

2003 - 2004

HARROW COUNCIL  
COUNCIL SUMMONS

ORDINARY MEETING  
Thursday 23 October 2003





## COUNCIL SUMMONS

Law and Administration Division

Civic Centre

Harrow

15 October 2003

Dear Member

I hereby request and summon you to attend an **ORDINARY MEETING OF THE COUNCIL OF THE LONDON BOROUGH OF HARROW** to be held in the **COUNCIL CHAMBER** at the **CIVIC CENTRE, STATION ROAD, HARROW, on Thursday, 23rd day of October 2003 at 7.30 pm** to take into consideration the following numbered matters and to pass such resolutions and to make such orders thereon as may then be determined.

### PRAYERS

The Mayor's Chaplain, Deacon Tony Martin, will open the meeting with Prayers.

**1. DECLARATIONS OF INTEREST:**

To receive any declarations of personal interests or prejudicial interests by Members of Council, arising in relation to the business for this Meeting.

**2. COUNCIL MINUTES: (Pages 1 - 42)**

To take as read and approve as a correct record the minutes of the Annual Council Meeting held on 15 May 2003

[Notes: (i) The Annual Council Minutes have been circulated previously within Volume 1 of the Cabinet and Council Minutes (2003/04);

(ii) the Minutes are also now enclosed with this Summons for ease of reference]

**3. MAYOR'S ANNOUNCEMENTS:**

To receive any announcements from the Mayor.

[ Note: Information as to recent Mayoral engagements will be tabled].

**4. PROCEDURAL MOTIONS:**

To receive and consider any procedural motions by Members of Council, under relevant Council Procedure Rules, in relation to the conduct of the business for this Council Meeting.

[ Note: Notice of such procedural motions, received after the issuing of this Summons, will be tabled].

**5. PETITIONS:**

To receive petitions (if any) submitted in accordance with Council Procedure Rule 11 and presented:-

- (i) by a representative of the petitioners;
- (ii) by a Councillor, on behalf of petitioners; or
- (iii) by the Borough Solicitor, on behalf of petitioners.

**6. PUBLIC QUESTIONS:**

A period of up to 15 minutes is allowed under Council Procedure Rule 12 for members of the public to ask questions of members of the Executive, Portfolio Holders and Chairs of Committees, of which notice has been received no later than 5.00p.m. two clear working days prior to the day of this Meeting.

[ Note: Confirmation of any such questions will be tabled].

**7. HARROW SCHEME FOR MEMBERS' ALLOWANCES 2003/04 - REVISED: (Pages 43 - 62)**

Report from the Chief Executive.

8. **BEST VALUE PERFORMANCE PLAN 2003/04:** (Pages 63 - 96)
- RECOMMENDATION I: (CABINET – 17 June 2003) (Key Decision)
- RECOMMENDATION II: (OVERVIEW AND SCRUTINY COMMITTEE – 23 September 2003)
9. **SERVICE AND FINANCIAL PLANNING PROCESS 2004-05 TO 2006-07:** (Pages 97 - 100)
- RECOMMENDATION I: (CABINET – 15 July 2003)
10. **BUDGET CONSULTATION PROCESS:** (Pages 101 - 104)
- RECOMMENDATION I: (CABINET – 9 September 2003)
11. **STATEMENT OF ACCOUNTS 2002-2003:** (Pages 105 - 108)
- RECOMMENDATION II: (CABINET – 9 September 2003)
12. **ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2002-03:** (Pages 109 - 142)
- RECOMMENDATION I: (OVERVIEW AND SCRUTINY COMMITTEE – 10 July 2003)
13. **COMPLAINTS AGAINST COUNCILLORS: LOCAL DETERMINATION OF COMPLAINTS REFERRED FROM THE STANDARDS BOARD FOR ENGLAND:** (Pages 143 - 164)
- RECOMMENDATION I: (STANDARDS COMMITTEE – 7 October 2003)
14. **SPECIAL URGENCY DECISIONS TAKEN BY THE EXECUTIVE:** (Pages 165 - 174)
- (1) In accordance with the Overview and Scrutiny Procedure Rules set out in Part 4 of the Constitution, the Borough Solicitor is required to report to the Council any decisions taken as a matter of urgency on behalf of the Executive (that is, as individually authorised by the Portfolio Holders).
- (2) In accordance with paragraph 17.3 of the Access to Information Procedure Rules, the Leader of the Council is required to report to Council any decisions taken under the Special Urgency Procedure. This requirement is met in the attached paper from the Borough Solicitor.
- FOR CONSIDERATION**
15. **OPERATION AND PROVISIONS FOR CALL IN AND URGENCY:** (Pages 175 - 180)
- Report from the Chief Executive.

**16. QUESTIONS WITH NOTICE (Council Procedure Rule 13):**

A period of up to 15 minutes is allowed ( Council Procedure Rule 13.2 ) for the asking of written questions by Members of Council of a member of the Executive or the Chair of any Committee:-

- (i) of which notice has been received at least two clear working days prior to the day of this Meeting;
- (ii) or which relate to urgent matters, the consent of the Executive member or Committee Chair to whom the question is to be put has been obtained and the content has been advised to the Borough Solicitor by 12.00 noon on the day of the Council Meeting.

**(1) Question of the Environment and Transport Portfolio Holder:**

Councillor Branch has given notice of the following question to be asked of Councillor O'Dell :-

“Could the Portfolio Holder for Environment and Transport let this Council know if any money taken from parking fees and fines is ring fenced for improvements to our local roads in Harrow ?”

**(2) Any Other Questions of which Notice may be given**

(confirmation of any such Questions will be tabled).

**17. MOTIONS:** (Pages 181 - 184)

**18. APPOINTMENT/RE-APPOINTMENT OF THE AUTHORITY'S STATUTORY OFFICERS:** (Pages 185 - 194)

Report of the Chief Executive.

**19. COMMITTEE MEMBERSHIPS 2003/04: PROPOSED REVISIONS:**

**STANDARDS COMMITTEE**

The Liberal Democrats Group has notified the following Committee Membership changes within its allocation on the Standards Committee.

CATEGORY	DELETION	SUBSTITUTION
Member	Cllr. Miss Lyne	Cllr. Branch
Reserve No.2	Cllr. Branch	Cllr. Miss Lyne

**DEVELOPMENT CONTROL COMMITTEE**

The Conservative Group has notified the following Committee Membership changes within its allocation on the Development Control Committee.

CATEGORY	DELETION	SUBSTITUTION
Member	Cllr. Versallion	Cllr. Knowles
Reserve No.1	Cllr. Harriss	Cllr. Billson
Reserve No.2	Cllr. Seymour	Cllr. Janet Cowan
Reserve No.3	Cllr. Knowles	Cllr. Versallion
Reserve No.5	Cllr. Billson	Cllr. Seymour

## **OVERVIEW AND SCRUTINY COMMITTEE**

The Labour Group has notified the following Committee Membership changes within its allocation on the Overview and Scrutiny Committee.

CATEGORY	DELETION	SUBSTITUTION
Reserve No.2	Cllr. Choudhury	Cllr. Ismail
Reserve No.3	Cllr. Omar	Cllr. Currie
Reserve No.4	Cllr. Asante	Cllr. Lent

### **FOR CONFIRMATION**

**20. REVISIONS TO THE REPRESENTATION ON OUTSIDE BODIES:** (Pages 195 - 200)

Report of the Borough Solicitor.

**21. EXECUTIVE ACTIONS:** (Pages 201 - 204)

A number of Executive Actions have been taken on behalf of the Council following consultation with the Group Leaders, since the Annual Meeting. These are as reported in the attached document.

### **FOR CONFIRMATION**

Yours sincerely



Borough Solicitor

To: His Worship the Mayor and all Members of the Council of the London Borough of Harrow