



**MINUTES
of the
COUNCIL TAX MEETING
of the
COUNCIL
of the
LONDON BOROUGH OF HARROW
held on
THURSDAY 22 FEBRUARY 2007**

Present: **The Worshipful the Mayor (Councillor Janet Cowan)
The Deputy Mayor (Councillor Jean Lammiman)**

Councillors:

John Anderson
Nana Asante
David Ashton
Mrs Marilyn Ashton
Mrs Camilla Bath
Miss Christine A. Bednell
Robert Benson
Mrs Lurline Champagnie
Mrinal Choudhury
Golam Sobhan Chowdhury
John Cowan
Bob Currie
Margaret Davine
Mano Dharmarajah
Anthony Ferrari
Keith Ferry
Archie T. Foulds
Brian E. Gate
David Gawn
Mitzi Green

Susan Hall
Graham Henson
Thaya Idaikkadar
Nizam Ismail
Manji. Kara
Mrs E.M. Kinnear
Ashok Kulkarni
Dhirajlal Lavingia
Barry Macleod-Cullinane
Julia Merison
Salim Miah
Myra Michael
Jerry J. Miles
Chris Mote
Mrs Janet Mote
Narinder Singh Mudhar
John Nickolay
Mrs Joyce Nickolay
Christopher D. Noyce
Phillip O'Dell

Asad Omar
Paul Osborn
Anjana Patel
David Perry
Raj Ray
Richard David Romain
Anthony Seymour
Navin Shah
Mrs Rekha Shah
Stanley Sheinwald
Eric Silver
Dinesh Solanki
Bill Stephenson
Mrs Sasikala Suresh
Yogesh Teli
Keekira Thammaiah
Mark A. Versallion
Thomas Weiss
Jeremy Zeid

PRAYERS

The meeting opened with Prayers offered by the
Rabbi Andrew Shaw

98. COUNCIL MINUTES:**RESOLVED:**

THAT THE MINUTES OF THE ORDINARY MEETING HELD ON 19 OCTOBER 2006, THE EXTRAORDINARY MEETINGS HELD ON 11 DECEMBER 2006 (2 MEETINGS), AND THE EXTRAORDINARY MEETING HELD ON 29 JANUARY 2007 BE TAKEN AS READ AND SIGNED AS CORRECT RECORDS.

99. DECLARATIONS OF INTEREST:

- (i) Item 8 on the Summons – Revenue Budget 2007-08 to 2009-10
A number of Members declared personal interests in the above item (set out at Appendix I to these Minutes) and accordingly remained in the Chamber and took part in the debate and voting on this item.
- (ii) Item 16(4) on the Summons – Motion regarding Free Travel for Under 18s
Councillor Christopher Noyce declared a personal interest in the above item, and accordingly remained in the Chamber and took part in the debate and voting on this item.

RESOLVED:

THAT THE DECLARATIONS OF INTEREST MADE BY MEMBERS OF COUNCIL IN RESPECT OF THE BUSINESS TO BE TRANSACTED AT THIS MEETING BE DULY RECEIVED AND RECORDED (AS SET OUT ABOVE AND AT APPENDIX I TO THESE MINUTES).

100. 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 THE OCCASIONS ON WHICH SHE HAD BEEN REPRESENTED BY THE DEPUTY MAYOR, THE HONORARY ALDERMAN AND PAST MAYORS, SINCE THE LAST COUNCIL MEETING.

101. QUEEN'S NEW YEAR'S HONOURS LIST:

The following residents of the Borough received awards in the Queen's New Year's Honours List:

| | |
|---------------------------|-------------------------------|
| Mr D Ross Simpson | Member of the British Empire |
| Miss Jacqueline Stimpson | Member of the British Empire |
| Mr Dipesh Jayantilal Shah | Officer of the British Empire |

102. COUNCILLOR DAVID GAWN:

The Mayor congratulated Councillor David Gawn on this, the occasion of his 30th birthday.

103. PROCEDURAL MOTION UNDER COUNCIL PROCEDURE RULE 26.1:

The Leader of the Council, Councillor Chris Mote, moved a procedural motion under the general provisions of Rule 26.1 that, in line with the practice in previous years, the rules of debate be varied to reflect the importance of the Revenue Budget as a subject matter. A note on the procedures which would apply for the purposes of the Revenue Budget debate had been tabled.

The proposal received the general assent of the Council.

RESOLVED:

THAT THE PARTIAL SUSPENSION OF THE RELEVANT COUNCIL PROCEDURE RULES REGARDING THE MOVING OF A RECOMMENDATION FROM THE EXECUTIVE AND THE RULES OF DEBATE (INCLUDING EXTENDED TIME FOR OPENING SPEECHES BY ALL THREE GROUPS) AS SET OUT IN THE TABLED NOTE, BE APPROVED FOR THE PURPOSES OF THE REVENUE BUDGET DEBATE.

104. PROCEDURAL MOTION UNDER COUNCIL PROCEDURE RULE 15.6:

The Leader of the Labour Group, Councillor Navin Shah, moved and the Deputy Leader of the Group, Councillor Bill Stephenson, seconded a procedural motion under the general provisions of Council Procedure Rule 15.6 that the Motion included at Item 16(3) of the Council Summons and indicated to stand referred to the next meeting of the Cabinet, as being a matter within its delegated powers, should rather be considered at this Council meeting.

Upon a vote, the procedural motion was not carried.

RESOLVED:

THAT THE PROCEDURAL MOTION UNDER COUNCIL PROCEDURE RULE 15.6, SEEKING THE CONSIDERATION AT THIS COUNCIL MEETING OF THE MOTION AT 16(3) OF THE SUMMONS, BE NOT AGREED.

(See also Resolution 119 below).

105. PETITIONS:

In accordance with Council Procedure Rule 11, the following petitions were presented.

(1) By Members of Council on behalf of petitioners:

- (i) Councillor Graham Henson submitted a petition signed by 49 residents which objected to the proposals for changes to the meals on wheels service.

[The petition stood referred to Cabinet].

- (ii) Councillor Mrs Margaret Davine presented a petition containing 130 signatures of residents, opposing the proposed cut in voluntary sector grants funding.

[Note: The petition was formally received and taken into account for the purposes of the Revenue Budget and Council Tax decision (see Resolution 108 below)].

(2) By members of the public:

- (i) Mr Peter Watson submitted a petition signed by approximately 900 residents which objected to the proposed cut in the grant for Harrow Young Musicians.

[Note: The petition was formally received and taken into account for the purposes of the Revenue Budget and Council Tax decision (see Resolution 108 below)].

- (ii) Mr Savan Patel presented a petition containing 53 signatures of residents, requesting that the Council take action to address issues relating to a property in Northwick Park Road, Harrow, including allegations of anti-social behaviour.

[The petition stood referred to the Portfolio Holder for Urban Living - Community Safety and Public Realm].

106. PUBLIC QUESTIONS:

Further to Item 6 on the Summons, the following questions had been submitted by members of the public in accordance with Council Procedure Rule 12.3:

| <u>QUESTION BY</u> | <u>QUESTION OF</u> | <u>TEXT OF QUESTION</u> |
|---------------------|--|--|
| (1) Mr Peter Watson | Portfolio Holder for Lifelong Learning and Cultural Services (Councillor Miss Christine Bednell) | "Would you agree that as a voluntary organisation (run by volunteers such as myself), the cut in funding of 20% for Harrow Young Musicians is completely out of line with cuts of 10% imposed on other voluntary organisations, and as our |

- grant has only increased by 6% over the last ten years and student numbers have stayed roughly the same this will put Harrow Young Musicians, a beacon organisation of Harrow, at risk of closure?
- (2) Ms Ann Freeman Portfolio Holder for Issues facing People with Special Needs (Councillor Eric Silver) “Will you please ask the Adult Health and Social Care Scrutiny Sub-Committee, as a matter of urgency, to investigate the current work programme and contracts undertaken by Wiseworks Enterprises?”
- (3) Ms Linda Holman Portfolio Holder for Issues facing People with Special Needs (Councillor Eric Silver) “Will Eligibility Assessment Criteria for Wiseworks include clinical reports?”
- (4) Mrs Anne Diamond Leader of the Council and Portfolio Holder for Strategic Overview, External Affairs and Property (Councillor Chris Mote) “Do you understand the hardships you will be causing by putting up fees for Social Services?”
- Whether it is day centres, charging for what for many is their only trip out of a very humble existence for a few hours a week, the only time they may have others around to talk.
- Will the services that the Council offers be affordable, or will it drain many of the small amounts of savings they have managed to save?
- Will the Council improve the quality and give those who need the services a service that is meaningful, that is reliable, that is free to those who are entitled to it, without fear they many lose their lifeline at any moment?
- Many only have a small nest egg for rainy days.
- I would like to know why it is always the people who need help that are affected by change.
- I hope the Council will work together to arrive at a solution with all groups to ensure that they get it right”.
- (5) Ms Joan Penrose Leader of the Council and Portfolio Holder for Strategic Overview, External Affairs and Property (Councillor Chris Mote) “Why are trading inquiries to Wiseworks now being referred back to officers of the Council?”

[Note: Oral answers were provided to the above questions and, under the provisions of Council Procedure Rule 12.4, each questioner also asked a supplementary question, which was additionally answered].

107. COMMUNITY PLAN:

Further to Item 7 on the Summons, the Council received Recommendation I of the Cabinet meeting of 9 November 2006 in this matter.

RESOLVED:

THAT THE COMMUNITY PLAN 2006 – 2020 BE APPROVED.

108. REVENUE BUDGET 2007-08 TO 2009-10:

- (i) Further to Item 8 on the Summons, the Leader of the Council, Councillor Chris Mote, formally moved Recommendation I of the Cabinet meeting of 15 February 2007 in this matter.
- (ii) The Labour Group tabled an amendment to the Recommendation. Councillor Navin Shah moved and Councillor Bill Stephenson seconded the detailed amendment, which included specific proposals for the Authority's budget for 2007/08, and a revised Medium Term Budget Strategy and a revised model Council Tax resolution on the basis of those proposals. The proposals resulted in Council Tax increases of 4.9% in 2007-08, 3% in 2008-09 and 3% in 2009-10.
- (iii) Further to the decision outlined at Resolution 103 above, the amendment and the Recommendation were debated jointly.
- (iv) Following a full debate, the amendment outlined at (ii) above was voted upon; this was not carried.
- (v) The meeting then moved to a vote upon the substantive Recommendation; this was carried and adopted.

RESOLVED:

THAT THE SUBSTANTIVE RECOMMENDATION BE ADOPTED IN THE FOLLOWING FORM:

That (1) the 2007-08 Revenue Budget be approved to enable the Council Tax for 2007-08 to be set;

(2) the model Council Tax resolution set out below be approved;

COUNCIL TAX RESOLUTION 2007-2008

- (A) To note that at the Cabinet meeting on 18 January 2007, the Council calculated the amount of 84,926 as its Council Tax Base for the year 2007-2008 in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 made under Section 33 (5) of the Local Government Finance Act 1992.
- (B) That the following amounts be now calculated by the Council for the year 2007-2008, in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:
 - (i) Being the aggregate of the amounts which the Council estimates for the items set out in Section 32 (2) (a) to (e) of the Act. **(Gross expenditure)** £476,461,610
 - (ii) Being the aggregate of the amounts which the Council estimates for the items set out in Section 32 (3)(a) to (c) of the Act. **(Gross income including use of reserves)** £321,387,980
 - (iii) Being the amount by which the aggregate at (i) above exceeds the aggregate at (ii) above, calculated by the Council, in accordance with Section 32(4) of the Act, **as its budget requirement for the year.** £155,073,630
 - (iv) Being the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of redistributed non-domestic rates, revenue support grant, £59,998,630

reduced by the amount of the sums which the Council estimates will be transferred in the year from its General Fund to its Collection Fund in accordance with Section 97(4) of the Local Government Finance Act 1988 (Collection Fund Deficit)

- (v) Being **the amount to be raised from Council Taxes** calculated as the amount at 2(iii) above less the amount at 2(iv) above. £95,075,000
- (vi) Being the amount at (v) divided by the Council Tax Base, calculated by the Council at the Cabinet meeting on 18 January 2007 in accordance with Section 33 (1) of the Act, as the basic amount of its council tax for the year. **(The average Band D Council Tax)** £1,119.50

(vii) Valuation Bands

| | A | B | C | D | E | F | G | H |
|---|--------|--------|--------|----------|----------|----------|----------|----------|
| £ | 746.33 | 870.72 | 995.11 | 1,119.50 | 1,368.28 | 1,617.06 | 1,865.83 | 2,239.00 |

Being the amounts given by multiplying the amount at (vi) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (C) That it be noted that for 2007-2008 the Greater London Authority stated the following amount in precept issued to the Council, in accordance with section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below

Valuation Bands

| | A | B | C | D | E | F | G | H |
|---|--------|--------|--------|--------|--------|--------|--------|--------|
| £ | 202.59 | 236.35 | 270.12 | 303.88 | 371.41 | 438.94 | 506.47 | 607.76 |

- (D) That, having calculated the aggregate in each case of the amounts at (2)(vii) and (3) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2007-2008 for each of the categories of dwellings shown below

Valuation Bands

| | A | B | C | D | E | F | G | H |
|---|--------|----------|----------|----------|----------|----------|----------|----------|
| £ | 948.92 | 1,107.07 | 1,265.23 | 1,423.38 | 1,739.69 | 2,056.00 | 2,372.30 | 2,846.76 |

(3) the new reserves policy be approved;

(4) the Housing Revenue Account for 2007-08 be approved and in particular it be agreed to:

- (i) increase rents by 5% on average from 1 April 2007;
- (ii) note that rents and service charges for tenants will be de-pooled from 1 April 2007;
- (iii) increase garage rents to £12.75 per week from 1 April 2007;
- (iv) increase car parking rents to £8.37 per week from 1 April 2007;
- (v) increase the administration charge for leaseholders to 20% from 1 April 2007 to cover costs;
- (vi) increase energy charges by 70p per week from 1 April 2007;

(5) the Members' Allowances Scheme for 2007-08 be approved.

[Notes to the Resolution: (i) The budget summary relating to the Resolution is enclosed at Appendix II to these Minutes;

(ii) the new Reserves Policy is enclosed at Appendix III to these Minutes;

(iii) the Housing Revenue Account for 2007-08 is enclosed at Appendix IV to these Minutes;

(iv) the Members' Allowances Scheme for 2007-08 is enclosed at Appendix V to these Minutes].

[Procedural Note: At the commencement of this item, further to the tabling of the Labour Group amendment, the Mayor proposed an adjournment to enable all Members of Council to assimilate the document then presented. This proposal was agreed by the general assent of the Council and the meeting was accordingly adjourned from 8.18 pm until 8.47 pm for this purpose].

109. PROCEDURE FOR THE TERMINATION OF THE MEETING:

(i) At 10.19 pm, during the debate on the Revenue Budget 2007-08 to 2009-10 at Item 8 of the Summons, the Council agreed a procedural motion to extend the meeting beyond the formal closure time of 10.30 pm until the conclusion of the Revenue Budget debate.

(ii) At 10.33 pm, Councillor Navin Shah moved a procedural motion to further extend the meeting beyond consideration of Item 8.

Upon a formal vote, this proposal was not agreed.

(iii) At 11.12 pm, at the conclusion of the debate on the Revenue Budget 2007-08 to 2009-10, the "guillotine" procedure, as set out under Council Procedure Rule 10.3, came into operation for the determination of the remaining business on the Summons.

RESOLVED:

THAT THE PROCEDURE FOR THE TERMINATION OF THE MEETING, AS SET OUT ABOVE, BE APPLIED.

110. TREASURY MANAGEMENT STRATEGY 2007-08 AND PRUDENTIAL INDICATORS 2007-08 TO 2009-10:

Further to Item 9 of the Summons, the Council received Recommendation II of the Cabinet meeting held on 15 February 2007 in this matter.

The Recommendation was adopted as printed.

RESOLVED:

THAT (1) THE TREASURY MANAGEMENT STRATEGY FOR 2007-08 BE APPROVED (as set out in paragraphs 5 to 17 of the report of the Director of Financial and Business Strategy submitted to the Cabinet meeting);

(2) THE PRUDENTIAL INDICATORS FOR 2007-08 TO 2009-10 BE APPROVED (as set out in paragraphs 18 to 39 of the report of the Director of Financial and Business Strategy submitted to the Cabinet meeting).

111. TERMS OF REFERENCE OF THE CHILDREN AND YOUNG PEOPLE SCRUTINY SUB-COMMITTEE:

At Item 10 of the Summons, the Council received Recommendation I of the Overview and Scrutiny Committee meeting held on 21 November 2006 in this matter.

RESOLVED:

THAT THE ABOVE RECOMMENDATION BE ADOPTED AS PRINTED.

112. OVERVIEW AND SCRUTINY WORK PROGRAMME:

Further to Item 11 on the Summons, the meeting considered Recommendation II of the Overview and Scrutiny Committee meeting on 21 November 2006 in this matter.

RESOLVED:

THAT THE RECOMMENDATION BE ADOPTED AS PRINTED.

113. PROTOCOLS - MONITORING OFFICER AND CHIEF FINANCIAL OFFICER:

Further to Item 12 on the Summons, the Council received Recommendation I of the Standards Committee meeting held on 5 December 2006.

RESOLVED:

THAT THE RECOMMENDATION BE ADOPTED AS PRINTED.

114. MEMBERSHIP OF THE EXECUTIVE:

At Item 13 on the Summons, the Leader of the Council had given notice of the following proposed change to the membership of the Executive for the remainder of the Municipal Year 2006/07:-

Appointment of the Portfolio Holder for Urban Living – Community Safety and Public Realm

Current Appointee

New Appointee

Councillor Mrs Kinnear

Councillor Susan Hall

RESOLVED:

THAT THE CHANGE TO THE MEMBERSHIP OF THE EXECUTIVE FOR THE REMAINDER OF THE MUNICIPAL YEAR 2006/07, AS SET OUT ABOVE, BE AGREED.

115. MEMBERSHIP OF THE OVERVIEW AND SCRUTINY COMMITTEE:

Further to Item 14 on the Council Summons, the meeting received notification from the Leader of the Council of the following proposed change to the membership of the Overview and Scrutiny Committee for the remainder of the Municipal Year 2006/07:-

Current Appointee

New Appointee

Councillor Richard Romain

Councillor Stanley Sheinwald

RESOLVED:

THAT THE CHANGE TO THE MEMBERSHIP OF THE OVERVIEW AND SCRUTINY COMMITTEE FOR THE REMAINDER OF THE MUNICIPAL YEAR 2006/07, AS SET OUT ABOVE, BE AGREED.

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

It was noted that no questions had been submitted by Members of Council under the provisions of Council Procedure Rule 13.

117. MOTION AT ITEM 16(1) ON THE SUMMONS: CAMPAIGN FOR A BETTER GRANT FOR HARROW:

- (i) At Item 16(1) on the Summons, the Council received a Motion in the names of Councillors Chris Mote and David Ashton in the following terms:

“Council notes:

(i) the campaign for a *Better Grant for Harrow* by the Harrow Observer;

(ii) when taking all government grants into consideration, Harrow receives an average of £145 per head less than its nearest neighbours

and £572 per head less than the London average; Harrow has the lowest reserves for outer London boroughs at only £1.5m, compared with the average of £12m; and because of under-funding in the health service, the London Borough of Harrow will incur an additional £3.5m this year, and rising, through costs shunted to the Council by the Harrow PCT.

Council resolves:

- (i) To support the campaign by the Harrow Observer and expects all Members to sign the letter in Appendix 1.”
- (ii) A tabled amendment in the names of Councillors Navin Shah and Bill Stephenson was received, as follows:
- “Replace paragraphs (i) and (ii) after “Council notes:” with the following:
- (1) the representations made to Ministers and Treasury Civil Servants by both the previous and current administrations, and the campaign recently launched by Harrow Observer for a better grant for Harrow;
 - (2) the support received from Harrow’s MPs in arranging the meetings noted above;
 - (3) the substantial investment of many millions of pounds put into Harrow by the Government providing substantial benefits, for example, the £31.5 million for the redevelopment of Whitmore School and the millions invested in school buildings;
 - (4) the need for the urgent replacement of the existing Council Tax system, introduced immediately after the disastrous poll tax in 1993, by a more equitable system which should, in particular, protect genuine hardship for people on low incomes;
 - (5) when taking all government grants into consideration, Harrow receives an average £145 per head less than other Outer London Boroughs and £572 per head less than the London average and Harrow has the lowest reserves of any Outer London Borough at only £1.5 million, compared with the average of £12 million;
 - (6) the unprecedented level of investment made by the Government in the Health Service but, due to the financial difficulties faced by the Primary Care Trust, Harrow Council will incur a cumulative cost of £3.5m, including the estimated impact of further cost shunting in 2007-08.”
- (iii) Upon a vote, the amendment was not carried.
- (iv) Upon a further vote, the substantive motion was adopted.

RESOLVED:

THAT THE MOTION APPEARING AT ITEM 16(1) ON THE SUMMONS, AS SET OUT AT (i) ABOVE, BE ADOPTED.

118. MOTION AT ITEM 16(2) ON THE SUMMONS: REVIEW OF THE OVERVIEW AND SCRUTINY CALL-IN PROCEDURE:

- (i) At Item 16(2) on the Summons, the Council received a Motion in the names of Councillors Anthony Seymour and Julia Merison in the following terms:
- “Proposed Amendment to Overview and Scrutiny Procedure Rule 22
- (1) The process for call in
 - 22.2 Any decision of the Executive, which has been taken but not implemented may be called in by:
 - (a) Any six Members of the Council, and additionally, in relation to Executive decisions

on education matters only, any six Members of the Council and the voting co-opted members of the Children and Young People Scrutiny sub-committee;

- (b) Any Member of the Overview and Scrutiny Committee;
- (c) 150 members of the public, (defined as anyone registered on the electoral roll of the Borough)

Only decisions relating to Executive functions, whether delegated or not may be called in.

- (2) New Rule 22.3 – Limits on the number of decisions called-in
 - 22.3 (a) Members of the Council (including co-opted members) may call in 8 decisions in any municipal year. A Member of the Overview and Committee may call in no more than two of the eight decisions;
 - (b) Members of the public may call in no more than two decisions in any municipal year;
 - (c) No more than ten decisions may be subject to the call in procedure in any municipal year.
- (3) Re-number Rule 22.3 and the remaining rules accordingly.
- (4) Re-numbered Rule 22.5 (currently 22.4):

Call-in must be by notification to the Chief Executive in writing or by fax:

- (a) signed by all six Members and voting co-optees. A request for call-in by email from a Member will require a separate email from each of the six Members concerned;
 - (b) signed by the individual member of the Overview and Scrutiny Committee;
 - (c) signed by all 150 members of the public registered on the electoral roll, and stating their names and addresses.
- (5) 22.5 Delete the words in the first line from “by Members or voting co-opted Members”. The paragraph would read “A notice to invoke the call-in procedure.....”
 - (6) To ensure that the limit of ten decisions called in is not exceeded, Rule 36.1 (Suspension) would be amended to include Rule 22.3 (c).”

- (ii) A tabled amendment in the names of Councillors Mitzi Green and Brian Gate was received, as follows:

“Insert “That the” before “Proposed”, and after “Rule 22” insert “on this Council’s Summons should, in the spirit of good governance and good Scrutiny practice be referred to Overview and Scrutiny for full discussion, and be also referred to the Constitution Review Working Group for discussion and recommendation:-“

- (iii) Upon a vote, the amendment was not carried.
- (iv) Upon a further vote, the substantive Motion was carried and adopted.

RESOLVED:

THAT THE MOTION APPEARING AT ITEM 16(2) ON THE SUMMONS, AS SET OUT AT (i) ABOVE, BE ADOPTED.

119. **MOTION AT ITEM 16(3) ON THE SUMMONS: PROPOSAL FOR ORGANISATIONAL REVIEW:**

Further to the provisions of Council Procedure Rule 15.6,

RESOLVED:

THAT THE MOTION SET OUT AT ITEM 16(3) ON THE SUMMONS STAND REFERRED TO THE NEXT MEETING OF THE CABINET, AS BEING A MATTER WITHIN THE POWERS OF THE CABINET.

(Resolution 104 above also refers).

120. **MOTION AT ITEM 16(4) ON THE SUMMONS: FREE TRAVEL FOR UNDER 18'S:**

- (i) At Item 16(4) on the Summons, the Council received a Motion in the names of Councillors Navin Shah and Bill Stephenson in the following terms:

“This Council fully supports the Mayor of London’s provision of free bus travel for all young people under 16 and for under-18’s in full time education. The Council sees the policy as playing an important role in encouraging young Londoners to see the value of public transport rather than being reliant on cars; helping your people to become independent; providing access for young people in Harrow to cultural, sporting, leisure and social events both in Harrow and in London at large; and making transport to schools and colleges affordable.

This Council further believes that free bus travel is a very successful policy supported by 80% of Londoners, which saves families with children £350 every year for each child. The Council deplores the concerted attacks on this policy by Tory members of the Greater London Assembly and other Tory London MPs.”

- (ii) Upon a vote, the Motion was not carried.

RESOLVED:

THAT THE MOTION AT ITEM 16(4) ON THE SUMMONS BE NOT ADOPTED.

121. **OVERVIEW AND SCRUTINY SUB-COMMITTEES: EDUCATION CALL-IN SUB-COMMITTEE:**

Further to Item 17 on the Council Summons, it was

RESOLVED:

THAT, IN ACCORDANCE WITH OVERVIEW AND SCRUTINY RULE 4.3, THE ESTABLISHMENT OF AN EDUCATION CALL-IN SUB-COMMITTEE TO CONSIDER AND DEAL WITH EXECUTIVE DECISIONS “CALLED IN” UNDER OVERVIEW AND PROCEDURE RULE 22 AND RELATING TO EDUCATION MATTERS, BE CONFIRMED.

122. **DECISIONS TAKEN UNDER THE URGENCY PROCEDURE BY PORTFOLIO HOLDERS/LEADER AND CABINET AND USE OF THE SPECIAL URGENCY PROCEDURE:**

Further to Item 18 on the Summons, the meeting received a report of the Director of Legal and Governance Services which provided a summary of the urgent decisions taken by Portfolio Holders, the Leader and Cabinet, and the use of the special urgency procedure, since the last meeting of Council on 19 October 2006.

RESOLVED:

THAT (1) THE URGENT DECISIONS TAKEN BY THE PORTFOLIO HOLDERS, THE LEADER AND CABINET SINCE THE LAST COUNCIL MEETING, AS NOW REPORTED, BE NOTED;

(2) THE ONE OCCASION ON WHICH THE SPECIAL URGENCY PROCEDURE HAD BEEN USED SINCE THE LAST COUNCIL MEETING, BE NOTED.

(CLOSE OF MEETING: All business having been completed, the Mayor declared the meeting closed at 11.15 pm).

APPENDIX ICOUNCIL (COUNCIL TAX) MEETING – 22 FEBRUARY 2007DECLARATIONS OF INTEREST MADE BY MEMBERS OF COUNCIL
(ITEM 2 ON THE SUMMONS)

The following Members of Council declared personal interests in Item 8 on the Summons, Revenue Budget 2007-08 to 2009-10:

| <u>Member</u> | <u>Interest</u> |
|-----------------------------------|--|
| Councillor David Ashton | Assisted with fundraising proposals for Harrow Mencap. |
| Councillor Miss Christine Bednell | Patron of Harrow Young Musicians. |
| Councillor Mrinal Choudhury | Member of London Kalibari. |
| Councillor John Cowan | Treasurer of the MS Society. |
| Councillor Mrs Margaret Davine | Has a relative in receipt of Meals on Wheels. |
| Councillor Mano Dharmarajah | Trustee of Age Concern Harrow |
| Councillor Keith Ferry | Council appointee to the Harrow Young Musicians Managing Body |
| Councillor B E Gate | Patron of Harrow Young Musicians |
| Councillor Jean Lammiman | Patron of Harrow Young Musicians and Council appointee to the Harrow Young Musicians Managing Body |
| Councillor Macleod-Cullinane | Trustee of an Outward Bound Centre outside the Borough |
| Councillor Mrs Anjana Patel | Board Member of Harrow Mencap |
| Councillor Raj Ray | Member of the National Autistic Society Harrow |
| Councillor Navin Shah | Trustee of Harrow Anti-Racist Alliance |

APPENDIX II

REVENUE BUDGET SUMMARY 2007-2008

| | 2006-2007 Approved Budget £000 | 2007-2008 Original Budget £000 |
|---|--------------------------------------|--------------------------------------|
| Local Demand - Borough Services | | |
| Corporate | 4,153 | 4,643 |
| Business Development | 15,901 | 13,934 |
| Chief Executive's Office | 1,340 | 1,320 |
| People First | 108,359 | 108,419 |
| Urban Living | 54,987 | 51,728 |
| Pay and Price Inflation | | 6,446 |
| Total Directorate Budgets | 184,740 | 186,490 |
| Capital Financing adjustments | (30,334) | (26,488) |
| Interest on Balances | (4,588) | (4,688) |
| Total – Baseline | 149,818 | 155,314 |
| Capitalisation | (1,440) | (1,240) |
| Contribution to Balances | 0 | 1,000 |
| RSG Amending report | 208 | 0 |
| Total Net Expenditure | 148,586 | 155,074 |
| Contribution re Collection Fund Deficit b/f | 364 | 350 |
| National Non-Domestic rate (NNDR) | (49,417) | (51,676) |
| Revenue Support Grant (RSG) | (9,539) | (8,673) |
| Local Demand on Collection Fund | 89,994 | 95,075 |
| Funds / Balances | | |
| Balances Brought Forward | 1,839 | 1,839 |
| Adjustment to Balances | 0 | 1,000 |
| Balances Carried Forward | 1,839 | 2,839 |
| Council Tax for Band D Equivalent | | |
| Harrow (£) | 1,067.19 | 1,119.50 |
| <u>Increase</u> | | |
| Harrow (%) | 2.49% | 4.90% |
| Taxbase | 84,326 | 84,926 |

APPENDIX III**RESERVES AND PROVISIONS**

The recommended reserves policy is as follows:

The Council intends to add £1m to reserves and provisions each year until such time as general balances exceed £5m.

The rationale for this new policy is set out below.

Councils need balances so that they can deal with unforeseen calls on resources without disrupting service delivery. It is the responsibility of each authority to set its level of reserves based on local conditions, but taking into account national factors. Although advice can be sought from the external auditor it is not their responsibility to prescribe the appropriate level.

Each year the External Auditor conducts an assessment called Use of Resources, and allocates a score out of 4 for financial reporting, financial management, financial standing, internal control and value for money. This forms part of the Council's corporate performance assessment. The overspend in 2005-06 and low level of balances at 31 March 2006 resulted in the Council scoring 1 for financial standing in the assessment this year. The overall score was 2.

The use of resources model requires a risk assessment to be carried out to determine the level of reserves. The Audit Commission also expects a good authority to review its reserves on an annual basis.

The risk assessment above shows that the total risk identified has been quantified at £3.4m. However, the appropriate level of reserves for a council to hold is extremely subjective. It is important to find a balance between being at risk of wiping out all reserves in a single bad year and having excessive reserves and thereby wasting taxpayer's money.

The Council should at least be able to cope with a modest overspend in any one year and still be in a stable financial position.

The target level of reserves depends on:

- The degree of risk contained in the budget
- The effectiveness of budget monitoring during the year
- The effectiveness of balance sheet management during the year
- The extent to which the Council has earmarked reserves and provisions to deal with specific items

Harrow is moving towards a lower risk budget and there are no unallocated savings or unconfirmed income streams in the final budget. There are however substantial itemised savings (£14m in total). Harrow has also made considerable improvements to its budget monitoring arrangements this year. However, there are very few earmarked reserves and provisions and there is considerable historic debt.

Taking all this together, the target level for reserves should be £5-£7m. The proposed budget includes an annual contribution to reserves of £1m. A greater annual contribution is not feasible given the Council's financial position. As at 31 March 2006 the level of General Fund Reserves was £1.8m. The forecast to 31 March 2007 is currently £1.5m. Therefore, depending on the outturn in each year, general fund balances of £5m should be achieved in 4-5 years.

APPENDIX IVHOUSING REVENUE ACCOUNT (HRA) - 3 YEAR BUDGET SUMMARY - FINAL

| | Final Budget 2007-08 (Feb 06) | Final Budget 2008-09 (Feb 06) | Final Budget 2009-10 (Feb 06) | Key areas of change |
|-----------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--|
| Expenditure | | | | |
| Employee Costs | 2,961,797 | 3,050,651 | 3,142,170 | |
| Supplies & Services | 1,599,270 | 1,599,270 | 1,599,270 | |
| Central Recharges | 1,411,180 | 1,411,180 | 1,411,180 | |
| Employee Costs - Needs / Strategy | 354,222 | 364,849 | 375,794 | |
| I T Projects | 70,000 | 70,000 | 70,000 | |
| Recharge to other services | -502,528 | -502,528 | -502,528 | Contribution from General Fund for Locata removed. HRA to fully fund Locata. |
| Home Ownership service | 259,170 | 259,170 | 259,170 | |
| Baseline expenditure | 6,153,111 | 6,252,592 | 6,355,057 | |
| Contingency | 200,000 | 200,000 | 200,000 | Reduction in consolidated contingency budget for repairs and general HRA to reflect level of planned spend. |
| Operating Expenditure | 6,353,111 | 6,452,592 | 6,555,057 | |
| Charges for Capital | 5,338,317 | 5,767,990 | 6,151,937 | Reflects increased borrowing costs as a result of further capital investment to ensure the delivery of decent homes by 2010. |
| Contribution to Repairs Account | 4,668,490 | 4,568,490 | 4,468,490 | Planned reduction across the 3yrs to deliver demand for tenant repairs in advance of properties meeting decent homes standard. |
| RCCO | 1,000,000 | 1,500,000 | 1,500,000 | Contribution from revenue to decent homes capital investment costs to better manage borrowing costs. |
| Bad or Doubtful Debts | 100,000 | 100,000 | 100,000 | |

| Total Expenditure | 17,459,918 | 18,389,072 | 18,775,484 | |
|------------------------------------|--|--|--|---|
| | Final Budget 2007-08 (Feb 06) | Final Budget 2008-09 (Feb 06) | Final Budget 2009-10 (Feb 06) | Key areas of change |
| Income | | | | |
| Rent Income – Dwellings | -19,979,550 | -20,912,705 | -21,889,227 | Reflects accommodation rent only increased by 5%. |
| Rent Income – Non Dwellings | -911,868 | -911,868 | -911,868 | Reflects recommended increase in garages and car parking rent |
| Service Charges - Tenants | -1,118,646 | -1,174,578 | -1,233,307 | Service charges for tenants now shown separately from accommodation rent. |
| Service Charges - Leaseholders | -255,488 | -268,262 | -281,676 | Reflects recommended increase in admin cost to improve recovery of leasehold services costs. |
| Facility Charges | -335,849 | -363,201 | -394,109 | Reflects increased charges to improve recovery of rising energy bills. |
| Interest | -17,000 | -17,000 | -17,000 | |
| Other Income | -7,820 | -7,820 | -7,820 | |
| Transfer from General Fund | -83,000 | -83,000 | -83,000 | Reduced contribution from HGF to be recovered through depooled service charges and direct charge to community hall users. |
| HRA Subsidy | 5,030,240 | 5,113,943 | 5,613,943 | |
| Total Income | -17,678,982 | 18,624,492 | -19,204,064 | |
| In Year Deficit / (Surplus) | -219,063 | -235,420 | -428,581 | |
| BALANCE | -6,612,063 | -6,847,484 | -7,276,064 | |

APPENDIX VLONDON BOROUGH OF HARROWMEMBERS' ALLOWANCES SCHEME

1. This scheme shall have effect until 31st March 2008. It replaces all former schemes.

Basic Allowance

2. A basic allowance of £5,526 per annum shall be paid to each Councillor.

Special Responsibility Allowance

3. (1) A special responsibility allowance shall be paid to those Councillors who have the special responsibilities in relation to the posts specified in Schedule 1 to this scheme. No Member may receive special responsibility allowances in respect of more than one post.
(2) The amount of each such allowance shall be the amount specified against that special responsibility in that schedule.

Upgrading the Basic and Special Responsibility Allowances

4. The basic allowance and special responsibility allowances will be updated annually in line with an index approved by the ALG Independent Panel. The index to be used will be the level of the Local Government Pay Settlement. When making the scheme for 2008/2009, the indexing arrangements will be reviewed.

Travel and Subsistence Allowances

5. The reimbursement of travel and subsistence expenses incurred in respect of **approved duties** (as set out in Schedule 2) **undertaken outside the Borough boundaries** can be claimed by Members, co-optees to formal Council committees and Independent Members of the Standards Committee at the rates paid and on the conditions specified in the officer scheme for travel and subsistence allowances.

Carers' Allowance

6. (1) The allowance shall only be paid for attendance at approved duties as listed in Appendix A.
(2) The maximum basic rate of pay is £2.77 per half hour for the duration of the meeting together with the Member's travel time between home and the place of the meeting and the carer's reasonable travelling time.
(3) The allowance is claimable in respect of children aged 15 or under or where a professional carer is required to meet a specialist need (eg a nurse for an elderly person).
(4) Actual costs will be paid **on production of an invoice or receipt**.
(5) Where the length of the meeting cannot be predicted and payment to the carer is necessarily contractually committed then a payment of up to 4 hours will be made. (For day time quasi-judicial meetings, payment of up to 8 hours may be made if the estimated length of the meeting is for the whole day).
(6) In addition, the reasonable travelling expenses of the person taking care of the dependent shall be reimbursed either at the appropriate public transport rate, or in cases of urgency or where no public transport is available, the amount of any taxi fare actually paid.
(7) The allowance is not to be paid where the carer is a member of the Member's household.

- (8) Any dispute as to the entitlement and any allegation of abuse should be referred to the Standards Committee for adjudication.

Co-optees' Allowance

7. A basic allowance of £423 per annum shall be paid to co-optees to formal Council committees and Independent Members of the Standards Committee.

Claims and Payments

8. (1) A claim for allowances or expenses under this scheme shall be made in writing within two months of the date of undertaking the duty in respect of which the entitlement to the allowance or expense relates.
- (2) Payment shall be made
- (a) in respect of basic and special responsibility allowances, in instalments of one-twelfth of the amount specified in this scheme each month;
- (b) in respect of out-borough travel and subsistence expenses and Carers' Allowance, each month in respect of claims received up to one month before that date.

Backdating

9. Any changes made to this scheme during the year may be backdated to 1st April 2007 by resolution of the Council when approving the amendment.

Pensions

10. Allowances paid under the Harrow Members' Allowances Scheme will **not** be pensionable for the purposes of the Superannuation Act.

Renunciation

11. A person may, by notice in writing given to the Chief Executive, elect to forgo any part of his/her entitlement to an allowance under this scheme.

Withholding Allowances

12. (1) In the event that a Member is suspended from duties, that Member's basic allowance and special responsibility allowance (if any) will be withheld for the whole period of the Member's suspension.
- (2) In the event that a Member is partially suspended from duties, that Member's basic allowance will be paid but their SRA, if any, will be withdrawn for the period of the partial suspension.

Appendix A**Approved duties for Carers' Allowance**

- A meeting of the Executive.
- A meeting of a committee of the executive.
- A meeting of the Authority.
- A meeting of a committee or sub-committee of the Authority.
- A meeting of some other body to which the Authority make appointments or nominations, or
- A meeting of a committee or sub-committee of a body to which the Authority make appointments or nominations.
- A meeting which has both been authorised by the Authority, a committee, or sub-committee of the Authority or a joint committee of the Authority and one or more other authorities, or a sub-committee of a joint committee and to which representatives of more than one political group have been invited (if the Authority is divided into several political groups) or to which two or more councillors have been invited (if the authority is not divided into political groups).
- A meeting of a Local Authority association of which the Authority is a member.
- Duties undertaken on behalf of the Authority in pursuance of any Procedural Rule of the Constitution requiring a member or members to be present while tender documents are opened.
- Duties undertaken on behalf of the Authority in connection with the discharge of any function of the Authority conferred by or under any enactment and empowering or requiring the Authority to inspect or authorise the inspection of premises.
- Duties undertaken on behalf of the Authority in connection with arrangements made by the authority for the attendance of pupils at a school approved for the purposes of section 342 of the Education Act 1996.

SCHEDULE 1
SPECIAL RESPONSIBILITY ALLOWANCES (SRAs)

There are 10 bands of SRAs:-

| Band | Post | SRA £/annum |
|-------------|---|--------------------|
| 1 | Members/Chairmen of Licensing Panels (See Note (3) below) | 258/411 |
| 2 | Members of the following Quasi-Judicial Panels: Education Awards Appeals Panel NNDR Discretionary Rate Relief Appeal Panel Personnel Appeals Panel Social Services Appeals Panel | 264 |
| 3 | Leader of the third largest Group Deputy Leader of the second largest Group Chief Whips of the two largest Groups Chairman of the Audit Committee | 1,233 |
| 4 | Deputy Mayor | 2,115 |
| 5 | Chairman of Licensing and General Purposes Committee Chairman of the Standards Committee Vice-Chairmen of the Scrutiny Sub-Committees Support Members for the Cabinet | 2,466 |
| 6 | Chairmen of the Scrutiny Sub-Committees Chairman of the Traffic Advisory Panel Chairman of the Grants Advisory Panel Nominated Member of the largest party not holding the Chair of the Development Management Committee | 4,932 |
| 7 | Chairman of the Development Management Committee Chairman of the Overview and Scrutiny Committee Nominated Member of the largest party not holding the Chair of the Overview and Scrutiny Committee Leader of the Second Largest Group | 6,936 |
| 8 | The Mayor | 10,050 |
| 9 | Cabinet Members x 8 Deputy Leader | 12,330 |
| 10 | Leader | 17,466 |

NOTES

- (1) In the Council for 2006 to 2010, the Groups are as follows:-
Largest Group = Conservative Group
Second Largest Group = Labour Group
Third Largest Group = Liberal Democrat Group
- (2) Only one SRA is payable per Member, with the exception of Band 1 SRA, which can be paid in addition to another SRA (see Note (3) below).
- (3) Members of the Licensing and General Purposes Committee are paid an SRA of £258 for their responsibilities in relation to Licensing Panels. Licensing Panel Chairs are paid an SRA of £411. Panel Members and Chairs also

receive additional payment if they attend a certain number of meetings as shown below:-

| Number of Meetings Attended | Panel Allowance | Member's Allowance | Chair's Allowance |
|------------------------------------|------------------------|---------------------------|--------------------------|
| 0-4 | £258 | | £411 |
| 5-8 | £513 | | £669 |
| 9-12 | £771 | | £924 |
| 13-16 | £1,026 | | £1,182 |
| 17-20 | £1,284 | | £1,437 |
| 21-24 | £1,542 | | £1,695 |
| 25-28 | £1,797 | | £1,953 |
| 29 and above | £2,055 | | £2,208 |

Each meeting will consider a number of applications.

The allowance will be paid in 12 monthly instalments, starting at the basic rate, and will be adjusted depending on the number of meetings attended.

The SRA for licensing can be paid in addition to another SRA.

SCHEDULE 2

CLAIMS FOR OUT-OF-BOROUGH TRAVEL AND SUBSISTENCE EXPENSES

Duties Undertaken Out-of-Borough

Claims for travel and subsistence expenses incurred can normally only be paid in respect of approved duties undertaken at venues out of the Borough. Expenses will be reimbursed at the rates paid and on the conditions specified in the officer scheme for travel and subsistence allowances.

1. Members may claim travel and subsistence expenses in respect of the following **out-of-Borough** duties:-
 - (a) Attendance at any meeting which may be convened by the Authority provided that Members of at least two groups are invited and the meeting is not convened by officers.
 - (b) Attendance at a meeting of an outside body to which the Member has been appointed or nominated as a representative of the Council, where the Outside Body does not itself operate a scheme to reimburse travel and subsistence expenses.
 - (c)
 - (i) attendance at an appropriate out-of-Borough conference, seminar, meeting or other appropriate non-political event as a representative of an Outside Body to which that Member has been either nominated or appointed by Council to serve in a role with a specific pan-Authority remit;
 - (ii) attendance at meetings in the capacity of a direct appointee of a Local Authority Association, joint or statutory body or other London-wide or national body subject to the following proviso:

that the Member serves on the appointing body by virtue of an appointment made by Council to an authorised Outside Body;

subject in either case to the Outside Body/Bodies concerned themselves not making provision for any travel and subsistence expenses necessarily incurred.
 - (d) Attendance at a meeting of any association of local authorities of which the Authority is a member and to which the Member has been appointed as a representative.
 - (e) Attendance at a training session, conference, seminar or other non-political event, the attendance fees for which are being funded by the Council through a Departmental or a corporate budget.
 - (f) Attendance at any training session, conference, seminar or other non-political event for which there is either no attendance fee or any attendance fee is being met by the Member him/herself (or from the relevant political group secretariat budget) subject to the relevant Director confirming that the content of the training, conference, seminar or event is relevant to the Member's responsibilities in respect of the services provided by the Authority or to the management of the Authority.
2. Duties for which out-of-Borough travel and subsistence expenses may not be claimed include:-
 - (a) Political meetings or events.
 - (b) Any meetings of 'Outside Bodies' to which the Member has not been appointed or nominated by the Council as its representative.
 - (c) Meetings of the Governing Bodies of Schools.