder Singh Mudhar
John Nickolay

Mrs Joyce Nickolay
Christopher D. Noyce
Paul Osborn
Anjana Patel
David Perry
Raj Ray
Paul Scott
Anthony Seymour
Stanley Sheinwald
Eric Silver
Dinesh Solanki
Bill Stephenson
Mrs Sasikala Suresh
Mark A. Versallion
Jeremy Zeid

94. EXTRAORDINARY COUNCIL:**RESOLVED:**

TO NOTE THAT THIS EXTRAORDINARY COUNCIL MEETING HAS BEEN CONVENED IN ACCORDANCE WITH THE PROVISIONS OF COUNCIL PROCEDURE RULE 3.1, FURTHER TO A REQUEST FROM THE DEPUTY MONITORING OFFICER.

95. COUNCIL MINUTES:**RESOLVED:**

THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 19 OCTOBER 2006, AND OF THE EXTRAORDINARY COUNCIL MEETINGS HELD ON 11 DECEMBER 2006 (2 MEETINGS), BE DEFERRED UNTIL THE NEXT ORDINARY MEETING.

96. DECLARATIONS OF INTEREST:

It was noted that there were no declarations of interests made by Members in relation to the business to be transacted at this Extraordinary Council meeting.

97. APPOINTMENT OF CHIEF EXECUTIVE:

Further to a meeting of the Chief Officers' Employment Panel on 12 January 2007, the Council received at Item 4 on the Summons a report of the Director of People, Performance and Policy, which recommended the appointment of Mr Michael Lockwood, Chief Executive of Elmbridge Borough Council, to the post of Chief Executive of the London Borough of Harrow.

The appointment was agreed.

RESOLVED:

THAT THE APPOINTMENT OF MICHAEL LOCKWOOD TO THE SUBSTANTIVE POST OF CHIEF EXECUTIVE OF THE LONDON BOROUGH OF HARROW BE CONFIRMED.

(**CLOSE OF MEETING:** All business having been completed, the Mayor declared the meeting closed at 7.03 pm).

OVERVIEW AND
SCRUTINY
COMMITTEE

REPORT OF OVERVIEW AND SCRUTINY COMMITTEE

MEETING HELD ON 29 JANUARY 2007

Chairman: * Councillor Jean Lammiman

Councillors: * Ms Nana Asante (1) * Jerry Miles
 * B E Gate * Christopher Noyce
 * Mitzi Green Richard Romain
 * Salim Miah * Anthony Seymour
 * Mrs Myra Michael * Mark Versallion

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

[Note: Councillor David Ashton, Portfolio Holder for Finance and Business Matters, attended this meeting to speak on the items indicated at Minutes 90, 93 and 94 below. Councillor Anjana Patel, Portfolio Holder for Community Development, attended this meeting to speak on the items indicated at Minutes 91 and 92 below. Councillor Christine Bednell, Portfolio Holder for Lifelong Learning and Cultural Services and Issues facing Older People attended this meeting to speak on the items indicated at Minutes 95 and 96 below].

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

RESOLVED: To note that the following duly appointed Reserve Member would be attending this meeting:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Mrs Rekha Shah	Councillor Ms Nana Asante

[Note: Councillor Ms Nana Asante arrived after the commencement of the meeting and during the discussion on item 10a on the agenda, Strategy for People, and the related item 10b, Level 4 – Equality Standard for Local Government. Accordingly, she did not take part in the discussion and decisions relating to these matters].

85. Declarations of Interest:

RESOLVED: To note that the following interests were declared:

- (i) Agenda Item 11 - Harrow Arts Centre and Museum
 Councillor Jean Lammiman declared a personal interest in that she had been a Council-appointed observer of Arts Culture Harrow (ACH). She would remain in the room whilst the matter was considered and voted upon.
- (ii) Agenda Item 9 – Revenue Budget and Capital Programme 2007/08
 Councillor Jean Lammiman declared a personal interest in that she was a Council appointed member of Harrow Young Musicians Board and its patron. Councillor B E Gate declared a personal interest in that he was a patron of Harrow Young Musicians. Councillor Christine Bednell, who was not a Member of this Committee, declared a personal interest in that she was a patron of Harrow Young Musicians. They would remain in the room whilst the matter was considered and voted upon.

86. Arrangement of Agenda:

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

[Note: The order of business on the agenda was varied. The minutes, except for the formal items on the agenda, are recorded in the order items on the agenda were considered].

87. **Minutes:**

RESOLVED: That (1) the minutes of the ordinary meeting held on 10 October 2006 be taken as read and signed as a correct record;

(2) the minutes of the Special meeting held on 14 November, the ordinary meeting on 21 November and the Special meeting on 11 December 2006 be agreed as correct records and the Chairman be authorised to sign them when printed in the Council Bound Minute Volume.

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

RESOLVED: To note that no public questions were put, or petitions or deputations received at this meeting under the provisions of Overview and Scrutiny Committee Procedure Rules 8, 9 and 10 (Part 4E of the Constitution) respectively.

89. **References from Council/Cabinet:**

RESOLVED: To note that no references were received.

90. **Strategy for People:**

The Chairman welcomed the Portfolio Holder for Finance and Business Matters to the meeting for this item.

The Director of People, Performance and Policy drew Members' attention to the report circulated with the agenda and made a presentation on the Strategy for People 2006/09, which built on and replaced the Strategy for 2004/08, incorporating the new priorities and cultural values of the new administration. The revised Strategy had been developed in consultation with the Council's Partners.

The Director, in his presentation on the Strategy for People 2006/09 and in response to questions from Members, made the following key points:-

- the aim of the revised Strategy was to ensure that the Council's workforce was 'fit for purpose' with the capacity and the capability to deliver high quality services;
- the lessons learnt from the Middle Management Review (MMR) process would underpin future reviews;
- the revised Strategy addressed a number of equalities issues and that organisational reviews/selection processes would ensure that equalities issues were taken into consideration. Employment packages offered to staff, some of which had cost implications, would be reviewed over time and when the Council's financial position was less challenging. The intention was to introduce and promote flexible benefits packages.

The Portfolio Holder for Finance and Business Matters also responded to questions from Members as follows:-

- the Chief Executive designate had been briefed on the proposed reviews;
- the top structure review would be completed in a timely fashion;
- Individual Performance Appraisal and Development (IPAD) ought to apply across the Council, including Councillors. Group Leaders had been through the process;
- organisational reviews were necessary, reviews would be expedited and conducted harmoniously.

RESOLVED: That (1) the presentation and the revised Strategy for People 2006/09 be received and noted;

(2) a report on the outcomes of the organisational reviews be submitted to the Overview and Scrutiny Committee in July 2007;

(3) the Portfolio Holder for Finance and Business Matters be invited to attend the July 2007 meeting.

(See also Minute 84).

91. **Level 4 - Equality Standard for Local Government:**

The Chairman welcomed the Portfolio Holder for Community Development to the meeting for this item.

The Director of People, Performance and Policy introduced the report, which set out the progress made in mainstreaming equalities into service delivery and employment. He identified the five levels of measure and reported that Harrow had achieved Level 3 of the Equality Standard and was committed to achieving Level 4 by the end of 2006/07. It was intended to achieve Level 5 by the end of 2008.

The Director stated that Harrow's performance on achieving the various levels was good when compared with other London boroughs. He identified the requirements to achieve Level 4, which required each borough to assess itself. External verification was not required at Level 4.

The Portfolio Holder for Community Development and the Director of People, Performance and Policy suggested that the Overview and Scrutiny Committee review the Level 4 self-assessment. They acknowledged that in light of the demography of Harrow, it was important and essential that Level 5 was achieved quickly. Harrow would share best practice with Newham which was one of the three London boroughs that had achieved Level 5. Tower Hamlets and Lewisham had also achieved Level 5. It was noted that the Portfolio Holder for Community Development was a Lead Equalities Member on the London Councils.

RESOLVED: That (1) the Council's process for assessment against Level 4 of the Equality Standard be noted;

(2) a progress report be submitted to the Overview and Scrutiny Committee in July 2007 and the Portfolio Holder for Community Development be invited to the meeting.

(See also Minute 84).

92. **Community Engagement:**

The Chairman welcomed the Portfolio Holder for Community Development to the meeting for this item.

The Portfolio Holder for Community Development reported that engagement with the community was important and essential in order to allow the Council to respond to the needs and requirements of Harrow's diverse community. She stated that the Council had set up a Community Cohesion Management Group, led by the Director of Lifelong Learning and Community Development, under the auspices of the Harrow Strategic Partnership. In addition, the Council also engaged with various community groups scattered around the Borough.

In response to questions from Members, the Portfolio Holder for Community Development and officers stated that:-

- Various initiatives – such as the extended schools/cluster programme, Black History Month, Under One Sky, celebration of various festivals - had been established in order to bring Harrow's communities together;
- Some targets, such as increasing the number of people in surveys which the government had negotiated upwards, were difficult to meet but the Best Value Performance Indicators (BVPI) had been positive;
- Whilst monocultural communities did not affect the survey results, various initiatives, such as the Citizen's Panel, had been established to ensure involvement of a broader distribution of people;
- Work was being done to engage with 'hard to reach' groups;
- The needs of economic migrants, mainly from eastern Europe, would be addressed by ensuring that they had full access to services rather than through measures to ensure integration;
- Much of the Council's approach to these issues would be encapsulated in the Community Development Strategy, which was currently being developed.

Some Members commented on the beacons of excellence, such as the Rayners Lane Estate, where communities had integrated harmoniously. They acknowledged that the

needs of economic migrants were distinct to those communities that had settled in Harrow. Members highlighted the need to integrate the Somali and Tamil communities.

RESOLVED: That (1) the discussion, as set out in the preamble above, be noted;

(2) officers follow up on the need to integrate and establish some of the communities which had settled in Harrow.

[Note: The title of this item was amended at the meeting].

93. **Fair Trade:**

Members considered a report of the Executive Director (Urban Living), which set out the progress made on Fair Trade since the matter was last reported to the Committee, following a cross-party motion to Council.

In response to questions from Members, the officer outlined the events that had been held with a view to encouraging staff to purchase Fair Trade products. The Fair Trade Steering Group was looking at ways in which to incentivise staff, hair dressing salons and cafeterias to buy fair trade products. Fair Trade products were expensive and in view of the Council's challenging financial situation, some initiatives had to be curtailed.

A Member asked if, given the Council's challenging financial situation, Fair Trade would be promoted as a concept. In response, the Portfolio Holder for Finance and Business Matters stated that the Council could act as a conduit to its Members, officers and local residents in this regard. He could not support its promotion in financial terms. The Director of Financial and Business Strategy added that the Council would need to develop a coherent strategy to provide encouragement to its partners to buy Fair Trade products. Another Member commented that some of the aims set out in the officer report would not require expenditure and that the Council should promote the concept through its website. Some communities had expressed disappointment at the lack of leadership shown by the Council on this matter.

The Committee was informed that members of the Fair Trade Steering Group had been tasked with various initiatives with a view to encouraging participation. Sponsorship money might be available from some of the major retail firms to promote the concept and the Steering Group would explore this further.

Members felt that the Steering Group appeared to have lost momentum and it was

RESOLVED: That (1) the Chairman of the Fair Trade Steering Group be invited to the next meeting of the Committee scheduled to be held on 27 March 2007, to respond to the concerns expressed by Members on the lack of progress since the motion to Council was passed;

(2) a report outlining a strategic approach to the delivery of the motion on Fair Trade be submitted to the Committee;

(3) the Portfolio Holder for Finance and Business Matters provide leadership on the concept.

94. **Revenue Budget and Capital Programme 2007/08:**

The Chairman welcomed the attendance of the Portfolio Holder for Finance and Business Matters for this item.

The Committee received a presentation from the Director of Financial and Business Strategy on the Council's budget proposals for 2007/08 to 2009/10. The Director circulated details of her presentation and corrected a typographical error. She summarised the activities taking place in the budget process, which would culminate in a report to the Cabinet meeting scheduled to be held on 15 February 2007 and the Council meeting on 22 February 2007, which would set the Council Tax for 2007/08.

The Committee also received a report of the Director of People, Performance and Policy, which set out the report of the scrutiny Budget Challenge Panel held on 18 December 2006. The Chairman of the Budget Challenge Panel introduced the findings of the Panel and thanked all those involved, including the Portfolio Holders, for their participation in the process. He asked officers to ensure that the scopes for future Challenge Panels were circulated to all parties involved in the process.

The Portfolio Holder for Finance and Business Matters welcomed the recommendations of the Budget Challenge Panel. He could not support some of the comments made in the findings of the Budget Challenge Panel in relation to Council

Tax and stated that the administration would not deviate from its Medium Term Budget Strategy (MTBS).

The Portfolio Holder commented on the methodology and the processes as follows:-

- Scrutiny should subsume the role of the Budget Review Working Group;
- In order to add value to the budget process, scrutiny should get involved in the challenging process in September; otherwise it would merely provide a 'health' check in the budget;
- Scrutiny should not play an adversarial role and that both scrutiny and the Executive should work together with scrutiny acting as a 'check and balance' on the Executive;
- There was a noticeable lack of matters being referred to scrutiny from the Executive;
- The outcome of the negotiations between North West London Chief Executives on Shared Services would be reported to the Overview and Scrutiny Committee;
- The cost of redundancies as a result of organisational review(s) had been built in the budget;
- He did not anticipate industrial action;
- The budget would not contain any unallocated savings.

The Portfolio Holder identified additional pressures on the budget and stated that the report to the February 2007 meeting of the Cabinet would set out the changes since the Cabinet last considered the matter in December 2006.

The Chairman thanked the Director of Financial and Business Strategy and the Portfolio Holder for their contributions. She stated that scrutiny would explore its relationship with the Executive.

RESOLVED: That (1) the presentation be received and noted;

(2) the report of the Budget Challenge Panel be noted and its findings and recommendations be agreed;

(3) the report be referred to the 15 February 2006 meeting of the Cabinet for consideration, as part of the budget meeting process;

(4) the budget process be included in the Scrutiny Work Programme for July 2007 and subsequent years.

(See also Minute 85 (ii)).

95.

Harrow Arts Centre and Museum:

The Chairman welcomed the Portfolio Holder for Lifelong Learning, Cultural Services and Issues Facing Older People for this item.

The Portfolio Holder for Lifelong Learning, Cultural Services and Issues Facing Older People commended the Director of Lifelong Learning and Cultural Services and his staff for the work undertaken since the closure of Arts Culture Harrow (ACH). She summarised the events that led to the closure of ACH, as outlined in the officer report circulated with the agenda. The Portfolio Holder stated that:-

- The Council was unlikely to receive back the sum of £103k paid to ACH;
- The Council had had no management responsibility of ACH but the premises previously occupied by ACH were owned by the Council and had been secured;
- It was important to ensure that the Council did not inherit any of the liabilities of ACH;
- Arts provision was vital to Harrow and the Museum and the Arts Centre would be reopened initially for a period of three months;

- It was intended to run the premises effectively on a reduced budget and staffing levels and that it was crucial that the Council brought some stability to their operation.

The Portfolio Holder thanked volunteers who had assisted in this matter.

In response to questions from Members, the Portfolio Holder and the Director of Lifelong Learning and Cultural Services stated that:-

- The Council would operate the premises in its current form until a plan was developed on its future;
- The Council had leased the buildings to ACH;
- The majority of London boroughs managed their own arts provision;
- The Council had negotiated the purchase of ACH's assets from the Director's budget, at less than half the asking price.

Following a discussion on the merits of a Challenge Panel to investigate ACH's operation and the monitoring role of the Council, including the calibre of the information that would be available to the Challenge Panel, it was

RESOLVED: That (1) a Challenge Panel be set up to:-

- (i) ascertain the effectiveness of the Service Level Agreement between the Council and ACH;
- (ii) look at the perception of local residents who held the view that ACH was run by the Council;
- (iii) ensure accountability and look at the relationship between the Council and the voluntary sector;

(2) the Challenge Panel be chaired by Councillor Ms Nana Asante and that the following Members serve on the Panel: Councillors Salim Miah, Jerry Miles, Christopher Noyce, Paul Scott, Anthony Seymour and Mark Versallion;

(3) the Director of Lifelong Learning and Cultural Services and the Portfolio Holder for Lifelong Learning, Cultural Services and Issues Facing Older People be invited to the meeting(s) of the Challenge Panel;

(4) the Director of Lifelong Learning and Cultural Services ascertain if ACH's liquidators would place a disclaimer on the lease;

(5) the Director of Lifelong Learning and Cultural Services, his staff and volunteers be congratulated on the work undertaken to ensure that the Museum and Arts Centre were reopened within a short time.

(See also Minute 85 (i)).

96. **Harrow Teachers' Centre:**

The Director of Lifelong Learning and Cultural Services introduced the report, which described the current budget position of Harrow Teachers' Centre and the plans to realign its management and budgets by April 2007.

The Director stated that:-

- The predicted overspend of £115k in 2006/07 would be contained within his department, thereby putting no additional pressure on the Council's overall budget;
- Discussions were taking place with a view to transferring the management of the Teachers' Centre to the Children's Services Department. He reported on the rationale behind this proposal and identified the conditions placed by the recipient department with regard to the limited transfer of existing staff and budget deficits;
- As part of the Council's inclusion strategy, new provision for young people at risk of school exclusion would be developed at the Teachers' Centre;

- The Teachers' Centre was obliged to charge all users for the hire of its rooms and was at a considerable disadvantage as rooms at the Civic Centre could be booked free of charge for internal users.

RESOLVED: That (1) the actions proposed to improve the financial position of Harrow Teachers' Centre be noted;

(2) in the event that Harrow Teachers' Centre was transferred to the Children's Services Department, the Children and Young People Scrutiny Sub-Committee be the body responsible for overseeing its future;

(3) the proposed changes to the access arrangements and the proposals to rationalise the accommodation at Harrow Teachers' Centre be submitted to the Children and Young People Scrutiny Sub-Committee.

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

In accordance with the provisions of Overview and Scrutiny Procedure Rule 6.6(ii)(b), it was

RESOLVED: At 9.55 pm to continue until 10.15 pm.

(Note: The meeting, having commenced at 7.30 pm, closed at 10.11 pm).

(Signed) COUNCILLOR JEAN LAMMIMAN
Chairman

SCRUTINY
SUB-COMMITTEES

CALL-IN SUB COMMITTEE

8 JANUARY 2007

Chairman: * Councillor Anthony Seymour

Councillors: * B E Gate * Jean Lammiman
 * Mitzi Green * Jeremy Zeid (1)

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

[Note: Councillors Ms Nana Asante, Marilyn Ashton, Christine Bednell, Margaret Davine, Navin Shah, Eric Silver and Bill Stephenson also attended this meeting in a participatory role].

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

15. **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 Mark Versallion	Councillor Jeremy Zeid

16. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
5. Call-in of the Decision of the Cabinet Meeting on 14 December 2006: Key Decision - Outcome of Statutory Consultations on Three Particular Community Care Services (Decision relating to Wiseworks)	Councillor Ms Nana Asante	The Member, who was not a Member of the Sub-Committee, declared a personal interest arising from her involvement with A Connexion which had been involved with the Independent Steering Group campaigning for Wiseworks. The Member would remain in the room and take part in the discussion on this item.
5. Call-in of the Decision of the Cabinet Meeting on 14 December 2006: Key Decision - Outcome of Statutory Consultations on Three Particular Community Care Services (Decision Relating Home Care Charges)	Councillor Miss Christine Bednell Councillor Anthony Seymour	The Member, who was not a Member of the Sub-Committee, declared an historical personal interest arising from a relative having been in receipt of social service payments which ceased in 2005. The Member would remain in the room and take part in the discussion and decision-making on this item. The Member declared an historical personal interest arising from a relative having been in receipt of Home Care Service, which had ceased in 2004. The Member would remain in the room and take part in the discussion and decision-making on this item.

17. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the meeting be called with less than 5 clear working days' notice by virtue of the special circumstances and grounds for urgency stated below:-

Special Circumstances/Grounds for Urgency: Under Overview and Scrutiny Procedure Rule 22, a meeting of the Call-in Sub-Committee must be held within 7 clear working days of the receipt of a request for call-in. This meeting therefore had to be arranged at short notice and it was not possible for the agenda to be published 5 clear working days prior to the meeting.

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

<u>Item</u>	<u>Reason</u>
6. Land at Gayton Road	The report contained exempt information under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information in relation to the financial or business affairs of a particular person (including the authority holding that information).

18. **Minutes:**

RESOLVED: That (1) the minutes of the meeting held on 22 August 2006 be taken as read and signed as a correct record; and

(2) the minutes of the meeting held on 17 October 2006 be deferred until printed in the Council Bound Minute Volume.

19. **Call-in of the Decision of the Cabinet Meeting on 14 December 2006: Key Decision - Outcome of Statutory Consultations on Three Particular Community Care Services**

(a) Decision relating to Home Care Charges:
At its meeting on 14 December 2006, the Cabinet had received a report of the Director of Adult Community Care, which summarised the feedback from public consultation on the proposed merger of Anmer Lodge and Milmans Day Centres, changes to Home Care charges, the re-provision of services currently provided by Wiseworks and Direct Payments.

In relation to Home Care charges, Cabinet had resolved to reduce the level of subsidy, increase the hourly rate and increase the new level cap to £250. A call-in notice was subsequently received, calling in the decision and this decision had therefore been referred to the Call-in Sub-Committee for consideration under the call-in procedure. The decision had been called in on the grounds that the action was not proportionate to the desired outcome.

The Sub-Committee received the Cabinet report of 14 December 2006, the relevant extract from the Cabinet minutes, and the Call-in notice.

Responding to the issues raised in the call-in notice, the Portfolio Holder for Adult Community Care Services and Issues Facing People with Special Needs made the following points:-

- The decision was made to make financial savings but in the context of every other department within the Council.
- The alternative was to reduce the service dramatically as opposed to increasing the charges for those that could afford it.
- Every user would be individually assessed. If they refused the assessment then they would be supplied with a list of locally approved and registered service providers. Those assessed would pay only if they had sufficient funds.
- The Authority had a statutory duty to respond to eligible needs.
- The decision was not disproportionate.

A Member representing the signatories to the Call-in notice commented as follows:-

- The reduction of the home care subsidy hourly rate should have been made in steady increments and was unbalanced against the most vulnerable.
- Although other boroughs' rates were higher, the fee could have been recouped by renegotiating contracts.
- The hourly increase would affect service users and damage the service.
- The new cap level of £250 for the maximum assessed was not sustainable.
- Users of the service would be forced to use up their savings and either reduce their take up of their service or withdraw from it, thereby placing them at risk.
- Once users had used up an element of their savings, the Authority would have to subsidise their care package, which was considered to be a false economy.
- The decision needed to be reconsidered.
- How many service users had savings of £21,000 and what system users would use to notify the department that their funds had depleted to £21,000?

The Director of Adult Community Care Services responded as follows:-

- Assessments had not yet been carried out due to the call-in received;.
- The number of services users with levels of savings of £21,000 would be provided, once assessments had been carried out.
- It was the responsibility of service users and domiciliary care workers to notify the department within a period of three months, that the service user's savings had diminished to £21,000. Procedures were in place and would be reviewed with a view to changing the notification period to six months.
- The new level of cap was in line with performance indicators.

Members of the Sub-Committee, having considered all the evidence, summarised their views relating to the grounds for call-in. Based on the written and oral submissions, and having been put to a vote, it was;

RESOLVED: That the grounds for the call-in be rejected and the decision of the Cabinet on 14 December 2006 to the proposed changes to Home Care Charges be implemented.

(b) Decision relating to the Proposed Re-provision of Services Currently at Wiseworks:

In relation to the re-provision of services currently provided by Wiseworks, Cabinet had resolved to merge the services of Wiseworks and the Bridge Day Centre, and to relocate them to the Bridge. A call-in notice had subsequently been received, calling in the decision and the decision had therefore been referred to the Call-In Sub-Committee for consideration under the call-in procedure.

The decision in relation to Wiseworks had been called in on the following grounds:

- inadequate consultation with stakeholders prior to the decision;
- the absence of adequate evidence on which to base a decision;
- the action was not proportionate to the desired outcome;
- potential Human Rights Challenge.

The Sub-Committee received the report to Cabinet, documents setting out the Cabinet's Code of Practice on Consultation, a response by Ann Freeman, co-ordinator of Harrow Rethink to the Cabinet report of 14 December 2006, an extract of the commissioning framework, the relevant extract from the Cabinet minutes, and the Call-in notice.

At the meeting, Maurice Hoffman, Chair of the Patient and Public Involvement Forum for the Central and North West London (CNWL) Mental Health Trust, together with Ann Freeman were given 10 minutes to make a statement. In reading out their statements, the following points were made.

- The consultation was flawed:
 - Whilst no decision had been made of the future of Wiseworks at Cabinet on 14 December 2006, the consultation did not offer the continuation of Wiseworks as an option.
 - The consultation did not follow the locally agreed Harrow Compact and the Government's Cabinet Offices Code of Practice on Consultation.
- Information had been requested from Councilor Janet Mote by the Forum, the information had not been provided.
- Any changes in service offered to CNWL would impact the users, their carers and also Harrow's Adult Mental Health Services provided by CNWL.
- The Council had failed to honour its duty of care.
- Consultation had not taken place with users of the Bridge Day Centre.
- Inaccurate information such as key facts and figures supplied at Appendix 1 to the Cabinet report of 14 December 2006 had been published on the Council's website
- Wiseworks appeared on the Cabinet supplemental agenda a few days prior to the meeting, which had made it difficult to prepare a deputation within the deadline specified.

In response, the Portfolio Holder for Adult Community Care Services and Issues facing People with Special Needs made the following points:

- In relation to the call-in on the grounds of inadequate consultation:
 - Full formal consultation had been undertaken.
 - The Government's Cabinet Offices Code of Practice on Consultation guidance was followed on consultation.
 - Cabinet had made an additional recommendation "alternative arrangements put forward by MIND in Harrow/Harrow User Group and Harrow Rethink be considered for future services should resources become available to expand the services beyond the core statutory functions of the local authority" which endorsed feedback and proposals suggested by MIND and Rethink.
 - The consultation followed the locally agreed Harrow Compact and the Government's Cabinet Offices Code of Practice on Consultation with service users, which was not mandatory.
 - The complaint regarding a breach of the locally agreed Harrow Compact on consultation with the voluntary sector, which was being addressed through the Harrow Strategic Partnership (HSP) was not upheld.
- In relation to the call-in on grounds of the absence of adequate evidence on which to base a decision:
 - An apology had been made to Ms Freeman for the late report to Cabinet.
 - All Members of Council had access to all the relevant papers including all consultation feedback. In addition, the officer had fully reported the position to Cabinet prior to any discussions on Wiseworks.
 - The report was factually accurate and not flawed.

- In relation to the call-in on the grounds that the action was not proportionate to the desired outcome:
 - The decision meant that the existing users of Wiseworks would receive a comparable building based service at the Bridge Day Centre.
- In relation to the call-in on the grounds of a potential Human Rights Challenge:
 - The European Court of Human Rights indicated that the Authority was entitled to make policy decisions which were proportionate.
 - Nevertheless, in addressing those concerns each service user would have their needs individually assessed to take into account their human rights.

A Member representing the signatories to the Call-in notice made a statement about the re-provision of Wiseworks and expressed the following concerns:

- On inadequate consultation with stakeholders prior to the decision:
 - There had not been a satisfactory level of consultation and scrutiny, and the impact had not therefore been properly considered.
 - The consultation did not meet the Government's Cabinet Code of Practice and was therefore flawed.
 - Users of the Bridge Day Centre had not been consulted.
 - There were misleading and inaccurate statements in the report to Cabinet on 14 December 2006 and the cost benefit analysis had not been included.
 - The report to Cabinet stated that respondents "did not fully understand the proposals", this was misleading as any details of the re-provided services had not been made available at the public meetings, or at any other time.
 - If the consultation had not been understood and feedback disregarded, the consultation was not meaningful.
 - There should have been a greater lead-in time for consultation to allow stakeholders to contribute towards the consultation processes.
- On the absence of adequate evidence on which to base a decision:
 - The Cabinet report did not include responses which highlighted factual inaccuracies.
 - Members had not been fully informed of the services provided by Wiseworks.
- On the action not being proportionate to the desired outcome:
 - The re-provision of Wiseworks was identified solely to make short-term savings.
 - No consideration had been taken of the loss of service to those vulnerable users.
- On a potential Human Rights Challenge:
 - The decision would have a negative impact on users and carers, and constituted a breach of human rights.

In response, the Director of Adult Community Care made the following comments:

- At least two public meetings had been held and the notes could be provided to Members, with the exception of information relating to staffing issues, which was confidential.
- The Commission for Social Care Inspectorate (CSCI) supplied the figures referred to in the Cabinet report of 14 December 2006. The information was placed in the public domain by them and it was not within Authorities remit to change or justify. CSCI were an independent regulatory body.
- The re-provision of services had to be based on individual needs, which would be individually assessed annually.
- In 2006/07 savings of £200,000 had been identified with Wiseworks. Due to severe financial pressure of the Primary Care Trust, their funding towards Wiseworks was under consideration.

Members of the Sub-Committee, having considered all the evidence, summarised their views relating to the grounds for call-in. Based on the written and oral submissions, there were concerns in relation to the validity of some of the evidence provided prior to the decision being made.

RESOLVED: That the Call-in of this decision be upheld on the grounds of the absence of adequate evidence on which to base a decision, and that the decision be referred back to Cabinet for re-consideration.

20. **Call-in of the Decision of the Cabinet Meeting held on 14 December 2006: Key Decision - Land at Gayton Road:**

At its meeting on 14 December 2006, the Cabinet had received a confidential report of the Director of Planning Services, which outlined proposals for a development at Gayton Road.

Cabinet had resolved, in principle, to dispose of the land at Gayton Road to Fairview Homes in order to facilitate the provision of a library/performing arts exhibition centre and replacement car park and that officers be authorised to negotiate terms. A call-in notice was subsequently received, calling in the decision and this decision had therefore been referred to the Call-In Sub-Committee for consideration under the call-in procedure.

The Decision had been called in on the following grounds:-

- inadequate consultation with stakeholders prior to the decision;
- the absence of adequate evidence on which to base a decision; and
- insufficient consideration of financial and legal advice.

The Portfolio Holder for Planning, Development and Enterprise made the following statement in relation to the various grounds for call-in.

- Inadequate consultation:
 - The site had been identified for redevelopment and discussed at the Town Centre Project Panel and Harrow Town Centre Project Panel (HTCPP).
 - A feasibility study had been approved at the HTCPP in July 2004, which in principle was aimed at meeting identified development needs as set out in cultural and leisure strategies.
 - The developers needed to know that the Authority was serious about the development before they were prepared to put more resources into developing their proposals.
- The absence of adequate evidence on which to base a decision:
 - The feasibility study was the initial stage of the project.
 - The feasibility study had been completed and it had been confirmed that the development would significantly improve the town centre and cultural provision which would benefit the Borough as a whole.
- Insufficient consideration of financial and legal advice:
 - The advice presented by Cabinet included a detailed report from well-known reputable consultants.

- The report had been cleared by the Monitoring Officer and the Chief Financial Officer.

Members representing the signatories to the Call-in notice expressed the following points.

- Inadequate consultation with stakeholders prior to the decision:
 - The grounds for consultation were flawed.
 - The HTCPCP had had no opportunity to give their views.
 - The HTCPCP meeting on 12 December 2006 had been cancelled due to lack of substantive business. The proposed development was significant and this meeting would have been the ideal opportunity to discuss this matter.
 - The local development framework should have been considered at the HTCPCP first.
 - The Authority had not considered the significant revenue costs.
 - The scope of the project had not been thought through carefully and could result in a legal challenge.

The Director of Planning Services referred Members to the report and advised as follows.

- In relation to the library and car park, negotiations between the developer and the Authority would need to consider an agreed specification and final costs.
- Revenue costs associated with a business plan would need to be considered by officers.
- Subject to the Cabinet's approval, a Development Agreement plan would be drawn up and reported back in due course. The timescale for this was six months.
- Consultation at the stage of planning application would be widespread.

Members of the Sub-Committee, having considered all the evidence, summarised their views relating to the grounds for call-in. Based on the written and oral submissions, the Sub-Committee

RESOLVED: That the grounds for the call-in be rejected and the decision of the Cabinet on 14 December 2006 to the proposed redevelopment of land at Gayton Road be implemented.

21.

Extension of Meeting:

In accordance with the provisions of Overview and Scrutiny Procedure Rule 6.6(ii)(b), it was

RESOLVED: (1) At 9.55 pm to continue until 10.30 pm;

(2) at 10.25 pm to continue until 11.00 pm;

(3) at 10.59 pm to continue until 11.15 pm;

(4) at 11.14 pm to continue until 11.20 pm;

(5) at 11.19 pm to continue until 11.30 pm.

(Note: The meeting having commenced at 8.00 pm, closed at 11.25 pm)

(Signed) COUNCILLOR ANTHONY SEYMOUR
Chairman

**CHILDREN AND YOUNG PEOPLE SCRUTINY
SUB-COMMITTEE (SPECIAL)**
9 JANUARY 2007

Chairman:	* Councillor Mark Versallion	
Councillors:	G Chowdhury	* Narinder Singh Mudhar
	* B E Gate	* Joyce Nickolay (5)
	* Mitzi Green	* David Perry
	* Jean Lammiman	* Dinesh Solanki
	* Julia Merison	Jeremy Zeid
Voting Co-opted:	(Voluntary Aided)	(Parent Governors)
	Mrs J Rammelt	* Mr R Chauhan
	Reverend P Reece	* Mrs D Speel

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

[Note: Councillors Janet Mote and Paul Osborn attended this meeting to speak on the item indicated at Minute 37 below].

RECOMMENDATIONS - NIL
PART II - MINUTES
31. 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 Yogesh Teli	Councillor Joyce Nickolay

32. Declarations of Interest:

RESOLVED: To note that the following interests were declared:

<u>Member</u>	<u>Nature of Interest</u>
Councillor B E Gate	The Member declared a personal interest in that his wife was a nursing practitioner dealing with patients who were school children. The Member would remain in the room and take part in the discussion and decision-making on this item.
Councillor Mitzi Green	The Member declared a personal interest in that her son, who was no longer classed as a young person, had been diagnosed with Asperger's Syndrome. The Member would remain in the room and take part in the discussion and decision-making on this item.
Councillor Jean Lammiman	The Member declared a personal interest in that her son, who was no longer a young person, had Special Needs and was in receipt of a grant. The Member would remain in the room and take part in the decision – making on the items of the agenda.
Councillor Julia Merison	The Member declared a personal interest in that she had a nephew with Special Educational Needs. The Member would remain in the room and take part in the decision – making on the items of the agenda.
Councillor Dinesh Solanki	The Member declared a personal interest in that he had a visually impaired daughter attending a Middle School in Harrow. The Member would remain in the room and take part in the discussion

and decision-making on this item.

Mrs D Speel

The Member declared a personal interest in that a member of her family was on the SEN list. The Member would remain in the room and take part in the discussion and decision-making on this item.

33. **Arrangement of Agenda:**

RESOLVED: That (1) all items be considered with the press and public present;

(2) Agenda Item 8 – Final Report of the Challenge Panel on School Nursing, be considered before Agenda Item 7 – Question and Answer Session with the Portfolio Holders.

34. **Minutes:**

RESOLVED: That the minutes of the meeting held on 18 October 2006 be deferred to the next ordinary meeting of the Sub-Committee.

35. **Deputations:**

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

36. **Appointment of Co-optees:**

RESOLVED: To note the appointment of Mrs D Speel and Mr R Chauhan as Parent Governor representatives at the Overview and Scrutiny meeting held on 21 November 2006.

37. **Question and Answer Session with the Portfolio Holder for People First - Children's Services and the Portfolio Holder for Legal Services and Issues Facing Young People:**

The Chairman welcomed the Portfolio Holder for People First – Children's Services and the Portfolio Holder for Legal Services and Issues Facing Young People to the meeting and the following questions were asked:

Every Child Matters – Be Healthy

Question 1: *There is a growing awareness of the importance of healthier food provisions in schools. What is the Council doing to ensure that schools are practically applying healthy eating principles at lunch and break times?*

The Portfolio Holder for People First – Children's Services responded as follows:-

- The local authority had appointed a dedicated schools' dietitian in 2006 to work with and support schools in meeting the new food-based and nutritional standards;
- The schools dietitian was supporting school catering staff, in those schools with their own catering service, to adapt menus in line with the new mandatory food based standards for school lunches;
- The provision of hot and cold lunches provided by the Council had been improved to meet new food-based standards;
- Gaining the Healthy Schools award would involve ensuring that schools were providing healthy food options throughout the school day.
- Dietetic support would be given to schools to help meet new standards for food - other than lunch, that come into force in September 2007.

In response to a supplemental question, the Portfolio Holder explained that a daily portion of fruit was provided to all children in First Schools and milk was provided to children under 5 years old. There had been a national campaign to reduce obesity through healthy food and exercise programmes. Schools provided drinking water or allowed children to keep drinking water on their desks.

In response to a Member's request that the Sub-Committee be provided with information on how each school was providing drinking water, an officer explained that schools could not be forced to provide such information.

Question 2: *What is the uptake of hot school meals in Harrow? How does the Council envisage providing school meals in the future?*

The Portfolio Holder for People First – Children's Services explained that the average free school meal (FSM) eligibility in High Schools was 19.6% of the total High School headcount, with take-up amongst those eligible for FSMs over 88%. In addition, all High Schools were offering hot meals to all children who were eligible to receive them.

The average FSM eligibility in the 27 First & Middle Schools that offered hot meals was 23.7% of the total First & Middle school headcount in those schools. Take-up amongst those eligible for FSMs in the 27 schools was over 94%.

It was reported that the Government had stated that each Local Authority should have a strategy in place, which would demonstrate how the Government targets regarding the quality and sustainability of school food plus the introduction of a hot meals service would be met. As part of this strategy, Harrow was maximising opportunities to increase the availability of hot meals on a phased basis through a range of locally developed initiatives. The strategy was currently being drafted and would be published that month.

In response to a supplemental question, an officer informed the Sub-Committee that no date had been set for all children to have access to hot meals. A Member requested that the strategy be monitored by the Sub-Committee.

Question 3: *What is being done to ensure that meals provided to children are of a high quality? How are complaints about free school meals and packed lunches being monitored?*

The Portfolio Holder for People First – Children's Services replied that where individual schools with delegated budget status had commissioned external third-party suppliers to provide a meal service, the expectation was that those schools would have their own individual processes in place for monitoring complaints. Where the local authority provided a meals service, there was a formal complaints process and procedure in place for responding to and monitoring complaints in a timely manner. In addition, the recently agreed increased funding for FSM packed lunches and hot meals would mean that the new nutrient standards and quality would be improved. The Local Authority was working towards assessing and evaluating monitoring systems as part of the overall School Meals Improvement Strategy to ensure compliance against the new food based and nutritional standards.

A Member suggested that children could be asked to tick a sheet detailing their menu selections for the next day, to reduce wastage. An officer replied that if this was cost effective, third party contractors could consider this.

Question 4: *What work is being done with parents to promote healthy eating/exercise/lifestyles (smoking, sexual relationships) to reinforce the messages being given out in schools?*

The Portfolio Holder for People First – Children's Services responded as follows:

- One of the requirements to become a healthy school was to consult and work with parents in promoting healthy lifestyles and that all schools involved in the programme would be working towards this;
- The specialist schools' dietician had contributed to parents' sessions on healthy eating for 5 schools since June 2006;
- Rooks Heath had hosted a 'Promoting Healthy Lifestyles' evening for their cluster in November 2006 as part of their healthy schools work;
- The specialist schools dietitian had linked with the cluster co-ordinators to develop work with parents on healthy eating;
- The Early Years and Childcare Foundation Stage Conference held on the 7 and 8 September 2006 had focused on supporting practitioners to give children the best start by concentrating on health eating and physical exercise. Sally Gunnell from the world of sport and Anthony Worrall-Thompson, well-known chef and writer on healthy eating, attended and enthused around 600

practitioners with ideas and strategies that could be implemented in schools and pre-schools;

- Harrow Early Years and Childcare and Parenting services had provided a pre-school setting in Harrow with the opportunity to undertake a Healthy pre-school award. Approximately 10 settings had achieved this award, which meant they had looked at healthy eating and the physical environment in detail.

In response to a supplemental question about whether the Council's publications were reinforcing the Healthy Lifestyles message, the Portfolio Holder for Legal Services and Issues Facing Young People reported that this was the case, that Harrow People contained stories reinforcing the message and information about events had been placed on the Council's website. Posters promoting the consumption of five pieces of fruit and vegetables per day had been posted in schools.

Question 5: *What percentage of children are participating in weekly sports sessions and what types of activities are these? What is being done to encourage enthusiasm for certain sporting activities?*

The Portfolio Holder for People First – Children's Services responded as follows:

- 72% of 5-16 year olds were participating in PE and School Sport per week according to the Physical Education (PE), School Sport and Club Links Survey published in July 2006;
- Every school in the Borough was part of the Harrow Schools Sports Partnership which meant that the school had a named person responsible for co-ordinating PE in their school;
- Each primary school was linked to a High School with a School Sport Co-ordinator (SSCO) who was released from their timetable two days a week to work with the primary schools. They supported the development and delivery of 2 hours high quality PE and School Sport per week;
- There were a wide range of activities organised and run at Borough, Partnership and School level, including boys and girls football, sports hall athletics (Year 6 and Year 7), dance, tennis, table tennis, swimming, rugby and netball;
- Some of the activities were aimed at 'targeted' children, for example, girls only sessions and sessions for children of particular ages;
- Big Lottery grant of £170,896 over 6 years had helped to support and increase the amount of out of hours learning (OSHL) which was occurring in schools from Year 1-Year 7. The types of activities delivered were driven by the schools themselves;
- Additional Department for Education and Skills (DfES) funding was being used to increase the amount of Key Stage 4 participation in High Schools.

In response to concerns raised by Members, it was explained that there would be implications on services, from where the post of Group Manager, Sports and Cultural Services Group had been 'frozen', but the impact would be minimised.

In response to a supplemental question, Members were advised that illness or injury would be the only reasons children would not be participating in sport or PE. Most schools were working towards providing two hours PE a week but had to work within the constraints of the National Curriculum. Access to the halls and outside areas was also a consideration. Members were also advised that schools were encouraging children to walk to school through their School Travel Plans, but parental support was required.

Every Child Matters – Stay Safe

Question 6: *Is there a shortage of foster carers in Harrow (as is the case nationally)? If so, what is being done to address this shortage?*

The Portfolio Holder for People First - Children's Services responded as follows:

Harrow, like all other local authorities, wished to increase its pool of in-house carers. In addition, Harrow had a growing Children Looked After (CLA) population. The

Borough's CLA population for 2004/05 was 160, compared to 175 for 2005/06. In light of this, Harrow had developed a Foster Carer Recruitment Campaign.

Work completed:

- For 2 days in May 2006 there had been a recruitment stand staffed by Family Placement Service (FPS) personnel in the St George's Shopping Centre. This co-insided with Fostering Fortnight, to take advantage of the nation-wide coverage in the press and media;
- In May 2006 the role and importance of having local foster carers was publicised in the Harrow Observer newspaper;
- In July 2006 there was a recruitment stand staffed by FPS personnel at the 'Under One Sky' event;
- In April, June and October 2006 there were regular Open Evenings run by the FPS team to provide opportunities for members of the public to learn about the fostering role;
- In November 2005, April 2006 and November 2006 - 'Skills to Foster' preparation sessions took place. All those who successfully completed the course would undergo Form F assessment with an agreed timeframe;
- In September 2006 candidates whose cultural heritage matched the identified gaps in the current group of in-house foster carers were prioritised to attend the 'Skills to Foster' course;
- There had been improved performance regarding approval of new foster carers. In 2005/06, 2 sets of new carers had been approved, in 2006/07, 11 new sets of carers had been approved so far (5 foster carers, 3 kinship carers, 3 family link)

Future Actions:

- In January 2007 there would be the introduction of the new allowances for in-house foster carers, making them the best financially rewarded Local Authority carers in the region;
- The data from the foster carer reviews and the approval status of all carers would inform the foster carer recruitment campaign for future needs;
- By March 2007, the fostering service in partnership with the social care teams would have undertaken an analysis of Harrow's CLA trends in order to identify placement needs and to enable specific and targeted foster carer recruitment to be undertaken.

In response to a supplemental question, the Director of Children's Services replied that Harrow foster carers received payment that was above the London and national average, grants were available to carers, and carers could attend a support group. Harrow was looking to improve communications to aid the campaign. It was reported that there was competition from profit-making agencies but that many foster carers from these agencies were returning to the Council, as it provided a stable income.

Question 7: *How is the quality of foster caring assured? What support is offered to our foster carers?*

The Portfolio Holder for People First – Children's Services responded as follows:

- All Harrow foster carers should have completed their individual Annual Review by January 2007;
- All carers received regular statutory visits from a Supervising Social Worker in line with national regulations. In addition, each child placed with a foster carer was also regularly visited by a Social Worker in line with statutory requirements;
- The 2007/08 training programme for fostering staff and carers would be finalised by February 2007. Specific courses of relevance would include Child Protection, First Aid, Health and Safety, Managing Challenging Behaviour and Valuing Diversity and Difference, Working with Loss and Working with Birth Parents;

- All Harrow carers were members of The Harrow Foster Carers' Association;
- The Harrow Foster Carers' Association held regular meetings for its members and met with fostering service managers on a regular basis;
- The electronic records system enabled managers to monitor workflow and ensure assessments, supervising visits and carers' reviews were adhered to;
- The Team Manager monitored the workflow of each individual member of staff on a monthly basis through the supervision process;
- Foster carers' awards ceremonies were held.

Question 8: *What is the Council doing, and in partnership with other agencies, to deter anti-social behaviour especially after the school day and on the way home? Please note the impact of free bus passes for school children.*

The Portfolio Holder for People First – Children's Services responded as follows:

- A wide range of programmes were provided within the Borough for young people, to encourage them to participate in positive activities and avoid anti-social behaviour. These included after school clubs, sports activities (Kickz project, Canons Cricket academy and basketball), youth clubs (residential and outreach projects), and Connexions funded activities (through Positive Activities for Young People - PAYP - funding). Young people were also encouraged to participate in decision making through the Youth Council, Youth Question Time, Student Advisory Group and Operation Empower;
- The extended schools agenda also meant that schools were looking for ways to provide opportunities for further involvement of all ages beyond the school day. The Safer Harrow Community officers worked closely with a number of schools and were present at school gates to deter anti social behaviour, and promote positive citizenship;
- When local residents expressed concern about the large number of young people gathering in Boxtree Park (Harrow Weald) over the summer holidays, the youth service used this opportunity to use outreach youth workers in the park to deliver a six week series of activities, culminating in a youth-led fun day attracting up to 150 local teenagers (aged 13-19);
- During Junior Citizens week, the Watford Football Club manager spoke to children about what footballers ate and the importance of exercise. He was seen as a positive role model for the children;
- Young people had expressed the view that CCTV did not have an impact on their fear of crime. There would be a Member Development event on 6 February 2007 to look at the fear of crime.

In response to a supplemental question about anti-social behaviour at the bus station and members of the public being prevented from using buses by school children with free bus passes, it was explained that steps taken would be to address this matter. The Council was working with the police to reduce anti-social behaviour at Harrow's travel hubs, a three year programme was in place to educate young children, Headteachers of the pupils involved in anti-social behaviour were working together to agree a strategy, after school activities had reduced the number of children leaving school at the same time and the links between community police and schools would benefit young people and the community.

The Portfolio Holder for Legal Services and Issues Facing Young People explained that young people had also raised concern about the level of policing at the bus station.

Question 9: *What advice is coming forward to support parents and make them aware of their children's behaviour both in and out of school?*

The Sub-Committee was provided with the following written answer:

- All schools had asked parents to support them in promoting positive behaviour through a wide range of work such as Home School agreements, the publication of policies and practices, guidance and referral to agencies, drop-in sessions for parents and parenting classes;

- Where a school felt that a young person might be in need of more intensive support they would offer support, advice and access to additional services such as lunchtime clubs, peer mentoring, social skills groups, learning mentors, Kids can Achieve (ADHD), Connexions;
- Schools could also refer a young person to other agencies including the Education Psychology Service, Education Welfare Service if there was an attendance issue, CAMHS, SEN advisory teacher, Secondary Behaviour and Attendance Consultant, Harrow Tuition Service (Specialist support), and, rarely, a referral to the Rapid Intervention Team;
- Any work that schools did with youngsters was always discussed with parents as part of an agreed plan; if a youngster was identified as having SEN this would form his/her Individual Education Plan (IEP) or, where it was indicated that the behaviour might result in an exclusion, a parent would be invited to a meeting at which a Pastoral Support Programme (PSP) would be drawn up.

Every Child Matters – Enjoy and Achieve

Question 10: *How many of Harrow's children are on the Autism Spectrum Disorder (ASD)? What work is being done to support schools and youth groups to work with children on ASD and access training?*

The Sub-Committee requested a written answer due to the time constraints but in response to a supplemental question, Members were advised that special schools provided support as part of the curriculum for all pupils with a statement of Special Educational Needs. Specific support was provided to individual pupils in mainstream schools through the Sensory and Communication Team and there were plans in the capital programme to provide additional provision at three primary and two secondary schools.

Question 11: *What is the Council doing to help organisations like MIND support and enable children with mental health illness to achieve?*

Members were advised that MIND was an independent charity, which raised its own funds and was not supported by the Council.

Question 12: *How will the Portfolio Holder ensure, in line with the manifesto pledges, that all looked after children have free access to all leisure/sporting facilities in the borough?*

The Portfolio Holder for People First – Children's Services responded that:-

- Children Looked After were entitled to greatly reduced Harrow Leisure cards (£2.50) with additional discount of 20% off the cost of all facilities at the Harrow Leisure Centre and the Bannister Sports Centre.
- Children Looked After were entitled to free swimming at Hatch End Pool.
- The proof required was in the form of a letter from Children Services, which the carers would provide to the Centre.
- Leisure Connection kept the data on the number of concessionary card users.

Question 13: *How does the Portfolio Holder see the future for music tuition in the borough?*

The Portfolio Holder for People First – Children's Services responded that Harrow Music Service provided tuition to schools through a Service Level Agreement (SLA) and from April 2007, schools would be paying the full cost of providing music tuition in schools. The impact of the cut to the Music Service subsidy in terms of schools 'buy back' of the service was, as yet, unknown, as the next year's SLA had yet to be agreed. However, Council officers would be meeting with Headteachers in the coming months to explain the rationale behind the changes to the SLA and to determine the level of commitment from schools in the future.

The Portfolio Holder added that she was optimistic that music tuition in the Borough would continue and stated that the music tuition grant to schools had increased by 6%.

Question 14: *How are we monitoring bullying in the Borough?*

The Portfolio Holder for People First – Children's Services responded as follows:

- The Schools Standards and Framework Act 1998 required all schools to ensure that measures were in place to prevent all forms of bullying among pupils. It was a statutory responsibility of all Governing Bodies to have an anti-bullying policy. The Local Authority expected schools to have specific anti-bullying policies and strategies;
- Inspections by Ofsted had shown that Harrow schools had effective anti-bullying policies and practices. A common misunderstanding occasionally existed between schools and parents in the management of complaints around bullying. There was a need to support parents and schools in communicating with one another and minimise incidents of bullying by involving pupils, staff, parents and governors to overcome any obstacles and to ensure that the policies worked on a day-to-day basis;
- At Local Authority level, no statistics were held but Harrow schools had acted to mitigate bullying in schools and current Ofsted reports for the Authority supported the fact that schools had systems in place to deal with bullying;
- The Local Safeguarding Children Board (LSCB) had a multi-agency anti-bullying steering group which took part in promoting awareness during anti-bullying week every November. Children and young people took an active role, for example, by entering a competition for a slogan;
- E-bullying was a relatively new phenomenon, but the LSCB had issued guidance leaflets to parents and children to help raise awareness of safety on the internet;
- The LSCB was working with the Child Exploitation Online Protection (CEOP) to consider working with schools on educational programmes for pupils during 2007-2008;
- The police community safety officers worked with schools and the Council's crime prevention officer on e-safety education.

Other Areas Under The Remit Of Children and Young People Scrutiny Sub-Committee

Question 15: *What progress has been made on the pledges relating to children and young people in the Administration's manifesto? Specific reference to facilities for youth, youth parliament, empowering the youth of Harrow, engaging schools in recycling initiatives.*

The Portfolio Holder for Legal Services and Issues Facing Young People responded that young people would be electing a new delegate to represent Harrow as a Member of the Youth Parliament, with two deputies to support him / her. To date there had been 28 nominees from thirteen high schools, colleges and community groups. Young people who were nominated as candidates, but not elected, would be encouraged to become the Junior Councillors of the Borough and it might be possible to co-opt them onto some of the Council's committees.

It was reported that 40 Harrow schools participated in recycling schemes and that the launch of educational recycling would take place at Marlborough School.

It was explained that Vaughan School had made a request to attend a Council meeting. A Member suggested that the Portfolio Holder might want to consider Members of the Harrow Youth Council shadowing Councillors.

In response to a supplemental question about grants being made available in the current financial environment, the Portfolio Holder explained that the Council was providing as much support as possible and that the government had given the Council a Youth Opportunity Fund, which could only be spent with the approval of the Youth Council and Youth Parliament.

RESOLVED: That (1) the above responses be noted;

(2) Members receive responses to the questions, which were not answered during the meeting due to the time constraint, together with responses to any supplemental questions;

(3) the Sub-Committee receive, at the next meeting, the results from the recent survey of water provision in schools;

(4) the School Meals Improvement Strategy and provision for pupils on the Autistic Spectrum be added to the Work Programme;

(5) the Member Development Panel be made aware of the discussions on anti-social behaviour in the bus station.

38. **Final Report of the Challenge Panel on School Nursing:**

The Sub-Committee received a report of the Director of People, Performance and Policy, alongside a verbal report of the Chairman of the Review Group, on the findings of the Challenge Panel on School Nursing.

The Chairman of the Panel thanked those involved in the Challenge Panel, in particular the Scrutiny officer and officers from the Primary Care Trust and North West London Hospitals Trust. The Chairman also emphasised the need for Scrutiny Members to put pressure on the decision makers to ensure that the necessary funding would be made available.

RESOLVED: That (1) the final report of the Challenge Panel on School Nursing be noted;

(2) the findings and recommendations of the Challenge Panel, as set out in the report, be endorsed;

(3) the report be forwarded to Cabinet for noting at its meeting on 15 February 2007;

(4) the report be forwarded to the Health and Social Care Integration Board for noting.

39. **Any Other Business:**

Members raised concern that scrutiny reports referred to Cabinet were not always considered at the next meeting and Scrutiny Members were not presenting reports to Cabinet.

The Portfolio Holder for Legal Services and Issues Facing Young People informed the Sub-Committee that if specific examples were provided, he would investigate.

RESOLVED: That the above be noted.

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

In accordance with Overview and Scrutiny Procedure Rule 6.7 it was

RESOLVED: To continue until 10.10 pm.

(Note: The meeting having commenced at 7.30 pm, closed at 10.10 pm)

(Signed) COUNCILLOR MARK VERSALLION
Chairman

**SAFER AND STRONGER COMMUNITIES
SCRUTINY SUB-COMMITTEE**
23 JANUARY 2007

Chairman: * Councillor Anthony Seymour

Councillors: * Mrs Lurline Champagne (2) * Dhirajlal Lavingia (1)
* G Chowdhury * Mrs Vina Mithani
* B E Gate (2) * Mrs Sasi Suresh

* Denotes Member present
(1) and (2) Denote category of Reserve Member

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

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

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Robert Benson Councillor Mano Dharmarajah Councillor Keeki Thammaiah	Councillor Mrs Lurline Champagne Councillor B E Gate Councillor Dhirajlal Lavingia

29. Declarations of Interest:

RESOLVED: To note that the following interests were declared:

<u>Agenda Item</u>	<u>Member</u>
9. Harrow Alcohol Strategy	Councillor B E Gate declared a personal interest in that his wife was employed by Harrow Primary Care Trust. He would remain in the room whilst the matter was considered and voted upon.
9 / 12. Harrow Alcohol Strategy / Update on Work Programme	Councillor Lavingia declared personal interests in that he was a member of the Harrow Faith Council and a Links adviser on Hindu religion to Northwick Park Hospital. He would remain in the room whilst these matters were considered and voted upon.

30. 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>
13(a). Consultation Response to Integration and Cohesion Commission on behalf of HSP	This report was not available at the time the agenda was printed and circulated as consultation for preparing the response to the Integration and Cohesion Commission did not close until 5 January 2007 and the Community Cohesion Management Group (CCMG) of the Harrow Strategic Partnership (HSP) did not meet until 16 January 2007 to give final comments.

Members were requested to consider this item as a matter of urgency, in order to strengthen links with the Safer and Stronger Communities Scrutiny Sub-Committee in light of the recommendations in the report and issues raised by community groups during the consultations.

(2) agenda item 13(a) – Consultation Response to Integration and Cohesion Commission on behalf of HSP – be considered before item 12 – Update on Work Programme;

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

31. **Minutes:**

RESOLVED: That the minutes of the meetings held on 5 July 2006 and 28 September 2006 be taken as read and signed as correct records.

32. **Public Questions:**

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

33. **Petitions:**

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

34. **Deputations:**

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

35. **Harrow Alcohol Strategy:**

The Sub-Committee received a report from the Director of Public Health, Harrow Primary Care Trust, together with a Draft Alcohol Strategy 2006/08 to be implemented through multi-agency working. The Strategy set out:-

- national and local drivers for action;
- local needs;
- current services and gaps; and
- key priorities for implementation.

The Director of Public Health stated that alcohol misuse had a significant impact on people's lives and their families. It was closely related to fear of crime and impacted adversely on the health service, the police and support agencies. She stated that:-

- accurate data on alcohol misuse was not available because of the manner in which data was collected;
- for crime committed as a result of alcohol misuse it was generally not recorded that alcohol was involved;
- education was key to preventing alcohol misuse.

Contributions on aspects of the Strategy were also received from the Harrow Police Borough Commander, the Harrow Police licensing officer, and Council officers. In welcoming the Strategy, they stated that:-

- alcohol related crime and binge drinking had a huge impact on the police service;
- stricter control of licensed premises was essential;
- education on the adverse effects of alcohol misuse in schools was a way forward;
- high impact and controlled drinking zones would assist;
- multi-agency data collection was essential;
- specialist intervention services in GP surgeries would help;
- liaison between the police and the owners of licensed premises would continue and that various controls were available to the police under recent licensing legislation;

- various initiatives to help educate patrons of licensed premises and the general public would be investigated/implemented; and
- a 'Train to Gain' scheme could potentially be developed in order to provide training for door supervisors and security staff.

In response to questions, the Director of Public Health stated that each of the agencies involved would be requested to formally adopt the Strategy. She added that some aspects of the Strategy had already been implemented and that a multi-agency forum would oversee its implementation.

The Chairman echoed the comments made by a Member and welcomed the Strategy on behalf of the Sub-Committee and wished it success. He welcomed the partnership approach to dealing with the problems associated with alcohol abuse and offered the Sub-Committee's support.

RESOLVED: That (1) the report of the Director of Public Health and the Draft Alcohol Strategy be noted and welcomed;

(2) the final Strategy be submitted to the Sub-Committee;

(3) a performance report be submitted to the Sub-Committee in six to twelve months' time.

(See also Minute 29).

36. **Local Community Safety Priorities and Performance:**

The Sub-Committee received a presentation from the Borough Commander that highlighted the policing and community safety priorities for Harrow in 2007/08 and the initiatives that would be undertaken to achieve these.

The presentation set out the current performance of Harrow Police in key areas and how the recommendations from the Fear of Crime Scrutiny Review were being addressed. In support of the presentation a paper entitled 'Fear of Crime and Crime Related Questions' was circulated by an officer, which showed a breakdown of the MORI Harrow Residents Survey on fear of crime. The Sub-Committee was informed that the "fear of crime" scrutiny recommendations were a priority in the crime reduction strategy. In many cases fear of crime was based on perception rather than facts.

In response to questions from Members, the Borough Commander and the officer stated that:-

- gun-related crime was low in Harrow;
- Harrow was currently the second lowest borough in London in terms of total crime and the lowest in terms of the number of violent crimes recorded;
- although the statistics were based on recorded crime many things reported were recorded as a crime even when they were not, often for insurance reasons;
- the increase in racist incidents/crime was small but significant as a result of the introduction of the Third Party Reporting project. This was a very positive development as it indicated that individuals had the confidence to report such crime and in action being taken;
- the increase in the figures for possession of drugs was a result of the stop and search policy used to target robberies and drug issues in Harrow remained at a very low level; and
- it was intended to establish links with the Asian newspapers and radio channels, with a view to broadcasting personal safety campaigns, particularly during the festivals to reduce the incidence of robbery and burglary which peaked during festival periods.

On behalf of the Sub-Committee, the Chairman thanked the Borough Commander for his presentation and the paper provided by the officer on the MORI Harrow Residents Survey, which was a useful planning tool. He stated that there was a relationship between fear of crime and the work of the Sub-Committee. It was noted that the fear of crime issue was interlinked with anti-social behaviour, both of which would be addressed by the Safer Harrow Management Group (SHMG).

RESOLVED: That (1) the presentation and report be noted;

(2) a report be submitted on the fear of crime review in twelve months' time.

(See also Minute 29).

37. **Refresh of the Local Area Agreement:**

The Members received a report of the Director of People, Performance and Policy, which set out the changes to the Local Area Agreement (LAA) relating to services within the Sub-Committee's sphere of interest. He stated that the "Refresh" had been signed off by the Government Office for London (GOL) and the number of local indicators had been reduced as these were now covered by the mandatory indicators.

RESOLVED: That the report be noted.

38. **Consultation Response to Integration and Cohesion Commission on behalf of HSP:**

Members considered a report of the Director of Lifelong Learning and Cultural Services, which set out the response, prepared on behalf of the Harrow Strategic Partnership (HSP), to the consultation on cohesion and integration from the Commission on Integration and Cohesion.

Members were informed that the response reflected a set of views of the representatives who were consulted and responded to the consultation of the Community Cohesion Management Group.

An officer outlined the issues raised during the consultation process and referred to the recommendations set out in the report. She responded to questions from Members as follows:-

- a systematic way of identifying tensions, why they happened and early intervention to address them should be put in place;
- discussions on cohesion and integration "Talking Communities" would commence on 8 February 2007. The first event would look at older people and future events would engage on a range of issues, which would include the youth, would be explored.

Following discussion of the submission it was

RESOLVED: That (1) the comments and the views expressed in the submission be noted;

(2) the co-chairs of the Community Cohesion Management Group be invited to a future meeting of the Sub-Committee to discuss integration and cohesion in Harrow;

(3) the Commission's report, scheduled to be published in June 2007, be submitted to the Sub-Committee;

(4) the Council's Community Development Strategy be submitted to the Sub-Committee.

39. **Update on Work Programme:**

The Sub-Committee received a report of the Director of People, Performance and Policy on this matter, which set out the progress made on the work programme since the last meeting. The report sought changes to the Work Programme previously agreed.

RESOLVED: That (1) the work undertaken since the meeting of the Sub-Committee be noted;

(2) the review of financial inclusion be removed from the Sub-Committee's Work Programme;

(3) the Sub-Committee carry out a review of affordable warmth, beginning with a meeting to develop a scope for the review;

(4) Members notify the Scrutiny officer of their interest in serving on the affordable warmth review and that Councillor Seymour chair the review group.

40. **Director of Public Health, Harrow PCT and the Borough Commander:**
The Sub-Committee thanked the Director of Public Health, Jean Bradlow, and the Borough Commander, Chief Superintendent Bob Carr, who were leaving their respective posts.

Members thanked them for their work and agreed that a motion should be submitted to Council commending their work in Harrow.

RESOLVED: That the above be noted.

41. **Extension and Termination of the Meeting:**
In accordance with Overview and Scrutiny Procedure Rule 6.6(ii)(b) it was

RESOLVED: At (1) 9.58 pm to continue until 10.05 pm;

(2) 10.05 pm to continue until 10.10 pm.

(Note: The meeting having commenced at 7.31 pm, closed at 10.07 pm)

(Signed) COUNCILLOR ANTHONY SEYMOUR
Chairman

THE CABINET,
CABINET ADVISORY PANELS
AND
CONSULTATIVE FORUMS

CABINET

REPORT OF CABINET

SPECIAL MEETING HELD ON 18 JANUARY 2007

Chairman: * Councillor Chris Mote

Councillors: * David Ashton * Janet Mote
* Marilyn Ashton * Paul Osborn
* Mrs Camilla Bath * Mrs Anjana Patel
* Miss Christine Bednell * Eric Silver
Mrs Kinnear

* Denotes Member present

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

156. **Minutes:**

RESOLVED: That the minutes of the meeting held on 14 December 2006 be deferred until the next Ordinary meeting of Cabinet.

157. **Declarations of Interest:**

RESOLVED: To note that no interests were declared by Members present in relation to business to be transacted at the meeting.

158. **Arrangement of Agenda:**

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

159. **Outcome of Statutory Consultations on Three Particular Community Care Services - Referral by the Call in Sub-Committee:**

The Portfolio Holder for Adult Community Care Services and Issues Facing People with Special Needs introduced the report, which set out the response to the referral by the Call-In Sub-Committee meeting held on 8 January 2007 relating to the re-provision of Wiseworks.

The Chairman reported that, in addition to the documents circulated with the agenda, members of Cabinet had received a number of documents and correspondence from residents in relation to Wiseworks.

RESOLVED: (1) To maintain the current Wiseworks service pending the development of other options that would meet user needs and be cost effective; and

(2) that the outcome of the options development would then be the subject of statutory consultation.

Reason for Decision: To address the Corporate Priority of Making Harrow Safe, Sound and Supportive.

(Note: The meeting, having commenced at 6.47 pm, closed at 6.52 pm).

(Signed) COUNCILLOR CHRIS MOTE
Chairman

REPORT OF CABINET

MEETING HELD ON 18 JANUARY 2007

Chairman: * Councillor Chris Mote

Councillors: * David Ashton * Janet Mote
 * Marilyn Ashton * Paul Osborn
 * Mrs Camilla Bath * Mrs Anjana Patel
 * Miss Christine Bednell * Eric Silver
 Mrs Kinnear

* Denotes Member present

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

160. **Minutes:**

RESOLVED: That the minutes of the meeting held on 14 December 2006 be taken as read and signed as a correct record.

161. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
11. Outcome of Statutory Consultations on Proposed Changes to the Meals on Wheels Service	Councillor Margaret Davine	The Member, who was not a member of Cabinet, declared a personal interest in that she had a relative who received Meals on Wheels. She would remain in the room whilst this matter was considered and voted upon.
14. Disposal of Former Allotments at Kenmore Road	Councillor Navin Shah	The Member, who was not a member of Cabinet, declared a personal interest in that he was a Ward Councillor for the area. He would remain in the room whilst this matter was considered and voted upon.

162. **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>
17(a). Urgent Item – Advisory Panel Memberships	The proposed amendments to memberships were not available at the time the agenda was printed and circulated. Members were asked to consider the revisions to enable the amendments to be implemented.
17(b). Urgent Item – Director of Corporate Governance	The Chairman raised the item in view of the fact that the Director of Corporate Governance would be leaving the Council before the next meeting of Cabinet.

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

<u>Item</u>	<u>Reason</u>
18. Street Lighting Private Finance Initiative (PFI) – Outline Business Case (OBC) Approval	The report contained exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information in relation to the financial or business affairs of a particular person (including the Authority holding that information).

(3) it be noted that agenda item 9 – Organisation Review had been withdrawn.

163. **Petitions:**

Councillor Eric Silver presented a petition containing 65 signatures in relation to a development at 37 Norwood Drive (planning ref: P/1973/04/DFU). He read the terms of the petition to the meeting, which were as follows:-

"We, the residents of Norwood Drive, North Harrow, hereby sign this petition in protest at the development of No.37 into 7 self-contained flats. Original planning application was for a 5-bedroom house ref: P/1973/04/DFU."

RESOLVED: That the petition be noted and referred to the Development Management Committee.

164. **Public Questions:**

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

1.

Questioner: Joan Penrose

Asked of: Councillor David Ashton, Portfolio Holder for Finance and Business Matters

Question: "How are you going to ensure that Harrow Council complies with DoH instructions that an individuals physical and mental needs must not be increased by the Council's decisions?"

[Note: An oral answer was provided to the above question and, under the provisions of Executive Procedure Rule 16.4, the questioner asked a supplementary question which was additionally answered].

165. **Councillor Question Time:**

RESOLVED: To note the following Councillor Questions had been received:

1.

Questioner: Councillor Keith Ferry

Asked of: Councillor David Ashton, Portfolio Holder for Finance and Business Matters

Question: "As a high profile organisation in Harrow which gives opportunities for hundreds of Harrow children, Harrow Young Musicians has already been severely compromised financially by the lack of increase in the grant over the last ten years (6.6%).

A further proposed cut of £16,000 in grant would cripple the organisation, putting at risk the range of provision and pricing many students out of its activities.

Does the Council want to see Harrow Young Musicians as an elitist organisation only attended by those who can afford it?"

2.

Questioner: Councillor Margaret Davine

Asked of: Councillor Eric Silver, Portfolio Holder for Adult Community Care Services and Issues facing People with Special Needs

Question: "How many of the 435 service users currently receiving hot meals have been assessed as unable to reheat a meal themselves?"

[Note: Oral answers were provided to the above questions and, in accordance with the Councillor Question Time Rules, each questioner asked a supplemental question that was additionally answered].

166. **Forward Plan 1 January - 30 April 2007:**

RESOLVED: To note the contents of the Forward Plan for the period 1 January – 30 April 2007.

167. **Reports from the Overview and Scrutiny Committee or Sub-Committees - Children Looked After - Scrutiny Report and Response to Government Green Paper:**

Cabinet received the report, which provided information on the work of the Children's Scrutiny Panel, the views of young people and officers regarding the Green Paper on Children Looked After and summarised Harrow's position on these matters.

The Portfolio Holder for People First – Children's Services indicated her gratitude to the Scrutiny Sub-Committee and officers for their comprehensive report. The Chairman commented that the report presented a good example of Scrutiny and the Executive working together.

The Portfolio Holder for People First – Children's Services proposed an amendment to recommendation 1 on page 20 of the report in order to provide greater clarity and it was

RESOLVED: That (1) the proposals of the Children and Young People's Scrutiny Sub-Committee, as set out in Appendix C to the officer report, be approved, subject to Recommendation 4 being amended to "...encourage every Member of the Council...";

(2) the Portfolio Holder for People First – Children's Services be authorised to respond to the Green Paper in line with the scrutiny and consultation responses.

Reason for Decision: To improve the life chances and outcomes for Children Looked After.

168. **Key Decision - Calculation of Council Tax Base for 2007/2008:**

The Director of Financial and Business Strategy introduced the report, which advised that the Local Government Finance Act 1992, as amended by the Local Government Act 2003, required the Authority to formally calculate its Council Tax Taxbase for 2007-2008 and to pass this information to precepting authorities by 31 January 2007.

The Portfolio Holder for Finance and Business Matters indicated that Harrow had one of the highest Council Tax collection rates in London.

RESOLVED: That (1) the Band D equivalent number of taxable properties be calculated, as set out in the appendix to the report of the Director of Financial and Business Strategy, in accordance with the Government regulations;

(2) the provision for uncollectable amounts of Council Tax for 2007-2008 be agreed at 1.5% producing an expected collection rate of 98.5%;

(3) subject to (1) and (2) above, the Council Tax Taxbase for 2007-2008 of 84,926 Band D equivalent properties (being 86,219 x 98.5%) be approved, allowing for payment in lieu of Ministry of Defence properties.

Reason for Decision: To fulfil the Council's statutory obligation to set the Council Tax Taxbase for 2007-2008.

169. **Key Decision - Outcome of Statutory Consultations on Proposed Changes to the Meals on Wheels Service:**

The Portfolio Holder for Adult Community Care Services and Issues facing People with Special Needs introduced the report, which set out the public response to the statutory consultations on the proposed changes to the Meals on Wheels service.

RESOLVED: (1) To retain a hot meals service only for those service users who were assessed as being unable to reheat a meal themselves;

(2) to offer a frozen meals service or the option for service users to use Direct Payments to purchase their own meals from a supplier of their choice;

(3) to apply a common subsidy of 44% of the total cost of production to both hot and frozen meals resulting in a charge of £2.78 for frozen meals and £4.25 for hot meals, and for these charges to be reviewed annually;

(4) that, following implementation of resolutions (1), (2) and (3) above, a review of the Hot Asian Meals production kitchen be undertaken and the outcome of the review be reported back to Cabinet as soon as possible.

Reason for Decision: To determine proposals concerning the future delivery of the service.

170. **LIFT/PFI Project:**

The Acting Chief Executive introduced the report, which set out a proposed new framework for monitoring and maintaining oversight of the LIFT/PFI project to replace the HOST Panel.

RESOLVED: That (1) an informal Member Steering Group be established, comprising the Deputy Leader, the Portfolio Holder for Adult Community Care Services and Issues Facing People with Special Needs and an Opposition Member, to maintain a general overview of the project;

(2) the responsibility for more formal periodic monitoring of the project remain with the Scrutiny Sub-Committee for Adult Health and Social Care and, with the agreement of the Chairman of the Sub-Committee, a report be made to the Sub-Committee following agreement of the Stage 2 process by Cabinet.

Reason for Decision: To ensure that Members were kept fully briefed about progress with the project.

171. **Corporate Parenting Panel:**

The Portfolio Holder for People First – Children’s Services introduced the report, which proposed the establishment of a Corporate Parenting Panel to enable the Council to fulfil its duties as Corporate Parent to Children Looked After by the Council.

The Portfolio Holder for People First – Children’s Services advised that the use of Education Champions by Barnet Council had resulted in definite improvements in children’s achievements, and proposed that the first meeting of the Corporate Parenting Panel consider ways in which Harrow could develop Barnet’s ideas with a ‘Harrow flavour’.

Nominations for membership of the Panel were tabled and it was

RESOLVED: To (1) establish a Corporate Parenting Panel as an Advisory Panel to Cabinet to meet on a quarterly basis;

(2) establish the Panel as a proportionate body comprising six Elected Members and Reserves (as shown at Appendix 1 to these minutes) and that Councillor Janet Mote be appointed Chairman for the remainder of the Municipal Year 2006/07;

(3) agree the Terms of Reference for the Panel attached as Appendix 2 to these minutes.

Reason for Decision: To enable the Council to fulfil its responsibility as a Corporate Parent.

172. **Key Decision - Disposal of Former Allotments at Kenmore Road:**

The Executive Director (Urban Living) introduced the report, which set out details of the vacant former allotments site and proposed disposal of the site for best consideration.

RESOLVED: That (1) the Executive Director (Urban Living) be authorised to negotiate the best possible purchase price for the sale of the site;

(2) authority be delegated to the Executive Director (Urban Living) to consider and arbitrate on any objections received following advertisement of the proposed disposal.

Reason for Decision: To enable a redundant site to be sold raising a capital receipt for the Council at best consideration. The proposal was consistent with the Council's Corporate Priority of tackling waste and giving real value for money.

173. **"Scores on the Doors" A Pan-London Pilot Scheme to publicise the results of Food Hygiene/Safety Inspection Results:**

The Cabinet received a report of the Executive Director (Urban Living) which proposed that Harrow participate in a London-wide "Scores on the Doors" pilot scheme in partnership with the Food Standards Agency. The scheme aimed to publish food hygiene inspection information on the internet.

In response to a question from a Member, officers advised that the anticipated implementation date for the scheme was mid-summer 2007.

RESOLVED: To agree that Harrow Council participate in a London-wide "Scores on the Doors" pilot scheme, as outlined in the body of the report of the Executive Director (Urban Living).

Reason for Decision: To improve consumer access to public information in accordance with the Freedom of Information and Environmental Information legislation in a cost effective and efficient way.

174. **Brent and Harrow Trading Standards Service - Re-organisation of Service Structure:**

The Cabinet received a report of the Executive Director (Urban Living) which provided information on a proposal to reorganise the Trading Standards Service.

An additional recommendation was proposed and it was

RESOLVED: To (1) endorse the reorganisation of the Brent and Harrow Trading Standards Service as outlined in the body of the report of the Executive Director (Urban Living);

(2) undertake a strategic service review of the reorganised Trading Standards service in 2007/8 to inform the 2008/9 budget decision making process.

Reason for Decision: Comparisons between this Service and neighbouring and CIPFA "family" authorities had shown that the cost of the Service per 1000 population was high. A study of the management structure identified that it appeared "top heavy" and should be targeted to reduce costs to provide Gershon and direct savings.

175. **Key Decision - Street Lighting Private Finance Initiative (PFI) - Outline Business Case (OBC) Approval:**

The Cabinet received a confidential report of the Executive Director (Urban Living) in this regard.

RESOLVED: To (1) authorise submission of the Outline Business Case to the Department for Transport, for their approval;

(2) authorise proceeding to full PFI procurement, conditional upon Department for Transport approval;

(3) delegate authority to the Executive Director (Urban Living), in liaison with the Portfolio Holder for Urban Living (Community Safety and Public Realm) to approve any necessary amendments to the OBC post-Cabinet but prior to submission to the Department for Transport.

Reason for Decision: To comply with the Department for Transport's deadline for submission of Harrow's OBC by 31 March 2007.

176. **Urgent Item - Advisory Panel Memberships:**

The Chairman proposed a number of changes to the memberships of the Cabinet Advisory Panels.

RESOLVED: That the schedule attached at Appendix 3 to these minutes be approved.

Reason for Decision: To revise the memberships of a number of Cabinet bodies.

177. **Urgent Item - Director of Corporate Governance:**
The Chairman expressed his appreciation for John Robinson's outstanding service to the Council.

(Note: The meeting, having commenced at 7.30 pm, closed at 8.43 pm).

(Signed) COUNCILLOR CHRIS MOTE
Chairman

APPENDIX 1

CORPORATE PARENTING PANEL (6)

Conservative

Labour

Liberal Democrat

I
Members

**Janet Mote
Eric Silver
Paul Osborn
Myra Michael**

**Margaret Davine
Mitzi Green**

II.
Reserve
Members

1. Chris Mote
2. Mrs Vina Mithani
3. Julia Merison
4. Mark Versallion

1. B E Gate
2. Raj Ray

APPENDIX 2CORPORATE PARENTING PANELDRAFT TERMS OF REFERENCE**Purpose**

1. To ensure that the Council is fulfilling its duties towards Looked After Children corporately and in partnership with other statutory agencies.
2. To consider matters referred to the Panel within its terms of reference and to make recommendations to Cabinet/Portfolio Holder as appropriate including:
 - a. Approving annually the Statement of Purpose for the Adoption Service
 - b. Approving annually the Statement of Purpose for the Fostering Service

Role of the Panel

1. To take an overview of the Council's and partner agencies responsibilities towards looked after children
2. To examine ways in which the Council as a whole and partner agencies can improve the life chances of looked after children and care leavers.
3. Ensure there are good joint working arrangements between council departments and partner agencies.
4. To provide a forum for Children Looked After (CLA) to participate and influence policy and enable CLA to have opportunity to talk about issues relating to their own direct experiences of services they have received. Hence the Board will ensure that the positive experiences/services are maintained and lessons are learnt and changes made in the areas that require improvements.
5. To comment on and contribute to plans, policies and strategies for looked after children and make appropriate recommendations for action.
6. To have a monitoring role, by receiving regular progress reports on a number of key PI's e.g. educational attainment (including implementation of Personal Education Plans), health assessments and implementation of Local Area Agreements for CLA.
7. Monitor the plans/needs of children in Secure Accommodation.
8. To receive regular reports on the needs of care leavers including employment, further education, training and housing.
9. To receive annual reports on the following services
 - Adoption
 - Fostering
 - Complaints
10. To meet with CLA and their carers on a regular basis to consult and celebrate achievements, festivals etc.
11. To manage and arrange Member visits to
 - Children's Homes
 - Foster Placements
 - Frontline Services (as indicated in the Victoria Climbié Audit)

Membership

The Corporate Parenting panel will comprise:

A proportionate number of 6 Elected Members

Service Users, Carers and Schools (Non-Voting)

- 2 Children Looked After
- 2 Foster Carers
- 1 Designated Teacher

Senior Officers (advisors to the Panel – to attend as appropriate to the work of the Panel)

- Director of Children's Services
- Group Manager + Children and Families
- Group Manager Safeguarding and Family Support
- Group Manager Fostering, Adoption and Residential Care
- Senior Professional (Inclusion)
- Principal Educational Psychologist
- Senior Coordinator (Children Looked After)

APPENDIX 3CABINET ADVISORY PANELS 2006/2007

(Membership in order of political group nominations)

ConservativeLabourLiberal Democrat**(5) LOCAL DEVELOPMENT FRAMEWORK PANEL (7)****(4)****(3)****I
Members****Marilyn Ashton (CH)
Robert Benson
Manji Kara
Joyce Nickolay****Keith Ferry
Thaya Idaikkadar
Navin Shah *****II.
Reserve
Members****1. Narinder Singh Mudhar
2. Golam Chowdhury
3. Janet Cowan
4. Dinesh Solanki****1. Mano Dharmarajah
2. Jerry Miles
3. Raj Ray****(8) TOWN CENTRE AND MAJOR PROJECTS PANEL (6)****(4)****(2)****I.
Members****David Ashton
Marilyn Ashton (CH)
Susan Hall
Chris Mote****Phillip O'Dell *
Navin Shah****II.
Reserve
Members****1. Miss Christine Bednell
2. Eric Silver
3. Janet Mote****1. Bill Stephenson
2. Mrs Margaret Davine
3. -**

CABINET
ADVISORY
PANELS

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL****9 JANUARY 2007**

Chairman: * Councillor Mrs Janet Cowan

Councillors: * Mrinal Choudhury * Joyce Nickolay

Advisers: Mr D A Jones
(Vacancy)

* Denotes Member present

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

On 9 January 2007, there were 7 children for whom 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.

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

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H105	10	Bentley Wood
H106	8	Bentley Wood
H107	10	Nower Hill
H109	10	Canons
H110	9	Park High
H111	10	Harrow High
H112	11	Hatch End

[Notes: (i) Additional cases were added to the agenda after case H109, which were numbered H110, H111 and H112 respectively;

(ii) case H108 was withdrawn from the agenda as an offer of a place had already been made].

PART II - MINUTES95. **Attendance by Reserve Members:**

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

96. **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.

97. **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>Reason</u> |
|-------------------------------------|--|
| 8. Admissions to County Schools | These items were considered to contain exempt information as defined in Paragraph 1 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that they contained information relating to any individual. |
| 8. (a) Admissions to County Schools | |
98. **Minutes:**
RESOLVED: That the minutes of the meetings held on 10 October, 7 November, 21 November, 5 December and 19 December 2006 be deferred until printed in the Council Bound Minute Volume.
99. **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 16 (Part 4E of the Constitution).
100. **Petitions:**
RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).
101. **Deputations:**
RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).
102. **Admissions to County Schools:**
(See Recommendation 1).

(Note: The meeting having commenced at 5.00 pm, closed at 5.20 pm)

(Signed) COUNCILLOR JANET COWAN
Chairman

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL****23 JANUARY 2007**

Chairman: * Councillor Mrs Janet Cowan

Councillors: * Mrinal Choudhury * Joyce Nickolay

Advisers: Mr D A Jones
(Vacancy)

* Denotes Member present

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

On 23 January 2007, there were 6 children for whom 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.

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

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H113	11	Bentley Wood
H114	10	Bentley Wood
H115	10	Canons
H116	11	Hatch End
H117 (incorrectly numbered as H113 on agenda)	11	Park
H118 (incorrectly numbered as H114 on agenda)	11	Rooks Heath

PART II - MINUTES103. **Attendance by Reserve Members:**

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

104. **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.

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

106. **Minutes:**

RESOLVED: That the minutes of the meetings held on 10 October, 7 November, 21 November, 5 December and 19 December 2006 and 9 January 2007 be deferred until printed in the Council Bound Minute Volume.

107. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 16 (Part 4E of the Constitution).

108. **Petitions:**

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

109. **Deputations:**

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

110. **Admissions to County Schools:**

(See Recommendation 1).

(Note: The meeting having commenced at 5.00 pm, closed at 5.10 pm)

(Signed) COUNCILLOR JANET COWAN
Chairman

SUPPORTING PEOPLE ADVISORY PANEL**19 JANUARY 2007**

Chairman: * Councillor Eric Silver

Councillors: * Mrs Margaret Davine
* David Gawn* Mrs Myra Michael
* Mrs Vina Mithani

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**20. **Attendance by Reserve Members:****RESOLVED:** To note that there were no Reserve Members in attendance at this meeting.21. **Declarations of Interest:****RESOLVED:** To note that there were no declarations of personal or prejudicial interests made by Members of the Panel arising from the business transacted at this meeting.22. **Arrangement of Agenda:****RESOLVED:** That all items be considered with the press and public present.23. **Minutes:****RESOLVED:** That the minutes of the meeting held on 9 October 2006 be deferred until printed in the Council Bound Minute Volume.24. **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 16 (Part 4E of the Constitution).25. **Petitions:****RESOLVED:** To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).26. **Deputations:****RESOLVED:** To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).27. **The Supporting People Programme Update:**

The Panel received a report of the Director of Adult Community Care Services, which updated Members on the key developments within the Supporting People Programme since the last meeting of the Panel.

Members were briefed on the draft annual plan for 2007/2008, which included achievements and commissioning priorities, plans for Member visits to Supporting People projects, information on the draft statutory guidance issued by the Communities and Local Government (CLG), the Supporting People National Strategy, performance and contract reviews. Members were also updated on new services and the Older People's Housing Review.

Members discussed the report fully and asked many questions regarding the Supporting People Programme. In particular, Members asked questions on the London Resettlement Strategy and the referral process

Officers advised Members that discussions were taking place to consider using surplus budget money to create a non-building service for people aged over 85 with mental health issues.

Members requested that the date of the visit to Harrow View centre and Parkside House be rearranged.

RESOLVED: That (1) the report be noted;

(2) Members' comments on the draft annual plan 2007/2008 be noted by officers;

(3) officers provide Members with the number of people supported by other comparable boroughs;

(4) officers provide an interim report on the referral process of the London Resettlement Strategy and reoffending targets to the next meeting;

(5) officers provide a comprehensive report on the floating support service to the next meeting, including information on supporting Black and Minority Ethnic (BME) Groups;

(6) officers provide a glossary for Members with each agenda;

(7) officers provide a report on the proposed new service for people aged over 85 with mental health problems;

(8) officers confirm that the Member visit to Harrow View centre and Parkside House had been arranged for the afternoon of 8 February 2007.

(Note: The meeting having commenced at 10.08 am, closed at 12.10 pm)

(Signed) COUNCILLOR ERIC SILVER
Chairman

GRANTS ADVISORY PANEL

22 JANUARY 2007

Chairman: * Councillor Joyce Nickolay

Councillors: * Ms Nana Asante * Asad Omar
 * Marilyn Ashton (1) * Mrs Anjana Patel
 * Don Billson Stanley Sheinwald
 * Thaya Idaikkadar (3) * Mrs Sasi Suresh
 * Mrs Myra Michael

Adviser: * Deven Pillay, Chief Executive, Mencap

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

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Grant Applications 2007/2008**

The Panel received a report of the Director of Financial and Business Strategy, which presented the applications for funding and the grants-based Service Level Agreements for 2007/2008. Subsequently it was:

Resolved to RECOMMEND: (to Cabinet)

That (1) the 'in principle' decisions detailed at Appendix 1 be approved, subject to the Council approving its overall revenue budget for 2007/08;

(2) the overall grants budget of £717,502 be approved, subject to the Council approving its overall revenue budget for 2007/2008.

[Reason for Recommendation: To enable the allocation of funding to voluntary organisations for 2007/2008.]

(See also Minutes 40 and 46.)

RECOMMENDATION 2 - Edward Harvist Trust Fund Applications - Reserved

The Panel received a report of the Director of Financial and Business Strategy which provided an update on the reserved grants from the Edward Harvist Trust resulting from the Panel's meeting on 18 December 2006.

Resolved to RECOMMEND: (to the Portfolio Holder, Finance and Business Matters)

That (1) £2,000 be released to Harrow Community Transport;

(2) £2,000 be released to London Kalibari.

[Reason for Recommendation: To enable the organisations listed above to utilise the reserved amounts.]

(See also Minute 40)

PART II - MINUTES39. **Attendance by Reserve Members:**

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

Ordinary Member

Councillor Mrs Rekha Shah
 Councillor Stanley Sheinwald

Reserve Member

Councillor Thaya Idaikkadar
 Councillor Marilyn Ashton

40. **Declarations of Interest:**

RESOLVED: To note that (1) the following Members declared a prejudicial interest arising from their involvement with the organisations listed. Accordingly they took no part in any discussion or voting on the applications relating to these organisations:

<u>Member</u>	<u>Organisation</u>
Councillor Asad Omar	Harrow Council for Racial Equality (Chairman)
Councillor Mrs Anjana Patel	Harrow Mencap (ALG Grants Committee Representative)
Deven Pillay, Adviser to the Panel	Harrow Council for Racial Equality Harrow in Europe Harrow Mencap (Chief Executive) Middlesex Association for the Blind

(2) the following Members declared a personal interest arising from their involvement with the organisations listed. Accordingly, they took part in discussions and voting on the applications relating to these organisations:

<u>Member</u>	<u>Organisation</u>
Councillor Ms Nana Asante	Harrow Association of Voluntary Services Harrow in Europe Flash Musicals
Councillor Marilyn Ashton	Harrow Heritage Trust Agenda 21
Councillor Don Billson	Harrow in Business
Councillor Myra Michael	Harrow in Europe
Councillor Joyce Nickolay	Bentley Priory Nature Reserve Harrow Association of Voluntary Services Harrow Citizen's Advice Bureau Harrow in Europe Harrow Weald Common Conservators

41. **Arrangement of Agenda:**

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

42. **Minutes:**

RESOLVED: That the minutes of the meetings held on 20 November and 18 December 2006 meetings be deferred until printed in the Council Bound Minute Volume.

43. **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 16 (Part 4E of the Constitution).

44. **Petitions:**

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

45. **Deputations:**

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

46. **Grant Applications 2007/2008:**

Further to Recommendation 1, a motion was put and seconded which proposed that the grants budget and funding to individual organisations be restored. Upon being put to a vote, the motion was not carried.

The Director of Financial and Business Strategy outlined the Council's financial situation, stating that the Panel would need to allocate funds within the draft budget, prior to its approval by Council. It was added that a number of external financial

pressures had contributed to the Council's budget position, and a consequent reduction in the funds available to the Panel.

The Adviser to the Panel queried the process for appeals, and from when the deadline for their submission would apply. It was clarified that organisations would normally appeal from the date of the Cabinet decision in relation to the application. However, it was reported that a letter had been sent to all organisations that had applied, explaining how to appeal in writing or make a deputation at the next Grants meeting scheduled for 7th March 2007.

RESOLVED: That the above be noted.

47. **Edward Harvist Trust Fund Applications - Reserved:**
(See Recommendation 2.)

(Note: The meeting having commenced at 7.30 pm, closed at 9.35 pm)

(Signed) COUNCILLOR JOYCE NICKOLAY
Chairman

APPENDIX 1

Organisation	Decision (£)	Reason/Comments
APPLICANTS FUNDED UNDER 3-YEAR SERVICE LEVEL AGREEMENTS		
ACH	Nil	
HARROW ASSOCIATION OF DISABLED PEOPLE	40,500	
HARROW ASSOCIATION OF SOMALI VOLUNTARY ORGS (HASVO)	9,000	
HARROW ASSOCIATION OF VOLUNTARY SERVICE (HAVS)	81,900	
HARROW CITIZENS ADVICE BUREAU	90,500	
HARROW COUNCIL FOR RACIAL EQUALITY	51,800	
HARROW IN BUSINESS	59,250	
HARROW SHOPMOBILITY SCHEME	13,100	
HARROW SPORTS COUNCIL	24,000	
HARROW WEALD COMMON CONSERVATORS	27,000	
HARROW WOMEN'S CENTRE	51,200	
IGNITE TRUST	9,000	
RELATE	20,800	
VICTIM SUPPORT HARROW	14,500	
WELLDON ACTIVITY GROUP	19,900	
WOMEN'S AID HARROW	27,000	
APPLICANTS IN RECEIPT OF GRANTS IN 2006/07		
ADHD SUPPORT GROUP	7,400	
AFGHAN ASSOCIATION	1,350	
ANGOLAN CIVIC COMMUNITIES ALLIANCE	2,700	
ASHIANA	2,700	
ASIAN ELDERLY GROUP	3,500	
ASSOCIATION OF SENIOR MUSLIM CITIZENS	1,800	
BENTLEY PRIORY NATURE RESERVE	1,900	
CARRAMEA	2,100	
COMMUNITY LINK UP	4,500	
CONNAUGHT OPERA	Nil	
EDO STATE WOMEN ASSOCIATION	900	
FLASH MUSICALS	1,000 Reserved	The Panel reserved the grant pending clarification of the organisation's accommodation arrangements.
GIRLGUIDING MIDDLESEX NORTH WEST	1,800	
HARROW AFRICAN-CARIBBEAN ASSOCIATION	5,900	
HARROW AGENDA 21 ENVIRONMENTAL FORUM	4,500	
HARROW ANTI-RACIST ALLIANCE (HARA)	2,700	
HARROW BANGLADESHI ASSOCIATION	1,650	
HARROW BENGALEE ASSOCIATION	2,400	
HARROW BEREAVEMENT CARE	6,400	

(FORMERLY HBVS)		
HARROW EMERALD CIRCLE	Nil	
HARROW GINGERBREAD	500 Reserved	The Panel reserved the grant pending clarification of how the funding would be spent.
HARROW HERITAGE TRUST	8,100	£15, 000 to be paid from the Capital Fund
HARROW IN EUROPE ASSOCIATION	4,500	
HARROW IN LEAF	900	
HARROW IRANIAN COMMUNITY ASSOCIATION	4,500	
HARROW MENCAP	6,700	
HARROW MENCAP - BLACK HISTORY MONTH FORUM	Nil	
HARROW MENCAP	Nil	
HARROW PENSIONERS' ACTION GROUP	650	
HARROW PRE-SCHOOL LEARNING ALLIANCE	3,800	
HARROW PUBLIC TRANSPORT USERS ASSOCIATION	270	
HARROW REFUGEE FORUM	5,400	
HARROW SCHOOL OF GYMNASTICS	2,250	
HARROW SOMALI WOMEN'S ACTION GROUP	4,500	
HARROW TAMIL SCHOOL ASSOCIATION	4,000	
HARROW YOUTH & COMMUNITY PROJECT	1,800	
HINDU COUNCIL	1,800	
HOME START - HARROW	4,500 Reserved	The Panel reserved the grant pending clarification of the organisation's financial status.
IGNITE TRUST	Nil	
ISLAMIC & CULTURAL SOCIETY OF HARROW	900	
JAAGO PUNJABI WOMEN'S GROUP	Nil	
KIDS CAN ACHIEVE	5,400	
K.S.I.M. SENIOR CITIZENS ASSOCIATION	Nil	
MIDDLESEX ASSOCIATION FOR THE BLIND	4,200	
MIND IN HARROW	6,900	
MULTIPLE SCLEROSIS SOCIETY- HARROW BRANCH	900	
NATIONAL AUTISTIC SOCIETY-HARROW BRANCH	1,450	
NAVAT YUVA VADIL MANDAL	Nil	
PAKISTAN SOCIETY OF HARROW	5,900	
PAKISTAN WOMENS ASSOCIATION	900	
PARKINSON'S DISEASE SOCIETY	2,150	
PERSIAN SENIOR CITIZENS CLUB	450	
RAYNERS LANE ISLAMIC WELFARE & CULTURAL ASSOC.	900	
RUSSIAN IMMIGRANTS ASSOCIATION	1,350	
SANGAT ADVICE CENTRE	900	
SPECIAL CONNECTION	900	
TONGUES ON FIRE	1,000	
U. K. ASIAN WOMEN'S CONFERENCE	2,400	

WEALDSTONE ACTIVE COMMUNITY	900	
WISH CENTRE (THE)	1,800	
WOMEN'S AID HARROW	Nil	
WOODLANDS COMMUNITY ASSOCIATION (WOODCOTTES YOUTH CLUB)	3,600	
APPLICANTS <u>NOT</u> CURRENTLY IN RECEIPT OF A GRANT		
AGELESS INTERNATIONAL FOUNDATION	Nil	
BLOSSOM	Nil	
BRIDGE TRUST ORGANISATION LTD	Nil	
CHINESE CULTURAL CENTRE	Nil	
COTTESMORE TENANTS & RESIDENTS ASSOCIATION	Nil	The Panel did not award any funds as the association had recently secured funding from the Prosperity Action Team (PAT).
GENERAL & LEGAL - ADVICE & HELP	Nil	
HARROW & WEALDSTONE SWIMMING CLUB	Nil	
HARROW BUSINESS AGAINST CRIME PARTNERSHIP	5,000	Councillors Nana Asante, Idaikkadar, Asad Omar, and Mrs Sasi Suresh wished to be recorded as having voted against this decision.
HARROW COMMUNITY TRANSPORT	3,500	
HARROW HEALTHY LIVING CENTRE	Nil	The Panel did not award any funds, as the organisation had funding from the Big Lottery Fund to cover running costs.
HARROW ISLAMIC SOCIETY	Nil	
HARROW LEISURE CENTRE SNOOKER CLUB	Nil	
HARROW ST. MARYS CRICKET CLUB	Nil	
HARROW ST. MARY'S YOUTH FOOTBALL CLUB	Nil	
HARROW TAMIL ASSOCIATION	Nil	
HARROW WEALD BADGER SETT (ST. JOHN AMBULANCE)	Nil	
HAVS TRANS-AGE PROJECT	2,000	
INDIAN ASSOCIATION OF HARROW	Nil	
LIFESTYLE DEVELOPMENT OFF DA STREETS & ON THE BALL	3,000	
LIGHT & COLOUR WORKSHOP UK	800	
LONDON KALIBARI	1,500	
NW LONDON LESBIAN & GAY GROUP	Nil	
PLEIADES ART CLUSTER	Nil	
PROJECT 5000	Nil	
SOMALI HUMAN HOPE	Nil	
SURVIVE AND SAVE CLUB	Nil	
TAMIL ELDERS WELFARE TRUST	Nil	
WHITTLESEA LIFE SKILLS ASSOCIATION	2,950	

**LOCAL DEVELOPMENT FRAMEWORK PANEL
(SPECIAL)****23 JANUARY 2007**

Chairman: * Councillor Marilyn Ashton

Councillors:	* Robert Benson	* Manji Kara
	* Keith Ferry	* Joyce Nickolay
	* Thaya Idaikkadar	* Raj Ray (3)

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

PART II - MINUTES**PART I - RECOMMENDATIONS - NIL****17. 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 Navin Shah	Councillor Raj Ray

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

- (i) Agenda item 6 – Progress Report on the RAF Bentley Priory Supplementary Planning Document
Councillor Marilyn Ashton declared a prejudicial interest in the above item arising from the fact that she lived next to the site. Accordingly, she would leave the room and take no part in the discussion and decision-making on this item.

19. 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>
6. Progress Report on the RAF Bentley Priory Supplementary Planning Document (Appendix 1)	The appendix to the report was not available at the time the agenda was printed and circulated. Members were asked to consider the item, as a matter of urgency.

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

20. Minutes:**RESOLVED:** That the minutes of the Special meeting held on 15 November 2006, and of the ordinary meeting held on 30 November 2006, be deferred to the next ordinary meeting of the Panel.**21. Deputations:****RESOLVED:** To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).**22. Progress Report on the RAF Bentley Priory Supplementary Planning Document:
Item not considered.**

[Notes: (i) The Chairman, Councillor Marilyn Ashton, having declared a prejudicial interest in this item and left the room, and, in the absence of a Vice-Chairman of the Panel, nominations were sought for a Chairman for the item;

(ii) Councillors Thaya Idaikkadar and Joyce Nickolay were both nominated and seconded and, having been put to a vote, each received three votes;

(iii) having been advised that the meeting could not proceed without a properly appointed Chairman, Members indicated that they did not wish to change their voting. Consequently, this item was not discussed and Councillor Marilyn Ashton resumed the chair for the remainder of the meeting].

(See also Minute 18).

23. **Delivering Development Plan Document (DPD) – Feedback from Issues and Options Consultation and Next Steps:**

The Panel received the report of the Director of Planning Services, which provided an update on matters relating to the Delivering Development (Site Specific Proposals) DPD, including a summary of comments received in response to the Issues and Options consultation undertaken in September and October 2006, and set out the next steps to be taken in relation to the Preferred Options consultation scheduled to take place in June/July 2007.

In response to questions from Members, officers advised that the information contained within Appendix 1 to the officer report represented comments made by consultees, and were not the views of the Council. The Panel would have an opportunity to agree the Preferred Options prior to the next stage of the consultation, and the responses to that consultation would then be brought back to the Panel for consideration.

Members agreed that there needed to be a clear mechanism in place for informing Ward Councillors of site specific proposals, and that Councillors should encourage constituents to make their views known via the formal consultation process.

RESOLVED: That the comments received in response to the Delivering Development DPD Issues and Options consultation undertaken in September to October 2006 be noted.

(Note: The meeting having commenced at 7.32 pm, closed at 7.58 pm)

(Signed) COUNCILLOR MARILYN ASHTON
Chairman

TOWN CENTRE AND MAJOR PROJECTS PANEL

30 JANUARY 2007

Chairman:	* Councillor Marilyn Ashton	
Councillors:	* David Ashton	* Chris Mote
	* Mrs Margaret Davine (2)	* Phillip O'Dell
	* Susan Hall	
Advisers (non-voting):	† Mr Abe Hayeem	– Canons Park Residents' Association
	Mr John Palmer	– Harrow Agenda 21
	* Mrs J Verden	– Harrow Heritage Trust
	* Mr A Wood	– Harrow Public Transport Users' Association

* Denotes Member present
 (2) Denotes category of Reserve Member
 † Denotes apologies received

[Note: Councillor Paul Osborn also attended this meeting to speak on the item indicated at Minute 29 below].

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**21. **Attendance by Reserve Members:**

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

Ordinary MemberReserve Member

Councillor Navin Shah

Councillor Mrs Margaret Davine

22. **Declarations of Interest:**

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

Agenda Item 12 – Priorities and Progress

- Councillors David Ashton and Marilyn Ashton declared personal interests in that they lived next to Bentley Priory.
- Councillor Mrs Margaret Davine declared a personal interest in that she was a Councillor for Edgware Ward in which the Prince Edward Playing Fields was situated.
- Councillor Susan Hall declared a personal interest in that her business was situated on Wealdstone High Street.
- Councillor Paul Osborn, who was not a Member of the Panel, declared a personal interest in that the Vaughan Centre was situated in Pinner Ward in which he lived.

Accordingly, they would all remain in the room whilst the matter was considered and voted upon.

[Notes: (i) Councillor Marilyn Ashton clarified that her interest was personal rather than prejudicial because the report before the Panel was for noting only and did not relate to the RAF Bentley Priory Supplementary Planning Document on which she had declared a prejudicial interest at the Local Development Framework meeting on 23 January 2007;

(ii) Councillor Paul Osborn left the meeting prior to the consideration of agenda item 12].

23. **Minutes:**

RESOLVED: That the minutes of the meetings of the Town Centre Project Panel, held on 1 August and 26 September 2006, being the predecessor body to this Panel, be taken as read and signed as correct records.

24. **Arrangement of Agenda:**

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

25. **Appointment of Vice-Chairman:**

Further to a change in the membership of the Panel agreed at the Cabinet meeting on 18 January 2007, it was

RESOLVED: That Councillor Susan Hall be appointed Vice-Chairman of the Panel for the remainder of the Municipal Year 2006/07.

26. **Appointment of an Adviser:**

RESOLVED: That Mrs Joanne Verden, representing the Harrow Heritage Trust, be appointed as a non-voting adviser to the Panel, in place of Mr Baj Mathur, for the remainder of the Municipal Year 2006/07.

27. **Renaming of the Panel and Revised Terms of Reference:**

RESOLVED: To note that Cabinet, at its meeting held on 9 November 2006, renamed the Town Centre Project Panel as the Town Centre and Major Projects Panel and agreed the revised terms of reference circulated with the agenda.

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

RESOLVED: To note that no public questions were put, or petitions or deputations received at this meeting under the provisions of Advisory Panel and Consultative Procedure Rules 16, 14 and 15 (Part 4E of the Constitution) respectively.

29. **Public Realm Strategy:**

The Panel received a presentation from Urban Initiatives, a consultant design team appointed by the Council to prepare a Public Realm Strategy for Harrow Town Centre and to work on related projects, such as the Urban Design Framework and the Access and Movement Study.

A representative of Urban Initiatives stated that the ethos of the company was to make cities 'work'. He outlined, with the aid of the presentation slides, improvements carried out by the company to rejuvenate and redesign cities so that the various functions could co-exist and realise mutual benefits.

Public Realm Strategy

Members were briefed on the initial themes for Harrow Town Centre, which would:

- create new spaces and routes;
- break down physical barriers, such as the ring road around Harrow, to unite the Centre;
- connect residential streets to encourage walking and reduce congestion;
- create active and 'live' frontages and avoid blank facades by carrying out a visibility analysis study to ensure that the retail units were located in the most appropriate place;
- create a positive and distinct identity and bring Civic pride.

Additionally, the proposals would improve connections to the stations, deliver quality and manageable public spaces, deliver arts culture and a night time economy whilst ensuring that all development was sustainable.

Urban Design Framework

Members were informed that Urban Initiatives' remit was to create a seamless interchange between the public transport links, make them 'inviting' and accessible to all. Pedestrian routes would expand and the future of retail near Debenhams and at the junction of Station Road/Sheepcote Road would be examined.

Consultation

Steering Groups would initially be established followed by stakeholder consultation culminating in a public consultation exercise in April 2007.

The Director of Planning Services stated that Urban Initiatives would build on the work previously proposed for Harrow Town Centre, which would help transform the Town Centre into a distinctive and attractive environment. This would help change the face of Harrow and realise the Council's ambition to make it an attractive place to live and work. Resources were available in the Council's Capital Programme to carry out improvements to the public realm. Financial support would also come from the Transport for London (TfL) and investment for the private sector.

In opening the presentation to discussion, Members and advisers made the following remarks:-

- all modes of transport ought to be investigated. It was noted that Urban Initiatives' remit did not go beyond Harrow Town Centre;
- a de-cluttered Town Centre was essential;
- there should be an emphasis on walking;
- seamless interchange between stations was of paramount importance;
- to be mindful of the fact that taking traffic away from cities created policing problems;
- stations should be inviting and accessible to all;
- the schemes ought to be do-able and delivered in the short-term;
- projects should be connected to Harrow's rich history and its historical buildings;
- the youth ought to be accommodated in the Town Centre.

In response, the representative from Urban Initiatives and the Director of Planning Services assured the Panel that:-

- elected representatives from the Youth Parliament would be engaged in the process;
- crime could be reduced by creating frontages;
- public realm work on Clarendon Road, Station Road and St Ann's Road would commence soon;
- the Public Realm Strategy would be 'branded' and commencement dates set to ensure a joined-up approach;
- studies that 'designed out' crime, such as 'Project Lilac' would be considered.

The Chairman thanked Urban Initiatives for the presentation and stated that the Panel looked forward to receiving their proposals as part of the Public Realm Strategy.

RESOLVED: That the (1) presentation be received and noted;

(2) comments set out in the preamble above be noted.

30.

Priorities and Progress 2007:

The Director of Planning Services introduced the report, which set out details of a range of projects that had strategic importance and were currently being pursued. The projects would have an impact on the Borough in terms of the range of services available to the community, their physical presence and environmental impact.

The Director stated that the projects would drive the Council's Corporate Priorities and objectives forward. To assist the Panel, he circulated plans to show the location of the sites and how they were linked.

Members were informed that monitoring reports would be submitted to the Panel, including a programme setting out milestones for various proposals.

In response to questions from Members, the Director stated that:-

- Harrow College had received funding approval for re-provision of its buildings and that the news could be considered as a foundation towards rejuvenating Harrow Town Centre;
- Quintains and Dandara – the two major landowners surrounding Harrow-on-the-Hill station – were working closely on the proposals for the redevelopment of 51 College Road (also known as the Old Post Office site). A revised planning application, in accordance with the Council's Strategic Planning Guidance, was expected;
- any relocation of the Leisure Centre would be within its existing site;
- rationalisation of the Kodak site was proceeding with building demolition. The site would be reconfigured and further details were expected in April 2007;
- the current users of Anmer Lodge would be relocated before any development work commenced;
- consultations in relation to the developments at Prince Edward and William Ellis playing fields were not considered to be within the remit of the Traffic and Road Safety Advisory Panel. The Chairman undertook to look into this;
- Urban Initiatives, a consultant design team appointed to prepare, inter alia, a Public Realm Strategy for Harrow Town Centre, would investigate the potential of Havelock Place;
- whilst it was intended to 'smarten up' the Wealdstone High Street and Station Road corridors, the Council's powers in relation to rejuvenating old buildings were limited. An advisory member was of the view that the Station Road corridor was an important artery and ought to be widened because of the congestion which impeded the free flow of buses;
- the size of the various sites listed in the officer report would be provided to Members.

RESOLVED: That (1) the report be noted;

(2) the comments set out in the preamble be noted and taken into account in progressing the projects;

(3) the Executive Director (Urban Living) and the Director of Planning Services be commended for their work to revitalise sections of the Borough.

(Note: The meeting having commenced at 7.30 pm, closed at 9.02 pm)

(Signed) COUNCILLOR MARILYN ASHTON
Chairman

CONSULTATIVE
FORUMS

**TENANTS' AND LEASEHOLDERS'
CONSULTATIVE FORUM****24 JANUARY 2007**

Chairman: * Councillor Mrs Camilla Bath

Councillors: * Don Billson
* Bob Currie

* Phillip O'Dell

* Denotes Member present

Tenants and Leaseholder Representatives

Representatives from the Following Associations were in attendance:

Cottesmore Tenants' and Residents' Association
Eastcote Lane Tenants' and Residents' Association
Pinner Hill Tenants' and Residents' Association
Weald Tenants' and Residents' Association
Weald Village Community Association

(In total, 7 representatives were in attendance.)

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES****33. Attendance by Reserve Members:****RESOLVED:** To note that there were no Reserve Members in attendance at this meeting.**34. Declarations of Interest:****RESOLVED:** To note that the following prejudicial interest was declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
10. Review of Garages and Car-Parking Charges	Councillor Bob Currie	Declared a prejudicial interest in that his son rented a garage from the Council. Accordingly, the Member left the room and took no part in the discussion on that item.

35. Arrangement of Agenda:**RESOLVED:** That all items be considered with the press and public present.**36. Minutes:****RESOLVED:** That the minutes of the meeting held on 30 October 2006 be taken as read and signed as a correct record.**37. 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 16 (Part 4E of the Constitution).**38. Petitions:****RESOLVED:** To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).**39. Deputations:****RESOLVED:** To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

40. **Housing Revenue Account (HRA) 2007/08 to 2009/10:**

In response to a reference from the Cabinet meeting held on 14 December 2006 which asked the Forum to consider the draft Housing Revenue Account (HRA), the Forum received a report of the Director of Financial and Business Strategy setting out details of the HRA for 2007/8 to 2009/10.

An officer explained that the report proposed a rent increase of 4.7%, and that the budget did not reflect the outcome of rent restructuring and proposed increases to be presented later in the meeting, such as garages, car parking spaces and leasehold charges. The Forum heard that these would be included in the final budget. It was also added that the budget did not assume any increases in energy charges at the present time, and factored in approximately 15 'right to buy' transactions annually.

Upon opening the item to questions, the Forum heard that some of the account surpluses listed in the report would be put towards meeting the Decent Homes Standard by 2010 and would also be used to reduce borrowing where possible. The Forum heard that the Council was working towards rent convergence with Registered Social Landlord (RSL) levels by 2012.

It was explained that the £400,000 contingency for 2008/09 and 2009/10 was deemed to be at a prudent level; the current contingency was said to be between £500,000 and £600,000. An officer added that the size of this fund was comparatively small when placed in the context of an overall HRA income of £20,000,000.

A TRA representative queried why the account was predicted to show a balance of approximately £6,000,000 in 2007/08, when the 30-year HRA business plan did not predict that level of balance. In response an officer commented that the balance had accumulated over some time, and that the brought-forward balance had been excluded from the HRA forecasts.

A resident questioned whether, in light of the report, officers thought the options appraisal was now inaccurate. An officer responded that accurate financial forecasting was difficult over long periods, but that it did seem that accumulated balances may have been under-estimated.

In response to the discussion, a Member requested that a report reconciling the early years of the HRA business plan with outturn be provided, together with an explanation of brought-forward balances, and brought to the next meeting of the Forum.

RESOLVED: That the report be noted.

41. **Rent De-Pooling:**

The Forum received a report of the Head of Housing, outlining progress on rent de-pooling. It was explained that rent de-pooling meant the separation of service charges such as ground maintenance and caretaking from basic rents.

It was also explained that in seeking to meet rent convergence with Registered Social Landlord (RSL) rents by 2012, the maximum increase in rent that could be levied would be 5%. This would help ensure that increases in the service charge would be capped pending the introduction of rent de-pooling. In addition, any shortfall in income as a result of this limit would be met by the rent constraint fund, provided by central government, which would reduce Harrow's negative subsidy to government.

The Forum heard that Tenants would be consulted on the process of rent de-pooling at meetings to be held in February 2007, before the changes were implemented in April 2007.

RESOLVED: That the report be noted.

42. **Review of Garages and Car-Parking Charges:**

The Forum received a report of the Head of Housing, which outlined proposals to increase rents for garages and car-parking spaces.

An officer stated that there was a need to examine the costs in relation to these properties and their relative commercial values, in order to maximise income. It was added that currently, whilst rents were comparable to those of other boroughs, they did not reflect relative market values in Harrow.

The Forum heard that there was a need to balance the requirements of Housing Revenue Account (HRA) financial targets and local affordability, and to this end the

preferred option was to raise rents to a level between peer London borough averages and local market rates.

In response to a resident's question, an officer explained that the current 'voids' or vacancy rate on garages and parking spaces in the Borough was low, and did not have an adverse effect on income. It was added that voids would be restored and brought back into use.

Regarding potential use of garages for commercial purposes, the Forum heard that in such instances, rent would be reappraised to include factors such as Value Added Tax (VAT), although there could be potential planning issues if properties were used for alternative purposes. It was added that any variation in the price structure or regulations governing use of such facilities could be put to tenants.

RESOLVED: That the report be noted.

(See also Minute 34).

43. **Review of the Leasehold Service:**

The Forum received a report of the Head of Housing, setting out proposals to revise the management services charges provided by the Home Ownership Team.

An officer explained that an increase in charges was necessary, in order to contribute more towards recovering the costs of services provided. To this end, it had been recommended that the collection rate be increased from 10% to 20%.

The Forum heard that it was also proposed that charges for legal enquiries and services be increased, in line with peer boroughs such as Camden. In addition, charges for major works would also be reformed to include a separate 10% fee for administering the contract and supervising works on site.

An officer advised that progress had been made in the collection of outstanding debt, with £1,112,051 invoiced since July 2005.

On opening the item to questions, a leaseholder representative queried why the increases were not subject to a graded increase. In response, an officer replied that the projected fees were in line with those levied by high performing authorities.

In response to a question from the Chairman, an officer explained that alternative ways by which to pay the charges were being examined, as well as other methods such as leaseholders buying in to improvement contracts.

The Forum heard that of the total amount of debt outstanding, £449,350 had been collected. An officer stated that debts which had been outstanding for over a year would be examined to determine whether they should potentially be written off.

RESOLVED: That the report be noted.

44. **Housing Capital Programme for 2007/2008:**

The Forum received a report of the Head of Housing, which set out the housing capital programme for 2007/2008, and including the Decent Homes work programme.

An officer explained that the Decent Homes work programme had been developed using a stock condition database, with information collected in 2003 and 2005, with further updates since that time. This database had been used to identify properties in the worst condition, which had been prioritised for improvement works.

The Forum heard that the proposed budget for the programme for 2007/08 stood at £7.3 million, which included an increase in investment necessary to meet the decent homes standard by 2010.

In addition, the Forum heard that there would be consultation meetings between January and March 2007, at which progress towards meeting the decent homes standard would be explained, with a further meeting scheduled to discuss proposals to 2010.

In response to a resident's question, an officer explained that the stock data held on the database was of high quality, and that any inaccuracies in the data would be addressed within the next 1-2 years. It was added that any concerns residents had as to the accuracy of the data in specific instances could be raised at consultation meetings.

In response to a Member's query, an officer responded that the Corporate Property Team was responsible for monitoring the delivery of the capital programme.

The Forum heard, in response to a Member's question, that officers were looking to reinstate external decoration to the capital programme, after its removal owing to budget cut-backs.

RESOLVED: That the report be noted.

45. **Progress on Delivering Minor Estate Improvement Works:**

The Forum received a report from the Head of Housing, which outlined progress on delivering Minor Estate Improvements (MEIs) in 2006/07, and proposals for improvements in 2007/08.

An officer explained that a number of projects had been successfully delivered in 2006/07, with some schemes due for completion in early February 2007. Three schemes had been discontinued.

A Member queried whether a project planned for 2007/08 in Wealdstone was to be considered in conjunction with another Urban Living project in the area. Officers said they would explore this, if there were relevant linkages.

In addition, progress on a car-parking scheme in Hamilton Crescent, and proposals for additional lighting in alleyways in Chenduit way were also discussed.

RESOLVED: That the report be noted.

46. **The Caretaking Review:**

The Forum received a report of the Head of Housing, which set out plans to review the caretaking service.

An officer explained that there was a need to undertake the review in order to make the service more effective and responsive to tenants' and residents' needs. It was added that the review would be completed at the end of March 2007, after which a report would be brought back to the Forum.

On opening the item to questions, the Forum heard that there would be no additional costs associated with the review, other than those of staff time and consultancy fees.

RESOLVED: That the report be noted.

47. **Progress Report on HIPSP:**

The Head of Housing presented a report which provided the Forum with a progress update on the Harrow Integrated Property Services Partnership (HIPSP).

The Forum heard that the Council's preferred partner would have been selected, and contracts would be in place and operational, by July 2007. An officer stated that tenants and leaseholders, as well as elected Members, would be among the constituent groups involved in the evaluation team.

RESOLVED: That the above be noted.

48. **Proposed Changes to the Warden's Service:**

The Forum received a report from the Head of Housing, which set out plans to vary the warden's service in Sheltered Housing schemes.

The Forum heard that the proposed changes had been formulated as part of the Older People's Housing Review. It was explained that the current arrangement of one warden per housing scheme would be replaced with two teams of seven staff, with each team covering approximately half of the sheltered housing schemes.

An officer stated that this would allow greater flexibility and more targeting in the provision of the service, and would assist in meeting the Council's medium term budget plans, as agreed at Cabinet on 14 December 2006. It was explained that information packs would be produced and distributed to tenants, and meetings would be arranged to allow for comments on the proposals.

In response to questions, the Forum heard that wardens had been consulted on the proposals, along with Trade Unions, and that their comments had been incorporated when developing the proposals. It was added that there were currently no plans to

vary the employment arrangements of wardens, or the mixture of permanent to temporary contracts.

An officer explained that the service was funded partly through the Supporting People Grant, provided by the Department for Communities and Local Government, and partly through the Housing Revenue Account (HRA), which covered salary costs.

RESOLVED: That the report be noted.

49. **The Revised Tenancy Agreement:**

The Forum received a report of the Head of Housing which set out proposed variations to the tenancy agreement, and revisions to garage licenses.

An officer stated that there had been 19 public meetings at which tenants and residents were consulted on the proposed agreement. Feedback at these meetings had been worked into the revised agreement where appropriate, appended to the officer report. In addition, it was explained that introductory tenancies would not be pursued as they did not represent an effective use of resources in view of proposals for secure tenancies.

The Forum heard that in relation to garage licences, consultation would take place by statutory notice, with licence holders given 4 weeks to agree the proposed changes.

RESOLVED: That the report be noted.

50. **Date of Next Meeting:**

RESOLVED: To note that the next meeting of the Forum would take place on 1 March 2007.

(Note: The meeting having commenced at 7.35 pm, closed at 9.55 pm)

(Signed) COUNCILLOR CAMILLA BATH
Chairman

EDUCATION CONSULTATIVE FORUM**30 JANUARY 2007**

Chairman:	* Councillor Miss Christine Bednell	
Councillors:	* Mrs Camilla Bath * B E Gate * Manji Kara	* Janet Mote * Raj Ray * Bill Stephenson
Teachers' Constituency:	* Mrs D Cawthorne Mr R Borman Ms C Gembala * Mr Allan Jones	* Ms J Lang * Ms L Money Ms L Snowdon
Governors' Constituency:	† Ms H Henshaw * Mrs C Millard	† Mr N Rands Ms H Solanki
Elected Parent Governor Representatives:	* Mr R Chauhan	* Mrs D Speel
Denominational Representatives:	† Mrs J Rammelt	† Reverend P Reece

* Denotes Member present
† Denotes apologies received

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - School Term Dates 2008-09**

The Forum received a report of the Director of Strategic Services (People First), which proposed school term dates for 2008-09 in line with the model provided by the Local Government Association (LGA).

In response to questions from members of the Forum, the officer advised that most of the neighbouring boroughs were considering following the LGA model. A member of the Forum commented that it could be useful for neighbouring boroughs to align term dates as far as possible.

A Member expressed concern that the school year would end on a Monday, which could result in a higher than average unauthorised absence of pupils. An officer suggested that this day could be used as a training day.

Having discussed various options, the Forum agreed it would be difficult to avoid finishing the school year on a Monday.

Resolved to RECOMMEND: (to the Portfolio Holder, People First):

That the proposed school term dates for 2008-09 be approved.

[**REASON:** To fulfil the Council's requirement to determine the school term dates for 2008-09.]

PART II - MINUTES**28. Attendance by Reserve Members:**

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

29. Apologies for Absence:

RESOLVED: To note that apologies for absence had been received from Ms H Henshaw, Mrs J Rammelt, Mr N Rands and Reverend P Reece.

30. **Declarations of Interest:**

RESOLVED: To note (1) the personal interests previously declared by members of the Forum, in relation to their governorships of schools, as set out in the minutes of the Education Consultative Forum held on 15 July 2004 (minute 110);

(2) that the following additional personal interests were declared:

<u>Member</u>	<u>Nature of Interest</u>
Councillor Miss Christine Bednell	Patron of Harrow Young Musicians
Mr H Chauhan	Governor of Hatch End High School
Councillor Mr B E Gate	Patron of Harrow Young Musicians
Mrs D Speel	Governor of Cannon Lane Middle School

31. **Arrangement of Agenda:**

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

32. **Minutes:**

RESOLVED: That the minutes of the meeting held on 21 September 2006 be taken as read and signed as a correct record.

33. **Public Questions:**

RESOLVED: To note that no public questions were put at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 16 (Part 4E of the Constitution).

34. **Petitions:**

RESOLVED: To note that no petitions had been received.

35. **Deputations:**

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

36. **School Term Dates 2008-09:**
(See Recommendation 1)37. **Draft Budget for Consultation:**

The Forum considered a report of the Director of Financial and Business Strategy, which set out the draft revenue medium term budget strategy for 2007-08 and 2009-10.

An officer presented the segments of the draft budget that related to education. She explained that the Council's grant increase for 2007/2008 was 2.7% and that given there were inflation and other pressures exceeding this sum as well as reserves being very low significant savings across the Council needed to be made.

During the discussion on the report, members of the Forum expressed the following views.

- Concern was expressed that the cut in education welfare service would affect the most vulnerable individuals.
- Ceasing to be a provider of youth services and commission from other bodies could be detrimental to the personal development of youths.
- To cease Music Teaching Subsidy by increasing charges or reducing expenditure could prevent gifted pupils from a less wealthy background from developing their talent.
- The proposed cut in the Focus Harrow Young Musicians grant on Harrow residents was considerable and would negatively impact on the organisation.

- The fear of crime could increase if no services were provided for youths.
- Concerns were also raised over SLA charges, the focus on the clothing grant, school meals administration and legal support.
- The reduction of extended schools funding would lead to long term difficulties.
- It would be helpful if the draft budget stated for each item what percentage the change represented.
- There was a general concern over how realistic year on year cuts were and whether they were achievable and desirable considering the impact on services they might have.
- The budget as presented should not be considered the base budget. Were the Council's financial position to improve, levels of funding should be restored.

RESOLVED: That the above comments be forwarded to Cabinet.

38. **Date of Next Meeting:**

RESOLVED: To note that the next meeting of the Forum would be held on 21 March 2007.

(Note: The meeting having commenced at 7.32 pm, closed at 9.15 pm)

(Signed) COUNCILLOR CHRISTINE BEDNELL
Chairman

EMPLOYEES' CONSULTATIVE FORUM

31 JANUARY 2007

- Chairman: * Councillor Mrs Camilla Bath
- Councillors: * Bob Currie * Joyce Nickolay (1)
 * Graham Henson * Paul Osborn (2)
 * Chris Mote * Navin Shah
- Representatives of HTCC: (Currently no appointees)
- Representatives of UNISON: * Ms L Ahmad * Mr G Martin
 Mr S Compton Ms K McDonald
 Ms S Duffell Mr M Nolan
- Representative of GMB: * Mr S Karia

* Denotes Member present/Employee Representative present
 (1) and (2) Denote category of Reserve Member

[Note: Other Attendance: Mr R Thomas, UNISON, also attended.]

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

29. **Attendance by Reserve Members:**

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

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor David Ashton	Councillor Joyce Nickolay
Councillor Don Billson	Councillor Paul Osborn

30. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Member</u>	<u>Nature of Interest</u>
Councillor Bob Currie	Declared a personal interest in that he was a retired, lifelong member of UNISON. Accordingly he remained in the room and took part in the discussion and decision-making on all items.
Councillor Graham Henson	Declared a personal interest in that he was a member of the Communications Workers Union. Accordingly he remained in the room and took part in the discussion and decision-making on all items.
Councillor Navin Shah	Declared a personal interest in that he was a member of AMICUA and a patron of Harrow Anti-Racist Trust. Accordingly he remained in the room and took part in the discussion and decision-making on all items.

31. **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>
10. Consultation on the Draft Revenue Budget and Capital Programme for 2007/08 to 2009/10 – GMB-Harrow Public Services Branch response to the Draft Budget 2007/08 to 2009/10	A response to the report on the main agenda was tabled by the GMB representative. Members were asked to consider the response when considering Agenda Item 10.
11. Equality Monitoring Report for 1 April 2006 to 30 September 2006	There were omissions from pages 5 and 9 of the main report that was circulated on the main agenda. By circulating the revised report, ECF Members would have complete information prior to the meeting.

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

32. **Minutes:**

RESOLVED: That the minutes of the meeting held on 1 November 2006 be deferred until printed in the Council Bound Minute Volume.

33. **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 16 (Part 4E of the Constitution).

34. **Petitions:**

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

35. **Deputations:**

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

36. **Follow-Up Progress Report following recommendation of the HSE Inspection - January 2005:**

The Forum received a report of the Director of Financial and Business Strategy, which provided an update on activities undertaken to meet the recommendations in the Health and Safety Executive (HSE) inspection report of January 2005.

In response to Trade Union representatives' concerns about the cost of proposals and the suggestion that the remit of the Health and Safety Partnership Board (HSPB) might change to become strategic, an officer explained that existing budgets would be used and that the HSPB had always intended to be strategic.

A Member suggested that a sub-group of the HSPB could be set up to work at an operational level. An officer responded that this would be put to the next meeting of the HSPB for consideration. A Member queried whether the Board had cross-party membership.

RESOLVED: That (1) the report be noted;

(2) the minutes of the HSPB meetings and the terms of reference be circulated to Members of ECF;

(3) the Leader reconsider the membership of the HSPB;

(4) any changes to HSPB be discussed with the unions.

37. **Progress on consulting the Unions on Revised Attendance and Grievance Policies and Procedures:**

The Forum received a report of the Director of People, Performance and Policy, which provided information on the consultation that had taken place between officers and unions on the revised Grievance and Attendance policies and procedures. Members

had requested this report at the ECF Meeting in November 2006. It was reported that progress had been made and officers hoped to have reached an agreement by the ECF meeting in April 2007.

Trade unions expressed the view that it would be optimistic to expect agreement to be reached by April 2007 and that more time might be required.

RESOLVED: That (1) the progress made with the unions on the revised Grievance and Attendance Policies and Procedures be noted;

(2) Members of the Forum be provided with hard copies of the revised Grievance and Attendance policies and procedures;

(3) reference to the review process be made in the Annual Equality Report;

(4) if agreement has been reached, a report be submitted to the next ECF meeting, and if not, a report detailing the areas which had not been agreed be provided.

38. **Consultation on the Draft Revenue Budget and Capital Programme for 2007/08 to 2009/10:**

The Forum received a report of the Director of Financial and Business Strategy to enable consultation with the Trade Unions on the proposals in the Draft Revenue Budget and Capital Programme for 2007/08 to 2009/10 agreed by the 14 December 2006 Cabinet.

An officer outlined the budget and the pressures facing the Council and asked the Trade Unions to comment on the report.

The Trade Unions:-

- raised concern at the impact of the Primary Care Trust (PCT) deficit on the Council;
- queried Members' allowances;
- expressed the view that services should remain in-house;
- asked for clarification on whether the Civic Centre would be sold and if so, why refurbishment was taking place and whether it was necessary;
- queried why there would be no Council Tax increase in 2009/10;
- queried whether there would be further reductions in the union budgets;
- expressed the view that officers should not decide that there should be a Joint Secretary for UNISON and the GMB as the unions should manage themselves;
- queried the level of compulsory redundancies in the Organisational Review and how redundancies would be funded;
- raised concern at the cost incurred by using consultants.

The Forum discussed the points raised and the Leader of the Council stated that:

- the PCT deficit was approximately £20 million and that in order to recover this position, pressure to fund services was being transferred to the Council;
- Members' allowances had not increased in 2006/07, they were the lowest of any London Borough and would increase by the same percentage as employees' pay in 2007/08;
- there were no plans to sell the Civic Centre and that work was required to comply with health and safety and disability legislation. Open plan offices would mean employees in other buildings could be moved to the Civic Centre, thus reducing rent currently being paid on other buildings;
- although there were no plans for a Council Tax increase in 2009/10, this could change depending on the level of grant received from the government;
- it was hoped that any redundancies could be accommodated through voluntary means but there might be a need for compulsory redundancies. The numbers

of redundancies was not yet known as there was a need to determine the revised structures;

- the use of consultants had been minimised and they were only used where their expertise was necessary.

In addition, officers advised that:-

- the budget cut of £60,000 in relation to the Unions had been implemented in the August 2006 savings plan and there would be no further reductions in 2007/08;
- in the past there had been a Joint Secretary and this facilitated consultation and effective use of the budget. The unions could decide how the position of Joint Secretary was filled;
- the Council could apply to the Department for Communities and Local Government (DCLG) to have the statutory element of redundancy costs capitalised.

RESOLVED: That (1) the comments made by the Trade Unions be reported to the Cabinet and the Council for consideration;

(2) the Leader of the Council provide a breakdown of the costs of the refurbishment works to the Civic Centre, to the GMB representative, as requested.

39. **Equality Monitoring Report for 1 April 2006 to 30 September 2006:**

The Panel received a report of the Director of People, Performance and Policy, which updated Members on the progress made by the Council (excluding school based staff) in the first half of the year, from 1 April 2006 to 30 September 2006, in achieving its equality performance targets for 2006 and progress on other equality work.

It was explained that this report focused primarily on recruitment and that the figures outlined in the report would not change significantly by the end of 2006/07 due to the recruitment freeze that was in place. An officer reported that the percentage of appointments from internal and external black and minority ethnic (BME) applicants was 40%, which was of slight concern as it was lower than the figure for 2005/06 and the Council's target of 42.7%. There had also been a reduction in the number of BME applicants that had applied internally, however the proportion appointed had not decreased. Positively, there had been an increase in the percentage of senior management posts (based on the top 5% of earners) filled by both women and BME staff.

An officer reported that there had been an improvement in the number of applicants that had declared having a disability and that a Disability Equality Scheme was being drafted. The Council had successfully achieved Level 3 in the Equality Standard for Local Government in 2005/06 and was committed to achieving Level 4 by the end of 2006/07. Work would also be done to address the issue of more women than men being appointed at the lower pay bands and more men than women being appointed at higher pay bands.

Members and officers entered into discussions on the figures in the report and the systems in place to ensure a fair and equitable recruitment and selection was in place. It was reported that representatives of the Harrow Council Black Workers Group (HCBWG) and Disability Awareness and Information Support Group (DAIS) would be invited to attend ECF meetings where reports on equalities issues were being discussed.

RESOLVED: That (1) the report be noted;

(2) officers provide Members of the Forum with copies of the Disability Equality Scheme.

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

(Signed) COUNCILLOR CAMILLA BATH
Chairman

