
REPORT OF CABINET

MEETING HELD ON 6 OCTOBER 2005

Chair: * Councillor N Shah

Councillors: * D Ashton * Marie-Louise Nolan
 * Burchell * O'Dell
 * Margaret Davine * Bill Stephenson
 * Dighé * Thornton
 * C Mote

* Denotes Member present

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

817. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business to be transacted at this meeting.

818. **Minutes:**

RESOLVED: (1) That the minutes of the meeting held on 28 July 2005, having been circulated, be taken as read and signed as a correct record;

(2) that the minutes of the Special meeting held on 20 September 2005, having been circulated, be taken as read and signed as a correct record once published in the Council Minute Volume.

819. **Arrangement of Agenda:**

The Chair indicated that he had tabled an urgent item in relation to the proposed appointment of an adviser to the Grants Advisory Panel to enable that adviser to attend the next meeting of the Panel. He explained that the arrangements had not been clarified until after the main agenda had been printed and circulated. Members noted that the Chair had requested that this item be placed on the agenda in accordance with Executive Procedure Rule 20, Part 4D of the Council's Constitution.

A Member expressed the view that the majority of agenda item 19, Retendering the delivery of the housing responsive repairs service and the capital programme, could be considered in Part I of the agenda. Having taken advice from the Director of Corporate Governance, the Chair indicated that the item would be considered in Part II of the agenda.

The Chair drew Members' attention to a tabled recommendation from the Portfolio Holder for Education and Lifelong Learning in relation to item 11, Revised Capital Programme 2005 - 06.

Members noted that item 13, Employees Displaced by the Middle Management Review, had been withdrawn from the agenda.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>
11. Key Decision – Revised Capital Programme 2005 - 06	Members indicated that they wished to discuss details of Asset Management Project, which was included in the Programme. This involved the discussion of exempt information under paragraph 8 of Part I of Schedule 12A (as amended) of the Local Government Act 1972 in that it related to the amount of expenditure proposed to be incurred by the Authority under a particular contract.

19. Key Decision – Retendering the Delivery of Housing Response Repairs Service and Housing Capital Programme.
- The report contained exempt information under Paragraph 8 of Part I of Schedule 12A (as amended) of the Local Government Act 1972 in that it contained information in relation to the amount of expenditure proposed to be incurred by the Authority under any particular contract for the acquisition or disposal of property or the supply of goods and services.

820. **Petitions:**

RESOLVED: To note that no petitions had been received.

821. **Public Question Time:**

Members noted that, in accordance with Executive Procedure Rule 15, a public question had been submitted. As the questioner was not present, the question was not received at the meeting.

[Note: Subsequent to this item being considered, the questioner arrived at the meeting. Upon a vote being taken, Members agreed that the question not be received. The Chair indicated that he would take the question after the main items on the agenda. However, the questioner had left by the time the items on the agenda had been completed.]

822. **Strategic Performance Report - Quarter 1 2005/2006:**

The Director of People, Performance and Policy introduced the report to the Performance Board and outlined the actions being taken. He highlighted the significant areas of progress during the first quarter and the areas requiring further work.

The Director of People, Performance and Policy reported that, according to the Audit Commission, 60% of the Council's performance indicators were moving in the right direction and that 5% were now in the top quartile nationally. He advised that there was still progress to be made but that considerable strides had been made in embedding performance management within the Council. He added that the Office of the Deputy Prime Minister (ODPM) had invited Harrow to be a participant on a steering group for performance management, which gave an indication of the progress the Authority was making.

The Director of People, Performance and Policy advised that the Strategic Performance Report had been amended to reflect the Council's Corporate Plan. In response to a Member's question, he confirmed that previous performance information would be indicated on the 2nd quarter and future performance reports.

The Chair advised Members that the Minister would present the Charter Mark to the Council's Benefits Service, who were judged to be the best nationally.

RESOLVED: (1) That the performance report and the actions being taken be noted;

(2) that the officers note the adaptations identified by the Performance Board and incorporate them into the Strategic Performance Report.

Reason for Decision: It had previously been agreed that Cabinet would receive quarterly performance information reports in its role as Performance Board.

823. **Forward Plan 1 October 2005 - 31 January 2006:**

RESOLVED: To note the contents of the Forward Plan for the period 1 October 2005 – 31 January 2006.

824. **Reports from the Overview and Scrutiny Committee or Sub-Committees:**

RESOLVED: To note that no reports had been received.

825. **West London Sub-Regional Development Framework (SDRF):**

The Director of Strategic Planning introduced the report, which outlined the development of the West London Sub-Regional Development Framework. Members noted that the Greater London Authority (GLA) had agreed to extend the public consultation period until 25 October 2005 but that it would still be quite a challenge to

obtain approval to the formal West London Partnership in time. The Director advised that the West London draft response would be circulated to the relevant authorities for endorsement but that there would be little opportunity to comment at that stage.

The Director of Strategic Planning drew Members' attention to the recommendation from the Special meeting of the Strategic Planning Advisory Panel held on 29 September 2005, which set out the Council's response to the West London Sub-Regional Development Framework.

Members debated the delegation of the approval of the final West London Partnership response to the Leader and it was

RESOLVED: (1) That approval of the final West London Partnership response to the draft West London Sub-Regional Development Framework be delegated to the Leader of the Council, in consultation with the other party Leaders, prior to the 25 October 2005 West London deadline;

(2) that the Harrow response to the Greater London Authority, as amended by the Strategic Planning Authority, be submitted to the GLA.

Reason for Decision: This provided an opportunity to influence the final Greater London Authority document and spatial planning and related matters until 2016 and to also inform the development of the Harrow Local Development Framework.

826. **Governance of the Business Transformation Partnership:**

The Executive Director (Business Development) introduced the report, which presented details of the governance framework required to manage and control the Partnership.

Following a Member's question in relation to the quorum of the Partnership Board, it was agreed that the meeting would be quorate if the Council Members were in attendance. In addition, it was agreed that the terms of reference be amended to indicate that the Portfolio Holder for Finance, or a Councillor in the equivalent role, be a member of the Board.

Members noted that the governance arrangements had been discussed at the Members' IT Forum and that if any future changes were required they would be reported to Cabinet. It was further noted that Members could appoint reserves to the Board.

RESOLVED: (1) That, subject to the amendments outlined in the preamble above, the overall Governance framework be approved;

(2) that the Harrow and Capita membership as detailed in Appendix A to the report of the Executive Director (Business Development) be approved;

(3) that the requirement for continuing external support be noted.

Reason for Decision: To agree the overall project governance structure, to support the operation of the key programme decision-making process. A rigorous governance framework, with appropriate level involvement from Harrow would support the monitoring and management of the Partnership and ensure that the benefits that would arise from the initial and later projects were obtained.

827. **Key Decision - Revised Capital Programme 2005 - 06:**

The Director of Financial and Business Strategy introduced the report and outlined a number of proposed amendments to the Programme. She reported that the amendments to the Programme had a net additional cost of £308,000 in 2005/06, which was a relatively small amount in the context of the £75m programme. The Director of Financial and Business Strategy advised that approval was also sought to a recommendation from the Grants Advisory Panel that a capital grant of £15,000 be awarded to the Harrow Heritage Trust for 2005-06.

A Member expressed concerns in relation to the HOST project in that the amendment proposed virtually doubled the cost of the contract. The Director of Children Services advised that considerable efforts had been put into the project and that it was now time critical. He added that the amendment was required as the project had not been phased correctly at the outset. The Portfolio Holder for Business Connections and Performance suggested that an Executive Working Group be established to either approve or reject the amendment to the Programme.

In response to a Member's concern in relation to the Accommodation Strategy, the Portfolio Holder for Planning, Development and Housing moved that this item be deferred whilst the future accommodation requirements of the Civic Centre were considered.

A Member sought clarification on the proposals for Stanmore Car Park and whether an equivalent number of car parking spaces would be provided as had been available in the previous car park. The Portfolio Holder for Planning, Development and Housing advised that there was an opportunity within the site and adjoining areas for a comprehensive redevelopment and regeneration scheme that would benefit Stanmore but that issues in relation to the adjoining buildings had yet to be finalised. In response to a Member's concerns in relation to the Section 106 monies lost, it was suggested that the matter be referred to the Overview and Scrutiny Committee for consideration.

The Acting Executive Director (Urban Living), in response to a Member's concerns, advised that amendments to the Capital Programme in relation to organic waste would enable the Council to achieve its recycling targets and that the background to this issue had been the subject of reports to Cabinet over the last 18 months.

Members indicated that it would be helpful to receive information in relation to the incremental costs of the Capital Programme on a more regular basis.

Having taken advice from the Director of Corporate Governance, Members agreed to consider the concerns in relation to the Asset Management Project in Part II of the agenda.

An amendment in the name of Councillor Bill Stephenson was moved and it was

RESOLVED: (1) That, with the exception of the amendments set out in (2) and (3) below, the amendments to the Capital Programme for 2005-06, as set out in the report of the Director of Financial and Business Strategy be approved and that the implications for 2006-07 and 2007-08 be noted;

(2) that consideration of the amendment to the Accommodation Strategy be deferred;

(3) that the approval/rejection of the amendment to the HOST project be delegated to an Executive Working Group comprising Councillors Dighé, Margaret Davine, David Ashton and Thornton;

(4) that the HOST project and the loss of Section 106 monies in relation to Stanmore Car Park be referred to the Overview and Scrutiny Committee for consideration;

(5) that £20,000 be added to the Capital Programme for the refurbishment of Harrow Arts Centre and Museum to give the Arts Centre/Museum a new look for the 100th anniversary of the building of Elliott Hall and the 500th anniversary of the Tithe Barn respectively;

(6) that a capital grant of £15,000 to the Harrow Heritage Trust for 2005-06 be approved.

Reason for Decision: To ensure that amendments to the programme were approved and to provide clarity about the programme for 2005-06.

(See also Minutes 819 and 834).

828. **Key Decision - Medium Term Budget Strategy Review 2006-07:**

The Director of Financial and Business Strategy introduced the report which sought the approval of the re-priced Medium Term Budget Strategy (MTBS) for 2006 – 2007. She advised that a detailed analysis had been included on the Cabinet Information Circular.

The Director of Financial and Business Strategy highlighted the impact of the key factors on the MTBS and advised that the Government was consulting on the Formula Grant. This consultation was wide-ranging and, amongst other issues, looked at different ways of allocating funding.

The Director of Financial and Business Strategy reported that a Council Tax increase of 2.9% was currently forecast for 2006/7 which was in line with inflation but she added a note of caution in that it was still early in the process and that there was still a great deal of uncertainty in relation to grants.

A Member, in acknowledging the requirements of the Council's Constitution, questioned whether the exercise in reporting the repriced MTBS had any real value as it was reliant on so many presumptions. The Chair disagreed with this view. However, the Portfolio Holder for Business Connections and Performance indicated that the Council's Constitution might require review as there was no real value in carrying out this technical exercise until the Government Grant was known.

RESOLVED: That the repriced Medium Term Budget Strategy for 2006/2007 be approved on the basis that it was a technical exercise.

Reason for Decision: In accordance with the Council's Constitution, the Cabinet was required to approve draft budget proposals by 1 November each year. The approval of the repriced MTBS for 2006 – 2007 fulfilled this obligation and was a key stage in the budget process.

(Note: Councillors D Ashton and C Mote wished to be recorded as having voted for the resolution on the basis that they were agreeing the process only.)

829. **Key Decision - PFI /LIFT Project:**

The Executive Director (Business Development) introduced the report, which followed on from the previous report considered by Cabinet on 28 July 2005.

The Director of Children Services reported that work was in progress to address the issues in relation to the allotments on one of the sites and that this was subject to the Secretary of State's approval.

In response to a Member's question in relation to the financial situation of the Primary Care Trust (PCT), the Director of Children Services advised that the Chief Executive of the PCT and the Director of Public Health had indicated that they would expect the necessary savings to arise from their estate.

RESOLVED: (1) That the sites detailed in the report of the Executive Director (People First) be endorsed for redevelopment;

(2) that the Outline Business Case for the development of three Neighbourhood Resource Centres combining support services for people with severe learning disabilities and other complex needs with community based support from assessment and care management staff and outreach workers be endorsed;

(3) that the Interim Director of Corporate Property be authorised to agree terms for transfer to LiftCo of the freehold or leasehold of the relevant sites, as required, in order to facilitate development;

(4) that officers carry out all necessary works to achieve Stage One agreement with the LIFT Strategic Partnering Board;

(5) that subject to Stage One approval and endorsement of the Outline Business Case by the Department of Health, Stage Two of the process be progressed;

(6) that a contract with LiftCo for the provision of "soft" facilities management services such as catering and cleaning be established.

Reason for Decision: The Centres met the Council's corporate priorities in relation to strengthening of Harrow's communities, valuing Harrow's customers and impact through Harrow's partnerships.

830. **Key Decision - Council Tenancy Agreements:**

The Interim Director of Corporate Property introduced the report and indicated that the current tenancy agreement required updating to ensure the continued good management of the Council's housing stock. In addition, in relation to the Introductory Tenancy Scheme, the project group was now working on the procedure and delegations necessary to achieve the proposed revised implementation timetable of March 2006. A review of the scheme would be reported to Cabinet after the first twelve months of operation.

In response to a Member's question as to how often the project team had met, the Interim Director of Corporate Property indicated that he understood that they had been involved throughout the project but that he would seek clarification. He also noted Members' comments that the tenancy agreements should be in plain English and jargon free.

RESOLVED: (1) That the formal tenant and stakeholder consultation necessary to review the Standard Housing Tenancy Agreement and Garage Licence with the intention of introducing the revised agreement and licence by August 2006 be approved;

(2) to note the commencement of the Introductory Tenancy Scheme.

Reason for Decision: To improve the management of the Council's housing and garage stock and optimise rental income. To improve the Council's Housing service by the introduction of agreements and licenses easily read and understood by occupants and to assist in the delivery of the action necessary to take forward the Council's anti-social behaviour partnership.

831. **Education Consultative Forum - Terms of Reference:**

Cabinet received a report of the Executive Director (People First), which outlined the changes to the Terms of Reference proposed by the Education Consultative Forum.

Members noted that the decision to remove the Arts Culture Harrow representation from the Forum membership reflected their lack of attendance and feedback that they did not find the Forum a useful meeting to support their work. Members supported the suggestion of the Portfolio Holder for Education and Lifelong Learning that the Annual Report of Arts Culture Harrow be submitted to the Lifelong Learning Scrutiny Sub-Committee and circulated on the Cabinet Information Circular.

On the advice of the Director of Corporate Governance, the Chair indicated that it was not necessary to make a recommendation to Council for the incorporation of these changes in the Council's Constitution.

RESOLVED: (1) That the changes to the Terms of Reference of the Education Consultative Forum as set out in Appendix B to the report of the Executive Director (People First) be approved;

(2) that the changes to the Terms of Reference of the Education Consultative Forum be incorporated in the Council's Constitution.

Reason for Decision: To provide clarity of meaning within the Terms of Reference and to be more representative of the Forum's remit and purpose.

832. **Grants Advisory Panel - Proposed Appointment of an Adviser:**

In accordance with Executive Procedure Rule 20, the Chair tabled an item proposing the appointment of an adviser to the Grants Advisory Panel.

RESOLVED: (1) That the proposal to appoint an Adviser to the Grants Advisory Panel be supported;

(2) that the Harrow Association for Voluntary Service be requested to nominate a suitable person for the post;

(3) that the Grants Advisory Panel be requested to confirm this arrangement at the start of their next meeting;

(4) that the nominee be invited to attend the next meeting of the Grants Advisory Panel.

Reason for Decision: To improve the information available to those Members making decisions in relation to grants.

(See also Minute 819).

833. **Key Decision - Retendering the delivery of the housing response repairs service and the housing capital programme:**

Members considered a confidential report of the Interim Director of Corporate Property in relation to the Housing Response Repairs Service and the Housing Capital Programme.

RESOLVED: (1) That authority be delegated to officers to negotiate and implement an exit strategy from the current housing repairs and maintenance contracts to an upper limit as set out in the officer report;

(2) that a review of the options for delivery of the emergency call out and void service, be approved and that the Interim Director of Corporate Property be authorised, in

consultation with the Portfolio Holders for Planning, Development and Housing and Communications, Partnership and Human Resources, to implement the best business case arising from this;

(3) that the final scope and content of the Housing Decent Homes contracts be delegated to the Interim Director of Corporate Property, in consultation with the Portfolio Holders for Planning, Development and Housing and Communications, Partnership and Human Resources, the Chair of the Tenants' and Leaseholders' Consultative Forum and representatives of Harrow Federation of Tenants' and Residents' Association.

Reason for Decision: To enable officers to negotiate withdrawal from the current costly repairs and maintenance contract. To enable the review of the emergency call out and voids services and implement the best business case for delivery of the services, to enable the determination of the final scope and content of the Housing Decent Homes contracts.

(See also Minute 819).

834. **Revised Capital Programme 2005 - 06:**

The Director of Financial and Business Strategy gave a confidential oral report on the issues relating to the Asset Management Project.

RESOLVED: That the position be noted.

(See also Minutes 819 and 827).

(Note: The meeting, having commenced at 7.30 pm, closed at 9.13 pm).

(Signed) COUNCILLOR NAVIN SHAH
Chair