
REPORT OF CABINET

MEETING HELD ON 14 APRIL 2005

Chair: * Councillor N Shah

Councillors: † D Ashton * C Mote
 * Burchell * Marie-Louise Nolan
 * Margaret Davine * O'Dell
 * Dighé * Stephenson
 * Miss Lyne

* Denotes Member present
 † Denotes apologies received

PART I - RECOMMENDATIONS
RECOMMENDATION I - Corporate Plan 2005/2006

The Director of Organisational Performance introduced the draft Corporate Plan 2005/2006, which clearly set out the Council's priorities for 2005-06, its performance objectives, the investment for each priority and key initiatives and action. He tabled a mock-up of the Plan and advised that the target audience for the Corporate Plan was key stakeholders and partners. A four-page summary of the Plan would also be produced and circulated to all householders in the borough.

The Director of Organisational Performance reported that the Corporate Plan would be monitored on a quarterly basis and would assist the achievement of the 'golden thread', that is, a clear and demonstrable link between the Council's priorities and all plans across the organisation.

In discussing the Plan and its format, Members made the following comments:-

- more detail as to the services covered by People First was required
- the font size on the mock-up of the Plan was too small
- a number of editorial amendments were required
- the typeface was difficult to read on some of the background colours
- the graphics and timeframe should be discussed with the Portfolio Holder for Communications, Partnership and Human Resources.

The Director of Organisational Performance reported that the draft Corporate Plan met most of the requirements of the Best Value Performance Plan (BVPP), which the Council was required to publish by 30 June 2005. He reported that as there was no Council meeting in June, it was proposed that Council, when they considered the adoption of the Corporate Plan as its BVPP, be requested to authorise Cabinet to approve any necessary modifications and adjustments in June to enable the statutory deadlines to be met.

Resolved to RECOMMEND:

- (1) That the draft Corporate Plan 2005/2006 be approved for publication in May 2005;
- (2) that the Corporate Plan be adopted as the Council's Best Value Performance Plan, subject to the necessary adjustments to content, and that Cabinet be authorised to approve these modifications;
- (3) to note that as well as publishing the Corporate Plan, a four page summary of the Corporate Plan would be distributed to all households within the Borough;
- (4) that the Corporate Plan be referred to the Overview and Scrutiny Committee for their comments, which would then be forwarded to Cabinet for their consideration when approving the final Best Value Performance Plan in June 2005.

Reason for Recommendation: The draft Corporate Plan outlined what the Council was going to achieve over 2005/2006 in relation to the corporate priorities. The Corporate Plan 2005/6 clearly set out what the Council's priorities, performance objectives and investment would be for 2005/2006. This provided transparency and accountability for the Council's stakeholders, Harrow's workforce and other audiences such as the Audit Commission.

PART II - MINUTES729. **Waste Management Service - Filming of Debate:**

Cabinet welcomed two students from the University of Westminster, currently studying for their Masters degree in journalism, and agreed that the debate in relation to item 14, Waste Management Service, could be filmed for the students' project on Waste Management. Members noted the students' assurance that the film would not be for public consumption and would only be viewed by their tutor.

730. **Director of Community Care:**

Cabinet welcomed Penny Furness-Smith, the newly appointed Director of Community Care, to Cabinet.

731. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
13. Key Decision – Determination of Admission Arrangements for the 2006/2007 Academic Year	Councillor Miss Lyne	The Member indicated a personal interest in that she was a governor of Cedars First and Middle School. She would remain in the room whilst the matter was considered and voted upon.
	Councillor Dighé	The Member indicated a personal interest in that his wife was employed in a community school. He would remain in the room whilst the matter was considered and voted upon.
18. Grant of Right of Way for New Pinn Medical Centre	Councillor Dighé	The Member indicated a personal interest in that he knew one of the doctors. He would remain in the room whilst the matter was considered and voted upon.
	Councillor N Shah	The Member indicated a personal interest in that his daughter was a patient at the practice. He would remain in the room whilst the matter was considered and voted upon.

732. **Minutes:**

RESOLVED: That the minutes of the meeting held on 17 March 2005, having been circulated, be taken as read and signed as a correct record, subject to the correction that Councillor Margaret Davine had not declared an interest in relation to the item on the Financial Settlement with Harrow Primary Care Trust.

733. **Arrangement of Agenda:**

The Chair indicated that he was prepared to consider Item 18, Grant of Right of Way for New Pinn Medical Centre, as urgent for the reasons set out on the supplemental agenda.

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>
18. Grant of Right of Way for New Pinn Medical Centre.	The report contained exempt information under Paragraphs 7 and 9 of Part I of Schedule 12A to the Local Government Act 1972 (as amended), in that it contained information relating to the financial or business affairs of a particular person (other than the Authority), and terms proposed by the Authority in the course of negotiations for a contract for the disposal of property.

734. **Petitions:**
RESOLVED: To note that no petitions had been received.
735. **Public Questions:**
RESOLVED: To note that no public questions had been received.
736. **Forward Plan 1 April - 31 July 2005:**
RESOLVED: To note the contents of the Forward Plan for the period 1 April – 31 July 2005.
737. **Audit and Inspection Plan for 2005-06:**
The Director of Financial and Business Strategy introduced the Audit and Inspection Plan for 2005/2006. She advised that this was the first year that the Audit Commission and Deloitte and Touche LLP had produced a joint audit and inspection plan for the Council. She added that the Audit Committee had also considered the Plan and had not made any specific comments.

In response to a Member's question in relation to the planned response on Decent Homes, the Director of Financial and Business Strategy indicated that she would request the External Auditor to make the necessary amendment to include the four options for the achieving Decent Homes standard.

RESOLVED: That the Audit and Inspection Plan for 2005/06 be endorsed.

Reason for Decision: The Plan would provide clarity in relation to audit and inspection activity for 2005/6.
738. **Internal Audit Plan 2005/06:**
The Director of Financial and Business Strategy introduced the Internal Audit Plan 2005/06, which had recently been approved by the Audit Committee.

The Director of Financial and Business Strategy reported that the Audit Committee would receive six monthly progress reports on the work of Internal Audit and the extent to which recommendations had been accepted/implemented. Where an audit raised particular concerns, the full audit report would now go to the Audit Committee and the relevant manager would be asked to attend and comment on action being taken to address the concerns.

RESOLVED: That the Internal Audit Plan for 2005/06 be approved.

Reason for Decision: There was a statutory requirement to ensure adequate internal audit coverage.
739. **Corporate Plan 2005/2006:**
(See Recommendation I).
740. **Reference from the Early Retirement Sub-Committee - 21 February 2005 - Appraisals:**
Members considered a reference from the Early Retirement Sub-Committee meeting held on 21 February 2005 in relation to the staff appraisal system.

The Executive Director (Organisational Development) updated Members on the Individual Performance Appraisal and Development Scheme for staff, which was currently in the final stages of development. She advised that officers were also in the final stages of consultation and that the scheme would 'go live' in May 2005.

RESOLVED: (1) That the reference be noted;

(2) that the Overview and Scrutiny Committee be consulted on the Individual Performance Appraisal and Development Scheme for staff;

(3) that the Executive Director (Organisational Development) convey the details of the scheme to all Members of Council.

Reason for Decision: To enable Member consultation on the scheme and to communicate to Members the details of the scheme and the work that was being done.

741. **Planning for Service Integration across Health and Social Care - Community Care Services and Children's Services:**

The Executive Director (People First) introduced the report, which updated Members on the future proposals for joint working between the Primary Care Trust (PCT) and People First. She advised that the report was one of a series of papers that would be submitted to Cabinet for consideration.

Members noted that the Draft Statement of Shared Vision and Values would be considered by the PCT on 19 April 2005.

RESOLVED: (1) That the approach to planning for the further service integration of Community Care services for adults and for Children's Services, as outlined in the report of the Executive Director (People First), be approved;

(2) that the Draft Statement of Shared Vision and Values, attached as an annex to the report of the Executive Director (People First), be endorsed;

(3) that a further report on detailed governance arrangements, in order to secure further implementation, be submitted to Cabinet in June 2005.

Reason for Decision: The arrangements proposed would allow the Council and its major partners to move towards further service integration in relation to two major service areas in a manageable way which would minimise risks for all the organisations concerned.

742. **Key Decision - Determination of Admission Arrangements for the 2006/2007 Academic Year:**

The Executive Director (People First) introduced the report, which set out the admission arrangements to apply to Harrow community primary and high schools for the 2006/2007 school year. She drew Members' attention to the recommendation from the Harrow Admissions Forum, which set out the feedback from consultations on community school and voluntary aided school admission arrangements for 2006.

RESOLVED: (1) That the admission arrangements to apply to Harrow community primary and high schools for the school year 2006/2007, as set out in the Appendix to the report of the Director of Strategy (People First), be approved;

(2) that the recommendations and comments from the Harrow Admissions Forum be noted.

Reason for Decision: There was a statutory requirement under the School Standards and Framework Act 1988 for admission authorities to determine admission arrangements by 15 April in the determination year (i.e. by 15 April 2005).

(See also Minute 731).

743. **Key Decision - Waste Management Service and Reference from the Environment and Economy Scrutiny Sub-Committee:**

The Area Director (Urban Living) introduced the report, which set out proposals for moving forward in relation to the Waste Management Service. He also drew Members' attention to the report and recommendations of the Scrutiny Review of Household Waste Management, which had been circulated alongside his report.

An officer highlighted a number of recommendations set out in section 3 of the report, and advised that Appendix E detailed the main recommendations and how the recommendations of the scrutiny review group would be addressed. He added that it was proposed that two recommendations of the scrutiny review group not be pursued at this stage.

Members noted that a fundamental part of achieving the statutory recycling targets was winning the hearts and minds of customers. The Area Director (Urban Living) advised that a specialist company would be used for publicity to convey the recycling message effectively and what the Council was trying to achieve. Members noted that schools were addressing the issue of recycling and that it was necessary to make residents aware of the cost implications and impact on the environment of not recycling.

The Portfolio Holder for Environment and Transport congratulated officers on the production of the comprehensive report and paid tribute to the scrutiny review group for their work. He acknowledged the teams of staff who had worked on the pilot scheme but expressed his concern at the abuse some members of staff had had to endure from customers. Cabinet indicated that abuse of staff was not acceptable and that those individuals responsible could face prosecution.

RESOLVED: (1) That the recommendations and timetable set out in section 3 of the report of the Area Director (Urban Living) be approved;

(2) that the recommendations of the Scrutiny Review of Household Waste Management be noted;

(3) that the response from the Service Area to the Review Group's recommendations, contained in the report of the Area Director (Urban Living), be noted;

(4) that officers advise the appropriate bodies of the Review Group's views.

Reason for Decisions: The Council would increase its recycling rate, achieve its statutory target for 2005/6 and reduce its future liabilities under the Landfill Allowance Trading Scheme.

744. **Key Decision - Supporting People Strategy:**

The Director of Strategy (Urban Living) introduced the report, and advised that the Council had worked steadily and successfully to meet all the major goals of the Supporting People programme and that this had been reflected in the feedback from Audit Commission's recent inspection. She drew Members' attention to the recommendation of the Supporting People Advisory Panel attached as an appendix to her report.

The Portfolio Holder for Social Care and Health advised Members that the shadow strategy document had been rated as 'excellent' by the ODPM for inclusivity, and Members expressed their congratulations to the team.

RESOLVED: That, in line with the recommendation made by the Supporting People Advisory Panel, the Harrow Supporting People Strategy and the West London Supporting People Strategy, including the financial plan, be endorsed.

745. **Land at Honeypot Lane - Development Brief:**

The Chief Executive introduced the report, which set out the recommendation of the Strategic Planning Advisory Panel.

Members noted that adoption of the Brief would assist the Council in considering future proposals for the Honeypot Lane site, and ensure that a comprehensive approach was taken to the implementation of a major proposal site in the Unitary Development Plan. Cabinet approval would enable the brief to be used for development control purposes.

RESOLVED: (1) That the draft Development Brief for land at Honeypot Lane, Stanmore be approved as "Supplemental Planning Guidance" to be used for Development Control purposes; and

(2) that the Development Control Committee be advised of Cabinet's decision.

Reason for Decision: Cabinet approval of the Development Brief for land at Honeypot Lane was required if it was to be adopted as supplementary planning guidance and used for development control purposes. Approval of the brief would improve service delivery by establishing a planning Framework to guide the future use and development of the site that took account of the views of relevant stakeholders, would assist the Council in considering future proposals, and help to facilitate the implementation of a key proposal site in the UDP.

746. **Grant of Right of Way for New Pinn Medical Centre:**

Members considered an urgent confidential report of the Director of Strategy (Urban Living) in relation to the grant of a right of way for the new Pinn Medical Centre.

The Chair indicated that, although he had declared a personal interest in this item, the Director of Corporate Governance had advised him that he could remain as Chair. He advised that he would not, however, take part in the debate or vote.

In response to comments made by the Portfolio Holder for Planning, Development and Housing, Members requested that a report be submitted to a future meeting of Cabinet on the possible use of capital receipts over and above the loss of car parking spaces for works on West House and Pinner Memorial Park.

RESOLVED: (1) That, in principle, option 2 be agreed and that a right of way over Love Lane Car Park be granted to the partners of the new Pinn Medical Centre at less than best consideration on terms as detailed in the report of the Director of Strategy (Urban Living);

(2) that, further to (1) above, should any difficulties arise in relation to the restrictive covenant, they be dealt with by the Portfolio Holder for Planning, Development and Housing in consultation with the Group Leaders of the Minority Groups.

Reason for Decision: To grant a right of way over the Love Lane Car Park to provide access to a proposed new Primary Care Centre which would provide enhance benefits to the local community by providing a one-stop shop.

(See also Minute 731).

(Note: The meeting, having commenced at 7.30 pm, closed at 8.51 pm).

(Signed) COUNCILLOR NAVIN SHAH
Chair