

2006 – 2007
June 2006 Volume 2



**CABINET
AND
COUNCIL
MINUTES**

CABINET AND COUNCIL MINUTE BOOK
VOLUME 2: JUNE 2006

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COUNCIL
AND
COUNCIL
COMMITTEES

LICENSING
AND GENERAL
PURPOSES
COMMITTEE

REPORT OF LICENSING AND GENERAL PURPOSES COMMITTEE

(SPECIAL) MEETING HELD ON 5 JUNE 2006

Chairman: * Councillor Mrs Lurline Champagne

| | | |
|--------------|--------------------|--------------------|
| Councillors: | * Robert Benson | * Ashok Kulkarni |
| | * Don Billson | * Mrs Vina Mithani |
| | * Mrinal Choudhury | * John Nickolay |
| | * G Chowdhury | * Phillip O'Dell |
| | Mano Dharmarajah | Raj Ray |
| | Thaya Idaikkadar | Tom Weiss |
| | * Nizam Ismail | * Jeremy Zeid |

* Denotes Member present

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

RESOLVED: To note the appointment under the provisions of Council Procedure Rule 1.1 (xii) at the Extraordinary Council meeting, held on 31 May 2006, of Councillor Champagne as Chairman of the Committee for the Municipal Year 2006/07.

2. Attendance by Reserve Members:

RESOLVED: (1) To note that no Reserve Members were included in the Committee's membership; and

(2) that this item be removed from future agendas.

3. 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.

4. Arrangement of Agenda:

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

(2) 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:-

Agenda item
Special Circumstances/Grounds for Urgency

8. Establishment of Sub-Committees and Panels 2006/07

This information was not available at the time the agenda was printed and circulated. The establishment of the Committee's subsidiary bodies was the main purpose of this Special meeting, and needed to be done as soon as possible in order to enable meetings of the Sub-Committees and Panels to be convened.

5. Appointment of Vice-Chairman:

Councillor Vina Mithani was nominated to the office of Vice-Chairman. Upon being put to a vote, it was

RESOLVED: To appoint Councillor Vina Mithani as Vice-Chairman of the Committee for the Municipal Year 2006/07.

[Note: Councillors Choudhury, Ismail and O'Dell wished to be recorded as having abstained from voting].

6. **Minutes:**

RESOLVED: That the minutes of the meeting held on 7 March 2005, be deferred until the next ordinary meeting of this Committee.

7. **Terms of Reference of Sub-Committees and Panels:**

RESOLVED: That the Terms of Reference be approved.

8. **Establishment of Sub-Committee and Panels 2006-07:**

Further to the nominations now submitted in respect of this Committee's subsidiary body memberships and to the office of Chairman as appropriate, it was

RESOLVED: That the Licensing and General Purposes Sub-Committee and Panels be established for the Municipal Year 2006/07 with the memberships and Chairmen as detailed in the appendix to these minutes.

(Note: The meeting, having commenced at 6.30 pm, closed at 6.40 pm).

(Signed) COUNCILLOR MRS LURLINE CHAMPAGNIE
Chair

APPENDIX 1

LICENSING AND GENERAL PURPOSES PANELS

(Membership in order of political group nominations)

ConservativeLabourLiberal Democrats

(1) CHIEF OFFICERS' EMPLOYMENT PANEL (5)

(3) [(2) Voluntary]

(2)

(1) [From Conservative Group allocation]

I.
Members1. Leader of Group1. Leader of Group

1. Noyce

(Councillor C Mote or nominee) (CH)

(Councillor N Shah or nominee)

2. Deputy Leader of the Group2. Deputy Leader of the Group

(Councillor Mr David Ashton or nominee).

(Councillor Bill Stephenson or nominee).

(2) EARLY RETIREMENT SUB-COMMITTEE (3) (Non-proportional)

(2)

(1)

I.
MembersMiss Christine Bednell
Richard David Romain (CH)

Mano Dharmarajah

II.
Reserve
Members1. Mr John Anderson
2. Mr Narinder Singh Mudhar
3. Mr Jeremy Zeid1. Mr Keith Ferry
2. -
3. -

(3) EDUCATION AWARDS APPEALS PANEL (3)

(2)

(1)

I.
MembersMiss Christine Bednell (CH)
Mrs Lurline Champagne

Mr Keeki Thammaiah

II.
Reserve
Members1. Mrs Camilla Bath
2. Jean Lammiman
3. Mrs Vina Mithani1. Mr Raj Ray
2. -
3. -

(4) LICENSING PANEL (3) (Pool of Members)

(To be selected from the following nominees)

| | |
|-------------------------------|----------------------------|
| Robert Benson | Mr Mrinal Choudhury |
| Mr Don Billson | Mano Dharmarajah |
| Mrs Lurline Champagnie | Nizam Ismail |
| G Chowdhury | Thaya Idaikkadar |
| Ashok Kulkarni | O'Dell |
| Mrs Vina Mithani | Mr Raj Ray |
| John Nickolay | |
| Tom Weiss | |
| Mr Jeremy Zeid | |

(5) NATIONAL NON-DOMESTIC RATE: DISCRETIONARY RATE RELIEF APPEAL PANEL (3) (Pool of Members)

(To be selected from the following nominees)

| | |
|---------------------------|------------------------------|
| Mr Don Billson | Mr Mrinal Choudhury |
| John Cowan | Bob Currie |
| Mrs Myra Michael | Mano Dharmarajah |
| John Nickolay | Mr Keith Ferry |
| Mrs Joyce Nickolay | Nizam Ismail |
| Mr Dinesh Solanki | Mr Dhirajlal Lavingia |
| Versallion | |

(6) PENSION FUND INVESTMENTS PANEL (4)**(2)****(2)****I.**
Members

| | |
|-------------------------------|-------------------------|
| Mr David Ashton * (CH) | Mano Dharmarajah |
| Richard David Romain | Thaya Idaikkadar |

II.
Reserve
Members

| | |
|---------------------|-------------------|
| 1. Mr Tony Ferrari | 1. Mr Keith Ferry |
| 2. Mr John Anderson | 2. Nizam Ismail |
| 3. Robert Benson | |

Harrow UNISON Co-optee (Non-voting): Mr R Thornton [Alternate: Mr J Rattray]
Co-optee (Non-voting): Howard Bluston

(7) PERSONNEL APPEALS PANEL (3) (Pool of Members)

(To be selected from the following nominees)

| | |
|------------------------------|------------------------------|
| Mrs Camilla Bath | Bob Currie |
| Mr Don Billson | Mrs Margaret Davine |
| Mrs Lurline Champagne | B E Gate |
| John Cowan | David Gawn |
| Mr Manji Kara | Mitzi Green |
| Jean Lammiman | Henson |
| Salim Miah | Mr Dhirajlal Lavingia |
| Mrs Joyce Nickolay | Mr Raj Ray |
| Mrs Anjana Patel | Dr Bill Stephenson |
| Mr Dinesh Solanki | |
| Mr Jeremy Zeid | |

(8) SOCIAL SERVICES APPEALS PANEL (3) or ((2)) (Pool of Members)

| | |
|------------------------------|-----------------------|
| (2) | ((1)) |
| Mrs Lurline Champagne | B E Gate |
| Myra Michael | Mitzi Green |
| Mrs Vina Mithani | Mr Asad Omar |
| Eric Silver | Mrs Rekha Shah |
| Mr Dinesh Solanki | |

(CH)
(VC)
*

= Chair
= Vice-Chair
Denotes Group Members for consultation on DeleB E Gated Action and/or administrative matters.

REPORT OF LICENSING AND GENERAL PURPOSES COMMITTEE

MEETING HELD ON 15 JUNE 2006

Chairman: * Councillor Mrs Lurline Champagne

Councillors: * Robert Benson * Ashok Kulkarni
* Don Billson * Mrs Vina Mithani
* Mrinal Choudhury * John Nickolay
* G Chowdhury * Phillip O'Dell
* Mano Dharmarajah * Raj Ray
* Thaya Idaikkadar Tom Weiss
* Nizam Ismail * Jeremy Zeid

* Denotes Member present

PART I - RECOMMENDATIONS**RECOMMENDATION I - Outline Report on Gambling Act 2005**

Members considered a report of the Executive Director of Urban Living, which advised Members of the procedure to be followed by the Council to implement the Gambling Act 2005.

Members noted that the Gambling Act 2005, which would come into force in September 2007, would give Authorities new and extended responsibilities for licensing premises for gambling, including betting, casino and gaming, which were previously administered by the Magistrates' Courts. Members were advised that each Licensing Authority was required to develop, consult on and publish a statement of its Licensing Policy.

Members noted the tight timescale within which the policy had to be agreed, in order that sufficient time could be given to stakeholders to be involved in the recommended 12 week consultation process.

Having approved the proposed timescale for the Gambling Policy draft, consultation and publication, it was;

Resolved to RECOMMEND: (To Council)

That a Special meeting of Council be summonsed in December 2006 to approve the Gambling Policy.

(See also Minute 15)

PART II - MINUTES9. **Declarations of Interest:**

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

10. **Arrangement of Agenda:**

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

11. **Minutes:**

RESOLVED: That (1) the minutes of the Ordinary meeting held on 6 March 2006, having been circulated, be taken as read and signed as a correct record; and

(2) the minutes of the Special meeting held on 5 June 2006, which were not detailed on the agenda for the meeting, be deferred until printed in the Council Minute Volume.

12. **Public Questions, Petitions or 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.

13. **Response to the Department for Communities and Local Government (DCLG) Consultation Draft Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006:**

Members considered a report of the Director of Financial and Business Services which sought views on the two options proposed in relation to awarding compensation to local authority staff whose employment was terminated early on grounds of redundancy, in the interests of efficiency or on cessation of a joint appointment.

The officer advised that the discretionary compensation regulations were to be amended by 1 October 2006, in line with when the Age Discrimination Act 2006 came into force. Members were requested to consider two options that provide local authority employers with broad discretionary powers to make a one-off lump sum payment of up to two years pay or five years pay. The officer emphasised that the two options were just an upper ceiling limit, which provided maximum flexibility for the Authority whilst being able to contain costs at an acceptable level.

In response to questions Members were informed that the lump sum costs would be contained within the departmental budgets and that the two year option was recommended.

RESOLVED: That (1) the two year option for a one off lump sum for discretionary compensation be agreed;

(2) the response be forwarded to the Department for Communities and Local Government by 31 July 2006;

(3) officers submit a report on all Discretionary Payments once new legislation was available.

14. **Report on the Implementation on the Proposed Alcohol Exclusion Zone under The Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2001:**

Members considered a report of the Executive Director (Urban Living) which sought approval of a proposed designated alcohol consumption exclusion zone.

The officer tabled a coloured version of the map appended to the report of the Executive Director (Urban Living), to enable Members to distinguish the red border identifying the proposed designated drinking zone. It was noted that data from the police, ambulance service and the Crime Reduction Unit had been collated in order to map the trouble "hotspots" fuelled by alcohol consumption, such as Harrow Town Centre and Wealdstone. Members were informed that the exclusion zone could be open to challenge if such data were not provided from those relevant authorities.

The officer explained that, following agreement of the proposed designated exclusion zone, a 28 day consultation period with the public, local residents and businesses, together with an advertisement in the local newspaper was necessary. The results

would then be reported back to the next meeting of the Committee. Members noted that the boundaries could be refreshed if further data was provided by the police, ambulance service and Crime Reduction Unit which identified other areas of concern.

In response to Members' questions, the officer confirmed that a budget had not been provided for the implementation of the zone. Costs would, however, be kept to a minimum as the Police would be patrolling and enforcing the alcohol exclusion zone and the signage would be met from the Transportation departmental budget. The Committee were advised that, in due course and with the relevant essential data, it was proposed to commission a Borough wide exclusion zone.

RESOLVED: That (1) the procedure used to implement the controlled drinking exclusion zone be approved; and

(2) the proposed Zone, in accordance with the Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2001, be approved.

15. **Outline Report on Gambling Act 2005:**
(See also Recommendation I)

Having made a recommendation to Council in relation to the calling of a Special Council meeting in December 2006 to approve the Gambling Policy, it was

RESOLVED: That the proposed timescales for the Gambling draft, consultation and publication of the Gambling Policy be approved.

16. **Summary of Concluded Licensing Appeals:**

Members considered a report of the Director of Legal Services, which contained a summary of concluded licensing appeals pursuant to the Licensing Act 2003, section 181 and Schedule 5.

RESOLVED: That the report be noted.

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

(Signed) COUNCILLOR MRS LURLINE CHAMPAGNIE
Chairman

LICENSING AND
GENERAL PURPOSES
PANELS

LICENSING PANEL

7 JUNE 2006

Chair: * Councillor Vina Mithani

Councillors: * Mano Dharmarajah * John Nickolay

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**10. **Appointment of Chairman:**

RESOLVED: That Councillor Vina Mithani be appointed Chairman of the Panel for the purposes of this meeting.

11. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

| <u>Agenda Item</u> | <u>Member</u> | <u>Nature of Interest</u> |
|--|-----------------------------|---|
| 19. Harrow Leisure Centre, Christchurch Avenue, Harrow, Middx, HA3 6BD | Councillor Mrs Vina Mithani | Declared a personal interest in that she was a member of the gym at the Leisure Centre. |

12. **Licensing Panel Terms of Reference:**

RESOLVED: That the Terms of Reference be noted.

13. **Arrangement of Agenda:**

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

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

| <u>Item</u> | <u>Special Circumstances/Grounds for Urgency</u> |
|--|---|
| 8. Application for a Review for The Rising Sun Public House, 138 Greenford Road, Harrow, Middlesex, HA1 3QL. | The representative of the Chief Environmental Health Officer informed the Panel that a witness statement had been produced by the Metropolitan Police which the local residents had recalled as part of their evidence for the review. This statement had been received by the Licensing Team following the agenda dispatch. In order to ensure that all the relevant evidence was available to ensure a fair hearing, the statement was tabled with the agreement of both parties present. |

14. **Minutes:**
(See Note at conclusion of these minutes).15. **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.

16. **Licensing Procedures:**

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

17. **Application for a Review for The Rising Sun Public House, 138 Greenford Road, Harrow, Middlesex, HA1 3QL:**

The Panel received a report of the Chief Environmental Health Officer, which detailed a Review application for a Premises Licence for The Rising Sun Public House, 138 Greenford Road, Sudbury Hill, Harrow, HA1 3QL.

The review application had been made by a resident of Hussain Close, Mrs Sally Hobbs, who cited that the premises had been in breach of all four of the Licensing Objectives.

In attendance were local residents namely Ms Austin, Mr Clark, Mr and Mrs Gaunt, and Mrs Sally Hobbs. Also in attendance were the owners of the premises, Mr Velauthampillai Akilan and Mr Thirunavikkarasu Yathavan, the General Manager, Mr Rambachan, and their agent Mr Simons.

Mr Gaunt presented the case on behalf of the local residents. He explained how residents had endured patrons fighting outside the public house, which quite often spilled onto Hussain Close, urinating in residents' gardens, damage to residents' cars and private property, patrons cars illegally parking in the allocated bays for residents, litter being thrown over the fence into the residents' gardens, noise, nuisance and general public disorder. He also confirmed that the collection of waste from the large industrial metal bins from the premises was taking place in the early hours of the morning thereby disturbing the sleep of the local residents. Mr Gaunt stated that he appreciated that the premises had recently changed management and he was aware that some of the incidents reported in the objections were prior to change over.

In response, Mr Simons, the applicants agent, read out a statement which confirmed the following;

- A new management team had taken over the premises in April 2005;
- Previous staff had been dismissed;
- New staff had all been fully trained;
- CCTV was installed and maintained;
- No more drink promotions were taking place;
- Staff would monitor level of noise disturbance when special events are being held;
- There was already a 0% tolerance level in place; known troublemakers were banned and those who had had too much to drink would be asked to leave the premises.
- There would be regular litter patrols;
- Signs asking patrons to leave quietly had already been placed around the premises;
- Patrons were prohibited from taking glassware or cutlery outside of the premises;
- Residents and the police would be notified in writing when special events were being held;
- Special events would be arranged by a ticketing system and trained doorstaff would be on duty.

Residents and the Panel were given the opportunity to ask questions of the applicants. Mr Simons gave the following responses:

- An undertaking that tables would not be placed outside the front of the premises for patrons.
- Door staff would be accredited.
- No private parties would take place, only special events eg. the World Cup.
- A ventilation system was in place.

- Two panic buttons and an alarm system linked up to the police and fire authority were already in place
- Agreeable to a condition reducing hours in the garden to prevent public noise and nuisance.
- CCTV had a 31 day tape bank.
- The timings of the emptying of the industrial metal bins were currently being reviewed with the contractors.
- No more than 100 patrons would be allowed onto the premises at any one time.
- A sign advising patrons of the public house car park opposite the premises would soon be displayed.

In summary, Mr Simons advised that the new owners were committed to improving the clientele and hoped that with the opening of the restaurant side of the premises in due course, the pub would attract local businesses, particularly at lunchtimes. The owners had admitted that initially the premises were bought as an investment and that neither investor had licensing experience. Mr Velauthampillai Akilan had taken the National Certificate for Personal Licence Holders in order to become the Designated Premises Supervisor. The licensees were looking to improve relations with the residents of Hussain Close by arranging regular meetings with them to resolve any issues. He confirmed that a 0% tolerance level had already been implemented, with patrons being banned and that the licensees would be attending the Safer Neighbourhood Scheme.

In summary Mr Gaunt explained that he had sought reassurance that the problems caused by the patrons of the pub would cease. He appreciated that the management had recently changed and that problems had reduced but expected further controls to be implemented.

The Panel considered the application and representations made together with the policy and guidance.

RESOLVED: That the conditions of the Premises Licence for The Rising Sun Public House, 138 Greenford Road, Sudbury Hill, Harrow, HA1 3QL be modified by adding the following conditions:

ADDITIONAL CONDITIONS:

1. There shall be a minimum of 1 door supervisor for every 50 persons or part thereof at functions attended by adults.
REASON: Prevention of crime and disorder.
2. CCTV equipment shall be installed, operated and maintained in good working order and in accordance with the recommendations of the Police or Crime Prevention Officer.
REASON: Prevention of crime and disorder.
3. Alcoholic drinks may only be consumed on the premises and in the beer garden.
REASON: Prevention of crime and disorder and the prevention of public nuisance.
4. The beer garden is to be closed and cleared of bottles and glasses by 10.30 pm.
REASON: Prevention of public nuisance.
5. Doors and windows shall be kept shut during operating hours.
REASON: Prevention of public nuisance.
6. Prominent, clear and legible notices shall be displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly.
REASON: Prevention of public nuisance.
7. The Designated Premises Supervisor is required to attend meetings of the local Pubwatch scheme or its local equivalent.
REASON: Prevention of crime and disorder, public nuisance and the promotion of public safety.

8. Litter is to be removed daily from the footpath at the front and side of the premises.
REASON: Prevention of public nuisance.
9. The collection of bottles from the premises shall not take place before 7.00 am weekdays and 8.00 am on weekends.
REASON: Prevention of public nuisance.

(See also Minute 13).

18. **Application to vary a Premises Licence for Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex, HA3 6BD:**

The Chief Environmental Health Officer's representative advised that the representation that had been made by the Environmental Health Protection Team in respect of the application to vary a Premises Licence for Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex, HA3 6BD had been withdrawn and that, as a result, the application would not now require determination by the Panel.

RESOLVED: To note that the application for the variation of the Premises Licence for Harrow Leisure Centre, Christchurch Avenue, Harrow, Middlesex, HA3 6BD would be granted by the Chief Environmental Health Officer under the provisions set out in the Council's Licensing Policy and Delegation of Licensing Functions.

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

(Signed) COUNCILLOR VINA MITHANI
Chair

[Note: Licensing Panel minutes are:-

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

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

LICENSING PANEL

29 JUNE 2006

Chairman: * Councillor Mrs Lurline Champagne

Councillors: * G Chowdhury * Mano Dharmarajah

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**19. **Appointment of Chairman:**

RESOLVED: That Councillor Mrs Lurline Champagne be appointed Chairman of the Panel for the purposes of this meeting.

20. **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.

21. **Arrangement of Agenda:**

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

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

| <u>Item</u> | <u>Special Circumstances/Grounds for Urgency</u> |
|--|--|
| 8. Review of Premises Licence following a Closure Order: <ol style="list-style-type: none"> 1. The Metropolitan Police representation. 2. Location map of the premises. 3. Premises map. 4. Emailed representation from a resident. 5. Conditions attached to the existing licence. 6. Closure order made by the Metropolitan Police dated 10 June 2006. 7. Witness statement by Inspector Mark Cruickshank dated 10 June 2006. 8. Closure order made by the Metropolitan Police dated 15 June 2006 9. Closure order made by the Metropolitan Police dated 15 June 2006 | The documents listed were 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, document number (1) was circulated on a supplemental agenda and numbers (2) to (7) were tabled. |

(See also Minute 25).

22. **Minutes:**
(See Note at conclusion of these minutes).23. **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.

24. **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.

25. **Review of Premises License Following A Closure Order:**

A report of the Executive Director (Urban Living) was presented to the Panel, which sought the determination of a review application for the Three Dimensions, 72 High Street, Wealdstone, Middlesex, HA3 7AF.

The review had been brought to the Panel as the Metropolitan Police had been called to the premises and had served a temporary closure notice on two occasions, following serious incidents of public nuisance, public disorder, and public safety following the screening of the World Cup matches. Closure of the premises was considered necessary in the interests of public safety.

The Metropolitan Police had served the first closure notice on the Designated Premises Supervisor (DPS) on 10 June 2006. The Magistrates Court had heard this case on 13 June 2006. The Metropolitan Police served the second closure notice on the DPS on 15 June 2006 and the Magistrates Court had heard this case on 16 June 2006. At both hearings, the Court imposed further conditions to the existing licence. The matter had then been referred to the Licensing Panel under Section 167 of the Licensing Act 2003 to review the premises licence.

Sergeant Carl Davis, Metropolitan Police, attended the hearing, as the relevant authority making a representation following a history of disturbances and the two closure orders served by the Police. Peter Thomas and Lucie Robinson both from Mitchells and Butlers Retail Ltd, the premises licence holder and their solicitor, Andrew Gold from Poppleston Allen Solicitors were also in attendance. The DPS, Mr Chaten Pujara, was also present with his solicitor, Julian Peterson.

Prior to hearing the case some clarification was required by all parties, regarding

- the presence of the DPS at the hearing;
- the tabling of a number of papers that hadn't previously been available;
- the validation of a representation from a resident; and
- whether to hold the second hearing simultaneously with today's meeting or to attend another Panel hearing scheduled for 6 July 2006.

The legal adviser to the Panel identified each new document to be tabled and asked each party individually whether they agreed to it being tabled. Mr Peterson and the DPS challenged the validity of the written representation made by the resident, Ms Dwyer. They stated that they were of the view that if the road was not on the map or in the nearby vicinity of the premises, then the representation would be invalid and they also wanted confirmation whether any of the parties had contacted her. The licensing officer confirmed that he had spoken to Ms Dwyer and that she was unable to attend the meeting. Ms Dwyer lived on Gordon Road; however, her house number could not be clarified at the hearing. Gordon Road was shown on the location map. The licensing officer stated the road was not long and he understood Ms Dwyer lived at the end of the road close to the premises. The Panel's legal adviser advised the Panel that would have to consider how much weight to give to Ms Dwyer's representation because they could not question her and did not know exactly where she lived in relation to the premises. All parties agreed to accept Ms Dwyer's representation, and all the other papers, which were tabled and numbered accordingly, for ease of reference, as follows:

1. Main agenda for 29 June 2006
2. Supplemental agenda for 29 June 2006
3. Location map of the premises
4. Premises map
5. Emailed representation from a resident
6. Conditions attached to the existing licence
7. Closure order made by the Metropolitan Police dated 10 June 2006
8. Witness statement by Inspector Mark Cruickshank dated 10 June 2006
9. Main agenda for 6 July 2006
10. Witness statement by Inspector Alison Darke dated 16 June 2006
11. Closure order made by the Metropolitan Police dated 15 June 2006
12. Closure order made by the Metropolitan Police dated 15 June 2006

It was noted that numbered documents 11 and 12 although different in some of the wording were one of the same. Sergeant Carl Davis clarified that the forms were not self duplicating so another copy would have had to have been hand written, but may have not been taken down word for word.

The legal adviser to the Panel advised that as two closure orders had been made against the premises, two Panel hearings had been arranged namely, 29 June and 6 July 2006. As no further representations had been received by the deadline of noon on 28 June for the Panel hearing scheduled for the 6 July 2006, it was possible to hear both cases together as all the relevant parties were in attendance. The legal adviser sought the premises licence holder's, the DPS's, Police's and the Panel's agreement

as to whether they wished to have two separate meetings or hear both cases at the meeting and it was agreed to hear both matters together.

With the agreement of all parties an adjournment of 15 minutes was allowed to read the additional material presented at the meeting.

Following recommencement, the legal adviser to the Panel informed all parties that, under the Licensing legislation, the DPS, Mr Pujara, was not party to the hearing and had no right to attend or speak. Furthermore, Mr Pujara had not given notice to attend or speak, as stated under the provision of the Licensing regulations. The hearing was between the Licensing Authority and the premises licence holder, in this case Mitchells and Butlers Retail Ltd. The legal adviser outlined the options available, which were either that the DPS not be given an opportunity to speak (although he could attend the hearing as a member of the public) or allow him to participate. Mr Peterson confirmed that the DPS wished to participate. The legal adviser then asked each party individually whether they were in agreement to allow the DPS to speak, as the agreement of all the parties was required to allow him to participate. All parties agreed to the DPS being in attendance and speaking at the meeting. The legal adviser again stated that although the DPS could participate at the hearing, he did not have a right to speak or a right of appeal.

The licensing officer referred Members to the agenda papers, briefly outlined the case and advised Members of the conditions imposed by the Magistrate's Court.

Sergeant Carl Davis referred to the options available under s167(6) of the Licensing Act 2003 and recommended that the DPS be removed and the premises licence be suspended for between 1-2 months. He informed Members that following a serious incident in November 2005, he had suggested improvements in relation to the running of the premises, which had been ignored, and that subsequent to the incident in November, problems had escalated. Sergeant Davis had recommended that the premises revert back to a food based premises rather than drinks based, to attract a more mature clientele. He felt the premises had been mismanaged and that the removal of the DPS and the suspension of the premise licence would invoke a period of calm. He explained that the 2 month suspension would cover the period whilst the World Cup was under way and would also allow time for the premises licence holder to review the running of the premises.

In response to a question regarding whether a two month cooling off period would deter further trouble, Sergeant Davis advised that with the existing eleven conditions attached to the licence, the further nine imposed by the Magistrate's Court and the advice by the Police that trouble had increased. Accordingly, in his opinion the root of the problem was the bad management of the DPS and a suspension of the premises licence would prevent further trouble. In his view Mr Pujara was not a "fit and proper person" under the Licensing Act 1964 (and the Police had objected to the grant of his personal licence at the time under this old legislation), in addition to his lack of experience and age. The Panel were also told of the Borough Commander's visit to the premises, and that he had found the situation unsatisfactory. On this occasion, the DPS was not present and had left a member of staff in charge who was not a personal licence holder, additionally the Borough Commander had not been impressed with the staff member's unprofessional attitude. Mr Pujara's representative reminded the Panel that it was not a requirement that the personal licensee had to be present if the DPS was unavailable. Sergeant Davis concurred but also advised that for a premises with a history of problems, this was not the ideal situation and that the Borough Commander was also of this opinion.

Mr Gold outlined the relationship between the premises licence holder, Mitchells and Butlers Retail Ltd and the DPS, Mr Chaten Pujara. He explained that premises licence holder owned the freehold in Three Dimension and it then leased the premises to the DPS. The business was a franchise and the DPS was self-employed. This explained why both parties had separate legal representation. His clients accepted prima facie that 18 serious incidents had occurred at the premises and were concerned that the DPS had failed to notify them of this, despite having meetings and telephone calls regarding other issues throughout the duration of the reported incidents. If Mr Pujara had followed the procedures and notified Mitchells and Butlers Retail Ltd through their business incidents reporting system, Mr Gold advised they would have taken remedial action. His clients were also concerned that the first they had heard of any problems was when the first closure notice was served. At that point, the premises licence holder attended the premises as soon as they were notified on the Monday morning following the order's service on Saturday, in order to assist in any way they could. His client agreed that the DPS was not a fit and proper person, was too young and inexperienced. They recommended that the premises licence be suspended for two

months and that the DPS be removed, to enable the premises licence holder to take possession of the premises and re-evaluate the business. Mr Gold specifically drew the Panel's attention to paragraph 5.110 of the Secretary of State's Guidance on licensing.

In response to Mr Gold's statement, Mr Peterson asked questions regarding a recent vacancy of the business manager post. Mr Pujara then advised that he had had no offer of support in the past three months, despite having asked for assistance, due to that vacancy, which had only recently been filled by Lucie Robinson. Mr Pujara advised Members that the freeholders had made the commercial decision to change the premises from restaurant based to more of a drinking establishment, and agreed in hindsight, that this had not helped his business.

In his representation, Mr Peterson for the DPS asked the Panel to consider the fact that the premises had been troublesome before Mr Pujara took on the lease, that Mr Pujara had not breached any conditions, was keen and enthusiastic and would work with the relevant authorities to improve the operation of the business. He suggested conditions that could be imposed if they were mindful and asked the Panel to take into account the livelihood of Mr Pujara. The DPS added that he would be happy to revert to a restaurant based business, which served food whilst screening sporting events, such as the football premiership matches, but that he would not screen the World Cup matches, as this had proved to be too troublesome. He also offered 11 further concessions, some of which could be added to the licence as conditions. These related to:

- music;
- dress code;
- showing football in the day only and not during the World Cup;
- no re-entry for troublemakers;
- a reduction in the hours for selling alcohol;
- the stationing of door supervisors outside and inside the premises;
- no entry after 12.00 am (initially 1.00 am but conceded 12.00 am after questions from the Panel); and
- the placement of barriers at the edge of the car park.

Sergeant Carl Davis summed up by saying that his views were as stated in his representation, and the premises licence should be suspended for 1-2 months and that the DPS be suspended. However, should the Panel be mindful not follow his recommendations, he suggested that a condition be placed on the licence to state "substantial food be available until 1.00 am".

Summing up, Mr Gold, the premise licence holder's representative, recommended suspension of the premises licence for 2 months and to remove the DPS. His client felt that the conditions suggested by Mr Peterson were inadequate and Mr Pujara was too young and inexperienced to manage the premises. He confirmed that the suspension of the premises and removal of the DPS would allow the premises licence holder to reassess the business and allow them to formulate a viable business plan.

Summing up, Mr Peterson, the DPS's solicitor, commented that there was no guarantee that another DPS would not have the same problems with the running of the premises. He confirmed that his client did not want to see the premises licence suspended, but instead would prefer to have a licence with further conditions attached. His client had not breached any existing conditions, was energetic, enthusiastic and had learnt from his mistakes.

The Panel having carefully considered the following documents;

1. Closure Order number 1 dated 10 June 2006.
2. Magistrates Court Order number 1 dated 13 June 2006.
3. The two versions of the Closure Order number 2 dated 15 June 2006.
4. Magistrates Court Order number 2 dated 16 June 2006.
5. Representations made in writing and at the hearing.

The Panel accordingly determined to take the following step necessary to promote the Licensing Objectives

RESOLVED: To suspend the premises licence for a period of two months to take effect immediately up to and including 29 August 2006.

REASONS

1. During the period of suspension the Premises Licence holder has time to resolve the issues raised at the hearing;
2. The prevention of Crime and Disorder;
3. The prevention of Public Nuisance; and
4. Public Safety.

(See also Minute 21).

(Note: The meeting having commenced at 1.30 pm, closed at 5.44 pm)

(Signed) COUNCILLOR MRS LURLINE CHAMPAGNIE
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 Chair for that meeting;
- (2) printed into the Council Minute Volume, published monthly;
- (3) not submitted to the next panel meeting for approval.

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

OVERVIEW AND
SCRUTINY
COMMITTEE

REPORT OF OVERVIEW AND SCRUTINY COMMITTEE

(SPECIAL) MEETING HELD ON 5 JUNE 2006

Chair: * Councillor Jean Lammiman

Councillors: * B E Gate * Anthony Seymour
 * Mitzi Green * Mrs Rekha Shah
 * Salim Miah * Mrs Sasi Suresh (2)
 * Mrs Myra Michael * Mark Versallion
 * Richard Romain

* Denotes Member present
 (2) Denotes category of Reserve Members

[Note: Councillor Christopher Noyce also attended this meeting in a participatory role].

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

RESOLVED: To note the appointment under the provisions of Council Procedure Rule 1.1 (xii) at the Extraordinary Council Meeting, held on 31 May 2006 of Councillor Jean Lammiman as Chairman of the Committee for the Municipal Year 2006/07.

2. Attendance by Reserve Members:

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

| <u>Ordinary Member</u> | <u>Reserve Member</u> |
|------------------------|----------------------------|
| Councillor Jerry Miles | Councillor Mrs Sasi Suresh |

3. Declarations of Interest:

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

4. Arrangement of Agenda:

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

5. Appointment of Vice-Chairman:

RESOLVED: To appoint Councillor Mitzi Green as Vice-Chairman of the Committee for the Municipal Year 2006/07.

6. Minutes:

RESOLVED: That the minutes of the meeting held on 25 April 2006 be deferred until the next ordinary meeting of this Committee.

7. Overview and Scrutiny Sub-Committees:

The Committee received a report of the Director of People, Performance and Policy on the proposals to reconfigure the Overview and Scrutiny Sub-Committees to reflect the changing role of Scrutiny following government proposals.

A Member queried the Portfolio Holder relationship between the Sub-Committees under their guise and their attendance at meetings. In addition concerns were raised over the omission of libraries from the review programme and the fact that there was no strategic overview for health included.

Responding, the Chair advised that such anomalies would be addressed and a schedule of dates had been proposed to address these issues, and would be circulated to all Members of the Committee.

RESOLVED: That (1) the reconfiguration and renaming of the Overview and Scrutiny Sub-Committees be agreed;

(2) the changed remit and terms of reference of the Scrutiny Sub-Committees be approved;

(3) further reports from officers regarding the effectiveness of the changes be submitted to future meetings;

(4) the unchanged terms of reference of the Call-In Sub-Committee be noted.

8. **Establishment of Sub-Committees 2006-07:**

Further to the nominations now submitted in relation to this Committee's Sub-Committees memberships and the proposed appointments of Chairmen of the Sub-Committees, upon being put to the vote, it was,

RESOLVED: That the Scrutiny Sub-Committees be established for the Municipal Year 2006/07 with the Chairman and memberships as detailed in the appendix to these minutes.

(Note: The meeting, having commenced at 6.45 pm, closed at 7.10 pm).

(Signed) COUNCILLOR JEAN LAMMIMAN
Chair

APPENDIX 1

SCRUTINY SUB COMMITTEES

(Membership in order of political group nominations)

Conservative**Labour****(1) SAFER & STRONGER COMMUNITIES (7)****(4)****(3)****I.**
Members**Robert Benson
G Chowdhury
Mr Anthony Seymour (CH)
Stanley Sheinwald****Mano Dharmarajah
Mrs Sasi Suresh
Mr Keeki Thammaiah *****II.**
Reserve
Members**1. Salim Miah
2. Mrs Camilla Bath
3. Mrs Lurline Champagnie
4. Hall****1. Mr Dhirajlal Lavingia
2. B E Gate
3. Mrs Rekha Shah****(2) ADULT HEALTH AND SOCIAL CARE (7)****(4)****(3)****I.**
Members**Mrs Lurline Champagnie
Mrs Myra Michael (CH)
Mrs Vina Mithani
Joyce Nickolay****Mr Keith Ferry
David Gawn
Mrs Rekha Shah *****II.**
Reserve
Members**1. Robert Benson
2. Ashok Kulkarni
3. Julia Merison
4. Salim Miah****1. Mitzi Green
2. Mr Dhirajlal Lavingia
3. Mr Keeki Thammaiah**

(3) CHILDREN AND YOUNG PEOPLE (11)

(7)

(4)

I.
Members

Jean Lammiman
Julia Merison
John Nickolay
Mr Dinesh Solanki
Mr Yogesh Teli
Mr Mark A Versallion (CH)
Tom Weiss

B E Gate *
Mitzi Green
David Perry

II.
Reserve
Members

1. Mithani.
 2. Mrs Camilla Bath
 3. Salim Miah
 4. Mrs Myra Michael
 5. Mr Narinder Singh Mudhar
 6. -
 7. -

1. Ms Nana Asante
 2. Mr Dhirajjal Lavingia
 3. Mrs Sasi Suresh

Voting Co-opted Members:

- (1) **Two representatives of Voluntary Aided Sector**
 - Mrs J Rammelt/Reverend P Reece
 (2) **Two representatives of Parent Governors**
 - Mr H. Epie (Primary)/Mr R. Sutcliffe (Secondary)

(4) SUSTAINABLE DEVELOPMENT AND ENTERPRISE (7)

(4)

(3)

I.
Members

Hall
Ashok Kulkarni
Mrs Vina Mithani
Richard David Romain (CH)

Ms Nana Asante
Mr Graham Henson
Jerry Miles *

II.
Reserve
Members

1. Stanley Sheinwald
 2. Mr Dinesh Solanki
 3. Mr Yogesh Teli
 4. Joyce Nickolay

1. Mano Dharmarajah
 2. Mr Keeki Thammaiah
 3. Mr Dhirajjal Lavingia

(5) CALL-IN SUB-COMMITTEE (5)

(3)

(2)

I.
Members

John Cowan (CH)
Mr Anthony Seymour
Mr Mark A Versallion

B E Gate *
Green

II.
Reserve
Members

1. Mr Jeremy Zeid
 2. Richard David Romain
 3. Mrs Lurline Champagnie

1. Jerry Miles
 2. Mr Graham Henson
 3. -

CH

= Chair

* = Denotes Group Members for consultation on Administrative Matters

SCRUTINY
SUB-COMMITTEES

**ADULT HEALTH AND SOCIAL CARE SCRUTINY
SUB-COMMITTEE****21 JUNE 2006**

Chairman: * Councillor Mrs Myra Michael

Councillors: * Keith Ferry Mrs Vina Mithani
* David Gawn * Joyce Nickolay
* Ashok Kulkarni (2) * Mrs Rekha Shah

Advisor (non-voting): Jean Bradlow

* Denotes Member present
(2) Denotes category of Reserve Member**PART I - RECOMMENDATIONS - NIL****PART II - MINUTES**1. **Appointment of Chairman:****RESOLVED:** To note the appointment at the Special Overview and Scrutiny Committee meeting on 5 June 2006 of Councillor Myra Michael as Chairman of the Sub-Committee for the Municipal Year 2006/2007.2. **Attendance by Reserve Members:****RESOLVED:** To note the attendance at this meeting of the following duly appointed Reserve Member:-Ordinary MemberReserve Member

Councillor Mrs Lurline Champagne

Councillor Ashok Kulkarni

3. **Declarations of Interest:****RESOLVED:** To note that Councillor Mrs Rekha Shah declared a personal interest in that she was an employee of Brent Council.4. **Arrangement of Agenda:****RESOLVED:** That (1) in accordance with the Local Government (Access to Information) Act 1985, the following item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-Agenda itemSpecial Circumstances/Grounds for Urgency15. Harrow Primary Care
Trust Update on Financial
Position

The report was not available at the time the agenda was printed and circulated, as the PCT budgets and recovery plan were submitted following their approval by the Board. Members were requested to consider the item as a matter of urgency.

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

5. **Appointment of Vice-Chairman:****RESOLVED:** To appoint Councillor Mrs Rekha Shah as Vice-Chairman of the Sub-Committee for the Municipal Year 2006/2007.6. **Advisor to the Sub-Committee:****RESOLVED:** To appoint Ms Jean Bradlow, Director of Public Health (Harrow PCT), as advisor to the Sub-Committee for the Municipal Year 2006/2007.7. **Minutes:****RESOLVED:** That the minutes of the Special meeting held on 28 February 2006, the ordinary meeting held on 21 March 2006, and the Special meeting held on 10 April 2006 of the Health and Social Care Scrutiny Sub-Committee (being the predecessor body to this Sub-Committee), having been circulated, be taken as read and signed as a correct record.

8. **Terms of Reference for the Adult Health and Social Care Scrutiny Sub-Committee:**

RESOLVED: To note the Terms of Reference of the Sub-Committee.

9. **Public Questions:**

RESOLVED: That the following question be received under the provisions of Overview and Scrutiny Procedure Rule 8:

Questioner: Ms Joan Penrose

Asked of: The Chairman of the Adult Health and Social Care Scrutiny Sub-Committee

Question: "In line with the Department of Health's emphasis on the key role to be played by users and carers in commissioning and planning, will your Committee ensure that a full consultation, involving all stakeholders, is carried out before any decisions are made regarding the future of the mental health employment project Wiseworks Enterprises?"

[Note: The Chairman of the Sub-Committee responded that as she had played no part in the decision-making, she would forward the question to Councillor Janet Mote, Portfolio Holder for People First, and ask her to provide a response to the question.]

10. **Petitions:**

RESOLVED: To note the receipt, under the provisions of Overview and Scrutiny Procedure Rule 9, of the following petition, which was referred to the Acting Chief Executive of Harrow Council, with the request that it be forwarded to the Chief Executive of Harrow Primary Care Trust for consideration:

- (i) Presented by Councillor Myra Michael, containing 305 signatures, in the following terms:
"We the undersigned do strongly oppose the closing of the very popular and well attended Cecil Park Clinic in Pinner."

11. **Deputations:**

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

12. **Policy Context for the Adult Health and Social Care Scrutiny Sub-Committee**

(i) **Implementing Patient Choice in Harrow:**

The Sub-Committee received a presentation by Andrew Bland, Assistant Director of Service Improvement of Harrow Primary Care Trust (PCT), which outlined the objectives and progress to date on the implementation of 'Choice' in Harrow, including the Choose and Book scheme.

The following points were made in response to questions from Members:

- although the main purpose of Choose and Book was to ensure the most appropriate use of existing resources, this could also have the effect of reducing waiting lists in certain cases, and of increasing overall patient choice;
- users would be able to choose the highest quality provider based on freely available information;
- online referrals could only be made by patients who had been given a unique booking reference number by their GP;
- Harrow was on track to meet its target of 90% of all GP referrals being through Choose and Book by 31 March 2007. However, educating the public would remain crucial in ensuring this target was met;
- for the few practices not able use Choose and Book, Harrow PCT would make proxy referrals.

The Chairman requested Harrow PCT to provide information on areas of work currently receiving less spending than Choose and Book at a future meeting of the Sub-Committee.

RESOLVED: That the above be noted.

- (ii) Practice Based Commissioning:
The Sub-Committee received a presentation from Robert Moore, Director of Service Improvement, Harrow Primary Care Trust, which provided an overview of Practice Based Commissioning (PBC). The presentation also indicated how patients would benefit from PBC, and detailed the progress already made in Harrow on this matter.

Robert Moore stated that PBC was in an embryonic stage and that there was much work to do, including integrating PBC into other services provided by the Council. The Sub-Committee was informed that contestability was key to ensuring that services provided represented value for money. A PBC Governance Manual would be available within three months of the meeting, and this would help regularise governance both within and between different clusters and the PCT. It was noted that mental health did not yet fall under PBC, but that eventually it would.

RESOLVED: That the above be noted.

- (iii) Government White Paper on the Direction for Community Services - Healthcare Outside Hospitals:
The Sub-Committee received a verbal update on the direction for Community Services in light of the Government White Paper. The Sub-Committee was informed that key areas of work would include:

- a ten year agenda with year on year shifts;
- improving access to services, particularly mental and sexual health services;
- trebling investment in the Expert Patient programme (encouraging patients to be the 'owners' of their own condition);
- working with the Council to progress the Patient Integration agenda.

The Director of Community Care proposed that the item be brought to the 13 September 2006 meeting of the Sub-Committee, when a report on the subject would be available to Members.

RESOLVED: That the above be noted.

13. **Adult Health and Social Care Scrutiny Sub-Committee Work Programme 2006/2007:**

The Sub-Committee received a report of the Director of People, Performance and Policy, which set out the background to the development of the Sub-Committee's Work Programme, various options for its delivery over the coming four years, and possible issues for the Sub-Committee to consider in its work. It was noted that although this was the Sub-Committee's first opportunity to discuss the Work Programme in draft form, the matter would also be considered by the Overview and Scrutiny Committee, and by Members at the Scrutiny Members' Evening on Tuesday 11 July 2006.

In response to questions by Members, the following points were noted:

- cross-cutting issues such as diabetes appeared on the Work Programme of more than one Sub-Committee, but the Scrutiny Unit would ensure there was no duplication of work;
- the Catering Review was ongoing and had implications for both social and health care.

Members were invited to submit their suggestions to the Scrutiny Unit both in terms of the issues they would like the Sub-Committee to address, and the means they preferred to do so.

RESOLVED: That (1) the above comments on the Work Programme be noted; and

(2) a further report be brought to the next meeting of the Sub-Committee incorporating more detail with regard to scope, prioritisation and methodology for topics.

14. **Local Area Agreement:**

The Sub-Committee received a report of the Director of People, Performance and Policy, which updated Members on the signing of the Local Area Agreement (LAA), its date of operation, and issues within the agreement still to be negotiated with the Government Office for London (GOL).

The Sub-Committee was informed that the LAA included twelve Stretched Targets, which had been identified as representative of the priorities expressed by 90 members of the public at a summit held in 2005. These targets were areas in which the Partnership intended to perform better than it would without the LAA, and if met, would earn the Partnership a £6.3 million reward.

In response to questions from Members, the Sub-Committee was informed that of the twelve Stretched Targets, nine were already agreed, while the Partnership and the GOL were still in negotiation regarding the remaining three. It was noted that reaching each target would earn the Harrow Strategic Partnership one twelfth of the £6.3 million on offer. Fifty percent of the total sum awarded would be used for further partnership work in the areas agreed, while the remaining fifty percent would be given as a reward to the partners involved and could be spent as they chose.

The Sub-Committee was informed that the number of smokeless houses in the Borough would be indicated by the number of households which had signed up to be smoke-free environments. It was hoped that this would both protect non-smokers from the harm of passive smoking, and encourage smokers to give up smoking.

RESOLVED: To note that (1) Harrow's LAA was signed with Central Government in March 2006;

(2) the LAA came into operation on 1 April 2006;

(3) negotiations were still continuing with GOL on the three remaining stretched targets in the agreement around community cohesion, volunteering and traffic congestion;

(4) negotiations were still continuing with GOL on the payment of the pump priming grant to be used towards the achievement of the stretched targets in the LAA;

(5) a performance management system was being implemented to ensure the tracking of the targets in the LAA and maximise the performance of the full performance reward grant at the end of the three years of the agreement.

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

The Sub-Committee received a report of the Director of Finance and Information, Harrow Primary Care Trust (PCT), which set out the financial position of the PCT at the end of the 2005/06 year, and confirmed the resource allocation for 2006/07.

In response to questions from Members, the Director of Finance and Information stated that the penalty incurred by the PCT for being overspent could not be avoided or reduced as it was a national requirement. The Sub-Committee was informed that all decisions regarding reductions in services were discussed and approved by the Professional Executive Committee, which was made up of representatives of nurses, GPs, dentists, pharmacists, and members of the Non-Executive Board team. It was noted that a Director of Recovery had been appointed to assist in the savings recovery plan, and that those posts vacant at the start of 2006 had been removed where possible. No decisions had been made about future vacancies, although it was confirmed that the workforce would not be increased in the coming year.

The Chairman of the Sub-Committee requested that in future the data be printed in a larger type.

RESOLVED: That the above be noted.

16. **Planning for a Flu Pandemic**(i) **Planning for a Flu Pandemic - Report from Harrow PCT:**

The Sub-Committee received a report from Harrow PCT which outlined key facts about flu pandemics, the current situation with regard to avian flu, and the PCT and Council's responsibilities in planning for a pandemic. Members also received information on the measures already implemented, including a joint flu pandemic plan across North West London Hospitals Trust, Harrow PCT, Harrow Council, Brent PCT and Brent Council.

RESOLVED: That the report be noted.

(ii) Pandemic Flu Arrangements:

The Sub-Committee received a report of the Director of Financial and Business Strategy, which outlined the Council's responsibilities during a flu pandemic, as well as the preparations already in place to deal with such a situation if it arose. In response to questions from Members, the following points were noted:

- the Council assumed a 50% absence rate from work for several weeks during a flu pandemic;
- closure of schools would be decided locally in the event of a flu pandemic;
- the infection and fatality rates assumed in the Council's arrangements were based on previous pandemics;
- work had been done on translating leaflets and there were plans to provide a multi-lingual helpline to ensure minority groups would be kept fully informed during a pandemic.

RESOLVED: That the report be noted.

17. Harrow Primary Care Trust Community Facilities Review (Update):

The Sub-Committee received an update from the Harrow PCT on the Community Facilities Review, which explained the process of consultation, detailed issues that had emerged from the consultation process, and outlined PCT actions in response to those issues. The Sub-Committee was informed that this report represented the latest position of the PCT, and noted the proposed next steps.

The following points were made in response to questions from Members:

- there had been a limited response from mental health patients in the consultation process, but if representatives attended future public meetings, their comments would be taken on board by the PCT;
- the PCT had agreed to provide post-natal classes at a venue convenient for users, after consultation had shown that users would not attend classes if the venue moved;
- the costs of developing new sites were not met by the PCT but by Private Finance Initiative deals

The Director of Corporate Performance at Harrow PCT agreed to bring back responses and consultation to the September 2006 meeting of the Sub-Committee.

RESOLVED: That the above be noted.

18. Burns and Plastics at Mount Vernon Hospital:

The Sub-Committee received a verbal update from Jean Bradlow, Adviser to the Sub-Committee on Burns and Plastics at Mount Vernon Hospital. The Sub-Committee was informed that the Mount Vernon site was becoming unviable due to loss of staff and the nature of the buildings, and that the West Hertfordshire Trust Board had requested that alternative sites be considered. It was noted that any eventual change would require consultation, and that the responsibility for ensuring this lay with Hillingdon PCT.

RESOLVED: That the above be noted.

19. Wheelchair Services - Harrow PCT:

The Sub-Committee received a verbal update from Jean Bradlow, Adviser to the Sub-Committee on wheelchair services in Harrow. The Sub-Committee was informed that since North West London Hospitals were no longer able to provide wheelchairs, there would be a new service provided from July 2006 based in Alexandra Avenue. It was noted that users had been involved in the whole of the development of the new service, and that it was hoped the service would improve as a result.

RESOLVED: That the report be noted.

20. Northwick Park Hospital - Update on Maternity Services Action Plan:

The Sub-Committee received a presentation from Nick Hulme, Director of Operations at Northwick Park Hospital, which outlined the background to the introduction of

Special Measures at Northwick Park Hospital in 2005. The presentation also updated Members on the current situation in terms of staffing and finance. The Sub-Committee was informed that Part 2 of the Health Care Commission's report was expected to come out in the coming months, and that the majority of areas covered in the action plan were now complete. It was hoped that Northwick Park Hospital would be released from Special Measures by Autumn 2006. Members of the Sub-Committee were invited to look around the newly refurbished labour suite.

RESOLVED: That the above be noted.

21. **Joint Overview and Scrutiny Committee for Northwick Park Hospital:**
The Sub-Committee received a verbal update on the Joint Overview and Scrutiny Committee for Northwick Park Hospital. It was noted that the Committee had last met in December 2005, and that consultation had been postponed indefinitely. Each of the three boroughs involved (Harrow, Brent and Ealing) had retained a mechanism to appoint members to the Committee if required, and all Members of the Sub-Committee had received Strategic Option papers two weeks prior to the meeting.

RESOLVED: That the report be noted.

22. **Extension and Termination of the Meeting:**
In accordance with Overview and Scrutiny Procedure Rule 6.6 it was

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

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

(Note: The meeting having commenced at 7.30 pm, closed at 10.45 pm)

(Signed) COUNCILLOR MYRA MICHAEL
Chairman

**CHILDREN AND YOUNG PEOPLE SCRUTINY
SUB-COMMITTEE****27 JUNE 2006**

Chairman: * Councillor Mark Versallion

Councillors: * B E Gate
* Mitzi Green
* Jean Lammiman
* Julia Merison* David Perry
* Dinesh Solanki
* Yogesh Teli
Tom Weiss

Voting Co-opted: (Voluntary Aided)

(Parent Governors)

* Mrs J Rammelt
† Reverend P ReeceMr H Epie
† Mr R Sutcliffe* Denotes Member present
† Denotes apologies received

[Note: Councillor Myra Michael also attended this meeting to speak on the item indicated at Minute 12 below].

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**1. **Appointment of Chairman:****RESOLVED:** To note the appointment at the Special Meeting of the Overview and Scrutiny Committee on 5 June 2006 of Councillor Mark Versallion as Chairman of the Sub-Committee for the Municipal Year 2006/2007.2. **Attendance by Reserve Members:****RESOLVED:** To note that there were no Reserve Members in attendance at this meeting.3. **Declarations of Interest:****RESOLVED:** To note that (1) the following interests were declared:

| <u>Member</u> | <u>Nature of Personal Interest</u> |
|---------------------------|---|
| Councillor B E Gate | <ul style="list-style-type: none"> • Governor of St. Dominic's Sixth Form College; • Spouse was a nurse practitioner for Harrow PCT; • Nominated Member for Hillview Centre. |
| Councillor Mitzi Green | <ul style="list-style-type: none"> • Governor of Vaughan School. |
| Councillor Jean Lammiman | <ul style="list-style-type: none"> • Governor of Nower Hill School. |
| Councillor Julia Merison | <ul style="list-style-type: none"> • Nephew attempted to get his son into a dyslexic school in Harrow. |
| Councillor Myra Michael | <ul style="list-style-type: none"> • Was a retired Health Visitor. |
| Mrs J. Rammelt | <ul style="list-style-type: none"> • Governor of St. Dominic's Sixth Form College. |
| Councillor Dinesh Solanki | <ul style="list-style-type: none"> • Daughter attended Belmont School; • Governor of Belmont School. |

(2) in future, declarations of interest be circulated prior to meetings of the Sub-Committee.

4. **Arrangement of Agenda:****RESOLVED:** That all items be considered with the press and public present.5. **Appointment of Vice-Chairman:****RESOLVED:** To appoint Councillor B E Gate as Vice-Chairman of the Children and Young People Scrutiny Sub-Committee for the 2006/2007 Municipal Year.

6. **Minutes:**
- RESOLVED:** That the minutes of the meeting held on 4 April 2006 of the Lifelong Learning Scrutiny Sub-Committee (being the predecessor body to this Committee), having been circulated, be taken as read and signed as a correct record.
7. **Terms of Reference of the Children and Young People Scrutiny Sub-Committee:**
- Members discussed the terms of reference of the Sub-Committee and commented that there were five Portfolio Holders the Sub-Committee could invite to meetings and hold to account. The Sub-Committee discussed the most appropriate time to prepare questions for the Portfolio Holders and which meeting Portfolio holders would attend.
- RESOLVED:** That (1) the terms of reference be noted;
- (2) an informal meeting of Members take place on 4 December 2006 to prepare questions for the Portfolio Holders;
- (3) the Question and Answer session with Portfolio Holders take place on 9 January 2007.
8. **Public Questions:**
- RESOLVED:** To note that no public questions were put at the meeting under the provisions of Overview and Scrutiny Procedure Rule 8.
9. **Petitions:**
- RESOLVED:** To note that no petitions were received at the meeting under the provisions of Overview and Scrutiny Procedure Rule 9.
10. **Deputations:**
- RESOLVED:** To note that no deputations were received at the meeting under the provisions of Overview and Scrutiny Procedure Rule 10.
11. **Children and Young People Scrutiny Sub-Committee Work Programme 2006/2007:**
- The Sub-Committee received a report of the Director of People, Performance and Policy which asked for Members' comments on the work programme of the Children and Young People Scrutiny Sub-Committee and the work programme of other Scrutiny Sub-Committees. Members made many suggestions and comments which were noted by officers, in particular that the Work Programme should allow the Sub-Committee to be reactive and be able to respond to issues that arise, for example the spending review. Areas to be prioritised and the different methodologies that could be used were discussed. Officers suggested that the Every Child Matters priorities be considered by the Sub-Committee in their reviews.
- RESOLVED:** That (1) the work programmes of the Sub-Committee and other Sub-Committees be noted;
- (2) the Sub-Committee complete two light touch reviews before the next meeting, one focusing on Healthy Lifestyles and School Nurses and the other focusing on Children Looked After, and that Members of the Committee be divided into two groups which would each focus on one review;
- (3) the work programme for Year 1 be agreed;
- (4) the Chairman liaise with officers to introduce two of the Every Child Matters priorities into the Work Programme each year;
- (5) the Work Programme allow the Sub-Committee to be reactive and if serious issues arose Special Meetings of the Sub-Committee be arranged;
- (6) there be six-monthly updates on the Harrow Sixth Form Collegiate and that this be included as a topic for Year 3;
- (7) Scrutiny officers provide Members with scopes for the light touch reviews and arrange meeting dates for the reviews.

12. **Update on Children's Services Issues raised by Scrutiny:**
The Sub-Committee received a covering report of the Director of Children's Services, attached to which were a number of progress reports on issues that had previously been raised by the Lifelong Learning Scrutiny Sub-Committee.
- (i) **The Children and Young People's Plan:**
The Sub-Committee received a report of the Director of Children's Services which updated Members on the Harrow Children and Young People Plan. Members were advised that the Plan had been produced and that consultation would continue to inform annual updates.
- RESOLVED:** That the report be noted.
- (ii) **Special Educational Needs (SEN) - Summary Report:**
The Sub-Committee received a report of the Director of Children's Services which provided an update on SEN provision. A Member suggested that Members receive data on the uptake of the Parent Partnership Service.
- RESOLVED:** That (1) the report be noted;
- (2) officers circulate data on the uptake of the Parent Partnership Service to Members as soon as possible and if Members have subsequent questions, this be an agenda item for the next meeting.
- (iii) **Update on Healthy Lifestyles:**
The Sub-Committee received a report of the Director of Children's Services which updated Members on the work that was being done to promote healthy lifestyles in schools.
- In response to questions from Members, an officer explained that schools had been undertaking a self-survey on the provision of drinking water in schools and that a site survey was being undertaken as part of the Healthy Eating Initiative. Feedback from schools was that children could have bottled water on their desks during lessons except in ICT suites and some science lessons, and officers that had visited schools had seen water on desks.
- In response to questions from Members about measuring the height and weight of children in Reception classes, an officer explained that feedback had been positive. Training had focused on sensitive handling, children viewed the process as part of normal school routine and schools had been provided with new equipment that could be used in lessons.
- The Sub-Committee also received an update report from the Director of Nursing at Northwick Park Hospital on School Nurses which outlined a number of options for the future provision of service.
- RESOLVED:** That the report be noted.
- (iv) **Update on Harrow Sixth Form Collegiate:**
The Sub-Committee received a report of the Director of Lifelong Learning which updated the Sub-Committee about the bid to the Learning and Skills Council 16-19 Capital Fund to establish the Borough-wide Harrow Sixth Form Collegiate.
- RESOLVED:** That the report be noted.
13. **Extension and Termination of the Meeting:**
In accordance with Overview and Scrutiny Procedure Rule 6.7 it was
- RESOLVED:** (1) At 10.00 pm to continue until 10.05 pm.
14. **Any Other Business:**
An officer invited Members of the Sub-Committee to attend an event at Rooks Heath High School between 4.45 pm and 7.15 pm on 11 July 2006.
- An officer reminded Members of the Scrutiny Members' Evening taking place on 11 July 2006.
- (Note: The meeting having commenced at 7.35 pm, closed at 10.05 pm)

(Signed) COUNCILLOR MARK VERSALLION
Chairman

DEVELOPMENT
CONTROL
COMMITTEE

REPORT OF DEVELOPMENT CONTROL COMMITTEE

MEETING HELD ON 7 JUNE 2006

Chairman: * Councillor Mrs Camilla Bath

Councillors: * Robert Benson * David Gawn
 * Don Billson * Graham Henson (1)
 * Mrinal Choudhury * Manji Kara
 * G Chowdhury * Narinder Singh Mudhar
 * Keith Ferry * Joyce Nickolay

* Denotes Member present

(1) Denotes category of Reserve Member

[Note: Councillor Mrs Kinnear also attended this meeting in a participatory capacity].

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES
1. Appointment of Chairman for the Municipal Year 2006/07:

RESOLVED: To note the appointment at the Extraordinary Meeting of the Council on 31 May 2006 of Councillor Mrs Bath as Chairman of the Development Control Committee for the Municipal Year 2006/07.

2. Attendance by Reserve Members:

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

Ordinary Member

Reserve Member

Councillor Thaya Idaikkadar

Councillor Graham Henson

3. Right of Members to Speak:

RESOLVED: That, in accordance with Committee Procedure Rule 4.1, Councillor Mrs Kinnear, who was not a Member of the Committee, be allowed to speak at the meeting.

[Note: Subsequently, Councillor Mrs Kinnear elected not to speak].

4. Declarations of Interest:

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

- (i) Planning Application 1/01 – Sports East, Harrow School, Football Lane, Harrow
 Councillor Mrs Kinnear, who was not a member of the Committee, declared a personal interest in the above item arising from the fact that she was a member of the Friends of Harrow School.
- (ii) Planning Application 1/07 – Marlborough House, 159 High Street, Wealdstone
 Councillor Benson declared a personal interest in the above item arising from the fact that his employer rented offices in the building. Accordingly, he would remain in the room and take part in the discussion and decision-making on this item.
- (iii) Planning Application 2/09 – 336 Eastcote Lane, South Harrow
 Councillor Henson declared a personal interest in the above item arising from the fact that he was a customer of the chemist shop. Accordingly, he would remain in the room and take part in the discussion and decision-making on this item.
- (iv) Planning Application 2/18 – 29 Wimborne Drive, Pinner
 Councillor Mrs Camilla Bath declared that all Conservative members of the Committee had a prejudicial interest in the above application arising from the fact that the applicant was a Conservative Councillor. Accordingly, they would

leave the room and take no part in the discussion or decision-making on this item.

- (v) Planning Application 2/21 – 1 Glebe Road, Stanmore
Prior to discussing the above item, Councillor Mrs Camilla Bath, who had not declared an interest in the item at the start of the meeting, declared a prejudicial interest arising from the fact that her husband was a Trustee of Bernays. Accordingly, she left the room and did not take any part in the discussion or decision-making on this item.
- (vi) Agenda item 17 – Former Cloisters Wood Fitness Club
Councillors Choudhury and Kara declared a personal interest in the above item arising from the fact that they sometimes visited the premises. Accordingly, they would remain in the room and take part in the discussion and decision-making on this item.

5. **Arrangement of Agenda:**

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

| <u>Agenda item</u> | <u>Special Circumstances/Grounds for Urgency</u> |
|--------------------|--|
| Addendum | This contained information relating to various items on the agenda and was based on information received after the agenda's dispatch. It was admitted to the agenda in order to enable Members to consider all information relevant to the items before them for decision. |

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

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

Councillors Idaikkadar and Kara were both nominated and seconded. Upon being put to a vote it was

RESOLVED: That Councillor Kara be appointed Vice-Chairman of the Development Control Committee for the Municipal Year 2006/07.

[Note: Councillors Choudhury, Ferry, Gawn and Henson wished to be recorded as having voted for Councillor Idaikkadar to be appointed Vice-Chairman, and having abstained from the vote for Councillor Kara to be appointed Vice-Chairman].

7. **Minutes:**

RESOLVED: That the minutes of the meeting held on 11 April 2006, having been circulated, be taken as read and signed as a correct record.

8. **Matters Arising from the Minutes of the Last Meeting:**

Having been raised by the Chairman, it was

RESOLVED: That officers be requested to submit to the next meeting of the Committee the report on Statutory Notifications referred to in Minute 1149 of the minutes of the meeting held on 11 April 2006.

9. **Public Questions:**

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

10. **Petitions:**

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

- (i) Petition objecting to the planning application for change of use for 2C Fairholme Road, off Station Road
Councillor Chowdhury presented the above petition, which had been signed by several residents of Fairholme Road.

- (ii) Petition requesting the Planning Committee to reject the application by West Hill Motors ref: P/1031/06/DFU
Councillor Mrs Kinnear presented the above petition, which had been signed by 47 people.

11. **Deputations:**

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

12. **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.

13. **Representations on Planning Applications:**

RESOLVED: That (1) in accordance with the provisions of Committee Procedure Rule 18 (Part 4B of the Constitution), representations be received in respect of items 2/04 and 2/21 on the list of planning applications.

(2) in accordance with Committee Procedure Rule 18.4, to allow, exceptionally, two objectors to speak in respect of item 2/04 on the list of planning applications.

14. **Planning Applications Received:**

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

15. **Planning Appeals Update:**

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

RESOLVED: To note the report.

16. **Enforcement Notices Awaiting Compliance:**

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

RESOLVED: (1) To note the report;

(2) that officers be requested to provide an update on Broomhill, Mount Park Road and Harrow Hospital, 88 Roxeth Hill at the next meeting of the Committee.

17. **Variation of Section 106 Agreement, Clementine Churchill Hospital, 9 Sudbury Hill, Harrow:**

The Committee received a report of the Director of Legal Services which sought a six month extension of time in respect of the above.

The Committee was of the view that the variation should be completed sooner than the six months recommended in the report, and

RESOLVED: To agree an extension of time of six weeks for the completion of the Deed of Variation from 7 June 2006.

18. **Former Cloister Wood Fitness Club:**

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

The Committee supported the recommendations of the Group Manager (Planning and Development) and expressed concern that the applicants had not responded to officers' correspondence.

RESOLVED: That (1) the overflow parking that occurred on Sunday 21 May 2006 be recorded as the first of the six occasions per year that such parking was allowed under the terms of the Section 106 Agreement attached to planning permission P/1306/05/CFU;

(2) the approach adopted by officers in advising the applicants about the outstanding planning conditions in planning permission P/1306/05/CFU and the use of the site be agreed;

(3) officers be requested to meet with the applicant to discuss concerns regarding the outstanding planning conditions.

(See also Minute 4).

19. **7 Lansdowne Road, Stanmore:**

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

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

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

- (i) the demolition of the single storey rear canopy;
- (ii) the permanent removal from the land of the materials arising from compliance with the requirements in (i) above.

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

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

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

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

20. **32 Rusland Park Road, Harrow:**

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

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

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

- (i) the demolition of the two/three storey side to rear extension;
- (ii) the demolition of the hip to gable roof extension;
- (iii) the demolition of the front to side single storey extension;
- (iv) the demolition of the rear dormer roof extension;
- (v) the permanent removal from the land of the materials arising from compliance with the requirements in (i), (ii), (iii) and (iv) above.

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

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

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

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

21. **341A Northolt Road, South Harrow:**

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

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

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

- (i) the demolition of the first floor rear wooden extension;

(ii) the permanent removal from the land of the materials arising from compliance with the requirements in (i) above.

(i) and (ii) should be complied with within a period of one (1) month from the date on which the Notice takes effect;

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

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

(i) supply the information required by the Director of Legal Services through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or

(ii) comply with the Enforcement Notice.

22. **65 Langland Crescent, Harrow:**

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

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

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

(i) the demolition of the timber canopy structure;

(ii) the permanent removal from the land of the materials arising from compliance with the requirements in (i) above.

(i) and (ii) should be complied with within a period of one (1) month from the date on which the Notice takes effect;

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

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

(i) supply the information required by the Director of Legal Services through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or

(ii) comply with the Enforcement Notice.

23. **71 Bouverie Road, Harrow:**

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

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

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

(i) the demolition of the detached garden building;

(ii) the permanent removal from the land of the materials arising from compliance with the requirement in (i) above.

(i) and (ii) should be complied with within a period of one (1) month from the date on which the Notice takes effect;

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

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

(i) supply the information required by the Director of Legal Services through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or

(ii) comply with the Enforcement Notice.

24. **Member Site Visits:**

RESOLVED: That (1) Member visits to the following sites take place on Wednesday 14 June 2006 from 6.00 pm:

1/01 - Sports East, Harrow School, Football Lane, Harrow
2/04 - 44 High Street, Harrow on the Hill
2/05 - 48 Ellement Close, Pinner
2/11 - Ebberston, 39 South Hill Avenue, Harrow
2/18 - 29 Wimborne Drive, Pinner;

(2) the Committee Administrator write to Members of the Committee to confirm the order and timing of the visits.

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

In accordance with the provisions of Committee Procedure Rule 15.2 (Part 4B of the Constitution) it was

RESOLVED: (1) At 10.00 pm to continue until 10.20 pm;

(2) at 10.20 pm continue until 10.30 pm;

(3) at 10.30 pm continue until 10.40 pm.

(Note: The meeting, having commenced at 7.30 pm, closed at 10.35 pm).

(Signed) COUNCILLOR CAMILLA BATH
Chairman

SECTION 1 – MAJOR APPLICATIONS

LIST NO: 1/01 **APPLICATION NO:** P/123/06/CFU
LOCATION: Sports East, Harrow School, Football Lane, Harrow
APPLICANT: Harrow School General Fund for Harrow School
PROPOSAL: 12 x 15M masts and 24 x 10M columns to provide floodlighting to artificial turf pitches and tennis courts
DECISION: DEFERRED for a Member site visit and to enable officers to make further enquiries.
(See also Minutes 4 and 24).

LIST NO: 1/02 **APPLICATION NO:** P/669/06/CFU
LOCATION: R/O 33-35 Bridge Street, Pinner
APPLICANT: Charter Architects for Carlburne Holdings Ltd
PROPOSAL: Demolition and relocation of existing plant room and construction of three storey block of 12 flats
DECISION: REFUSED permission for the development described in the application and submitted plans, for the reasons and informative reported.
[Note: Members of the Committee expressed the view that the lack of a response from the Environment Agency was unhelpful and requested that officers write to the Environment Agency requesting that the Agency provide a written response to consultations, even if that response was “no comment”].

LIST NO: 1/03 **APPLICATION NO:** P/3146/05/CFU
LOCATION: 91, 93 and 95 West End Lane
APPLICANT: Howard, Fairbairn & Partners for Eaton Residential Developments
PROPOSAL: Redevelopment: Detached 2/3 storey building to provide 14 flats with basement parking
DECISION: REFUSED permission for the development described in the application and submitted plans, as amended on the Addendum, for the reasons and informative reported.

LIST NO: 1/04 **APPLICATION NO:** P/362/06/CFU
LOCATION: 1 Eastcote Road, 200, 201, 202, 203 Grove Avenue, Pinner
APPLICANT: CHBC Architects for Galley Homes Ltd
PROPOSAL: Redevelopment to provide three storey care home; parking and landscaping
DECISION: WITHDRAWN by applicant.

LIST NO: 1/05 **APPLICATION NO:** P/3090/05/CFU
LOCATION: Land at Copse Farm – End of, Brookshill Drive, Harrow
APPLICANT: Planning Potential for Zed Homes
PROPOSAL: Alterations and change of use of barn to work space (B1). Extensions to farm building for 2 houses. Construction of 12 dwellings.

DECISION: WITHDRAWN by applicant.

LIST NO: 1/06 **APPLICATION NO:** P/3101/05/CCA

LOCATION: Land at Copse Farm, Brookshill Drive, Harrow

APPLICANT: Planning Potential for Zed Homes

PROPOSAL: Conservation Area Consent: Demolition of farm buildings and outhouses

DECISION: WITHDRAWN by applicant.

LIST NO: 1/07 **APPLICATION NO:** P/3039/05/COU

LOCATION: Marlborough House, 159 High Street, Wealdstone

APPLICANT: Britania Academy Planning Ltd for Mr N H Karia

PROPOSAL: Outline: Redevelopment of car park for residential use (siting)

DECISION: REFUSED permission for the development described in the application and submitted plans, for the reasons and informative reported.

(See also Minute 4).

SECTION 2 – OTHER APPLICATIONS RECOMMENDED FOR GRANT

LIST NO: 2/01 **APPLICATION NO:** P/3027/05/CFU

LOCATION: Priestmead Middle School, Hartford Avenue, Harrow

APPLICANT: Ian Scroggs for Mr Brian A Robertson

PROPOSAL: 2 first floor extensions

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

LIST NO: 2/02 **APPLICATION NO:** P/2896/05/DFU

LOCATION: 6 Georgian Way, Harrow

APPLICANT: Robin G Benyon for Larksworth Investments Ltd

PROPOSAL: Alterations and first floor rear extension; enlarge roof and raise height, single storey side extension

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

LIST NO: 2/03 **APPLICATION NO:** P/2910/05/CFU

LOCATION: Rustington, 49 The Common, Stanmore

APPLICANT: Andrew Neil Associates for Silverbay Investments

PROPOSAL: Bay window to replace garage door

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

LIST NO: 2/04 **APPLICATION NO:** P/776/06/DFU

LOCATION: 44 High Street, Harrow on the Hill

APPLICANT: Katina Brum

PROPOSAL: Change of Use of ground and lower ground floors from offices (class B1) to café and retail (class A3 & A1)

DECISION: DEFERRED for a Member site visit.

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

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

(See also Minutes 13 and 24)

LIST NO: 2/05 **APPLICATION NO:** P/273/06/DFU

LOCATION: 48 Ellement Close, Pinner

APPLICANT: C&S Associates/W H Saunders for S Carpenter Esq

PROPOSAL: Two storey side to rear extension to form two self-contained flats

DECISION: DEFERRED for a Member site visit.

(See also Minute 24)

LIST NO: 2/06 **APPLICATION NO:** P/136/06/CFU

LOCATION: Grimsdyke Golf Club, Oxhey Lane, Pinner

APPLICANT: Jack Cruickshank Architects for Grims Dyke Golf Club

PROPOSAL: Part demolition of clubhouse and erection of single storey side extension with rooms in roof

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

LIST NO: 2/07 **APPLICATION NO:** P/527/06/CFU

LOCATION: 33-39 Pinner Road, Harrow

APPLICANT: Counter & King Architects for Derek Bishop

PROPOSAL: Demolition of building and erection of ancillary church building

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

LIST NO: 2/08 **APPLICATION NO:** P/1119/06/CFU

LOCATION: Thrushwood, Pinner Hill, Pinner

APPLICANT: Orchard Associates for Mr & Mrs L Goodchild

PROPOSAL: Part single, part two storey rear extension and alterations to roof (renewal of planning permission WEST/238/02/FUL)

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

LIST NO: 2/09 **APPLICATION NO:** P/3184/05/DFU
LOCATION: 336 Eastcote Lane, South Harrow
APPLICANT: Mr Dilip Gudka
PROPOSAL: Single and two storey/first floor rear extension incorporating new external access to flat; front and rear dormers (revised)
DECISION: DEFERRED to enable officers to make further enquiries.
(See also Minute 4).

LIST NO: 2/10 **APPLICATION NO:** P/635/06/CFU
LOCATION: Brookslee, 7 Brookshill Drive, Harrow
APPLICANT: PHD Chartered Town Planners for Mr & Mrs Romain
PROPOSAL: Erection of detached garage
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported, and the following additional informative:

"The applicant is advised that any further extensions to this property are unlikely to be favourably considered".

LIST NO: 2/11 **APPLICATION NO:** P/74/06/DFU
LOCATION: Ebberston, 39 South Hill Avenue, Harrow
APPLICANT: Kenneth W Reed & Associates for Mr & Mrs J Snowdon
PROPOSAL: First floor rear extension
DECISION: DEFERRED for a Member site visit.
(See also Minute 24).

LIST NO: 2/12 **APPLICATION NO:** P/17/06/CFU
LOCATION: Westlands, 93 South Hill Avenue, Harrow
APPLICANT: Cygnet Health Care – M Fuller
PROPOSAL: Change of Use: Residential care home (class C2) to a single dwellinghouse (class C3)
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/13 **APPLICATION NO:** P/225/06/DFU
LOCATION: 73A Gordon Avenue, Stanmore
APPLICANT: Mr N Patel
PROPOSAL: Single storey front and side extension, rear dormer, revised roof over existing garage

DECISION: DEFERRED for consideration by the Committee together with Planning Application P/1101/06/DFU (Single storey outbuilding at rear of garden), which has been submitted for the same location.

LIST NO: 2/14 **APPLICATION NO:** P/2691/05/CFU
LOCATION: Hunters Moon, Priory Drive, Stanmore
APPLICANT: Thomas Landscapes for Mrs Collins
PROPOSAL: Construction of entrance gates and piers
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/15 **APPLICATION NO:** P/3026/05/CFU
LOCATION: 1 & 2 Bankfield Cottages, Ass House Lane, Harrow
APPLICANT: Grims Dyke Golf Club Ltd
PROPOSAL: Renewal of permission of EAST/1229/00/FUL: Demolition and replacement of 2 two storey semi-detached houses with parking
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, as amended on the Addendum, subject to the conditions and informatives reported.

LIST NO: 2/16 **APPLICATION NO:** P/165/06/CFU
LOCATION: Roxeth Manor First & Middle School, 280 Eastcote Lane, South Harrow
APPLICANT: Rickard Partnership for Harrow Council
PROPOSAL: Part single part two storey side extension to west wing to provide additional facilities
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/17 **APPLICATION NO:** P/240/05/CCO
LOCATION: Madalane House, Hillside Road, Pinner
APPLICANT: Mr & Mrs A Cumber
PROPOSAL: Retention of detached summer house
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/18 **APPLICATION NO:** P/805/06/DCO
LOCATION: 29 Wimborne Drive, Pinner
APPLICANT: D N Talpade for P A Kulkarni
PROPOSAL: Retention of two storey side to rear, single storey front and rear extension (revised)
DECISION: DEFERRED for Member site visit.

[Notes: (1) The Chair, Councillor Mrs Bath, and the Vice-Chair, Councillor Kara, having both declared a prejudicial interest in this item and left the room, Councillor Choudhury, by the general assent of the Committee, took the Chair;

(2) at the conclusion of this item, Councillor Mrs Bath resumed the Chair].

(See also Minutes 4 and 24).

| | | | |
|-------------------|--|------------------------|-------------|
| LIST NO: | 2/19 | APPLICATION NO: | P/96/06/CFU |
| LOCATION: | 2 Spring Lake, Stanmore | | |
| APPLICANT: | Alan Cox Associates for Mr J Feeney | | |
| PROPOSAL: | First floor side and single storey rear extensions | | |
| DECISION: | GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported. | | |

| | | | |
|-------------------|--|------------------------|---------------|
| LIST NO: | 2/20 | APPLICATION NO: | P/3155/05/CFU |
| LOCATION: | 32 Fauna Close, Stanmore | | |
| APPLICANT: | Trushar Dattani | | |
| PROPOSAL: | Installation of window at first floor side elevation | | |
| DECISION: | GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported. | | |

| | | | |
|-------------------|---|--|--------------|
| LIST NO: | 2/21 | APPLICATION NO: | P/387/06/DFU |
| LOCATION: | 1 Glebe Road, Stanmore | | |
| APPLICANT: | N M Architects for Mr & Mrs P Hathalia | | |
| PROPOSAL: | Single/two storey side extension to provide new dwellinghouse (resident permit restricted) | | |
| DECISION: | REFUSED permission for the development described in the application and submitted plans, for the following reasons: | | |
| | (i) | The proposal would represent overdevelopment of the site by reason of inadequate setting space about the building and inadequate private amenity space, which would detract from the established pattern and character of development in the locality and the amenity of future occupiers. | |
| | (ii) | The proposed development would not comply with policy D4 which states that a high standard of design in all new development, including extension to existing buildings should protect and complement that character and add to the richness of the existing townscape. | |
| | (iii) | The Harrow UDP states that "the Council will preserve the special interest of the Listed Building" which is opposite the proposed extension. | |
| | (iv) | This extension does not enhance the character and landscape of the locality which is a narrow road of semi detached houses, built at the turn of the 20th century and still retaining most of the features of that period. | |
| | (v) | The front door of the proposed extension is accessed from a narrow | |

strip of highway that is the only means of access and egress for the properties in Claire Gardens. Large lorries access part of this land to service the shops which front the Broadway.

[Notes: (1) The Group Manager (Planning and Development) had recommended, on the Addendum, that the above application be deferred to clarify drainage issues;

(2) prior to discussion on the above item, it was moved and seconded that consideration of the application not be deferred; upon being put to a vote, this was carried;

(3) the Chair, Councillor Mrs Bath, having declared a prejudicial interest in this item and left the room, the Vice-Chair, Councillor Kara, took the Chair;

(4) prior to discussing the above application, the Committee received representations from an objector, which were noted;

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

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

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

(8) at the conclusion of this item, Councillor Mrs Bath resumed the Chair].

(See also Minutes 4 and 13).

SECTION 3 – OTHER APPLICATIONS RECOMMENDED FOR REFUSAL

| | | | |
|-------------------|---|------------------------|--------------|
| LIST NO: | 3/01 | APPLICATION NO: | P/752/06/CFU |
| LOCATION: | 464-472 Alexandra Avenue, South Harrow | | |
| APPLICANT: | Stappard & Howes for T-Mobile UK Ltd | | |
| PROPOSAL: | Six pole-mounted antenna, handrails and cable trays on roof | | |
| DECISION: | REFUSED permission for the development described in the application and submitted plans, for the reason and informative reported. | | |

| | | | |
|-------------------|---|------------------------|--------------|
| LIST NO: | 3/02 | APPLICATION NO: | P/718/06/DFU |
| LOCATION: | Pinner Bowling Club, Pinner | | |
| APPLICANT: | Dennis Granston for Pinner Bowling Club | | |
| PROPOSAL: | Single storey extension to pavilion | | |
| DECISION: | WITHDRAWN by the applicant. | | |

| | | | |
|-------------------|--|------------------------|--------------|
| LIST NO: | 3/03 | APPLICATION NO: | P/240/06/DVA |
| LOCATION: | The Black Pepper Restaurant, 461 Uxbridge Road, Hatch End | | |
| APPLICANT: | David Wineman for Iveria Limited | | |
| PROPOSAL: | Removal of Condition 11 on planning permission WEST/122/96/FUL restricting hours of use (10:30 – 23.00 hrs Mon-Sat and 10:30-22.30 hrs on Sundays) | | |

DECISION: REFUSED permission for the variation described in the application and submitted plans, as amended on the Addendum, for the reason and informative reported.

[Note: Further to the information supplied on the Addendum, the Committee noted that the correct hours were: 1030-2300 hrs Mon-Thu, 1000-0130 hrs Fri-Sat and 1030-2230 hrs Sun].

SECTION 5 – PRIOR APPROVAL APPLICATIONS

LIST NO: 5/01 **APPLICATION NO:** P/1118/06/CDT

LOCATION: Land at junction Roxborough Park & Lowlands Road, Harrow

APPLICANT: Waldon Telecom Ltd for O2

PROPOSAL: Prior Approval Determination: 12.5M column with 3 antennas & ground based equipment cabin

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

(2) REFUSED prior approval of details of siting and appearance for the development described in the application and submitted plans, for following reason:

(i) The proposal by reason of its prominent siting and unsatisfactory appearance would be visually obtrusive and unduly prominent to the detriment of the appearance and character of the locality.

LIST NO: 5/02 **APPLICATION NO:** P/1168/06/CDT

LOCATION: Outside 539 Pinner Road, Harrow, 539-545

APPLICANT: Mason D Telecoms for Orange Communications Ltd

PROPOSAL: Prior Approval Determination: 10M column with 3 antennas and ground based equipment cabin

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

(2) REFUSED approval of details of siting/appearance for the development described in the application and submitted plans, as amended on the Addendum, for the reasons reported.

REPORT OF DEVELOPMENT CONTROL COMMITTEE

MEETING HELD ON 28 JUNE 2006

Chairman: * Councillor Mrs Camilla Bath

| | |
|--|--|
| <p>Councillors: * Robert Benson * Don Billson * Mrinal Choudhury * G Chowdhury * Keith Ferry</p> | <p>* David Gawn * Thaya Idaikkadar * Narinder Singh Mudhar * Joyce Nickolay * Dinesh Solanki (1)</p> |
|--|--|

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

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES
26. 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 Manji Kara | Councillor Dinesh Solanki |

27. Right of Members to Speak:

RESOLVED: To note that no Members, who were not members of the Committee, had requested to speak at the meeting.

28. 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 2/05 – 17 High Street, Wealdstone
Councillor Choudhury declared a prejudicial interest in the above application arising from the fact that he had been a member of the Licensing Panel that had determined the licensing application for the premises. Accordingly, he would leave the room and take no part in the discussion or decision-making on this item.
- (ii) Planning Application 2/12 – 22 Ferring Close, Harrow
During discussion on the above item, Councillor Choudhury, who had not declared an interest in the item at the start of the meeting, declared a personal interest arising from the fact that a friend of his lived in Ferring Close. Accordingly, he remained in the room and took part in the discussion and decision-making on this item.
- (iii) Planning Application 2/21 – 29 Wimborne Drive, Pinner
Councillor Mrs Bath declared that all Conservative members of the Committee had a prejudicial interest in the above application arising from the fact that the applicant was a Conservative Councillor. Councillor Mrs Bath wished it to be noted that, whilst none of the Conservative Members of the Committee were closely acquainted with the applicant, the Conservative Members had, on the advice of a legal officer, declared a prejudicial interest on a previous occasion when the item had been discussed, and so, for consistency, would again leave the room and take no part in the discussion or decision-making on this item.
- (iv) Planning Application 2/22 – 44 High Street, Harrow on the Hill
Councillor Joyce Nickolay declared a prejudicial interest in the above item arising from the fact that she knew the applicant. Accordingly, she would leave the room and take no part in the discussion or decision-making on this item.

- (v) Planning Application 3/02 – Harrow Community Sports Centre, Broadfields, Headstone Lane, Harrow Weald
Councillor Ferry declared a personal interest in the above item arising from the fact that he occasionally drank at the premises. Accordingly, he would remain in the room and take part in the discussion and decision-making on this item.

[Note: Noting that the agenda contained a number of applications for variations of planning conditions for premises that had previously had applications for changes to opening hours considered by the Council's Licensing Panels, some Members of the Committee, who had also been members of Licensing Panels, indicated that they could not recall which of the Licensing Panels they had served on. The Legal Officer advised that, if a Member could not recall having sat on a particular Licensing Panel, that Member was unlikely to be perceived as having a prejudicial interest in the application for the variation of planning conditions].

29. **Arrangement of Agenda:**

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

| <u>Agenda item</u> | <u>Special Circumstances/Grounds for Urgency</u> |
|--------------------|--|
| Addendum | This contained information relating to various items on the agenda and was based on information received after the agenda's dispatch. It was admitted to the agenda in order to enable Members to consider all information relevant to the items before them for decision. |

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

30. **Minutes:**

RESOLVED: That the Chairman be given authority to sign the minutes of the meeting held on 7 June 2006, those minutes having been circulated, as a correct record, once printed in the Council Bound Minute Volume.

31. **Matters Arising from the Minutes of the Last Meeting:**

Having been raised by the Chairman, it was

RESOLVED: That officers be requested to submit, to the next meeting of the Committee, the report on Statutory Notifications referred to in Minute 1149 of the minutes of the meeting held on 11 April 2006, and in Minute 8 of the meeting held on 7 June 2006.

32. **Public Questions:**

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

33. **Petitions:**

RESOLVED: To note that no petitions were received at the meeting.

34. **Deputations:**

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

35. **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.

36. **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 2/25 on the list of planning applications.

37. **Planning Applications Received:**
RESOLVED: That authority be given to the Group Manager (Planning and Development) to issue the decision notices in respect of the applications considered, as set out in the schedule attached to these minutes.
38. **Planning Appeals Update:**
The Committee received a report of the Group Manager (Planning and Development) which listed those appeals being dealt with and those awaiting decision.
RESOLVED: To note the report.
39. **Enforcement Notices Awaiting Compliance:**
The Committee received a report of the Group Manager (Planning and Development) which listed those enforcement notices awaiting compliance.
RESOLVED: To note the report.
40. **Amendments to the Conservation Area Advisory Committee Constitution:**
The Committee received a report of the Group Manager (Planning and Development) in this regard.
RESOLVED: That the constitution of the Conservation Area Advisory Committee (CAAC) be amended, as shown in Appendix 1 of the report of the Group Manager (Planning and Development), to enable members of any of the approved organisations to be co-opted onto the Committee at any meeting during the year, rather than at the Annual General Meeting (AGM) only.
41. **14 Roxeth Green Avenue, Harrow:**
The Committee received a report of the Group Manager (Planning and Development) in this regard.
RESOLVED: That the Director of Legal Services be authorised to:
(1) issue an Enforcement Notice pursuant to Section 172 of the Town and Country Planning Act 1990 requiring:
(i) the demolition of the unauthorised rear extension back to the rear wall of the authorised rear extension;
(ii) the permanent removal from the land of the materials arising from compliance with the requirement in (i) above.
(i) and (ii) should be complied with within a period of three (3) months from the date on which the Notice takes effect;
(2) issue Notices under Section 330 of the Town and Country Planning Act 1990 (as amended) as necessary in relation to the above alleged breach of planning control;
(3) institute legal proceedings in the event of failure to:
(i) supply the information required by the Director of Legal Services through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or
(ii) comply with the Enforcement Notice.
42. **16 Carmelite Road, Harrow Weald:**
The Committee received a report of the Group Manager (Planning and Development) in this regard.
RESOLVED: That the Director of Legal Services be authorised to:
(1) issue an Enforcement Notice pursuant to Section 172 of the Town and Country Planning Act 1990 requiring:
(i) the permanent cessation of the use of the garage as a dwellinghouse;
(ii) the permanent removal of the bathroom from the garage;
(iii) the permanent removal of the kitchen from the garage.

(i), (ii) and (iii) should be complied with within a period of six (6) months from the date on which the Notice takes effect;

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

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

(i) supply the information required by the Director of Legal Services through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or

(ii) comply with the Enforcement Notice.

43. **9 Green Lane Cottages, Stanmore:**

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

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

(1) issue a Listed Building Enforcement Notice pursuant to Section 38 of the Planning (Listed Buildings and Conservation Area) Act, 1990 requiring:

(i) the permanent removal of the satellite dish, associated wires and attachment brackets from the land;

(i) should be complied with within a period of one (1) month from the date on which the Notice takes effect;

(2) issue Notices under Section 16 of the Local Government (Miscellaneous Provisions) Act 1976 as necessary in relation to the above alleged breach of planning control;

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

(i) supply the information required by the Director of Legal Services through the issue of Notices under Section 16 of the Local Government (Miscellaneous Provisions Act 1976; and/or

(ii) comply with the Listed Building Enforcement Notice.

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

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

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

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

(i) the demolition of the metal mesh fence, concrete posts and reed panelling;
(ii) the permanent removal of the materials arising from compliance with the requirement in (i) above from the land;

(i) and (ii) should be complied with within a period of one (1) month from the date on which the Notice takes effect;

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

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

(i) supply the information required by the Director of Legal Services through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or

(ii) comply with the Enforcement Notice.

45. **Member Site Visits:**

RESOLVED: That (1) Member visits to the following sites take place on Wednesday 19 July 2006 from 6.00 pm:

2/09 - Land at Fentiman Way, South Harrow
2/10 - 1&2 Grove Cottages, Warren Lane, Stanmore
2/12 - 22 Ferring Close, Harrow
2/25 - Ebberston, 39 South Hill Avenue, Harrow

(2) in relation to item 1/05 – Sports East, Harrow School, Football Lane, Harrow, officers be requested to investigate the possibility of Members of the Committee visiting a relevant site where the proposed floodlighting was already in situ;

(3) the Democratic Services Officer be requested to write to Members of the Committee to confirm the order and timing of the visits.

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

In accordance with the provisions of Committee Procedure Rule 15.2 (Part 4B of the Constitution) it was

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

(2) at 10.30 pm continue until 11.00 pm;

(3) at 11.00 pm to continue until 11.15 pm;

(4) at 11.15 pm to continue until 11.30 pm;

(5) at 11.30 pm to continue until 11.45 pm;

(6) at 11.45 pm to continue until 12 midnight.

(Note: The meeting, having commenced at 7.30 pm, closed at 11.55 pm).

(Signed) COUNCILLOR CAMILLA BATH
Chairman

LIST NO: 1/04 **APPLICATION NO:** P/687/06/CDP

LOCATION: Land R/O 25-28 Belmont Circle & 13-25 Bellamy Drive, Kenton Lane, Harrow

APPLICANT: Triad Planning & Design Ltd for Mr E Ryan

PROPOSAL: Reserved matters (details of design, external appearance and landscaping) required by Condition 2 of planning permission P/3347/04/COU for redevelopment in form of detached part 2/3 storey building for 2 houses and 12 flats with car parking

DECISION: APPROVED the details in accordance with the development described in the application and submitted plans, subject to the informatives reported.

LIST NO: 1/05 **APPLICATION NO:** P/123/06/CFU

LOCATION: Sports East. Harrow School, Football Lane, Harrow

APPLICANT: Harrow School General Fund for Harrow School

PROPOSAL: 12 x 15M masts and 24 x 10M columns to provide floodlighting to artificial turf pitches & tennis courts

DECISION: DEFERRED for Member site visit.

[Note: During discussion on the above application, Members indicated that they wished to view the proposed floodlighting in situ at another location. Officers were requested to contact the owners of relevant premises with a view to arranging this].

(See also Minute 45)

SECTION 2 – OTHER APPLICATIONS RECOMMENDED FOR GRANT

LIST NO: 2/01 **APPLICATION NO:** P/830/06/DVA

LOCATION: The Village Inn, 402-406 Rayners Lane

APPLICANT: Hephher Dixon for J D Wetherspoon plc

PROPOSAL: Variation of Condition 6 of planning permission LBH/45486 to allow opening Sunday to Thursday 07.00 hours to 00.30 hours on the following day and Fridays & Saturdays 07.00 hours to 01.30 hours of the following day; extended opening on special days

DECISION: GRANTED permission for the variation described in the application and submitted plans, as amended on the Addendum, subject to the condition and informative reported.

LIST NO: 2/02 **APPLICATION NO:** P/440/06/CFU

LOCATION: 8 Julius Caesar Way, Stanmore

APPLICANT: Anthony Pell

PROPOSAL: Insertion of window to east elevation

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

LIST NO: 2/03 **APPLICATION NO:** P/1147/06/DFU

LOCATION: 226 Streatfield Road, Harrow

APPLICANT: David R Yeaman & Assoc for Mr D Varasani

PROPOSAL: Single storey front, side and rear, and two storey side to rear extensions, conversion of house to 2 self-contained flats

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

LIST NO: 2/04 **APPLICATION NO:** P/652/06/DFU

LOCATION: 'Field Cottage', Brookshill, Harrow Weald

APPLICANT: D J Humphries for Mr V N Jocia

PROPOSAL: Additional vehicle crossover

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

LIST NO: 2/05 **APPLICATION NO:** P/1113/06/DVA

LOCATION: 17 High Street, Wealdstone

APPLICANT: Joshua Simons for A & S Fast Food Ltd

PROPOSAL: Variation of Condition 4 of planning permission (LBH/24865) to allow opening from 10.30AM–1.00AM Mon-Thur & Sun & 10.30AM–3.00AM Fri-Sat

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

- (i) The proposed variation of condition to allow extended opening hours would give rise to increased disturbance and general activity at unsocial hours to the detriment of the residential amenity of neighbouring occupiers.

[Note: The Group Manager (Planning and Development) had recommended that the above application be granted].

(See also Minute 28)

LIST NO: 2/06 **APPLICATION NO:** P/1002/06/CFU

LOCATION: Bentley Wood High School, Bridges Road, Stanmore

APPLICANT: Tony Welch Associates for The School Governors

PROPOSAL: Replacement temporary double mobile classroom unit (2 years), and temporary triple classroom unit (2 years)

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: 2/07 **APPLICATION NO:** P/564/06/DVA

LOCATION: 438 Alexandra Avenue, South Harrow

APPLICANT: K Handa for Mr Musa Sarilmaz

PROPOSAL: Variation to Condition 8 of planning permission: ref LBH/17672 granted 22-Sep-1980 to extend hours of opening until 1AM Monday to Thursday and 1.30AM Friday to Sunday

DECISION: GRANTED permission for the variation described in the application and submitted plans, subject to the condition and informative reported, as amended on the Addendum.

LIST NO: 2/08 **APPLICATION NO:** P/1098/06/CFU
LOCATION: 63 Dennis Lane (Wode House), Stanmore
APPLICANT: Anglian Home Improvements for Mr & Mrs M Sehgal
PROPOSAL: Single storey rear extension
DECISION: GRANTED permission for the development described in the application and submitted plans, subject to the condition and informative reported.

LIST NO: 2/09 **APPLICATION NO:** P/771/06/CFU
LOCATION: Land at Fentiman Way, South Harrow
APPLICANT: W J Macleod Architect for M D Properties
PROPOSAL: Three storey block of six flats; bin store and parking (resident permit restricted)
DECISION: DEFERRED for Member site visit.
(See also Minute 45)

LIST NO: 2/10 **APPLICATION NO:** P/378/06/CFU
LOCATION: 1 & 2 Grove Cottages, Warren Lane, Stanmore
APPLICANT: Treatment Architecture for Mr Hani Hasna
PROPOSAL: Redevelopment to provide replacement detached two storey dwelling with detached garage (revised)
DECISION: (1) DEFERRED for Member site visit.
(2) RESOLVED that officers be requested to liaise with the applicant regarding possible alternative positions for the garage.
(See also Minute 45)

LIST NO: 2/11 **APPLICATION NO:** P/754/06/DCO
LOCATION: 51A Roxborough Park, Harrow
APPLICANT: W A Construction UK Ltd
PROPOSAL: Retention of terrace at rear, 2.4M high fencing to part of side boundary (revised)
DECISION: GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informative reported.

LIST NO: 2/12 **APPLICATION NO:** P/794/06/DFU
LOCATION: 22 Ferring Close, Harrow
APPLICANT: Mr H Kelly for Mr & Mrs A Connellan
PROPOSAL: Single storey rear extension; alterations to roof to form side and rear dormers
DECISION: DEFERRED for Member site visit.
(See also Minutes 28 and 45)

LIST NO: 2/13 **APPLICATION NO:** P/894/06/CFU
LOCATION: Silverwood, 22 South View Road, Pinner
APPLICANT: Simpson McHugh for Mr & Mrs Spencer
PROPOSAL: Installation of flank window and two rear rooflights over garage
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/674/06/CVA
LOCATION: Heathfield School, 100 Beaulieu Drive, Pinner
APPLICANT: Malcolm Judd & Partners for Girls Day School Trust
PROPOSAL: Deed of Variation: Amendment to Section 106 planning agreement to allow extended use of sports club facility from 09.00-12 noon on Saturdays and 10.00-13.00 hours on Sundays to 0800-19.00 hours on Saturdays and 10.00-16.00 hours on Sundays
DECISION: GRANTED permission for the variation of the Section 106 agreement described in the application and submitted plans, subject to the requirement and informative reported.

LIST NO: 2/15 **APPLICATION NO:** P/532/06/DFU
LOCATION: 24 Tudor Road, Wealdstone
APPLICANT: Cusack Associates Ltd for Mr S Shah & Miss S Noronha
PROPOSAL: Conversion of dwelling house into two flats, with single storey rear extension and external alterations
DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reasons:

- (i) The proposal represents an over intensive use of the property to the detriment of the amenities of the neighbouring residents by reason of the activity and disturbance associated with a conversion of a single family dwelling into two separate units.
- (ii) The proposal offers no off street parking provision which will give rise to overspill parking to the detriment of the residential amenities of the neighbouring properties.

[Note: (1) Councillors Choudhury, Ferry, Gawn and Idaikkadar wished to be recorded as having voted against the decision to refuse the application;
(2) the Group Manager (Planning and Development) had recommended that the above application be granted].

LIST NO: 2/16 **APPLICATION NO:** P/531/06/DFU
LOCATION: 21 Lance Road, Harrow
APPLICANT: Mr J I Kim/ ArchiTech for Mr G Henderson
PROPOSAL: Single storey rear extension; conversion of dwelling house to two self-contained flats
DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reasons:

- (i) The proposal represents an over intensive use of the property to the detriment of the amenities of the neighbouring residents by reason of the activity and disturbance associated with a conversion of a single family dwelling into two separate units and the single storey

rear extension would project 0.22m further than that permitted under the Council's own SPG guideline for single storey rear extensions to terraced properties.

- (ii) The amount of amenity space available after the construction of the rear extension and the outbuilding in the garden would not be adequate and would be detrimental to the future occupiers of the flats.
- (iii) No off street parking is possible and public transport provision and accessibility in the case of West Harrow tube station is some distance away.

[Note: The Group Manager (Planning and Development) had recommended that the above application be granted].

LIST NO: 2/17 **APPLICATION NO:** P/529/06/DFU
LOCATION: 120 Christchurch Avenue, Kenton
APPLICANT: K Handa for Mrs P Patel
PROPOSAL: Conversion of dwellinghouse into two self contained flats with single storey rear extension and external alterations
DECISION: GRANTED permission for the development described in the application and submitted plans, as amended on the Addendum, subject to the conditions and informative reported, and the following additional condition:
 “The roof area of the extension hereby permitted shall not be used as a balcony, roof garden or similar amenity area without the grant of further specific permission from the local planning authority”.

LIST NO: 2/18 **APPLICATION NO:** P/843/06/CFU
LOCATION: 19–21 Roxborough Road, Harrow
APPLICANT: Gillett Macleod Partnership for Shinglebank Ltd
PROPOSAL: Detached 3 storey block of nine flats (revised); (resident permit restricted)
DECISION: GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informatives reported, and the following additional condition:
 “All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the occupation of the building(s), or the completion of the development, whichever is sooner. Any existing or new trees or shrubs which, within a period of 2 years from the completion of the development, die, are removed, or become seriously damaged or diseased, shall be replaced in the next planting season, with others of a similar size and species, unless the local authority agrees any variation in writing”.

LIST NO: 2/19 **APPLICATION NO:** P/453/06/DRE
LOCATION: 5A Victoria Terrace, Harrow
APPLICANT: David R Yeaman & Associates for Ian Tait Homes Ltd
PROPOSAL: Renewal of planning permission WEST/106/01/REN; construction of 2 two storey terraced houses with parking provision on land opposite 9/10 Victoria Terrace
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: 2/20 **APPLICATION NO:** P/625/06/DCA
LOCATION: 5A Victoria Terrace, Harrow
APPLICANT: David R Yeaman & Associates for Ian Tait Homes Ltd
PROPOSAL: Renewal of Conservation Area Consent to demolish existing workshop and shed
DECISION: GRANTED Conservation Area Consent in accordance with the works described in the application and submitted plans, as amended on the Addendum, subject to the conditions reported.

LIST NO: 2/21 **APPLICATION NO:** P/805/06/DCO
LOCATION: 29 Wimborne Drive, Pinner
APPLICANT: D N Talpade for P A Kulkarni
PROPOSAL: Retention of two storey side to rear, single storey front and rear extension (revised)
DECISION: GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informatives reported.

[Notes: (1) The Chairman, Councillor Mrs Bath, having declared a prejudicial interest in this item and left the room, Councillor Idaikkadar, by the general assent of the Committee, took the Chair;
(2) at the conclusion of this item, Councillor Mrs Bath resumed the Chair].
(See also Minute 28)

LIST NO: 2/22 **APPLICATION NO:** P/776/06/DFU
LOCATION: 44 High Street, Harrow on the Hill
APPLICANT: Katina Brum
PROPOSAL: Change of use of ground and lower ground floors from offices (class B1) to café and retail (class A3 & A1)
DECISION: GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informatives reported, and the following additional conditions:

“The development hereby permitted shall not commence until details of a scheme indicating the provision to be made for people with mobility impairments, to gain access to, and egress from, the building(s) (without the need to negotiate steps) have been submitted to and approved in writing by the Local Planning Authority. The use shall not be commenced until the works have been completed in accordance with the approved details and thereafter retained”.

“The development hereby permitted shall not commence until a scheme for:
a) the storage and disposal of refuse/waste
b) and vehicular access thereto
has been submitted to, and approved in writing by, the local planning authority. The use hereby permitted shall not be commenced until the works have been completed in accordance with the approved details and shall thereafter be retained”.

(See also Minute 28)

LIST NO: 2/23 **APPLICATION NO:** P/225/06/DFU
LOCATION: 73A Gordon Avenue, Stanmore
APPLICANT: Mr N Patel

PROPOSAL: Single storey front and side extension, rear dormer, revised roof over existing garage

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

LIST NO: 2/24 **APPLICATION NO:** P/1101/06/DFU

LOCATION: 73A Gordon Avenue, Stanmore

APPLICANT: Mr N Patel

PROPOSAL: Retention of single storey outbuilding at rear of garden

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

LIST NO: 2/25 **APPLICATION NO:** P/74/06/DFU

LOCATION: Ebberston, 39 South Hill Avenue, Harrow

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

PROPOSAL: First floor rear extension

DECISION: DEFERRED for a further Member site visit, to include the properties on either side of the site.

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

(See also Minute 36 and 45)

LIST NO: 2/26 **APPLICATION NO:** P/273/06/DFU

LOCATION: 48 Ellement Close, Pinner

APPLICANT: C&S Associates/W H Saunders for S Carpenter Esq

PROPOSAL: Two storey side to rear extension to form two self-contained flats

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

"The development hereby permitted shall not commence until details of a scheme indicating the provision to be made for people with mobility impairments, to gain access to, and egress from, the building(s) (without the need to negotiate steps) have been submitted to and approved in writing by the Local Planning Authority, The use shall not be commenced until the works have been completed in accordance with the approved details and thereafter retained".

LIST NO: 2/27 **APPLICATION NO:** P/71/06/CFU

LOCATION: 3 Pine Close, Stanmore

APPLICANT: D Silverman for Mr I Malik

PROPOSAL: Single and two storey extension

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, and the following additional condition:

“The existing wall and hedge, adjacent to the proposed garage, sited on the west boundary of the site shall be retained”.

SECTION 3 – OTHER APPLICATIONS RECOMMENDED FOR REFUSAL

LIST NO: 3/01 **APPLICATION NO:** P/1023/06/DVA
LOCATION: 6 – 8 Whitchurch Parade, Whitchurch Lane, Edgware
APPLICANT: Rajesh Patel
PROPOSAL: Variation of planning permission EAST/1405/02/VAR to allow opening from 11.00-03.00 the next day on Sunday-Thursday, and 11.00-04.00 the next day on Friday and Saturday
DECISION: REFUSED permission for the variation described in the application and submitted plans, for the reason and informative reported.

LIST NO: 3/02 **APPLICATION NO:** P/150/06/CVA
LOCATION: Harrow Community Sports Centre, Broadfields, Headstone Lane, Harrow Weald
APPLICANT: Hunter Place Planning Ltd
PROPOSAL: Variation of Condition 6 of planning permission WEST/33/02/P/FUL to change opening hours (from 08.00-23.00 hrs Mon-Sat & 08.00-22.30 hrs on Sun) to 08.00-23.00 Mon-Thu, 08.00-24.00 hrs Fri-Sat & Bank Holidays and 08.00-23.00 hrs on Sundays
DECISION: REFUSED permission for the variation described in the application and submitted plans, for the reason and informative reported.
(See also Minute 28)

LIST NO: 3/03 **APPLICATION NO:** P/613/06/DFU
LOCATION: Land to R/O 179 Turner Road, Edgware
APPLICANT: Charles Welsh for Michael O’Sullivan
PROPOSAL: Two storey detached dwelling house
DECISION: REFUSED permission for the development described in the application and submitted plans, for the reasons and informative reported.

LIST NO: 3/04 **APPLICATION NO:** P/443/06/DVA
LOCATION: The Rambling Inn, 410 Kenton Lane, Harrow
APPLICANT: Prospect Planning for The Post Code Pub Co Ltd
PROPOSAL: Deletion of Condition 2 of planning permission EAST/241/95/FUL (as varied by EAST/772/95/VAR) relating to opening hours
DECISION: REFUSED permission for the variation described in the application and submitted plans, for the reason and informative reported.

LIST NO: 3/05 **APPLICATION NO:** P/142/06/DVA
LOCATION: 153 Greenford Road, Harrow
APPLICANT: K Nadarajah & R Sritharan

PROPOSAL: Variation of Condition 5 of planning permission WEST/447/98/FUL to permit opening 10.00 hours to 1.00 hours Sunday to Thursday and 10.00 hours Friday & Saturdays until 01.30 hours the following day

DECISION: REFUSED permission for the variation described in the application and submitted plans, as amended on the Addendum, for the reason and informative reported.

LIST NO: 3/06 **APPLICATION NO:** P/903/06/CLB

LOCATION: Stanmore Hall, Wood Lane, Stanmore

APPLICANT: Gross Fine for Stanmore Hall Properties

PROPOSAL: Listed Building Consent: Replacement tiling to rear terrace

DECISION: REFUSED consent for the works described in the application and submitted plans, for the reason and informative reported.

LIST NO: 3/07 **APPLICATION NO:** P/313/06/CFU

LOCATION: 2 Whitehall Road, Harrow

APPLICANT: Starr Killoch Adams Architects for Paceland Estates Ltd

PROPOSAL: Alterations and extension to dwellings and change of use to residential care home

DECISION: WITHDRAWN by applicant

LIST NO: 3/08 **APPLICATION NO:** P/306/06/CCA

LOCATION: 2 Whitehall Road, Harrow

APPLICANT: Starr Killoch Adams Architects for Paceland Estates Ltd

PROPOSAL: Demolition of single storey side/rear extension, garage and shed

DECISION: WITHDRAWN by applicant

SECTION 5 – PRIOR APPROVAL APPLICATIONS

LIST NO: 5/01 **APPLICATION NO:** P/1264/06/CDT

LOCATION: Land in Front of Public House, 76 Uxbridge Road

APPLICANT: Waldon Telecom Ltd for O2 (UK) Ltd

PROPOSAL: Prior Approval Determination: 12.5M high replacement column with antennae and one ground based equipment cabinet on land adjacent to Leefe Robinson PH, 76 Uxbridge Road

DECISION: RESOLVED that prior approval of details of siting and appearance be not required subject to the informatives reported.

LIST NO: 5/02 **APPLICATION NO:** P/1514/06/CDT

LOCATION: Paddock adjacent to Pinnerwood Farm, Woodhall Road, Hatch End, Pinner

APPLICANT: Orange PCS Ltd for Mason D Telecoms

PROPOSAL: Prior Approval Determination: 15M high telecommunications mast with 3 antenna and 1 dish antenna; equipment cabinets within enclosed compound

DECISION:

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

(2) REFUSED prior approval of details of siting and appearance, subject to consultation response, for the reasons and informative reported.

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

STANDING ADVISORY
COUNCIL FOR
RELIGIOUS
EDUCATION

**STANDING ADVISORY COUNCIL FOR
RELIGIOUS EDUCATION****13 JUNE 2006**Representatives of the LEA

Councillors: * Ms Nana Asante * Mrs Anjana Patel
* Councillor Lurline Champagne
(Chairman)

Representatives of Christian and Other Religious Denominations and Faiths

| | |
|-------------------------------|------------------------|
| * Mrs M Besser | Brother L Lindsay |
| † Mr M Bishop | Mrs S Lynn |
| Mrs N Desai | * Councillor Asad Omar |
| * Mrs P Gan-Kotwal | * Mrs S Panjwani |
| Mrs M Hale | Rabbi D Roselaar |
| * Envoy B Haylock | Prof H Singh |
| * Dr V Kapashi | * Mr P Singh-Kohli |
| Councillor Dhirajlal Lavingia | * P Wearing |

Representatives of the Church of England

| | |
|-----------------|------------------|
| * Mrs M Abbott | † Rev'd S Pothen |
| † Dr K Pinching | |

Representatives of Teachers

| | |
|------------------------|---------------------|
| Mr R Crocker | * Mrs R Shakar |
| † Mrs S Mistry | † Mrs A Stowe |
| * Ms B Pandya-Arepalli | Rev'd Dr S Thompson |

Co-opted Members

| | |
|-------------------|----------------|
| Mr A Aggarwal | Mr M Shah |
| * Zia Baig | * Ms P Stevens |
| † Mr D Liversedge | |

Adviser to the Council, Nominated by the Director of Education

* Mr P O'Dwyer

* Denotes Member present
† Denotes apologies received

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**1. **Order of Agenda:**

RESOLVED: That the Standing Conference for the Harrow Agreed Syllabus for RE should take place after Apologies for Absence, and before the meeting of the Standing Advisory Council for Religious Education.

2. **Apologies for Absence:**

RESOLVED: To note that apologies for absence had been received from Mr Bishop, Mr Liversedge, Mrs Mistry, Dr Pinching, Rev Pothen and Mrs Stowe.

[Note: Following the above item, and further to the decision reached at Minute 1 above, the following procedural sequence was followed:-

- (i) SACRE stood temporarily adjourned;
- (ii) the membership present reconvened itself in the status of the "Standing Conference for the Harrow Agreed Syllabus for Religious Education";
- (iii) SACRE formally reconvened and completed the business on its agenda.

(See note at the closure of these SACRE minutes.)]

3. **Attendance by Reserve Members:**

RESOLVED: To note that Mrs Stevens attended as reserve for Rev Pothen as a Church of England representative.

4. **Membership:**

RESOLVED: To note that Mr Zia Baig, previously co-opted, had joined the committee as a Muslim representative.

5. **Election of Chairman for Municipal Year 2006/07:**

It was proposed and seconded that Councillor Lurline Champagnie be appointed Chairman. Pat Stevens, who was also nominated, confirmed that she did not wish to stand for reelection as Chairman.

RESOLVED: That Councillor Lurline Champagnie be elected Chairman unanimously, unopposed for the Municipal Year 2006/07.

6. **Election of Vice Chairman for Municipal Year 2006/07:**

RESOLVED: That Councillor Nana Asante be appointed Vice-Chairman unanimously and unopposed for the Municipal Year 2006/07.

7. **Table labels:**

RESOLVED: That Mrs Bole would arrange for table labels to be provided for future meetings, showing members' names and the capacity in which they attended.

8. **Declarations of Interest:**

RESOLVED: (1) To note the following interests declared by Council Members:

| <u>Member</u> | <u>Nature of Interest</u> |
|-----------------------------------|---|
| Councillor Nana Asante | Declared a personal interest in that she was a Governor at Stanburn First School |
| Councillor Mrs Lurline Champagnie | Declared a personal interest in that she was a Governor at Hatch End High School |
| Councillor Asad Omar | Declared a personal interest in that he was a Governor at Nower Hill |
| Councillor Mrs Anjana Patel | Declared a personal interest in that she was a governor of Vaughan First and Middle School. |

(2) To note the following interests declared by non-Council members:

| <u>Member</u> | <u>Nature of Interest</u> |
|---------------|---|
| Mrs M Abbot | Declared a personal interest in that she was a Governor at Pinner Park First School |
| Ms P Stevens | Declared a personal interest in that she was the secretary of the Harrow Interfaith Council |

9. **Sikh Celebration of 5th Guru:**

SACRE was informed that the Academy of Punjabi Heritage was holding a remembrance day on the martyrdom of their fifth Guru Arjan Dev Ji on Saturday 24 June 2006 from 11.00 am to 1.00 pm at Longfield Middle School, Dukes Avenue, North Harrow. Langar (food) would be provided. Dress code would be headscarf. The Mayor and people of very many different faiths were expected to attend. Mr Kohli warmly invited all SACRE members and tabled a flyer about the event.

RESOLVED: (1) That all Councillors be forwarded a copy of the tabled flyer;

(2) to note that Councillor Anjana Patel and Mr Baig had tendered their apologies.

10. **Minutes:**
- RESOLVED:** That the minutes of the meeting held on 9 March 2006, having been circulated, be taken as read and signed as a correct record subject to the following amendments:
- Membership**
Amend the spelling of the teacher representative to Shaker.
- Minute 188: Declarations of Interest**
Amend to note that Ms P Stevens was the Secretary not the Chair of the Harrow Interfaith Council.
11. **Mr Norman Kember and Margaret Hassan:**
SACRE members were thankful that Norman Kember had returned safely from his hostage ordeal. They heard that he was working on the Harrow Inter Faith Council web site.
- RESOLVED:** That (1) Mr Kember be invited to attend a future SACRE meeting; and
(2) Committee members record their sorrow that Margaret Hassan had been killed.
12. **NASACRE conference:**
Mary Abbott and Phiroza Gan-Kotwal informed SACRE that they had attended the recent NASACRE AGM.
- A NASACRE briefing paper about HMI Subject Inspections was tabled. It was felt that there should be more opportunities for extended writing at Key Stage 3, and not so many worksheets, especially for the more able. It was also considered appropriate to have more planned occasions for diversity of work for different abilities.
- Nick Waters, a speaker from QCA, had presented an A3 working draft entitled the 'big picture' of the curriculum. This document charted 'What are we trying to achieve?', 'How to organise learning' and 'How well are we achieving our aim?'
- It was noted that consideration should be given to inviting young people to be involved in SACRE.
- RESOLVED:** That Mrs Gan-Kotwal would forward Mrs Bole further material from the conference for onward transmission to Councillor Paul Osborn, Portfolio Holder for Issues Facing Young People and all other Councillors.
13. **NASACRE Grant application:**
SACRE was informed that Harrow's application for a Key Stage 2 conference had been unsuccessful. However Harrow Interfaith Council had received a grant for a conference to be set up for Year 11 and Year 12 students in 2007.
- RESOLVED:** That the situation be noted and that a further application be made to NASACRE in the next round.
14. **London's SACREs meeting:**
Councillor Nana Asante had attended the inaugural meeting of the London SACREs. She reported that it had been decided that the body should not generate traditional meetings but would share good practice and work together to solve problems using email and on line meetings. Councillor Lurline Champagnie was interested to contact other SACRE chairmen.
- RESOLVED:** That Pat Stevens would pass information about the London group to Councillor Lurline Champagnie.
15. **Education for Councillors:**
It was agreed that a working party be convened to produce a showcase to present the work of SACRE to Councillors. Part of a model lesson might also be included.
- RESOLVED:** That Mrs Abbot, Mr Baig, Councillor Lurline Champagnie, Mrs Gan-Gotwal, Dr Kapashi, Mr O'Dwyer, Councillor Asad Omar, Mrs Pandya, Councillor Anjana Patel, Mrs Shaker and Pat Stevens convene a working party to produce a showcase, involving young people. Mrs Stowe and Mr Kholi would also be asked if they would like to join the group.

16. **Resources:**
SACRE had written to national faith bodies to ask for packs suitable for schools.
- a) **Muslim Packs**
The packs had been well received in the schools and some elements would be integrated into the schemes of work.
 - b) **Hindu Packs**
These packs had been launched in April 2006 and Harrow Council had purchased a pack for each school. They included a very useful CD. Some ideas would be integrated into the schemes of work.
 - c) **Life of Jesus exhibition**
The Good News Church in Harrow Weald had presented an interactive 'high tech' exhibition on the life of Jesus. The 1400 children who visited each used the IT facilities to write their own certificate and enjoyed lively drama from 'Regeneration'. The event, which was over subscribed, was funded by Good News Church, with money from SACRE covering schools' transport costs.
 - d) **Preparation for Further Faith Materials**
Mrs Besser reported that the Baha'i faith pack would be ready by September 2006. She showed the members six books which had been produced to teach teachers, which took about 20-25 hours to work through. A Sikh pack would also be produced.
 - e) **Library of Resources**
It was felt appropriate to develop a reference library, including faith packs and material on different cultures.

RESOLVED: That the above be noted.

17. **Collective Worship:**
- a) **Paper (Alison Stowe)**
It was noted that Mrs Stowe had given her apologies but hoped to present her paper at the next SACRE meeting.
RESOLVED: That the item be placed on the agenda for the next meeting.
 - b) **Questionnaire to schools**
A copy of a questionnaire about collective worship which had been sent to all headteachers was tabled for information. Mrs Stevens would present the results of the questionnaire to the next SACRE meeting.
RESOLVED: That the questionnaire results be presented at the next meeting.
 - c) **Determinations**
There were no determinations to report.

18. **Guidelines on Meeting the Religious Needs of Pupils:**

RESOLVED: That due to time constraints this item would be discussed at the next SACRE meeting.

19. **Multi-Racial Forum on Racial Harassment:**

RESOLVED: That (1) Mrs Stevens would continue to represent SACRE; and

(2) Mrs Stevens would prepare a report for SACRE on the issue.

20. **News from the Faith Communities:**

- a) **Hindu Calendar**
Mahendra Hirani of the Brent Hindu Council briefly explained his work on the Hindu and multi faith calendars suitable for use in the UK. He tabled three of his works: 'Hindu Calendar 2006', 'Hindu Calendar Advance 5 Years 2004/9' and 'Multi Faiths 2007 Festivals'. It was resolved that SACRE members would examine the calendars and make contact with Mr Hirani in due course.

Mr Hirani also supplied calendars for distribution to absent members of the Committee.

- b) Diwali
Councillor Anjana Patel extended an invitation to SACRE members and their friends to the temple for Diwali celebrations.

RESOLVED: That the above be noted.

21. **Notes of Thanks:**

Mrs Stevens was thanked for all her hard work as SACRE Chairman and praised for the way she had built up links with many faith groups throughout the area.

Members thanked Councillor Anjana Patel for arranging the SACRE meeting at the Shri Swaminarayan Mandir. The kind hospitality was much appreciated. Councillor Lurline Champagnie would liaise with Councillor Anjana Patel to establish to whom within the temple a letter of thanks on behalf of SACRE should be sent.

RESOLVED: That the above be noted.

22. **Future Meetings:**

It was agreed that it was an excellent idea to meet in places of worship. Mrs Stevens would arrange for the September 2006 meeting to take place in an Anglican Church in the Borough.

The dates of future meetings would be:

- 20 September 2006 - time and venue to be confirmed
- 7 December 2006 - time and venue to be confirmed
- 8 March 2007 - time and venue to be confirmed

RESOLVED: That the above be noted.

[Note: Separate meetings of the Harrow Standing Advisory Council for Religious Education (SACRE) and of the Standing Conference for the Harrow Agreed Syllabus for Religious Education were convened for 13 June 2006.

The two bodies share the same membership.

As noted above within the SACRE minutes (at Minute 2), a procedural sequence was employed to adjourn SACRE, to hold the meeting of the Standing Conference, and then to reconvene and complete the SACRE meeting.

The record of the Standing Conference proceedings are included in the Minute Volume as now appended herewith to these SACRE minutes.]

(Note: The meeting having commenced at 8.10 pm, closed at 9.50 pm)

(Signed) COUNCILLOR LURLINE CHAMPAGNIE
Chairman

APPENDIXMINUTES OF THE MEETING OF THE STANDING CONFERENCE FOR THE HARROW AGREED SYLLABUS FOR RELIGIOUS EDUCATION HELD ON 13 JUNE 2006

Present: See the minutes of the SACRE meeting held on 13 June 2006.

Chair: Mrs M Abbott

1. Minutes

RESOLVED: That the minutes of the Standing Conference for the Harrow Agreed Syllabus for Religious Education held on 9 March 2006 be signed as a correct record of that meeting.

2. Publication of the Harrow Agreed Syllabus for Religious Education 2005

Mrs Stevens confirmed that the headings within the syllabus document had been standardised. Photographs were being added by the Harrow Council's Communications Department. An introductory covering letter from Mr Bishop which will be circulated with the syllabus was tabled for information.

Baha'i, Humanist, Muslim and Zoroastrian faith groups had submitted introductions to their faiths, the last of these was read to the committee as an example. Mr Kohli believed that the Sikh submission had also been forwarded, Pat Stevens would liaise with him on the matter. Other submissions of up to 300 words including the following key points: examples of places of worship, population data, background in Harrow, philosophy were invited for the remaining represented faiths.

RESOLVED: Members representing faiths should draft suitable material by 30 June 2006 and send it to Susan Bole, SACRE Clerk c/o Client Services, People First Strategy, Civic Centre, Harrow HA1 2UW.

3. Non Statutory Scheme of Work

Six schemes of work would be written for each year group. Themes of the schemes of work relevant to age, and aptitude were tabled. The primary schemes of work had been discussed at a meeting of primary religious studies teachers earlier in the day.

RESOLVED: That working parties be set up to complete the schemes of work.

4. Publication of the Syllabus with schemes of work

It was resolved that copies of the publication should be circulated to all Harrow councillors and published on the web site.

(Note: The meeting having commenced at 8.10pm, closed at 8.30pm)

(Signed) MARY ABBOTT
Chair

STANDARDS
COMMITTEE

REPORT OF STANDARDS COMMITTEE

MEETING HELD ON 22 JUNE 2006

| | | |
|----------------------|---|---|
| Chairman: | * The Right Revd Peter Broadbent | |
| Councillors: | * Mrs Lurline Champagnie (1) * B E Gate * Mrs Kinnear | * Joyce Nickolay * Phillip O'Dell * Tom Weiss (2) |
| Independent Persons: | * Ms Sheila Darr * Dr J Kirkland | * Mr Mohammad Rizvi |

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

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES

1. **Appointment of Chairman:**
Further to the report of the Director of Corporate Governance, it was
RESOLVED: That the Right Reverend Peter Broadbent be appointed Chairman of the Standards Committee for the Municipal Year 2006/07.
2. **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 Janet Cowan Councillor Jean Lammiman | Councillor Mrs Lurline Champagnie Councillor Tom Weiss |
3. **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.
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> |
|---|---|
| 11. Review of the Code of Conduct – The Code of Conduct | A Member had requested that a copy of the Code of Conduct be circulated so that it could be considered together the report, in order to make an informed decision. |
| 16. Report to Future Meetings | The report was not available at the time the agenda was printed and circulated. Members were asked to consider this item urgently in order to agree the timetable for future reports. |

(2) all business be considered with the press and public present.
5. **Minutes:**
RESOLVED: That the minutes of the meeting held on 27 March 2006, having been circulated, be taken as read and signed as a correct record.

6. **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.

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

Further to the report of the Director of Corporate Governance, it was

RESOLVED: That Councillor Joyce Nickolay be appointed Vice-Chairman of the Standards Committee for the Municipal Year 2006/07.

8. **Establishment of Panels:**

Further to the nominations submitted, and the revised nominations tabled, in respect of this Committee's subsidiary body memberships and to the office of Chairman as appropriate, it was

RESOLVED: That the Panels of the Standards Committee be established for the Municipal Year 2006/07 with the Chairman and memberships as detailed in the appendix to these minutes.

9. **Review of the Code of Conduct:**

The Committee received a report of the Director of Corporate Governance, which informed Members of the Government's proposals to reassess the Code of Conduct.

Members requested that the Committee be included in the consultation process and that the draft proposals be brought to a future meeting for comments.

RESOLVED: That the report be noted.

10. **Enforcement of the Code of Conduct:**

The Committee received a report of the Director of Corporate Governance, which advised Members of the various procedures that had been adopted by the Authority for enforcement of breaches of the Code of Conduct for Members.

The officer summarised the stages of enforcement and directed Members to the Standards Board Bulletin for information regarding referrals and statistics on reported allegations of breaches.

In response to Members' concerns in relation to the whistle blowing policy and the protection for the whistle blowers identity, the Committee were advised that the whistle blower would be fully briefed of all the stages of any breach prior to the divulgence of information.

Some Members expressed concern in relation to the confidentiality aspect of the notification process of complaints to the Standards Committee Members. Under current practice, the Monitoring Officer (MO) referred the complaint, together with a covering report from either the Ethical Standards Officer (ESO) or Local Investigating Officer (LIO) to Standards Committee Members. At this stage the papers were provided on a confidential basis and an undertaking was sought by those who were party to those papers. Officers were asked to review this clause and report back to a future meeting.

RESOLVED: That the report be noted.

11. **Officer Code of Conduct:**

The Director of Corporate Governance presented a report to the Committee on the Officer Code of Conduct.

Members noted the contents of the Employees' Code of Conduct and the location of the register for employees to declare gifts and hospitality. The officer confirmed that the Code was part of an employee's contract and that severe breaches could lead to disciplinary action.

RESOLVED: That the report be noted.

12. **Member/Officer Protocol:**

The Director of Corporate Governance presented a report, which sought the Committee's approval to circulate the Members/Officer Protocol to all Members of Council.

RESOLVED: That the Member/Officer Code of Conduct be circulated to all Members seeking comments on whether they found it useful, what it needed to cover, what else

it might usefully cover and whether there were areas of concern where fuller guidance would be helpful.

13. **Ethical Issues and Training:**

The Committee received a report of the Director of Corporate Governance which sought Members approval for any training requirements.

RESOLVED: That (1) the outcome of the mandatory training held on 12 June 2006 be noted;

(2) another mandatory training session be arranged and a record of non-attendees be reported to a future meeting;

(3) specific training be given to the Hearing Panel prior to any meeting;

(4) Sheila Darr and Councillor Joyce Nickolay be nominated to attend the Standards Board Annual Conference in October 2006, and, if unable to attend another Independent Member and Councillor be nominated;

(5) no further training be arranged until further notice;

(6) officers be requested to provide Members with details of any networking events for Standards Committee Members at Brent Council.

14. **Future Work of the Committee:**

The Director of Corporate Governance presented a report which timetabled reports for future meetings.

RESOLVED: That (1) the following items be added to the work programme:-

- i. Members' Rights to Confidential Information;
- ii. Member Development Strategy;
- iii. IDEA Chartermark on Training.

(2) the report be noted.

15. **Dates of Future Meetings of the Committee:**

RESOLVED: That the Standards Committee meeting dates scheduled in the Calendar of Meetings for the Municipal Year 2006/07 be noted and agreed.

(Note: The meeting, having commenced at 7.30 pm, closed at 8.42 pm).

(Signed) THE RIGHT REVD PETER BROADBENT
Chairman

APPENDIX 1STANDARDS PANELS**MEMBER DEVELOPMENT PANEL (4)**
(Non-Proportional)

| | <u>Conservative</u> | <u>Labour</u> |
|--|--|--------------------------------------|
| | (2) | (2) |
| <u>I.</u> <u>Members</u> | Jean Lammiman (CH) Paul Osborn | B E Gate O'Dell |
| <u>II.</u> <u>Reserve</u> <u>Members</u> | 1. Mrs Myra Michael 2. Mrs Vina Mithani | 1. Keeki Thammaiah 2. David Perry |

HEARING PANEL (5)
(Non-Proportional)

| | <u>Independent Persons</u> | <u>Conservative</u> | <u>Labour</u> |
|--|---|---------------------|----------------|
| | (3) 3 Independent Members including 1 as Chair | (1) | (1) |
| <u>I.</u> <u>Members</u> | Rev Peter Broadbent Sheila Darr John Kirkland Mohammad Rizvi | Janet Cowan | Phillip O'Dell |
| <u>II.</u> <u>Reserve</u> <u>Members</u> | | 1. Joyce Nickolay | 1. B E Gate |

Membership Rules

(1) The membership of The Standards Committee Hearing Panel, to hear local determinations will be five persons (comprising three Independent Persons and one Elected Member from each of the main political parties, within the Standards Committee Membership);

(2) the quorum for the Panel hearing a local determination is 3, including at least two of the Independent Persons;

(3) the Panel hearing a local determination be chaired by one of the Independent Persons;

(4) the Independent Person to fulfill the function in (3) be appointed by the Standards Committee;

(5) Members attending a Panel be required to vote on a local determination and not be permitted to abstain.

AUDIT
COMMITTEE

REPORT OF AUDIT COMMITTEE

MEETING HELD ON 27 JUNE 2006

Chairman: * Councillor John Cowan

Councillors: * Archie Foulds * Richard Romain
* Thaya Idaikkadar * Stanley Sheinwald

* Denotes Member present

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

RESOLVED: To note the appointment at the Extraordinary meeting of Council on 31 May 2006 of Councillor John Cowan as Chairman of the Committee for the Municipal Year 2006/07.

2. Attendance by Reserve Members:

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

3. Declarations of Interest:

RESOLVED: To note that the following interests were declared:

- (i) Information Circular – Use of Resources Improvement Plan
Councillor Thaya Idaikkadar declared a prejudicial interest in the above item arising from the fact that he was the Governor of a school.
- (ii) Agenda item 12 – Use of Resources Improvement Plan
During discussion on the above item, Councillors John Cowan and Archie Foulds, who had not declared an interest in the item at the start of the meeting, declared a personal interest arising from the fact that they were school Governors. Accordingly, they remained in the room and took part in the discussion on this item.

4. Arrangement of Agenda:

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

5. Appointment of Vice-Chairman:

Nominations were received and seconded for Councillor Archie Foulds. Upon being put to the vote, it was

RESOLVED: To appoint Councillor Archie Foulds as Vice-Chairman of the Committee for the Municipal Year 2006/07.

6. Minutes:

RESOLVED: That the minutes of the meeting held on 29 March 2006, having been circulated, be taken as read and signed as a correct record.

7. Public Questions:

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

8. Petitions:

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

9. **Deputations:**
RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 17.
10. **References from Council and other Committees/Panels:**
RESOLVED: To note that no references were received from Council or other committees at this meeting.
11. **Corporate Governance Update:**
Members discussed a report of the Director of Corporate Governance, which outlined progress made on Corporate Governance during 2005/06 and the planned improvements for 2006/07.

In response to queries, the Director of Financial and Business Strategy advised that the current system made it difficult to see how much money was spent on consultants. However, the introduction of a new system for commodity codes in September 2006 would make analysis of spending on consultants easier.

In response to a request from a Member, the Director of Financial and Business Strategy advised that a report would be provided to the Committee in September 2006, which would address the Overview and Scrutiny Committee's request for information on the costs and benefits associated with the use of consultants.

RESOLVED: That (1) the progress made on Corporate Governance during 2005/06 and the planned improvements for 2006/07 be noted; and

(2) a report be provided to the Committee in September 2006, to address the Overview and Scrutiny Committee's request for information on the costs and benefits associated with the use of consultants.
12. **Use of Resources - Improvement Plan:**
Members discussed a report of the Director of Financial and Business Strategy, which provided information on the Use of Resources Improvement Plan.

The Director of Financial and Business Strategy advised that the Council should have minimum reserves of £3.5 million. She also advised that there were spending pressures in social services.

In response to queries, the Director of Financial and Business Strategy advised that Scrutiny now had the remit for best value. She expressed concern regarding the financial standing element of the Use of Resources assessment but stated that otherwise there were no Key Lines Of Enquiry (KLOEs) that she had particular concerns over.

RESOLVED: That the report be noted.

(See also Minute 3).
13. **Statement of Accounts 2005-2006:**
The Committee received a report of the Director of Financial and Business Strategy on the Statement of Accounts 2005-2006. Members were requested to consider the accounts in order to meet the requirements of the Accounts and Audit Regulations 2003 for approval of the accounts by 30 June 2006. The report set out the accounts for 2005-2006 and highlighted issues for Members consideration, in particular the proposal to review and increase the level of bad debt provisions and the impact this would have on the level of general fund balances.

The Director of Financial and Business Strategy advised that during 2005-2006, a large amount of Council Tax had been written off. The level of collectable tax during the current year was however improving. In response to a query regarding the amount of outstanding Council Tax, she advised that she did not have this information to hand but could provide it later.

Members commented that it was important to consider the circumstances of a particular year when considering the statement of accounts, rather than only conducting a comparison with other years. In response to a question on prior years comparisons in the Explanatory Forward, the Committee was advised that the pie charts were linked to a table of prior year information in the Statement.

In response to a Member referring to a contingent liability in the Statement and enquiring whether it would be included in the accounts if it was later resolved, the Director of Financial and Business Strategy advised that information on an unresolved planning issue should be available by the time the audit of the accounts was completed and that this would be taken in to account.

The Chairman requested that a Member of the Committee be present at meetings held between officers and external auditors, and advised that any Member with further comments on the report and Statement should contact officers directly. It was acknowledged that some minor typing errors would be corrected.

The Committee also received the 'Revenue and Capital Outturn 2005-2006' report for information, which was due to go to Cabinet on 29 March 2006, and which provided details of the provisional 2005-2006 revenue and capital outturn. The Director of Financial and Business Strategy advised that the terms of reference of a Budget Review Working Group included monitoring the current year's budget. Members stated that they were satisfied with the contents of the report.

RESOLVED: That (1) the provisional 2005-2006 revenue and capital outturn be noted;

(2) the change in provisions set out in the report be approved and the impact on the level of General Fund balances be noted;

(3) the 2005-2006 Statement of Accounts (subject to audit) be approved;

(4) the Director of Financial & Business Strategy be authorised to submit the 2005-2006 Statement of Accounts to the external auditor for annual audit; and

(5) Members provide any comments on the Statement of Accounts 2005-2006 directly to officers.

14. **Internal Audit Full Year Report 2005-06 (Interim):**

The Committee considered a report of the Director of Financial and Business Strategy, which presented the results of the management assurance exercise.

In response to a Member's query, officers advised that management assurance exercises would be conducted annually, and that the next one would be done before the end of the next financial year.

An officer advised that the Internal Audit Full Year Report 2005-06 year-end report would be finished in July or August 2006, and the Chair requested an additional meeting of the Committee be arranged for early September 2006.

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

(2) an additional meeting of the Committee be arranged to take place in early September 2006.

15. **Internal Audit Resources Benchmarking:**

The Committee discussed a report of the Director of Financial and Business Strategy, which outlined the results of an exercise to benchmark the Council's Internal Audit resources with other London Boroughs. The Committee also received a graph tabled by an officer, which showed numbers of total internal audit staff in London Borough Councils.

In response to a Member's query, the officer advised that the relationship between internal audit staff levels and financial savings was difficult to measure.

RESOLVED: That the report be noted.

16. **Management Assurance:**

The Committee considered a report of the Director of Financial and Business Strategy, which outlined the assurance framework and the template for the assurance statement.

RESOLVED: That the management assurance process introduced across the Council as part of the internal audit service development strategy be noted.

(Note: The meeting, having commenced at 7.30 pm, closed at 8.57 pm).

(Signed) COUNCILLOR JOHN COWAN
Chairman

THE CABINET
AND
CABINET ADVISORY PANELS

CABINET

REPORT OF CABINET

MEETING HELD ON 8 JUNE 2006

Chairman: * Councillor Chris Mote

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

* Denotes Member present

PART I - RECOMMENDATIONS

RECOMMENDATION I - Key Decision - Corporate Plan 2006-2009

Members considered the draft Corporate Plan 2006/07 and noted the requirement to publish the Plan by no later than 30 June 2006.

The Portfolio Holder for Strategic Overview and External Affairs advised that the draft Corporate Plan was a 'living' document, reflected the Administration's way forward and also linked in with their manifesto pledges.

Having approved the draft Corporate Plan, including the Best Value Performance Plan 2006/07, for publication at or before 30 June 2006, noted that a summary of the Plan would be circulated to all households within the Borough and to Council staff and agreed that the Plan be passed to the Chair of the Overview and Scrutiny Committee

Resolved to RECOMMEND: That the Corporate Plan be adopted.

Reason for Recommendation: The draft Corporate Plan 2006-09 outlined what the Council was going to achieve during 2006/07 in relation to the new Administration's corporate priorities.

(See also Minute 10).

PART II - MINUTES1. **Declarations of Interest:**

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

2. **Minutes:**

RESOLVED: That (1) the minutes of the meeting held on 6 April 2006, having been circulated, be taken as read and signed as a correct record;

(2) the minutes of the meeting held on 16 March 2006, having been agreed at the meeting held on 6 April 2006, be signed as a correct record.

3. **Arrangement of Agenda:**

During this item, the Portfolio Holder for Community Equality acknowledged Councillor Idaikkadar's four day fast outside the Houses of Parliament in protest at the persecution of his fellow Tamils in Sri Lanka.

During the course of the meeting, the Chair indicated that he would be reporting, as a matter of urgency, on the proposals to introduce a 15-minute question time for Council Members at future meetings of Cabinet. Consideration of this matter would enable Members to have advance notice of the proposal to be implemented at the next meeting.

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

4. **Petitions:**

RESOLVED: To note that no petitions had been received.

5. **Public Questions:**

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

1.

Questioner: Mr Colin Gray

Asked of: Councillor Chris Mote (Portfolio Holder for Strategic Overview and External Affairs)

Question: 'When Harrow Council adopted the Leader and Cabinet model in November 1999 membership comprised councillors representing all the major political parties. This practice to involve all parties in Cabinet continued until May 2006. Can you please explain why under your administration membership of Harrow Council's Cabinet no longer includes members of opposition parties?'

2.

Questioner: Marie-Louise Nolan

Asked of: Councillor Chris Mote (Portfolio Holder for Strategic Overview and External Affairs)

Question: 'I note that in the new administration's list of committees, panels and forums no mention is made of the Wealdstone and Marlborough Neighbourhood Renewal Forum. Can you please explain why this has been omitted?'

[Note: Under the provisions of Executive Procedure Rule 16.4, the questioners each asked a supplementary question which was additionally answered].

6. **Forward Plan 1 June - 30 September 2006:**

The Portfolio Holder for Business Development advised that a regular rotation of items would be established and reflected in the proposed open meetings due to commence in September 2006. This would enable a longer question time for members of the public.

RESOLVED: To note the contents of the Forward Plan for the period 1 June – 30 September 2006.

7. **Reports from the Overview and Scrutiny Committee or Sub-Committees:**

RESOLVED: To note that no reports had been received.

8. **Terms of Reference of Executive Subsidiary Bodies and other bodies:**

Members noted the proposal to re-establish a range of Advisory Panels, Consultative Forums and other bodies with the terms of reference circulated on the agenda. It was noted that the Business Transformation Partnership Sub-Committee and Budget Review Working Panel would be established as advisory panels and that revised terms of reference for the Business Transformation Project Partnership Board had been circulated on the supplemental agenda.

RESOLVED: That the Advisory Panel and Consultative Forums and other bodies be established with the terms of reference circulated on the Cabinet agenda.

Reason for Decision: To establish the bodies for the new Municipal Year.

9. **Appointment of Chairs, Committees, Panels, Forums and other bodies:**

Members considered the appointment of Chairs and the proposed memberships of Cabinet's subsidiary bodies and the Business Transformation Project Partnership Board. Members noted the tabled amendments to the nominations to the Business Transformation Partnership Panel and the Board.

RESOLVED: That the appointments set out in the schedule attached at Appendix 1 to these minutes be confirmed.

Reason for Decision: To establish the bodies for the new Municipal Year.

10. **Key Decision - Corporate Plan 2006-2009:**

(See also Recommendation I).

Having recommended that Council adopt the Corporate Plan for publication, it was

RESOLVED: (1) That the draft Corporate Plan 2006/2009, including the Best Value Performance Plan 2006/2007, be approved for publication at or before 30 June 2006;

(2) to note that a summary of the Corporate Plan would be distributed to all households within the Borough as an inserted supplement in the September edition of Harrow People at the end of August 2006 and that, in addition, a summary version would be prepared and distributed to all Council staff in July;

(3) that the Corporate Plan be referred to the Chair of the Overview and Scrutiny Committee in the absence of review by the Overview and Scrutiny Committee.

Reason for Decision: The draft Corporate Plan 2006–09 outlined what the Council was going to achieve during 2006/07 in relation to the new Administration's Corporate Priorities. The Plan was a core document to which all plans across the organisation were related – the 'golden thread'.

11. **Timetable for the Preparation and Consideration of the Statutory Plans and Strategies 2006/7:**

Members noted that the Council's Constitution required the Executive to determine a timetable for the preparation and consideration of statutory plans and strategies.

The Portfolio Holder for Business Development advised that he had established the level of commitment to the existing plans and strategies and that he was satisfied with the proposed timetable.

RESOLVED: That the timetable for the preparation and consideration of the statutory plans and strategies set out in Appendix 2 to these minutes be approved.

Reason for Decision: To comply with the requirements of paragraph 3 of the Budget and Policy Framework Procedure Rules set out in Section 4c of the Council's Constitution.

12. **Key Decision - Public Realm Services - Key Issues:**

The Portfolio Holder for Public Realm - Urban Living introduced the report, which updated Members on progress on the change in frequency of the collection of the Brown and Waste Bins and proposed moving the timetable for change from September

2006 to July 2006. The report also looked at the impact of the reduction in budget within public realm maintenance and the effect this would have on service standards.

The Portfolio Holder for Public Realm - Urban Living emphasised the need for clear publicity in relation to the changes in the waste service. In relation to public realm, she advised that there had been a significant budget reduction and that more were expected. A strict monitor of the situation was required. The Portfolio Holder added that she was grateful to both Unison and GMB for their positive attitude to the report and its proposals.

An amendment in the name of Councillor Mrs Kinnear in relation to waste collection was moved and it was

RESOLVED: That (1) the change in collection frequency be implemented in July 2006;

(2) the three strikes policy be discontinued and that contaminated bins be subject to the £20 collection charge;

(3) the Council agree, in principle, to implement the powers in the Clean Neighbourhood Act to issue Fixed Penalty Notices to residents who did not properly segregate their waste and that officers prepare a report on the process to be adopted in July 2006;

(4) the Council agree, in principle, to implement the powers under the Environmental Protection Act to introduce compulsory recycling and that officers prepare a report on the process to be adopted in July 2006;

(5) the Council would actively support the prosecution of people who physically abused the workforce in accordance with the Council's Policy on Assaults on staff in the course of their duties and would seek to publicise any successful prosecutions;

(6) biodegradable and compostable bags, complying with EN13432, be made available to residents – subject to a charge;

(7) officers investigate the options for providing a chargeable bin washing service to be run at nil cost;

(8) the policy to allow residents to exchange Waste Bins for Brown Bins be discontinued and households be restricted to one Brown Bin each;

(9) the home compost scheme be continued but on the basis that the compost bins would be provided free of charge, to encourage take up of the scheme and reduce the overall amount of waste handled by the Council;

(10) residents requiring additional capacity to deal with disposable nappies be provided with an additional bin, subject to a quarterly hire charge of £20, for a period of up to two years, which would be emptied once a fortnight;

(11) in conjunction with (10) above, a Real Nappy officer be recruited, on a two-year contract, to promote the take-up of reusable nappies by parents, the health service and baby-care professionals;

(12) Harrow work closely with the West London Waste Authority to find alternative composting sites in the short term and, in the medium term, work to identify and procure permanent additional local capacity;

(13) the weekly Brown Bin service be collected fortnightly from the end of November to the end of March (or Easter – whichever is earlier) each year (alternating with Waste Bin collections);

(14) collections of the Brown Bin, Waste Bin and Green Box service continue throughout the Christmas/New Year period (on a two-week cycle);

(15) a separate collection round service be provided to businesses, schools and similar organisations, once a week, for the collection of cardboard with a collection charge of £7.00 per 1100/1280 litre bin;

(16) a review of the Green Box / Waste Bin service be conducted to determine the best options for developing the service, with a report back by September 2007;

(17) the publicity programme set out in Appendix B to the report of the Executive Director (Urban Living) be approved;

(18) the revised public realm maintenance standards following the reduction in budget be noted;

(19) the desirable list of service objectives for public realm maintenance set out in Section 3 to the report of the Executive Director (Urban Living) be noted;

(20) the proposal to integrate service delivery of waste management and public realm maintenance in the Autumn of 2006 be noted;

(21) the waste collection service be kept under constant review with regular reports to the Portfolio Holder for Public Realm – Urban Living and, if appropriate, Cabinet.

Reason for Decision: The Council would increase its recycling rate in line with the proposals in the West London Waste Authority joint waste strategy, achieve its statutory target for 2005/6 and reduce its future liabilities under the Landfill Allowance Trading Scheme.

The integration of Public Realm Services and the implementation of co-ordinated working would allow improved management of the waste management service and improve Value for Money across Public Realm Services by allowing more efficient use of managerial and operational resources.

13. **Key Decision - Draft London Plan Alterations - Housing Provision Targets - Examination in Public:**

The Portfolio Holder for Property, Housing Planning (Development) and Planning (Strategic) introduced the report, which sought approval to the Council advising the Panel undertaking the Examination in Public into the Draft London Plan Alterations on Housing Provision Targets that it wished to withdraw its 'objection' in respect of the small sites allocation as it was recognised that the uplift now included was only 11% in practice, representing only a small element of the overall target. The report advised that the Council had accepted that the overall target was achievable, that the Council would not now wish to be seen as objecting to any aspect of the Draft Alterations and that the Panel would need to receive the Council's decision by the start of the proceedings on 13 June 2006.

RESOLVED: That the Panel undertaking the Examination in Public into the Draft London Plan Alterations on Housing Provision Targets be advised that the Council wished to withdraw its 'objection' in respect of the small sites allocation of the overall housing provision target.

Reason for Decision: The Council's position with regard to its acceptance that the overall housing target included in the Draft Alterations was achievable would not be subject to any qualification. Resources would not need to be deployed by officers in preparing evidence for, and appearing at the Examination in Public to both elaborate upon, or sustain the 'objection'.

14. **Any Other Urgent Business - Councillor Question Time at Cabinet:**

The Chair advised that at future meetings of Cabinet, 15 minutes would be set aside for questions from Council Members in relation to any item appearing on the agenda for the meeting. A letter detailing the proposal would be forwarded to the Leader of the Labour Group.

(See also Minute 4).

(Note: The meeting, having commenced at 7.30 pm, closed at 7.52 pm).

(Signed) COUNCILLOR CHRIS MOTE
Chairman

APPENDIX 1

CABINET ADVISORY PANELS 2006/2007

(Membership in order of political group nominations)

Conservative**Labour****(1) BUDGET REVIEW WORKING PANEL (6)****(4)****(2)****I.
Members****D Ashton (CH)
John Cowan
Ferrari
Mudhar****Foulds *
Bill Stephenson****II.
Reserve
Members**1. Zeid
2. Sheinwald
3. Macleod-Cullinane
4. Miah1. Idaikkadar
2. Choudhury
3. -**(2) BUSINESS TRANSFORMATION PARTNERSHIP PANEL (5)****(3)****(2)****I.
Members****D Ashton (CH)
C Mote
Osborn****O'Dell *
N Shah****II.
Reserve
Members**1. Macleod-Cullinane
2. Benson
3. Weiss1. Idaikkadar
2. Bill Stephenson
3. -

[Note: The Councillor representatives on the Partnership Board should be the same as the full-voting Members of the Business Transformation Partnership Committee.]

(3) EDUCATION ADMISSIONS AND AWARDS PANEL (3)**(2)****(1)****I
Members****Janet Cowan (CH)
Joyce Nickolay****Choudhury *****II.
Reserve
Members**1. Kara
2. Vina Mithani
3. Solanki1. Omar
2.
3.

(4) GRANTS PANEL (10)**(6)****(4)****I.**
Members

Anderson
Billson
Myra Michael
Joyce Nickolay (CH)
Anjana Patel
Sheinwald

Mrs Rekha Shah *
Nana Asante
Omar
Mrs Sasi Suresh

II.
Reserve
Members

1. Kulkarni
2. Marilyn Ashton
3. Julia Merison
4. Mudhar
5. Zeid
6. Susan Hall

1. Ismail
2. Gawn
3. Idaikkadar
4. Lavingia

(5) HARROW BUSINESS CONSULTATIVE PANEL (4)**(2)****(2)****I.**
Members

Susan Hall
Kara (CH)

Choudhury *
Ferry

II.
Reserve
Members

1. Teli
2. Vina Mithani
3. Myra Michael

1. Idaikkadar
2. Mrs Sasi Suresh
3. -

(6) HOUSING IMPROVEMENT OPTIONS ADVISORY PANEL (6)**(4)****(2)****I.**
Members

Anderson
Marilyn Ashton
Billson (CH)
Susan Hall

Currie *
Ferry

II.
Reserve
Members

1. Versallion
2. Benson
3. Teli
4. Solanki

1. Idaikkadar
2. Gawn
3. -

Advisers (Non-Voting):-

2 Tenant Federation representatives

1 Unison representative

2 ALMO Shadow Board (non-Councillor) representatives

(7) PUBLICATIONS PANEL (6)**(4)** **(2)****I.**
Members**Mrs Champagne
Macleod-Cullinane
Osborn (CH)
Weiss****Foulds *
Ferry****II.**
Reserve
Members1. Seymour
2. Romain
3. -
4. -1. Bill Stephenson
2. Perry
3. -**(8) STRATEGIC PLANNING ADVISORY PANEL (7)****(4)** **(3)****I**
Members**Marilyn Ashton (CH)
Mrs Bath
Benson
Mrs Kinnear****N Shah *
Idaikkadar
Ferry****II.**
Reserve
Members1. Kara
2. Versallion
3. Chowdhury
4. Anderson1. Dharmarajah
2. Miles
3. Ray**(9) SUPPORTING PEOPLE PANEL (5)****(3)** **(2)****I.**
Members**Myra Michael
Vina Mithani
Silver (CH)****Margaret Davine *
Gawn****II.**
Reserve
Members1. Mudhar
2. Zeid
3. Sheinwald1. Lavingia
2. Ismail
3. -

(10) TOWN CENTRE PROJECT PANEL (6)**(4)** **(2)****I.**
Members**D Ashton**
Marilyn Ashton (CH)
Mrs Kinnear
C Mote**O'Dell ***
N Shah**II.**
Reserve
Members1. Christine Bednell
2. Silver
3. Janet Mote1. Bill Stephenson
2. Margaret Davine
3. -**(11) TRAFFIC PANEL (10)****(6)** **(4)****I.**
Members**Marilyn Ashton**
Mrs Bath
Kara
John Nickolay (CH)
Teli
Zeid**Miles ***
Choudhury
Perry
Ismail**II.**
Reserve
Members1. Benson
2. Chowdhury
3. Kulkarni
4. Osborn
5. Vina Mithani1. Currie
2. Henson
3. Ray
4. Ferry**(CH)**
(VC)

= Chair

= Vice-Chair (appointments currently outstanding)

Denotes Group Members on Panels for consultation on administrative matters.

CONSULTATIVE FORUMS**“ADVISORY” COMMITTEES ESTABLISHED UNDER SECTION 102(4) OF THE LOCAL GOVERNMENT ACT 1972, APPOINTED BY CABINET**

(Membership in order of political group nominations)

Conservative**Labour****(1) EDUCATION CONSULTATIVE FORUM (7)**

| | | |
|-----------------------|-------------------------------|--------------------------|
| | (4) | (3) |
| <u>I.</u> | Mrs Bath | Bill Stephenson * |
| <u>Members</u> | Christine Bednell (CH) | Ray |
| | Kara | Gate |
| | Janet Mote | |
| <u>II.</u> | 1. Julia Merison | 1. Thammaiah |
| <u>Reserve</u> | 2. Vina Mithani | 2. Ismail |
| <u>Members</u> | 3. Jean Lammiman | 3. Perry |
| | 4. Miah | |

(Representatives of the Teachers', Governors', Elected Parent Governor Representatives', Denominational Representatives' and Arts Culture Representatives' Constituencies)
(Mr.P.Large (Teacher Representative) (VC))

(2) EMPLOYEES' CONSULTATIVE FORUM (7)**Council Representatives**

| | | |
|-----------------------|----------------------|--------------------|
| | (4) | (3) |
| <u>I.</u> | D Ashton | N Shah * |
| <u>Members</u> | Mrs Bath (CH) | Currie |
| | Billson | Henson |
| | C Mote | |
| <u>II.</u> | 1. Joyce Nickolay | 1. Gate |
| <u>Reserve</u> | 2. Osborn | 2. Ferry |
| <u>Members</u> | 3. Julia Merison | 3. Mrs Sasi Suresh |
| | 4. Ferrari | |

[Note: In accordance with the Forum's Terms of Reference, the Council membership should include the Leader and/or Deputy Leader, Portfolio Holder with responsibility for human resources].

Employee Representatives

Six UNISON Representatives Mary Cawley, Ms S Duffell, Anna Jackson, G Martin, K McDonald, Martin Nolan, Shankar Sivashankar
Three HTCC Representatives (To be advised)

(Note: The Chair of the Employees' Committee shall be a Council side representative in 2006/2007, and the Vice-Chair is to be appointed by the Employee side. These appointments shall thereafter alternate in succeeding years)
(Mr. S. Sivashankar (Employee Representative) appointed VC 2005/06).

(3) TENANTS' AND LEASEHOLDERS' CONSULTATIVE FORUM (4)

| | | |
|---|--|----------------------------------|
| | (2) | (2) |
| <u>I.</u> <u>Members</u> | M Ashton (CH) Billson | Currie * O'Dell |
| <u>II.</u> <u>Reserve</u> <u>Members</u> | 1. Anderson 2. Benson 3. - | 1. Gawn 2. Gate 3. - |

"ADVISORY" COMMITTEE ESTABLISHED UNDER SECTION 85A OF THE SCHOOLS STANDARDS FRAMEWORK ACT 1998**HARROW ADMISSIONS FORUM (3)**

| | |
|---|--------------------------|
| <u>Conservative</u> | <u>Labour</u> |
| (2) | (1) |
| Janet Cowan (CH) Solanki | Bill Stephenson * |

Other Representatives

| | | |
|--|---|------------------|
| Community Schools (Governor) | - | Vacancy |
| Community Schools (Primary) | - | Sue Jones |
| Community Schools (Secondary) | - | Allan Jones |
| Jewish School | - | Mrs D Palman |
| Roman Catholic School | - | Mike Murphy (VC) |
| Church of England School | - | Mrs S Hinton |
| Church of England Diocese | - | Kris Uttley |
| Catholic Schools Diocese | - | Mr Billiet |
| Primary Elected Parent Governor Representative | - | Mr H Epie |
| Secondary Elected Parent Governor Representative | - | Mr Sutcliffe |
| Harrow Council for Racial Equality | - | Prem Pawar |
| Early Years Development Partnership | - | Helena Tucker |
| Children's Services Representative | - | (Vacancy) |

(CH)
(VC)
*

= Chair
= Vice-Chair
Denotes Group Members on Panels for consultation on administrative matters.

REPRESENTATION ON OTHER SOCIAL SERVICES EXECUTIVE BODIES FOR THE MUNICIPAL YEAR 2006/07

| <u>BODY</u> | <u>Appointment</u> |
|--------------------|----------------------------|
| Adoption Panel | Councillor Margaret Davine |
| Fostering Panel | Councillor Margaret Davine |

[Note: In relation to the Adoption Panel, the statutory guidance states that 'where possible, the Local Authority should appoint an elected member from the corporate parenting group or a member with responsibility for children's services.']

REPRESENTATION ON RAYNERS LANE ESTATE COMMITTEE FOR THE MUNICIPAL YEAR 2006/07

| <u>BODY</u> | <u>Appointment</u> |
|-------------------------------|--|
| Rayners Lane Estate Committee | 1. Councillor Mrs Joyce Nickolay 2. Councillor Ashok Kulkarni |

[Note: The nominees are local ward councillors]

REPRESENTATION RE – PRIMARY CARE TRUST JOINT WORKING BODIES FOR THE MUNICIPAL YEAR 2006/07

| <u>BODY</u> | <u>Appointment</u> |
|--|--------------------------------------|
| Health and Social Integration Board | 1. Eric Silver 2. Margaret Davine |
| Adult Health and Social Care Partnership | 1. Eric Silver 2. Margaret Davine |
| Children and Young People's Partnership | 1. Janet Mote 2. Bill Stephenson |

[Note: There are two appointments for each body]

CABINET SUPPORT MEMBERS 2006/07

Cabinet Member

Councillor Chris Mote

Councillor David Ashton

Councillor Marilyn Ashton

Councillor Janet Mote

Councillor Mrs Kinnear

Support Members

Councillor Macleod-Cullinane
(Councillor Osborn)

Councillor John Cowan
Councillor Ferrari

Councillor Anderson
Councillor Billson

(Councillor Christine Bednell)
(Councillor Eric Silver)

Councillor Kara
Councillor Vina Mithani
Councillor John Nickolay

APPOINTMENTS TO THE BTP PARTNERSHIP BOARD 2006/07Conservative

C Mote
David Ashton
Osborn

Conservative Reserve

Macleod- Cullinane
Benson
Weiss

Labour

N Shah
O'Dell

Labour Reserve

Idaikkadar
Stephenson

| STATUTORY PLAN/ STRATEGY 2006/7 (AND DEADLINE DATE) | OVERVIEW AND SCRUTINY COMMITTEE | CABINET MEETING | COUNCIL MEETING |
|--|---|-----------------|--------------------|
| 1. BEST VALUE PERFORMANCE PLAN (30 JUNE 2007) | 24 APRIL 2007 | 15 MARCH 2007 | 10 MAY 2007 |
| 2. LOCAL DEVELOPMENT FRAMEWORK | The Local Development Scheme which sets out a programme for the Local Development Framework is currently being discussed with GOL _____↑ | | |
| 3. LOCAL IMPLEMENTATION PLAN (Transport) | Approved in 2006 to 2008/2009 _____↑ | | |
| 4. CORPORATE PLAN (30 JUNE 2007) | 24 APRIL 2007 | 15 MARCH 2007 | 10 MAY 2007 |
| 5. CRIME AND DISORDER REDUCTION/DRUG ACTION STRATEGY | Approved 2005 for a 3 year period _____↑ FEBRUARY 2008 | | |
| 6. COMMUNITY STRATEGY | Approved in 2004 as the Council's ten year vision _____↑ | | |
| 7. YOUTH JUSTICE PLAN | Approved until 2007 _____↑ | | |
| 8. CHILDREN AND YOUNG PEOPLE PLAN | Approved in 2006 for a 3 year period _____↑ | | |

REPORT OF CABINET

MEETING HELD ON 29 JUNE 2006

Chairman: * Councillor Chris Mote

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

* Denotes Member present

PART I - RECOMMENDATIONS**RECOMMENDATION I - Replacement of Metropolitan Line Trains**

The Portfolio Holder for Urban Living – Public Realm advised that the local press had, that day, reported that there were radical plans proposed in relation to the Metropolitan Line, including a substantial reduction in the number of seats provided. Given the difficulties experienced by many commuters travelling from Harrow on the Hill to London, she suggested that the Council might wish to urge London Underground to ensure the fullest consideration of the needs of all users of the Tube before the final design was approved.

Resolved to RECOMMEND:

That the Council contact London Underground to seek the fullest possible consultation in relation to the proposals for the Metropolitan Line.

Reason for Recommendation: Given the number of commuters who lived in Harrow, it was necessary to ensure consultation on the needs of all users of the Metropolitan Line.

(See also Minute 17).

PART II - MINUTES15. **Declarations of Interest:**

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

16. **Minutes:**

RESOLVED: That the minutes of the meeting held on 8 June 2006, having been circulated, be taken as read and signed as a correct record.

17. **Arrangement of Agenda:**

The Chairman indicated that he had been notified of two items of any other business, one of which he considered to be urgent due to a press report that day. This related to the replacement of Metropolitan Line trains.

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

18. **Petitions:**

RESOLVED: To note that no petitions had been received.

19. **Public Questions:**

RESOLVED: To note that no public questions had been received.

20. **Councillor Question Time:**

RESOLVED: To note that no questions from Councillors had been received.

21. **Strategic Performance Report - Quarter 4 2005/2006:**

The Executive Director (Business Development) introduced the report to the Performance Board and highlighted the key challenges, the areas requiring further work and the key improvers. She added that the structure of future reports would focus on key challenges, where improvements were required and would highlight actions to be taken.

RESOLVED: That (1) the key performance challenges facing the Council be noted and followed up through the relevant Lead Member and officer;

(2) the specific performance improvements be noted.

Reason for Decision: It had previously been agreed that Cabinet would receive a quarterly monitoring information report in its role as Performance Board. The strategic performance report enabled Members to form a coherent strategic view of the Council's performance in achieving corporate priorities and to provide leadership on performance management.

22. **Forward Plan 1 July - 31 October 2006:**

The Portfolio Holder for Issues facing People with Special Needs commented that the planned re-provision of Wiseworks required inclusion in a future plan.

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

23. **Reports from the Overview and Scrutiny Committee or Sub-Committees:**

RESOLVED: To note that no reports had been received.

24. **Public Meetings of Cabinet: Question Time:**

The Portfolio Holder for Strategic Overview and External Affairs introduced the report, which proposed quarterly meetings with the public so that they could question Portfolio Holders on how well they were meeting their priorities. It was intended that an independent person would chair the public meetings.

RESOLVED: That quarterly public meetings be held to enable members of the public to question Portfolio Holders on the performance of the Council.

Reason for Decision: To assist in making Portfolio Holders accountable to the public.

25. **Corporate Governance Update:**
The Director of Corporate Governance introduced the report, which outlined the progress made on Corporate Governance during 2005/06 and identified work required in 2006/07 to improve the Council's Governance arrangements. He highlighted the key achievements in 2005/06 and the work mainstreams for 2006/07.
- Members commented that Councillors would benefit from training in relation to risk management. It was also suggested that training for Portfolio Holders in their new roles would be useful. These issues would be raised with the Member Development Panel.
- RESOLVED:** That the progress made on Corporate Governance during 2005/06 and the planned improvements for 2006/07 be noted.
- Reason for Decision:** To update Members on the Council's Corporate Governance framework and to clarify the Council's Governance arrangements.
26. **Revenue and Capital Outturn 2005/6:**
An officer introduced the report and advised that the Council's accounts for 2005/06 had now been provisionally closed, subject to audit. She referred to the net overspend of £3.1m in 2005/06 which would leave reserves of £2.5m following contributions to provisions. She advised that the reasons for the variations were set out in the appendices to the report and that the Audit Committee had, on 27 June 2006, agreed the changes to provisions detailed in appendix 4.
- The Portfolio Holder for Business Development emphasised the seriousness of the Council's financial position and the need to re-establish a minimum level of reserves.
- RESOLVED:** That (1) the provisional 2005/06 Revenue and Capital Outturn be received;
- (2) two of the revenue carry forward requests, as set out in Appendix 3 to the report of the Director of Financial and Business Strategy be approved, subject to budget adjustments in 2006/07;
- (3) it be noted that capital carry forward requests had been scaled down due to a lack of resources and;
- (4) the comments of the Audit Committee be noted.
- Reason for Decision:** To effectively review the Council's provisional revenue and capital outturn for 2005/06 to enhance good governance and financial stewardship.
27. **Financial Position:**
The Executive Director (Business Development) introduced the report, which provided the background for managing the current year's budget and developing the new Medium Term Strategy for 2007-08 to 2009-10. She emphasised the Council's difficult financial position, the reasons for it, and drew attention to the level of savings required, as set out in the report. She advised that officers were working to identify how savings could be made and added that a further report would be submitted to Cabinet in August.
- The Portfolio Holder for Business Development indicated that the Administration was mindful of the risks associated with the Council's financial position.
- RESOLVED:** That the overall savings target contained within the report of the Director of Financial and Business Strategy be adopted.
- Reason for Decision:** To note the Council's serious adverse financial position and the critical financial implications arising.
28. **Use of Resources - Improvement Plan:**
An officer introduced the report, which set out the improvement plan to improve the Council's Use of Resources score. She advised that the Use of Resources assessment was one strand of the Comprehensive Performance Assessment (CPA) carried out by the Audit Commission and drew attention to appendix 2 of the report, which detailed the key areas for improvement.
- RESOLVED:** That the content of the Use of Resources Improvement Plan be noted.
- Reason for Decision:** To meet external audit requirements and to ensure that there was a clear plan in place to improve the Use of Resources score.

29. **Key Decision - Voluntary Aided Hindu Primary School:**
The Executive Director (People First) introduced the report, which proposed authorising officers to open negotiations regarding a suitable site for the proposed Voluntary Aided Hindu Primary School.
- The Portfolio Holder for Property, Housing and Planning (Development) and Planning (Strategic) emphasised that the report sought authority for officers to begin negotiations in relation to the site and that this was the first part of the process. The Chairman advised that he had received confirmation from a Government officer that the issue of the Statutory Notices would be delayed until September 2006.
- RESOLVED:** (1) That officers be authorised to commence negotiations with the I-Foundation in relation to a site for the proposed school;
- (2) to note that should the Pinner Park Farm site be a possibility as a site for the school, it would establish a Hindu School as part of a package which secured the future of a larger section of Pinner Park Farm lying to the east of George V Avenue as land with public access, in conjunction with an Eco-Education centre and create a separate farm, operated by the existing tenants, on a new agricultural tenancy in respect of the existing farmland to the south west of George V Avenue;
- (3) that a further report on negotiations referred to in resolution (1) above and any proposed terms be submitted to a future meeting.
- Reason for Decision:** The promoter had started the statutory process to consult in relation to the new school. The Council's existing tenant of Pinner Park Farm had now approached the Council with a view to formally opening negotiations.
- The proposed school would meet the aspirations of a large community in Harrow and would give Harrow a national profile. The proposed school would provide some balance to the diverse needs of Harrow's faith community for educational provision.
30. **Key Decision - Replacement Residential Unit for 79 Bessborough Road:**
The Executive Director (People First) introduced the report, which advised of an urgent need to develop a replacement residential provision for the Learning Disability Residential Unit at 79 Bessborough Road. This accommodation did not currently meet the Commission for Social Care Inspection (CSCI) or Disability Discrimination Act (DDA) standards. She drew attention to a tabled amendment to recommendation 1 of the report.
- RESOLVED:** That (1) it be agreed, in principle, to the use of land anywhere within the Byron Park site for the development of a new learning disability residential unit, as set out in the illustrative plans at Annex A to the report of the Director of Adult Community Care;
- (2) the Executive Director (Urban Living) be authorised to undertake the necessary public advertisement in connection with the appropriation of the former Driving Centre site and to consider any objections received;
- (3) the Executive Director (Urban Living) be authorised to appropriate the former Driving Centre site on behalf of the Council if he considered the same appropriate after considering any objections received;
- (4) the Executive Director (Urban Living) be authorised to agree to the disposal of the Bessborough Road site, terms to be agreed in consultation with the Portfolio Holder for Property, Housing Planning (Development) and Planning (Strategic), in order to achieve a capital receipt;
- (5) depending on the outcome of the project team's deliberations on the future provision of emergency residential accommodation, it be agreed that the application of any capital receipt from the disposal of Bessborough Road site be partially offset against the cost of the new development at the former Driving Centre site;
- (6) the Executive Director (Urban Living) be authorised to agree to terms and conclude an agreement with Warden Housing to enable access through Warden's Coxe Place development to the new facility.
- Reason for Decision:** The Bessborough Road facility must be replaced to meet the needs of the current learning disabled population of Harrow and to create a flexible facility which will meet the CSCI and DDA standard.

31. **Key Decision - Annual Food Service Plan:**
The Portfolio Holder for Urban Living – Public Realm introduced the report and advised that the Foods Standards Agency, under the powers contained in the Food Standards Act 1999 had dictated that all authorities must have an Annual Food Service Plan in place. The Annual Food Service Plan would form an integral part of service planning arrangements reflecting the work at a team level and building up to the service wide plans developed in support of the corporate performance management framework.
- RESOLVED:** That the Annual Food Service Plan 2006/07 be approved.
- Reason for Decision:** The Council was required by the Food Standards Act 1999 to consider and formally approve an annual food service plan covering enforcement activities.
32. **Key Decision - Petts Hill Bridge Improvement Scheme:**
The Portfolio Holder for Urban Living – Public Realm introduced the report, which advised of Transport for London's formal agreement to contribute £4m towards a new bridge scheme that, with contributions from Network Rail, Ealing and Harrow, completed the funding package. The report also sought authority to proceed with the new bridge scheme and sought delegated powers to facilitate the design and implementation process.
- The Portfolio Holder for Urban Living – Public Realm drew attention to the caveats to the proposals set out in the report and advised that she had spoken to her counterpart at the London Borough of Ealing who had advised that the bus lane on the approach to the bridge would not be removed so as not to jeopardise the Scheme. An officer outlined the challenges facing the Scheme.
- RESOLVED:** That (1) officers be authorised to proceed with the design and implementation of the Petts Hill Bridge Improvement Scheme, subject to consideration of detailed issues such as traffic orders by the Traffic and Road Safety Advisory Panel and/or the Portfolio Holder for Urban Living – Public Realm, and that
- (2) a further report providing updates on progress and cost estimates be submitted to Cabinet when the tender prices for the main construction work (bridge and highways) were known;
- (3) the Executive Director (Urban Living) be delegated authority in consultation with the Portfolio Holder for Urban Living – Public Realm to enter into legal agreements with Network Rail, Transport for London and Ealing Council relating to the site, funding, land matters, development and implementation of the Scheme;
- (4) that the Executive Director (Urban Living), in consultation with the Portfolio Holder for Urban Living – Public Realm, be delegated authority to authorise key procurement decisions in relation to the Scheme implementation, subject to full and transparent compliance with relevant procurement and Best Value legislation leading to any such decision.
- Reason for Decision:** To enable officers to progress the Scheme implementation.
33. **Councillor Lavingia:**
The Portfolio Holder for Community Equality advised that Councillor Lavingia had been hospitalised and Cabinet subsequently indicated their hope for his speedy recovery.
- (See also Minute 17).
34. **Any Other Urgent Business - Replacement of Metropolitan Line Trains:**
(See Recommendation I).
- (Note: The meeting, having commenced at 7.30 pm, closed at 8.21 pm).

(Signed) COUNCILLOR CHRIS MOTE
Chairman

CABINET
ADVISORY
PANELS

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL**
20 JUNE 2006

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

Resolved to RECOMMEND:

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

| <u>Reference</u> | <u>Year Group</u> | <u>Admitting School</u> |
|------------------|-------------------|-------------------------|
| H123 | 10 | Rooks Heath |
| H124 | 10 | Harrow |

PART II - MINUTES
1. Appointment of Chairman:

RESOLVED: To note the appointment at the meeting of Cabinet on 8 June 2006 of Councillor Mrs Janet Cowan as Chairman of the Panel for the Municipal Year 2006/07.

2. Attendance by Reserve Members:

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

3. 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.

4. 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> |
|---------------------------------|--|
| 8. Admissions to County Schools | This item was 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 it contained information relating to individuals. |

5. Appointment of Vice-Chairman:

RESOLVED: To appoint Councillor Mrinal Choudhury as Vice-Chairman of the Panel for the Municipal Year 2006/07.

6. **Minutes:**

RESOLVED: That the minutes of the meetings held on 14 March 2006, 30 March 2006, 11 April 2006 and 25 April 2006, having been circulated, be taken as read and signed as a correct record.

7. **Terms of Reference of the Education Admissions and Awards Advisory Panel:**

RESOLVED: That the terms of reference of the Education Admissions and Awards Advisory Panel be noted.

8. **Public Questions:**

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

9. **Petitions:**

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

10. **Deputations:**

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

11. **Admissions to County Schools:**

(See Recommendation 1).

12. **Dates of Future Meetings:**

RESOLVED: That in addition to the meetings scheduled to take place on 4 July 2006 and 18 July 2006, a further meeting be arranged to take place at 5.00 pm on 29 August 2006.

(Note: The meeting having commenced at 5.00 pm, closed at 5.06 pm)

(Signed) COUNCILLOR JANET COWAN
Chairman

TRAFFIC AND ROAD SAFETY ADVISORY PANEL

20 JUNE 2006

| | | |
|--------------|----------------------------|---------------|
| Chairman: | * Councillor John Nickolay | |
| Councillors: | * Marilyn Ashton | * Manji Kara |
| | * Mrs Camilla Bath | * Jerry Miles |
| | * Mrinal Choudhury | * Yogesh Teli |
| | * Keith Ferry (4) | * Jeremy Zeid |
| | * Nizam Ismail | |
| Advisers: | * Mr A Blann | Mr L Gray |
| | * Mrs R Carratt | * Mr A Wood |
| | * Mr E Diamond | |

* Denotes Member present

(4) Denotes category of Reserve Member

[Note: Councillors Bill Stephenson and Mrs Sasi Suresh also attended this meeting to speak on the item indicated at Minute 13 below].

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Review of Howberry Road and Howberry Close Controlled Parking Zone (CPZ) Decision**

The Panel discussed a report of the Head of Public Realm Infrastructure, which requested the Panel to review a previous Portfolio Holder decision, which had authorised officers to advertise traffic orders and implement a Controlled Parking Zone along Howberry Road between Cloyster Wood and Wychwood Avenue, including Howberry Close.

A Member expressed the view that the original decision had been a good one, as residents wanted some form of parking scheme and a yellow line would disadvantage some people, although a majority of residents had expressed their preference for a one hour parking restriction as applied in nearby roads.

An amendment to the officer's recommendation was proposed and seconded, and upon being put to the vote, it was

Resolved to RECOMMEND: (To the Portfolio Holder for Urban Living – Public Realm)

That (1) Resolution 4 of the Environment and Transport Portfolio Holder's decision (PHD 054/05) dated 13 October 2005 on Stanmore CPZ as reconfirmed by the Environment and Transport Portfolio Holder's decision (PHD 061/05) on 7 November 2005 not be implemented;

(2) yellow line waiting restrictions operating 2.00 pm to 3.00 pm, Monday to Friday, be advertised in Howberry Close and Howberry Road between Cloyster Wood and the northern boundaries of 67a and 78 Howberry Road under the Road Traffic Regulation Act 1984, the details of which for order making purposes be delegated to officers and the scheme be implemented subject to consideration of objections, if any.

[Reason: To review the results of the previous consultation and decision and to control parking to address the Council's stated priority of enhancing the environment and encouraging more sustainable transport activity].

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

RESOLVED: To note the appointment at the Meeting of Cabinet on 8 June 2006 of Councillor John Nickolay as Chairman of the Traffic and Road Safety Advisory Panel for the Municipal Year 2006/07.

2. **Attendance by Reserve Members:**

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

| <u>Ordinary Member</u> | <u>Reserve Member</u> |
|------------------------|------------------------|
| Councillor David Perry | Councillor Keith Ferry |

3. **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.

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

Nominations were received and seconded for Councillors Manji Kara and Jerry Miles. Upon being put to the vote, it was

RESOLVED: To appoint Councillor Manji Kara as Vice-Chairman of the Traffic and Road Safety Advisory Panel for the Municipal Year 2006-07.

5. **Arrangement of Agenda:**

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

(2) agenda item 11, 'Appointment of Advisors to the Panel 2006/2007' be taken before Agenda item 10, 'Deputations';

(3) agenda item 12(b), 'Parking restrictions in Buckingham Road, Torbridge Close and Buckingham Gardens, Edgware – Reference from the Meeting of Cabinet Held on 16 March 2006' be heard immediately after the deputation that had been received on this item; and

(4) agenda item 14, 'Headstone Drive/Harrow View/Headstone Gardens Pedestrian Facilities at Signals – Consultation Results' be heard immediately after item 12(b), 'Parking restrictions in Buckingham Road, Torbridge Close and Buckingham Gardens, Edgware – Reference from the Meeting of Cabinet Held on 16 March 2006'.

6. **Minutes:**

An advisor to the Panel commented that a proposal made by him at the meeting held on 28 February 2006 had been omitted from the minutes of that meeting. The proposal related to Recommendation 3, 'Urgent Review of Loading Restrictions in High Street Wealdstone'.

RESOLVED: That the minutes of the meeting held on 28 February 2006 be deferred until the next meeting of the Panel, when a proposed amendment to the minute for Recommendation 3, 'Urgent Review of Loading Restrictions in High Street Wealdstone' would be considered.

7. **Traffic and Road Safety Advisory Panel Terms of Reference:**

RESOLVED: That the terms of reference of the Traffic and Road Safety Advisory Panel be noted.

8. **Public Questions:**

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

9. **Petitions:**

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

10. **Appointment of Advisers to the Panel 2006/2007:**

The Panel considered a report of the Director of Legal Services.

RESOLVED: That (1) the following non-voting advisers be appointed to the Panel for the 2006/07 Municipal Year:

| <u>Non-voting Advisor</u> | <u>Representing</u> |
|---------------------------|--|
| Mr Anthony Wood | Harrow Public Transport Users' Association |
| Mr Eric Diamond | North West London Chamber of Commerce |
| Mr Alan Blann | CTC/Right to Ride |
| Mr Len Gray | Pedestrians' interests |

(2) the Harrow Association of Disabled People be contacted as no response had been received from Mrs Rhoda Carratt.

11. **Deputations:**

RESOLVED: That, in accordance with Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution), a deputation be received from residents of Buckingham Road, Torbridge Close and Buckingham Gardens, in relation to agenda item 12(b), 'Parking restrictions in Buckingham Road, Torbridge Close and Buckingham Gardens, Edgware – Reference from the meeting of Cabinet held on 16 March 2006'.

12. **Parking Restrictions in Buckingham Road, Torbridge Close and Buckingham Gardens, Edgware - Reference from the Meeting of Cabinet held on 16 March 2006:**

The Panel received the above reference, and a deputation from residents of Buckingham Road, Torbridge Close and Buckingham Gardens, which outlined residents' concerns regarding the amount of commuter parking in these roads and the associated dangers. The residents' other concerns related to the narrowness of Buckingham Gardens and residents having to pull on to the wrong side of the road when coming out of the close. The depute stated that road humps had not helped the situation. She added that most surrounding areas had yellow lines and proposed a yellow line on the south side of Buckingham Road.

An advisor suggested that a parking restriction could be put in place early in the morning, as a number of schools were accessed from the area. Other suggestions included a ticketing system in addition to parking restrictions, and a tow away system. An officer advised that the location of where a towed away vehicle would be taken to and the cost involved would be important considerations. Members also commented upon the need for better enforcement of parking restrictions and yellow lines.

In response to a query over why dropped kerbs could not be used, an officer advised that possible reasons included frontage not being deep enough, and properties being located at a junction.

A proposal for officers to submit a report to the Panel, which would consider the feasibility of a tow away system, either in collaboration with private contractors or funded by the Council, was moved and seconded. Upon being put to the vote, it was

RESOLVED: That officers submit a report, which would consider the feasibility of a tow away system.

[Note: Councillor Mrs Camilla Bath wished to be recorded as having voted in favour of the decision].

13. **Headstone Drive/Harrow View/Headstone Gardens Pedestrian Facilities at Signals - Consultation Results:**

Members received a report of the Interim Head of Public Realm Infrastructure (Urban Living) in this regard.

Officers set out the findings of the public consultation into safety improvements at the junction and reported that, in general, the measures had strong support. Only the proposed right turn ban from Headstone Gardens into Harrow View (south) was

opposed but there was also a significant minority that felt the relocation of the bus bay would cause congestion. Officers further advised that the right turn ban was an essential part of the scheme that had to be retained to allow pedestrian crossing facilities to be provided without significant loss of junction capacity.

Officers advised that funding limitations meant they had to work within the existing road space to create the junction improvements sought. Proposals involving road widening would be too costly because of the modifications needed to utilities such as gas and water mains in the footways. They also advised that the junction currently suffered from heavy congestion making it difficult to find a solution that did not have an adverse effect on capacity or restrict traffic movement in some way. In response to queries, an officer advised that funding for the project came partly from the Harrow traffic management budget and partly from the Transport for London Signals Modernisation budget, and that there were approximately 60 to 70 pedestrians per hour crossing the busiest arms of the junction during morning peak time.

Members expressed concern that the proposals would result in increased rat-running in adjacent side roads, as there would be no right turn from Headstone Gardens, and there would be a small loss of junction capacity. In response to a comment that additional signs might help, an officer advised that signage on the roads leading to Headstone Gardens would be reviewed to see if approaching traffic could be re-directed well in advance of the junction.

Further comments and suggestions made by the Panel included the importance of gaining the benefits of the scheme as soon as possible and not delaying the report's proposals, setting the bus cage 0.5 metre into the kerb to deal with the congestion concerns by providing sufficient space to allow vehicles to overtake a stationary bus and retain the cycle lane on the north side of Headstone Gardens, alternatively placing the bus stop before the traffic lights, and providing additional parking bays elsewhere around the junction. An Advisor commented that the scheme outlined in the report provided good facilities for cyclists.

Members commented that it would be helpful to conduct a site visit during term time in the morning peak period to get a better appreciation of the operation of the junction and the difficulties to be addressed. A proposal, which sought not to introduce turning restrictions and requested an investigation into the possibility of including signals that allowed pedestrians to cross each arm of the junction in stages, was moved and seconded.

The Panel suggested that for most traffic schemes, photographs projected on screen to clarify the site layout and to highlight problems would be helpful during future meetings

Upon being put to the vote, it was

RESOLVED: That (1) officers investigate the feasibility of conducting a site visit during term-time in the morning;

(2) the report be referred back to officers for further consideration with a view to improving pedestrian safety at this busy junction without introducing turning restrictions or significantly adding to traffic delay, which would result in an increased amount of rat-running in surrounding side roads;

(3) officers be requested to investigate an option which would include signals that allowed pedestrians to cross each arm of the junction in stages; and

(4) officers be requested to report the findings of these further investigations back to the Panel in September 2006 or as soon as possible thereafter, resources permitting.

14. **The Campaign for Safer Stations - Reference from the Meeting of Council held on 23 February 2006:**

The Panel received the above reference, which consisted of a petition that expressed the desire that operators would staff stations until the last train had run.

RESOLVED: That the Panel's support for the petition be noted.

15. **21-40 Canons Park Close, Donnefield Avenue, Edgware - Reference from the Meeting of the Development Control Committee held on 15 March 2006:**

The Panel received the above reference, which requested an investigation into traffic problems in the area.

An officer advised the Panel that a single yellow line could be placed on one side of the road and that a residents' parking scheme was the only way of improving the parking

situation. During the discussion that followed, the following comments and suggestions were expressed by Members:

- the parking situation in the area was problematic;
- it was important to place a parking restriction in the area at certain hours. An officer advised that if this were done, the timings should be the same as those for Buckingham Road;
- as the area was small, it would not have a large impact upon other areas;
- if a residents' parking bay was added instead of a yellow line, people could buy permits, although this would not be compulsory;
- a short yellow line could be placed just outside the properties in the area.
- in response to a query relating to whether a skip could be put in the area if a yellow line was added, an officer advised that a license would be required.

A Member requested officers to conduct the investigation requested by the Development Control Committee. An officer advised that, as the Transportation Programme was very full and resources limited, any work carried out on this area would require adjustment to the programme.

RESOLVED: Officers be requested to carry out an investigation into traffic problems in the area and implement measures to alleviate obstructive parking in the turning head area.

16. **Pinner Car Parks - Reference from the Meeting of Council held on 27 April 2006:**
The Panel received the above reference, which consisted of a petition requesting free parking for one hour in the Pinner car parks and charges in line with those elsewhere in the Borough.

RESOLVED: That (1) the request from the petitioners be considered as part of the proposed comprehensive review of retail-friendly parking; and

(2) the lead petitioners be advised accordingly.

17. **2006-07 Transportation Programme:**
The Panel received a report of the Interim Head of Public Realm Infrastructure in this regard.

The Interim Head of Public Realm Infrastructure advised that the report had been amended since the agenda had been printed and circulated. In the 'Decision Required' section, the following had been deleted:

"Recommend (for decision by the Portfolio Holder, Urban Living – Public Realm) that the programme changes as detailed in paragraphs 2.1.10 to 2.1.11 of this report be agreed",

and replaced with:

"Subject to Council approving the Corporate Plan, to note the programme changes as detailed in paragraphs 2.1.10 to 2.1.11".

In response to queries from Members, an officer advised that most of the funding for the programme came from Transport for London (TfL), and that there were recruitment problems. However, the recruitment situation should improve, as the Council's Public Realm Infrastructure Group now had a new partner to help deliver the workload.

A Member expressed concern over spending the budget for cyclists on other areas and expressed the view that encouraging people to travel down Station Road was dangerous.

RESOLVED: (1) That the Transportation Programme 2006/07 be noted;

(2) subject to Council approving the Corporate Plan, to note the programme changes as detailed in paragraphs 2.1.10 to 2.1.11; and

(3) to note that these and any further changes, reviews or additions to the programme would have significant implications for staff workload and budgets and would require compensatory adjustment to the programme.

18. **Traffic Calming in Kenton Lane:**

The Panel received a report of the Interim Head of Public Realm Infrastructure, which outlined officers' recommendation in relation to a petition requesting preventative measures to stop further accidents between Gordon Avenue and The Avenue.

A Member suggested that flashing speed signs could be used to advise drivers when they were driving too fast.

RESOLVED: That officers inform the petitioners of the proposed road safety scheme programmed for 2007-08 subject to funding by Transport for London.

19. **Review of Howberry Road and Howberry Close Controlled Parking Zone (CPZ)**

Decision:

(See Recommendation 1).

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

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

RESOLVED: At 10.00 pm to continue until 10.15 pm.

(Note: The meeting having commenced at 7.30 pm, closed at 10.15 pm)

(Signed) COUNCILLOR JOHN NICKOLAY
Chairman

PUBLICATIONS ADVISORY PANEL

21 JUNE 2006

Chairman: * Councillor Paul Osborn

Councillors: * Mrs Lurline Champagne * Macleod-Cullinane
* Keith Ferry * Tom Weiss
* Archie Foulds

* Denotes Member present

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

RESOLVED: To note the appointment at the meeting of Cabinet on 8 June 2006 of Councillor Paul Osborn as Chairman of this Panel for the Municipal Year 2006/07.

2. **Attendance by Reserve Members:**

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

3. **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.

4. **Arrangement of Agenda:**

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

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

RESOLVED: That Councillor Mrs Lurline Champagne be appointed as Vice-Chairman of the Publications Advisory Panel for the Municipal Year 2006/07.

6. **Minutes:**

RESOLVED: That the minutes of the meeting held on 9 February 2006, having been circulated, be taken as read and signed as a correct record.

7. **Publications Advisory Panel Terms of Reference:**

RESOLVED: That the terms of reference be noted.

8. **Public Questions:**

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

9. **Petitions:**

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

10. **Deputations:**

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

11. **Website Update:**

Members received a verbal update of the Director of Business Transformation on the redevelopment of the Council's website, and were asked to comment on the Panel's key requirements for a redeveloped website. Members commented about problems and suggested potential improvements, which were noted by officers. In particular, it was felt that the website would need to be user friendly and that PodCasts would be a

requirement. An officer commented that PodCasts could not be introduced unless appropriate budget provision was made.

Members requested that officers circulate the revised brief and objectives of the redeveloped website and the quantitative indicators showing how the objectives could be achieved. The Chairman requested that Members feedback their comments and if significant feedback were made, a Special meeting of the Panel could be arranged.

The Chairman also requested that officers circulate copies of the Harrow People to Members and if Members had concerns these could be discussed at the next meeting, however the Panel should remain a strategic Panel.

RESOLVED: That (1) officers consider the comments of Members when redeveloping the Council's website;

(2) officers circulate the revised brief, the objectives of the redeveloped website and quantitative indicators to Members of the Panel.

(3) officers circulate copies of the Harrow People to Members of the Panel.

(Note: The meeting having commenced at 7.30 pm, closed at 8.32 pm)

(Signed) COUNCILLOR PAUL OSBORN
Chairman

