
REPORT OF CABINET

MEETING HELD ON 13 JANUARY 2004

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
RECOMMENDATION I - Calculation of Council Tax Base for 2004-2005

The Director of Business Services introduced the report and advised Members that the law required the Council to formally agree its Council Tax Base for 2004-2005 and pass this information to the precepting authorities by 31 January 2004. The detailed calculation of the Band D equivalent properties is set out at Appendix 1.

The Director of Business Services drew Members attention to the proposal to introduce the option of twelve monthly instalments and the resulting effects on cashflow for the Council, the details of which are set out in Appendix 2.

Members expressed the view that it needed to be made clear within the recommendation that Council Tax payers had the option of moving to paying their Council Tax by 12 monthly instalments and accordingly

Resolved to RECOMMEND:

- (1) That Band D equivalent number of taxable properties is calculated as shown in Appendix 1 in accordance with the Government regulations;
- (2) that the provision for uncollectable amounts of Council Tax for 2004-2005 be agreed at 1.5%, producing an expected collection rate of 98.5%;
- (3) that subject to (1) and (2) above, a Council Tax taxbase for 2004-2005 at 83,652 Band D equivalent properties (being 84,926 x 98.5%) be approved, allowing for payment in lieu of Ministry of Defence properties;
- (4) that, in addition to the current statutory 10 instalment payment scheme, from 2004-05 the Council offer taxpayers who pay by direct debit the option of paying by 12 monthly instalments.

Reason for Recommendation: To fulfil the Council's statutory obligation to set the Council Tax Base for 2004-2005. A decision on the number of instalments to be allowed is requested to enable Council Tax billing preparations to commence.

RECOMMENDATION II - Housing Revenue Account 2004/5

The ALMO Project Director introduced the report and drew Members' attention to the recommendation from the Tenants' and Leaseholders' Consultative Forum held on 8 January 2004 and the addendum report and appendices which had been circulated on the third and fourth supplemental agendas. It had been necessary to circulate the addendum report and appendices as the Housing Revenue Account subsidy information had been received after the Cabinet agenda had been published.

The ALMO Project Director indicated that the Tenants' and Leaseholders' Consultative Forum had made no significant comments on the Housing Revenue Account 2004/5 report. In response to a Member's question in relation to the ODPM Rent Restructuring guidance, the ALMO Project Director stated that it would be unwise to veer away from this guidance.

Resolved to RECOMMEND:

- (1) To note the comments made by the Tenants' and Leaseholders' Consultative Forum held on 8 January 2004;
- (2) that there be a rent increase for Council dwellings of an average of 2.7%, calculated in accordance with the Government's Rent Restructuring Guidance, to take effect from 5 April 2004;
- (3) that a revised charge for garages, carports and car spaces to take effect from 5 April 2004, in line with (2) above, and as set out in Appendix D to the addendum report of the Executive Director (Urban Living) be approved ;
- (4) that revised charges for community halls/room lettings and the nightly charge for guest rooms to take effect from 5 April 2004, in line with (2) above, and as set out in Appendix C to the addendum report of the Executive Director (Urban Living) be approved;
- (5) that the facilities charges as set out in Appendix E to the addendum report of the Executive Director (Urban Living) take effect from 5 April 2004, be approved;
- (6) that the proposed rents for short-life properties managed by housing associations in line with (2) above as set out in Appendix B to the addendum report of Executive Director (Urban Living) be approved.

Reason for Decision: To enable the Council to recover an appropriate level of income from rents and associated charges during 2004/05.

RECOMMENDATION III - Early Years Development and Childcare Strategy 2004-2006

The Portfolio Holder for Education and Lifelong Learning introduced the report which set out the Early Years and Child Care Strategy for 2004-6. He congratulated the Early Years and Childcare Services Manager and her team for preparing the strategy, delivering targets and setting even more challenging targets.

The Portfolio Holder for Social Services emphasised the importance of the strategy, particularly for those children experiencing domestic difficulties.

Resolved to RECOMMEND: That the Early Years and Childcare Strategy 2004-2006 be approved.

Reason for Decision: To comply with Harrow's statutory duty in accordance with Part V Section 118-123 of the School Standards and Framework Act 1998 as amended by Part 9 Section 149-150 of the Education Act 2002.

Previous Years' Taxbase calculation figures:-	Gross figure BEFORE non-collection rate applied
Band D equivalent for taxbase calculation 2003-2004 was	84205
Band D equivalent for taxbase calculation 2002-2003 was	82880
Band D equivalent for taxbase calculation 2001-2002 was	82669
Band D equivalent for taxbase calculation 2000-2001 was	82361
Band D equivalent for taxbase calculation 99/00 was	81692
Band D equivalent for taxbase calculation 98/99 was	81777
Band D equivalent for taxbase calculation 97/98 was	81951
Band D equivalent for taxbase calculation 96/97 was	81490
Band D equivalent for taxbase calculation 95/96 was	81517
Band D equivalent for taxbase calculation 94/95 was	81706

* Likely bands Estimated on ratio of existing properties

** These are properties currently under construction or for which planning permission has been granted that are not already on our database. The figures shown is the proportion of these properties that will be completed AND BANDED during the year. Therefore Band @ - this is the tax set for properties in Band A that qualify for Disabled Reduction (there are none at present)

LONDON BOROUGH OF HARROW
COUNCIL TAX INSTALMENTS PROFILE

APPENDIX 2

FOR CURRENT YEAR USING CURRENT PAYMENT PROFILES

2003-2004 current position	Apr-03	May-03	Jun-03	Jul-03	Aug-03	Sep-03	Oct-03	Nov-03	Dec-03	Jan-04	Feb-04	Mar-04	TOTAL PAYMENTS DUE
Monthly 10	£8,783,667	£8,783,667	£8,783,667	£8,783,667	£8,783,667	£8,783,667	£8,783,667	£8,783,667	£8,783,667	£8,783,667	£8,783,667	£8,783,667	£91,770,013.16
Annual	£398,713												81,939
Six monthly	£1,694,450												£1,119,98
Quarterly	£1,400			£1,400									
Fortnightly	£560	£560		£560	£560								
Weekly	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	
	£10,884,246	£8,799,663	£8,799,663	£8,801,083	£8,799,663	£10,484,133	£8,801,083	£8,799,663	£8,799,663	£8,801,083	£0	£0	£91,770,041

FOR CURRENT YEAR IF DIRECT DEBIT IS 12 INSTALMENTS AND REST ARE 10

2003-2004, if Direct Debit only 1	Apr-03	May-03	Jun-03	Jul-03	Aug-03	Sep-03	Oct-03	Nov-03	Dec-03	Jan-04	Feb-04	Mar-04	TOTAL PAYMENTS DUE
Direct Debit 12 ALL	£3,650,574.81	3650574.81	3650574.81	3650574.81	3650574.81	3650574.81	3650574.81	3650574.81	3650574.81	3650574.81	3650574.81	3650574.81	
Monthly 10	£4,453,600	£4,453,600	£4,453,600	£4,453,600	£4,453,600	£4,453,600	£4,453,600	£4,453,600	£4,453,600	£4,453,600	£4,453,600	£4,453,600	
Annual	£338,234												
Six monthly	£1,462,694												
Quarterly	£840			£840									
Fortnightly	£560	£560		£560	£560								
Weekly	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	£15,456	
	£9,921,959	£8,120,191	£8,120,191	£8,121,031	£8,120,191	£9,582,885	£8,121,031	£8,120,191	£8,120,191	£8,121,031	£3,650,575	£3,650,575	£91,770,041

Cumulative Variation	£962,287	£1,641,779	£2,321,271	£3,001,322	£3,680,814	£4,360,282	£5,040,322	£5,720,814	£6,400,282	£7,080,814	£7,761,282	£8,441,814	£0
Interest "Loss"	-3,208	-5,473	-7,738	-10,004	-12,269	-15,274	-17,540	-19,805	-22,070	-24,337	-26,602	-28,867	£0
Council Tax equivalent													-£149,887
													-£1.81

FOR CURRENT YEAR IF ALL PAYERS PAY OVER 12 MONTHS

Monthly 12 inc annual/six-m/quarterly	Apr-03	May-03	Jun-03	Jul-03	Aug-03	Sep-03	Oct-03	Nov-03	Dec-03	Jan-04	Feb-04	Mar-04	TOTAL PAYMENTS DUE
Annual	£7,634,157	£7,634,157	£7,634,157	£7,634,157	£7,634,157	£7,634,157	£7,634,157	£7,634,157	£7,634,157	£7,634,157	£7,634,157	£7,634,157	
Six monthly													
Quarterly	£467	£467	£467	£467	£467	£467	£467	£467	£467	£467	£467	£467	
Fortnightly	£12,880	£12,880	£12,880	£12,880	£12,880	£12,880	£12,880	£12,880	£12,880	£12,880	£12,880	£12,880	
Weekly	£7,647,503	£7,647,503	£7,647,503	£7,647,503	£7,647,503	£7,647,503	£7,647,503	£7,647,503	£7,647,503	£7,647,503	£7,647,503	£7,647,503	£91,770,041

Cumulative Variation	£3,236,742	£4,388,922	£5,541,101	£6,694,680	£7,846,860	£9,000,000	£10,152,180	£11,304,360	£12,456,540	£13,608,720	£14,760,900	£15,913,080	£0
Interest "Loss"	-10,789	-14,630	-18,470	-22,316	-26,156	-30,002	-33,848	-37,694	-41,540	-45,386	-49,232	-53,078	-£334,340
Council Tax equivalent													-£4.03

Interest / mth

do not delete this table	Value each
Monthly 12	0.08
Monthly 10	0.10
Annual	1.00
Six monthly	0.50
Quarterly	0.25
Fortnightly	0.10
Weekly	0.10

PART II - MINUTES

400. **Javed Khan:**
The Chair welcomed Javed Khan, who had recently been appointed as Director of Learning and Community Development (People First), to the meeting.
401. **Declarations of Interest:**
RESOLVED: To note that no interests were declared.
402. **Minutes:**
RESOLVED: That the minutes of the meeting held on 16 December 2003, having been circulated, be taken as read and signed as a correct record.
403. **Arrangement of Agenda:**
The Chair indicated that item 11, Fees and Charges 2004/5 had been withdrawn from the agenda and would now be submitted to Cabinet in February 2004.
- The Chair indicated that he was prepared to consider the recommendations from the Tenants' and Leaseholders' Consultative Forum and the addendum report in relation to the Housing Revenue Account 2004/5 as a matter of urgency to enable the comments of the Forum and the updated information to be considered in conjunction with the officer report which appeared on the Cabinet agenda.
- The Chair indicated that he was prepared to consider the recommendation from the Unitary Development Plan Advisory Panel held on 12 November 2003 as a matter of urgency to enable those recommendations to be considered in conjunction with the recommendations of the Panel meeting held on 5 January 2004.
- The Chair indicated that Councillor Paddy Lyne had submitted apologies and that Councillor Stephen Thornton was attending the meeting in a participatory role. Councillor Thornton would be able to speak and ask questions but not be able to vote.
- RESOLVED:** That all business be considered with the press and public present with the exception of the following item for the reasons set out below:-
- | <u>Item</u> | <u>Reason</u> |
|---|--|
| 23. Key Decision – Approval to enter into partnering contracts for the responsive repairs and gas servicing and maintenance work, on the Council's permanent housing stock. | The report contained exempt information under Paragraphs 7 and 8 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information relating to the financial affairs of a person other than the Authority and the amount of expenditure to be incurred by the Authority under a contract for the supply of service. |
404. **Petitions:**
Councillor D Ashton presented a petition containing 18 signatures from residents of Cherchefelle Mews, Stanmore. Councillor Ashton read the terms of the petition to the meeting which were as follows:-
- “Re: Application for Music and Dancing by Crazy Horse, 43, Church Road, Stanmore.
- The undersigned are all senior citizens resident in the retirement complex at Cherchefelle Mews, 1 Green Lane, Stanmore in close proximity to the applicants premises, and are unanimous in our protest against the granting of the proposed licence.
- This is a quiet residential area and the prospect of disturbance caused by large groups of people partying until the early hours is an environmental set back not to be contemplated.
- We trust that our views will receive favourable support for which we thank you in anticipation.”
- RESOLVED:** That the petition be received and referred to the Portfolio Holder for Environment and Transport.

405. **Public Questions:**

The Chair indicated that he was prepared to allow public question time to continue until all the questions had been put and responded to. He advised Cabinet that one of the questioners, Mr Daver, was unable to be present at the meeting and that a written answer would be provided to his question.

In response to a Member's question, the Chair indicated that written answers would be circulated to all Members of Cabinet.

RESOLVED: To note the following public questions:

1.

Questioner: Mr David Page

Asked of: Councillor Sanjay Dighé (Portfolio Holder for Finance and Human Resources and Performance Management)

Question: "In the spreadsheet \$Budget20045appendicesAandB, why was the People First - Schools "Funding up to passport level" for 2004-05 increased from the initial figure of £1,124,000 (Column 2, Sheet 5a, Effect of previous policy decisions) to £2,899,000 (Column 3) before falling to £211,000 (instead of 0) in 2005-06 and then back up to £1,963,000 in 2006-07?"

If these are due to the Central Government requirement to pass on increases in the Education element of the FSS directly to schools budgets, why is this offset not shown in the proposed Budget?"

2.

Questioner: Mr David Stanley

Asked of: Councillor Keith Burchell (Portfolio Holder for Planning, Development, Housing and Best Value)

Question: "The 'Harrow People' magazine was originated and funded by this Labour Council when it came into power.

Will the councillor state the cost to produce, print and deliver the magazine plus the staff salary cost per annum?"

3.

Questioner: Mr Stanley Sheinwald

Asked of: Councillor Archie Foulds (The Leader of the Council and Chair of Cabinet)

Question: "In spite of the 20% increase in Council Tax that you levied on residents, Harrow's schools say that you short changed them this year and have asked the Council to use political pressure to ensure that the Govt and not Harrow's taxpayers give them more money.

In what way and by how much did you short change them and why are you now asking Council Tax payers and not Govt to pay another £1.2m next year?"

4.

Questioner: Mr Pravin Seedher

Asked of: Councillor Archie Foulds (The Leader of the Council and Chair of Cabinet)

Question: "Is it possible for residents to express little or no confidence in the 2004/05 Labour Budget for Harrow via the so called Budget Consultation exercise?"

5.

- Questioner:** Mr Michael Fitzgerald
- Asked of:** Councillor Archie Foulds (The Leader of the Council and Chair of Cabinet)
- Question:** "Re: Harrow Council Re-cycling & Refuse booklet delivered to every household in the borough.
- Could you let me know the cost of Design, printing, and distribution of this booklet, and would it not have been prudent considering the high cost of Council tax last year to have had this booklet printed in one colour not 4 colours which has cost a lot more. Also is it the Council policy to support local business whenever possible"

6.

- Questioner:** Mr John Mitchell
- Asked of:** Councillor Archie Foulds (The Leader of the Council and Chair of Cabinet)
- Question:** "It was reported that on 29th August 2003 the High Court ruled that Unaccompanied Asylum Seeking Children (UASC) should receive services under Section 20 of the Children Act and at present this cost would have to be met by the Council Taxpayer. It was also stated that representations are being made to Central Government to provide additional funding to cover these costs.
- Has Central Government agreed to cover these costs in full? If not. What is the impact on our cash limited Revenue Budget 2003/4? What will be the effect on Revenue Budget 2004/5?"

[Note: Oral answers were provided to the above questions and, under the provisions of Executive Procedural 15.4, Mr Page, Mr Seedher, Mr Fitzgerald and Mr Mitchell asked one supplementary question which was additionally answered.

Councillor Dighé indicated that he would provide Mr Page with a written answer and that a meeting to discuss the issues could be arranged if the questioner so wished.]

406. **Forward Plan 1 January - 30 April 2004:**

RESOLVED: To note the contents of the Forward Plan for the period 1 January – 30 April 2004.

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

RESOLVED: To note that no reports had been received.

408. **Comprehensive Performance Assessment:**

The Executive Director (Organisational Development) introduced the report which advised Cabinet of the outcome of the Comprehensive Performance Assessment score for Harrow. The report also proposed that the Council should apply for a corporate reassessment in 2004.

The Executive Director (Organisational Development) reported that the Audit Commission 's Relationship Manager's letter had now been received, the contents of which were summarised in the report. The full letter would be submitted to Cabinet in February alongside the Annual Audit letter.

The Executive Director (Organisational Development) reported that the Council had now been assessed as fair. However, the Council was not automatically eligible for a corporate reassessment in 2004. In relation to a question about the likely cost of applying for reassessment, she confirmed that there would be no additional cost.

The Executive Director (Organisational Development) advised Members that there would be a new process in place for 2005/6 and the whole basis of Comprehensive Performance

Assessment would be changing.

The Chair highlighted that the Council had now been deemed as 'Fair' which could be seen as an indication that the Council was making progress.

RESOLVED: That (1) the outcome of the Comprehensive Performance Assessment for 2003 be noted;

(2) the Council apply for a corporate reassessment under the exceptional circumstances provisions of the Audit Commission's Guidance – Applying for a Corporate Assessment.

Reason for Decision: To enable progress within the Corporate Performance Assessment Framework.

409. **Budget Consultation - Public Meeting:**

The Chief Executive tabled a paper which set out the proposed arrangements for the public meeting on 27 January 2004. She confirmed that, subject to Members' agreement, it was hoped that publicity for the meeting would commence as soon as possible.

Members expressed the view that members of the public should be able to ask questions of the Panel without notice as well as in writing in advance.

RESOLVED: That a public consultation meeting be arranged, as set out in paragraphs (a) – (h) of the tabled report of the Chief Executive, and held at 7.30 pm on Tuesday 27 January at Kadwa Patidar Hall.

Reason for Decision: To assist the consultation process.

410. **Calculation of the Council Tax Base 2004/5:**

(See Recommendation I).

411. **Internal Audit Strategic Plan 2004-2007:**

The Chief Internal Auditor introduced the report which set out an outline strategic plan for future audit coverage. She advised Members that the full delivery of the plan would require 3 additional audit staff. The medium term budget strategy proposed the phasing in of these staff over a three year period.

In response to a Member's question, the Chief Internal Auditor advised that she hoped to discuss the Plan with the External Auditor during February. She added that the primary purpose of the Plan was to assist the authority in managing risk and driving improvement, not to make savings on the external audit fee.

In response to a Member's suggestion that the Overview and Scrutiny Committee consider the report, the Executive Director (Business Connections) advised that Audit was a key function of the Executive and that it was important that Cabinet considered the report on an annual basis.

Members welcomed the plan and the proposed areas of coverage.

RESOLVED: That, subject to decisions on the budget, the proposed Strategic Plan and level of internal audit coverage required to reduce the Council's exposure to risk be approved.

Reason for Decision: There was a statutory requirement to ensure adequate audit coverage and need for risk based auditing to support the delivery of the improvement agenda.

412. **ICT Strategic Partnership:**

The Director of Business Services drew Members' attention to the consultant's report, attached as an appendix to the officer report, which recommended that the Council should procure an ICT and Major Projects Partner to enable the delivery of a significant proportion of the ICT strategy.

RESOLVED: That (1) the procurement of an ICT and Major Projects Partner be approved;

(2) that the procurement route be via the negotiated procedure advertising in the Official Journal of the European Union (OJEU).

Reason for Decision: In order that the work outlined in the approved ICT Strategy can be delivered.

413. **Key Decision - Recommendations from the Grants Advisory Panel held on 26 November 2003 - Grants to Voluntary Organisations Budget 2004/5 and Grant Funding 2004/2005:**

Members considered the recommendations from the Grants Advisory Panel held on 26 November 2003 in relation to the Grants to Voluntary Organisations Budget 2004/2005 and Grant Funding 2004/2005.

Members noted that the Panel proposed agreement to the grants in respect of Harrow Marquetry Group and Pinner Centre Pre-school and they be funded from the unallocated fund but that this would be dependent on Cabinet agreeing to carry the funds forward from 2003/4 to 2004/5 (see resolutions 2 and 8 below).

RESOLVED: (1) To note that the existing grants to voluntary organisations budget for 2003/2004 was £1,004,430 and that the budget for 2004/2005, subject to the Council approving its overall Revenue Budget for 2004/5, was £1,034,630;

(2) that £5,500 from the unallocated fund for 2003/4 be carried forward and added to the 2004/2005 grants budget;

(3) to note that the amount of grant funding requested by applicants for 2004/2005 was £1,283,119;

(4) to note that requests for growth from currently funded groups amounted to £169,026, growth requests for Service Level Agreement funding amounted to £20,251, and growth through grant applications from new applicants seeking funding amounted to £92,123;

(5) to note that the reserved grant funding recommended by the Panel was £7,500;

(6) to agree the amount £14,845 for inflation additions for salaries;

(7) to note that the total recommended funding for 2004/5 was £1,013,230;

(8) to agree to the "in principle" decisions on grants funding and reserved funding in relation to the individual grant applications, as set out in the Appendix to the Recommendation Report, subject to the Council's approval of the overall revenue budget for 2004/2005 including the grants in respect of Harrow Marquetry Group and Pinner Centre Pre-school;

(9) to agree to grant a £15,000 Heritage Grant to Harrow Heritage Trust from the Capital Fund.

Reason for Decision: To enable the provision of grants to voluntary organisations in 2004/2005 and to enable the allocation of funding to voluntary organisations in 2004/2005.

414. **Best Value Performance Indicators - Quarterly Monitoring Report:**

The Executive Director (Organisational Development) introduced the report which presented the first quarterly monitoring report of the Best Value Performance Indicators for 2003/4. She advised that the three main concerns related to performance in respect of Special Educational Needs statementing timescales, Housing Benefits and Planning. However, action was being taken to address each of these areas of concern.

In response to a question in relation to rights of way in the Borough, the Director of Professional Services (Urban Living) reported that a comprehensive survey had been carried out and that it was hoped that the work would be finished shortly.

In response to a question in relation to the submission of more up to date performance indicator information to Members, the Executive Director (Organisational Development) advised that she hoped to submit the next report to Members in February.

RESOLVED: That the report be noted.

Reason for Decision: To note the report of the first step of the Council's approach for the corporate monitoring and reporting of the Best Value Performance Indicators on a quarterly basis.

415. **Key Decision - Approval to enter into partnering contracts for the responsive repairs and gas servicing and maintenance works on the Council's permanent housing stock:**

The ALMO Project Director advised Cabinet that there was a Part II section to the report for Members only which set out the tender reports for the responsive repairs contracts and for the gas servicing and maintenance contract.

The Chief Executive drew Members' attention to the letter from R Taylor and Son, one of the

Council's existing fencing contractors, which had been circulated by the Borough Solicitor. The Borough Solicitor advised that he had also circulated his response to the contractor to Cabinet and that Members were able to take a decision on the report of the Executive Director (Urban Living).

In response to a Member's question, the ALMO Project Director advised that the contracts required development and although an end date was not proposed, the contracts would include a termination clause.

RESOLVED: That the recommendation of the selection panel to enter into partnering contracts with A E Williams and Sons (Builders) Ltd, Ian Williams Ltd and Village Heating Ltd, with effect from 1 April 2004 be approved.

Reason for Decision: To implement the previous policy decision to develop partnering contracts for responsive repairs and gas servicing and maintenance.

416. **Canons Park Historic Restoration Scheme:**

The Director of Professional Services (Urban Living) introduced his report which detailed the many activities and achievements that had taken place since July 2002, including the formation of a Friends' group and a local partners and stakeholders group. He informed Members of the latest situation on partnership funding and explained the need to secure the future funding of the scheme's security provision. He added that there was a need to agree a landscape agreement with North London Collegiate School and also sought approval for submission of the stage 2 bid.

In response to a Member's question, the Director of Professional Services (Urban Living) confirmed that the project did not currently include provision of lighting at night.

RESOLVED: (1) To authorise the submission of the Stage 2 bid to the Heritage Lottery Fund (HLF) for the Canons Park Historic Restoration Scheme;

(2) to agree, in principle, the additional capital funding of £55,700 in 2005-06, the need for which could be mitigated partly or wholly by partnership funding which was currently being sought;

(3) to maintain a full-time park keeper service and part-time security night patrol in Canons Park for a period of 10 years after completion of the restoration scheme;

(4) that the Council enter into a legal agreement with the North London Collegiate School for a peppercorn consideration that would define how the school would maintain trees and shrubs on their own land for a period of 10 years in order to open up and maintain views of the Canons mansion from the park.

Reason for Decision: To secure the restoration of Canons Park through grant aid from the Heritage Lottery Fund, to provide evidence of commitment to maintain security staff as required by the HLF, and to enable historic park vistas to be recreated and maintained.

417. **Key Decision - Housing Revenue Account 2004/5:**
(See Recommendation II).

418. **Recommendations from the Unitary Development Plan Advisory Panel - 12 November 2003 and 5 January 2004 - Harrow Unitary Development Plan Review:**

Members considered the recommendations from the Unitary Development Plan Advisory Panel meetings held on 12 November 2003 and 5 January 2004 in relation to the review of the Unitary Development Plan. Members noted that extracts of the minutes of the UDP Advisory Panel meetings held on 12 November 2003 and 5 January 2004 had been tabled for information.

The Chair drew Members' attention to the request that the UDP Panel's decision of 5 January 2004 in relation to Schedule 6 – Car Parking standards be amended, following consultation with Councillors Burchell and M Ashton, with the wording detailed in the 3rd supplemental agenda which had been inadvertently omitted from the Chief Planning Officer's report.

A Member expressed the view that the minutes of the Panel were an integral part of the way the recommendation report was presented to Cabinet as they were important background information. In response, the Portfolio Holder for Planning, Housing, Development and Best Value stated that Cabinet should not be considering the details of the Panel's discussion and that the minutes of 5 January 2004 were still in draft format.

RESOLVED: (1) That in relation to Schedule 6 – Car Parking Standards

- Section on Car Parking Standards or Non-Residential Development

That the words 'Maximum space per 10 bedrooms with separately designated parking for employees, visitors and customers' under C2 Hospitals should not be deleted.

(2) Consideration of the Inspector's Report on the Public Local Inquiry

That the responses to the recommendations contained in the Inspector's report considered by the Panel at its meeting on 12 November 2003 be approved.

(3) Major Revisions to Policies and Reasoned Justifications to be included in Proposed Modifications

That the revised wording of Policies and Reasoned Justifications set out in the report of the Chief Planning Officer considered by the Panel at its meeting on 5 January 2004 be approved and brought forward as Proposed Modifications to the Plan subject to those amendments set out in the preamble to recommendation 2 of that Panel meeting.

(4) Draft Proposed Modifications

That the draft schedule of the Council's Proposed Modifications to the Replacement HUDP be agreed, subject to the inclusion of the recommendations set out under Recommendation 1 (UDP Advisory Panel Meeting – Special – held on 12 November 2003) and Recommendations 2 and 4 (UDP Advisory Panel Meeting held on 5 January 2004), and for these to be placed alongside on deposit the Statement of Decisions.

(5) Statement of Decisions on the Inspector's Report on the Public Local Inquiry

That the Council's Statement of Decisions on the Recommendations contained in the Inspector's Report be agreed, subject to amendment of the comments under the headings 'LBH Response' and 'Reason for Response' on page 146 of the report relating to sites of Nature Conservation Importance, and the Statement be placed on deposit subject to the inclusion of the recommendations set out under Recommendation 1 (UDP Advisory Panel Meeting – Special – held on 12 November 2003) and Recommendations 2 and 3 (UDP Advisory Panel Meeting held on 5 January 2004).

Reason for Decision: To expedite adoption of the replacement HUDP after completion of all statutory procedures.

(Note: Councillor D Ashton wished to be recorded as having voted against the above resolutions).

419. **Key Decision - Early Years Development and Childcare Strategy 2004-2006:**
(See Recommendation III).

420. **Twinning:**

The Chief Executive reported that Members needed consider how they wished to respond to the letter from Sahyog, which requested that Harrow Council consider the twinning of the London Borough of Harrow with Bhuj in Gujarat State of India. She advised that there was guidance on twinning and that there would be a need to investigate the proposal and to consider the costs involved.

The Chair indicated that the major minority Group welcomed the suggestion from Sahyog and proposed that officers be requested to prepare a report outlining the processes and issues. Members noted that this work may take some time to complete and the Chair indicated that he would like the twinning, if it were pursued, to be self - financing.

The Portfolio Holder for Partnership and Property expressed the view that the proposal offered exciting prospects in the year that the Borough celebrated its 50th Anniversary.

RESOLVED: That the Chief Executive be requested to submit a report to a future meeting of Cabinet outlining the issues and processes around the proposed twinning.

Reason for Decision: To consider opportunities for broadening twinning links.

421. **Approval to enter into Partnering Contracts for the Responsive Repairs and Gas Servicing and Maintenance Works on the Council's Permanent Housing Stock:**

Members considered a confidential report from the Executive Director (Urban Living) in relation to the partnering contracts for the responsive repairs and gas servicing and maintenance works on the Council's permanent housing stock.

RESOLVED: That the report be noted.

Reason for Decision: To implement the previous policy decision to develop partnering contracts for responsive repairs and gas servicing and maintenance.

(Note: The meeting, having commenced at 7.30 pm, closed at 9.40 pm).

(Signed) COUNCILLOR A T FOULDS
Chair