

2007 – 2008
November 2007 Volume 6



**CABINET
AND
COUNCIL
MINUTES**

CABINET AND COUNCIL MINUTE BOOK

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COUNCIL
COMMITTEES

STRATEGIC
PLANNING
COMMITTEE

REPORT OF STRATEGIC PLANNING COMMITTEE

MEETING HELD ON 7 NOVEMBER 2007

Chairman: * Councillor Marilyn Ashton

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

* Denotes Member present

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES

151. **Attendance by Reserve Members:**

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

152. **Right of Members to Speak:**

RESOLVED: To note that there were no requests to speak from Members who were not members of the Committee.

153. **Declarations of Interest:**

RESOLVED: To note that no interests were declared.

154. **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.

155. **Minutes:**

RESOLVED: That the minutes of the meeting held on 10 October 2007 be taken as read and signed as a correct record.

156. **Public Questions:**

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

157. **Petitions:**

RESOLVED: To note receipt of the following petition:

- (i) Petition concerning planning application P/1702/07 Cedars Hall, 30 unit (68 bed) emergency accommodation
 Mrs Frances Pickersgill presented the above petition, which had been signed by two people.

(See also Minute 166).

158. **Deputations:**
RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 17.
159. **References from Council and other Committees/Panels:**
RESOLVED: To note that no references to be received.
160. **Representations on Planning Applications:**
RESOLVED: To note that no requests for representations had been received.
161. **Planning Applications Received:**
RESOLVED: That authority be given to the Head of Planning to issue the decision notices in respect of the applications considered, as set out in the schedule attached to these minutes.
162. **Planning Appeals Update:**
The Committee received a report of the Head of Planning which listed those appeals being dealt with and those awaiting decision.
RESOLVED: That the report be noted.
163. **11 Wakehams Hill, Pinner:**
The Committee received a report of the Group Manager (Planning and Development) in respect of the above, which proposed an amendment to a reason for refusal made by the Development Management Committee on 25 January 2007.
RESOLVED: To amend the wording of reason for refusal number 1 for planning reference P/1082/06/CFU to read as follows:

"The proposal will give rise to an unacceptable loss of trees, and will be contrary to Harrow Unitary Development Plan policies EP28 paragraph 3.106 and EP29 which state that the Council should resist applications for development which would impair the integrity of part of any tree mass or spine".
164. **Reporting of Urgent Non-Executive Decision: 341A Northolt Road, Harrow:**
The Committee received an information report of the Director of Legal and Governance Services in respect of the above.
RESOLVED: That the report be noted.
165. **Member Site Visits:**
RESOLVED: To note that there were no Members site visits to be arranged.
166. **Any Other Urgent Business:**
(i) **Cedars Hall – Planning Application P/1702/07**
A petition having been presented in relation to the above planning application, the Chairman reported, for the benefit of the petitioners, that the application had been withdrawn that day.
RESOLVED: That the above be noted.

(See also Minute 157).

(Note: The meeting, having commenced at 6.30 pm, closed at 7.18 pm).

(Signed) COUNCILLOR MARILYN ASHTON
Chairman

SECTION 1 – MAJOR APPLICATIONS

LIST NO:	1/01	APPLICATION NO:	P/2604/07/CFU
LOCATION:	5-11 Manor Road, Harrow		
APPLICANT:	DPP for Bewley Homes plc and Princegate Estates plc		
PROPOSAL:	Demolition of four houses, construction of 2 houses and 12 x 2 bed flats, access, car parking and landscaping		
DECISION:	REFUSED permission for the development described in the application and submitted plans, for the following reasons: <ul style="list-style-type: none"> (i) The proposed form of development, by reason of poor and unsatisfactory design and layout, would be incongruous in the street scene and out of rhythm with the pattern of development in the locality, which is typically flatted development or semi-detached large family dwellings, to the detriment of the visual amenities of the neighbouring properties contrary to HUDP policy D4 and PPS 3. (ii) The proposed siting of the hard surfacing for the car parking would be too dominant within the rear garden and amenity space and would adversely affect the enjoyment and use of the garden area to the detriment of the amenities of the future occupiers contrary to HUDP policy D5. <p>[Notes: (1) Councillors Marilyn Ashton, Don Billson, Julia Merson Narinder Mudhar and Joyce Nickolay wished to be recorded as having voted for the application to be refused;</p> <p>(2) the Head of Planning had recommended that the above application be granted].</p>		

LIST NO:	1/02	APPLICATION NO:	P/2348/07/DFU
LOCATION:	Carter House, Parr Road, Stanmore, HA7 1LE		
APPLICANT:	Barker Parry Town Planning Ltd. for L Lynch Holdings Ltd		
PROPOSAL:	Use of warehouse building (B8 use class) as plant hire / lorry hire service (su-generis use) with ancillary offices and off street parking		
DECISION:	GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informatives reported. <p>[Note: The Committee wished it to be recorded that the decision to grant the application was unanimous].</p>		

SECTION 2 – OTHER APPLICATIONS RECOMMENDED FOR GRANT

LIST NO:	2/01	APPLICATION NO:	P/2651/07/CFU
LOCATION:	Oxhey Lane Farm, The Avenue, Harrow		
APPLICANT:	Mark Matthews for Thames Water		
PROPOSAL:	Temporary site construction compound for a period of 12 months (in relation to sewer upgrade at The Avenue)		
DECISION:	WITHDRAWN by applicant.		

LICENSING AND
GENERAL PURPOSES
PANELS

LICENSING PANEL

9 NOVEMBER 2007

Chairman: * Councillor Robert Benson

Councillors: * Mrs Lurline Champagnie * Mano Dharmarajah

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**190. **Appointment of Chairman:**

RESOLVED: That Councillor Robert Benson be appointed Chairman of the Panel for the purposes of this meeting.

191. **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.

192. **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:-

<u>Agenda item</u>	<u>Special Circumstances / Grounds for Urgency</u>
7. Application to vary a Premises Licence for Zara Kebab Fish and Chips, 7 High Street, Wealdstone, Harrow, Middx HA3 5BY – amendment of the timings detailed in the officer report.	The error was identified after the agenda had been printed and circulated. Members were requested to consider the addendum, as a matter of urgency.

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

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

193. **Minutes:**
(See Note at conclusion of these minutes).194. **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.

195. **Licensing Procedures:**

The Chairman asked the Panel Members, officer/s, Responsible Authority/ies and other attendees at the meeting to introduce themselves and then outlined the procedure for the conduct of an oral hearing, which was set out in the agenda.

196. **Application to vary a Premises Licence for 'Zara Kebab Fish and Chips, 7 High Street, Wealdstone, Harrow, Middlesex, HA3 5BY':**

The Panel received a report of the Chief Environmental Health Officer, which detailed an application to vary a premises licence for Zara Kebab Fish and Chips, 7 High Street, Wealdstone, Harrow, HA3 5BY.

The application had been referred to the Panel, as there were unresolved representations from the Metropolitan Police and a local resident. Both Mr Huseyin Simsek and Mr Sinan Kaya, the applicants', attended the meeting. Sergeant Carl Davis, representing the Metropolitan Police and Mr Michael Dixon, a resident, both of whom had made representations', were also present.

The Chief Environmental Health Officer's representative reported that the application sought a variation to their existing license by requesting an extension of the hours of the provision of late night refreshments. He advised that the times detailed in the officer report were incorrect, and tabled an amended version.

In his opening statement Mr Simsek confirmed that the conditions detailed in Sergeant Davis' representation had been complied with.

Mr Dixon in his representation requested that if the variation to the license was granted, that the applicants adhere to the closing times. Mr Simsek confirmed he would make a guarantee. Mr Dixon further requested that if the applicants could control the noise made outside by people and keep to the hours on the license he would have no objections.

Sergeant Carl Davis stated that as the conditions were on their existing license and this was not a new application, as first thought, he had withdrawn his representation.

A Member commented that it would be difficult for the applicant to control external loud noises made by persons outside of the premises, such as loud music or car doors slamming. It was also noted that it was difficult to determine if the clientele were from Zara Kebabs or from any of the other eating establishments within close proximity of the premises. Mr Dixon was advised that noise nuisance could be reported and monitored through the Council.

Summing up and upon hearing the above, Mr Dixon concluded that he now fully objected to the application to vary the license.

RESOLVED: The Panel accepted this application as for a variation of the existing licence and considered the evidence put before them and granted the application with the conditions as set out in pages 41 and 42 of the agenda.

REASON: The Panel reached this decision as it had been satisfied that the four Licensing Objectives had been met.

(Note: The meeting having commenced at 10.15 am, closed at 11.26 am)

(Signed) COUNCILLOR ROBERT BENSON
Chairman

[Note: Licensing Panel minutes are:-

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

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

LICENSING PANEL

11 OCTOBER 2007 &
12 NOVEMBER 2007

Chairman: * Councillor John Nickolay

Councillors: * G Chowdhury * Mano Dharmarajah

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**197. **Appointment of Chairman:****RESOLVED:** That Councillor John Nickolay be appointed Chairman of the Panel for the purposes of the meeting.198. **Declarations of Interest:****RESOLVED:** To note that there were no declarations of interests made by Members in relation to the business transacted at the meeting.199. **Arrangement of Agenda:****RESOLVED:** That all items be considered with the press and public present.200. **Minutes:**

(See Note at conclusion of these minutes).

201. **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.202. **Licensing Procedures - Review:**

The Chairman asked the Panel Members, officer/s and other attendees at the meeting to introduce themselves and then outlined the procedure for the conduct of an oral hearing, which was set out in the agenda.

203. **Application for a Review of the Licence held by The Raw Lasan PH, 154 Stanmore Hill, HA7 3DA.:**

The Panel received a report of the Chief Environmental Health Officer, which sought the determination of a review application for The Raw Lasan Public House, 154 Stanmore Hill, Stanmore, HA7 3DA.

The application to review the licence had been made by Mr David Gottler. The basis for Mr Gottler's review application was that a public nuisance was being caused as a result of the odours from the premises and that this undermined the licensing objective relating to the prevention of public nuisance.

Mr Gottler, the applicant for the review, and Mr Yeo and Ms Axford both representing Punch Taverns PLC, were in attendance at the meeting. A number of interested parties (local residents) were also present. It was noted the DPS, Designated Premises Supervisor, Mr Naik did not attend the meeting.

Before Mr Gottler made his opening submissions, Mr Yeo acknowledged the ongoing problem of smells emitted from the premises and requested an adjournment of four weeks, in order to rectify the situation. He advised the Panel that a new extractor system was on order and due to be installed within the next 2 weeks, following which an inspection would be made by the Chief Environmental Health Officer. He hoped that this would resolve the issues and concerns made by residents.

Responding, Mr Gottler felt that this was a step in the right direction, however, due to the continual broken promises from the licensee to resolve this issue, he requested that the hearing continue.

Mr Gottler had sought the review due to the cooking smells that had emanated from the kitchens of the Raw Lasan Public House for the past eighteen months. He directed the

Panel Members to the letters of complaints together with the log sheets, which reported the time, and dates the odour had escaped from the premises and seeped into resident's properties. The smells extended to inside residents' houses and gardens, with windows having to remain closed to keep the smell out. Despite numerous complaints by residents the problem was not resolved. The licensee had made several reassurances to install a suitable fan extractor but had failed to carry this out. Mr Gottler requested a 3 month revocation of the premises licence in order to give the licensee an incentive to resolve the problem.

It was noted that the revocation of the licence would mean that trading (cooking) would have to cease only after 11.00 pm and not before that.

Responding, Mr Yeo firstly acknowledged the ongoing problem of cooking smells emanating from the premises and apologised to the local residents for the upset it had caused. He advised that an extractor had been installed however it had proven unsuitable. He confirmed that a down payment toward a new state of the art fan extractor had been placed, and had been advised that it would be installed within 2 weeks, hence why he had requested an adjournment. Mr Yeo also acknowledged that broadly speaking Punch Taverns PLC were pleased with the way the premises had been managed, and that the only issue was the smell which emitted from the kitchen. He asked the Panel to take into consideration that Punch Tavern PLC had leased the premises to Mr Naik, the DPS and were therefore not responsible for the problem on the extractor fan. They were however concerned with the problem and were trying to assist in order to expedite matters and resolve the issue to the satisfaction of the residents and the Chief Environmental Health Officer. Mr Yeo suggested an adjournment of the hearing rather than a revocation of the licence.

Summing up Mr Gottler accepted that the Raw Lasan was a well run premise and that he had used the establishment on occasion and that barring the issue of smell, he considered that no nuisance was caused by the premises. However, he still requested either the suspension of the licence for three months or to impose 2 conditions to the effect of:

- Suitable and effective equipment to be installed to prevent smells emanating from the premises; and
- noxious smells from the licensed premises not permitted to cause nuisance.

Following consideration of the application for a review, the Chairman read out the following statement;

"After due consideration the Panel has come to the conclusion that a formal warning be issued to the licence holder that within 4 weeks from 12 October 2007 effective extraction equipment be installed to the complete satisfaction of the CEHO to eradicate the emission of noxious odours and that this hearing be adjourned until the first available date during the w/c 12 November 2007. The reason for this decision is for the promotion of the licensing objective pertaining to the prevention of public nuisance."

Consequently, the meeting adjourned and was reconvened on 12 November 2007.

At the reconvened meeting on 12 November 2007, the Panel received a verbal report from the Licensing Officer who confirmed that the extraction equipment had not been commissioned until earlier that day, thus the Environmental Health Officer had not been able to confirm its effectiveness as it would have to be monitored for a period of at least two weeks. Mr Naik, the designated premises supervisor, attended the reconvened meeting. Mr Yeo stated the unit had been installed prior to the weekend and was working satisfactorily although it needed further minor modifications. Mr Gottler claimed that there had been little change in the smells emanating over the weekend, which was consistent with what the Licensing Officer had stated. Having considered all information provided to them, the Panel

RESOLVED: To add to the licence two additional conditions agreed between the parties as follows;

11. Noxious smells from the licensed premises are not permitted so as to cause a nuisance to nearby properties and the premises are properly vented.
12. The Licence holder shall install and maintain in the licensed premises in a good and proper working order suitable equipment approved by the Environmental Health Department of the Council to prevent the emission of noxious smells from the licensed premises.

REASON: To comply with the objective of preventing public nuisance.

(Note: The meeting having commenced at 7.30 pm, adjourned at 9.38 pm on 11 October 2007, reconvened at 7pm on 12 November 2007 and closed at 8.12pm).

(Signed) COUNCILLOR JOHN NICKOLAY
Chairman

[Note: Licensing Panel minutes are:-

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

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

LICENSING PANEL

14 NOVEMBER 2007

Chairman: * Councillor Mrinal Choudhury

Councillors: * Robert Benson * Mrs Lurline Champagnie

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**204. **Appointment of Chairman:**

RESOLVED: That Councillor Mrinal Choudhury be appointed Chairman of the Panel for the purposes of this meeting.

205. **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.

206. **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:-

<u>Agenda item</u>	<u>Special Circumstances / Grounds for Urgency</u>
7. Application for new Premises Licence for UVU Hotplate/ Juggy's Lounge, 6-8 Whitchurch Parade, Whitchurch Lane, HA8 6LR – set of agreed conditions	The conditions had been agreed between the applicant and a representative from the Metropolitan Police after the agenda had been printed and circulated. Members were requested to consider the tabled addendum, as a matter of urgency in order to assist with the decision-making.

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

207. **Minutes:**
(See Note at conclusion of these minutes).208. **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.

209. **Licensing Procedures:**

The Chairman asked the Panel Members, officer/s, Responsible Authority/ies and other attendees at the meeting to introduce themselves and then outlined the procedure for the conduct of an oral hearing, which was set out in the agenda.

210. **Application for new Premises License for UVU Hotplate / Juggy's Lounge, 6-8 Whitchurch Parade, Whitchurch Lane, HA8 6LR:**

The Panel received a report of the Chief Environmental Health Officer, which sought the determination of a new premises license for UVU Hotplate/Juggy's Lounge, 6-8 Whitchurch Parade, Whitchurch Lane, HA8 6LR. The application had been made by Poppleston Allen Licensing Solicitors, on behalf of Miss Charnjit Kaur Parmar.

The application had been referred to the Panel as there were unresolved representations from the Metropolitan Police and a local resident. Miss Parmar, the applicant, attended the meeting. Sergeant Carl Davis, representing the Metropolitan Police and Mr Stuart Cawthorne, a resident, both of whom had made representations', were also present.

The Chief Environmental Health Officer's representative reported that the application was for a new license however unusually there was also an existing license attached to

the premises. It was noted that under the Licensing Act this was permitted. Mr Hamid Aria the previous owner still retained the licence for the premises formerly known as the Cyclone Club and restaurant, however the Licensing Officer advised Members that the application by Miss Parmar was a new and separate application and ought to be determined on its own merit.

In her opening statement Miss Parmar said that she had no connections with the Cyclone Club and restaurant. She had canvassed residents advising them that the premises was to be a family orientated restaurant and that if anyone had any queries she could be contacted. Miss Parmar also confirmed that she was happy to accept the conditions that had been discussed between Sergeant Davis and herself prior to the meeting. For the purposes of clarification a paper was tabled which listed the conditions that had been agreed.

Sergeant Carl Davis confirmed that he had no further comment as conditions had been agreed between Miss Parmar and himself.

Mr Cawthorne, in his representation was concerned about the public nuisance which had occurred under the previous management and requested that if the license was granted, the Panel ought to be mindful of the fact that the premises was in a residential area, and to reconsider the late opening hours. Mr Cawthorne recalled the problems which occurred whilst the Cyclone Club and restaurant was open, such as clientele congregating outside the premises, car doors slamming, loud music from car radios and general anti social behaviour. He also wanted affirmation that the premises would run as a restaurant and not a bar.

Responding to questions, Miss Parmar confirmed that she was aware that one of the conditions stipulated that alcohol could only be served with a table meal and fully understood the implications if this was not complied with. She also confirmed that another personal licence holder, who had been fully trained, would be on site in her absence. The applicant was happy to have the two conditions relating to gaming machines removed, as they did not have gaming machines on the premises.

Summing up Sergeant Carl Davis concluded that he was happy with the application and the conditions that had been agreed with Miss Parmar.

Miss Parmar confirmed that she was happy to accept the conditions agreed with Sergeant Carl Davis and asked the Panel to judge her on her own merit. Her aim was to have a family orientated restaurant and keep everyone happy.

RESOLVED: To grant the premises license subject to the following conditions and times;

CONDITIONS

1. An accurate and up to date log book shall be maintained in a format prescribed by the Licensing Authority, providing details of door supervisors employed in respect of the premises, which shall comprise two distinct parts:
 - (i) A part recording of the name, address, telephone number and registration number of each door supervisor employed in respect of the premises (whether employed directly or through an agency) and the name and address and telephone number of the agency providing the supervisor where the supervisor is not employed directly.
 - (ii) A part recording the names and registration number of each door supervisor, dates and times of commencement and finishing of work, signature of the door supervisor in respect of both, and details of any incident in which the door supervisor is involved, including the calling of the police and any police action taken.
2. There shall be a minimum of one door supervisor for every 50 persons or part thereof at live music events attended by adults and in any event on a Friday, Saturday and Sunday evening from 1900 hrs until closing.
3. CCTV equipment shall be installed, operated and maintained in good working order and in accordance with the recommendations of the Police Crime Prevention Officer.
4. A valid proof of age card or other age identification shall be required to be produced by any person appearing to those selling or supplying alcohol to be

- under 21 (or 16 in the case of consumption of beer, wine, and cider in the company of an adult during a table meal) and who is attempting to buy alcohol.
5. Notices shall be prominently displayed and prevented from damage and deterioration advising customers to leave the premises quickly and quietly to prevent any disturbance to residents.
 6. A suitable method of determining the number of persons on the premises at any one time shall be employed to ensure that the maximum permitted number is not exceeded.
 7. The Licence Holder, Manager or Designated Premises Supervisor should be aware of the number of people on the premises and shall inform any authorised person on request.
 8. Noise or vibration shall not be permitted to emanate from the premises so as to cause a nuisance to nearby properties.
 9. Doors and windows shall be kept shut during Licensable activities.
 10. Amplified sound equipment shall be governed by a sound-limiting device, set at a level approved by the Licensing Authority.
 11. The placing of bottles into receptacles outside the premises shall only take place between the hours of 0800 hrs and 2100 hrs.
 12. Intoxicating liquor may only be supplied as ancillary to a substantial table meal.
 13. There will be no "mujra" dancing at the premises.
 14. A central alarm system shall be installed, operated and maintained in good working order and in accordance with the recommendations of the police crime prevention officer.
 15. The film shown should be in accordance with the British Board of film classification and suitable for the clientele including children.

HOURS OF TRADING

Films

Monday to Thursday - 19.00 – 23.30
 Friday to Sunday - 19.00 – 00.00

Live Music

Monday to Thursday - 19.00 – 23.30
 Friday to Sunday - 19.00 – 00.00

Recorded Music

Monday to Thursday - 11.00 – 23.30
 Friday to Sunday - 11.00 – 00.00

Performances of Dance

Monday to Thursday - 19.00 – 23.30
 Friday to Sunday - 19.00 – 00.00

Provision of Facilities for Making Music

Monday to Thursday - 19.00 – 23.30
 Friday to Sunday - 19.00 – 00.00

LNR

Monday to Thursday - 23.00 – 23.30
 Friday to Sunday - 23.00 – 00.00

Supply of Alcohol

Monday to Thursday - 12.00 – 23.30
 Friday to Sunday - 12.00 – 00.00

Hours Open To The Public

Monday to Thursday - 11.00 – 00.00
 Friday to Sunday - 11.00 – 00.30

REASON: These conditions comply with the four Licensing Objectives, which are previous Crime and Disorder, Public Safety, previous Public Nuisance and the Protection of Children from Harm.

(Note: The meeting having commenced at 7.00 pm, closed at 9.46 pm)

(Signed) COUNCILLOR MRINAL CHOUDHURY
Chairman

[Note: Licensing Panel minutes are:-

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

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

PENSION FUND INVESTMENTS PANEL

12 NOVEMBER 2007

Chairman: * Councillor David Ashton

Councillors: * Thaya Idaikkadar * Richard Romain
 * Nizam Ismail (2)

Co-optee * Howard Bluston
 (Non-voting):

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

Other attendance

Mr George Henshilwood of Hymans Robertson attended in an advisory role as the Council's Actuary/Adviser.

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

73. **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 Mano Dharmarajah	Councillor Nizam Ismail

74. **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.

75. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following reports be admitted to the meeting by virtue of the special circumstances and grounds for urgency stated below:

<u>Item</u>	<u>Special Circumstances/Grounds for Urgency</u>
9. Performance of Fund Managers – quarter ending 30 September 2007	The appendices to the report were omitted from the agenda. In order to make an informed decision, the Panel accepted the appendices.

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

<u>Items</u>	<u>Reason</u>
9. Performance of Fund Managers – quarter ending 30 September 2007.) These reports contained exempt information under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 in that they contained information relating to the financial or business affairs of any particular person (including the authority holding that information).
10. Fund Manager's Presentation	
11. Fund Manager's Presentation	

76. **Minutes:**
RESOLVED: That the minutes of the meeting held on the 11 September 2007 be confirmed as a correct record and the Chairman be authorised to sign them when printed in the Council Bound Minute Volume.
77. **Public Questions:**
RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 19.
78. **Petitions:**
RESOLVED: To note that no petitions had been received.
79. **Deputations:**
RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 17.
80. **Performance of Fund Managers – quarter ending 30 September 2007:**
The Panel received a confidential report of the Corporate Director (Finance), which outlined the performance of the Fund Managers. The appendices to the report, which were not available at the time the agenda was circulated, were tabled.
RESOLVED: That the performance of Pension Fund Managers for the quarter ending 30 September 2007 be noted.
81. **Fund Manager's Presentation:**
Representatives from UBS made a formal presentation to the Panel detailing their strategies and performance since the last Fund Manager reports. The presentation was received in the private session of the meeting. The Fund Manager proposed administrative changes to part of the Fund that they managed. Members concluded that further detailed consideration was required before making a decision. It was agreed to convene a special meeting to further consider the Fund Manager proposals.
Members of the Panel asked questions of the Fund Managers and discussed issues arising. Upon conclusion of the presentation, the representatives were thanked for their attendance.
RESOLVED: That (1) the Fund Manager Presentation be received and noted;
(2) a special meeting of the Panel be convened to further consider the Fund Manager proposals.
82. **Fund Manager's Presentation:**
A representative from Pantheon, the private equity Fund Manager, made a presentation to the Panel detailing strategies and performance since the inception of the mandate in 2006-2007. The presentation was received in the private session of the meeting.
Members of the Panel asked questions of the Fund Manager and discussed issues arising. Upon conclusion of the presentation, the representative was thanked for their attendance.
RESOLVED: That the Fund Manager Presentation be received and noted.
83. **Any Other Urgent Business:**
- (i) **Trade Union Observers**
The Chairman commented that Trade Union representatives had been invited to the meeting. The Chairman stated that he was keen to ensure that representatives of Trade Unions were encouraged to attend meetings of the Panel.
- (ii) **LAPFF Conference**
The Chairman commented that a LAPFF Conference was being held from the 28-30 November and invited a Member to attend.

- (iii) CM
The Chairman commented that CM, a currency manager, had advised that they intended to float on the main LSE market.

RESOLVED: That the above be noted.

(Note: The meeting having commenced at 6.30 pm, closed at 9.22 pm)

(Signed) COUNCILLOR DAVID ASHTON
Chairman

PERSONNEL APPEALS PANEL

19 NOVEMBER 2007

Chairman: * Councillor Mrs Camilla Bath

Councillors: * Joyce Nickolay * Raj Ray

* Denotes Member present

[Note: The meetings programmed for 13 March and 30 April 2007 to hear this Appeal were postponed due to non-attendance by the appellant and the need for submission of further documentation respectively.]

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**72. **Appointment of Chairman:**

RESOLVED: That Councillor Mrs Camilla Bath be appointed Chairman of the Panel for the purposes of the meeting.

73. **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.

74. **Arrangement of Agenda:**

RESOLVED: That the appeal be considered with the press and public excluded on the grounds that it would involve the disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972, in that there would be disclosure of information relating to an individual.

75. **Minutes:**

(See Note at conclusion of these minutes).

76. **Disciplinary Appeal:**

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

RESOLVED: That (1) the appeal be upheld and the final written warning be changed to a first written warning;

(2) the relevant Corporate Director be made aware of a number of concerns expressed by the Panel in relation to the case.

(Note: The meeting having commenced at 9.30 am, closed at 2.40 pm)

(Signed) COUNCILLOR CAMILLA BATH
Chairman

[Note: Personnel Appeals Panel minutes are:-

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

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

OVERVIEW AND
SCRUTINY
COMMITTEE

REPORT OF OVERVIEW AND SCRUTINY COMMITTEE

MEETING HELD ON 13 NOVEMBER 2007

Chairman:	* Councillor Stanley Sheinwald	
Councillors:	* Robert Benson (1) * Mrs Margaret Davine * B E Gate * Mitzi Green * Manji Kara	* Jerry Miles * Anthony Seymour * Dinesh Solanki * Yogesh Teli * Mark Versallion
Voting Co-opted:	(Voluntary Aided) Mrs J Rammelt Reverend P Reece	(Parent Governors) † Mr R Chauhan † Mrs D Speel

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

[Note: Councillors Barry Macleod-Cullinane, Mrs Vina Mithani and Rekha Shah also attended this meeting to speak on the item indicated at Minute 206 below. Councillor Barry Macleod-Cullinane also attended this meeting to speak on items indicated at Minutes 215, 216, 217 and 218 below].

PART I - RECOMMENDATIONS
RECOMMENDATION I - Healthcare for London – Joint Overview and Scrutiny Committee

The Council, at its meeting held on 18 October 2007, made appointments to the pan-London Joint Overview and Scrutiny Committee (JOSC), which had been established to consider Healthcare for London – A Framework for Action (also known as the Darzi Review). Subsequent to these appointments, and following further discussion at the Overview and Scrutiny Committee meeting held on 13 November 2007, Councillors Mrs Rekha Shah and Mrs Margaret Davine had indicated their wish to step down from the JOSC. It was noted that the information received from London Councils indicated that there should be one member per authority with a substitute, if necessary.

Resolved to RECOMMEND: (to Council)

That the appointments of Councillors Mrs Rekha Shah (Adult Health and Social Care Performance Lead Member for Scrutiny) and Mrs Margaret Davine (Children and Young People Policy Lead Member for Scrutiny) as the Council's 3rd and 4th Reserve representatives on the pan-London Joint Overview and Scrutiny Committee be rescinded.

(See also Minutes 208 and 218).

PART II - MINUTES204. **Mrs Janet Cowan:**

Having opened the meeting, the Chairman requested the Committee to observe a minute's silence in memory of the late Councillor Mrs Janet Cowan, a former Mayor and a Member of this Committee, who had died suddenly on Saturday 27 October 2007.

Following a minute's silence, the Chairman and the Vice-Chairman paid tribute to the work carried out by Councillor Mrs Janet Cowan and stated that she would be sorely missed by her colleagues and the people of Harrow.

205. **Attendance by Reserve Members:**

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

Ordinary Member

Councillor Robert Benson

Reserve Member

Councillor Myra Michael

206. **Declarations of Interest:**

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

Agenda items 10/11 – CNWL Mental Health NHS – Foundation Trust – Update and Benefits/Stroke Services at North West London Hospitals – Update on Developments - October 2007

The following Members indicated personal interests set out below and remained in the room to participate in the discussions and decisions relating to these items and ask questions on the presentations received at the meeting:-

- (i) Councillor B E Gate stated that he was married to a health professional employed by the local PCT.
- (ii) Councillor Mrs Rekha Shah, a Reserve Member of this Committee who was back-benching that evening, stated that she had been a patient at Northwick Park Hospital and that she worked for Brent Council.

Agenda item 12 - Scrutiny Work Programme

The following Members indicated personal interests set out below and remained in the room to participate in the discussion and decision relating to this item:-

- (i) Councillor David Ashton, who was not a Member of this Committee, stated that he served on the Mencap Fundraising Committee.
- (ii) Councillor Barry Macleod-Cullinane, a Reserve Member of this Committee and back-benching that evening, stated that he was a member of Harrow and District Outdoor Pursuits Centre Trust and the Neighbourhood Housing Trust.
- (iii) Councillor Mrs Margaret Davine stated that she was a Council appointed member on the Management Committee of Harrow Women's Centre, which received a grant from the Council.
- (iv) Councillor B E Gate stated that he was a Council appointed member on the Management Committee of Harrow Citizens' Advice Bureau, a body that received a grant from the Council.
- (v) Councillor Stanley Sheinwald stated that he served on the Council's Grant Advisory Panel, a body that approved grants to the voluntary sector.
- (vi) Councillor Yogesh Teli stated that he was the Chairman of his local Residents' Association.

Agenda item 14 – Healthcare for London – Joint Overview and Scrutiny Committee (JOSC)

The following Member indicated a personal interest set out below and remained in the room to participate in the discussion and decision relating to this item:-

Councillor Mrs Vina Mithani, who was a Reserve Member of this Committee and one of the Council's representative on the pan-London JOSOC, stated that she worked for a Health Protection Agency

General Interests

Councillor David Ashton, who was not a Member of this Committee, declared a general interest in that he was a Member of the Executive and that he had come to observe the work of the Overview and Scrutiny Committee.

207. **Arrangement of Agenda:**

The Chairman re-ordered the agenda at the meeting. For clarity, business is recorded in the order set out in the agenda.

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

208. **Minutes:**

RESOLVED: That the minutes of the meetings held on 16 September 2007 and 25 September 2007 be taken as read and signed as correct records when printed in the Council Bound Minute Volume.

[Note: Some Members enquired about the decision of the Overview and Scrutiny Committee on the delegates appointed by this Committee to represent the Council on the pan-London Joint Overview and Scrutiny Committee, which had subsequently been overturned by the full Council meeting held on 18 October 2007. They were of the view that the Overview and Scrutiny Committee ought to be afforded the courtesy of being informed, in writing, of the legal basis of the decision taken by Council. The Chairman agreed that this request would be met].

(See also Recommendation I and Minute 218).

209. **Public Questions:**

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

210. **Petitions:**

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

211. **Deputations:**

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

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

RESOLVED: To note that there were no references from Cabinet or Council.

213. **Report from Lead Members:**

RESOLVED: To note that there was no report from Lead Members.

[Note: Prior to the consideration of the substantive business on the agenda, the Chairman welcomed Nicolay Sorensen from the Centre for Public Scrutiny as an observer to the meeting].

214. **CNWL Mental Health NHS Trust - Foundation Trust - Update and Benefits:**

The Chairman welcomed Claire Murdoch, Chief Executive of the Central and North West London (CNWL) Mental Health NHS Foundation Trust, to the meeting.

Claire Murdoch gave a presentation on the benefits of being an NHS Foundation Trust. She updated the Committee on the types of services provided and highlighted the benefits of partnership working. She stated that the benefits of obtaining a Foundation Trust status were immense, and highlighted the differences associated with reporting to the 'Monitor', a body that had been set up to audit and scrutinise Foundation Trusts.

The Committee was:-

- informed of the financial freedoms given to Foundation Trusts, which allowed the Trust to create a surplus, re-invest in services and secure long-term contracts. There was also a greater scope for innovation;
- updated on the performance of the CNWL, which had been awarded, as part of its annual health check, an excellent rating for the quality of services provided;
- briefed on the results of the survey of service users in Harrow, which had been positive;
- informed of the recent achievements in Harrow, including the work carried out with the Asian community to improve communication;
- made aware of the positive experience of staff and service users as a result of the Section 75 Agreement – a creative approach to health and social care provision – signed with Harrow in May 2007. Staff had been supported well during the transition of what was the first such Agreement of this size.

Claire Murdoch highlighted the key initiatives for 2007/08, including a proposal to create an Acute Inpatient service at Northwick Park Hospital. She highlighted the need for all partners to better understand the health needs of the Borough, which was a key factor to effective service delivery. She responded to questions from Members as follows:-

- To date, she had not noticed any disbenefits of operating as a Foundation Trust. However, nationally there was a debate about how large deficits in the NHS would be financed at a time when Foundation Trusts were showing a surplus and whether these surpluses would be used to finance deficits elsewhere in the NHS.
- The Healthcare Commission continued to oversee all sectors of the NHS but the Foundation Trusts benefited from a reduction in financial constraints, the requirement to supply frequent financial returns and governance arrangements.
- Mental Health Foundation Trusts were required to work closely with Local PCTs and that there was flexibility to move profit around (surpluses). The level of service commissioned by the relevant PCT determined service provision in individual boroughs.
- Further information would be provided at a future meeting on Harrow's needs, the strategy and how services in Harrow would be delivered. Level of investment was also an issue that would benefit from further discussion.
- With regard to Child and Adolescent Mental Health (CAMH), Claire Murdoch noted that the PCTs financial difficulties had impacted on provision, but that the Section 75 Agreement reached with the Council meant that staff felt that capacity for undertaking assessments of Children Looked After could be improved. Further information on assessments carried out for Children Looked After would be sent to Members.
- She would discuss the concerns expressed in relation to alcohol abuse/liver diseases with experts in the health field prior to putting forward practical steps which would help make inroads into what was a serious national issue.

A Member suggested that covering reports setting out the implications for Harrow ought to be provided by officers to the Committee when it was receiving reports/presentations from its Partners.

The Chairman thanked Claire Murdoch for the presentation, and said that she would be invited back to the Committee to discuss matters raised by Members.

RESOLVED: That the presentation be received and noted.

215. **Stroke Services at North West London Hospitals - Update on Developments October 2007:**

The Chairman welcomed Fiona Wise, Chief Executive for the North West London Hospitals (NWLH) NHS Trust, and Sarah Thompson, Interim Director for Strategic Commissioning at Brent PCT and Lead Manager for Adult Therapies, to the meeting.

Sarah Thomson highlighted the key points in the report circulated with the agenda and the challenges facing the NHS in ensuring that treatment to patients suffering from a stroke was given within a 'window' of 3 hours, in order to improve outcomes for patients. She stated that the NWLH had a stroke unit, which provided rehabilitation and speech therapy. It was intended to develop this service further and a multi-disciplinary Strategy Group had been set up to look at how the existing service could be enhanced. Discussions with the PCT were continuing and a bid could be submitted for the provision of a stroke centre at Northwick Park and the Central Middlesex Hospitals.

Fiona Wise and Sarah Thompson responded to questions from Members as follows:-

- The Darzi Review was recommending a limited number of specialist stroke centres in London and that the NWLH was considering making a bid for the provision of such a centre at Northwick Park Hospital (the 'hub' with 24/7 provision) supported by Central Middlesex Hospital (the 'spoke'). Such an approach would require the Trust to have the backing of Harrow and Brent PCTs. Fiona Wise considered that the Trust was in a strong position given its geographical location and transport connections. In addition, the Trust already treated the highest proportion of stroke patients in London.
- If the 'hub' for stroke services were sited at Hammersmith Hospital, then consideration would need to be given to the issue of traffic and the ability to transport patients suffering from stroke and give them treatment within the crucial 3-hour 'window';
- Fiona Wise commented that care for those suffering from a stroke in London needed improving. The Darzi Review highlighted the need to embrace advances in technology and medicine in this area. Tangible improvements could be made at Northwick Park Hospital but public education on strokes was also crucial. The Ambulance Service was responsive and diagnosis was normally undertaken at the scene. The patient was then taken to the most appropriate hospital rather than the nearest one. A Member enquired as to whether the report was aspirational and whether improvements to services had taken place over recent years. Fiona Wise responded that the potential for Northwick Park Hospital to become a 'hub' would deliver these improvements.

A Member stated that it would be helpful to see a network of resources in order to ensure that the provision of health was not purely focused at Northwick Park Hospital. The provision of continuing care was also an issue for Harrow.

The Chairman thanked both Fiona Wise and Sarah Thompson for their report and responses to questions from Members.

RESOLVED: That the report be received and noted.

216.

Scrutiny Work Programme:

The Scrutiny Manager introduced the report, which set out the long list of projects to be considered for the Scrutiny Work Programme for the next 12-18 months following consultation with scrutiny policy and performance lead Councillors, Members of the Executive, and Service and Corporate Directors. The report also incorporated projects that Councillors had prioritised from the Work Programme of the former Committees.

The officer informed the Committee that, since the report had been drafted, additional requests had been received for scrutiny to challenge the self-assessment as part of the IDeA Peer Review and to carry out a review of Council support to the Voluntary Sector. She advised that it was too late for scrutiny to challenge the self-assessment, having cancelled the meeting scheduled on 30 October 2007 where this matter would have been first discussed. There was officer capacity to carry out a review of the latter provided that the Governance of the Service Level Agreements (SLAs) project was subsumed into this review.

A lengthy discussion on the merits of reviewing the projects listed on page 33 (Table 1) of the agenda included the following points:-

- The request to carry out a review of Council support to the Voluntary Sector and its amalgamation with the Governance of the SLAs, including the political implications of such a review and the need to manage expectations, their respective priorities and how the reviews ought to be conducted.
- The need to build on the work previously carried out on the Voluntary Sector.

- The ability of Members to resource the reviews proposed.
- The need to widen the scope of Care Matters. The Scrutiny Manager proposed that the Challenge Panel outlined in the report be undertaken initially and that Members could then consider whether to undertake further work.
- A request to carry out a light touch review of the Brent Birthing Centre in association with Brent Council. A Member proposed that such activity be incorporated with the work on the Darzi Review.

Having considered the advice of the Scrutiny Manager, and in noting that not all non-Executive Members would be able to participate in the Voluntary Sector reviews because of their respective interests, it was

RESOLVED: That (1) having considered the long list of potential projects, including the recommendations from the Chairmen and Vice-Chairmen of the Overview and Scrutiny Committee and the Performance and Finance Scrutiny Sub-Committee, the priority projects set out in paragraph 2.6 of the officer report be undertaken during the next 12-18 months, subject to the inclusion of a review of Council support to the Voluntary Sector and its amalgamation with the Governance of SLAs in Table 1 and an initial only Challenge Panel on Care Matters;

(2) the remaining reviews on the long list be noted.

217. **Appointment of Non-Voting Advisors to the Overview and Scrutiny Committee:**

The Committee received a report of the Corporate Director of Strategy and Business Services outlining options for appointing non-voting advisors to the Overview and Scrutiny Committee. The Scrutiny Manager introduced the report and outlined the key points, which required Members' consideration.

Members commented on the various aspects of the report, some of who urged caution in certain areas and suggested amendments. They were of the view that the attendance of non-voting advisers to Committee meetings should be by invitation only, that additional meetings such as that proposed in the penultimate bullet point on page 82 of the agenda ought to be avoided and that it was important not to raise expectations.

Following advice from the Scrutiny Manager that the report contained two distinct proposals where attendance of non-voting advisers would be by invitation only and the creation of a Reference Group would help establish a structured relationship with those advisers already on the scrutiny database, and following a discussion on how the advisers would be appointed, it was

RESOLVED: That (1) the role profile for non-voting advisers to the Overview and Scrutiny Committee, set out at Appendix 1 to the officer report, be endorsed subject to (i) the deletion of the penultimate bullet point; (ii) a rider that attendance would be by invitation only;

(2) a pool of members be established to provide additional support to policy and performance lead scrutiny Members and to participate in the scrutiny projects, as set out at appendix 2 to the report;

(3) officers be authorised to pursue the appointment of the non-voting advisers and report back to the Committee with proposed nominations for approval;

(4) officers be authorised to develop more detailed proposals for the establishment of the pool of community representatives.

218. **Healthcare for London - Joint Overview and Scrutiny Committee (JOSC):**

Further to Recommendation I, Councillor Mrs Vina Mithani, in her capacity as the Council's 1st Reserve representative on the pan-London JOSC in the absence of Councillor Myra Michael, the Council's main representative on this body, provided a feedback from the first informal meeting of the JOSC held on 30 October 2007 and how it would operate in the future.

The Councillor also briefed Members of the Committee on the Darzi Scrutiny Working Group, which had met on 12 November 2007, including its terms of reference. In the absence of Councillor Myra Michael, Councillor Vina Mithani had assumed the Chair at that meeting. The Working Group would next meet on 17 December 2007. Councillor Barry Macleod-Cullinane, the Council's 2nd Reserve representative on the JOSC,

reported that the Working Group would take issues forward and feed these in to the pan-London JOSC.

Members of the Committee sought clarification on the workings of JOSC, including its membership. Some Members were of the view that the Council's representation on the JOSC – one Member per authority with a substitute – ought to be non-political.

The Chairman thanked Councillor Vina Mithani for the briefings.

RESOLVED: That the briefings be noted.

219. **Member Development – Training Session:**

The Chairman reminded Members of the subject-specific Member Development Session for all Members serving on the Overview and Scrutiny Committee and its Sub-Committees scheduled to be held on 15 November 2007 from 7.00 pm until 9.00 pm.

RESOLVED: That the above be noted.

220. **Extension and Termination Of Meeting:**

In accordance with the provisions of Overview and Scrutiny Procedure Rule 6.7(ii)(b), it was

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

(2) at 10.30 pm to continue until 10.35 pm.

(Note: The meeting, having commenced at 7.34 pm, closed at 10.31 pm).

(Signed) COUNCILLOR STANLEY SHEINWALD
Chairman

REPORT OF OVERVIEW AND SCRUTINY COMMITTEE

MEETING HELD ON 20 NOVEMBER 2007

Chairman:	* Councillor Stanley Sheinwald	
Councillors:	* Robert Benson (1) * Mrs Margaret Davine * B E Gate * Mitzi Green * Mrs Kinnear (3) * Ashok Kulkarni (2)	* Barry Macleod-Cullinane * Jerry Miles * Dinesh Solanki * Yogesh Teli * Mark Versallion
Voting	(Voluntary Aided)	(Parent Governors)
Co-opted:	† Mrs J Rammelt * Reverend P Reece	* Mr R Chauhan * Mrs D Speel

* Denotes Member present
(1), (3), (2) Denotes category of Reserve Members
† Denotes apologies received

[Notes: (1) Councillors Paul Scott and Bill Stephenson, having been invited by the Committee to backbench, also attended this meeting to speak on the items indicated at Minutes 232 and 233 below;

(2) Councillor Anjana Patel, having been invited by the Committee in her capacity as the Portfolio Holder for Community and Cultural Services, also attended the meeting to speak on the items indicated at Minutes 232 and 233 below;

(3) Councillors Christine Bednell and Janet Mote, having been invited by the Committee to attend the meeting in their capacity as Portfolio Holders for Schools and Children's Development and Children's Services respectively, spoke on items indicated at Minutes 234 to 238 below].

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES

221. **Membership of Overview and Scrutiny Committee:**
The Chairman advised Members of the change in the membership of the Overview and Scrutiny Committee, as set out in the second supplemental agenda. He welcomed Councillor Barry Macleod-Cullinane as a full Member of the Committee.

It was noted that the change had been agreed under the procedure for Urgent Council Decisions, in accordance with Part 3b of the Council's Constitution, a departure from the normal procedure of making such decisions at full Council meetings.

222. **Attendance by Reserve Members:**

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

Ordinary Member

Councillor Manji Kara
Councillor Mrs Myra Michael
Councillor Anthony Seymour

Reserve Member

Councillor Ashok Kulkarni
Councillor Robert Benson
Councillor Mrs Kinnear

223. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

Agenda item 12 – Adult Services Complaints Annual Report

Councillor Mitzi Green declared a prejudicial interest in that her son was currently pursuing a complaint against the Council. She would leave the room during consideration of this item and would not take part in the discussion or decision relating to it.

Agenda items 13-16 – Children’s Services Complaints Annual Report/Children and Young People Strategic Partnership Scorecards/Children’s Issues – Annual Performance Assessment and Children and Young Persons Plan/Strategic Approach to School Organisations

- (i) The majority of Members indicated personal interests in that they were governors at various schools in Harrow. They would remain in the room to participate in the discussion and decision relating to these items.
- (ii) Councillor Dinesh Solanki declared a personal interest in that his daughter was a pupil at Belmont School. He would remain in the room to participate in the discussion and decision relating to these items.

224. **Arrangement of Agenda:**

The Chairman stated that items 10, 11 and 18(a) would be considered together. It was accepted that any questions in relation to item 19 (confidential appendices in relation to item 18(a)) ought to be raised outside of the meeting.

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

<u>Item</u>	<u>Special Circumstances/Grounds for Urgency</u>
18(a)/19. Development of Leisure and Cultural Services Facilities	The report and the appendices were not available at the time the agenda was printed and circulated as necessary approvals were being sought for its inclusion on the agenda. Members were requested to consider these items, as a matter of urgency, as they related to items 10 and 11 on the agenda.
18(b) Appendix. Membership of the Performance and Finance Scrutiny Sub-Committee	The proposed changes to the membership of the Sub-Committee had not been notified when the agenda was printed and circulated. Members were requested to consider this item so that the changes could be made with immediate effect.

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

<u>Item</u>	<u>Reason</u>
19. Development of Leisure and Cultural Services Facilities – Exempt Appendices 4-7 to agenda item 18(a)	These appendices were considered to be exempt from publication under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that they contained information relating to the financial or business affairs of any particular person.

225. **Minutes:**

RESOLVED: That the minutes of the meeting held on 13 November 2007 be deferred until printed in the Council Bound Minute Volume.

226. **Public Questions:**

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

227. **Petitions:**

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

228. **Deputations:**

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

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

RESOLVED: To note that there were no references from Cabinet or Council.

230. **Report from Lead Members:**

RESOLVED: To note that there was no report from Lead Members.

231. **Overview and Scrutiny Review of Cultural Services/Development of Leisure and Cultural Services Facilities:**

The above-mentioned reports were discussed together and reference was made to the report at Minute 233, which also related to these items. It was noted that the report on the Development of Leisure and Cultural Services Facilities had been considered by the Cabinet at its meeting held on 8 November 2007.

The Chairman welcomed the Portfolio Holder for Community and Cultural Services to the meeting. The Portfolio Holder referred to the Overview and Scrutiny Review of Cultural Services report, which provided progress made on the recommendations made by the Overview and Scrutiny Committee in this regard. She invited questions from the Committee.

Members asked questions on the recommendations made, which were responded to by the Portfolio Holder and an officer as follows:-

- The choice of wording in the response to recommendation 13 was unfortunate. The officer assured Members that business cases were made before any action was initiated.
- In relation to recommendation 11, the Service was providing value for money and the knock-on effect on the community for every £1 spent was very high.
- Regarding recommendation 2, the Cultural Forum would meet bi-monthly to plan the cultural strategy and that its first meeting was scheduled to be held in December 2007.
- The Passport to Culture (a leisure card) would provide a direct marketing approach for the young to explore the world of Harrow. Data collection would be a challenge, including its management to understand potential customers.
- In relation to recommendation 14, no specific funds were available for cultural projects. In relation to Prosperity Action Teams (PATs), better guidance would be produced for Ward Councillors. Officers would identify the most needy areas which would most benefit from the money available through PATs.
- In light of the decisions taken by the Cabinet on 8 November 2007, discussions on the provision of art/gallery space would continue with potential developers.
- In relation to recommendation 12, robust investment had been made to ensure community involvement and the re-launch of the Cultural Forum would help move this forward. Involvement would be measured through scorecards.
- The provision of artists studios at Bernays Gardens were unlikely as there was no funding available for this project.
- A Cultural Olympiad would take place in 2008 in partnership with the west London boroughs.

A Member who was backbenching stated that he was disappointed with Cabinet's decision and was concerned that Harrow Town Centre would become a 'cultural desert'. Low priority had been given to the provision of art and an opportunity had been missed. Exhibition and performance spaces were crucial to the Town Centre. Another Member who was also backbenching asked if discussions had involved the retention of the library at the Gayton Road site.

In response the Portfolio Holder explained the decision of the Cabinet had been taken with due consideration being given to the Council's challenging financial situation. It

had not been viable to retain the library on the Gayton Road site and the most appropriate site for a library was the Town Centre. It was intended to provide a library in the Town Centre as part of its overall development. The provision of performance/exhibition space would also be considered at that time. The provision of a new Leisure Centre was crucial and could not be delayed at the expense of providing performance space/exhibition space. An officer explained that since the Cultural Strategy was adopted and with the support from Sport England, work was being done to ensure that facilities were not being replicated. Sport England had identified South Harrow as an area which would benefit from leisure facilities.

RESOLVED: That the reports be noted.

232. **Cultural Services Review - Beacon Centre Case Study - Scope:**

An officer introduced the report, which set out the scope for the completion of the case study on the Beacon Centre as part of the Cultural Services Review carried out by the Committee. He stated that the report related to recommendation 26 of the Review, details of which were set out in the report of the Director of Community and Cultural Services at item 10 on the agenda.

The officer responded to questions from Members and explained that the Review would examine all issues, including those suggested at the meeting such as the financial viability of the Centre and the different ways in which it could operate. The Portfolio Holder for Community and Cultural Services suggested that a representative from the Rayners Lane Centre be invited to take part in the Review. Following further discussion on the timing of reporting back on the review and which Members were eligible to participate in reviews, it was

RESOLVED: That (1) the draft scope on the Beacon Centre Case Study attached to the officer report be agreed;

(2) the Review Group report back to the Committee, at its meetings scheduled to be held on 12 February or 31 March 2008;

(3) a representative from the Rayners Lane Estate be invited to participate in the Review;

(4) in addition to the Members listed on page 17 of the agenda, other Members be invited to participate in the Review Group;

(5) the Director of Legal and Governance Services be asked to clarify whether Cabinet Assistants were eligible to participate in scrutiny reviews.

233. **Adult Services Complaints Annual Report (social care only):**

An officer introduced the report in this regard, which provided information about complaints made between 1 April 2006 and 31 March 2007 under the complaints and representations procedures established under the National Health Service and Community Care Act 1990, through the Local Authority Social Services Complaints (England) Regulations 2006 and the Council's Corporate Complaints Procedure relating to Adults Community Care Services. He highlighted the key aspects of the report.

The officer highlighted the successful use of mediation in complaints management, which had meant that no statutory complaints in relation to adults' services had progressed to Stage 3.

The officer responded to various questions from Members. In addition, he stated that it was desirable to increase Stage 1 complaints in order to listen to people's concerns with a view to making improvements in service provision. He agreed to inform Members of when the Older Peoples' Handbook would be updated and amended.

A Member commented on the need to explain the acronyms used in reports and the need to identify risks, costs and opportunities associated with the making of complaints. He stated that it was unacceptable that a complaint had taken 51 days to produce a response and that in such situations, other staff should be asked to assist. Another Member registered her concern about the proposed single comprehensive complaints process across health and social care, as set out on page 37 of the agenda. She was of the view that such a move would disadvantage sections of the community and would lead to an increase in the need for advocacy.

RESOLVED: That the report be noted.

234. **Children's Services Complaints Annual Report:**

Members received a report in this regard, which provided information about complaints made between 1 April 2006 and 31 March 2007 under the complaints and representations procedures established through the Representations Procedure.

An officer highlighted the key aspects of the report and responded to Members' questions in detail. The officer highlighted the need to empower young people to raise complaints and referred to the measures that had been introduced to ensure that this happened. There was a need to build relationships between the advocacy service and Children's Services. He attributed the reduction in Stage 2 complaints to the good work done by staff in Children's Services, and key lessons learnt which had resulted in improvements all round. The amalgamation of the health and social care complaints processes would also apply to Children's Services.

The Committee was informed of the need to improve Harrow's pool of investigators and to introduce penalties where report deadlines were not adhered. He undertook to write to Members about the nature of the complaints, which were about policy and procedural requirements not being met and whether they related to any systematic issues.

A Member enquired about the way in which outcomes of complaints would be recorded in future. The officer advised that outcomes would be recorded as upheld, partially upheld or not upheld.

The Chairman thanked the Corporate Director of Children's Services and the officer for the responses provided to Members' questions.

RESOLVED: That the report be noted.

235. **Children and Young People Strategic Partnership (CYPSP) Scorecards:**

The Chairman welcomed the Portfolio Holders for Schools and Children's Development and Children's Services to the meeting for this item.

The Corporate Director of Children's Services introduced the report, which set out the latest position on the Children and Young People's scorecard. The report provided target and latest performance against the indicators, which were monitored by Harrow's Children and Young People Strategic Partnership. The Director outlined key aspects of the report and referred to improvements made year on year.

The Director of Schools and Children's Development circulated a paper setting out the GCSE 2007 results. The Director added that the data was based on provisional 2007 results from the Statistical First Release (SFR) and the results would not be finalised until December 2007. She highlighted the areas that impacted on the results, such as pupil mobility and the process of discounting. Members were advised of a correction on page 65 of the agenda and it was reported that the actual 07/08 figure under A3 - number of available childcare places - should read 6620 places rather than 686. Harrow was therefore exceeding its target of 6042.

The Portfolio Holders for Children's Development and Schools and Children's Services and the Director responded to various questions from Members. Of particular note were:-

- Officers would be looking at the pioneering work carried out by Barnet Council in relation to the under-achievement of Children Looked After with a view to introducing a similar mentoring scheme in Harrow. It was intended to invite Barnet Council by January 2008 to make a presentation to Harrow on this matter.
- Teenage pregnancy rates were comparatively low in Harrow. The performance target was based on the percent reduction in teenage mothers, which was challenging for Harrow given the low overall level of teenage pregnancies. Young mothers were encouraged to stay in full time education. Members made differing comments about a flyer relating to the issue of teenage pregnancy.
- The excellent work carried out by teachers in schools and the support provided by parents had resulted in an increase in numbers achieving 5 or more GCSEs at grades A*-C.
- Harrow was unusual in that it suffered from high figures for authorised absences, the majority of which were due to religious observance. The various

festivals fell during school term time. An officer commented that inspectors had indicated that Harrow was doing all that it could to address absences.

- The Compact, agreed with schools and other partners, was used to address the problems associated with fixed term and permanent exclusions. In addition, a number of other strategies were also used which allowed the reintegration of pupils through managed moves into another school and by keeping pupils in schools but separating them from their peers. The Rapid Intervention Team played a crucial role in this area together with Helix (based at the Teachers' Centre), which provided a tuition service to those at risk of being excluded from schools.

RESOLVED: That the report be noted.

236. **Children's Issues - Annual Performance Assessment and Children and Young Persons Plan:**

The Corporate Director of Children's Services provided an oral report to the meeting in this regard. He informed the Committee that the Annual Performance Assessment (APA) was carried out by OFSTED who had visited Harrow, collected data and interviewed the staff. However, the results were embargoed until 29 November 2007.

The Corporate Director expected the results to be positive. The self-assessment carried out had shown improvements in all areas, particularly in service management and in delivery of value. In response to a question from the Chairman, he stated that the Children and Young Persons Plan was a 3-year Plan and would be refreshed in February 2008, the same time as the Council's budget was approved. At that time staff and young people of Harrow would be interviewed. Scrutiny would be invited to engage at that time and key issues discussed.

RESOLVED: That the report be noted.

237. **Strategic Approach to School Organisation:**

The Director of Schools and Children's Services introduced the report, which outlined the reasons for considering a strategic approach to school organisation and proposed a framework for seeking stakeholder support for a way forward. The Director informed Members that the recommendations set out in the report had been agreed by Cabinet at its meeting held on 11 October 2007. The report had been submitted to this Committee for information only. She stated that the process would take 2-3 years to implement and that further reports would be submitted to this Committee to enable scrutiny to monitor progress.

The Portfolio Holder for Schools and Children's Development echoed her support for the strategic approach to school organisation and highlighted the need to implement it as soon as possible. She referred to the improvements made to the provision for early years and highlighted the need to change the age of transfer from 12 to 11. The latter was dependent on funding from the government.

In response to questions about amalgamation from a co-opted member, the Director stated that paragraph 10 on page 81 of the agenda had been amended following the receipt of comments from the Education Consultative Forum. She informed the Committee that where schools did not wish to amalgamate, they would be required to carry out a feasibility study to identify how amalgamation would be harmful, and provide compelling and overriding reasons against amalgamation. The decision on amalgamation would rest with the governing bodies, which had an overriding duty to consider and respond to the needs of pupils and parents.

The Portfolio Holder for Schools and Children's Development and the Director also responded to questions from Members as follows:-

- Currently, Harrow exported 25% of its pupils and imported 15%. It was intended to reverse this trend by providing schools for Harrow residents. When admission figures had been reached, Harrow schools would not be expected to provide extra places for residents outside Harrow though if pupil numbers in Harrow increased that would need to be reviewed.
- The proposed changes would assist with retention of children in the Borough's schools past primary age.
- New sites for schools were difficult to find and the measures proposed in the report would allow for existing sites to be used to retain children in the Borough

past primary age and for any spare capacity within primary school sites to be used as community facilities.

- The Stakeholder Group would be responsible for communicating proposals for amalgamation to parents. The governing bodies would need to make all information accessible to parents and hold meetings with them when carrying out a feasibility study. The local authority, as champions of pupils and parents, would have the powers to intervene when necessary under the provisions in the 2006 Education and Inspections Act.

The Chairman thanked the Director and the Portfolio Holders for attending the meeting and responding to questions from the Committee.

RESOLVED: That the report be noted.

238. **Accord MP Review – Scope:**

The Chairman of the Accord MP Review Group introduced the report, which set out the scope for the review of the first year's operation of the Accord MP partnership.

RESOLVED: That (1) the draft scope attached to the officer report be agreed;

(2) the Review Group report back to the Committee after the final report had been considered by the Performance and Finance Scrutiny Sub-Committee at its meeting scheduled to be held on 22 January 2008.

239. **Membership of the Performance and Finance Scrutiny Sub-Committee:**

RESOLVED: That (1) the membership of the Performance and Finance Scrutiny Sub-Committee set out below be approved;

	<u>Conservative</u>	<u>Labour</u>	<u>Liberal Democrat</u>
<u>Members</u>	Robert Benson Ashok Kulkarni Barry Macleod-Cullinane Dinesh Solanki Mark Versallion (CH) Yogesh Teli	Ms Nana Asante B E Gate (VC) * Phillip O'Dell Mrs Rekha Shah	Christopher Noyce
<u>Reserve Members</u>	1. Manji Kara 2. Don Billson 3. Jeremy Zeid 4. Mrs Kinnear 5. Stanley Sheinwald 6. (Vacancy)	1. Mitzi Green 2. Bill Stephenson 3. Thaya Idaikkadar 4. Keeki Thammaiah	1. Paul Scott

(2) Councillor Barry Macleod-Cullinane be appointed Scrutiny Performance Lead Member for Children and Young People.

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

In accordance with the provision of Overview and Scrutiny Procedure Rule 6.7(ii)(b), it was

RESOLVED: At 10.00 pm to continue until 10.20 pm.

(Note: The meeting, having commenced at 7.35 pm, closed at 10.15 pm).

(Signed) COUNCILLOR STANLEY SHEINWALD
Chairman

SCRUTINY
SUB-COMMITTEES

PERFORMANCE AND FINANCE SCRUTINY SUB COMMITTEE**6 NOVEMBER 2007**

Chairman: * Councillor Mark Versallion

Councillors: * Ms Nana Asante * Barry Macleod-Cullinane
 * Robert Benson * Paul Scott (1)
 * B E Gate * Mrs Rekha Shah
 * Mitzi Green * Dinesh Solanki
 * Ashok Kulkarni

* Denotes Member present

(1) Denotes category of Reserve Member

[Note: Councillor Mrs Margaret Davine also attended this meeting to speak on the item indicated at Minute 27 below, and Councillor Jeremy Zeid attended to speak on the items indicated at Minutes 28, 29 and 30 below].

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**16. **Councillor Mrs Janet Cowan:**

Before the business of the meeting a minute of silence was observed in memory of the late Councillor Janet Cowan.

17. **Attendance by Reserve Members:**

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

Ordinary MemberReserve Member

Councillor Christopher Noyce

Councillor Paul Scott

18. **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.

19. **Arrangement of Agenda:**

RESOLVED: That (1) agenda items 9, 10 and 11 be considered after items 12, 13 and 14;

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

20. **Minutes:**

RESOLVED: That the minutes of the meeting held on 23 July 2007 be taken as read and signed as a correct record.

21. **Public Questions:**

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

22. **Petitions:**

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

23. **Deputations:**

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

24. **References from Council and Other Committees/Panels:**

RESOLVED: To note that no reports were received.

25. **Chairman's Report:**

RESOLVED: That the Chairman's Report be noted.

26. **Report from Scrutiny Policy and Performance Lead Members' Quarterly Briefings:**

RESOLVED: That the report be noted.

27. **Performance Issues:**

Councillor Mrs Margaret Davine, Policy Lead Member on Children and Young People, updated Members on her understanding of the contents of the Queen's Speech, published the previous day, and briefed Members on some of the implications of the Government White Paper, *Care Matters – Time for Change*. A Member suggested that the implications should be quantified and costed, with a view to assessing the value of the White Paper's potential contribution.

RESOLVED: That the verbal update and comments be noted.

28. **By Exception: Officers' Report on Performance in Customer Satisfaction:**

The Sub-Committee considered a report of the Corporate Director, Strategy and Business Support, setting out key points in relation to performance issues in the area of customer satisfaction. Members noted falling levels of customer satisfaction in some areas, as recorded in the annual MORI survey. The officer reported that the Council's new vision and Corporate Plan aimed to deliver improvements by reducing the number of priorities. However, there would inevitably be a time-lag between service improvements and customers' perception of them. Members were concerned that a reduction in priorities should not mean that the Council would be seen to be doing fewer things better.

Members discussed the need for customers to be better informed about Council services, noting that better-informed customers were generally more satisfied. The officer reported that proposed changes to *Harrow People* included using it for publicity campaigns to this effect.

RESOLVED: That (1) the report be noted;

(2) a further report on customer satisfaction, to include the draft questions for the MORI survey, be considered at the next meeting of the Sub-Committee.

29. **By Exception: Officers' Report on Performance in Housing:**

The Sub-Committee considered a report of the Divisional Director, Adults and Housing Services, setting out key points in relation to performance issues in the area of housing. The officer reported that the Council's contractor, Kier, delivered two services - bringing houses up to the Decent Homes Standard (DHS), and a high-volume repairs service. Delivery of the DHS programme had started later than planned, leading to slippage. The officer informed Members that, despite the late start, Kier believed it could still deliver the programme. Asked about any penalties in relation to slippage, the officer told Members that there were no penalties as such, and that Kier's performance would be assessed at the end of the year.

Discussing performance relating to the repairs service provided by Kier, Members noted, among other things, the introduction of a diagnostic tool to help Access Harrow staff better to identify works required.

In answer to a question from a Member, the officer reported that the average cost of refurbishing a property was £1600-£1800, although more had been spent recently on one to which the Council had not had access for a long period of time.

The officer agreed to supply written answers to Members' questions on:

- progress against the projected number of properties to be refurbished as part of the DHS programme in the current financial year;
- details of the Council's leverage in terms of managing the Kier contract, for example, if Kier were unable to make up the shortfall in the DHS programme within a given period;
- the number of cases of the wrong tradespeople sent to deal with repairs.

RESOLVED: That (1) the report be noted;

(2) a further report be considered at the next meeting of the Sub-Committee.

30. **By Exception: Officers' Report on Performance in Public Realm Services:**

The Sub-Committee considered a report of the Corporate Director, Community and Environment, setting out key points in relation to performance issues in the area of public realm services. The officer reported that currently only 14% of the 15,000 flats in Harrow had access to kerb-side recycling. The aim was to increase this to 18% by the end of the financial year. Government funding was available to support this development for one year, and details of how to deliver the programme successfully were being worked out on a site-by-site basis.

Following the completion of a review of public realm services, it was also hoped that the Council would be able to develop trade recycling, as well as recycling for schools. In answer to questions from Members, officers reported that 35% of building rubble was recycled currently, but the aim was to reach a level of 65-70%.

The officer reported that the issue of street cleanliness would also be covered by the review of public realm services. Currently Harrow was one of the lowest-spending authorities on street cleaning, and the service needed strengthening. The monitoring of street cleaning and some effects of recycling, for example, fly-tipping, would also be covered in the review, after which challenge panels would be organised.

RESOLVED: That (1) the report be noted;

(2) performance information on extending recycling to 18% of flats by the end of the financial year be monitored by the Chairman and Vice-Chairman on a "by exception" basis;

(3) a further report, focusing on street cleanliness, be considered at the next meeting of the Sub-Committee.

31. **Culture of Performance Management:**

The Sub-Committee considered a report of the Corporate Director, Strategy and Business Support, setting out information for Members on the development of a robust performance management culture in Harrow Council. Members noted that the culture of performance management was at an early stage, and that Members, including non-Scrutiny Members and Portfolio Holders needed further training. An officer reported that training would be provided for all Members. Some Members felt that the role of Scrutiny should be acknowledged in final decision-making, as Scrutiny's involvement had sometimes been substantial but not referred to. A Member suggested that it would be easier to measure the impact of Scrutiny if its individual recommendations were listed in reports to Cabinet and the outcomes of the recommendations recorded.

RESOLVED: That the report and the comments above be noted.

32. **Reference to Overview and Scrutiny Committee:**

The Sub-Committee considered a report of the Corporate Director, Strategy and Business Support, recommending that resolutions and findings from this meeting be reported to the next available meeting of the Overview and Scrutiny Committee.

RESOLVED: To approve the drafting of a reference report to the Overview and Scrutiny Committee, setting out findings and resolutions, and identifying any issues on which the Performance and Finance Sub-Committee recommended that an item be escalated for further consideration.

33. **Scrutiny Scorecard:**

The Sub-Committee considered a report of the Corporate Director, Strategy and Business Support, setting out Scrutiny performance in the previous quarter, as recorded in the Scrutiny Scorecard. The officer reported that this process was still at an early stage, but it would prove useful as a basis for future analysis. With a view to making clearer the impact of Scrutiny, Members discussed the possibility of reformulating performance indicator PE5, which related to the percentage of Scrutiny recommendations approved by Cabinet.

RESOLVED: That (1) the report be noted;

(2) the reformulation of performance indicator PE5 be discussed at the Chairman's meeting.

34. **Dates of Future Meetings:**

RESOLVED: That the following dates of future meetings be noted:-

- 22 January 2008
- 29 April 2008.

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

In accordance with the Overview and Scrutiny Procedure Rule 6.6 (ii) (Part 4F of the Constitution) it was:

RESOLVED: At (1) 9.58 pm to continue until 10.13 pm;

(2) 10.13 pm to continue until 10.23 pm.

(Note: The meeting having commenced at 7.40 pm, closed at 10.23 pm)

(Signed) COUNCILLOR MARK VERSALLION
Chairman

CALL-IN SUB COMMITTEE

29 NOVEMBER 2007

Chairman: * Councillor Anthony Seymour

Councillors: * B E Gate * Stanley Sheinwald
* Jerry Miles (1) * Jeremy Zeid (1)

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

[Note: Councillors David Ashton, Paul Scott, Navin Shah and Bill Stephenson also attended this meeting to speak on the item indicated at Minute 34 below].

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**30. **Attendance by Reserve Members:**

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

Ordinary MemberReserve Member

Councillor Mitzi Green
Councillor Mark Versallion

Councillor Jerry Miles
Councillor Jeremy Zeid

31. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

Agenda Item 5: Call-in of the Decision of the Cabinet Meeting on 8 November 2007: Key Decision – Development of Leisure and Cultural Services

Councillor David Ashton declared a prejudicial interest in the above item arising from the fact that his wife, Councillor Marilyn Ashton was the Chairman of the Local Development Framework Panel and the Town Centre Major Projects Panel.

He further declared a prejudicial interest in that he was an Executive Member and had taken part in the decision making on this item. Accordingly he would remain in the room only for the purpose of making representations, answering questions or giving evidence relating to the item.

32. **Arrangement of Agenda:**

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

Special Circumstances/Grounds for Urgency: Under Overview and Scrutiny Procedure Rule 22.6, a meeting of the Call-In Sub-Committee must be held within 7 clear working days of the receipt of a request for call-in. This meeting therefore had to be arranged at short notice and it was not possible for the agenda to be published 5 clear working days prior to the meeting.

(2) all other items be considered with the press and public present, with the exception of the following:

<u>Item</u>	<u>Reason</u>
17. Development of Leisure and Cultural Services Facilities - (Appendices 4, 5, 6 and 7 to agenda item 9)	These appendices were considered to be exempt from publication under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that they contained information relating to the financial or business affairs of any particular person.

(3) under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting whilst legal advice is given to the Sub-Committee, on the grounds that it was thought likely that there would be disclosure of exempt information under paragraph 5 of Part I of Schedule 12A to the Act, in that there would be

disclosure of information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

33. **Minutes:**

RESOLVED: That the minutes of the meeting held on 13 August 2007 be taken as read and signed as a correct record.

34. **Call-in of the Decision of the Cabinet Meeting on 8 November 2007: Key Decision - Development of Leisure and Cultural Services:**

Members considered a decision taken by Cabinet at the meeting held on 8 November 2007, which set out the proposed strategy for the redevelopment of Harrow's Leisure and Cultural Services. A call-in notice had been subsequently received, calling in the decision and this decision had therefore been referred to the Call-in Sub-Committee for consideration under the call-in procedure.

The Sub-Committee received the notice invoking the call-in procedure, the joint report of the Corporate Directors of Community and Environment, and Community and Cultural Services submitted to Cabinet and the relevant minute extract.

The Portfolio Holders, Community and Cultural Services, External Affairs and Property and Adult Services, had indicated that they were unable to attend. The Portfolio Holder Finance and Portfolio Co-ordination attended and tabled a paper responding to the grounds for call in. Members agreed to adjourn the meeting for five minutes in order to read the paper.

(a) **Decision Relating to Byron Park:**

In relation to the Byron Leisure Park, Cabinet had resolved to "agree that the development of 'Byron Leisure Park' should be based on Option 4 (Section 2.5.1) of the officer report, ie. to provide a new principal leisure centre; the development of a new 'Byron Hall' facility, at another location, in partnership and subsequent to a commercial review; a new skateboard park; the relocation of 'The Bridge' within the Byron site; associated Public Realm improvements; together with the disposal of land for residential development. The new leisure centre to open by 1 February 2010;" A call-in notice was subsequently received.

The decision had been called-in on two grounds:

- inadequate consultation with stakeholders prior to the decision;
- the absence of adequate evidence on which to base the decision.

The Chairman invited a Member representing the signatories to the call-in to speak. The Member expressed his concern at Cabinet's decision regarding Byron Leisure Park as he felt that the decision had been hastily made without consultation with stakeholders, in particular the Borough's ethnic minority community, who frequently used the facility. He was also critical that the report approved by Cabinet reassured that there would be an extensive review to determine the business case however there was no commitment to replace the facility. In addition, he stated that Byron Hall with its extensive car parking facilities was by far the largest of its kind and nothing compared with it in neighbouring boroughs. He referred to Harrow's Compact agreement which set out a framework for working relationships between local Government, the wider statutory sector, the private sector, voluntary and community sectors. The idea was to encourage and build good partnerships and work jointly in order to provide effective services to local people and communities within the Borough. He felt that, contrary to the Compact agreement, users such as Harrow Association of Disabled people and community users had not been consulted. He added that the Equalities Impact Assessment had been inadequately completed. Furthermore, he felt that the decisions ought to have been considered, in the first instance, at either the Town Centre Major Projects Panel and/or the Local Development Framework Panel. Some Members and expert advisors of those Panels felt perturbed that they had been omitted from any decision making process relating to the revised Leisure Park. The Member also felt that inadequate evidence had been provided to support the decision made by Cabinet and requested that the decision regarding the Byron Leisure Park be referred to Cabinet for reconsideration.

In response, the Portfolio Holder Finance and Portfolio Co-ordination made the following points:

- there were other facilities within Harrow that could accommodate large numbers of people.
- there were also similar facilities in neighboring boroughs such as the Advait Centre in Brent and the Jain Centre in Potters Bar;
- a commercial review to determine the business case for the Byron Leisure Park would be undertaken in order to identify community needs and establish a new facility in a more suitable location. Consultation would take place at the relevant time;
- the financial costings of the following four options had been considered and the most appropriate option, bearing in mind the Authority's financial position, was agreed:-
 - i The was no reprovision for Byron Hall
 - ii Byron Hall to be located elsewhere
 - iii Byron Hall could be refurbished
 - iv Byron Hall to be replaced;
- the decision taken by Cabinet was not contrary to Harrow's Compact agreement.

Members of the Sub-Committee asked questions on a number of issues. The consultation process and alternative accommodation was highlighted as a central issue.

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

RESOLVED: That the grounds for the call-in be rejected and the decision of the Cabinet on 8 November 2007 relating to Byron Leisure Park be implemented.

(Note: Councillors B E Gate and Jerry Miles wished to be recorded as having abstained from voting in relation to "The absence of adequate evidence on which to base a decision" as grounds for call in).

(b) Decision Relating to the Library/Arts Centre at Gayton Road:

In relation to the Library/arts Centre at Gayton Road, Cabinet had resolved to "agree not to proceed with the Cabinet decision to develop a combined library/arts centre at Gayton Road taken on 14 December 2006, minuted as item 152;" a call-in notice had subsequently been received, calling in the decision which was referred to the Call-in Sub-Committee for consideration under the call-in procedure.

The decision had been called-in on two grounds:

- inadequate consultation with stakeholders prior to the decision;
- the absence of adequate evidence on which to base the decision.

A Member representing the signatories to the call-in expressed his concern at Cabinet's decision regarding the Library/arts Centre as he felt that the decision had been made without being properly thought through. He reminded Members that in December 2004, a cross-party decision had been taken to rebuild and modernise Gayton Library, incorporating the Civic Centre library and to create a performance and exhibition space within the Town Centre. Subsequently, the Town Centre and Major Projects Panel (TCMPP) - formerly known as the Town Centre Project Panel) was established to consider the strategic overview of the development. The Panel consisted of four advisors who were experts in their various fields. A Recommendation from the Panel to Cabinet with the proposal was subsequently agreed. The Member felt that to revoke such a major and key decision made by Cabinet was wrong and against internal and external policies and procedures. The decision was also wrong as there had been no consultation with residents and stakeholders, and no views had been sought. Businesses and stakeholders alike would be affected by the revised infrastructure yet no one was notified of the proposals. Again the advisors on the TCMPP were left out of the loop and the decision bypassed the TCMPP and the Local Development Framework Panel. The advisers of the TCMPP had architectural, town planning, traffic and

environmental expertise and were not given the opportunity to share their knowledge and concerns on the revised proposal. Residents ought to have been consulted on whether they preferred the option to build 1500 homes or a performance/exhibition space. He advised Members that residents had requested a performance/exhibition space for some time, something which the Town Centre lacked. He also felt that the proposal ought to have been referred to the Local Development Framework Panel and/or the TCMPP for consultation prior to being submitted to Cabinet.

Members who invoked the call-in also raised concerns with the proposal to relocate Gayton Road library to Garden House for five years, and raised the following points:

- There had been no consultation with residents and stakeholders.
- Garden House was a five storey building with a single lift and not accessible to all.
- Garden House was a third rate temporary replacement.
- There was no parking provision.
- A site for the new library had not been identified.
- Harrow's Compact had been disregarded.
- An Equalities Impact Assessment had not been undertaken.
- The Overview and Scrutiny Committee had been bypassed. The Committee should have been given the opportunity to scrutinise the changes in the mixed use development.

Members invoking the call-in also felt that there had been inadequate evidence to support the decision made by Cabinet and requested that the Library/Arts Centre at Gayton Road be referred to Cabinet for reconsideration.

Responding, the Portfolio Holder, Finance and Portfolio Co-ordination, made the following points:

- the Authority was committed to establishing a Central Library, which would serve Harrow Town Centre and be included in the new infrastructure;
- the current financial position of the Authority had to dictate what was achievable; the original costing was £9.75 million in 2004, but in reality, by July 2007, it had amounted into the region of £22 million;
- there were no requirements within the UDP for the provision of a performance/exhibition space in the Town Centre, although Greenhill Way car park was a potential site which could accommodate a Central Library;
- the impact of the proposed new infrastructure would be considered within the planning applications;
- this Administration would ensure that the Borough's leisure and cultural facilities would be provided within the strategic framework, and ensure that the development would be modern and fit for purpose;
- the decision taken by Cabinet was not contrary to Harrow's Compact Agreement;

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

RESOLVED: That the grounds for the call-in be rejected and the decision of the Cabinet on 8 November 2007 relating to the Library/arts Centre at Gayton Road be implemented.

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

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

(2) at 10.24 pm to continue until 10.40 pm;

(3) at 10.35 pm to continue until 10.45 pm.

(Note: The meeting having commenced at 7.30 pm, closed at 10.42 pm)

(Signed) COUNCILLOR ANTHONY SEYMOUR
Chairman

MEMBER
DEVELOPMENT
PANEL

MEMBER DEVELOPMENT PANEL

15 NOVEMBER 2007

Chairman: * Councillor Jean Lammiman

Councillors: B E Gate * Paul Osborn
* Phillip O'Dell

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**35. **Appointment of Chairman:**

RESOLVED: To note the appointment, at the Standards Committee meeting held on 7 September 2007, of Councillor Jean Lammiman as Chairman of the Panel for the remainder of the Municipal Year 2007/2008.

36. **Attendance by Reserve Members:**

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

37. **Declarations of Interest:**

RESOLVED: To note that following interest:

<u>Agenda Item</u>	<u>Nature of Interest</u>
11. Member Development Programme Progress 2007 and Planning 2008	Councillor Jean Lammiman declared a personal interest in the business with Roffey Park Institute.

38. **Arrangement of Agenda:**

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

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

RESOLVED: To note the appointment of Councillor B E Gate as the Vice-Chairman of the Panel for the remainder of the Municipal Year 2007/2008

40. **Minutes:**

RESOLVED: That the minutes of the meeting held on 17 April 2007 be taken as read and signed as a correct record.

41. **Public Questions:**

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

42. **Petitions:**

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

43. **Deputations:**

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

44. **Terms of Reference:**

RESOLVED: That the terms of reference be noted.

45. **Member Development Programme Progress 2007 and Planning 2008:**

The Panel received a report of the Interim Divisional Director Human Resources and Development, which outlined the progress of the 2007 Member Development Programme and set out proposals for the 2008 programme. Attendance at the

quarterly briefing sessions had been low, although those who had attended found them worthwhile. The officer reported that Members' individual needs would be addressed by "one-to-one" sessions. Feedback on the action learning sessions had been positive.

A Member expressed concern that training for Cabinet Members including mandatory training on finance for all members had still not taken place. Members advocated a cohesive approach to training, with leadership development as an integral part of the Member Development Programme, to be presented to the Panel and reported as a standing item. An officer reported that all the strands would be pulled together and set out strategically. Officers agreed to aim to provide mandatory financial training for Members in time for the next budget making process.

Members requested that officers aimed to book an inspirational or provocative guest-speaker for an action learning session to be held before the end of the municipal year.

The officer reported that the issue of "one-to-one" training sessions for members was being taken forward with Roffey Park Institute and that a pilot session had already been organised for 15 Councillors. The Chief Executive and Leader of the Council had been involved in this process, and it was planned to use the National Political Skills framework as a basis. Members would be briefed on this process at the briefing being held on 4 December, and it was hoped that a report would be prepared in time for the next Standards Committee meeting.

RESOLVED: That the report and the comments above be noted.

(Note: The meeting having commenced at 7.36 pm, closed at 8.25 pm)

(Signed) COUNCILLOR JEAN LAMMIMAN
Chairman

DEVELOPMENT
MANAGEMENT
COMMITTEE

REPORT OF DEVELOPMENT MANAGEMENT COMMITTEE

MEETING HELD ON 21 NOVEMBER 2007

Chairman: * Councillor Marilyn Ashton

Councillors: * Don Billson * Julia Merison
 * Mrinal Choudhury * Narinder Singh Mudhar
 * Graham Henson (2) * Joyce Nickolay
 * Thaya Idaikkadar

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

[Note: Councillors Mrs Kinnear and Paul Osborn also attended this meeting to speak on the item indicated at Minute 155 below].

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES
154. 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 Keith Ferry	Councillor Graham Henson

155. Right of Members to Speak:

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

<u>Councillor</u>	<u>Planning Application</u>
Councillor Mrs Kinnear	2/01 and 2/04
Councillor Paul Osborn	2/10 and 2/11

156. 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 2/02 – 6 Gerard Road, Harrow

Councillor Narinder Mudhar declared a prejudicial interest in the above item arising from the fact that he lived on the same road but not close to the site. Accordingly, he would leave the room and take no part in the discussion or decision-making on the item.

(ii) Planning application 2/03 – 36 Goodhall Close, Stanmore

Councillor Marilyn Ashton declared a personal interest in the above item arising from the fact that her son and his wife live on the Stanmore Park Estate but not near Goodhall Close.

157. Arrangement of Agenda:

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

<u>Agenda item</u>	<u>Special Circumstances / Grounds for Urgency</u>
Addendum	This contained information relating to various items on the agenda and was based on information received after the agenda's dispatch. It was admitted to the agenda in order to enable Members to consider all information relevant to the items before them for decision.
14. Tree Preservation Order No. 882	Members were requested to consider this item, as a matter of urgency, to confirm an Area TPO in respect of trees at Nos 1-13 Manor Rd since after this date the trees currently covered temporarily by this TPO for six months would have no statutory protection.

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

158. **Minutes:**

RESOLVED: That the minutes of the meeting held on 17 October 2007 be taken as read and signed as a correct record.

159. **Public Questions:**

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

160. **Petitions:**

RESOLVED: To note that no petitions were received.

161. **Deputations:**

In accordance with the provisions of Committee Procedure Rules, Rule 27.1 (Part 4b of the Constitution), it was:

RESOLVED: To suspend Committee Procedure rules to allow an objector to make representations to the Committee on agenda item 14 - Tree Preservation Order No. 882.

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

RESOLVED: To note that there were no references from Council or other committees.

163. **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 items 2/01, 2/02, 2/16 and 2/17 on the list of planning applications.

164. **Planning Applications Received:**

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

165. **Member Site Visits:**

RESOLVED: That Member visits to the following sites take place on Saturday 15 December 2007 from 9.15 am:

2/04 – 50 South Hill Avenue
 2/06 – 32 Roxburgh Road
 2/08 and 2/09 - Land rear of Church Farm, High Street, Pinner
 2/19 – The Stables, 1 Grove Hill Road

166. **Tree Preservation Order No. 882:**

RESOLVED: To confirm Area TPO No. 882.

(See also Minute 161)

(Note: The meeting, having commenced at 6.30 pm, closed at 9.38 pm).

(Signed) COUNCILLOR MARILYN ASHTON
Chairman

(4) Councillors Mrinal Choudhury, Thaya Idaikkadar, and Graham Henson wished to be recorded as having voted against the decision to refuse the application;

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

(See also Minute 156)

LIST NO: 2/03 **APPLICATION NO:** P/2603/07/DFU
LOCATION: 36 Goodhall Close, Stanmore HA7 4FR
APPLICANT: Designed Images for Mr and Mrs J Rahman
PROPOSAL: Conversion of garage to habitable room with external alterations (revised)
DECISION: REFUSED permission for the development described in the application and submitted plans, as amended on the Addendum, for the following reasons:

(i) The proposed removal of a garage door and introduction of a window in its place would be incompatible with the pattern of development in the locality to the detriment of the character of the area and appearance in the street scene, contrary to HUDP policy D4.

(ii) The conversion of a garage into a habitable room is contrary to Condition 13 on the planning permission, variation of which would be detrimental to the residential amenities in the locality by reason of taking away an amenity which is essential to the overall and finely balanced car parking provision in the area, contrary to HUDP policy T13.

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

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

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

(See also Minute 156)

LIST NO: 2/04 **APPLICATION NO:** P/2969/07/DFU
LOCATION: 50 South Hill Avenue, Harrow, HA2 0NQ
APPLICANT: K Sisodia for Mr Charles Aniya
PROPOSAL: External alterations and conversion of dwellinghouse to two flats; retention of rear dormer & one off-street parking space & ramp at front and bin store at side
DECISION: DEFERRED for Member site visit.

[Note: During discussion on the above item, it was moved and seconded that the application be deferred for a Members site visit. Upon being put to the vote, this was carried].

(See also Minute 165)

LIST NO: 2/05 **APPLICATION NO:** P/2950/07/DFU
LOCATION: 6 Kingsway Crescent, Harrow, HA2 6BG
APPLICANT: Mr Mark Maley
PROPOSAL: Conversion of dwellinghouse to two flats; roof alterations to form end gable and rear dormer; single storey rear extension with decking, one parking space
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.

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

LIST NO: 2/06 **APPLICATION NO:** P/2559/07/DFU
LOCATION: 32 Roxborough Road, Harrow, HA1 1PA
APPLICANT: G M Simister for Mr J Fisher
PROPOSAL: Conversion of dwellinghouse into two flats; two storey side extension; side porch (resident permit restricted)
DECISION: DEFERRED for a Member site visit.

(See also Minute 165).

LIST NO: 2/07 **APPLICATION NO:** P/2437/07/DFU
LOCATION: 54 St. Brides Avenue, Edgware HA8 6BS
APPLICANT: W J Macleod Architect for Clearview Homes Ltd
PROPOSAL: Detached two storey building to provide 6 flats, access from Camrose Avenue service road, parking
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.

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

LIST NO: 2/08 **APPLICATION NO:** P/1974/07/CFU
LOCATION: Land rear of Church Farm, High Street, Pinner, HA5 5PJ
APPLICANT: PHD Chartered Town Planners for Henry Homes Plc
PROPOSAL: Two storey building and conversion of 'the studio' to provide 4 dwellings; alterations to and refurbishment of outbuilding to form dwelling; bin store, parking and vehicular access (revised) (resident permit restricted)
DECISION: DEFERRED for a Member site visit.

(See also Minute 165).

LIST NO: 2/09 **APPLICATION NO:** P/1977/07
LOCATION: Land rear of Church Farm, High Street, Pinner, HA5 5PJ
APPLICANT: PHD Chartered Town Planners for Henry Homes Ltd
PROPOSAL: Listed building consent: reconstruction and refurbishment of outbuilding to form a dwellinghouse
DECISION: DEFERRED for a Member site visit.
(See also Minute 165).

LIST NO: 2/10 **APPLICATION NO:** P/2719/07/DFU
LOCATION: 19 - 23 High Street, Pinner HA5 5PJ
APPLICANT: Pegasus Planning Group for Starbucks Coffee Co (UK) Ltd
PROPOSAL: New shopfront on High Street and Bishops Walk
DECISION: DEFERRED pending further investigations as to whether an application for a change of use from A1 to A3 is required.

LIST NO: 2/11 **APPLICATION NO:** P/2717/07
LOCATION: 23 High Street, Pinner HA5 5PJ
APPLICANT: Pegasus Planning Group for Starbucks Coffee (UK) Ltd
PROPOSAL: Externally illuminated fascia and projecting signs
DECISION: DEFERRED pending further investigations as to whether an application for a change of use from A1 to A3 is required.

LIST NO: 2/12 **APPLICATION NO:** P/2770/07/CFU
LOCATION: Roxeth Manor First and Middle School, Eastcote Lane
South Harrow, HA2 9AG
APPLICANT: Rickard Partnership for Harrow Council
PROPOSAL: Two storey infill extension with lower ground floor located on north west elevation at the rear
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.
[Note: The Committee wished it to be recorded that the decision to grant the application was unanimous].

LIST NO: 2/13 **APPLICATION NO:** P/3004/07/DFU
LOCATION: Shaftesbury High School, Headstone Lane, Harrow HA3 6LE
APPLICANT: Major Works and Adaptations for People First – Capital & Development
PROPOSAL: Single storey extension on south elevation
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.
[Note: The Committee wished it to be recorded that the decision to grant the application was unanimous].

LIST NO: 2/14 **APPLICATION NO:** P/3168/07/CFU

LOCATION: Norbury First And Middle School, 100 Welldon Crescent, Harrow, HA1 1QQ

APPLICANT: Frankham Consultancy Group for Allen Gibbons

PROPOSAL: Extension to school to provide performing arts studio

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.

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

LIST NO: 2/15 **APPLICATION NO:** P/2289/07/DFU

LOCATION: Georgian Way, Harrow on the Hill, HA1 3LF

APPLICANT: Robin G Beyond for GWRA Ltd

PROPOSAL: Installation of security gate, 6 CCTV cameras mounted on 3 poles (revised)

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.

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

LIST NO: 2/16 **APPLICATION NO:** P/3082/07/DFU

LOCATION: 1 - 4 Mayna Court, Columbia Avenue, Edgware HA8 5DE

APPLICANT: Ashmount Properties Ltd

PROPOSAL: Change of use from four live/work units to four dwellinghouses

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.

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

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

LIST NO: 2/17 **APPLICATION NO:** P/2608/07DFU

LOCATION: 299 Burnt Oak Broadway Edgware, HA8 5ED

APPLICANT: Mr Chithi Vinayager UK Ltd

PROPOSAL: Change of use of ground floor from gymnasium (class D2) to internet café/retail (class A1) with new shopfront, and of first and second floors to one self-contained flat; external alterations at rear

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.

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

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

(See also Minute 163).

LIST NO: 2/18 **APPLICATION NO:** P/3182/07/CFU

LOCATION: Marlborough Hill, Harrow HA1 1UX

APPLICANT: Simpson McHugh for G + D Higgins

PROPOSAL: Redevelopment to provide four-storey plus basement building to create office floorspace (class B1) in basement first and second floors and two flats on third floor with parking at ground floor level (resident permit restricted)

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.

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

LIST NO: 2/19 **APPLICATION NO:** P/2615/07/DFU

LOCATION: The Stables, 1 Grove Hill Road, Harrow, HA1 3AA

APPLICANT: Dyer and Sey Ltd for Minster Care Homes

PROPOSAL: Two storey plus basement building on eastside (front) for office use. External alterations; boundary wall with railings; demolition of single storey office building; two storey rear extension on west side.

DECISION: DEFERRED for a Member site visit.

(See also Minute 165).

LIST NO: 2/20 **APPLICATION NO:** P/3056/07/DFU

LOCATION: 52 The Avenue, Hatch End HA5 4EY

APPLICANT: DLA Town Planning Ltd for Cairnpark Properties

PROPOSAL: Redevelopment: two, three-storey (including roof level accommodation) detached dwellinghouses

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.

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

LIST NO: 2/21 **APPLICATION NO:** P/2806/07/DFU

LOCATION: 16 Courtfield Avenue, Harrow HA1 2JX

APPLICANT: Andrew Baker

PROPOSAL: Alterations to roof to form end gable and rear dormer; front porch; 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.

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

THE CABINET,
CABINET ADVISORY PANELS,
CONSULTATIVE FORUMS
AND
PORTFOLIO HOLDER MEETINGS

PORTFOLIO HOLDER
DECISION MEETING

PORTFOLIO HOLDER DECISION MEETING

5 NOVEMBER 2007

Councillors: * Chris Mote

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**43. **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.

44. **Petitions:**

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

45. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of the Executive Procedure Rule 16 (Part 4D of the Constitution).

46. **Matters referred to the Executive Member:**

RESOLVED: That no matters had been referred to the Executive Member for reconsideration in accordance with the provisions contained in the Overview and Scrutiny Procedure Rule 22 (Part 4F of the Constitution).

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

RESOLVED: To note that no reports had been received.

48. **Direct Payments - Change to rates-structure and up-lift of payment rates:**

It was noted that the meeting was convened at short notice for the reasons set out in the agenda, and involved the taking of an urgent key decision, which had not been included in the November 2007 Forward Plan. Accordingly, in accordance with paragraph 15 – General Exceptions – of the Access to Information Procedure Rules of the Council's Constitution, a public notice had been displayed at the Civic Centre informing members of the public of the meeting.

The Leader of the Council considered a report of the Interim Corporate Director of Adults and Housing, which set out the current position with regard to payment rates applied to those people with eligible social care needs who received a direct-payment and proposals to change the way in which the rates were structured and to up-lift the hourly rate paid.

The meeting was informed that, in accordance with paragraph 16 – Special Urgency – of the Access to Information Procedure Rules of the Council's Constitution, the agreement of the Chairman of the Overview and Scrutiny Committee had been sought that the decision could not be reasonably deferred and that the decision was urgent and would not be subject to call-in.

RESOLVED: That (1) the proposed revised rate-structure for direct payments, as detailed in the published officer report, be approved;

(2) the proposed change to the hourly rate for direct payments, as detailed in the published officer report, be approved.

Reason for decision: To support the Council's programme of service modernisation for social care and to encourage greater take-up of the direct payment option by users of social care services; and to support delivery of one of the Council's key flagship actions.

(Note: The meeting having commenced at 1.10 pm, closed at 1.15 pm)

(Signed) COUNCILLOR CHRIS MOTE

CABINET

REPORT OF CABINET

MEETING HELD ON 8 NOVEMBER 2007

Chairman: * Councillor Chris Mote

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

* Denotes Member present

[Note: Councillors Tony Ferrari, B E Gate, Jerry Miles and Paul Scott also attended this meeting to speak on the item indicated at Minute 311 below].

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

305. **Councillor Janet Cowan:**

A minute of silence was observed in memory of Councillor Janet Cowan.

306. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

(i) **Agenda item 10 – Whitmore School – Development of Community Sports and Leisure Facilities**

Councillor Christine Bednell declared a prejudicial interest in the above item arising from the fact that she was a governor at Whitmore High School and the report involved financial matters. Accordingly, she would leave the room and take no part in the discussion or decision-making on the item. Furthermore, Councillor Bednell wished it to be noted that she had not been involved in the preparation of the report and her name appeared on the frontsheet of the report in error.

(ii) **Agenda item 11 – Land at Vaughan Road**

Councillor Paul Osborn declared a prejudicial interest in the above item arising from the fact that he lived on Vaughan Road. Accordingly, he would leave the room and take no part in the discussion or decision-making on the item.

307. **Minutes:**

RESOLVED: That the minutes of the meeting held on 11 October 2007, be taken as read and signed as a correct record.

308. **Arrangement of Agenda:**

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

<u>Item</u>	<u>Reason</u>
17. Development of Leisure and Cultural Services Facilities (Appendices 4, 5, 6 and 7 to agenda item 9)	These appendices were considered to be exempt from publication under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that they contained information relating to the financial or business affairs of any particular person.
18. Procurement of Replacement Library Management System (Appendix to agenda item 14)	This appendix was considered to be exempt from publication under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that it contained information relating to the financial or business affairs of any particular person.

19. Grimsdyke Farm
- This report was considered to be exempt from publication under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that it contained information relating to the financial or business affairs of any particular person.

309. **Public Questions:**

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

1.

Questioner: Brian Stoker

Asked of: Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property

Question: Written question in relation to Key Decision taken at Cabinet Meeting on 9 November 2006 relating to emergency accommodation in Harrow at which it was resolved that the disposal of Cedars Hall, Chicheley Road, Harrow Weald to Pathmeads Housing Association be approved.

Given that the Harrow Observer (1st November) reports that this action is not to be pursued by Harrow Council, when and how will Cabinet's decision to formally cancel this disposal be taken and the action subsequently recorded?

A written as well as an oral answer to this question is requested, and for this answer to be published as part of the Report of this Cabinet meeting.

Answer: Genesis Housing Group has withdrawn the planning application to provide emergency temporary accommodation on the site at Cedar's Hall. A report will be provided to Cabinet in the new year on the future of the site.

Supplemental question: For what other purposes might the land be used?

Answer: Officers will produce a report on options and it would not be appropriate to pre-judge what those options might be.

2.

Questioner: Frances Pickersgill

Asked of: Councillor Camilla Bath, Portfolio Holder for Housing

Question: Written question in relation to Key Decision taken at Cabinet Meeting on 9 November 2006 relating to emergency accommodation in Harrow at which it was resolved to dispose of Cedars Hall, Chicheley Road, Harrow Weald and provide a 68 bed emergency accommodation facility.

Given that the Harrow Observer (1st November) reports that this action is not to be pursued by Harrow Council, when and how will the Council's commission for the building at the Cedars Hall site be cancelled, and the related planning application (P1702/07/CFU) submitted by Genesis Housing on behalf of the Council for 68 bed emergency accommodation be formally withdrawn and those actions recorded?

A written as well as an oral answer to this question is requested, and for this answer to be published as part of the Report of this Cabinet meeting.

Answer: Genesis Housing Group has withdrawn the planning application to provide emergency temporary accommodation on the site at Cedar's Hall. A report will be provided to Cabinet in the new year on the future of the site.

Supplemental questions: How will the decision by the Housing Department to commission the development be rescinded and where will it be recorded?

Answer: There will be a full officer report on the whole issue to a future meeting of Cabinet.

3.

Questioner: Pamela Fitzpatrick

Asked of: Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property

Question: The LA has previously stated its commitment to the extended schools programme as part of the Council's Corporate Priorities for strengthening communities. Can Councillor Mote confirm on behalf of the LA that this is still the case?

Answer: The local authority is committed to the extended schools agenda and see this development as part of its corporate priority "Provide high achieving schools at the centre of community services". This is supported by central government who have announced an additional 3 years funding for the extended schools agenda.

Harrow is making good progress with extended schools and is on schedule to meet the government target of over 50% of schools in Harrow meeting the core offer by 2008 and all meeting the offer by 2010.

The extended school offer is delivered in Harrow through the Extended School's Clusters recognizing that each school will have different needs and a range of different facilities and opportunities. The commitment is for every child in Harrow to have access, within their clusters, to the full core offer.

Within our wider plan to change the age of transfer we will consider the needs of the extended schools provision as part of the plan to use surplus accommodation within the primary sector.

Supplemental question: Why has the Local Authority reneged on the decision to allow Nower Hill to use 69 West End Lane as part of the cluster bid? Are budget considerations taking precedence?

Answer: It is not a budgetary requirement. It does not meet the requirements for extended schools.

4.

Questioner: Ann Freeman

Asked of: Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property

Question: Who has been involved in writing the Strategy for Wiseworks, as noted in the Forward Plan for approval at 13th December Cabinet meeting, please?

Answer: The new Corporate Director for Adults and Housing has recently come into post. He has had an introductory meeting with Wiseworks, which included staff. He will now commence the review of Wiseworks, which was agreed at Cabinet earlier this year. This review is now scheduled to report back to Cabinet in February 2008. All stakeholders will be fully involved in the review.

Supplemental question: The previous Corporate Director (Adults and Housing) was involved in setting up a sub-group of the Mental Health Board to provide a link. Will this be continued?

Answer: The Interim Corporate Director (Adults and Housing) will take it into consideration.

[Notes: (i) The Leader of the Council nominated the Portfolio Holder for Adult Services to answer question 4;

(ii) An oral answer was provided to each of these questions;

(iii) in addition, the Leader and the Portfolio Holder for Housing undertook to supply written answers to questions 1, 2 and 3].

310. **Councillor Question Time:**

RESOLVED: To note the following questions had been received:

1.

Questioner: Councillor Brian Gate

Asked of: Councillor Paul Osborn, Portfolio Holder for Strategy and Business Support

Question: Bearing in mind in the responsibilities Cabinet members have in managing a budget of millions and overseeing the delivery of vital services to the people of Harrow with all the attendant the legal responsibilities, what would he consider to be 'unnecessary demands' on them by Scrutiny members who in turn have the legal responsibility to act as a check and balance on the executive?

Answer: It's not up to me or Cabinet to decide what demands are 'unnecessary'. Scrutiny must decide whether to call a Portfolio Holder to account. All we are asking is that they consider other demands on the Portfolio Holders' time. I enjoy going to Scrutiny. I welcome the Protocol and look forward to it coming back to Cabinet for agreement once it has been discussed further.

Supplemental question: Should better care be taken in the terminology of reports to encourage constructive relations between Scrutiny and the Executive?

Answer: It is unfortunate if there have been any misunderstandings and I apologise for this. Cabinet will suggest additions to the Protocol just as the Overview and Scrutiny Committee did and hope these can be agreed and that the strong relationship between Scrutiny and the Executive continues.

2.

Questioner: Councillor Brian Gate

Asked of: Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property

Question: Do you accept that the protocol between the Executive and Scrutiny has been overturned by the reversal of the recommendations made unanimously with cross-party support by Overview and Scrutiny as to the members to be sent to the JOSC on the Darzi report?

Answer: Meetings will be taking place between Overview and Scrutiny leads and the Chief Executive and it is hoped that any problems can be identified in advance. Scrutiny should develop policy for the Council and all-party action will achieve the best results.

Supplemental question: Do you agree that decisions and recommendations of the Overview and Scrutiny Committee should not be subject to political proportionality and be made by Harrow Members only?

Answer: The decision was made as political proportionality applies. It was not known in advance that this would happen. I will look again at how this is dealt with in future.

3.

Questioner: Councillor Jerry Miles

Asked of: Councillor Anjana Patel, Portfolio Holder for Community and Cultural Services

Question: Tonight the Cabinet will be discussing major proposals affecting the Town Centre and the development of leisure facilities for the whole of the Borough. Without in any way underestimating their importance, as a councillor representing a ward in the very south of the Borough I have noted that Paragraph 2.4 of the Development of Leisure & Cultural Service Facilities report to tonight's Cabinet (Item 9) states "additional provision for dry and wet sports and leisure is required in South Harrow to better serve the needs of the local population." Furthermore there is also a public commitment, which was published in the local press that states, "The Council is also investigating building another leisure centre in South Harrow."

Bearing this in mind, would the Portfolio Holder like to comment why apart from the above there is no mention of South Harrow whatsoever in any of the recommendations for development, consultation, or feasibility studies?"

Answer: The current proposal before Cabinet is the first of a series of development projects underway to tackle sports and leisure improvements around the borough and provide residents with a range of activity and cultural opportunities. While this leisure and recreation project does focus on the central Harrow main leisure facility and adjacent park as our priority project, I can confirm that future projects will look at additional facilities, parks and community locations in the South Harrow area.

Resident's views have helped the Council prioritise the locations and investment needs for leisure and further resident consultation will commence in the coming months about this project and the specific South Harrow area plans. Clearly, Harrow residents have told us that there is insufficient access to quality and affordable provision, which, as you know, we have referenced in this report today.

Future planning will consider all opportunities to improve access to a range of sports and leisure facilities, which may include new leisure buildings, improved leisure and sport in community centres, and better community access to school sports facilities.

It is recognized that there is a huge demand for swimming facilities and it is hoped to include these in South Harrow.

Supplemental question: What is the timeframe?

Answer: Will be consulting and have identified the need for facilities in the south of the Borough.

4.

Questioner: Councillor Tony Ferrari

Asked of: Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property

Question: Could the Leader of the Council as Portfolio Holder for Property please clarify the position of Cedars Hall?

Answer: Genesis Housing Group has withdrawn the planning application to provide emergency temporary accommodation on the site at Cedar's Hall. A report will be provided to Cabinet in the new year on the future of the site.

Supplemental question: Can you clarify the position on the associated parkland?

Answer: Cedars is fenced off from the parkland. There is a firm commitment to protect the parkland.

5.

Questioner: Councillor Paul Scott

Asked of: Councillor Anjana Patel, Portfolio Holder for Community and Cultural Services

Question: Given the recommendation in item 9, that the previous plans for the redevelopment of Gayton Road to provide a new library and performing arts space should be abandoned, does the mention of a new lending and reference library in the town centre in the "longer term" refer to specific plans and commitments or is it merely an aspiration?

Answer: There are no specific plans, or sites, at present. It remains the Council's intention to provide a new library and reference library in the town centre.

Supplemental question: Have doubts over the viability of a performing arts centre caused the abandonment of the library?

Answer: That was not the reason. The town centre would be a better location for a library as it has more passing visitors.

6.

Questioner: Councillor Paul Scott

Asked of: Councillor Susan Hall, Portfolio Holder for Environment Services

Question: Considering the success of Harrow's doorstep recycling scheme, initiated during Liberal Democrat minority control in the 1990s, improved and expanded by Labour, and now further improved and further expanded by the current Conservative administration, would you agree with me that the Council has no interest in pursuing the government's "pay as you throw" scheme at the present time?

Answer: The Council has made significant progress in the recycling of household waste – particularly over the last year. We are now recycling and composting approx. 38% of our household waste – one of the best performances in London. There remains much to do if we are to continue to make progress to meet our target of recycling 40% of municipal waste by 2010.

In order to achieve this higher target, we will need to expand recycling to serve all flats and to provide facilities for our schools and our trade customers.

There are currently no plans to introduce 'pay as you throw'.

Supplemental question: Do you agree that extending the recycling scheme to the Borough's flats would help meet target and prevent the need for introduction of 'pay as you throw'?

Answer: Agree that the scheme should be expanded to flats.

[Note: Following consultation with questioners, and the withdrawal of a question notified by Councillor Paul Scott, the order of questions was varied and the order in which they were asked is recorded above].

311. **Forward Plan 1 November 2007 - 29 February 2008:**

RESOLVED: To note the contents of the Forward Plan for the period 1 November 2007 – 29 February 2008.

312. **Reference from the Overview and Scrutiny Committee Meeting held on 25 September 2007 on Scrutiny/Executive Protocol:**

The Portfolio Holder for Strategy and Business Support introduced the report, which accompanied the reference to Cabinet from the Overview and Scrutiny Committee regarding the protocol between the executive and scrutiny 'Delivering Effective Scrutiny – A Framework of Responsibilities'.

RESOLVED: That (1) Cabinet engage with Overview and Scrutiny Committee to strengthen the proposed protocol;

(2) the Leader and Portfolio holder for Strategy and Business be nominated to support and work with the Chairman and Vice Chairman of Overview and Scrutiny to agree the proposed changes and report back to Cabinet on the outcome of these discussions.

Reason for Decision: To continue the development of constructive working relationships between the executive and Overview and Scrutiny.

313. **Development of Leisure and Cultural Services Facilities:**

The Portfolio Holder for Community and Cultural Services introduced the report, which set out the proposed strategy for achieving an extensive development of Harrow's Leisure and Cultural Services whilst realising a significant and positive revenue budget impact. The Portfolio Holder stated that the proposals represented an opportunity to develop twenty-first century community facilities for Harrow which would contribute to the Borough's overarching culture strategy.

A presentation by the scheme's architect outlined the main features of the illustrative masterplan including improvements to local infrastructure, new housing, improved safety due to increased surveillance and usage, and the fronting of facilities onto the park to create a focus for the local community. Further consultation would be undertaken to engage stakeholders and identify which facilities should be included in the scheme, and regular updates on proposals would be brought to Cabinet for feedback.

RESOLVED: To (1) agree that the development of 'Byron Leisure Park' should be based on Option 4 (Section 2.5.1) of the officer report, ie. to provide a new principal leisure centre; the development of a new 'Byron Hall' facility, at another location, in partnership and subsequent to a commercial review; a new skateboard park; the relocation of 'The Bridge' within the Byron site; associated Public Realm improvements; together with the disposal of land for residential development. The new leisure centre to open by 1 February 2010;

(2) approve the relocation of Gayton Library to Garden House

(3) give approval for a procurement exercise to be conducted to enter into a long-term strategic partnership for the provision of sports, leisure and related services, eg. at Byron Park, Hatch End and potential other locations in the Borough;

(4) approve the start of feasibility studies and consultation work for the development of the Hatch End site, together with other community, leisure and cultural services in the area, as referenced in the report;

(5) note that, in any time lag, which will be kept to a minimum, between the closure of the existing facility and the development of a replacement 'Byron Hall', the Council will identify and facilitate access to interim alternative venues for community use and ensure information about such facilities is widely disseminated;

(6) note that there will be extensive consultation with stakeholders, regarding the development of the detail of the proposals put forward in this report;

(7) approve release of land for disposal at Gayton Road and Byron Park (land as identified on red line plans shown at appendices 2 and 3 to the officer report);

(8) approve disposal of land at Gayton Road and Byron Park at best consideration for the Council (land as identified on red line plans at appendices 2 and 3 to the officer report);

(9) delegate authority to the Corporate Director (Community and Environment), in consultation with the Portfolio Holder for External Affairs and Property, to make minor amendments to the red line plans;

(10) delegate authority to the Corporate Director (Community and Environment), in consultation with the Portfolio Holder for External Affairs and Property, to dispose of land as agreed by Cabinet at best consideration, to deal with any representations in relation to obtaining necessary consents and to agree the terms of any leases;

(11) agree the sale of land to Fairview Homes Ltd., as previously agreed by Cabinet on 14 December 2006;

(12) approve the Council entering into a lease of Garden House for the accommodation of the Gayton Library;

(13) agree not to proceed with the Cabinet decision to develop a combined library/arts centre at Gayton Road taken on 14 December 2006, minuted as item 152;

(14) approve the use of the Kier Partnership for the development of Council facilities on the Byron Park site.

Reason for Decision: To enable the Council to improve its leisure and cultural facilities by maximising Council property assets.

314. **Whitmore School - Development of Community Sports and Leisure Facilities:**

The Director of Schools and Children's Development introduced the report which set out the proposed strategy for enabling the development of community sports and leisure facilities at the new Whitmore High School.

In response to a question from a Member, the officer advised that consultation with stakeholders had identified that the school's current facilities were used extensively but required improvement to increase accessibility. The Portfolio Holder for Finance and Portfolio Coordination emphasised that the proposals would be subject to evidence of a clear business case and service benefits.

It was noted that the Portfolio Holder for Schools and Children's Development had not been involved in the preparation of the report. An amendment to the officer's recommendation was moved and it was:

RESOLVED: That (1) capital funding of £3m should be provided to the Future Whitmore project for community sports and leisure facilities, subject to evidence of a clear business case and service benefits;

(2) authority be delegated to the Corporate Director, Community and Environment Services, in consultation with the Portfolio Holders for External Affairs and Property, Finance and Portfolio Coordination and Community and Culture to undertake negotiations with the School to reach an appropriate service-based agreement for community use.

Reason for Decision: To enable the Council to improve and enhance its community sports and leisure facilities and maximise the impact of Government funding from the Building Schools for the Future One-School Pathfinder programme at Whitmore High School.

(See also Minute 306).

315. **Land at Vaughan Road:**

The Director of Planning, Development and Enterprise introduced the report, which set out the reasons for the site at Vaughan Road being surplus to the Council's requirements and the rationale for disposal.

RESOLVED: That (1) the land at Vaughan Road to be declared surplus to the Council's requirements;

(2) the Corporate Director of Community and Environment Services be authorised to negotiate and conclude the disposal on the most favourable terms.

Reason for Decision: To generate a capital receipt for the Council, giving value for money in line with the Council's Corporate Priorities (P11) and the Vision for delivering Value for Money.

(See also Minute 306).

316. **69 West End Lane:**

The Corporate Director (Community and Environment) introduced the report which set out the reasons for 69 West End Lane being surplus to the Council's requirements and the rationale for disposal.

RESOLVED: That (1) 69 West End Lane to be declared surplus to the Council's requirements;

(2) the Corporate Director of Community and Environment Services be authorised to negotiate and conclude the disposal on the most favourable terms.

Reason for Decision: To generate a capital receipt for the Council, giving value for money in line with the Council's Corporate Priorities (P11) and the Vision for delivering Value for Money.

317. **Community Development Strategy:**

The Portfolio Holder for Community and Cultural Services introduced the report, which gave the background to the development of the Community Development Strategy (2007-2010) and outlines the reasons for approving it at this time.

The Director of Community and Cultural Services advised that the Strategy had been developed via extensive consultation and would strengthen the Council's partnership working and links with the voluntary sector.

RESOLVED: That (1) the Community Development Strategy be approved;

(2) authority be delegated to the Director of Community and Cultural Services, in consultation with the relevant Portfolio Holder to amend the implementation plan based on available funding opportunities and linking with the delivery plans of the Harrow Strategic Partnership (HSP) and partners;

(3) the HSP be commended to adopt the Community Development Strategy.

Reason for Decision: The strategy provides a framework to ensure that the Council is delivering a fit for purpose service that reflects and meets the needs of Harrow's diverse community. It supports the delivery of objectives in the Sustainable Community Plan for Harrow, as agreed by the Harrow Strategic Partnership, and enables the Council to be better placed to meet the new performance and local government agenda as set out in the White Paper - 'Stronger and Prosperous Communities'.

318. **Procurement of Replacement Library Management System:**

The Portfolio Holder for Community and Cultural Services introduced the report, which set out the rationale for selecting SirsiDynix Unicorn as the replacement for the Library Service's existing Dynix library management system.

RESOLVED: That the sealing of a contract with SirsiDynix to purchase the Unicorn library management system and to agree the purchase of associated hardware and software from other third party suppliers, be agreed.

Reason for Decision: The current Libraries Service Review has reaffirmed the need for an improved Library Management System to deliver greater electronic access, improved management information and a reduction in manual processing and cataloguing, which will lead to service efficiencies and improved user satisfaction.

319. **Year Ahead Statement 2008/09:**

The Portfolio Holder for Finance and Portfolio Coordination introduced the report, which set out proposed Vision Statements and Corporate Priorities for the Council for the financial year 2008/09.

The Portfolio Holder reported that the early timing of the refresh of the Corporate Priorities represented a major change for the Council which would enable the Corporate Plan to align with the budget. Directorate and service plans would provide detailed information on how the Council would work towards its vision and priorities.

The Portfolio Holder reported an amendment to page 116 of the report, to explicitly reference the crucial involvement of the Harrow Strategic Partnership to the delivery of the Council's vision, which was noted by Cabinet.

RESOLVED: That the proposed vision statements and corporate priorities for the purpose of developing the Council's draft corporate plan and Directorate service plans, be adopted.

Reason for Decision: To provide guidance about priorities to officers developing corporate and service plans for next year.

320. **Grimsdyke Farm:**

The Director of Planning, Development and Enterprise introduced a confidential report.

RESOLVED: That (1) the site edged red in Appendix 1 to the officer report is surplus to Council requirements and approval of its disposal confirmed;

(2) the Corporate Director for Community and Environment be authorised to negotiate and conclude a disposal on the most favourable terms.

Reason for Decision: To generate a capital receipt for the Council.

321. **Treasury Management Activity:**

The Corporate Director (Finance) introduced a confidential information report.

RESOLVED: That the item be noted.

Reason for Decision: To keep Cabinet Members informed of Treasury Management activity and performance.

322. **Any Other Urgent Business:**

(i) Appointment of Cabinet Assistants

RESOLVED: That Councillor Julia Merison replace Councillor Salim Miah.

(Note: The meeting, having commenced at 7.30 pm, closed at 9.10 pm).

(Signed) COUNCILLOR CHRIS MOTE
Chairman

CONSULTATIVE
FORUMS

EMPLOYEES' CONSULTATIVE FORUM**1 NOVEMBER 2007**

Chairman:	* Councillor Mrs Camilla Bath	
Councillors:	* Bob Currie	* Julia Merison (3)
	* Tony Ferrari (4)	Chris Mote
	* Graham Henson	* Navin Shah
Representatives of HTCC:	(Currently no appointees)	
Representatives of UNISON:	Ms K Bubenzer	* Mr G Martin
	* Ms M Cawley	* Mr R Thomas
	* Mr S Compton	
Representative of GMB:	* Ms P Browne	

* Denotes Member present/Employee Representative present
(3) and (4) Denote category of Reserve Member

[See Appendix 1 for list of officers in attendance]

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**77. **Councillor Janet Cowan:**

A minute of silence was observed in memory of Councillor Janet Cowan.

78. **Attendance by Reserve Members:**

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

Ordinary MemberReserve Member

Councillor David Ashton
Councillor Paul Osborn

Councillor Tony Ferrari
Councillor Julia Merison

79. **Declarations of Interest:**

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

- (i) Councillor Bob Currie declared a personal interest in that he was a retired member of UNISON. Accordingly, he would remain in the room and take part in the discussion and decision-making on all items of the agenda.
- (ii) Councillor Graham Henson declared a personal interest in that he was a member of the Communication Workers' Union and his cousin was a Council employee. Accordingly, he would remain in the room and take part in the discussion and decision-making on all items of the agenda.
- (iii) Councillor Navin Shah declared a personal interest in that he was a member of Amicus. Accordingly, he would remain in the room and take part in the discussion and decision-making on all items of the agenda.

80. **Arrangement of Agenda:**

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

(2) agenda item 11 – UNISON Report on Front Desk – be considered before agenda item 8 – Equality Monitoring Report 2006-2007.

81. **Minutes:**

RESOLVED: That (1) the minutes of the meeting held on 3 July 2007 be taken as read and signed as a correct record;

(2) the minutes of the special meeting held on 29 August 2007 be deferred until printed in the Council Bound Minute Volume.

82. **Public Questions:**

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

83. **Petitions:**

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

84. **Deputations:**

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

85. **Equality Monitoring Report 2006-2007:**

The Forum received a report of the Interim Divisional Director, Human Resources and Development, setting out the annual workforce profile statistics and equalities monitoring data in relation to Harrow Council's employment practices during 2006/2007.

Members noted that the information did not cover the Council's key partners. The officer agreed to contact Directorates to establish whether workforce profile information was provided through the contract monitoring process. If this information was not available, the officer would ask that it be requested on a six-monthly basis so that it could be included within Council reports.

Members expressed concern over performance in appointing disabled people and asked officers to investigate this. Officers also agreed to provide more detailed information on disciplinary cases, the number of which had risen sharply.

Members noted the absence of representatives of the Black Workers' Group (HCBWG) and the Disability Awareness, Information and Support (DAIS) group. The Chairman informed the Forum that an email had been received regarding the lack of facility time for HCBWG. The Chairman referred members of the Forum to paragraph 2.8.17 of the officer's report, which stated that there was no corporate budget provision to provide release for employees to attend or undertake work on behalf of employee support groups, including HCBWG. Members asked officers to write to the Groups to find out why they had not attended. It was also suggested that a representative of Harrow Council for Racial Equality (HCRE) be invited in future when equality issues were being discussed.

RESOLVED: That the above be noted.

86. **Update on Organisational Review:**

The Forum received a report of the Interim Divisional Director, Human Resources and Development, providing background information on and setting out the current position in relation to the Organisational Review.

RESOLVED: That the report be noted.

87. **Health and Safety Questions from UNISON:**

A representative of UNISON informed the Forum that this item had been withdrawn on the understanding that written responses would be received to the union's questions.

RESOLVED: That the above be noted.

88. **UNISON Report on Front Desk:**

The Forum received a report from UNISON, expressing concern at the failure to resolve issues relating to the design of the Access Harrow front desk. The Director of Business Transformation and Customer Services explained that a misunderstanding had led the Forum to expect an interim solution by the end of July 2007. After discussion, during which relevant front desk staff attending the meeting answered questions from members of the Forum, the officer agreed to produce a timetable as soon as possible to adapt the existing counter in consultation with staff. The offer

reported that a longer-term solution would be subject to budget constraints. In the meantime, issues relating to the job descriptions of staff in Access Harrow and the amount of time spent at the front desk would be dealt with through the normal channels.

RESOLVED: That the above be noted.

(Note: The meeting having commenced at 7.40 pm, closed at 10.05 pm)

(Signed) COUNCILLOR CAMILLA BATH
Chairman

Appendix 1Officers in
attendance:

Ms C Cutler	Director, Business Transformation & Customer Services
Ms S Jerath	HR Adviser
Mr J Price	HR Adviser
Mr D Ramadan	Head of Service, Access Harrow
Mr J Turner	Interim Divisional Director, Human Resources & Development
Mr D Ward	Head of Audit & Risk
Mr P Williams	Service Manager, Health & Safety

CABINET
ADVISORY
PANELS

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL****14 NOVEMBER 2007**

Chairman: * Mrinal Choudhury (Vice-Chairman in the Chair)
 Councillors: (Vacancy) * Joyce Nickolay
 Advisers: † Mr D A Jones
 (Vacancy)

* Denotes Member present
 † Denotes apologies received

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

On 14 November 2007, there were 8 children for whom admissions staff could make no reasonable offer of a school place. The Education Admissions and Awards Advisory Panel was requested to authorise the admission of these pupils to a school, where no place existed in the relevant year group.

Resolved to RECOMMEND:

That offers of admission to schools be made as follows:

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H116	9	Rooks Heath
H117	10	Canons
H118	10	Canons
H119	10	Harrow High
H120	10	Park High
H121	11	Rooks Heath
H123	11	Canons
H124	11	Whitmore

[Note: (1) Three additional cases were added to the agenda after case H121, the became cases H122, H123, H124 respectively;

(2) case H122 had been withdrawn from the agenda as an offer of a place had already been made.]

PART II - MINUTES231. **Attendance by Reserve Members:**

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

232. **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.

233. **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 meeting by virtue of the special circumstances and grounds for urgency stated below:

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

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

<u>Item</u>	<u>Reason</u>
8. Admissions to County Schools	This item was considered to contain exempt information under paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972, in that it contained information relating to individuals.

234. **Minutes:**

RESOLVED: That the minutes of the meetings held on 29 August, 5 September, 19 September, 3 October, 19 October and 31 October 2007 be deferred until printed in the Council Bound Minute Volume.

235. **Public Questions:**

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

236. **Petitions:**

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

237. **Deputations:**

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

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

(Note: The meeting having commenced at 2.30 pm, closed at 3.05 pm)

(Signed) COUNCILLOR MRINAL CHOUDHURY
Vice-Chairman in the Chair

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL**
28 NOVEMBER 2007

Chairman: * Councillor Joyce Nickolay (in the Chair)

Councillors: * Asad Omar (1)

 Advisers: Ms V Swaida
(Vacancy)

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

PART I - RECOMMENDATIONS
RECOMMENDATION 1 - Admissions to County Schools

On 28 November 2007, there were 3 children for whom admissions staff could make no reasonable offer of a school place. The Education Admissions and Awards Advisory Panel was requested to authorise the admission of these pupils to a school, where no place existed in the relevant year group.

Resolved to RECOMMEND:

That offers of admission to schools be made as follows:

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H125	9	Withdrawn
H126	11	Harrow High
H127	10	Park High

PART II - MINUTES

 239. **Appointment of Chairman:**

RESOLVED: That, in the absence of the Chairman and Vice-Chairman, Councillor Joyce Nickolay be appointed as Chairman of the Panel for the purposes of this meeting.

 240. **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 Mrinal Choudhury	Councillor Asad Omar

 241. **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.

 242. **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 meeting by virtue of the special circumstances and grounds for urgency stated below:

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

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

-
- | <u>Item</u> | <u>Reason</u> |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8. Admissions to County Schools | This item was considered to contain exempt information under paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972, in that it contained information relating to individuals. |
243. **Minutes:**
- RESOLVED:** That (1) the minutes of the meetings held on 29 August, 5 September and 19 September 2007 be taken as read and signed as a correct record;
- (2) the minutes of the meetings held on 3 October, 19 October, 31 October and 14 November 2007 be deferred until printed in the Council Bound Minute Volume.
244. **Public Questions:**
- RESOLVED:** To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 16 (Part 4E of the Constitution).
245. **Petitions:**
- RESOLVED:** To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).
246. **Deputations:**
- RESOLVED:** To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).
247. **Admissions to County Schools:**
(See Recommendation 1).
- (Note: The meeting having commenced at 2.30 pm, closed at 2.48 pm)

(Signed) COUNCILLOR JOYCE NICKOLAY
Chairman

GRANTS ADVISORY PANEL**22 NOVEMBER 2007**

Chairman: * Councillor Joyce Nickolay

Councillors:	* Ms Nana Asante	* Mrs Anjana Patel
	* Don Billson	* Mrs Rekha Shah
	* Ashok Kulkarni	* Stanley Sheinwald
	* Mrs Myra Michael	* Mrs Sasi Suresh
	* Asad Omar	

Adviser: * Deven Pillay, Chief Executive, Mencap

* Denotes Member present

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Applications for Community Premises Accommodation 2008/09**

The Panel considered a report of the Director of Community and Cultural Services, which set out the applications for allocation of space at the Community Premises.

A Member queried why the Association of Senior Muslim Citizens and the Tamil Community Centre had not been recommended a designated desk, as requested in their applications. Officers stated that these organisations did not meet the criteria for a designated desk. The Panel however felt that the Association of Senior Muslim Citizens would qualify for a designated desk.

Resolved to RECOMMEND: (To the Portfolio Holder for Community and Cultural Services)

That (1) the recommendations as detailed in Appendix 1 be approved;

(2) the new allocations be effective from 1 January 2008 for new and existing users;

(3) authority be delegated to officers to review decisions after six months where stated in the published officer report;

(4) authority be delegated to officers to update the facilities use agreement with Legal Services and ensure these were signed by all users.

[Reason for Recommendation: To finalise the allocation of space at the Community Premises to enable it to become better utilised.]

PART II - MINUTES80. **Attendance by Reserve Members:**

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

81. **Declarations of Interest:**

RESOLVED: To note that in relation to agenda items 8 – Monitoring of Grant Funding Received in 2006/07 and 9 – Applications for Community Premises Accommodation 2008/09 the following Members declared personal interests arising from their involvement with the organisations listed. Accordingly, they remained and took part in the discussion and voting on the applications relating to these organisations:

<u>Member</u>	<u>Organisation</u>
Councillor Ms Nana Asante	Harrow Association for Voluntary Services
Councillor Mrs Myra Michael	Age Concern
Councillor Joyce Nickolay	Harrow Weald Common Conservators
Councillor Asad Omar	Harrow Council for Racial Equality
Councillor Mrs Anjana Patel	Harrow Mencap

Deven Pillay
Harrow Association for Voluntary Services
Harrow Council for Racial Equality
Harrow in Business
Harrow Mencap

Councillor Mrs Rekha Shah Harrow Anti-Racist Alliance

82. **Arrangement of Agenda:**

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

83. **Minutes:**

RESOLVED: That the minutes of the meeting held on 4 September 2007 be deferred until printed in the Council Bound Minute Volume.

84. **Public Questions:**

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

85. **Petitions:**

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

86. **Deputations:**

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

87. **Monitoring of Grant Funding Received in 2006/07:**

The Panel received a report of the Director of Community and Cultural Services, outlining the performance and activities of those voluntary organisations awarded funding in 2005/2006.

The Panel heard that monitoring had been undertaken through the submission of a standard Monitoring and Assessment Form by organisations in receipt of funding below £5,000. Forms were sent to 49 organisations, of which 8 had not been returned. Groups in receipt of funding in excess of £5,000 were monitored through an officer visit; 29 organisations had been visited to this end.

Members discussed the activities of the individual organisations set out in the appendices to the published officer report, and commented that the report would provide useful background information prior to allocating grant funding in 2007/2008.

A Member suggested that Harrow Association of Somali Voluntary Organisations (HASVO) be encouraged to monitor their member organisations possibly using the Grants monitoring forms. Other Members felt that the Council ought not to micro-manage organisations and that, as an umbrella organisation, HASVO should undertake their own monitoring.

The question of CRB checks on volunteers in organisations was discussed, and particular mention was made of HASVO and Harrow Bereavement Care where it was known that volunteers visited people in their homes. An officer confirmed that HASVO had reported that checks were performed on their volunteers and that their member organisations carried out their own checks. There was a proposal to include CRB checks as a condition in any grant application but officers would seek legal advice on this matter and make a recommendation to the next meeting of the Panel.

The Adviser to the Panel suggested including a breakdown of ethnicity of clients on the self-monitoring forms. Officers stated this had been requested but had been omitted from the report. They added that the information would be included in future reports.

RESOLVED: That the report be noted.

88. **Applications for Community Premises Accommodation 2008/09:**
(See Recommendation 1).

89. **Any Other Urgent Business:**

The Chairman had been notified that there was no substantive business for the meeting due to be held on 17 December 2007.

RESOLVED: (1) That the Grants Advisory Panel meeting scheduled for 17 December 2007 be cancelled;

(2) it be noted that the date of the next meeting was 21 January 2008.

(Note: The meeting having commenced at 7.33 pm, closed at 9.02 pm)

(Signed) COUNCILLOR JOYCE NICKOLAY
Chairman

APPENDIX 1RECOMMENDATION 1 – APPLICATIONS FOR COMMUNITY PREMISES ACCOMMODATION 2008/09ALLOCATION OF SPACE

<u>Organisation</u>	<u>Decision</u>
ANGOLAN CIVIC COMMUNITIES ALLIANCE (ACCA)	Individual Office
HARROW IRANIAN COMMUNITY ASSOCIATION (HICA)	Individual Office
HARROW ANTI-RACIST ALLIANCE (HARA)	Individual Office
RUSSIAN IMMIGRANTS ASSOCIATION (RIAS)	Individual Office
HARROW AFRICAN CARIBBEAN ASSOCIATION (HACAS)	Designated Desk
HARROW BENGALEE ASSOCIATION (HBA)	Designated Desk
HARROW KUWAITI COMMUNITY ASSOCIATION	Designated Desk
HARROW SOMALI WOMEN'S ACTION GROUP (HASWAG)	Designated Desk
INDIAN ASSOCIATION OF HARROW	Designated Desk
IWANAAJI SOMALI DISABLED ASSOCIATION	Designated Desk
PAKISTAN SOCIETY OF HARROW	Designated Desk
SOMALI CULTURAL & EDUCATIONAL ASSOCIATION	Designated Desk
ASSOCIATION OF SENIOR MUSLIM CITIZENS	Designated Desk
EAST AFRICAN WELFARE & DEVELOPMENT CONCERN	Casual Use
HARROW YOUTH & COMMUNITY PROJECT	Casual Use
HORN RESPONSE PROJECT	Casual Use
TAMIL COMMUNITY CENTRE	Casual Use
BRIDGE ORGANISATION LIMITED	Casual Use
HARROW AGENDA 21	Casual Use
HESTIA HOUSING & SUPPORT (WOMEN'S AID HARROW)	Casual Use

TRAFFIC AND ROAD SAFETY ADVISORY PANEL

28 NOVEMBER 2007

Chairman: * Councillor John Nickolay

Councillors: * Mrs Camilla Bath * Jerry Miles
 * Robert Benson * David Perry
 * Graham Henson (2) * Yogesh Teli
 * Nizam Ismail * Jeremy Zeid
 * Manji Kara

Advisers: * Mr A Blann Mr L Gray
 Mr E Diamond * Mr A Wood

* Denotes Member present

(2) Denotes category of Reserve Member

[Note: Councillor Susan Hall also attended this meeting but did not speak and left the room when the item indicated in Minute 81 was discussed. Councillor Mrs Sasi Suresh attended the meeting to speak on the item in Minute 80 (i).]

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Opening Wealdstone High Street to Traffic - Consultation results and objections to traffic orders**

The Panel received a report of the Interim Head of Property and Infrastructure, which set out the findings of the public consultation on proposals to open Wealdstone High Street to traffic. The report also considered the responses to the traffic orders and gave recommendations on the details of the scheme to be implemented. Proposed minor amendments to the report were tabled and accepted by the Panel.

An amendment to the officer recommendation, seeking for the consultation exercise to be repeated, was moved and seconded and Members entered into debate. A Member expressed the opinion that insufficient effort had been made to maximise turnout for the public consultation. He also noted that the response rate was only 8.7% and that the consultation did not ask residents whether they actually wanted the scheme. The Member further expressed the view that the proposed Public Realm improvements would make little difference to the local area. An officer in response explained that the consultation was extensive: 3,300 leaflets had been distributed, posters were displayed on the street, press releases had been issued and exhibitions had been arranged at two venues over a period of three weeks. The proposals had also been posted on the Council's website. The Chairman explained that more ambitious Public Realm improvements were planned for the future of Wealdstone.

In response to a question, an officer explained that no public meetings had taken place for the consultation, but that there had been stakeholder meetings. Some Members expressed their support for the proposed scheme, as they thought the scheme would benefit businesses in the area and that the majority of local residents supported the scheme. A Member expressed concern that further consultation was unnecessary and would delay implementation of the scheme. Another Member stated that many local residents opposed the scheme, as they did not want increased traffic to the area.

Summing up, the Member who proposed the amendment explained that he was concerned about the lack of consultation and thought that people should have been consulted via other methods such as by telephone.

Having been put to the vote, the amendment was not carried.

Members further discussed the scheme, which was

Resolved to RECOMMEND: (to Cabinet)

That (1) officers be authorised to make the traffic orders set out in paragraph 2.4.1 of the report, the details of which be delegated to officers, and to implement the scheme to open Wealdstone High Street to traffic as set out in Appendices G and H, and;

(2) to carry out public realm improvements set out in paragraphs 2.3.12, 2.3.13 and 2.3.16 of the report subject to confirmation of additional funding from TFL and confirmation of affordability.

[Reason for Recommendation: To regenerate Wealdstone Town Centre and promote new business.]

(See also Minute 74)

PART II - MINUTES

73. Attendance by Reserve Members:

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

Ordinary Member

Reserve Member

Councillor Mrinal Choudhury

Councillor Graham Henson

74. Declarations of Interest:

RESOLVED: To note that the following interests were declared:

- (i) Agenda Item 9 - Opening Wealdstone High Street to Traffic – Consultation results and objections to traffic orders
Councillor Susan Hall, who was not a Member of the Panel, declared a prejudicial interest in that she was a trader in Wealdstone. Accordingly, she would leave the room when this item was discussed.
- (ii) Agenda Item 10 – Information Report – Progress Update on key traffic schemes
Councillor Robert Benson declared a personal interest in relation to the above item arising from the fact that he is a resident of Stanmore. Councillor Jeremy Zeid and Councillor Yogesh Teli also declared a personal interest in the above item in that they were residents of Kenton. Councillor Graham Henson declared a personal interest in relation to the above item arising from the fact that he had relatives living near to Kings Road.

75. Arrangement of Agenda:

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

76. Minutes:

RESOLVED: That the minutes of the meeting held on 25 September 2007 be taken as read and signed as a correct record.

77. Public Questions:

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

78. Petitions:

- (i) Petition from residents re: Residents Parking for Warren Fields in Aran Drive:

The Panel received a verbal report by officers with regards to a petition, which had been received by the Traffic Management Department. Residents of the Warren Fields Block facing Aran Drive in Stanmore, HA7 4JQ, had submitted the petition with 9 signatures. The petition requested that the residents of the Warren Fields Block were included in the parking scheme relating to Aran Drive instead of Valencia Road.

An officer explained that the petitioners had the support of one of the Canons Ward Councillors and that the petition would be considered as part of the review and possible extension of the controlled parking zone (CPZ) in Stanmore.

RESOLVED: That the above be noted.

(ii) Petition requesting Controlled Parking in The Gardens and other roads near to West Harrow Station:

The Panel received a verbal report by officers with regards to a petition, which had been received by the Traffic Management Department. The petition with 115 signatures requested controlled parking in The Gardens and other roads surrounding West Harrow Station.

An officer explained that when a consultation was carried out in 1999 and 2000, there was a lack of majority support for the scheme from local residents. The officer confirmed that the petition would be presented at the next review of the CPZ programme. The Panel agreed that the petition should be considered further as part of the annual CPZ programme review to be considered by the Traffic and Road Safety Advisory Panel on the 26 February 2008.

RESOLVED: That the above be noted.

(iii) Petition opposing changes to the parking arrangements in the bay adjacent to 264 to 298 Headstone Lane (immediately south of Headstone Lane station):

The Panel received a verbal report by officers with regards to a petition, which had been received by the Traffic Management Department. The petition, with 12 signatures, opposed the changes to the parking arrangements in the bay adjacent to Nos. 264 to 298 Headstone Lane.

An officer showed the Panel a map of the area and explained that the proposals aimed to make it safer for pedestrians to cross the road and for vehicles using Headstone Lane. The officer explained that the petition would be taken into account as part of the statutory consultation that was to start on the proposed changes. Some Members expressed the view that the proposals were necessary to improve safety and expressed their wish to refer the proposed scheme to the Portfolio Holder for Environment Services for consideration.

RESOLVED: That the above be noted.

79. **Deputations:**

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

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

(i) Parking Controls on Hooking Green:

The Panel received a reference from the meeting of Council held on 18 October 2007.

The reference contained a petition, which had been presented by Councillor Mrs Sasi Suresh, to Council. The petition contained 65 signatures of residents and drew attention to the inconsiderate and obstructive parking in Hooking Green and requested the introduction of double yellow lines around the edge of the Green.

An officer explained that since the closure of the local Safeways supermarket and the bowling alley, there had been reduced capacity for parking in the area. The officer also explained that there was a demand from local residents for double yellow lines on the east side of Canterbury Road, close to Hooking Green. The officer explained that consultation on parking in the area would take place in 2008.

Some Members expressed the opinion that it was necessary for restrictions to be implemented to control parking on Hooking Green. A Member who was backbenching expressed her support for controls to be implemented quickly.

In response to a question, an officer confirmed that there was adequate parking in public car parks in North Harrow. It was agreed that proposals to introduce controlled parking on Hooking Green should be referred to the Portfolio Holder for Environment Services for consideration.

RESOLVED: That the above be noted.

81. **Opening Wealdstone High Street to Traffic - Consultation results and objections to traffic orders:**

(See Recommendation 1)

82. **Information Report – Progress update on key traffic schemes.:**

An officer presented an information report of the Interim Head of Property and Infrastructure, which provided Members with information regarding the progress on a number of traffic management projects.

Kenton Lane – Local Safety Scheme

An adviser expressed concern about the scheme. An officer agreed to meet the adviser outside the meeting to discuss his concerns. A Member expressed concern that cross hatched road marking proposed along parts of the scheme could endanger cyclists.

Harrow on the Hill – 20 mph zone proposals

An officer explained that the consultation had begun with the local community, a two-day exhibition had been held at John Lyon School and that plans were available for viewing by members of the public on the Middlesex Floor at the Civic Centre. In response to a question, an officer confirmed that the emergency services did not generally support vertical deflections on Harrow on the Hill.

Stanmore CPZ extension to deal with Wembley events parking

With regards to the proposal for an extension to the Stanmore Controlled Parking Zone (CPZ) to deal with Wembley events parking, an officer explained that a dedicated team were working on the public consultation for the proposals. In response to a question by a Member, an officer confirmed that the London Borough of Barnet were aware of the intention to review parking in the Stanmore area.

Petts Hill and Highway Improvements

With regards to the Petts Hill Bridge and highway improvements, an officer explained that there was a funding shortfall but that they were hopeful of implementing the scheme in 2008. The officer further explained that the nature of the works meant that it was necessary to close the junction for three to four days and therefore ideally, it should be closed on a Bank Holiday in order to minimise disruption.

Bus Priority Schemes

An officer confirmed that with regard to Kings Road in South Harrow, resurfacing was for the lay-bys only. One Member expressed the view that the scheme proposed for Common Road Junction with the High Road should be a high priority. Another Member expressed concern regarding congestion on Honeypot Lane. In response to concerns raised by Members regarding the proposed scheme on Honeypot Lane, an officer explained that a bus lane would only be constructed if the scheme did not have an adverse affect on congestion.

Camrose Avenue – Local safety scheme

It was confirmed by an officer that consultation for the proposed Camrose Avenue local safety scheme would end on the 10 December 2007.

RESOLVED: That the report be noted.

83. **Any Other Urgent Business:**

A Member asked for an update on the implementation of the Green Lane Scheme. An officer agreed to provide this outside of the meeting.

The Chairman noted that he was keen to have a report on road safety at a future meeting.

RESOLVED: That the above be noted.

(Note: The meeting having commenced at 7.30 pm, closed at 9.55 pm)

(Signed) COUNCILLOR JOHN NICKOLAY
Chairman

