
REPORT OF CABINET

MEETING HELD ON 20 MAY 2003

Chair: * Councillor Foulds

Councillors: * D Ashton * C Mote
 † Burchell * O'Dell
 * Margaret Davine * N Shah
 * Dighé * Stephenson
 † Miss Lyne

* Denotes Member present
 † Denotes apologies received

[Note: Councillor Stephen Thornton also attended this meeting in a participatory role].

PART I - RECOMMENDATIONS TO COUNCIL - NIL
PART II - MINUTES

254. **Declarations of Interest:**
RESOLVED: To note that the following interest was declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
7. Reference from the Overview and Scrutiny Committee – Take a chance on 'e'	Mote	The Member indicated a personal interest in that he was Chair of the Overview and Scrutiny Committee at the time of the review. He would remain in the room whilst the matter was considered and voted upon.

255. **Minutes:**
RESOLVED: That the minutes of the meeting held on 15 April 2003, having been circulated, be taken as read and signed as a correct record.

256. **Arrangement of Agenda:**
 The Chair indicated that he was prepared to consider an urgent item, the Recommendation from the Wealdstone Regeneration Advisory Panel on the possible closure of Wealdstone Police Station, as the report was unavailable at the time of the agenda circulation. The Chair welcomed the Borough Commander, Alex Fish, to the meeting whom he had invited to make a statement on this matter. Cabinet agreed that Item 15 be considered as the first item of substantive business.

The Chair indicated that he was prepared to consider the following items as urgent for the reasons set out on the second, third and fourth supplemental agendas:-

- 8. Reappointment of Subsidiary Body Memberships
- 9a. Functions of the New Directorates – Supplemental Report
- 13a. Capital Programme 2003-4 – Detailed and Future Allocations – Addendum – Community Resource Centre in Wealdstone

The Chair indicated that he understood that Councillor Miss Lyne was currently recuperating and Cabinet conveyed their best wishes for a speedy recovery. The Chair indicated that, in Councillor Miss Lyne's absence, he was prepared to allow Councillor Thornton to contribute to the discussions but that he would not be able to vote.

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>
13a. Capital Programme 2003-4 – Detailed and Further Allocations – Addendum – Community Resource Centre in Wealdstone	The report contained exempt information under Paragraph 7 of Part I of Schedule 12A of the Local Government Act 1972 (as amended) as relating to negotiations for a contract for the acquisition of property.
17. ACPC Chapter 8 Report	The report contained exempt information under Paragraphs 4 and 14 of Part I of Schedule 12A of the Local Government Act 1972 (as amended) as relating to a recipient or former recipient of any service provided by the Authority and to the action taken in connection with the prevention, investigation or prosecution of a crime.
18. Housing Benefit Issue	The report contained exempt information under Paragraphs 1 and 8 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) in that the report related to a particular employee and the amount of expenditure to be incurred under a contract for the supply of services.

257. **Petitions:**
RESOLVED: To note that no petitions had been received.

258. **Public Questions:**
RESOLVED: To note that no public questions had been received.

259. **Recommendation from the Wealdstone Regeneration Advisory Panel - 7 May 2003:**
Possible Closure and Sale of Wealdstone Police Station:

Members considered a recommendation from the Wealdstone Regeneration Advisory Panel opposing the possible closure and sale of Wealdstone Police Station.

The Borough Commander, Alex Fish, circulated a joint statement in both his and the Portfolio Holder for Partnership and Property's name. Commander Fish reported on the history of the discussions about the future of Wealdstone Police Station. He indicated that the Metropolitan Police Authority (MPA) had refused the Business Case to use Wealdstone Police Station as a joint facility. However, during the last couple of days there had been intervention at Commissioner level for the retention of the station and an indication that the Business Case should be resubmitted.

Commander Fish reported that he had spoken to Lord Toby Harris who had indicated that he had not realised that the refusal of the Business Case would mean the closure of Wealdstone Police Station. Lord Harris had indicated that he would look at the Business Case again if it were resubmitted within 7 days. Commander Fish added that he would be surprised if the outcome was anything other than an agreement to keep the Station open.

The Portfolio Holder for Partnership and Property commended the joint statement to Cabinet and stated that Wealdstone Police Station should be kept open and utilised to its full potential. He stated that the Council was committed to lobbying and sought to ensure that the threat of closure was lifted as soon as possible.

RESOLVED (Unanimously): That (1) Cabinet welcome the Statement of the Borough Commander and affirm their commitment to work with Partners to secure the future of Wealdstone Police Station;

(2) that the Chair of the Wealdstone Regeneration Advisory Panel be requested to write to the Metropolitan Police Authority to clarify the situation and register the Panel's concern at the proposal to close Wealdstone Police Station and leave Wealdstone without any Police facility and a public counter; and

(3) Cabinet write to the Metropolitan Police Authority to formally object, on behalf of the Authority, to the proposal.

Reason for Decision: To ensure that the Authority's concerns are conveyed to the MPA.

260. **Forward Plan 1 May - 31 August 2003:**

RESOLVED: To note the contents of the Forward Plan for the period 1 May – 31 August 2003.

261. **Reference from the Overview and Scrutiny Committee - 1 April 2003: Take a chance on 'e':**

Members considered a reference from the Overview and Scrutiny Committee in relation to the report of the Scrutiny Review Group on e-government.

Councillor Mote, who had been Chair of the Overview and Scrutiny Committee at the time of the review, introduced the report.

The Portfolio Holder for Finance, Human Resources and Performance Management gave an undertaking that, as the Corporate Plan was being developed, the report of the Review Group would be taken on board. There needed to be an 'e' element in everything the Authority aimed to do.

The Chair indicated that the report of the Scrutiny Review Group had taken a wider remit than e-government and that the way forward proposed by the Portfolio Holder for Finance, Human Resources and Performance Management seemed to be acceptable. It was necessary to embed e-government in the way the Council operated.

Cabinet noted that Scrutiny should look at the Corporate Plan in the Autumn, in accordance with the timetable set out elsewhere in the agenda.

RESOLVED: That the report of the Review Group be noted and a written response be circulated to the Committee outlining Cabinet's response to the report's recommendation.

Reason for Decision: To secure consistency with the Council's modernisation programme.

262. **Re-appointment of Subsidiary Body Memberships:**

The Chair indicated that a revised schedule of Assistants without Portfolio for 2003/4 had been tabled.

Having made a number of alterations to the memberships of the various bodies it was

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

Reason for Decision: To re-establish the bodies for the new municipal year.

263. **Functions of the New Directorates:**

The Chief Executive reported that the supplemental report set out a summary of the responses to the consultation together with the recommendations. The proposals had been discussed with Unison and staff. The Chief Executive read the comments of Unison to the meeting and indicated that they had requested further discussions as the project moved forward.

The Chief Executive highlighted a number of services where a recommendation was not currently being made. She indicated that it might be necessary to further review the services allocated to particular directorates. The location of Internal Audit Section was still to be determined due to the ongoing recruitment process for the Section 151 Officer.

In response to a question about the grouping together of the Awards and Benefits Services, the Chief Executive stated that she did not currently envisage redundancies due to the need to set up a one-stop shop. If space capacity became available, she indicated that she would prefer to look at service enhancement.

In response to a question about the budgeted cost for Executive Directors, the Chair indicated that there would be a further report to Cabinet.

RESOLVED: To adopt the list of functions and services as set out in Appendix 2 to these minutes and to note that the items still to be determined would be reported on further to a future meeting of Cabinet.

Reason for Decision: The allocation of functions set out in Appendix 2 is considered to represent the best fit to ensure the effective delivery of services.

264. **Timetable for the preparation and consideration of the Statutory Plans and Strategies 2003/4:**
RESOLVED: That the timetable for the preparation and consideration of the Statutory Plans and Strategies set out in the Appendix to the Borough Solicitor's report be approved.
- Reason for Decision:** To comply with the requirements of paragraph 3 of the Budget and Policy Framework Procedure Rules set out in Section 4C of the Council's Constitution.
265. **Key Decision - Victoria Climbié Report, Self Assessment Audit:**
The Chief Executive introduced the report and advised that one outcome of the Inquiry was that Chief Executives should take responsibility for Children's Services. Of the 108 recommendations of the Inquiry, the Department of Health, through the Social Services Inspectorate, required Authorities to complete a self-audit assessment checklist. She reported that a full copy of the completed self-assessment was available for viewing by Members in their Group Offices and the Members' Library. For ease of reference, Appendix 2 to her report set out, in traffic light format, the Council's performance against the seven standards within the checklist.
- The Chief Executive reported that many of Harrow's Children's Services were performing consistently well whilst others were improving. Only on one specific recommendation, that "Directors of Social Services must ensure that social work staff are made aware of how to access effectively information concerning vulnerable children which may be held in other countries" had the Council scored itself below 3. She added that this was an issue that required action on a broader basis and was being taken up with other London Boroughs.
- The Chief Executive reported that even though the Council had performed well in the self-assessment on processes, caution was required. The performance may be a reflection of officers dealing with reasonable individuals and circumstances. Some individuals did, however, know how to bypass the system and the systems/processes needed to be as robust as possible.
- The Acting Chief Social Services Officer reported that the Social Services Inspectorate (SSI) had indicated that the Council would be informed on 20 June whether they wished to visit Harrow. The SSI may wish to visit if there were any concerns
- The SSI had also made it clear that the information provided in the self-assessment audit was a key performance indicator. This did, however, restrict the star rating that the Council was likely to achieve as the Performance Indicators being judged were not the same as those that officers were working with at the start of the year.
- The Portfolio Holder for Social Services indicated that it was satisfying to see such a positive result from the self-assessment audit but it was necessary to be aware of the need for constant vigilance. She added that those Members in the Corporate Parenting Group had seen a vast improvement in monitoring and returns.
- RESOLVED:** That the contents of the Audit returned to the Social Services Inspectorate be noted.
- Reason for Decision:** To recognise the significance of this return and that the Council has been able to record a good level of compliance with practice requirements in this major service responsibility.
266. **Approval of Contaminated Land Strategy:**
The Chief Environmental Health Officer reported that he did not envisage any sites in Harrow being included on the Contaminated Land Register.
- In response to a question about remediation of contaminated land, the Chief Environmental Health Officer reported that the cost would fall to the individual who contaminated the land or the current owner.
- RESOLVED:** (1) That the Contaminated Land Strategy be approved;
- (2) that the implementation of the Inspection strategy be endorsed.
- Reason for Decision:** The Council is required to prepare a Contaminated Land Strategy in accordance with Part IIA of the Environmental Protection Act 1990 which details how they will accomplish inspection of the Borough for submission to the OPDM.
267. **Capital Programme 2003-04 - Detailed and Further Allocations:**
Cabinet noted that there was a Part II addendum to this report.

RESOLVED: (1) That the addition of £300,000 to Block B (Annual Rolling Programmes) for adaptations to Council's own housing stock and an equal reduction in Block E allocated to Housing be approved;

(2) the allocation of the resources of £1.2m for Housing purposes, as set out in Appendix A of the Interim Director of Finance's report, be approved;

(3) that the essential works for Haslam House in the sum of £65,000 be approved but that any further addition to the Capital Programme be deferred until capital receipts were secured;

(4) that officers be instructed to produce a reserve list of prioritised schemes to be drawn down when the capital receipts were secured.

Reason for Decision: To enable management of the Capital Programme to progress and for new projects to commence.

268. **Key Decision - Youth Service Plan 2003-2004:**

The Executive Director (People First) reported that although the Youth Service Plan was not a Statutory Plan all authorities were required to produce one to address the Government's intentions of raising the quality of youth provision across the country. He added that there would be a further report to Cabinet in July on Youth Service Standards. He reminded Members that a funding commitment had already been made to service development in Harrow through the medium term budget strategy.

The Portfolio Holder for Education and Lifelong Learning commended the Plan to Cabinet and expressed his appreciation to the officers involved in its preparation. He added that there was a determined effort to make this issue a higher priority.

RESOLVED: That the Youth Service Plan 2003-2004 be approved for submission to the Government Office for London.

Reason for Decision: The Youth Service Plan 2003-2004 will be the starting point for a dialogue between the Government Offices and Youth Services as they work together to address the Government's vision for the Youth Service and tackle the key policy priorities for inclusion, community cohesion and crime.

269. **ACPC Chapter 8 Report:**

Cabinet considered a confidential report of the Head of Children and Families in relation to an ACPC Chapter 8 report.

In response to a question about the timescale involved, the Acting Chief Social Services Officer undertook to write to Members of Cabinet with this information.

RESOLVED: (1) That the Chapter 8 summary be received by Cabinet;

(2) that the Recommendations set out in the Executive Summary be endorsed;

(3) that the Head of Children and Families be instructed to ensure that the recommendations of the Executive Summary are carried forward.

Reason for Decision: To ensure that the Local Authority complies with the local Area Child Protection Committee Procedures and with Government guidance "Working Together to Safeguard Children" (DOH 1999).

270. **Housing Benefit Issues:**

Cabinet considered a confidential report of the Head of Financial and Exchequer Services and IT in relation to Housing Benefit issues.

RESOLVED: (1) That the additional resources for Housing Benefit for the provision of Recruitment Consultants, Interim Management and Process Consultants be approved;

(2) that a bid be submitted to the Department of Work and Pensions "Performance Standards Fund" for extra funding to cover the items detailed in resolution 1 above;

(3) that the supplementary one off resources of £52,000 to fund the proposals set out in the report of the Head of Financial and Exchequer Services and IT be funded from General Fund Reserves.

Reason for Decision: To ensure that sufficient management cover is provided for the

Housing Benefit Section and that an independent review of required resources can be undertaken.

271. **Capital Programme 2003-04 - Detailed and Further Allocations - Addendum - Community Resource Centre in Wealdstone:**

Cabinet considered a confidential report of the Interim Director of Finance on the Community Services Centre in Wealdstone.

The Chair indicated that the process leading to such a late report required examination as well as the separation of financial and property elements. Cabinet noted that Scrutiny might wish to look at this issue.

RESOLVED: (1) That the scheme be approved and added to the Capital Investment Plan;

(2) that the revenue consequences, as consulted on with the relevant Portfolio Holders, be ratified, and to note that compensatory savings may need to be made as part of the 2004/5 budget process.

Reason for Decision: To enable the Council to proceed with an important and innovative scheme that will support significantly the ongoing regeneration process in Wealdstone.

(Note: Councillors D Ashton and C Mote wished to be recorded as having abstained from voting on this item).

Attachments (Pages 1 - 14)

(Note: The meeting, having commenced at 7.31 pm, closed at 9.15 pm).

(Signed) COUNCILLOR A T FOULDS
Chair

EXECUTIVE SUB-COMMITTEES 2003/2004

NEW HARROW PROJECT PANEL (4) (Non-proportional)

<u>Labour</u>	<u>Conservative</u>	<u>Liberal Democrat</u>
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(2)	(1)	(1)
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**I.
Members**

Foulds (CH) O'Dell	C Mote	Miss Lyne
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**II.
Reserve
Members**

1. N Shah 2. Burchell	1. D Ashton (♦ Note: Appointed as the Reserve for both Councillors C Mote and Miss Lyne)	1. D Ashton ♦ (Conservative)
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(CH) = Chair
 (VC) = Vice-Chair

CABINET ADVISORY PANELS 2003/2004

(Membership in order of political group nominations)

Labour**Conservative****Liberal
Democrat****(1) BEST VALUE PANEL (7)****(4)****(3)****I.
Members****Bluston (CH)
Currie
Idaikkadar
Burchell****D Ashton *
Vina Mithani
Pinkus****II.
Reserve
Members**1. Omar
2. Dighé
3. N Shah
4. Ray1. Osborn
2. Arnold
3. Billson**(2) "BETTER GOVERNMENT FOR OLDER PEOPLE" PANEL (5)****(3)****(2)****I.
Members****Ann Groves (CH)
Lavingia
Thammaiah****Billson
John Nickolay *****II.
Reserve
Members**1. Toms
2. Blann
3. Margaret Davine1. Kara
2. Mrs Kinnear
3. Seymour

Advisers (Non Voting): one representative of each of the following organisations:-

Age Concern (Harrow) - Paul Collier
Diwa Asian Women's Association - Punitha Perinparja
DSS Benefits Agency - Tina Smith
Harrow Council for Racial Equality - Prem Pawar
Metropolitan Police Service - Inspector Ian Cresswell
Primary Care Trust Representative**(3) EDUCATION ADMISSIONS AND AWARDS PANEL (3)****(2)****(1)****I.
Members****Choudhury
Toms (CH)****Janet Cowan****II.
Reserve
Members**1. Ray
2. Ann Groves
3. Omar1. Kara
2. Vina Mithani
3. Mrs Joyce Nickolay

(Advisers: Teacher representatives - Mr D Jones/(Vacancy))

(4) GRANTS PANEL (9)

(5) (4)

I.
Members

Bluston
Harrison (CH)
Ismail
N. Shah
Thammaiah

Arnold
Marilyn Ashton
Mrs Joyce Nickolay *
Anjana Patel

II.
Reserve
Members

1. Mrs R Shah
2. Omar
3. Lavingia
4. Idaikkadar
5. O'Dell

1. Billson
2. Myra Michael
3. Mary John
4. Janet Mote

(5) NATIONAL NON DOMESTIC RATEPAYER CONSULTATIVE PANEL (4)

(2) (2)

I.
Members

Choudhury (CH)
Idaikkadar

Harriss *
Kara

II.
Reserve
Members

1. Bluston
2. Dighé
3. Ann Groves

1. Myra Michael
2. Versallion
3. Vina Mithani

(6) PUBLICATIONS PANEL (6)
(non-proportional membership)

(3) (2) (1)

I.
Members

Harrison
Lent
Marie-Louise Nolan (CH)

Knowles
Jean Lammiman *

Branch

II.
Reserve
Members

1. Foulds
2. Burchell
3. Stephenson

1. Osborn
2. Janet Cowan
3. Seymour

1. Thornton
2. Miss Lyne

(7) SOUTH HARROW STUDY PANEL (14) #

Membership to include Ward Councillors - Harrow on the Hill, Rayners Lane, Roxbourne and Roxeth Wards [Non-proportional]

(7) (7)

**I.
Members**

Burchell	Arnold
Currie	Billson
Dharmarajah	Harriss
Idaikkadar	Mrs Kinnear *
Ingram (CH)	Mrs Joyce Nickolay
Miles	Anjana Patel
Ray	Versallion

Advisers: Tenant representatives of the Rayners Lane Regeneration Steering Group:-
Mr M Brown, Ms L Duggan, Mrs P Maurice and Ms S McGregor
Youth Minister, Christchurch, Roxeth Hill: Mr G Dickinson
Representative of South Harrow Traders: Mr C Hall and Ms S Palmer

(8) SUPPORTING PEOPLE PANEL (5)

(3) (2)

**I.
Members**

Margaret Davine (CH)	Myra Michael
Ann Groves	Silver *
Lavingia	

**II.
Reserve
Members**

1. Thammaiah	1. Vina Mithani
2. Ismail	2. Jean Lammiman
3. Burchell	3. Billson

(9) TRAFFIC PANEL (9)

(5) (4)

**I.
Members**

Burchell	Arnold
Choudhury	Harriss
Miles (CH)	Mrs Kinnear
Anne Whitehead	John Nickolay *
Ismail	

**II.
Reserve
Members**

1. Ray	1. Mrs Bath
2. Bluston	2. Anjana Patel
3. Currie	3. Osborn
4. Kinsey	4. Seymour
5. O'Dell	

Advisers (Non-Voting):-

One representative of the Cyclists' Touring Club - Mr R Jones
One representative of Harrow Association for Disabled People - Mrs R Carratt
One representative of Harrow and District Pedestrians' Association - Mr G Bartlett
One representative of Harrow Public Transport Users' Association - Mr A Wood
One representative of the Metropolitan Police (Traffic Branch) - Constable P Richards

(10) UNITARY DEVELOPMENT PLAN PANEL (7)

	(4)	(3)
<u>I</u> <u>Members</u>	Burchell (CH) Idaikkadar N. Shah Anne Whitehead	Marilyn Ashton * Mrs Bath Harriss
<u>II.</u> <u>Reserve</u> <u>Members</u>	1. Blann 2. Bluston 3. Ray 4. Miles	1. Mrs Kinnear 2. Kara 3. Versallion

(11) WEALDSTONE REGENERATION PANEL (6)

	(3)	(3)
<u>I.</u> <u>Members</u>	Burchell (CH) Harrison Marie-Louise Nolan	Marilyn Ashton* Harriss Vina Mithani
<u>II.</u> <u>Reserve</u> <u>Members</u>	1. Blann 2. Lavingia 3. O'Dell	1. Billson 2. Kara 3. John Nickolay

Co-opted Member: Councillor Miss Lyne (Liberal Democrat Group) Executive Procedure Rule 2.3(c)

Advisers (Non-Voting):-

(i)	Harrow Public Transport Users Association:	Mr A Wood
(ii)	Local Business Employers (of medium/large size firms):	Mr M Garratt (Kodak)
(iii)	Brent and Harrow Chamber of Commerce:	Ms D Ahmad
(iv)	Wealdstone Active Community Representatives:	Ms B Pooley/Mrs J Skidmore (Reserve Mrs B Harvey)
(v)	Wealdstone Sub-Committee (of Harrow Agenda 21 Environment Forum):	(Vacancy/Vacancy)
(vi)	Wealdstone Traders' Association	Mr J Evans and Dr O Amele
(vii)	Harrow Association of Disabled People	(Vacancy)
(viii)	Additional Wealdstone Business' Representatives:	Mr T Arens (Heriot Catering) Ms S Hall (Enhance - Hairdressing Salon)

- (CH) = Chair
- (VC) = Vice-Chair (appointments currently outstanding)
- Denotes Group Members on Panels for consultation on administrative matters.

To note the membership of the following informal body.

BUDGET REVIEW WORKING GROUP (6) (Non-proportional)

	(3)	(2)	(1)
<u>I.</u> <u>Members</u>	Burchell Dighé (CH) Lent	D Ashton * Pinkus	Thornton
<u>II.</u> <u>Reserve</u> <u>Members</u>	1. Idaikkadar 2. - 3. -	1. Romain 2. John Cowan 3. Mrs Kinnear	1. Miss Lyne

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

(Membership in order of political group nominations)

Labour**Conservative****(1) COMMUNITY CONSULTATIVE FORUM (7)****(4)****(3)****I.
Members****Bluston
Currie
Omar
N Shah (CH)****Arnold
Janet Cowan *
Anjana Patel****II.
Reserve
Members**1. Lavingia
2. Gate
3. Nana Asante
4. Burchell1. Harriss
2. Kara
3. Mrs Champagne**(2) EDUCATION CONSULTATIVE FORUM (7)****(4)****(3)****I.
Members****Gate
Ray
Stephenson (CH)
Thammaiah****Mrs Bath
Miss Bednell *
Janet Mote****II.
Reserve
Members**1. Ismail
2. Marie-Louise Nolan
3. Miles
4. Lent1. Kara
2. Vina Mithani
3. Jean Lammiman

(Co-opted: Teacher Representatives - Mr D A Jones/(Vacancy))

(3) EMPLOYEES' CONSULTATIVE FORUM (7)**Council Representatives****(4)****(3)****I.
Members****Currie
Dighé (CH)
N Shah
Toms****Mrs Bath *
Janet Cowan
Mrs Joyce Nickolay****II.
Reserve
Members**1. Lent
2. Gate
3. Burchell
4. Lavingia1. Billson
2. Janet Mote
3. Osborn**Employee Representatives**Six UNISON Representatives Kerry Bubenzer, Debbie Prasad, John Rattray, Bryan Shewry, Ron Thornton, Wendy Williams
Three HTCC Representatives (To be advised)

(Note: The Chair of the Employees' Committee shall be a Council side representative in 2003/2004, and the Vice-Chair is to be appointed by the Employee side. These appointments shall thereafter alternate in succeeding years).

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

(2)

(2)

I.
Members

**Burchell
Currie (CH)**

**Billson
Knowles**

II.
Reserve
Members

1. O'Dell
2. Margaret Davine

1. Harriss
2. Mary John
3. Mrs Joyce Nickolay

APPOINTMENT OF CHAIRS TO EXECUTIVE SUB COMMITTEE, ADVISORY PANELS AND CONSULTATIVE FORUMS FOR THE MUNICIPAL YEAR 2003-04

Executive Sub Committee

New Harrow Project Panel

Chair

Councillor Foulds

Advisory Panel

Best Value

Councillor Bluston

Better Government for Older People Panel

Councillor Ann Groves

Education Admissions and Awards

Councillor Toms

Grants

Councillor Harrison

NNDR Consultative

Councillor Choudhury

Publications

Councillor Marie-Louise Nolan

South Harrow Study

Councillor Ingram

Supporting People

Councillor Margaret Davine

Traffic

Councillor Miles

Unitary Development Plan

Councillor Burchell

Wealdstone Regeneration

Councillor Burchell

Informal Body

Budget Review Working Group

Councillor Dighé

Consultative Forum

Community Consultative

Councillor Navin Shah

Education Consultative

Councillor Stephenson

Employees' Consultative *

Councillor Dighe´

Tenants' and Leaseholders' Consultative

Councillor Currie

[* Note: The appointment of the Chair for 2003-04 will be a Council representative].

REPRESENTATION ON OTHER SOCIAL SERVICES EXECUTIVE BODIES FOR THE MUNICIPAL YEAR 2003-04**BODY****Appointment**

Adoption Panel

Councillor Margaret Davine
(See Note)

Fostering Panel

Councillor Marie-Louise Nolan

[NOTE: Adoption Panel nominee is required to be either:-

a member of the Executive with a role that includes an interest in social services functions;

or:-

a member of the Overview and Scrutiny Committee, whose remit includes social services functions].

APPOINTMENT OF ASSISTANTS WITHOUT PORTFOLIO 2003/04 - REVISED**(1) LABOUR GROUP**

Assistants without Portfolio are to be appointed and will be responsible to the Leader of the Council. This will enable the Assistants to work on a wider range of projects.

The following Members will form the pool of Assistants to the Portfolio Holders:-

Councillors

Raj Ray
Thaya Idaikkadar
Rekha Shah

(2) CONSERVATIVE GROUP

(i) The following Members will act as Assistants:-

Shadow Portfolio Holder

Councillor C Mote
Councillor D Ashton

Assistant

Councillor Mrs Kinnear
Councillor Silver

(ii) The following additional Members have been nominated as spokespersons:-

Portfolio Area

Education and Lifelong Learning
Housing
Planning and Development
Transport

Spokesperson

Councillor Miss Bednell
Councillor Knowles
Councillor Mrs Ashton
Councillor John Nickolay

(3) LIBERAL DEMOCRAT GROUP

The following Member will act as an Assistant:-

Group Member of Cabinet

Councillor Miss Lyne

Assistant

Councillor Branch

APPENDIX 2

People First

First, Middle, Secondary and Special Schools
Adult, Family and Community Education
Teachers' Centre
Admissions and Exclusion Arrangements
Arts for Schools Service
Early Years and Childcare
Youth Services
Youth Offending Team

Libraries
Arts and Cultural Strategy

Parent Partnership

School Organisation Planning

Education Business Partnership/Work Experience Consortium
Advisory team
Curriculum access teams

Governor services

Children's services (currently in Education) including ESW's, Education Psychologists etc

Older People Services
Adults with Physical Disabilities
Adults with Mental Health Problems
Adults with Learning Difficulties

Special Education Needs
Children in Need (and Child Protection)
Children Looked After and Leaving Care
Family Placement
Children's Homes
Adoption and Permanence
Children with Disability
Children and Young People's Mental Health

Client for Special Needs Transport
Client for Meals on Wheels

Directorate Personnel/Finance/ICT/Research/Management Information functions as appropriate

Urban Living

Environmental Health Services
Trading Standards (via contract with Brent)
Mortuary (via contract with Brent)

Building Control
Development Control
UDP/Census/Planning Briefs
Housing Strategy
Housing provision, homelessness and management
Links with Housing Associations and Affordable Housing

Supporting People
Private sector housing

Buildings and Facilities Management
Energy purchase and conservation

Engineering – Highways and drainage
Land Management
Economic Development
Town Centres Regeneration

Drugs Action Team
Crime Reduction Team

Emergency Planning
Leisure Management
Sports Strategy and Management
Waste Management
Parks and Open Spaces
Street cleaning
Special Needs Transport
Catering – Meals on Wheels
Security

Road Safety, CPZ and Traffic Management
Highways, Lighting and CCTV Maintenance
Parking Enforcement

Environmental Strategy

Directorate Personnel/Finance/ICT/Research/Management Information
functions as appropriate

Business Connections

Financial Strategy
Financial Management Support
Treasury Management and Pension Investment
Insurance
Budget preparation
Revenue collection
Payments and invoices
Council Tax collection and Business Rates
Housing Benefits
Education Awards

Procurement

E-Government
ICT Development and provision

Community links with individual organisations
Grants
Capital Finance
Risk Management

Business Continuity

Directorate Personnel/Finance/ICT/Research/Management Information
functions as appropriate

Organisational Development

Corporate Strategy
Comprehensive Performance Assessment
Best Value and Performance Management
Equalities Strategy
Community Strategy

HR Development Strategy
HR Strategy
Personnel

Change Management

Occupational health
Links with Trade Unions

H&S employment issues
LPSA

Training, development and organisational learning

First Contact development

Directorate Personnel/Finance/ICT/Research and Management Information
functions as appropriate

Reporting directly to the Chief Executive

Borough Secretariat – Legal Services, Committee Administration, Local Land Charges, Elections, Births, Deaths and Marriages.

Marketing, Public Relations and Internal Communications

To be determined

Asylum seekers

Travellers

Refugees

Partnership Unit (excluding Community Strategy)

Internal Audit

Payroll

Pensions