

2005 - 2006

**HARROW COUNCIL
COUNCIL SUMMONS**

**ANNUAL MEETING
Thursday 12 May 2005**



COUNCIL SUMMONS

Legal Services Department

Civic Centre

Harrow

4 May 2005

Dear Member

I hereby request and summon you to attend an **ANNUAL 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, 12th day of May 2005 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, the Reverend Clive Pearce, will open the meeting with Prayers.

I. ELECTION OF MAYOR – ORDER OF PROCEEDINGS

1. ELECTION OF MAYOR: (Pages 1 - 2)

To elect a Mayor of the Borough for the Municipal Year 2005/2006.

[Local Government Act 1972: Schedule 2, Paragraph 3(1)]

2. APPOINTMENT OF DEPUTY MAYOR:

To receive the Mayor's intimation in writing of the appointment of a Councillor of the Borough to be Deputy Mayor.

[Local Government Act 1972: Schedule 2, Paragraph 5(1) and (2)]

3. APPOINTMENT OF CHAPLAIN:

To receive, the Mayor's announcement concerning a Chaplain (as may be appropriate).

[Note: The Order of Proceedings for Items 1-3 above is to follow].

II. ELECTION OF THE EXECUTIVE

4. APPOINTMENT OF THE LEADER OF THE COUNCIL 2005/06:

Paragraph 7.03 of Article 7 provides for the annual appointment of the Leader of the Council.

(i) **The Council is requested to agree the re-appointment of a Leader of the Council.**

(ii) **The Council is requested also to agree the re-appointment of a Deputy Leader of the Council.**

For the information of the Council, the Groups have notified the following appointments-

<u>Group</u>	<u>Leader</u>	<u>Deputy Leader</u>
Labour	Councillor N. Shah	Councillor Dighé
Conservative	Councillor C. Mote	Councillor D. Ashton
Liberal Democrat	Councillor Miss Lyne	Councillor Thornton

FOR DECISION

5. EXECUTIVE FUNCTIONS 2005/2006: (Pages 3 - 4)

To receive the proposals from the Leader of the Council.
(This is to follow).

III. PROCEDURAL

6. COUNCIL MINUTES: (Pages 5 - 14)

That (1) the minutes of the meeting held on 21 April 2005, having been circulated, be taken as read and signed as a correct record.

[Notes: (i) The Council minutes of 21 April 2005 will be circulated within Volume 11 of the Cabinet and Council Minutes (April 2004/05);

(ii) those minutes are also now enclosed with the Summons].

7. CIVIC FUNCTIONS:

To receive any communications from the newly elected Mayor as to the Civic Functions for the Municipal Year 2005-06.

[NOTE: It is anticipated that the dates of Civic Functions for 2005/06 will be confirmed to Members of Council in the week following the Annual Council Meeting].

8. ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL:

To consider any announcements as to the Authority's business which the Leader of the Council requires to advise at this Council Meeting.

9. PROCEDURAL MATTERS AND MOTIONS:

(1) **DECLARATIONS OF INTEREST:** To receive declarations of personal or prejudicial interests, arising from the remaining business to be transacted at this Annual Meeting of the Council, from all Members present.

(2) **PROCEDURAL MOTIONS:** To receive and consider any procedural motions by Members of the Council under the relevant Council Procedure Rules in relation to the conduct of the remaining business for this Annual Meeting of the Council.

IV. ESTABLISHMENT OF COMMITTEES AND DELEGATIONS

10. DETERMINATION AS TO THE SIZE OF COMMITTEES OF THE COUNCIL AND THE PROPORTIONAL ALLOCATION OF COMMITTEE PLACES:

(Local Government (Committees and Political Groups) Regulations 1990).

To receive and confirm the Determination as to the proportional allocation of Committee places for the Municipal Year 2005-06 under the 1990 Regulations.

(A draft Determination based on the 2004-05 number and size of Committees of the Council has been prepared by the Chief Executive and advised to the political Groups on the Council).

FOR CONFIRMATION

[Note: The Determination as agreed would be utilised for the formal appointment of Committee Memberships – see Item below].

11. APPOINTMENT OF MEMBERS TO COUNCIL COMMITTEES: (Pages 15 - 24)

To receive the nominations of the Groups to Committee places in accordance with their proportional entitlements under the approved Determination and formally to establish Committees of the Council and their memberships for the Municipal Year 2005-06.

FOR CONFIRMATION

12. APPOINTMENT OF CHAIRS TO COUNCIL COMMITTEES: (Pages 25 - 28)

To receive a proposal from the Leader of the Council as to the appointment of Chairs to Committees for the Municipal Year 2005-06 (further to Rule 1.1 (xii) of the Constitution's Council Procedure Rules).

FOR DECISION

13. TERMS OF REFERENCE FOR COUNCIL COMMITTEES AND DELEGATED POWERS:

On a proposal from the Leader of the Council, to continue the existing arrangements as set out in Part 3 of the Constitution (with the exception of the separate proposals being submitted on this Summons in respect of the Audit Committee).

FOR CONFIRMATION

14. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES 2005-06: (Pages 29 - 38)

To receive proposals from the political Groups as to the appointment of representatives of the Authority to serve on outside bodies for the Municipal Year 2005-06.

A proposal on behalf of the Major Minority Group (the Labour Group) as to the appointments to be made is attached.

FOR DECISION

V. REPORTS FROM COUNCIL COMMITTEES

To be tabled

15. AUDIT COMMITTEE: TERMS OF REFERENCE: (Pages 39 - 40)

AUDIT COMMITTEE (10 MAY 2005) - RECOMMENDATION I

[Note: It is anticipated that this Recommendation will arise, in which case it necessarily will be tabled].

VI. COUNCIL MEETINGS

16. DATES OF COUNCIL MEETINGS 2005-06:

To note and confirm the dates of the Meetings of the Council for the Municipal Year, as follows:-

20 October 2005
19 January 2006 (Council Tax taxbase: unless delegated to the Cabinet).
23 February 2006 (Council Tax)
27 April 2006
25 May 2006 (Annual Council: following the Borough Elections).

VII. REPORTS FROM THE EXECUTIVE

17. OPERATION AND PROVISIONS FOR CALL IN AND URGENCY: (Pages 41 - 46)

To receive a report of the Chief Executive in accordance with the requirements of paragraph 23.7 of the Overview and Scrutiny Procedure Rules for the operation of these provisions to be considered on an annual basis.

VIII. ISSUES RAISED BY COUNCIL MEMBERS

18. MOTION: AN OPEN BUDGET IN HARROW:

Councillor Mark Ingram has given notice of a Motion under the provisions of Procedure Rule 15, to be seconded by Councillors N. Shah, C. Mote and Miss P. Lyne in the following terms:-

“That this Council notes

1. the unsatisfactory turnout at local and national elections,
2. the need to ‘re-engage’ more effectively with the people of Harrow, in a cost-effective manner,
3. the successful use of open budget processes in various locations around the world, and
4. the document being circulated titled ‘An Open Budget in Harrow’ concerning the creation of an Open Budget Process for Harrow to commence with an Assembly in September or October 2005.

This Council believes that Harrow Council should make reasonable efforts to engage in an open budget process when setting the 06/07 budget that meets the principles below:

- Influence: those who take part in the process must feel that their views or decisions will have some influence;
- Information: information required by participants to deliberate on the budget is available in full and is presented in a user-friendly and accessible form;

- Deliberation: any events or meetings that are held as part of the process should be structured in such a way that they encourage self-education, deliberation and negotiation rather than confrontation;
- Feedback: all those involved must be kept informed of how their views and decisions have played a role in the decision-making process;
- Independence: the process should be supervised and assessed by an independent body if it is to possess legitimacy from the start.

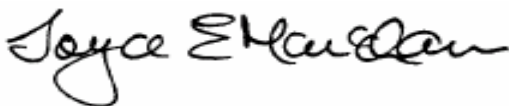
This Council resolves that the Cabinet should take whatever steps are necessary to implement and reasonably resource an open budget process that meets with the criteria identified above, and as set out in the document titled 'An Open Budget in Harrow'.

[NOTE: The document titled 'An Open Budget in Harrow' as referred to in the above Motion is separately circulated with this Annual Council Summons for the information of Members].

[NOTE: Under Council Procedure Rule 15.6 this Motion should stand referred to the Executive as being a matter within its delegated powers. Any Member may move that such a referral should not apply, which procedural motion would be put to a vote without discussion.

The mover and seconders of the above Motion have given notice that they will move a procedural motion seeking that the Council should not apply Rule 15.6].

Yours sincerely



Chief Executive

To: The Worshipful the Mayor and all Members of the Council of the London Borough of Harrow

ITEMS 1-3

**ANNUAL COUNCIL
12 MAY 2005**

**ORDER OF PROCEEDINGS
ELECTION OF MAYOR
(to follow)**

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ITEM 5

**ANNUAL COUNCIL
12 MAY 2005**

**EXECUTIVE FUNCTIONS
2005/2006**

**REPORT OF THE LEADER OF THE COUNCIL
(to follow)**

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ITEM 6

**ANNUAL COUNCIL
12 MAY 2005**

**ORDINARY COUNCIL MINUTES
21 APRIL 2005**

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**MINUTES
of the
ORDINARY MEETING
of the
COUNCIL
of the
LONDON BOROUGH OF HARROW
held on
THURSDAY 21 APRIL 2005**

Present: **The Worshipful the Mayor (Councillor Lurline Champagnie)
The Deputy Mayor (Councillor Asad Omar)**

Councillors:

R. Arnold
Nana Asante-Twumasi
David Ashton
Mrs Marilyn Ashton
Mrs Camilla Bath
Miss C A Bednell
F. Billson
Alan Blann
K. Burchell
M. Choudhury
Mrs Janet Cowan
John Cowan
Bob Currie
Margaret Davine
M. Dharmarajah
Sanjay Dighé
A.T. Foulds
Brian Gate
Mitzi Green
Ann Groves

C. Harrison
C. Harriss
T. Idaikkadar
Mark Ingram
N. Ismail
Mary John
M. Kara
Mrs E.M. Kinnear
M. Kinsey
A.C. Knowles
Jean Lammiman
D. Lavingia
A. Lent
Miss Paddy Lyne
Myra Michael
Jerry J. Miles
Vina Mithani
Chris Mote
Mrs Janet Mote
J.W. Nickolay

Mrs Joyce Nickolay
Marie-Louise Nolan
Phillip O'Dell
P. Osborn
Anjana Patel
A. Pinkus
R. Ray
R.D. Romain
Anthony Seymour
Navin Shah
Mrs Rajeshri Shah
E. Silver
Bill Stephenson
Keekira Thammaiah
S. Thornton
Keith Toms
M. Versallion
A.E. Whitehead
G.G.V. Williams

PRAYERS

In the absence of the Mayor's Chaplain, Reverend Clive Pearce,
the meeting opened with Prayers offered by Councillor G.G.V. Williams

A **PROCEDURAL MATTERS****301.** **COUNCIL MINUTES:****RESOLVED:**

THAT THE MINUTES OF THE COUNCIL TAX MEETING HELD ON 24 FEBRUARY 2005, HAVING BEEN CIRCULATED, BE TAKEN AS READ AND SIGNED AS A CORRECT RECORD.

302. **DECLARATIONS OF INTEREST:**

It was noted that there were no declarations of interest on behalf of Members with regard to the business to be transacted at this Council Meeting.

[Note: Under this item Councillor Mrs Bath notified Council of an additional interest she held as an appointed Board Member of the Harrow Churches Housing Association].

303. **MAYOR'S ANNOUNCEMENTS:****RESOLVED:**

THAT THE COUNCIL RECEIVE AND NOTE THE REPORT OF THE WORSHIPFUL THE MAYOR, AS TABLED, UPON HER OFFICIAL DUTIES, TOGETHER WITH THOSE OCCASIONS ON WHICH SHE WAS REPRESENTED BY THE DEPUTY MAYOR AND A PAST MAYOR, SINCE THE COUNCIL MEETING ON 24 FEBRUARY 2005.

B **PUBLIC REPRESENTATIONS****304.** **PETITIONS:**

The following petitions were submitted by Members of Council:

- (1) Submitted by Councillor Harriss, containing some 54 signatures of residents of Rayners Lane and neighbouring streets situated close to the Rayners Lane Estate Development, seeking answers from the Council to a variety of questions relating to (i) the lack of notification and consultation after planning applications were submitted to alter the originally approved scheme, (ii) the damage to property and the roads caused by the size and frequency of London Buses along Rayners Lane and (iii) drawing attention to road safety issues as Rayners Lane is the subject of weight restriction for heavy vehicles.

[Part (i) of the petition stood referred to the Development Control Committee and parts (ii) and (iii) to the Traffic Advisory Panel].

- (2) Submitted by Councillor Mrs Kinnear, containing some 26 signatures of residents of "Georgian Way, Harrow Hill" referring to the ongoing problems of St. Dominic's School students parking in their road and recommending a number of traffic options to be considered by the Council at the earliest opportunity.

[The petition stood referred to the Traffic Advisory Panel].

- (3) Submitted by Councillor Anjana Patel, containing some 1,000 signatures of local residents urging the Council to improve the safety of the crossing at the intersection of The Ridgeway and Imperial Drive between North Harrow and Rayners Lane and proposing various initiatives to address the perceived problems for the consideration of the Council.

[The petition stood referred to the Traffic Advisory Panel].

305. **PUBLIC QUESTIONS:**

Further to Item 6 on the Summons, the following question was submitted by a member of the public, in accordance with Council Procedure Rule 12.3:

QUESTION BY**QUESTION OF****TEXT OF QUESTION**

Mr P Seedher	The Leader of the Council (Councillor N. Shah)	“Could Councillor Shah give details of the £568,000 that Harrow Council is writing off as bad debt because it is unable to recharge it to the Primary Care Trust – specifically what was the arrangement in terms of the agreed or contractual process for recovery of money spent by Harrow Council on behalf of the PCT? Were senior Council Officers aware of these arrangements and what steps did they take through the year to monitor compliance and recovery of Council money? At which point in the year did they notice that money was not being or could not be recovered?”
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[Note: (i) The Leader of the Council advised that he would provide a written response to the questioner;

(ii) the questioner was permitted to pose a supplemental question notwithstanding but this was considered to have been expressed in the form of a statement, to which there was not a response;

(iii) upon request, the Council agreed that the Leader’s written reply referred to at (i) above would be copied to all Members].

[Note: The answer to the question has been published on the Council’s web-site].

C OTHER REPORTS FROM THE EXECUTIVE

306. CORPORATE PLAN 2005/2006:

Further to Item 7 on the Summons, the Council received Recommendation I of the Cabinet meeting of 14 April 2005 in this matter.

The Leader of the Council formally moved Recommendation I and commended the Corporate Plan to the Council.

The Recommendation was adopted as printed.

RESOLVED:

(1) THAT THE DRAFT CORPORATE PLAN 2005/06 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.

307. DECISIONS TAKEN UNDER THE URGENCY PROCEDURE AND THE USE OF THE SPECIAL URGENCY PROCEDURE:

In accordance with the relevant Overview and Scrutiny Procedure Rules and Rule 17.3 of the Access to Information Rules, as set out in Part II of the Constitution, the Director of Corporate Governance reported at Item 8 of the Summons respectively those urgent decisions and special urgency decisions taken on behalf of the Executive, as individually authorised by Portfolio Holders since the previous Council Meeting.

RESOLVED:

THAT THE URGENT DECISIONS TAKEN BY INDIVIDUAL PORTFOLIO HOLDERS ON BEHALF OF THE EXECUTIVE SINCE THE PREVIOUS COUNCIL MEETING, AS NOW REPORTED, BE NOTED.

D ISSUES RAISED BY COUNCIL MEMBERS

308. QUESTIONS WITH NOTICE (COUNCIL PROCEDURE RULE 13):

Further to Item 9 on the Summons, the following question had been submitted by a Member of Council, notice of which had duly been given under the provisions of Council Procedure Rule 13.2.

<u>QUESTION BY</u>	<u>QUESTION OF</u>	<u>TEXT OF QUESTION</u>
Councillor Joyce Nickolay	Environment and Transport Portfolio Holder (Councillor O'Dell)	"Please would the Portfolio Holder tell me the annual cost of maintaining the water features at the front of the Civic Centre? Would it be more cost effective and attractive to have a planted area of mainly low slow growing shrubs (bearing in mind that the cost of annual maintenance would reduce in subsequent years after the initial implementation cost)?"

[Note: The original question and a supplemental question under the provisions of Council Procedure Rule 13.5 were both answered orally by the Portfolio Holder].

309. MOTION AT ITEM 10(1) - PROPERTY REVALUATION AND THE COUNCIL TAX:

(i) Councillor C. Mote moved and Councillor John Nickolay seconded the Motion appearing at Item 10(1) of the Summons.

(ii) Councillor Dighé moved and Councillor Foulds seconded the following amendment:-

"Under the section "This Council believes that: ..." to add a paragraph 4, to read as follows:-

"4. a property based tax requires revaluations to smooth out anomalies".

Under the section "This Council resolves: ..." to add paragraphs 4 and 5, to read as follows:-

"4. To campaign for the savings and income disregards to also be set regionally to reflect disparities in the cost of living.

5. To campaign for a fairer system that better reflects ability to pay." "

Upon a vote the amendment was carried.

(iii) Upon a further vote the substantive Motion, as amended, was carried in the following terms:-

"That this Council notes that options for change to the financing of local government are under consideration through the Lyons Inquiry, expected to report to Government in December 2005. These options, combined with the effect of Council Tax revaluation, could drastically increase the bills of Harrow residents. As a result of the recent revaluation in Wales, one in three households have been moved up one or more bands whilst less than one in ten have moved down a band. In some parts of Cardiff and Wrexham, nine out of every ten homes have moved up one or more bands. With the revaluation just starting in England, there is genuine concern that this process will lead to substantial rises. This concern is particularly acute in London, and especially in Harrow, where property values are a poor proxy for ability to pay.

This Council believes that:

1. Harrow residents should not be penalised in any revaluation process or changes in the system of local government finance;

2. the impact should not be disproportionate for Harrow taxpayers;
3. every effort should be taken to achieve a tax neutral outcome from the revaluation in recognition of the disparity between disposable income and property values for lower income households, be they pensioners, low income families or young people;
4. a property based tax requires revaluations to smooth out anomalies;

This Council resolves:

1. to campaign for Harrow taxpayers to be treated fairly by the revaluation and any proposed changes to local government financing;
2. to write to the ODPM expressing concern at the impending revaluation and its possible effects on Harrow and to ask that it be tax neutral in outcome for Harrow residents;
3. to campaign for London to be treated as a distinct region in revaluation through regional Council Tax banding so as to better reflect London's higher house prices compared to house prices in other parts of the country;
4. to campaign for the savings and income disregards to also be set regionally to reflect disparities in the cost of living;
5. to campaign for a fairer system that better reflects ability to pay."

RESOLVED:

THAT THE MOTION SET OUT AT (iii) ABOVE BE ADOPTED.

310. MOTION AT ITEM 10(2) - POSTAL VOTING:

- (i) Councillor Anjana Patel moved and Councillor C. Mote seconded the Motion appearing at Item 10(2) of the Summons.
- (ii) An amendment in the names of Councillor Burchell and Councillor Idaikadar had been tabled.
- (iii) The mover and seconder of the original Motion indicated their willingness to accept the amendment.
- (iv) With the assent of the Council the amendment was formally moved by Councillor Burchell and seconded by Councillor C. Mote in the following terms:-

"In line one, to delete the words "the postal vote rigging" and to substitute the wording:-
"any form of fraud or malpractice"

After the word "elections", to delete all remaining words and to substitute the following:-

"in other parts of the country and resolves to request the Electoral Commission to bring forward recommendations to government to improve the integrity of the electoral system".

- (v) By the general assent of the Council the substantive Motion, as amended, was adopted in the following terms:-

"This Council deplores any form of fraud or malpractice that has occurred in elections in other parts of the country and resolves to request the Electoral Commission to bring forward recommendations to government to improve the integrity of the electoral system".

RESOLVED:

THAT THE MOTION SET OUT AT (v) ABOVE BE ADOPTED.

311. MOTION AT ITEM 10(3) - PCT CONTRACTS:

- (i) Councillor Silver moved and Councillor Myra Michael seconded the Motion at Item 10(3) of the Summons, in the following terms:-

“This Council, due to the financial losses incurred on joint PCT contracts, asks that the Health and Social Care Sub-Committee of the Overview and Scrutiny Committee investigate past contracts with a view to make recommendations on how this can be avoided in future.”

- (ii) Councillor Margaret Davine moved and Councillor Ann Groves seconded the following amendment:-

“After the opening words “This Council” to delete the remaining wording in the original Motion and to substitute the following:-

“would welcome scrutiny of the Council’s present and future NHS continuing care arrangements, which have been agreed with the PCT.

This Council believes:

1. That as a result of the settlement of past invoices, which was welcomed and agreed by the Cabinet with all party support on Thursday 17 March 2005, a line is drawn under the former unsatisfactory and complicated arrangements.
2. That the new commissioning arrangements, which reflect the agreed continuing care criteria, create a fundamentally different relationship between the Council and the PCT.
3. It would not be good use of the Health and Social Care sub committee’s time and resources to review again the detail of the contract going back to 2000/2001.

This Council resolves:

1. That the Health and Social Care Sub Committee of the Overview and Scrutiny Committee be asked to review future contracts and arrangements with the PCT for the delivery of NHS continuing care with a view to making recommendations on improvements for the future.
2. That the Health and Social Care Sub Committee be asked to monitor the implementation of contracts by receiving updates on a three monthly basis.”

- (iii) In the course of debate on the amendment, the mover and seconder of the amendment indicated their wish to delete paragraph “3” under the section “This Council believes”, with a view to achieving a consensus.

- (iv) The mover of the original Motion advised that the wording of paragraph “1” in the same section remained unacceptable.

[Notes: Under the provisions of Procedure Rule 17.10(d) it was twice moved “that the question be now put”;

- (a) By Councillor Toms at 8.42 pm, which was not then accepted by the Mayor as she then had notice of further speakers; and

- (b) by Councillor Romain at 8.46 pm, which was accepted by the Mayor].

- (v) The Mayor then put to the Council for a vote the amendment then under debate, as altered by the deletion of paragraph “3” under the section

“This Council believes”.

Upon a vote the amendment, as so altered, was carried.

- (vi) Upon a further vote the substantive Motion, as amended was carried in the following full terms:-

“This Council would welcome scrutiny of the Council’s present and future NHS continuing care arrangements, which have been agreed with the PCT.

1. That as a result of the settlement of past invoices, which was welcomed and agreed by the Cabinet with all party support on Thursday 17 March 2005, a line is drawn under the former unsatisfactory and complicated arrangements.
2. That the new commissioning arrangements, which reflect the agreed continuing care criteria, create a fundamentally different relationship between the Council and the PCT.

This Council believes:

1. That as a result of the settlement of past invoices, which was welcomed and agreed by the Cabinet with all party support on Thursday 17 March 2005, a line is drawn under the former unsatisfactory and complicated arrangements.
2. That the new commissioning arrangements, which reflect the agreed continuing care criteria, create a fundamentally different relationship between the Council and the PCT.”

RESOLVED:

THAT THE MOTION SET OUT AT (vi) ABOVE BE ADOPTED.

E MISCELLANEOUS

312. COUNCILLOR HOWARD BLUSTON:

The Worshipful the Mayor notified Council that she had been advised after the commencement of the meeting that Councillor Bluston’s absence from the proceedings was due to him having been admitted recently to hospital.

The Council recorded its best wishes for Councillor Bluston’s speedy recovery from illness.

(CLOSE OF MEETING: All business having been completed, the Mayor declared the meeting closed at 8.50 pm).

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ITEM 11

**ANNUAL COUNCIL
12 MAY 2005**

**APPOINTMENT OF MEMBERS
TO COMMITTEES**

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LONDON BOROUGH OF HARROW COMMITTEE MEMBERSHIPS 2005/2006

(Membership in order of political group nominations)

(I) AUDIT COMMITTEE (5)

	<u>Labour</u>	<u>Conservative</u>	<u>Liberal Democrats</u>
	(2)	(2)	(1)
<u>I.</u> Members	Idaikkadar Mark Ingram	John Cowan Romain	Branch
<u>II.</u> Reserve Members	1. Gate 2. Ismail 3. Ray	1. Pinkus 2. Mrs Kinnear 3. D Ashton	1. Thornton 2. Miss Lyne

(II) DEVELOPMENT CONTROL COMMITTEE (11)

	<u>Labour</u>	<u>Conservative</u>	<u>Liberal Democrats</u>
	(5)	(5)	(1)
<u>I.</u> <u>Members</u>	Bluston Choudhury Idaikkadar Miles Anne Whitehead	Marilyn Ashton Mrs Bath Billson Janet Cowan Mrs Joyce Nickolay	Thornton
<u>II.</u> Reserve Members	1. Ismail 2. Blann 3. Thammaiah 4. Mrs R Shah 5. O'Dell	1. Kara 2. Arnold 3. Seymour 4. John Nickolay 5. Mrs Kinnear	1. Branch 2. -

(CH)

= Chair

(VC)

= Vice-Chair

* Denotes Group Members for consultation on Delegated Action and/or administrative matters.

(III) LICENSING AND GENERAL PURPOSES COMMITTEE (15)

<u>Labour</u>	<u>Conservative</u>	<u>Liberal Democrats</u>
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(7)	(7)	(1)
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**I.
Members**

**Blann
Choudhury
Dharmarajah
Ann Groves
Idaikkadar
O' Dell
Ray**

**Arnold
Mrs Bath
Billson
Janet Cowan
Knowles
Vina Mithani
John Nickolay**

Branch

**II.
Reserve
Members**

(CH)
(VC)
*

= Chair
= Vice-Chair

Denotes Group Members for consultation on Delegated Action and/or administrative matters.

(IV) **OVERVIEW AND SCRUTINY COMMITTEE (11)**

	<u>Labour</u>	<u>Conservative</u>	<u>Liberal Democrats</u>
	(6)	(5)	(0)
<u>I.</u> <u>Members</u>	Blann Bluston Gate Mitzi Green Mark Ingram Thammaiah	Jean Lammiman Osborn Pinkus Seymour Versallion	
<u>II.</u> <u>Reserve</u> <u>Members</u>	1. Mrs R. Shah 2. Nana Asante 3. Ann Groves 4. Lavingia 5. Toms 6. Omar	1. Myra Michael 2. Mrs Champagnie 3. Mary John 4. John Nickolay 5. Janet Mote	

[Note: The Chair of each of the four substantive Scrutiny Sub Committees is an ex officio member of the Overview and Scrutiny Committee].

(CH) = Chair
(VC) = Vice-Chair
* Denotes Group Members for consultation Delegated Action and/or on administrative matters.

(V) SCHOOL ORGANISATION COMMITTEE (20)

[Established as a Statutory committee by the Council in accordance with Regulations made under the School Standards and Framework Act 1998.]

(i) (Council Membership in order of political group nominations) (7)

	<u>Labour</u>	<u>Conservative</u>	<u>Liberal Democrat</u>
	(3)	(3)	(1)
Members	Gate Ray Stephenson	Miss Bednell Jean Lammiman Anjana Patel	Branch
<u>Alternate Members</u>	1. Miles 2. Margaret Davine 3. Ismail	1. Janet Cowan 2. Janet Mote 3. -	1. Thornton 2. Miss Lyne

Other Representatives

(ii)	Church of England:	Rev P Reece	(Mr G Edwards - Alternate)
(iii)	Roman Catholic Church:	Mr J Coyle Mr M Murphy	Ms M Roe
(iv)	Learning and Skills Council	Mr T Masters	
(v)	Schools (Parent/Secondary):	Mrs C Millard (VC)	(Vacancy - Alternate)
	Schools (Parent/Primary):	Ms J Tushaw (Vacancy - Alternate)	(Vacancy) (Vacancy - Alternate)
	Schools (Headteacher):	Mrs M Arnold Mr D A Jones	Mr B A Robertson
	Schools (Co-optee/Special):	Mrs P Langdon	(Vacancy - Alternate)
(vi)	HCRE:	Mr P Pawar	

Adviser: Mr B Leaver

[Notes: (1) The Chair and Vice-Chair of the Committee to be appointed at the inaugural meeting of the Committee and thereafter annually at a Committee meeting;

(2) all appointments as members of the Committee are for a period not exceeding three years 'i.e. until **May 2005 currently**');

(3) members may nominate an alternate member to attend meetings of the Committee in their absence, subject to the requirements in the Regulations.]

(VI) STANDING ADVISORY COUNCIL FOR RELIGIOUS EDUCATION (3)

	<u>Labour</u> (2)	<u>Conservative</u> (1)
<u>I.</u> <u>Members</u>	Nana Asante Ismail	Janet Cowan
<u>II.</u> <u>Reserve</u> <u>Members</u>	1. Choudhury 2. Gate 3. -	1. Anjana Patel 2. Janet Mote 3. Mrs Champagnie

(Note: Chair to be appointed at a SACRE meeting).
Ms Pat Stevens – 2004/05

(VII) STANDARDS COMMITTEE (6) (Non-proportional)

	<u>Labour</u>	<u>Conservative</u>	<u>Liberal Democrats</u>
	(3)	(2)	(1)
<u>I. Members</u>	Ann Groves Harrison Thammaiah	Janet Cowan Mrs Joyce Nickolay	Branch
<u>II. Reserve Members</u>	1. Gate 2. Toms 3. Marie-Louise Nolan	1. Jean Lammiman 2. Osborn 3. Mrs Champagnie	1. Thornton 2. Miss Lyne
<u>III. Independent Persons</u>	Independent Persons (2):- (appointed until Jan 2006)	Mrs Bijal Shah (VC) and Reverend Peter Broadbent, Bishop of Willesden	

(Reserves: Ms Judy Bertram and Mr Edward Keal).

Membership rules:

- i. There must be at least 2 Councillors and one Independent person on the Committee;
- ii. An Elected Mayor or the Leader may not be members;
- iii. The Chair of the Committee must not be a member of the executive;
- iv. At least 25% of the membership must be Independent persons;
- v. Only one member of the executive can be a member of the Committee;
- vi. The rules on political proportionality do not apply.

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ITEM 12

**ANNUAL COUNCIL
12 MAY 2005**

**APPOINTMENT OF CHAIRS
TO COMMITTEES**

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ANNUAL COUNCIL MEETING

THURSDAY 12 MAY 2005

APPOINTMENT OF CHAIRS TO COUNCIL COMMITTEES FOR THE MUNICIPAL YEAR 2005-06

The Labour Group has given notice of the following nominations to be appointed Chairs of Council Committees.

<u>Committee</u>	<u>Nominee</u>
Development Control	Councillor Anne Whitehead
Licensing and General Purposes	Councillor Idaikkadar

The Conservative Group has given notice of the following nominations to be appointed Chairs of Council Committees.

<u>Committee</u>	<u>Nominee</u>
Audit	Councillor John Cowan
Overview and Scrutiny	Councillor Jean Lammiman

FOR DECISION

[Notes: (1) The Chair of the Cabinet is the Leader of the Executive (the Leader of the Council) as elected at Item 4 of this Annual Council Meeting: (Executive Procedure Rules – Paragraph 11 – Chair of the Executive).

(2) The Chair of the Standards Committee would be appointed at its first meeting, to include the two Independent Persons as part of the Committee's membership.

(3) A Chair of the School Organisation Committee, the Harrow Admissions Forum and of the Standing Advisory Council on Religious Education is each required to be appointed respectively at a meeting of the School Organisation Committee, Admissions Forum and SACRE].

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ITEM 15

**ANNUAL COUNCIL
12 MAY 2005**

**OUTSIDE BODY APPOINTMENTS
2005/2006**

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APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES 2005/06

	<u>NAME OF BODY</u>	<u>NO. OF REPS</u>	<u>REPRESENTATIVES for 2005/06</u>	
			<u>Appointee</u>	<u>Deputy</u> (Where applicable)
1.	(1) Age Concern London Conference	1	1. Ann Groves	N/a
	(2) Age Concern Harrow	2	1. Kara 2. Ann Groves	N/a
2.	Association of London Government Committees and Panels			
	(i) Leaders' Committee (s1010 Joint Committee)	1 (+ 2 Deputies)	<u>Appointee:</u> 1. N Shah	<u>Deputies:</u> 1. Dighé 2. Burchell
	(ii) Greater London Provincial Council	2 Deputies	N/a	<u>Deputies:</u> 1. Stephenson 2. Marie-Louise Nolan
	(iii) Associated Joint Committee (ALG Grants Committee)	1 (+ 4 Deputies)	<u>Appointee:</u> 1. Thammaiah	<u>Deputies:</u> 1. N Shah 2. Ismail 3. Mrs R Shah 4. Nana Asante
	(iv) Associated Joint Committee (Transport & Environment Committee)	1 (+ 4 Deputies)	<u>Appointee:</u> 1. Anne Whitehead	<u>Deputy:</u> 1. Blann 2. Kinsey 3. O'Dell 4. Gate
	(v) Children, Young People and Families Forum	1 (+1 Deputy)	<u>Appointee:</u> 1. Nomination to follow	<u>Deputy:</u> 1. Nomination to follow
	(vi) Culture & Tourism Panel	1 (+ 1 Deputy)	<u>Appointee:</u> 1. Ann Groves	<u>Deputy:</u> 1. Stephenson
	(vii) Crime and Public Protection Panel	1 (+1 Deputy)	<u>Appointee:</u> 1. Marie-Louise Nolan	<u>Deputy:</u> 1. Ann Groves
	(viii) Economic Development Panel	1 (+1 Deputy)	<u>Appointee:</u> 1. Burchell	<u>Deputy:</u> 1. Dighé
	(ix) Health & Social Care Panel	1 (+1 Deputy)	<u>Appointee:</u> 1. Margaret Davine	<u>Deputy:</u> 1. Currie
	(x) Housing Panel	1 (+1 Deputy)	<u>Appointee:</u> 1. Burchell	<u>Deputy:</u> 1. Ann Groves
	(xi) London Caribbean Partnership Group	1 (+1 Deputy)	<u>Appointee:</u> 1. Nomination to follow	<u>Deputy:</u> 1. Nomination to follow
	(xii) ALG Lead Member for Equalities	1	1. Dighé	N/a

	<u>NAME OF BODY</u>	<u>NO OF REPS</u>	<u>REPRESENTATIVES for 2005/06</u>	
			<u>Appointee</u>	<u>Deputy</u> (Where applicable)
3.	Bentley Priory Nature Reserve Management Committee	4	1. Mrs C Bath 2. Blann 3. Pinkus 4. Stephenson	N/a
4.	Carequest Board	1	1. Ann Nardecchia, Organisational Development Consultant	N/a
5.	Court of City University	1	1. Stephenson	N/a
6.	Deputy Lord Lieutenant's Committee	5	1. The Mayor 2. The Deputy Mayor 3. Thornton 4. Mrs C Bath 5. C Mote	N/a
7.	Edward Harvist Charity	1	1. Bluston (Sept 2001 – Oct 2005)	N/a
8.	Edward Robinson Education Foundation	2	1. Lent 2. Miss Lyne	N/a
9.	Environment Agency Thames Region, Regional Flood Defence Committee	(Joint appointment with Boroughs of Barnet, Brent and Hounslow for 2002-2006)	1. Councillor B Colman (London Borough of Barnet)	N/a
10.	Environmental Forum (Local Agenda 21)	4 (+ 4 Reserves)	<u>Appointees:</u> 1. Blann 2. Harriss 3. Mary John 4. O'Dell	<u>Reserves:</u> 1. Miles 2. Billson 3. Janet Cowan 4. Marie-Louise Nolan
11.	Greater London Enterprise Ltd	1	1. Burchell	N/a
12.	Harrow Association of Disabled People	3	1. Ann Groves 2. Mary John 3. Silver	N/a
13.	Harrow Association of Voluntary Service	3	1. Choudhury* 2. Mary John* 3. Lavingia (* to serve on Executive Committee)	N/a
14.	Harrow Citizens' Advice Bureau (Management Committee)	2	1. Arnold 2. Gate	N/a

	<u>NAME OF BODY</u>	<u>NO OF REPS</u>	<u>REPRESENTATIVES for 2005/06</u>	
			<u>Appointee</u>	<u>Deputy</u> (Where applicable)
15.	Harrow College Further Education Corporation Board	2	<u>Nominees</u> 1. Stephenson (1 May 2005 – 30 April 2007) 2. Brenda Rayson, Senior Adviser, Secondary (October 2003 – October 2007)	N/a
16.	Harrow Council for Racial Equality	3	1. Dharmarajah 2. Ismail 3. John Nickolay	N/a
17.	Harrow Heritage Trust Executive Committee	4	1. Stephenson 2. Janet Mote 3. O'Dell 4. Versallion	N/a
18.	Harrow in Business	2	1. Bluston 2. Nick Bell (Executive Director, Business Connections)	N/a
19.	Harrow in Europe Committee	5	1. Blann 2. Dharmarajah 3. Nana Asante 4. Mary John 5. Jean Lammiman	N/a
20.	Harrow Nature Conservation Forum	1	1. Blann	N/a
21.	Harrow on the Hill Forum	6	<u>Ward Members:</u> 1. Billson 2. Mrs Kinnear 3. Versallion <u>Group members:</u> 1. Branch 2. Anjana Patel 3. Ray	N/a
22.	Harrow Police and Community Consultative Group	4	1. Janet Cowan 2. Thammaiah 3. Dharmarajah 4. C Mote	N/a
23.	Harrow Primary Care Trust Management Board	1	<u>Observer:</u> 1. Ann Groves	N/a
24.	Harrow Sports Council	3	1. Bluston 2. C Mote* 3. Miles (* to serve on Executive Committee)	N/a

	<u>NAME OF BODY</u>	<u>NO OF REPS</u>	<u>REPRESENTATIVES for 2005/06</u>	
			<u>Appointee</u>	<u>Deputy</u> (Where applicable)
25.	Harrow Town Centre Forum	3	1. Bluston 2. Burchell 3. Mrs R Shah	N/a
26.	Harrow Unified Mental Health Service Partnership Board	3 (+ 3 Reserves)	<u>Appointees:</u> 1. Margaret Davine 2. Ann Groves 3. Silver	<u>Reserves:</u> 1. Mrs R Shah 2. Gate 3. Jean Lammiman
27.	Harrow Weald Common Board of Conservators	5	1. Mrs Ashton 2. Miss Lyne 3. Thornton 4. Toms 5. Anne Whitehead	N/a
28.	Harrow Young Musicians - Managing Body	2	1. Toms 2. Jean Lammiman	N/a
29.	Hertfordshire Rural Forum	1	1. Seymour	N/a
30.	Investigation of Air Pollution Standing Conference	2	1. Blann 2. Gareth Llywelyn Roberts (Chief Environmental Health Officer)	N/a
31.	John Pardoe Charity	4	1. Mrs C Bath 2. Miss Bednell 3. Mr M Carmody 4. Dharmarajah	N/a
32.	League of Friends of Northwick Park Hospital	1 (+ 1 deputy)	<u>Appointee:</u> 1. Mary John	<u>Deputy:</u> 1. Mrs A Diamond
33.	Lee Valley Regional Park Authority [Note: At the expiry of the statutory 4 year term, the Council may (upon invitation from the ALG) nominate a Member to stand for election to one of eight places available to non-riparian London Authorities]	1	1. Anne Whitehead (1 July 2001 – 30 June 2005) (a further nomination has been sought for July 2005 – June 2009)	N/a
34.	Local Authorities Aircraft Noise Council	2	1. Blann 2. Service Manager, Environmental Protection	N/a
35.	Local Government Association - General Assembly Meetings (Two - inclusive of AGM)	3 (+ 3 Deputies)	<u>Appointees:</u> 1. N Shah 2. John Cowan 3. Thornton (Representing each of the political groups)	<u>Deputies:</u> 1. Dighé 2. C Mote 3. Miss Lyne

	<u>NAME OF BODY</u>	<u>NO OF REPS</u>	<u>REPRESENTATIVES for 2005/06</u>	
			<u>Appointee</u>	<u>Deputy</u> (Where applicable)
36.	Local Government Association - Urban Commission	2	1. Burchell 2. Director of Professional Services (Urban Living)	N/a
37.	Local Government Information Unit	1	1. Lent	N/a
38.	London Accident Prevention Council	3	1. Ismail 2. Joyce Nickolay 3. Peter Wenham (Senior Road Safety Officer)	N/a
39.	London Arts Board Local Authority Forum	2 (+ 1 non-voting officer)	1. Ann Groves 2. Stephenson & Samantha Webster (Group Manager, Community and Culture)	N/a
40.	London Borough of Harrow	4	1. Blann 2. Thammaiah 3. John Nickolay 4. Pinkus	N/a
	(a) Bus & Highways Liaison Meeting			
	(b) Rail Liaison Meeting	4	1. Blann 2. Choudhury 3. John Nickolay 4. Pinkus	N/a
41.	London Home and Water Safety Council	2	1. Romain 2. Service Manager, Environmental Protection	N/a
42.	(i) London Housing Unit Committee	1 (+ 1 Deputy)	<u>Representative:</u> 1. N Shah (Leader)	<u>Deputy:</u> 1. Burchell
	(ii) London Housing Unit Executive Sub-Committee	1 (+ 1 Deputy)	<u>Representative:</u> 1. Burchell	<u>Deputy:</u> 1. Choudhury
43.	London (North West) Valuation Tribunal	6	1. Branch (April 2001 - December 2006)	N/a
	[Note: Appointments are now made jointly with the London (North West) Valuation Tribunal]		2. Mr M Carmody (April 2004 - Dec 2009)	N/a
			3. Mr R Conway (April 2004 - Dec 2009)	N/a
			4. Mr S Giles-Medhurst (April 2004 - Dec 2009)	N/a

	<u>NAME OF BODY</u>	<u>NO OF REPS</u>	<u>REPRESENTATIVES for 2005/06</u>	
			<u>Appointee</u>	<u>Deputy</u> (Where applicable)
			5. Cllr. Miss Lyne (April 2004 - Dec 2009)	N/a
			6. Mr A L Mediratta (April 2004 - Dec 2009)	N/a
44.	London Youth Games	2 (+ 2 Deputies)	<u>Appointees:</u> 1. Miles 2. Mr W North	<u>Deputies:</u> 1. Nana Asante 2. (Mr North's Nominee)
45.	Mayor of Harrow's Charity Fund Trustees	3	1. The Mayor 2. Miss Bednell 3. Choudhury	N/a
		4	<u>Burgesses:</u> 1. Mrs G Branch 2. Mr Owen Cock 3. Mrs B Cripps 4. Mrs R Feakins	
46.	Middlesex Guildhall Collection and Trust Fund	6	1. D Ashton 2. Mrs C Bath* 3. The Mayor* 4. Gate 5. Harrison* 6. Samantha Webster (Group Manager, Community and Culture)* (* to serve on Executive Committee)	N/a
47.	Multi-Agency Forum on Racial Harassment	3 (+ 3 reserves)	1. Branch 2. Jean Lammiman 3. N Shah	1. Miss Lyne 2. Janet Cowan 3. Lavingia
48.	Museum of London Archaeology Service	2	1. Anne Whitehead 2. Bob Mills (Group Manager Library Services)	N/a
49.	National Council for One Parent Families	1	1. Ingram	N/a
50.	National Society for Clean Air & Environmental Protection	1	1. Gareth Llywelyn Roberts (Chief Environmental Health Officer)	N/a
51.	North London Collegiate School Board of Governors	1	1. Janet Cowan (May 2001 – April 2005 – a further nomination sought from May 2005 – 2008)	N/a

	<u>NAME OF BODY</u>	<u>NO OF REPS</u>	<u>REPRESENTATIVES for 2005/06</u>	
			<u>Appointee</u>	<u>Deputy</u> (Where applicable)
52.	North West London Community Foundation (formerly Harrow Community Trust)	1 (+ 1 Deputy)	<u>Appointee:</u> 1. Bluston	<u>Deputy:</u> 1.C Mote
53.	North West London Strategic Health Authority – Continuing Care Criteria Review Panel	1 (officer appointment only)	1. Penny Furness-Smith (Director of Community Care)	N/a
54.	Prince Edwards Playing Fields Trust	1	1. Burchell	N/a
55.	Promotion of Public Transport Users' Group	4 (+ 4 Reserves)	<u>Members:</u> 1. Blann 2. Choudhury 3. Kara 4. Mrs Kinnear	<u>Reserves:</u> 1. Harrison 2. Anne Whitehead 3. Joyce Nickolay 4. John Nickolay
56.	RAF Northolt Community Consultative Group	7 (+ 7 Deputies)	<u>Representatives:</u> 1. Currie 2. Gate 3. Miles 4. Branch 5. Arnold 6. Anjana Patel 7. Mrs Kinnear	<u>Deputies:</u> 1. Idaikkadar 2. Ray 3. Ingram 4. Thornton 5. Harriss 6. Billson 7. Versallion
57.	Refugees into Jobs Board	1 (+ 1 Reserve)	1. Nana Asante	1. Ismail
58.	Relate Board of Trustees	3	1. Mrs R Shah 2. Margaret Davine 3. Jean Lammiman	N/a
59.	Reserve Forces and Cadets Association for Greater London	1	1. Thornton	N/a
60.	Richard Franklyn Charity	2	1. John Cowan 2. Burchell	N/a
61.	Sir Lancelot Lake Charity	2	1. John Cowan 2. Burchell (both appointments expire May 2005 - further nominations sought for June 2005 – May 2008)	N/a
62.	Sir John Wolstenholme Charity	2	1. Mrs C Bath 2. Miss Bednell	N/a
63.	St Dominic's College	1	1. Gate	N/a
64.	Stanmore College	1	1. Margaret Davine	N/a
65.	Staying Put Scheme Advisory Committee	1	1. Mrs R Shah	N/a
66.	Brent and Harrow Trading Standards Service	3 (+ 3 Deputies)	<u>Appointees:</u> 1. Gate 2. Romain 3. Mrs Kinnear	<u>Deputies:</u> 1. Dharmarajah 2. Arnold 3. Harriss

	<u>NAME OF BODY</u>	<u>NO OF REPS</u>	<u>REPRESENTATIVES for 2005/06</u>	
			<u>Appointee</u>	<u>Deputy</u> (Where applicable)
67.	Victoria Hall, Harrow	1	1. Bluston	N/a
68.	Wealdstone Task Force	4 (+ 4 Reserves)	<u>Appointees:</u> 1. O'Dell 2. Lavingia 3. Mrs Kinnear 4. Miss Lyne	<u>Reserves:</u> 1. Harrison 2. Kinsey 3. Harriss 4. Thornton
69.	West House and Heath Robinson Museum Trust	1	1. Burchell	N/a
70.	West London Alliance	2 (+1 Deputy)	<u>Appointee:</u> 1. N Shah 2. Joyce Markham, Chief Executive	<u>Deputy:</u> 1. Nomination to follow
71.	West London Waste Authority	1	1. Blann	N/a

ITEM 15

**ANNUAL COUNCIL
12 MAY 2005**

**AUDIT COMMITTEE
TERMS OF REFERENCE
[to follow]**

**Audit Committee: 10 May 2005
Recommendation I**

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ITEM 17

**ANNUAL COUNCIL
12 MAY 2005**

**OVERVIEW AND SCRUTINY OPERATION AND
PROVISIONS FOR CALL IN AND URGENCY**

REPORT OF THE CHIEF EXECUTIVE

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Meeting:	Council
Date:	12 May 2005
Subject:	Operation and Provisions for Call in and Urgency
Responsible Officer:	Chief Executive
Contact Officer:	Alison Brooker, Cabinet Co-ordinator tel:020 8424 1266
Portfolio Holder:	Strategic Overview and External Affairs
Key Decision:	No
Status:	Public

Section 1: Summary

Decision Required

That the operation of the call-in and urgency procedures be noted.

Reason for report

In accordance with paragraph 23.7 of the Overview and Scrutiny Procedure Rules, Members are required to consider the operation of the provisions for call-in and urgency on an annual basis.

Benefits

None in the context of this report.

Cost of Proposals

None in the context of this report.

Risks

None in the context of this report.

Implications if recommendations rejected

The Council would not be adhering to the Rules set out in the Constitution.

Section 2: Report

2.1 Brief History

- 2.1.1 Paragraph 23.7 of the Council's Overview and Scrutiny Procedure Rules states that the operation of the provisions for call-in and urgency shall be monitored annually and a report submitted by the Head of Paid Service to Council with proposals for review if necessary.
- 2.1.2 Call-in is the process whereby a decision of the Executive, Portfolio Holder or officer (when taking a key decision) taken but not implemented may be examined by the Overview and Scrutiny Committee prior to implementation. They may recommend that the Executive re-consider the decision.
- 2.1.3 Any six Members of the Council and/or the voting co-opted members on the Lifelong Learning Scrutiny sub-committee may invoke call-in. Decisions of the Executive shall not be implemented for 5 clear working days following the publication of the decision and a decision can only be called in during this period. This does not, however, apply to urgent decisions. A decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public interest. The Chair of the Overview and Scrutiny Committee must agree that the decision proposed is reasonable in the circumstances and should be treated as a matter of urgency.

Urgency

- 2.1.4 The Council Constitution has been in operation since May 2002. During the municipal year 2004-5, there were 19 urgent individual Portfolio Holder decisions and 67 non-urgent Portfolio Holder decisions as at 12 April 2005. The relevant Head of Service is required to confirm urgency in each case.
- 2.1.5 During the municipal year 2004/5, the urgency process has been used on 5 occasions in relation to decisions of Cabinet, the details of which are set out below:-

	<u>Subject</u>	<u>Reason for Urgency</u>
24 June 2004	Best Value Performance Plan 2004/5	The statutory deadline for the publication of the Plan was 30 June 2004.
16 December 2004	Proposed Schools Budget	The Council was required

	2005/6		to notify the Secretary of State for Education of the Proposed Schools Budget by 31 December 2004.
13 January 2005	Funding Organisations for 2005/6	Voluntary	The deadline to advise the ALG of the Council's formal acceptance was 21 January 2005.
14 April 2005	Determination of Admission Arrangements for the 2006/7 academic year		The deadline for Admission Authorities to determine admission arrangements was 15 April 2005.
14 April 2005	Grant of right of way for New Pinn Medical Centre		An urgent decision was required to enable a letter of intent to the partners of the medical practice to secure the PCT funding for the development, which otherwise have been lost.

The urgency process has not been used in relation to officer decisions.

2.1.6 In accordance with paragraph 23.6 of the Overview and Scrutiny Procedure Rules decisions taken as a matter of urgency have been reported the next available Council meeting following taking of the decision. The reports to Council have set out the reason for urgency in each case.

Use of Call in procedure

2.1.7 The Call in Sub-Committee met on 3 occasions during the municipal year 2004/5 and considered the following matters:-

<u>Decision maker</u>	<u>Subject</u>	<u>Date of Call – in Sub</u>
Environment and Transport Portfolio Holder	Cedars School/ Whittlesea Road 20mph zone (PHD 006/04)	30 June 2004
Environment and Transport Portfolio Holder	Proposed Pelican Crossing in Station Road South of its Junction with Gayton Road, Harrow	3 November 2004
Environment and Transport Portfolio Holder	Stanmore CPZ – Consultation results	11 January 2005
Environment and Transport Portfolio Holder	Petts Hill Bridge – Scheme design and Consultation Results	11 January 2005

The Call in Sub-Committee rejected the grounds for Call in and the decision was implemented in each of the above cases with the exception of the call-in in relation of

paragraph (5) Stanmore CPZ – Consultation results, which was upheld on the grounds of inadequate consultation with stakeholders prior to the decision. This part of the decision was referred back to the Portfolio Holder for re-consideration.

2.1.8 There are currently no proposals to amend the call in procedure and no options are put forward for change.

2.2 Consultation

None

2.3 Financial Implications

None

2.4 Legal Implications

None

2.5 Equalities Impact

None

Section 3: Supporting Information/Background Documents

Background Papers

Council Constitution

Any person wishing to inspect the background papers should telephone 0208 424 1266

Background Information

Council – 28 February 2002 – approval of Council Constitution

Council – reports on use of urgency - 22 January 2004, 26 February 2004 and 29 April 2004

Council – reports on use of special urgency procedure – 23 October 2003 and 29 April 2004
urgency

Council – 23 October 2003 – operation and provisions for call in and special urgency

Council – 21 October 2004– operation and provisions for call in and special urgency