
REPORT OF CABINET

MEETING HELD ON 24 JUNE 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

PART I - RECOMMENDATIONS**RECOMMENDATION I - Replacement Harrow Unitary Development Plan (HUDP) - Consideration of Representations on the Proposed Modifications and Adoption of the Plan**

Members considered the recommendation from the Unitary Development Plan Advisory Panel meeting held on 7 June 2004 in relation to the replacement Harrow Unitary Development Plan. Members also considered the reference from the meeting of the Environment and Economy Scrutiny Sub-Committee held on 11 March 2004 which requested Cabinet to consider the Sub-Committee's comments in relation to the Harrow Unitary Development Plan and prospective Local Development Framework.

Resolved to RECOMMEND:

- (1) That the suggested Council responses to the representations made on the proposed modifications to the replacement Harrow Unitary Development Plan be agreed;
- (2) that no further modifications to the replacement Harrow Unitary Development Plan were required;
- (3) that it is the Council's opinion that the replacement Harrow Unitary Development Plan was in general conformity with the London Plan; and
- (4) that, subject to the publication of the relevant statutory notices, it be agreed that the Council now proceed to adopt the replacement Harrow Unitary Development Plan.

Reason for Recommendation: To expedite adoption of the replacement Harrow Unitary Development Plan after completion of all statutory procedures.

(Note: Councillor C Mote wished to be recorded as having voted against the above recommendations).

PART II - MINUTES523. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

| <u>Agenda Item</u> | <u>Member</u> | <u>Nature of Interest</u> |
|--|---------------|--|
| 10. Key Decision – Single Status | Burchell | The Member indicated a prejudicial interest and advised that he would leave the meeting whilst this matter was considered and voted upon. (Spouse employed in a school office). |
| | Davine | The Member indicated a personal interest in that she was a member of Unison. The Member would remain in the room whilst the matter was considered and voted upon. |
| 17. Key Decision – Older People's Housing Review | Miss Lyne | The Member indicated a personal interest in that she was member of the Shadow Board for the ALMO. The Member would remain in the room whilst the matter was considered and voted upon. |

524. **Minutes:**

RESOLVED: (1) That the minutes of the meeting held on 20 May 2004, having been circulated, be taken as read and signed as a correct record;

(2) that the minutes of the special meeting held on 15 June 2004, having been circulated, be taken as read and signed by the Chair when they had been published in the Minute Volume.

525. **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> |
|--|--|
| 19. Arts Culture Harrow (ACH) | The report contained exempt information under Paragraph 7 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained confidential information relating to the financial or business affairs of a particular person. |
| 20. Key decision – Headstone Manor/Harrow Museum and Heritage Centre | The report contained exempt information under Paragraph 8 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained confidential information relating to the details of expenditure proposed to be incurred by the Authority and a particular contract for the supply of goods or services. |

526. **Petitions:**

RESOLVED: To note that no petitions had been received.

527. **Public Questions:**

RESOLVED: To note that no public questions had been received.

528. **Forward Plan 1 June - 30 September 2004:**

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

529. **Reports from the Overview and Scrutiny Committee or Sub-Committees - Review of Domiciliary Care:**
Members noted the report, which informed Cabinet of the revised timeframes for the Health and Social Care Scrutiny Sub-Committee's review of domiciliary care.
- RESOLVED:** To note that the Health and Social Care Scrutiny Sub-Committee had extended the timeframes for the review of domiciliary care until December 2004.
- Reason for Decision:** To ensure that the review was thorough and of a high standard.
530. **Provisional Revenue Outturn 2003-2004:**
The Director of Financial and Business Strategy introduced the report and advised that the Council's Revenue Accounts for 2003-2004 had been provisionally closed, subject to Audit. The report informed Members of the provisional 2003-2004 revenue outturn and the reasons for major variations to the approved budget.
- The Director of Financial and Business Strategy drew Members' attention to the one off "windfall" savings from the NNDR rebates and the earmarked reserves in relation to Change Management.
- RESOLVED:** (1) That the provisional 2003-2004 revenue outturn, as set out in the report of the Director of Financial and Business Strategy, be received;
- (2) to note that the level of bad debt provision was being reviewed and would be reported on further (as detailed in paragraph 6.6 to the report of the Director of Financial and Business Strategy);
- (3) that the level of insurance provisions, as set out in paragraph 6.7 to the report of the Director of Financial and Business Strategy, be approved;
- (4) that the earmarked reserves, as detailed in paragraph 6.8 to the report of the Director of Financial and Business Strategy, be approved;
- (5) that the carry forward of budgets from 2003-2004 to 2004-2005, as set out in paragraph 6.9 to the report of the Director of Financial and Business Strategy, be approved.
- Reason for Decision:** Cabinet was asked to give early consideration to the provisional accounts for 2003-2004 to enhance good governance and financial stewardship.
531. **Capital Investment Outturn 2003-04:**
The Director of Financial and Business Strategy introduced the report, which outlined the Council's capital outturn for 2003-2004 and set out the forecast of Capital Expenditure for 2004-2005 and future years. She stated that it was important to note the considerable improvements made to the Capital Programme this year and advised that a Capital Forum had been established.
- In response to a Member's question, the Executive Director (Business Connections) advised that representations had been made to the Department of Health in relation to the late receipt of the Supplementary Credit Approval for HIV / Aids Supported Tenancies. The Chair indicated that he would write to the relevant Minister to reiterate the Authority's concerns.
- RESOLVED:** (1) That the level of expenditure on approved capital investment plans at the end of 2003-2004 be noted;
- (2) that the forecast level of expenditure for 2004-2005 and future years and the current resources position be noted;
- (3) that the addition of the new schemes and amendments to the capital programme for 2004-2005 and future years, as outlined in Appendix 2 to the report of the Director of Financial and Business Strategy, be approved.
- Reason for Decision:** To inform Cabinet of the expenditure on capital schemes in 2003-2004 and to update the programme for 2004-2005 and future years.
532. **Key Decision - Single Status:**
The Executive Director (Organisational Development) introduced the report which outlined the progress to date in respect of negotiations to change certain terms and conditions of employment of all Harrow employees, save for Chief Officers and teachers. She drew Members' attention to the tabled comments from Unison and a response from staff and

reported that the Agreement was the outcome of lengthy and complex negotiations with Unison.

The Portfolio Holder for Finance, Human Resources and Performance Management advised that the key objective of the Agreement was to ensure that all employees had fair and equitable terms and conditions regardless of the type of work they did. He stated that it was necessary for the consultation on this issue to continue.

Members acknowledged that staff often worked in excess of 35 hours per week and that it was necessary to seek the views of those staff that were not members of Unison. Members emphasised that they valued the work done by Council staff.

An amendment in the name of Councillor Dighé was moved, put to the vote and it was

RESOLVED (unanimously): (1) That the proposed joint Single Status agreement be approved;

(2) that, subject to consultation with the workforce and a ballot of Unison members, the proposed Joint Single Status Agreement be implemented;

(3) that the payment of a "one off" lump sum retrospective payment for 2003/2004 to former Contract Services employees in July 2004 be approved.

(4) That, as part of the continuing negotiations with Unison and consultation with staff on the remaining aspects of the agreement, the Authority looks to minimise the impact on those employees who had been most adversely affected and that those consultations and negotiations outline options for Cabinet to consider further.

Reason for Decision: To enable implementation of the change in the standard working week required by the London Agreement and introduce changes to terms and conditions of employment that would enable the Council to deliver high quality services to the community through a flexible, competent and motivated workforce.

533. **Key Decision - Best Value Performance Plan 2004/05:**

The Executive Director (Organisational Development) introduced the report, which requested Cabinet to agree final modifications to the Plan prior to publication. She drew Members' attention to the tabled amendments, which would be incorporated in the final Plan.

RESOLVED: That the modifications to the Plan, as incorporated in the draft submitted to Members, be approved for publication.

Reason for Decision: To enable a compliant Plan to be published by the statutory deadline of 30 June 2004.

534. **Key Decision - Replacement Harrow Unitary Development Plan - Recommendation from the Unitary Development Plan Advisory Panel:**

(See Recommendation I).

535. **Replacement Harrow Unitary Development Plan - Reference from the Environment and Economy Scrutiny Sub-Committee held on 11 March 2004:**

Members considered a reference from the Environment and Economy Scrutiny Sub-Committee held on 11 March 2004 in relation to the replacement Harrow Unitary Development Plan.

RESOLVED: That the report be noted.

Reason for Decision: To enable Cabinet to consider the comments of the Sub-Committee in relation to the replacement Harrow Unitary Development Plan.

536. **Key Decision - Approval of the Air Quality Action Plan 2004:**

The Chief Environmental Health Officer introduced the report and advised that, following receipt of comments from both statutory consultees and residents of the borough, a final Air Quality Action Plan had been prepared for adoption by Members. He advised that although the direct revenue cost to Harrow was relatively low, the Council was dependent on the Supplementary Credit Approval given by DEFRA. However, it was unlikely that there would be a significant shortfall. He confirmed that the timescale for achieving the targets was within the next 12 months.

In response to a Member's question, the Chief Environmental Health Officer confirmed that the areas of focus for improving air quality within the Borough outlined in paragraph 7.1 of

his report were related to the Unitary Development Plan (UDP) and that it would be difficult to achieve those targets if the UDP was not up to date.

The Portfolio Holder for Environment and Transport requested that congratulations be conveyed to the staff involved in the preparation of this complex Plan.

Members noted an amendment to the recommendation in that there were 32 policies detailed in the Plan.

RESOLVED: That the Air Quality Action Plan and the policies numbered 1-32 detailed in the Plan and summarised in Appendix 1 to the report of the Executive Director (Urban Living) report be approved.

Reason for Decision: Following an assessment of air quality, the Authority was under a statutory duty to prepare an Air Quality Action Plan for approval.

537. **Key Decision - Headstone Manor/ Harrow Museum and Heritage Centre:**

The Executive Director (Urban Living) introduced the report, which outlined the current position in relation to the Headstone Manor/Harrow Museum and Heritage Centre project, and in particular, the proposed repair to the 'Ancient Parts' of Headstone Manor. He advised that the report set out the significant milestones in relation to the renovation of the Grade I listed building. Members noted that there was also a confidential report for their information appearing elsewhere on the agenda and which detailed the results of the tender exercise.

Members welcomed the report and noted that there would be a dedicated Project Manager to take the project forward.

RESOLVED: (1) That the Director of Professional Services be authorised to award the contract for 'the Repair and Restoration of the 'Ancient Parts' of Headstone Manor' in accordance with the officer recommendation outlined in the report of the Executive Director (Urban Living);

(2) that the use of the existing Capital allocation of £250,000, previously approved by Cabinet as 'match funding' to support a supplementary grant application to the Heritage Lottery Fund, as a contribution towards the cost of the repair works, be approved;

(3) that the use of an additional £321,000 from the Local Lottery Fund as a contribution towards financing the cost of these works be approved.

Reasons for Decision: (1) To meet the Council's obligations to undertake urgent and essential repairs to this historic building;

(2) in recognition of the change in circumstances with regard to the existing Heritage Lottery Fund grant and the need to progress the repair works;

(3) in accordance with previous resolutions, which identified this as being an appropriate use of this fund, and the need to progress the repair works.

538. **Key Decision -Transport Spending Plan 2005/06 - 2007/08:**

The Executive Director (Urban Living) introduced the report and explained that each year Transport for London (TfL) invited London Boroughs to submit a bid for funding for traffic and transport projects for the next financial year. This report set out Harrow's bid for 2005/2006, which needed to be submitted by 16 July 2004.

In response to a Member's question in relation to Safe Routes to Schools and policy 21 detailed in the Air Quality Action Plan considered elsewhere on the agenda, the Executive Director (Urban Living) advised that the Council could choose to prioritise whichever projects it so decided. However, TfL would only fund certain projects.

The Portfolio Holder for Environment and Transport drew Members' attention to the TfL appraisal of the Harrow BSP submission and advised that the Council had, in the previous year, been awarded a record allocation.

An amendment in the name of Councillor Lyne was moved, put to the vote and it was

RESOLVED: (1) That the bid set out in appendices 3 & 4 to the report of the Executive Director (Urban Living) be agreed as the basis of Harrow's 2005/06 – 2007/08 Borough Spending Plan and for onward submission to Transport for London; and

(2) that authority be delegated to the Executive Director (Urban Living) to make minor amendments to the bid, and to make major amendments following consultation with the Portfolio Holder for Environment and Transport and nominated Members.

Reason for Decision: To enable the submission of the Borough Spending Plan – a funding-bid document – to Transport for London by the deadline of 16 July 2004.

539. **Interim report on Green Belt Management Strategy:**

The Chief Planning Officer introduced the report, which discussed the need for a long-term management strategy for Harrow's Green Belt land that focused, in particular, on the Council's extensive land holdings. He indicated that he hoped to submit a further report to Cabinet on 29 July 2004.

The Portfolio Holder for Environment and Transport indicated that he hoped that an Area Manager, as opposed to a dedicated officer manager, would be appointed to manage the Green Belt. He expressed the view that joined up team working, as demonstrated by the New Harrow Project, had been shown to be most productive.

The Portfolio Holder for Planning, Development, Housing and Best Value stated that the Council should be encouraging public access to all areas of the Green Belt owned by the Authority. He advised that it was necessary to identify all the Green Belt land owned by the Authority and that he would welcome discussions with, and suggestions, from all Members.

RESOLVED: (1) That the position in relation to the Green Belt Strategy be noted;

(2) that a further report on proposals and costs be submitted to a future meeting of Cabinet.

Reason for Decision: To initiate and give direction to the development of a management strategy for the Council's landholdings in the Green Belt.

540. **Key Decision - Older People's Housing Review:**

The Executive Director (Urban Living) outlined a proposal to undertake a Strategic Review of older people's housing. He reported that the Office of the Deputy Prime Minister required Harrow to produce a new Supporting People Strategy by March 2005 and that he would hope that the review could be started immediately. He added that any financial issues would be raised as part of the budget process for 2005/6.

Members made a number of comments including the need to consider the suitability of housing the young with the elderly, whether there was a surplus of sheltered units, specialist provision and housing for vulnerable people.

RESOLVED: (1) That the proposal to carry out an older people's housing review, as outlined in the report of the Executive Directors (Urban Living) and (People First), be approved;

(2) that the aims, objectives, scope and likely outcomes of the review be noted;

(3) that the funding of the review from a combination of Housing Revenue Account balances and General Fund Revenue balances be approved.

Reason for Decision: To enable the Council to conduct the review in line with government guidance.

541. **Arts Culture Harrow (ACH):**

Members considered a confidential report from the Director of Learning and Community Development in relation to Arts Culture Harrow.

RESOLVED: That the targets set be noted and that reports be submitted to Cabinet in July and October 2004 indicating whether the targets had been met.

Reason for Decision: If the targets were missed, then delivery of the recovery plan would be doubtful and the Council would need to revisit other long term options.

542. **Key Decision - Headstone Manor/ Harrow Museum and Heritage Centre:**

Members considered a confidential report from the Executive Director (Urban Living) in relation to Headstone Manor/Harrow Museum and Heritage Centre and which related to an item considered in Part I of the agenda.

RESOLVED: That the report be noted.

(Note: The meeting, having commenced at 6.33 pm, closed at 7.57 pm).

(Signed) COUNCILLOR A T FOULDS
Chair