



HOUSING IMPROVEMENT OPTIONS ADVISORY PANEL

**WEDNESDAY 19 JANUARY 2005
7.30 PM**

PANEL AGENDA (ADVISORY)

**COMMITTEE ROOM 4
HARROW CIVIC CENTRE**

MEMBERSHIP (Quorum 3)			
Chair:	Councillor (none)		
	<u>Councillors:</u>		
Burchell Currie Bluston	Knowles Vina Mithani	Miss Lyne	(none)

<u>Reserve Members:</u>			
1. Idaikkadar 2. Margaret Davine 3. O'Dell	1. Billson 2. Arnold	1. Thornton	(none)

**Issued by the Democratic Services Section,
Legal Services Department**

**Contact: Nick Wale, Committee Administrator
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***NOTE FOR THOSE ATTENDING THE MEETING:
IF YOU WISH TO DISPOSE OF THIS AGENDA, PLEASE LEAVE IT BEHIND AFTER THE MEETING.
IT WILL BE COLLECTED FOR RECYCLING.***

HARROW COUNCIL

HOUSING IMPROVEMENT OPTIONS ADVISORY PANEL

WEDNESDAY 19 JANUARY 2005

AGENDA - PART I

1. **Appointment of Sub Committee or Panel Chair:**

To note the appointment of Councillor Burchell at the Cabinet meeting on 11 November 2004 (Minute 644(4)) under the provisions of Committee Procedure Rule 7.2 as the Chair of the Panel for the Municipal Year 2004/05.

2. **Attendance by Reserve Members:**

To note the attendance at this meeting of any duly appointed Reserve Members.

Reserve Members may attend meetings:-

- (i) to take the place of an ordinary Member for whom they are a reserve;
- (ii) where the ordinary Member will be absent for the whole of the meeting; and
- (iii) after notifying the Chair at the start of the meeting.

3. **Declarations of Interest:**

To receive declarations of personal or prejudicial interests, arising from business to be transacted at this meeting, from all Members present.

4. **Appointment of Vice-Chair:**

To consider the appointment of a Vice-Chair to the Panel for the Municipal Year 2004/05.

(Note: The Labour Group has nominated Councillor Currie as Vice-Chair).

5. **Terms of Reference:** (Pages 1 - 2)

The Panel was formally established at the Cabinet meeting on 11 November 2004, at which time the initial Councillor membership was agreed (and subsequently completed at the Cabinet meeting on 16 December 2004 and the Reserve membership at the Cabinet meeting on 13 January 2005) but the terms of reference were then yet to be drawn up.

It is now sought that the attached draft terms of reference be considered, for recommendation to the Cabinet for its approval.

6. **Arrangement of Agenda:**

To consider whether any of the items listed on the agenda should be considered with the press and public excluded on the grounds that it is thought likely, in view of the nature of the business to be transacted, that there would be disclosure of confidential information in breach of an obligation of confidence or of exempt information as defined in the Local Government (Access to Information) Act 1985.

7. **Appointment of Non-Voting Co-opted Advisers:**

At its meeting on 11 November 2004 the Cabinet, in establishing the Panel membership, also provided for the appointment of the following non-voting co-opted Advisers:-

- (i) 2 representatives of the Tenants' Federation
- (ii) 2 representatives of the (former) ALMO Shadow Board
- (iii) 1 representative of Harrow Unison.

The Panel is requested to consider the process for obtaining the Adviser representation.

8. **Petitions:**

To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Advisory and Consultative Procedure Rule 13 (Part 4E of the Constitution).

9. **Deputations:**

To receive deputations (if any) under the provisions of Advisory and Consultative Procedure Rule 14 (Part 4E of the Constitution).

10. **Public Questions:**

To receive questions (if any) from local residents or organisations under the provisions of Advisory and Consultative Procedure Rule 15 (Part 4E of the Constitution).

To
follow

11. **Decent Homes Options Appraisal Project Brief:**

To receive a report from the Director of Strategy (Urban Living).

AGENDA - PART II - NIL

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HARROW COUNCIL

ITEM 5

HOUSING IMPROVEMENT OPTIONS ADVISORY PANEL (CABINET)

WEDNESDAY 19 JANUARY 2005

PROPOSED TERMS OF REFERENCE

The following Terms of Reference for the Housing Improvement Options Advisory Panel are proposed for the Panel's consideration and for recommendation to the Cabinet for formal approval:-

- “(1) To receive updates on the progress of the Housing Options Appraisal process and to consider proposals for the Council's housing stock in detail, prior to consideration by Cabinet.
- (2) To receive updates on progress towards the decent homes standard in respect of the Council's housing stock and to consider proposals in detail, prior to consideration by Cabinet.
- (3) To consider and make recommendations to Cabinet on the letting of property responsive and planned maintenance contracts and periodically to review performance and value for money of these contracts.”

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