



CABINET
THURSDAY 13 DECEMBER 2007
7.30 PM

COMMITTEE ROOMS 1 & 2
HARROW CIVIC CENTRE

MEMBERSHIP (Quorum 3, including the Leader or Deputy Leader)

Chairman: Councillor CHRIS MOTE (Leader of the Council)

Councillors:

1. David Ashton
2. Marilyn Ashton
3. Mrs Camilla Bath
4. Miss Christine Bednell
5. Susan Hall
6. Janet Mote
7. Paul Osborn
8. Mrs Anjana Patel
9. Eric Silver

Issued by the Democratic Services Section,
Legal and Governance Services Department

Contact:

Daksha Ghelani, Senior Democratic Services
Officer

Tel: 020 8424 1881
daksha.ghelani@harrow.gov.uk

HARROW COUNCIL
CABINET
THURSDAY 13 DECEMBER 2007

AGENDA - PART I

PROCEDURAL

1. Declarations of Interest
To receive declarations of personal or prejudicial interests, arising from business to be transacted at this meeting, from:
 - (a) all Members of the Committee, Sub Committee, Panel or Forum;
 - (b) all other Members present in any part of the room or chamber.
2. Minutes (Pages 1 - 10)
Of the Cabinet meeting held on 8 November 2007 to be taken as read and signed as a correct record.
3. Arrangement of Agenda
To consider whether any of the items listed on the agenda should be considered with the press and public excluded.
4. Petitions
To receive petitions (if any) submitted by members of the public/Councillors.

Data Protection Act Notice

Please note that the Council will be recording the proceedings during items 5 and 6 (Public Questions and Councillor Question Time) to help ensure the accuracy of the published minutes, which will be produced after the meeting.

The recording will be retained for 1 month after the date of publication of the minutes, after which date it will be destroyed.

5. Public Questions
To receive any public questions received in accordance with paragraph 16 of the Executive Procedure Rules.

(Note: Paragraph 16 of the Executive Procedure Rules stipulates that questions will be asked in the order notice of them was received and that there be a time limit of 15 minutes.)
6. Councillor Question Time
Fifteen minutes will be allowed for Members of the Council to ask a Portfolio Holder a question on any matter in relation to which the Executive has powers or duties.
7. Forward Plan 1 December 2007 - 31 March 2008 (Pages 11 - 20)
8. Reports from the Overview and Scrutiny Committee or Sub-Committees (if any).

9. Cabinet Assistants

(i) To note that Councillor Salim Miah is to stand down as Assistant (Support Member) to the Portfolio Holders for Children's Services and Community and Cultural Services;

(ii) To appoint Councillor Julia Merison as Assistant (Support Member) to the Portfolio Holder for Environment Services; her remit being 'Refuse'.

[The decision on this item will supersede the decision of Cabinet on 8 November 2007].

GENERAL

10. The Council's Calendar of Meetings 2008/09 (Pages 21 - 40)
Report of the Director of Legal and Governance Services

FINANCE

- KEY** 11. Draft Capital Programme 2008-09 - 2010-11 (Pages 41 - 48)
Report of the Corporate Director of Finance
- KEY** 12. Draft Revenue Budget 2008-09 and MTFs 2008-09 - 2010-11 (Pages 49 - 82)
Report of the Corporate Director of Finance
13. Quarter 2 Revenue and Capital Monitoring as at 30 September 2007 (Pages 83 - 116)
Report of the Corporate Director of Finance

COMMUNITY AND ENVIRONMENT

- KEY** 14. Cedars Hall, Uxbridge Road, Harrow (Pages 117 - 120)
Report of the Corporate Director of Community and Environment
- KEY** 15. Stanmore and Pinner Golf Courses (Pages 121 - 126)
Report of the Corporate Director of Community and Environment
16. Dissolution of the Town Centre and Major Projects Panel (Pages 127 - 130)
Report of the Director of Planning, Development and Enterprise
- KEY** 17. Opening Wealdstone High Street to Traffic - Consultation Results and Objections to Traffic Orders (Pages 131 - 174)
Report of the Corporate Director of Community and Environment
18. Any Other Urgent Business
Which cannot otherwise be dealt with.

AGENDA - PART II

COMMUNITY AND ENVIRONMENT

- KEY** 19. Cedars Hall, Uxbridge Road, Harrow (Pages 175 - 178)
Report of the Corporate Director of Community and Environment

- KEY** 20. Stanmore and Pinner Golf Courses (Pages 179 - 186)
Report of the Corporate Director of Community and Environment
- KEY** 21. 2 Garland Road, Honeypot Lane Industrial Estate, Stanmore (Pages 187 - 192)
Report of the Corporate Director of Community and Environment

REPORT OF CABINET

MEETING HELD ON 8 NOVEMBER 2007

Chairman: * Councillor Chris Mote

Councillors: * David Ashton * Janet Mote
* Marilyn Ashton * Paul Osborn
* Mrs Camilla Bath * Mrs Anjana Patel
* Miss Christine Bednell * Eric Silver
* Susan Hall

* Denotes Member present

[Note: Councillors Tony Ferrari, B E Gate, Jerry Miles and Paul Scott also attended this meeting to speak on the item indicated at Minute 311 below].

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

305. **Councillor Janet Cowan:**

A minute of silence was observed in memory of Councillor Janet Cowan.

306. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

(i) **Agenda item 10 – Whitmore School – Development of Community Sports and Leisure Facilities**

Councillor Christine Bednell declared a prejudicial interest in the above item arising from the fact that she was a governor at Whitmore High School and the report involved financial matters. Accordingly, she would leave the room and take no part in the discussion or decision-making on the item. Furthermore, Councillor Bednell wished it to be noted that she had not been involved in the preparation of the report and her name appeared on the frontsheet of the report in error.

(ii) **Agenda item 11 – Land at Vaughan Road**

Councillor Paul Osborn declared a prejudicial interest in the above item arising from the fact that he lived on Vaughan Road. Accordingly, he would leave the room and take no part in the discussion or decision-making on the item.

307. **Minutes:**

RESOLVED: That the minutes of the meeting held on 11 October 2007, be taken as read and signed as a correct record.

308. **Arrangement of 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>
17. Development of Leisure and Cultural Services Facilities (Appendices 4, 5, 6 and 7 to agenda item 9)	These appendices were considered to be exempt from publication under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that they contained information relating to the financial or business affairs of any particular person.
18. Procurement of Replacement Library Management System (Appendix to agenda item 14)	This appendix was considered to be exempt from publication under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that it contained information relating to the financial or business affairs of any particular person.

19. Grimsdyke Farm This report was considered to be exempt from publication under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 in that it contained information relating to the financial or business affairs of any particular person.

309. **Public Questions:**

RESOLVED: To note that the following questions had been received:

1.

Questioner: Brian Stoker

Asked of: Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property

Question: Written question in relation to Key Decision taken at Cabinet Meeting on 9 November 2006 relating to emergency accommodation in Harrow at which it was resolved that the disposal of Cedars Hall, Chicheley Road, Harrow Weald to Pathmeads Housing Association be approved.

Given that the Harrow Observer (1st November) reports that this action is not to be pursued by Harrow Council, when and how will Cabinet's decision to formally cancel this disposal be taken and the action subsequently recorded?

A written as well as an oral answer to this question is requested, and for this answer to be published as part of the Report of this Cabinet meeting.

Answer: Genesis Housing Group has withdrawn the planning application to provide emergency temporary accommodation on the site at Cedar's Hall. A report will be provided to Cabinet in the new year on the future of the site.

Supplemental question: For what other purposes might the land be used?

Answer: Officers will produce a report on options and it would not be appropriate to pre-judge what those options might be.

2.

Questioner: Frances Pickersgill

Asked of: Councillor Camilla Bath, Portfolio Holder for Housing

Question: Written question in relation to Key Decision taken at Cabinet Meeting on 9 November 2006 relating to emergency accommodation in Harrow at which it was resolved to dispose of Cedars Hall, Chicheley Road, Harrow Weald and provide a 68 bed emergency accommodation facility.

Given that the Harrow Observer (1st November) reports that this action is not to be pursued by Harrow Council, when and how will the Council's commission for the building at the Cedars Hall site be cancelled, and the related planning application (P1702/07/CFU) submitted by Genesis Housing on behalf of the Council for 68 bed emergency accommodation be formally withdrawn and those actions recorded?

A written as well as an oral answer to this question is requested, and for this answer to be published as part of the Report of this Cabinet meeting.

Answer: Genesis Housing Group has withdrawn the planning application to provide emergency temporary accommodation on the site at Cedar's

Hall. A report will be provided to Cabinet in the new year on the future of the site.

Supplemental questions: How will the decision by the Housing Department to commission the development be rescinded and where will it be recorded?

Answer: There will be a full officer report on the whole issue to a future meeting of Cabinet.

3.

Questioner: Pamela Fitzpatrick

Asked of: Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property

Question: The LA has previously stated its commitment to the extended schools programme as part of the Council's Corporate Priorities for strengthening communities. Can Councillor Mote confirm on behalf of the LA that this is still the case?

Answer: The local authority is committed to the extended schools agenda and see this development as part of its corporate priority "Provide high achieving schools at the centre of community services". This is supported by central government who have announced an additional 3 years funding for the extended schools agenda.

Harrow is making good progress with extended schools and is on schedule to meet the government target of over 50% of schools in Harrow meeting the core offer by 2008 and all meeting the offer by 2010.

The extended school offer is delivered in Harrow through the Extended School's Clusters recognizing that each school will have different needs and a range of different facilities and opportunities. The commitment is for every child in Harrow to have access, within their clusters, to the full core offer.

Within our wider plan to change the age of transfer we will consider the needs of the extended schools provision as part of the plan to use surplus accommodation within the primary sector.

Supplemental question: Why has the Local Authority reneged on the decision to allow Nower Hill to use 69 West End Lane as part of the cluster bid? Are budget considerations taking precedence?

Answer: It is not a budgetary requirement. It does not meet the requirements for extended schools.

4.

Questioner: Ann Freeman

Asked of: Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property

Question: Who has been involved in writing the Strategy for Wiseworks, as noted in the Forward Plan for approval at 13th December Cabinet meeting, please?

Answer: The new Corporate Director for Adults and Housing has recently come into post. He has had an introductory meeting with Wiseworks, which included staff. He will now commence the review of Wiseworks, which was agreed at Cabinet earlier this year. This review is now scheduled to report back to Cabinet in February 2008. All stakeholders will be fully involved in the review.

Supplemental question: The previous Corporate Director (Adults and Housing) was involved in setting up a sub-group of the Mental Health Board to provide a link. Will this be continued?

Answer: The Interim Corporate Director (Adults and Housing) will take it into consideration.

[Notes: (i) The Leader of the Council nominated the Portfolio Holder for Adult Services to answer question 4;

(ii) An oral answer was provided to each of these questions;

(iii) in addition, the Leader and the Portfolio Holder for Housing undertook to supply written answers to questions 1, 2 and 3].

310. **Councillor Question Time:**

RESOLVED: To note the following questions had been received:

1.

Questioner: Councillor Brian Gate

Asked of: Councillor Paul Osborn, Portfolio Holder for Strategy and Business Support

Question: Bearing in mind in the responsibilities Cabinet members have in managing a budget of millions and overseeing the delivery of vital services to the people of Harrow with all the attendant the legal responsibilities, what would he consider to be 'unnecessary demands' on them by Scrutiny members who in turn have the legal responsibility to act as a check and balance on the executive?

Answer: It's not up to me or Cabinet to decide what demands are 'unnecessary'. Scrutiny must decide whether to call a Portfolio Holder to account. All we are asking is that they consider other demands on the Portfolio Holders' time. I enjoy going to Scrutiny. I welcome the Protocol and look forward to it coming back to Cabinet for agreement once it has been discussed further.

Supplemental question: Should better care be taken in the terminology of reports to encourage constructive relations between Scrutiny and the Executive?

Answer: It is unfortunate if there have been any misunderstandings and I apologise for this. Cabinet will suggest additions to the Protocol just as the Overview and Scrutiny Committee did and hope these can be agreed and that the strong relationship between Scrutiny and the Executive continues.

2.

Questioner: Councillor Brian Gate

Asked of: Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property

Question: Do you accept that the protocol between the Executive and Scrutiny has been overturned by the reversal of the recommendations made unanimously with cross-party support by Overview and Scrutiny as to the members to be sent to the JOSC on the Darzi report?

Answer: Meetings will be taking place between Overview and Scrutiny leads and the Chief Executive and it is hoped that any problems can be identified in advance. Scrutiny should develop policy for the Council and all-party action will achieve the best results.

Supplemental question: Do you agree that decisions and recommendations of the Overview and Scrutiny Committee should not be subject to political proportionality and be made by Harrow Members only?

Answer: The decision was made as political proportionality applies. It was not known in advance that this would happen. I will look again at how this is dealt with in future.

3.

- Questioner:** Councillor Jerry Miles
- Asked of:** Councillor Anjana Patel, Portfolio Holder for Community and Cultural Services
- Question:** Tonight the Cabinet will be discussing major proposals affecting the Town Centre and the development of leisure facilities for the whole of the Borough. Without in any way underestimating their importance, as a councillor representing a ward in the very south of the Borough I have noted that Paragraph 2.4 of the Development of Leisure & Cultural Service Facilities report to tonight's Cabinet (Item 9) states "additional provision for dry and wet sports and leisure is required in South Harrow to better serve the needs of the local population." Furthermore there is also a public commitment, which was published in the local press that states, "The Council is also investigating building another leisure centre in South Harrow."
- Bearing this in mind, would the Portfolio Holder like to comment why apart from the above there is no mention of South Harrow whatsoever in any of the recommendations for development, consultation, or feasibility studies?"
- Answer:** The current proposal before Cabinet is the first of a series of development projects underway to tackle sports and leisure improvements around the borough and provide residents with a range of activity and cultural opportunities. While this leisure and recreation project does focus on the central Harrow main leisure facility and adjacent park as our priority project, I can confirm that future projects will look at additional facilities, parks and community locations in the South Harrow area.
- Resident's views have helped the Council prioritise the locations and investment needs for leisure and further resident consultation will commence in the coming months about this project and the specific South Harrow area plans. Clearly, Harrow residents have told us that there is insufficient access to quality and affordable provision, which, as you know, we have referenced in this report today.
- Future planning will consider all opportunities to improve access to a range of sports and leisure facilities, which may include new leisure buildings, improved leisure and sport in community centres, and better community access to school sports facilities.
- It is recognized that there is a huge demand for swimming facilities and it is hoped to include these in South Harrow.
- Supplemental question:** What is the timeframe?
- Answer:** Will be consulting and have identified the need for facilities in the south of the Borough.
- 4.
- Questioner:** Councillor Tony Ferrari
- Asked of:** Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property
- Question:** Could the Leader of the Council as Portfolio Holder for Property please clarify the position of Cedars Hall?
- Answer:** Genesis Housing Group has withdrawn the planning application to provide emergency temporary accommodation on the site at Cedar's Hall. A report will be provided to Cabinet in the new year on the future of the site.
- Supplemental question:** Can you clarify the position on the associated parkland?

Answer: Cedars is fenced off from the parkland. There is a firm commitment to protect the parkland.

5.

Questioner: Councillor Paul Scott

Asked of: Councillor Anjana Patel, Portfolio Holder for Community and Cultural Services

Question: Given the recommendation in item 9, that the previous plans for the redevelopment of Gayton Road to provide a new library and performing arts space should be abandoned, does the mention of a new lending and reference library in the town centre in the "longer term" refer to specific plans and commitments or is it merely an aspiration?

Answer: There are no specific plans, or sites, at present. It remains the Council's intention to provide a new library and reference library in the town centre.

Supplemental question: Have doubts over the viability of a performing arts centre caused the abandonment of the library?

Answer: That was not the reason. The town centre would be a better location for a library as it has more passing visitors.

6.

Questioner: Councillor Paul Scott

Asked of: Councillor Susan Hall, Portfolio Holder for Environment Services

Question: Considering the success of Harrow's doorstep recycling scheme, initiated during Liberal Democrat minority control in the 1990s, improved and expanded by Labour, and now further improved and further expanded by the current Conservative administration, would you agree with me that the Council has no interest in pursuing the government's "pay as you throw" scheme at the present time?

Answer: The Council has made significant progress in the recycling of household waste – particularly over the last year. We are now recycling and composting approx. 38% of our household waste – one of the best performances in London. There remains much to do if we are to continue to make progress to meet our target of recycling 40% of municipal waste by 2010.

In order to achieve this higher target, we will need to expand recycling to serve all flats and to provide facilities for our schools and our trade customers.

There are currently no plans to introduce 'pay as you throw'.

Supplemental question: Do you agree that extending the recycling scheme to the Borough's flats would help meet target and prevent the need for introduction of 'pay as you throw'?

Answer: Agree that the scheme should be expanded to flats.

[Note: Following consultation with questioners, and the withdrawal of a question notified by Councillor Paul Scott, the order of questions was varied and the order in which they were asked is recorded above].

311. **Forward Plan 1 November 2007 - 29 February 2008:**

RESOLVED: To note the contents of the Forward Plan for the period 1 November 2007 – 29 February 2008.

312. **Reference from the Overview and Scrutiny Committee Meeting held on 25 September 2007 on Scrutiny/Executive Protocol:**

The Portfolio Holder for Strategy and Business Support introduced the report, which accompanied the reference to Cabinet from the Overview and Scrutiny Committee regarding the protocol between the executive and scrutiny 'Delivering Effective Scrutiny – A Framework of Responsibilities'.

RESOLVED: That (1) Cabinet engage with Overview and Scrutiny Committee to strengthen the proposed protocol;

(2) the Leader and Portfolio holder for Strategy and Business be nominated to support and work with the Chairman and Vice Chairman of Overview and Scrutiny to agree the proposed changes and report back to Cabinet on the outcome of these discussions.

Reason for Decision: To continue the development of constructive working relationships between the executive and Overview and Scrutiny.

313. **Development of Leisure and Cultural Services Facilities:**

The Portfolio Holder for Community and Cultural Services introduced the report, which set out the proposed strategy for achieving an extensive development of Harrow's Leisure and Cultural Services whilst realising a significant and positive revenue budget impact. The Portfolio Holder stated that the proposals represented an opportunity to develop twenty-first century community facilities for Harrow which would contribute to the Borough's overarching culture strategy.

A presentation by the scheme's architect outlined the main features of the illustrative masterplan including improvements to local infrastructure, new housing, improved safety due to increased surveillance and usage, and the fronting of facilities onto the park to create a focus for the local community. Further consultation would be undertaken to engage stakeholders and identify which facilities should be included in the scheme, and regular updates on proposals would be brought to Cabinet for feedback.

RESOLVED: To (1) agree that the development of 'Byron Leisure Park' should be based on Option 4 (Section 2.5.1) of the officer report, ie. to provide a new principal leisure centre; the development of a new 'Byron Hall' facility, at another location, in partnership and subsequent to a commercial review; a new skateboard park; the relocation of 'The Bridge' within the Byron site; associated Public Realm improvements; together with the disposal of land for residential development. The new leisure centre to open by 1 February 2010;

(2) approve the relocation of Gayton Library to Garden House

(3) give approval for a procurement exercise to be conducted to enter into a long-term strategic partnership for the provision of sports, leisure and related services, eg. at Byron Park, Hatch End and potential other locations in the Borough;

(4) approve the start of feasibility studies and consultation work for the development of the Hatch End site, together with other community, leisure and cultural services in the area, as referenced in the report;

(5) note that, in any time lag, which will be kept to a minimum, between the closure of the existing facility and the development of a replacement 'Byron Hall', the Council will identify and facilitate access to interim alternative venues for community use and ensure information about such facilities is widely disseminated;

(6) note that there will be extensive consultation with stakeholders, regarding the development of the detail of the proposals put forward in this report;

(7) approve release of land for disposal at Gayton Road and Byron Park (land as identified on red line plans shown at appendices 2 and 3 to the officer report);

(8) approve disposal of land at Gayton Road and Byron Park at best consideration for the Council (land as identified on red line plans at appendices 2 and 3 to the officer report);

(9) delegate authority to the Corporate Director (Community and Environment), in consultation with the Portfolio Holder for External Affairs and Property, to make minor amendments to the red line plans;

(10) delegate authority to the Corporate Director (Community and Environment), in consultation with the Portfolio Holder for External Affairs and Property, to dispose of land as agreed by Cabinet at best consideration, to deal with any representations in relation to obtaining necessary consents and to agree the terms of any leases;

(11) agree the sale of land to Fairview Homes Ltd., as previously agreed by Cabinet on 14 December 2006;

(12) approve the Council entering into a lease of Garden House for the accommodation of the Gayton Library;

(13) agree not to proceed with the Cabinet decision to develop a combined library/arts centre at Gayton Road taken on 14 December 2006, minuted as item 152;

(14) approve the use of the Kier Partnership for the development of Council facilities on the Byron Park site.

Reason for Decision: To enable the Council to improve its leisure and cultural facilities by maximising Council property assets.

314. **Whitmore School - Development of Community Sports and Leisure Facilities:**

The Director of Schools and Children's Development introduced the report which set out the proposed strategy for enabling the development of community sports and leisure facilities at the new Whitmore High School.

In response to a question from a Member, the officer advised that consultation with stakeholders had identified that the school's current facilities were used extensively but required improvement to increase accessibility. The Portfolio Holder for Finance and Portfolio Coordination emphasised that the proposals would be subject to evidence of a clear business case and service benefits.

It was noted that the Portfolio Holder for Schools and Children's Development had not been involved in the preparation of the report. An amendment to the officer's recommendation was moved and it was:

RESOLVED: That (1) capital funding of £3m should be provided to the Future Whitmore project for community sports and leisure facilities, subject to evidence of a clear business case and service benefits;

(2) authority be delegated to the Corporate Director, Community and Environment Services, in consultation with the Portfolio Holders for External Affairs and Property, Finance and Portfolio Coordination and Community and Culture to undertake negotiations with the School to reach an appropriate service-based agreement for community use.

Reason for decision: To enable the Council to improve and enhance its community sports and leisure facilities and maximise the impact of Government funding from the Building Schools for the Future One-School Pathfinder programme at Whitmore High School.

(See also Minute 306).

315. **Land at Vaughan Road:**

The Director of Planning, Development and Enterprise introduced the report, which set out the reasons for the site at Vaughan Road being surplus to the Council's requirements and the rationale for disposal.

RESOLVED: That (1) the land at Vaughan Road to be declared surplus to the Council's requirements;

(2) the Corporate Director of Community and Environment Services be authorised to negotiate and conclude the disposal on the most favourable terms.

Reason for decision: To generate a capital receipt for the Council, giving value for money in line with the Council's Corporate Priorities (P11) and the Vision for delivering Value for Money.

(See also Minute 306).

316. **69 West End Lane:**
The Corporate Director (Community and Environment) introduced the report which set out the reasons for 69 West End Lane being surplus to the Council's requirements and the rationale for disposal.
RESOLVED: That (1) 69 West End Lane to be declared surplus to the Council's requirements;
- (2) the Corporate Director of Community and Environment Services be authorised to negotiate and conclude the disposal on the most favourable terms.
- Reason for decision:** To generate a capital receipt for the Council, giving value for money in line with the Council's Corporate Priorities (P11) and the Vision for delivering Value for Money.
317. **Community Development Strategy:**
The Portfolio Holder for Community and Cultural Services introduced the report, which gave the background to the development of the Community Development Strategy (2007-2010) and outlines the reasons for approving it at this time.
- The Director of Community and Cultural Services advised that the Strategy had been developed via extensive consultation and would strengthen the Council's partnership working and links with the voluntary sector.
- RESOLVED:** That (1) the Community Development Strategy be approved;
- (2) authority be delegated to the Director of Community and Cultural Services, in consultation with the relevant Portfolio Holder to amend the implementation plan based on available funding opportunities and linking with the delivery plans of the Harrow Strategic Partnership (HSP) and partners;
- (3) the HSP be commended to adopt the Community Development Strategy.
- Reason for Decision:** The strategy provides a framework to ensure that the Council is delivering a fit for purpose service that reflects and meets the needs of Harrow's diverse community. It supports the delivery of objectives in the Sustainable Community Plan for Harrow, as agreed by the Harrow Strategic Partnership, and enables the Council to be better placed to meet the new performance and local government agenda as set out in the White Paper - 'Stronger and Prosperous Communities'.
318. **Procurement of Replacement Library Management System:**
The Portfolio Holder for Community and Cultural Services introduced the report, which set out the rationale for selecting SirsiDynix Unicorn as the replacement for the Library Service's existing Dynix library management system.
- RESOLVED:** That the sealing of a contract with SirsiDynix to purchase the Unicorn library management system and to agree the purchase of associated hardware and software from other third party suppliers, be agreed.
- Reason for Decision:** The current Libraries Service Review has reaffirmed the need for an improved Library Management System to deliver greater electronic access, improved management information and a reduction in manual processing and cataloguing, which will lead to service efficiencies and improved user satisfaction.
319. **Year Ahead Statement 2008/09:**
The Portfolio Holder for Finance and Portfolio Coordination introduced the report, which set out proposed Vision Statements and Corporate Priorities for the Council for the financial year 2008/09.
- The Portfolio Holder reported that the early timing of the refresh of the Corporate Priorities represented a major change for the Council which would enable the Corporate Plan to align with the budget. Directorate and service plans would provide detailed information on how the Council would work towards its vision and priorities.
- The Portfolio Holder reported an amendment to page 116 of the report, to explicitly reference the crucial involvement of the Harrow Strategic Partnership to the delivery of the Council's vision, which was noted by Cabinet.
- RESOLVED:** That the proposed vision statements and corporate priorities for the purpose of developing the Council's draft corporate plan and Directorate service plans, be adopted.

Reason for Decision: To provide guidance about priorities to officers developing corporate and service plans for next year.

320. **Grimsdyke Farm:**

The Director of Planning, Development and Enterprise introduced a confidential report.

RESOLVED: That (1) the site edged red in Appendix 1 to the officer report is surplus to Council requirements and approval of its disposal confirmed;

(2) the Corporate Director for Community and Environment be authorised to negotiate and conclude a disposal on the most favourable terms.

Reason for Decision: To generate a capital receipt for the Council.

321. **Treasury Management Activity:**

The Corporate Director (Finance) introduced a confidential information report.

RESOLVED: That the item be noted.

Reason for decision: To keep Cabinet Members informed of Treasury Management activity and performance.

322. **Any Other Urgent Business:**

(i) Appointment of Cabinet Assistants

RESOLVED: That Councillor Julia Merison replace Councillor Salim Miah.

(Note: The meeting, having commenced at 7.30 pm, closed at 9.10 pm).

(Signed) COUNCILLOR CHRIS MOTE
Chairman

London Borough of Harrow

CABINET FORWARD PLAN (1 December 2007 - 31 March 2008)

MONTH:- December

This Plan sets out matters which are likely to be the subject of a key decision over the next 4 months.

A Key Decision is a decision by the Executive which is likely to:

result in the council incurring expenditure which is, or the savings of which are, significant having regard to its budget for the service or function to which the decision relates; or

be significant in terms of its effects on communities living or working in an area of 2 or more wards of the Borough.

Please note that decision dates are indicative and may change. Please consult Democratic Services if you wish to check the decision date of a particular item.

11

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
DECEMBER						
2 Garland Road, Honeypot Lane Industrial Estate, Stanmore	Authority to dispose of the freehold interest	Cabinet	13 December 2007	Councillor Chris Mote Andrew Trehern, Corporate Director, Community and Environment andrew.connell@harrow.gov.uk (report author)	Ward Councillors	None available
Stanmore and	Authority to	Cabinet	13 December 2007	Councillor Chris	Consultation with	July 2007 Cabinet

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
Pinner Hill Golf Courses	dispose of the freehold interests in the two golf courses			Mote Andrew Trehern, Corporate Director, Community and Environment andrew.connell@har row.gov.uk (report author)	ward Councillors	Report Background information on files available from Author
Cedars Hall	Not to proceed with the Cabinet resolution of November 2006	Cabinet	13 December 2007	Councillor Chris Mote Andrew Trehern, Corporate Director, Community and Environment andrew.connell@har row.gov.uk (report author)	Consultation with Ward Councillors	November 2006 Cabinet Report Background information on files available from Author
Draft capital programme 2008/09	Approve the draft capital programme	Cabinet	13 December 2007	Councillor David Ashton Myfanwy Barrett, Corporate Director, Finance myfanwy.barrett@ha rrow.gov.uk	None	None
Draft revenue budget 2008/09	Approve the draft revenue budget (including HRA and schools budget)	Cabinet	13 December 2007	Councillor David Ashton Myfanwy Barrett, Corporate Director,	None	None

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
				Finance myfanwy.barrett@harrow.gov.uk		
Collection fund	Approve the collection fund	Cabinet	13 December 2007	Councillor David Ashton Myfanwy Barrett, Corporate Director, Finance myfanwy.barrett@harrow.gov.uk	None	None
Draft Corporate Plan and Draft Service Improvement Plans	Approve the draft Corporate Plan and draft Service Improvement Plans for each directorate	Cabinet	13 December 2007	Councillor Paul Osborn Mike Howes, Service Manager, Policy and Partnership Service mike.howes@harrow.gov.uk	None	None
JANUARY						
Temporary to Permanent Housing Initiative	To consider whether the Council should enter into a temporary to permanent housing initiative	Cabinet	17 January 2008	Councillor Camilla Bath Gwyneth Allen, Divisional Director, Housing alison.pegg@harrow.gov.uk 020 8424 1933 (report author)	None	None

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
Grants for 2008/09	To approve the grants to voluntary groups for 2008/09	Cabinet	17 January 2008	Councillor Anjana Patel Javed Khan, Director of Community and Cultural Services javed.khan@harrow. gov.uk	None	None
Enterprise House, 297 Pinner Road	To approve the disposal of Enterprise House	Cabinet	17 January 2008	Councillor Chris Mote Andrew Trehern, Corporate Director, Community and Environment andrew.trehern@harrow.gov.uk, 020 8424 1590, belinda.prichard@harrow.gov.uk, 020 8420 9330	Consultation with ward Members	Files with report author
Council Tax Base	To approve the tax base	Cabinet	17 January 2008	Councillor David Ashton Myfanwy Barrett, Corporate Director, Finance myfanwy.barrett@harrow.gov.uk	None	None

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
FEBRUARY						
LIFT/PFI Project for 3 Neighbourhood Resource Centres	Endorsement of financial close and delegation to officers of final agreement with the LIFT Company and contract signature.	Cabinet	14 February 2008	Councillor Eric Silver Paul Najsarek, Interim Corporate Director, Adults and Housing josephine.mahaffey@harrow.gov.uk / marilyn.vertes@harrow.gov.uk	Consultation plan including public and stakeholder engagement has been followed	HOST Project Panel Report 27 March 2006 Cabinet Report 15 December 2005
Wiseworks	To approve the strategy	Cabinet	14 February 2008	Councillor Eric Silver Paul Najsarek, Interim Corporate Director, Adults and Housing mark.gillet@harrow.gov.uk, 020 8424 1911 (report author)	Service Users, Carers and Partnership Board, Central and North West London Mental Health Foundation Trust	Cabinet Report (Harrow Consortium for Special Needs) – August 2006
Support for Living (formerly Harrow Consortium for Special Needs)	To approve the arrangements for the transfer of business to Support for Living to include a TUPE transfer of Harrow Council Staff	Cabinet	14 February 2008	Councillor Eric Silver Paul Najsarek, Interim Corporate Director, Adults and Housing mark.gillet@harrow.gov.uk, 020 8424 1911 (report author)	TUPE consultation with Staff and Trades Unions	Cabinet Report (Harrow Consortium for Special Needs) – August 2006

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
Final Capital Programme 2008/09	Approve final capital programme	Cabinet	14 February 2008	Councillor David Ashton Myfanwy Barrett, Corporate Director, Finance myfanwy.barrett@harrow.gov.uk	None	None
Final Revenue Budget 2008/09	Recommend final revenue budget (including HRA and schools budget)	Cabinet	14 February 2008	Councillor David Ashton Myfanwy Barrett, Corporate Director, Finance myfanwy.barrett@harrow.gov.uk	None	None
Treasury Management Strategy and Prudential Indicators 2008/09	Approve the Treasury Management strategy and the prudential indicators	Cabinet	14 February 2008	Councillor David Ashton Myfanwy Barrett, Corporate Director, Finance myfanwy.barrett@harrow.gov.uk	None	None
Corporate Plan and Service Improvement Plans	Approve the Corporate Plan and Service Improvement Plans for each directorate	Cabinet	14 February 2008	Councillor Paul Osborn Mike Howes, Service Manager, Policy and Partnership Service mike.howes@harrow.gov.uk	None	None

Subject	Nature of decision	Decision making body	Decision date	Cabinet Member/Lead officer	Consultation required	Background Documents
MARCH						
Insurance Renewal	Approve the insurance arrangements for 2008-09	Cabinet	13 March 2008	Councillor David Ashton Myfanwy Barrett, Corporate Director, Finance myfanwy.barrett@harrow.gov.uk	None	None

If you have comments on any of the issues raised in the Forward Plan please contact the lead officer whose details are indicated. Alternatively contact Frouke de Vries, Democratic Services Officer on telephone no. 020 8424 1785 or by email: frouke.devries@harrow.gov.uk

CONTACT DETAILS OF PORTFOLIO HOLDERS

Portfolio	Councillor	Address	Telephone no.	Email
Strategic Overview, HSP, External Affairs and Property	Chris Mote	Riverside Cottage 15 Eastcote Road Pinner HA5 1EA	020 8868 8996	Chris.Mote@harrow.gov.uk
Finance and Portfolio Co-ordination	David Ashton	Chestnut Cottage Tanglewood Close Stanmore HA7 3JA	020 8950 7977	djashton@hotmail.com
Planning, Development and Enterprise	Marilyn Ashton	Chestnut Cottage Tanglewood Close Stanmore HA7 3JA	020 8950 7977	marilynashton@hotmail.com
Housing	Camilla Bath	Shelleys 14 Holland Walk Stanmore HA7 3AL	020 8954 3921	Camilla.Bath@harrow.gov.uk
Schools and Children's Development	Christine Bednell	56 St. Edmunds Drive Stanmore HA7 2AU	020 8427 5047	Cbednell@aol.com
Environment Services	Susan Hall	40 Sequoia Park Hatch End PINNER HA5 4DG	07860 742093	susan.hall@harrow.gov.uk
Children's Services	Janet Mote	Riverside Cottage 15 Eastcote Road Pinner HA5 1EA	020 8868 8996	Janet.Mote@harrow.gov.uk

Portfolio	Councillor	Address	Telephone no.	Email
Strategy and Business Support	Paul Osborn	2 Vaughan Road Harrow HA1 4EE	Mob – 07786 968657 Bus – 020 7463 6422	Paul.Osborn@harrow.gov.uk
Community and Cultural Services	Anjana Patel	187 The Ridgeway North Harrow HA2 7DE	07946 586017	Anjana.Patel@harrow.gov.uk
Adult Services	Eric Silver	6 Grantham Close Edgware HA8 8DL	07812 405560	esi1023321@aol.com

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Meeting:	Cabinet
Date:	13 DECEMBER 2007
Subject:	THE COUNCIL'S CALENDAR OF MEETINGS 2008/09
Key Decision:	No
Responsible Officer:	Hugh Peart
Portfolio Holder:	Councillor Chris Mote
Exempt:	No
Enclosures:	Draft Calendar of Meetings 2008/09

Section 1 – Summary and Recommendations

This report sets out proposals for the Council's Calendar of Meetings for the Municipal Year 2008/09.

Recommendations:

Cabinet is requested to approve the Calendar of Meetings for the Authority for the Municipal Year 2008/09.

Reason: (For recommendation)

The Calendar of Meetings is approved on an annual basis, and at this time of the year for the succeeding Municipal Year. Advance approval of the Calendar facilitates the planning and forward commitments of both Members and officers.

Section 2 – Report

The Calendar of Meetings provides the framework for the Council's democratic processes.

It is established practice for the Authority's Calendar of Meetings for the succeeding Municipal Year to be the subject of consideration and agreement at this time of the year.

The draft Calendar for 2008/09 follows the pattern established for 2007/08, other than those changes which are necessary as a result of public holidays school terms and religious festivals.

The Calendar makes no specific allowance for Members' commitments at the annual national party conferences or the Local Government Association General Assembly and Conference. However, as in previous years, the relevant dates in 2008 as indicated on the Calendar are:

- | | | |
|-------|--|----------------------------------|
| (i) | Local Government Association Assembly/Conference | 1-3 July and General 10 December |
| (ii) | Liberal Democrat Party Conference | 13 –18 September |
| (iii) | Labour Party Conference | 21-25 September |
| (iv) | Conservative Party Conference | 28-1 October |

A draft of the proposed Calendar for the Municipal Year 2008/09 was provided to the political Groups in advance of this meeting. Prior to that, all Members of Council were consulted on their observance of religious festivals in order that allowance could be made for such commitments through 2008/09.

Unison and GMB have also been provided with the draft dates for meetings of the Employees' Consultative Forum.

Financial Implications

There are no financial implications associated with this report.

Performance Issues

None

Section 3 - Statutory Officer Clearance

Name: Barry Evans Date: 16 November 2007	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Name: Jill Travers Date: 15 November 2007	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer

Section 4 – Performance Officer Clearance

Name: Tom Whiting



Divisional Director
(Strategy and
Improvement)

Date: 3 December 2007

Section 5 - Contact Details and Background Papers

Contact: Contact: Elaine McEachron, Assistant Lawyer Corporate
Governance (Tel: 020 8420 9414 ext 5414)

Background Papers: Background Papers:
Calendar of Meetings 2007/08, information on School Term dates and
religious festivals 2008/09, together with responses from Members.

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SUMMARY OF CALENDAR FOR 2008-2009

<u>MEETING</u>	<u>PERIOD 1</u>	<u>PERIOD 2</u>	<u>PERIOD 3</u>	<u>PERIOD 4</u>
<u>COUNCIL</u>	[8/5], 10/7	30/10	19/2	2/4, [7/5]
<u>CABINET</u>	[15/5], 19/6, 17/7	18/9, 23/10, 13/11	18/12, 15/1, 12/2	26/3, 23/4, [14/5]
Cabinet Public Question Time	[22/5]	25/9	5/2	20/5
<u>Advisory Panels:</u>				
Business Transformation Partnership	AD HOC			
Corporate Parenting	16/7	6/10	13/1	7/4
Education Admissions and Awards	(Fortnightly frequency: dates to be determined)			
Grants	9/6, 3/7	1/9, 20/11, 20/11	11/12, 19/1	4/3
Harrow Business Consultative	-	-	29/1	-
Local Development Framework	3/6	22/9	27/11	3/3
Supporting People	AD HOC			
Town Centre and Major Projects	17/6	16/9	17/11	23/2
Traffic	18/6	17/9	26/11	24/2
<u>ADVISORY AND CONSULTATIVE FORUM</u>				
Education Consultative	30/6	11/9	27/1	18/3
(i) Governors' Constituency Group	(1 meeting per term: dates to be determined)			
(ii) Teachers' Constituency Group	(1 meeting per term: dates to be determined)			
Employees' Consultative	1/7	29/10	28/1	1/4
Tenants' and Leaseholders' Consultative	22/7	11/11	6/1	26/2
Harrow Admissions		AD HOC		
<u>PLANNING COMMITTEES</u>				
(1) DEVELOPMENT MANAGEMENT COMMITTEE	[1/5], 4/6, 15/7	3/9, 16/10	19/11, 16/12, 21/1	25/2, 25/3, 30/4
(2) STRATEGIC PLANNING COMMITTEE	[14/5], 25/6, 23/7	10/9, 2/10, 5/11	3/12, 14/1,	4/2, 11/3, 22/4, [13/5]

<u>MEETING</u>	<u>PERIOD 1</u>	<u>PERIOD 2</u>	<u>PERIOD 3</u>	<u>PERIOD 4</u>
GOVERNANCE, AUDIT AND RISK MANAGEMENT COMMITTEE	24/6	1/9 (Sp.), 22/9	22/1	6/4
LICENSING AND GENERAL PURPOSES COMMITTEE	12/5 (Sp.), 12/6	8/9	24/11	2/3, [12/5 Sp.]
Licensing and General Purposes Subsidiary Bodies:				
Chief Officers' Employment	AD HOC			
Early Retirement Sub	AD HOC			
Education Awards Appeals	AD HOC			
Licensing	AD HOC			
NNDR Discretionary Rate Relief Appeal	AD HOC			
Pension Fund Investments	19/5 28/7	24/9 3/11	19/1	9/3 [18/5]
Personnel Appeals	AD HOC			
Social Services Appeals	AD HOC			
OVERVIEW AND SCRUTINY COMMITTEE	[12/5] (Sp.), 10/6 (Sp.), 8/7, 29/7	4/9, 23/9, 7/10, 4/11, 25/11, 9/12 (Sp)	7/1, 26/1, 10/2	16/3, 21/4, [12/5 Sp.]
Scrutiny Sub-Committees:				
Performance and Finance	21/7	29/10	20/1	31/3
Call-In	AD HOC			
Call-In (Education)	AD HOC			
STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION	3/6	17/9	3/12	11/3
STANDARDS COMMITTEE	5/6	9/9	4/12	17/3
Member Development	-	4/9	6/11, 3/2	7/4
Hearing Panel	AD HOC			
<u>OTHER MEETINGS</u>				
Harrow Strategic Partnership Board	(To be advised)			
Harrow Strategic Partnership Executive	(To be advised)			
Brent and Harrow Trading Standards Joint Consortium	18/3	(Further dates to be advised)		
Group Meetings	Council	6/5, 7/7	27/10	16/2
	Cabinet	12/5, 16/6, 14/7	15/9, 20/10, 10/11	15/12, 12/1, 9/2
Open Public Question Time		22/5	25/9	5/2
				30/3, [5/5]
				23/3, 20/4, [11/5]
				20/5



CALENDAR OF MEETINGS

1 MAY 2008 - 31 MAY 2009

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May 2008

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 Ascension Day	2	3
4	5 Public Holiday	6 Group Meetings	7 DEVELOPMENT MANAGEMENT COMMITTEE	8 Eve of Pentecost ANNUAL COUNCIL	9 Pentecost – First Day	10 Pentecost – Second Day
11 Whitsun	12 Group Meetings LICENSING AND GENERAL PURPOSES COMMITTEE (SPECIAL) OVERVIEW AND SCRUTINY COMMITTEE (SPECIAL)	13	14 STRATEGIC PLANNING COMMITTEE	15 CABINET	16	17
18	19 Pension Fund Investment Panel L&GP)	20	21	22 Open Public Question Time (Cabinet)	23	24
25	26 Public Holiday	27	28	29	30	31
Half Term						

April 2008						
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June 2008						
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29	30					

June 2008

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 SACRE Local Development Framework Panel	4 DEVELOPMENT MANAGEMENT COMMITTEE	5 STANDARDS COMMITTEE	6	7
8	9 Grants Advisory Panel	10 OVERVIEW AND SCRUTINY COMMITTEE (SPECIAL) (O&S Rules 19, 20)	11	12 LICENSING AND GENERAL PURPOSES COMMITTEE	13	14
15	16 Group Meetings	17 Town Centre and Major Projects Advisory Panel	18 Traffic Advisory Panel	19 CABINET	20	21
22	23	24 GOVERNANCE, AUDIT AND RISK MANAGEMENT COMMITTEE	25 STRATEGIC PLANNING COMMITTEE	26	27	28
29	30 Education Consultative Forum					

May 2008						
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July 2008						
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27	28	29	30	31		

July 2008

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Employees' Consultative Forum Note: LGA General Assembly Conference (1-3 July)	2	3 Grants Advisory Panel	4	5
6	7 Group Meetings	8 OVERVIEW AND SCRUTINY COMMITTEE	9	10 COUNCIL	11	12
13	14 Group Meetings	15 DEVELOPMENT MANAGEMENT COMMITTEE	16 Corporate Parenting Panel	17 CABINET	18	19
20	21 Performance and Finance Scrutiny Sub	22 Tenants' and Leaseholders' Consultative Forum	23 School Term Ends STRATEGIC PLANNING COMMITTEE	24	25	26
27	28 Pension Fund Investments Panel (L&GP)	29 OVERVIEW AND SCRUTINY COMMITTEE	30	31		

June 2008						
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August 2008						
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31						

August 2008

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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17	18	19	20	21	22	23
24	25 Public Holiday	26	27	28	29	30

31

July 2008						
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September 2008						
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28	29	30				

September 2008

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 School Term Begins GOVERNANCE, AUDIT AND RISK MANAGEMENT COMMITTEE (Special) Grants Advisory Panel	2 Ramadan – First Day	3 DEVELOPMENT MANAGEMENT COMMITTEE	4 OVERVIEW AND SCRUTINY COMMITTEE Member Development Panel	5	6
7	8 LICENSING AND GENERAL PURPOSES	9 STANDARDS COMMITTEE	10 STRATEGIC PLANNING COMMITTEE	11 Education Consultative Forum	12	13 Note: Liberal Democrat Party Annual Conference 13-18 September
14	15 Group Meetings	16 Town Centre and Major Projects Panel	17 SACRE Traffic Advisory Panel	18 CABINET [Performance Board]	19	20
21 Note: Labour Party Annual Conference 21 -25 September	22 GOVERNANCE, AUDIT AND RISK MANAGEMENT COMMITTEE Local Framework Development Panel	23 OVERVIEW AND SCRUTINY COMMITTEE	24 Pension Fund Investments Panel (L&GP)	25 Open Public Question Time Cabinet	26	27
28 Note: Conservative Party Annual Conference 28 September to 1 October	29 Eve of Jewish New Year Navatri	30 Jewish New Year – First Day Ramadan Ends				

August 2008						
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October 2008						
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26	27	28	29	30	31	

October 2008

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Jewish New Year – Second Day Eid-Al-Fitr	2 STRATEGIC PLANNING COMMITTEE	3	4
5	6 Corporate Parenting Panel	7 OVERVIEW AND SCRUTINY COMMITTEE	8 Eve of Day of Atonement	9 Day of Atonement	10	11
12	13 Eve of Tabernacles	14 Tabernacles – First Day	15 Tabernacles – Second Day	16 DEVELOPMENT MANAGEMENT COMMITTEE	17	18
19	20 Eve of Eighth day of Tabernacles Group Meetings	21 Tabernacles – Eighth Day	22 Tabernacles – Ninth Day	23 CABINET	24	25
26	27 Group Meetings	28 Diwali	29 Performance and Finance Scrutiny Sub Employees’ Consultative Forum	30 COUNCIL	31	
Half Term						

September 2008						
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November 2008						
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November 2008

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 Pension Fund Investments Panel (L&GP)	4 OVERVIEW AND SCRUTINY COMMITTEE	5 STRATEGIC PLANNING COMMITTEE	6 Member Development Panel (Standard)	7	8
9 Remembrance Sunday	10 Group Meetings	11 Tenants' and Leaseholders' Consultative Forum	12	13 CABINET [Performance Board]	14	15
16	17 Town Centre and Major Projects Panel	18	19 DEVELOPMENT MANAGEMENT COMMITTEE	20 Grants Advisory Panel	21	22
23	24 LICENSING AND GENERAL PURPOSES COMMITTEE	25 OVERVIEW AND SCRUTINY COMMITTEE	26 Traffic Advisory Panel	27 Local Development Framework Panel	28	29
30						

October 2008						
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December 2008						
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21	22	23	24	25	26	27
28	29	30	31			

December 2008

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3 STRATEGIC PLANNING COMMITTEE SACRE	4 STANDARDS COMMITTEE	5	6
7	8 Eid-Al-Adha	9 OVERVIEW AND SCRUTINY COMMITTEE (SPECIAL) (O&S Rules 19, 20) (Q&A)	10 Note: LGA Assembly	11 Grants Advisory Panel	12	13
14	15 Group Meetings	16 DEVELOPMENT MANAGEMENT COMMITTEE	17	18 CABINET	19 School Term Ends	20
21	22 Hanukkah	23	24 Christmas Eve	25 Christmas Day Public Holiday	26 Boxing Day Public Holiday	27
28	29	30	31 New Year's Eve			

November 2008						
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January 2009						
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January 2009

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 New Year's Day Public Holiday	2	3
4	5 School Term Begins	6 Tenants' and Leaseholders' Consultative Committee	7 OVERVIEW AND SCRUTINY COMMITTEE	8	9	10
11	12 Group Meetings	13 Corporate Parenting Panel	14 STRATEGIC PLANNING COMMITTEE	15 CABINET	16	17
18	19 Pension Fund Investments Panel (L&GP) Grants Advisory Panel	20 Performance and Finance Scrutiny Sub	21 DEVELOPMENT MANAGEMENT COMMITTEE	22 GOVERNANCE, AUDIT AND RISK MANAGEMENT COMMITTEE	23	24
25	26 OVERVIEW AND SCRUTINY COMMITTEE	27 Education Consultative Forum	28 Employees' Consultative Forum	29 Harrow Business Consultative Panel	30	31

December 2008						
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February 2009						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28

February 2009

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 Member Development Panel	4 STRATEGIC PLANNING COMMITTEE	5 Open Public Question Time Cabinet	6	7
8	9 Group Meetings	10 OVERVIEW AND SCRUTINY COMMITTEE	11	12 CABINET	13	14
15	16 Group Meetings	17	18	19 COUNCIL (Council Tax)	20	21
Half Term						
22	23 Town Centre and Major Projects Panel	24 Traffic Advisory Panel	25 Ash Wednesday DEVELOPMENT MANAGEMENT COMMITTEE	26 Tenants' and Leaseholders Consultative Committee	27	28

January 2009						
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March 2009						
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29	30	31				

March 2009

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 LICENSING AND GENERAL PURPOSES COMMITTEE	3 Local Development Framework Panel	4 Grants Advisory Panel	5	6	7
8	9 Pension Fund Investments Panel (L&GP)	10	11 STRATEGIC PLANNING COMMITTEE SACRE	12	13	14
15	16 OVERVIEW AND SCRUTINY COMMITTEE	17 STANDARDS COMMITTEE	18 Education Consultative Forum	19	20	21
22	23 Group Meetings	24	25 DEVELOPMENT MANAGEMENT COMMITTEE	26 CABINET [Performance Board]	27	28
29	30 Group Meetings	31 Performance and Finance Scrutiny Sub				

February 2009						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

April 2009						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

April 2009

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Employees' Consultative Forum	2 COUNCIL	3 School Term Ends	4
5	6 GOVERNANCE, AUDIT AND RISK MANAGEMENT COMMITTEE	7 Members' Development Panel Corporate Parenting Panel	8 Eve of Passover	9 Maundy Thursday Passover – First Day	10 Good Friday Public Holiday Passover – Second Day	11
12 Easter Day	13 Easter Monday Public Holiday	14 Eve of Seventh Day of Passover	15 Passover – Seventh Day	16 Passover – Eighth Day	17	18
19	20 School Term Begins Group Meetings	21 OVERVIEW AND SCRUTINY COMMITTEE	22 STRATEGIC PLANNING COMMITTEE	23 CABINET	24	25
26	27	28	29	30 DEVELOPMENT MANAGEMENT COMMITTEE		

March 2009						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

May 2009						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

May 2009

CALENDAR 2008/2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 Public Holiday	5 Group Meetings	6	7 ANNUAL COUNCIL	8	9
10	11 [Group Meetings]	12 [LICENSING AND GENERAL PURPOSES COMMITTEE (SPECIAL)] [OVERVIEW AND SCRUTINY COMMITTEE (SPECIAL)]	13 [STRATEGIC PLANNING COMMITTEE]	14 [CABINET PLANNING Board]	15	16
17	18 Pension Fund Investments Panel (L&GP)	19	20 Open Public Question Time Cabinet	21 Ascension Day	22	23
24	25 Public Holiday	26	27	28 Eve of Pentecost	29 Pentecost – First Day	30 Pentecost – Second Day
Half Term						

31
Whitsun

April 2009						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

June 2009						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				



Meeting:	Cabinet
Date:	13 December 2007
Subject:	Draft Capital Programme 2008-09 to 2010-11
Key Decision:	Yes
Responsible Officer:	Myfanwy Barrett: Corporate Director of Finance
Portfolio Holder:	David Ashton (Portfolio Holder for Finance and Portfolio Co-ordination)
Exempt:	No
Enclosures:	Appendix 1 – Draft Capital Programme

Section 1: Summary and Recommendations

This report sets out the draft capital programme for 2008-09 to 2010-11 and forms part of the annual budget review process.

Recommendations:

The Cabinet agrees the draft capital programme for 2008-09 to 2010-11.

Reason

To publish the draft capital programme as part of the annual budget review process.

Section 2: Report

Development of the new programme

1. Following advice from consultants on the affordability of future capital investment, indicative planning totals were issued to Directorates to develop the Capital programme for 2008-09 to 2010-11.
2. Consultation with senior managers and Portfolio Holders has taken place during November to build a robust programme.
3. The draft programme for 2008-09 includes:
 - A provision for new projects emerging from the BTP
 - ICT infrastructure projects
 - Social care establishment improvements
 - Replacement of Bessborough Road
 - Education modernisation and improvement
 - General Fund housing projects such as disabled facilities grants and affordable warmth schemes
 - Public Realm improvements
 - Transport and traffic schemes
 - Leisure and Cultural facilities
 - High priority major works to corporate buildings
 - A provision for economic development and regeneration projects
 - Heritage projects
 - The Housing Improvement Programme in line with the stock retention option
5. The value of the general fund programme is £60m for 2008-09, with external funding of £24m and a net cost to the Council of £36m. The Housing programme for 2008-09 is £12.5m.

IT Strategy

6. Work is underway to develop a new IT strategy and this may result in some amendments to the programme in February.

Building Schools for the Future

7. The programme includes the first BSF scheme at Whitmore High School. The phasing of the project is currently under review and any changes will be incorporated in the report to February Cabinet.
8. At November cabinet, Members considered a proposal to contribute an additional £3m to the Whitmore scheme subject to a satisfactory business case. Once the business case is complete, if the scheme is approved, the capital programme and revenue budget will be adjusted accordingly.

Leisure and Cultural services

9. At November cabinet, Members approved a scheme to redevelop leisure facilities in the borough. The scheme is included in the new capital programme.
10. The strategy for achieving an extensive development of Harrow's Leisure and Cultural Services contributes to the new vision and corporate priorities. This programme will make a significant and positive contribution to the Council's revenue budget as well as providing superb brand new facilities for all residents.

Private Finance Initiative (PFI) Schemes

11. The Council has two PFI schemes in development. The first scheme relates to the construction of three neighbourhood resource centres for people with learning disabilities. Financial close is expected early in 2008. The construction of the new centres will take place during 2008-09 through the LIFTco, with handover expected around April 2009. The revenue budget includes provision for fees in the current year and, from 2009-10, the anticipated affordability gap. The capital programme (Adults Services) includes some expenditure on furniture and equipment for the new centres.
12. The second scheme relates to street lighting. This outline business case has been completed and is due to be reviewed by the Treasury in March 2008. The revenue budget includes provision for fees and, from 2010-11, the anticipated affordability gap. If the scheme goes ahead, the capital expenditure on replacing and upgrading the borough's street lighting, will commence in 2010-11 and will be met by the PFI operator.

Capital financing

13. The capital programme is funded from a number of sources. These include:
 - External Funding in the order of £25m, primarily from the DCSF and Transport for London
 - Major Repairs Allowance (Housing Revenue Account)
 - Capital Receipts (expected to be around £30m in 2008-09)
 - Borrowing
14. Total planned general fund borrowing amounts to £5m in 2008-09, £15m in 2009-2010 and £19m in 2010-11. Total planned HRA borrowing amounts to £7m in 2008-09, £5m in 2009-10 and £1m in 2010-11. The capital financing costs associated with this borrowing are reflected in the draft medium term revenue budget for 2008-09 to 2010-11.
15. It should be noted that the capital financing costs are based on a number of assumptions about the level of capital expenditure, level of capital receipts,

timing of any borrowing, interest rates, and use of the minimum revenue provision. The revenue budget reflects the best estimate based on these assumptions.

Financial Implications

16. Financial matters are integral to the report.

Performance Issues

17. There are no direct implications for individual performance indicators. The draft capital programme represents the estimated financial resources required to implement the Council's corporate priorities. Monitoring of the approved programme is ongoing and is essential for good financial management. If the monitoring process is not maintained, the implementation of the capital programme and corporate priorities will be less transparent and less robust, and may impact on performance indicators across directorates.

Section 3: Statutory Officer Clearance

Name: Barry Evans	<input type="checkbox"/>	On behalf of the Chief Finance Officer
Date: 29/11/07		
Name: Jill Travers	<input type="checkbox"/>	On behalf of the Monitoring Officer
Date: 29/11/07		

Section 4: Performance Officer Clearance

Name: Tom Whiting	<input type="checkbox"/>	Divisional Director (Strategy & Improvement)
Date: 29/11/07		

Section 5: Contact details and background papers

Contact: Barry Evans (Group Manager – Corporate Finance) tel: 020-8424-1203

Background Papers:

Report to November 2007 Cabinet: Investment in Leisure and Cultural facilities

DRAFT CAPITAL PROGRAMME 2008-09 to 2010-11

GENERAL FUND	2008-09			2009-10			2010-11		
	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Gross	External	Net	Gross	External	Net	Gross	External	Net
Corporate Strategy									
Strategic IT Partnership BTP	2,210		2,210			0			0
Provision for new BTP Projects	2,000		2,000	2,000		2,000	2,000		2,000
Sub Total	4,210	0	4,210	2,000	0	2,000	2,000	0	2,000
Corporate Finance									
IT Infrastructure			0	1,000		1,000	1,000		1,000
Desktop Refresh	320		320						
Storage Area Network	60		60						
Computer Room Upgrade	270		270						
Remote Working - improved infrastructure and security	240		240						
Improved password technology	110		110						
Sub Total	1,000	0	1,000	1,000	0	1,000	1,000	0	1,000
Adult Services									
Bedford House - refurbishment			0	300		300	500		500
Bessborough House Replacement	1,400		400	0		0			0
Milmans Community Resource Ctre - ground floor reorganisation	0		0	150		150			0
Neighbourhood resource centre - F&E	0		0	650		650			0
Occupational Therapy Department Adaptations for People with Disabilities	150		150	150		150	200		200
Social Care Sites - minor works	50		50	50		50	50		50
Sub Total	1,600	0	1,600	1,000	0	1,300	250	0	750

	2008-09			2009-10			2010-11		
GENERAL FUND	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Gross	External	Net	Gross	External	Net	Gross	External	Net
Children Services									
ASD provision in schools	800		800	700		700	560		560
Catering in schools	680		680	1,000		1,000	1,800		1,800
Childrens Centre Funding			0			0			0
Education Modernisation & Improvements	1,900	-1,900	0	2,900	-2,900	0	2,900	-2,900	0
High school No 1 - rebuild BSF (draft cashflow)	15,000	-15,000	0	8,494	-8,494	0			0
Future Whitmore - additional facilities for partners	700		700	105		105			0
Rooks Heath High 14/19 Agenda	59	-59	0	0		0			0
School Amalgamation support	200		200	200		200	250		250
Shaftesbury High School - new build	350	-250	100	250		250			0
Skills Centre extension	100		100	0		0			0
Social Care Sites - minor works	50		50	50		50	55		55
Sub total	19,839	-17,209	2,630	13,699	-11,394	2,305	5,565	-2,900	2,665
Housing Services(General Fund)									
Affordable Warmth	150		150	150		150	150		150
Disabled Facilities Grants	838	-503	335	838	-503	335	838	-503	335
Empty Property Grants	100		100	100		100	100		100
Heating Harrow Greener Scheme	150		150	150		150	150		150
Private Sector Housing (Renovation Grants)	900		900	900		900	900		900
Warmfront Top Up Fund	30		30	30		30	30		30
Sub total	2,168	-503	1,665	2,168	-503	1,665	2,168	-503	1,665

GENERAL FUND	2008-09			2009-10			2010-11		
	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Gross	External	Net	Gross	External	Net	Gross	External	Net
Community and Environment									
Corporate Accommodation	756		756	300		300	300		300
Crematorium / cemeteries - enhancements	100		100	0		0	0		0
Disabled Discrimination Act Works to Buildings	50		50	50		50	50		50
Energy Efficiency Works to Corporate Buildings	50		50	50		50	50		50
Heritage projects (Headstone Mnr, West House)	200		200	200		200	200		200
High Priority Major Works Corporate Buildings	1,500		1,500	940		940	940		940
Petts Hill Bridge	284		284	0		0	0		0
Prosperity Action Teams	210		210	210		210	210		210
Public Realm Infrastructure				5,400		5,400	5,400		5,400
- Highways	4,250		4,250						
- Drainage	450		450						
- Street Lighting	650		650						
- Transportation	500		500						
- Parks	100		100						
- Public Conveniences	50		50						
Recycling Schemes	100		100	100		100	100		100
Hatch End - Arts Centre - Music Store	45		45	0		0	0		0
Hatch End (Arts Centre) Site - Modernisation & Security Improvements	35		35	0		0	0		0
Leisure Ctre & Hatch End Pool - Major Repairs	100		100	0		0	0		0
Libraries refurbishment	50		50	50		50	105		105
School Landlord Works (Responsive Repairs)	750		750	750		750	750		750
Transport for London Schemes (estimate)	6,000	-6,000	0	6,000	-6,000	0	6,000	-6,000	0
Sports and Leisure Sites	10,600		10,600	14,850		14,850	9,500		9,500
Strategic Development/Town Centre	3,000		3,000	3,000		3,000	3,000		3,000
Sub total	29,830	-6,000	23,830	31,900	-6,000	25,900	26,605	-6,000	20,605

	2008-09			2009-10			2010-11		
GENERAL FUND	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Gross	External	Net	Gross	External	Net	Gross	External	Net
Capitalisation & Programme Management									
Capitalisation of various items	800		800	250		250	250		250
Programme Management Office	180		180	180		180	180		180
Harrow Heritage Trust Grant	15		15	15		15	15		15
Provision for Small Schemes etc	250		250	250		250	250		250
Sub total	1,245	0	1,245	695	0	695	695	0	695
Total Programme	59,892	-23,712	36,180	52,612	-17,897	34,865	38,533	-9,403	29,380
	2008 - 09			2009 -10			2010 -11		
HOUSING REVENUE ACCOUNT	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Gross	External	Net	Gross	External	Net	Gross	External	Net
Housing Services (HRA)									
HRA Housing Capital Programme	12,000		12,000	10,000		10,000	5,500		5,500
Aids and adaptations to council houses	500		500	500		500	500		500
TOTAL	12,500	0	12,500	10,500	0	10,500	6,000	0	6,000



Meeting:	Cabinet
Date:	13 December 2007
Subject:	Draft Revenue Budget 2008-09 and Medium Term Financial Strategy 2008-09 to 2010-11
Key Decision:	Yes
Responsible Officer:	Myfanwy Barrett Corporate Director of Finance
Portfolio Holder:	David Ashton Portfolio Holder for Finance and Portfolio Co-ordination
Exempt:	No
Enclosures:	Appendices

SECTION 1 – SUMMARY AND RECOMMENDATIONS

This report sets out the draft revenue medium term financial strategy (MTFS) for 2008-09 to 2010-11.

RECOMMENDATIONS:

The Cabinet is requested to:

1. Agree the draft revenue budget of £162.574m for 2008-09 and the draft MTFS.
2. Agree that officers are authorised to initiate and conduct such consultations as may be required to support the proposals identified in this report. The outcome of consultations will be reported to Cabinet so that decisions can be made on those proposals.

3. Approve the draft Housing Revenue Account (HRA) for 2008-09 to 2010-11, and refer the draft HRA to the Tenants and Leaseholders Consultative Forum in January.

REASON: To publish the draft budget.

SECTION 2 - REPORT

Vision and Priorities

1. The new MTFS is being set in the context of the agreed vision for Harrow and the Council's corporate priorities.
2. The Council's vision is to be recognised as one of the best London Councils by 2012 in a borough that is cosmopolitan, confident and cohesive.
3. The vision must be delivered with the commitment of our staff, the Harrow Strategic Partnership and other partners across Harrow specifically to create:
 - **A place with quality neighbourhoods with clean and safe streets**
 - **A place where you can be proud of the Town Centre**
 - **A place which promotes the well-being of its communities**
 - **A place where the Council provides value for money services.**
4. In line with these vision statements, a focused set of corporate priorities has been determined as follows:
 - **Deliver cleaner streets, better environmental services and keep crime low**
 - **Redevelop the Town Centre**
 - **Improve the well-being of adults and children and the care of those who most need our help**
 - **Extend community use of schools while making education in Harrow even better**
 - **Improve the way we work for our residents**
 - **Develop communities where people from different backgrounds get on well together**
5. The Corporate Plan is being drafted in parallel with the budget. Specific commitments in the form of Flagship Actions and other actions contained within Directorate Service Plans will be developed over the coming several weeks ready for formal adoption along with the final budget in February 2008.

6. This report covers both the main revenue account and the Housing Revenue Account. There is a separate report dealing with the capital programme for 2008-09 to 2010-11.

Financial Context

7. The Council has agreed its new vision and priorities and the budget must support the achievement of this vision. However the development of the medium term financial plan is increasingly challenging because:
 - Harrow is already a relatively low spending council
 - Large parts of the budget are outside the Council's control
 - Considerable savings have been made in previous years and this makes it increasingly difficult to identify new areas for efficiencies and reductions
 - The demand for services and expectations from central government are growing all the time
 - The prospects for the local government settlement are not good
 - There is considerable uncertainty in a number of areas
 - Reserves are very low
8. Members will be aware that Harrow is a low spending authority which receives low levels of grant funding. Harrow's total grant income is £595 per head lower than the London average and £212 per head lower than its nearest neighbours¹. This equates to a shortfall of £45m compared with the nearest neighbour average.
9. The Council's gross revenue budget is in excess of £500m but the controllable budget is only around £115m. The controllable budget excludes schools funding, council tax and housing benefits (all of which are funded through ring-fenced government grants), internal recharges, accommodation costs and other items which are fixed in the medium term.
10. The Council has already made very substantial budget reductions in the last few years, including £19m in 2006-07 and £16m in the current year. These reductions have come from services across the Council and, whilst every effort has been made to deliver efficiency savings, these reductions have inevitably resulted in a reduction in service levels in some areas.
11. Demand for services is growing rapidly and the expectations from central government and the public are also increasing. For example, demand for social care is growing. In addition landfill tax increases will significantly raise the cost of waste disposal in the next few years. Grant funding is not keeping pace with demand or the policy changes which expand the Council's responsibilities.

¹ The Audit Commission has defined a group of 15 outer London boroughs, which have similar characteristics to Harrow, as its nearest neighbours.

12. The Council has a range of statutory duties and must provide an adequate level of service to vulnerable people, whilst also maintaining the universal services which are highly valued by the public.
13. The comprehensive spending review was published in October. The Local Government Association has commented that:

“the 1 per cent (real terms) increase announced so far falls short of the minimum increase called for by the LGA in order to maintain business as usual, and is well below the 4.2% increase required to deliver the new burdens which will have to be managed over the next three years”.
14. Moreover, the spending review suggests that there will be minimal increases in local government funding in 2009-10 and 2010-11 which will make it very difficult for Councils to achieve council tax increases that are below 5%. This background puts the council’s tax setting objectives in a stark context.
15. There is still considerable uncertainty in key areas of the budget:
 - The local government settlement is not due to be published until early December
 - Key decisions on concessionary fares funding in London are due to be taken in mid-December by London Councils
 - Further work is required on the tax base and collection fund
16. Reserves are currently £1.3m and forecast to increase to £2.1m at the end of 2007-08. This is still inadequate for such a large and complex organisation and it is critical that the Council continues to rebuild its reserves over the medium term.

Local Government Settlement

17. As noted above the local government settlement is not due to be announced until early December. For planning purposes the budget assumes a grant increase for Harrow of 2% in 2008-09 and 1% in 2009-10 and 2010-11. If possible an update will be provided at the meeting.

Council Tax Strategy

18. The administration is committed to stabilising council tax over the medium term. The administration is also committed to producing prudent and achievable budgets and therefore must be mindful of the financial context outlined above, in particular the low levels of government funding and anticipated poor settlement. So far, Central Government has not engaged with Harrow to seek to address the shortcomings of the grant formula. In the circumstances, the MTFs should reflect the difficulty of achieving the scale of cuts necessary to achieve a 0% increase in Council Tax
19. Should Central Government become more responsive or if it becomes apparent that the Budget gaps can be bridged without significant adverse impacts on service delivery, the MTFs will be adjusted to reflect that.

20. Therefore, given the continuing depressing outlook for poor settlements, the draft budget is predicated on a council tax increase of 3% each year. The council will endeavour to hold any increase below inflation, and less, if circumstances permit.

Investment in Priorities

21. The budget includes £2m in each year for investment in priority areas. Detailed proposals for this investment will be included in the February cabinet report on the budget.

Current Position

22. On 11 October the Cabinet received a progress report on the Medium Term Financial Strategy for 2008-09 to 2010-11. At that stage funding gaps of £12m, £10m and £12m were identified in each of the three years respectively.

23. Considerable progress has been made to close the funding gaps identified. This includes the identification of new savings with a value of £6.4m next year. These savings are not anticipated to have any meaningful impact on services.

24. However, there is still a funding gap of £4.2m in 2008-09, £6.3m in 2009-10 and £7.8m in 2010-11.

25. Further work is required on some technical parts of the budget and additional savings proposals to close the remaining gap for 2008-09.

26. The strategy for closing the funding gaps in 2009-10 and 2010-11 focuses on:

- The next round of fundamental service reviews
- The property review
- The next phase of the Business Transformation Partnership

Revenue Budget (excluding HRA)

27. Appendix A provides a summary of the figures and the resulting council tax increases of 3% in 2008-09, 2009-10 and 2010-11.

28. The detailed schedules attached at Appendix B set out all the proposals included in the draft budget. This includes a detailed analysis of the pressures and the savings proposals.

29. Appendix C provides some commentary on the assumptions and issues contained within the draft revenue budget.

Fees and charges

30. The Council has commissioned a revenue income optimisation (RIO) project to identify the scope to increase fees and charges or introduce new fees and charges. The findings from the review will be incorporated in the report to Cabinet in February 2008.

Schools Budget

31. Appendix D contains details about the schools budget.

Reserves Policy

32. The Council agreed the following reserves policy in February 2007:

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

33. No changes are recommended to the policy at this time.

Housing Revenue Account

34. The draft HRA for 2008-09 to 2010-11 is set out in Appendices E and F. The draft medium term HRA allows for additional capital expenditure to achieve the decent homes standard by 2010, partly financed through prudential borrowing. The budget is consistent with the new housing strategy and HRA business plan which cabinet approved earlier this year.

35. The planned average rent increase for 2008-09 is 5.66%.

Consultation

36. Consultation on the Council's priorities has been carried out with the resident's panel. The proposed stakeholder meetings on the budget are outlined in Appendix G.

37. Cabinet is being asked to authorise officers to initiate and conduct such consultations as may be required to support the proposals identified in this report. The outcome of consultations will be reported to Cabinet so that decisions can be made on those proposals.

Financial Implications

38. The draft budget is £162.574m which results in a Band D council tax of £1,153.06.

Reserve Powers to Limit Excessive Budget Requirements and Council Tax Increases

39. The Secretary of State has made it clear that large council tax increases are not acceptable. The indicative Council Tax increase for Harrow is below 5% and as such the risk of capping is deemed to be low.

GLA Precept

40. Cabinet is asked to note that the draft budget excludes the impact of the Greater London Authority's precept on any Council Tax increase. This precept is recommended by the Mayor of London each year and approved by the London Assembly in February. Draft proposals are due to be published on 12 December and will be reported at the meeting.

41. Last year, as shown in the table below, the Harrow council tax increased by 4.90% and the precept increased by 5.29%, giving a combined tax increase of 4.98%.

	2006-07 £	2007-08 £	Increase %
Harrow services	1067.19	1,119.50	4.90
GLA Precept	288.61	303.88	5.29
Total	1,355.80	1,423.38	4.98

Performance Issues

42. There are no direct performance implications arising from this report. Clearly the Council's budget supports all of its functions and services throughout the year. Detailed performance measures for each service will be built into the Service Improvement Plans for 2008-09 to 2010-11.

Section 3: Supporting Information/Background Documents

Appendices are attached as follows:

In relation to the main revenue account:		Page Number
A	Budget Summary	10
B	Budget Detail	11
C	Commentary	23
D	Schools Budget	26
Housing Revenue Account:		
E	Commentary	28
F	Budget Summary	32
Other Information		
G	Stakeholder meetings	34

Section 3: Statutory Officer Clearance

Name: Myfanwy Barrett	<input checked="" type="checkbox"/>	Chief Finance Officer
Date: 29 November 2007		
Name: Jill Travers	<input checked="" type="checkbox"/>	On behalf of the Monitoring Officer
Date: 29 November 2007		

Section 4: Performance Officer Clearance

Name: Tom Whiting	<input checked="" type="checkbox"/>	Divisional Director (Strategy & Improvement)
Date: 29 November 2007		

Section 5: Contact details and background papers

Contact: Myfanwy Barrett
Corporate Director of Finance
020 8420 9269

Background Papers:

- Report to Cabinet in July on the timetable for the budget
- Report to Cabinet in October on the MTFS

APPENDIX A

DRAFT MEDIUM TERM BUDGET STRATEGY 2008-09 to 2010-11

	2007-08 Budget £m	2008-09 Budget £m	2009-10 Budget £m	2010-11 Budget £m
Budget Requirement Brought Forward		155.074	162.574	166.350
Base Budget Changes and Technical		7.830	1.540	1.165
Basic Inflation		4.275	4.550	4.700
Additional Inflation		0.300	0.300	0.300
Investment in priority areas		2.000	2.000	2.000
Business Transformation Partnership		-0.320	-0.662	0.000
New Savings Proposals		-6.406	0.100	0.000
Adults and Housing		0.977	0.758	0.250
Children		-0.485	0.450	0.450
Community and Environment		2.914	1.122	2.299
Corporate Strategy		0.302	-0.070	0.000
Corporate Finance		0.535	0.000	0.000
Corporate		-0.192	0.000	0.000
FUNDING GAP		-4.230	-6.312	-7.814
Total Change in Budget Requirement		7.500	3.776	3.350
Revised Budget Requirement	155.074	162.574	166.350	169.700
Collection Fund Deficit	0.350	1.000	0.500	0.500
Formula Grant (assuming 2% increase in 2008-09 and 1% in 2009-10 and 2010-11)	-60.349	-65.405	-66.005	-66.605
Amount to be raised from Council Tax	95.075	98.169	100.845	103.595
Council Tax at Band D	£ 1,119.50	£ 1,153.06	£ 1,187.59	£ 1,223.21
Increase in Council Tax (%)	4.90	3.00	3.00	3.00

Provisional Tax Base	84,926	85,138	84,915	84,691
Assumed collection rate	98.50%	98.00%	97.50%	97.00%

APPENDIX B1

Base Budget Changes

	2008-09 £000	2009-10 £000	2010-11 £000
Base Budget Changes			
Land Charges Income	425		
Grant Changes			
Transfer from specific to general grant			
- Access and Systems	2,434		
- Delayed discharges	445		
- Children's Services	977		
LPSA Reward Grant	700		
Planning Development Grant	250		
Grant for anti-smoking legislation	109		
LAA Reward Grant		-200	
Levies and subscriptions			
Increases in payments to levying bodies over and above inflation	100		
Technical Changes			
Contribution to provisions for debt/litigation	250		
Insurance premium/provision	200	100	100
Contingency	250	250	
Review of capitalisation	790	690	0
Reinstate highways maintenance revenue budget	200	200	
Capital Financing	500	500	1,000
Members allowances	200		
Supplementary business rate on council premises			65
Total Base Budget Changes	7,830	1,540	1,165

APPENDIX B2

Basic & Additional Inflation

	2008-09	2009-10	2010-11
	£000	£000	£000
Basic Inflation			
Pay Award	2,500	2,600	2,700
Pension Contributions	100	250	250
Other inflation	1,675	1,700	1,750
Total Basic Inflation	4,275	4,550	4,700
Additional Inflation			
Concessionary Fares	300	300	300
Total Additional Inflation	300	300	300

Business Transformation Partnership

	2008-09 £000	2009-10 £000	2010-11 £000
<u>Pressures</u>			
Contract and Harrow costs	1,188	-90	0
Sub Total	1,188	-90	0
<u>Savings</u>			
Savings from initial projects	-1,508	-572	0
ECM business case			
Total BTP	-320	-662	0

APPENDIX B4

New Savings Proposals

	2008-09	2009-10	2010-11
	£000	£000	£000
ADULTS & HOUSING			
Re-tender of domiciliary care contracts	-550		
Full application of Access and Systems Grant	-500		
Saving on salaries	-44		
Adult Education Provision - users to take up mainstream services	-75		
Housing finders fee - reduce fees payable to private landlords	-25		
Homelessness - measures to reduce cost of temporary accommodation	-132		
Housing subscriptions - cease London Councils subscription	-20		
Sub-Total	-1,346	0	0
CHILDREN'S SERVICES			
Achievement and Inclusion advisory services - more efficient use of grant	-86		
Integrated early years and community services - more efficient use of grant	-185		
Special Needs services - efficiency savings	-570		
Safeguarding family placement & support - salary savings from vacant posts	-48		
Family placement - reduction in placement budgets	-150		
Children and Families Independent Review Unit – salary savings from vacant posts	-30		
Child Adolescent Mental Health Service - salary savings from vacant posts	-80		
Asylum/leaving care merger	-20		
Young People's Services - efficiency savings	-165		
Vacancy management across Directorate (equates to 4% vacancy rate in most service areas)	-400		
Sub-total	-1,734	0	0

	2008-09 £000	2009-10 £000	2010-11 £000
COMMUNITY & ENVIRONMENT			
COMMUNITY AND CULTURE			
Establish a leisure trust to save business rates	-175		
Library book stock, delete growth	-60		
Reduce staffing levels across libraries service (in line with fundamental service review)	-128		
COMMUNITY SAFETY			
Increase HMO/Licensing income	-20		
Crime Disorder Reduction Partnership - more efficient use of grant	-50		
Merge corporate Health & Safety team with Environmental Health Harrow saves	-10		
Trading standards cash freeze	-40		
PUBLIC REALM			
Management/staff reductions (full year effect of changes made in 2007-08)	-1,200		
Fleet renewal	-125		
Review brown bin routes and reduce to 10 rounds	-70		
Review management structure across waste and PRS	-70		
More efficient use of Section 106 funding	-30		
Improve income control/debt management	-20		
PROPERTY & INFRASTRUCTURE			
Ensure full recovery of cost of TfL schemes through grant	-200		
Reduction in street lighting electricity costs	-35		
Delete vacant senior energy officer post	-45		
Delete vacant senior traffic post	-50		
Delete vacant senior engineering post	-50		
Increase income from Civic Centre visitors car park	-25		
PLANNING			
Additional fee income	-150		
Sub-Total	-2,628	0	0

	2008-09	2009-10	2010-11
	£000	£000	£000
CORPORATE STRATEGY			
Reduced VFM work (eg updating profiles)	-25		
Scrutiny - continue vacancy management	-65		
Charge HSP for Mori survey	-10		
Use DoH training grant to cover Learning & Development admin costs	-70		
Increased nationality checking income	-11		
Bring together land charges and registration	-35		
Delete vacant post in democratic services	-27		
Additional council tax collection income	-20		
Saving on housing benefit salaries through restructuring and deletion of vacant post	-30		
Additional Housing Benefit administration grant (confirmed for 2008-09)	-100	100	
Reduce BTP contingency	-25		
Capitalise Access Harrow salaries (web team)	-60		
Sub-total	-478	100	0
CORPORATE FINANCE			
Continue vacancy management	-35		
Increase charges to West London Waste Authority	-50		
Review treasury management administration	-30		
Terminate external cash management contract	-45		
Share skills across insurance and risk functions with Brent	-20		
Saving on motor insurance premium	-30		
Full recovery of staff time spend on TfL projects from grant	-10		
Sub-Total	-220	0	0
Total	-6,406	100	0

APPENDIX B5

Directorate: Adults and Housing

Proposal	2008-09 £000	2009-10 £000	2010-11 £000
<u>Pressures</u>			
Cost of and demand for social care placements & packages across all client groups	850	250	250
Rebuild Bessborough Road		178	
Learning disability LIFT/PFI scheme		490	
Redevelopment of Vaughan Centre		75	
Cost of Preserved rights clients exceeding grant	110		
Joint Director of Public Health Post	40		
<u>Savings built into existing MTFS</u>			
Efficiency savings from a new mental health vocational strategy	-50		
Harrow Consortium for Special Needs (HCSN) Service Development	-105	-35	
Legal Services External Barristers		-200	
Housing			
Homelessness – increase in demand for services	132		
TOTAL	977	758	250

APPENDIX B6

Directorate: Children

Proposal	2008-09 £000	2009-10 £000	2010-11 £000
Pressures			
SEN Transport (net of action to review provision and routes)	0	200	200
Cost of and demand for Children's Placements (net of action to review existing provision)	0	250	250
Special Schools PFI	40		
Savings built into existing MTFS			
Reduce Education Welfare Service	-75		
Achievement & Inclusion service to become self funded	-350		
Reduce extended schools funding	-100		
TOTAL	-485	450	450

APPENIDX B7

Directorate: Community and Environment

Proposal	2008-09	2009-10	2010-11
	£000	£000	£000
<u>Pressures</u>			
Grants to Voluntary Groups - reinstate 10% cut	90		
Libraries - Reinststate saving on Gayton Road closure	59		
Libraries - Reinststate Bookstock fund	60		
Waste Management (inc WLWA levy)	1,540	1,122	1,799
Street lighting PFI - professional fees	250		-300
Street lighting PFI - Affordability Gap			800
Parking Income	300		
Parking enforcement income	250		
Harrow Business Against Crime	30		
Garden House rental	260		
Gayton Road Car Park (lost income net of running costs)	160		
<u>Savings built into existing MTFS</u>			
Implement anti-smoking legislation	-85		
TOTAL	2,914	1,122	2,299

Corporate Strategy

Proposal	2008-09	2009-10	2010-11
	£000	£000	£000
Pressures			
Local Area Agreement	50	-100	
Performance and Data Services - reinstate saving from secondments	90		
PPP - reinstate vacancy management	65		
Discretionary Rate Relief	15		
Reinstate Capitalisation of project costs	50		
Courier Charges	30		
Maternity Cover	12		
Peer Review every 18 months		30	
Annual Staff Survey	15		
Savings built into existing MTFS			
Review Cash collection function	-25		
Total	302	-70	0

Corporate Finance

Proposal	2008-09	2009-10	2010-11
	£000	£000	£000
<u>Pressures</u>			
IPT saving not achieved and additional running costs	350		
ERP support team	100		
Reinstate Vacancy management savings	35		
Reinstate Capitalisation of project costs	50		
Total	535	0	0

APPENDIX B10

Corporate

	2008-09 £000	2009-10 £000	2010-11 £000
<u>Pressures</u>			
Corporate Funding Officer	45		
Programme of efficiency reviews	100		
<u>Savings built into existing MTFS</u>			
Review of management structure	-337		
Total	-192	0	

Commentary

1. This commentary explains the changes shown in summary in Appendix A and in detail in Appendix B.
2. The schedules show the changes that are proposed over the three years to 31 March 2011. The issues outlined in 2009-10 and 2010-11 remain indicative.
3. Appendix A shows the impact in each year of the changes as set out in the sheets and the cumulative impact on the Council Tax. The calculations of the Council Tax are based on the provisional Council Tax base for 2008-09, being 85,138, and growth of 0.25% in the taxbase thereafter. The target collection rate is reducing from 98% in 2008-09, to 97.5% in 2009-10 and 97% in 2010-11.
4. The final Council Tax base for 2008-09 and collection fund position will be subject to approval by Cabinet in January 2007.

RSG/Grant Changes

5. Harrow's estimated grant increase is 2% for 2008-09 and 1% for 2009-10 and 2010-11. This is the expected minimum or "floor" increase. However the settlement will not be announced until early December.

Base Budget Changes (Appendix B1)

6. There will be significant reductions in the income from land charges due to changes in the regulations (£425k).
7. A number of specific grants (totalling £3.856m) are being transferred into formula grant next year.
8. The LPSA reward grant will cease from 2008-09 (£700k).
9. Planning Development Grant will reduce by £250k in 2008-09.
10. The Council received a one-off grant to implement the anti-smoking legislation in 2007-08.
11. An estimate of £200k has been included for LAA reward grant in 2009-10 and 2010-11.
12. An additional £100k has been provided for levies and subscriptions over and above inflation.

13. The sum of £700k in total has been included to make contributions to provisions for bad debts, litigation and insurance and create a contingency in the budget.
14. The sum of £790k in 2008-09 and £690k in 2009-10 has been provided to reduce the Council's reliance on capitalisation.
15. An additional £200k has been provided for highways maintenance in each year to reinstate some of the recent reductions in the budget.
16. The budget includes a provision for the capital financing costs consistent with the planned level of capital investment (reported separately on this agenda). This provision is £0.5m in 2008-09, £0.5m in 2009-10 and £1m in 2010-11.
17. The budget includes £200k to bring members allowances towards the levels suggested in a recent report by London Councils. Harrow allowances are around the lowest in all the London boroughs. The £200k would bring allowances to around 70% of the London Councils recommendations.
18. The budget includes a provision of £65k in 2010-11 for supplementary business rates on council premises. This is on the assumption that the London Mayor will introduce a SBR to fund Crossrail.

Basic Inflation – Pay and Pensions (Appendix B2)

19. An annual provision of 2.5% has been made for the pay award for 2008-09 to 2010-11.
20. The draft report on the triennial actuarial valuation of the Council's pension fund recommends an increase in employer's contributions to the fund of 0.1% in 2008-09, and 0.25% each year thereafter. This will take the contribution rate to 19.35% over the next 6 years.

Basic Inflation – Other Costs (Appendix B2)

21. The budget for general running costs has been inflated at 2% a year in line with the government's underlying target.

Additional Inflation (Appendix B2)

22. An additional provision of £300,000 has been made for concessionary fares, which equates to around 5%. However, London Councils are due to consider the treatment of additional funding from central government and the allocation method in mid-December. These decisions could make a significant difference to Harrow's costs.

Business Transformation Project (Appendix B3)

23. In September 2005 the Cabinet approved a detailed report on the new Business Transformation Partnership (BTP). The contract was renegotiated

during 2006-07. The budget reflects the expenditure and savings under the revised contract.

24. Officers are working with Capita to itemise the savings target for 2008-09 and this will be shown in detail in the February report to Cabinet.

New Savings Proposals (Appendix B4)

25. The new savings proposals that have been developed total £6.4m and make a significant contribution towards closing the funding gap.

Directorate growth and savings (Appendices B5 – B10)

26. Growth pressures and existing savings are shown by Directorate in Appendices B5 to B10:

- B5 Adults and Housing
- B6 Children's Services
- B7 Community and Environment
- B8 Corporate Strategy
- B9 Corporate Finance
- B10 Corporate items

27. The Directorate schedules show that a range of pressures exist, most notably:

- Demand for social care
- Waste management costs (particularly due to landfill tax increases)
- Reduced income from car parking and parking enforcement
- Pressures in the IT budget

28. Savings that were built into the previous MTFS are included in the Directorate schedules.

School Budget 2008-09

1. Introduction

- 1.1 The Government announced the school funding arrangements on 12 Nov 2007, for the period from 2008/09 to 2010/11. The statement included provisional Dedicated Schools Grant (DSG) allocations for each authority. 2008/09 is the commencement of the three-year budget cycle to fit in with the Government's Comprehensive Spending Review cycle (CSR).
- 1.2 DSG is used to fund both the individual schools budget (ISB) and centrally retained items. The former goes to schools, whilst the latter is held by the Local Authority to spend on specific items such as Early Years (private and voluntary sector nurseries) and fees for out of borough pupils at independent special schools.

2. 2008/09 to 2010/11 Settlement

- 2.1 Indicative allocations for DSG for 08/09, 09/10 and 10/11 for all authorities have been announced. The final allocations will use January 2008, 2009 and 2010 pupil numbers respectively and will not be announced until May 2008, 2009 and 2010 respectively.
- 2.2 Harrow is to receive an estimated 4.5% increase in its DSG grant for 2008/09; 3.6% in 2009/10 and 4.1% in 2010/11. This amounts to an estimated grant of £135m, £142m and £151m in the respective financial years. However, contained within these figures are amounts allocated for ministerial priorities and as such Schools Forum and Local Authorities need to bear this in mind when setting schools budget.
- 2.3 The ministerial priorities include funding for personalisation of teaching and learning, support for all pupils to make good progress, the extension of the early years offer to parents, and extended children's services provided from schools.
- 2.4 The minimum funding guarantee for all three years is set at 2.1%, i.e. the minimum increase any school will receive is 2.1% if its pupil numbers are constant from one year to the next. The minimum funding guarantee last year was 3.7%. Setting the minimum funding guarantee at a relatively low level will give Local Authorities in consultation with Schools Forums more discretion in setting Schools Budget.

3. Next Steps

- 3.1** Schools Forum will consider the formula factors and data, which may need to be updated for 2008-09 and subsequent years in line with DCSF' requirements. Schools Forum will be consulted upon final allocations of the headroom in December 2007/ January 2008. There are a number of issues, which they need to explore, including areas within centrally retained items where there are pressures.
- 3.2** The January 08 pupil count will differ from pupil projections used to estimate the grant and this will result in a change in the final grant allocation. The final 2008-09 budget, based on the January pupil Plasc numbers will be given to schools before 31 March 2008 (although the grant is not expected to be finalised till May 2008).
- 3.3** Schools will also receive provisional 2009/10 and 2010/11 budgets before 31 March 2008.

HOUSING REVENUE ACCOUNT (HRA)

Draft Medium Term Financial Strategy (MTFS) 2008-09 to 2010-11

1. The Council's 30 year HRA business plan was updated and submitted to GOL in July. The plan sets out how the Council intends to manage and maintain its housing stock over the next 30 years. This financial strategy, as set out below, relies on the business plan assumptions, which have been updated where relevant to reflect changing operational needs and priorities.
2. The medium term financial strategy reflects the costs of delivering services at current levels and takes account of areas of identified pressures and savings. It builds on the HRA forecast outturn position at quarter 2 and is subject to changes that may be required to reflect government policy and housing priorities. The key areas of updated assumptions that underpin the strategy and the 3 year revenue budget summary are set out below.

Balances

3. The strategy will deliver in year deficit of £738k in 2008-09, £847k in 2009-10, and £877k in 2010-11. The accumulated balances are estimated to reduce from £6m in 2007-08 to £3.6m at the end of 2010-11. In line with the business plan, the HRA aims to maintain a minimum balance of £750k increasing with inflation each year.

Income

Dwelling Rent

4. The Government intends that by 2012 similar properties in the same area will have similar rents even if owned by different social landlords. The aim is to deliver fairer rents, greater transparency and choice for tenants. This is generally referred to as rent convergence. However, it also means properties with low rents will have to increase progressively each year to achieve similar rents in 2012.
5. In line with Government policy, an average rent increase of 5.66% is recommended in 2008-09 (5.13% in 2007-08). This means an average rent charge of £81.59 per week per tenant (£77.22 in 2007-08) representing an average rent increase of £4.37 (£3.77 in 2007-08).
6. The strategy assumes a stock level of 5,074 at the start of April 2008 reducing marginally by an estimated five Right to Buy sales each year thereafter. A 1.5% void level is assumed. These are reflected in the estimated rental incomes.

Service Charge – Tenant and Leaseholders

7. In line with Government guidance, the Council separated service charge from dwelling rent in April 2007. The costs of delivering estate based communal services are recovered directly from tenants through the service charge. The estimated total cost of depooled services in the current year is £1.24m. (2006-07 in £1.19m).
8. Service charge for tenants is recommended to increase by 3.50% in 2008-09 (3.6% in 2007-08) resulting in an average service charge of £4.13 per week per tenant (£3.99 in 2007-08) representing an average increase of £0.14 (£0.14 in 2007-08).
9. As with tenants, service charge for leaseholders is recommended to also increase by 3.5% in 2008-09. Recovery of costs for administering the leasehold team is recommended to remain at 20% of the service charge costs. Recovery of the costs of repairs to leasehold block remains estimated at £85 per leaseholder. Building insurance is to be recovered at £142 per year per leaseholder. It is estimated there will be 1077 leaseholders as at March 2007-08.

Other Rental Income

10. Other rent income from garages, car parking, commercial shops and facilities charges is recommended to increase in line with inflation by 3%.
11. The recommended rent increases will support the delivery of key services to tenants at their present level, to reflect increases to management and borrowing costs to support the delivery of decent homes. The recommended rental increases have been adjusted for voids and right to buy sales where relevant.

HRA subsidy

12. Government has delayed the announcement of the 2008-09 draft determinations due to the late completion of the Comprehensive Spending Review. The final HRA subsidy and Item 8 determinations (which relate to capital financing costs) will not be known until early January 2008. The Council has assumed uplifts to all the allowances and guideline rent in line with prior years subject to the final determination.
13. The Council has also assumed that the policy on Rental Constraint Allowance will not continue beyond 2007-08 and that Government will revert to the old regime of Caps and Limits from 2008-09. It is assumed this will result in a higher negative subsidy payable to government.

Expenditure

14. Five RTB sales are assumed in 2008-09. The marginal reduction in stock levels is reflected in the assumed level of maintenance expenditure. No reduction is assumed for management costs.

Employee Costs

15. The financial strategy is based on estimated outturn and reflects pay increases for staff of 2.5% each year and pension contribution increases of 0.1% in 2008-09 and 0.25% thereafter. It also reflects the proposed changes to the housing structure where confirmed.

Responsive Repairs

16. The strategy assumes contributions to the responsive and cyclical repairs of £4.6m in 2008-09, £4.7m in 2009-10 and £4.7m in 2010-11. This reflects the assumed savings of £500k, phased in over the four years 2008-09 to 2011-12, arising from the new contractual relationship with Kiers. The costs reflect 3% inflationary increase assumed in the business plan. The strategy assumes a reduction in the unit costs per dwelling from £920 in the current year to £844 by 2010-11.

Energy Costs

17. A 3% increase in energy costs is assumed. These costs are recovered directly from charges to tenants/leaseholders through the service and facilities charges.

Charges for Capital

18. The strategy reflects the HRA share of the Council debt redemption premium across all 3 years. It also reflects discounts due to the HRA from the recent debt restructuring. Interest on the HRA balances is assumed at 4.93%. In calculating the cost of borrowing to support the decent homes programme, detailed in paragraph 19 below, a consolidated rate of interest (CRI) of 5.08% is assumed.

Capital Investment and Prudential Borrowing

19. The strategy assumes capital expenditure of £12.5m in 2008-09, £10.5m in 2009-10 and £5.9m in 2010-11 in line with the business plan. Capital expenditure is funded from Major Reserve Allowances (MRA) and capital receipts with the balance being financed through estimated borrowing of £7m in 2008-09, £5m in 2009-10 and £600k in 2010-11. Supported borrowing is assumed at £2.7m subject to the subsidy determination. It is assumed that £500k of usable capital receipts will be applied in 2008-09 subject to the level of capital expenditure and the level of RTB receipts.

Revenue Contribution to Capital Outlay (RCCO)

20. A contribution from the HRA reserves of £1m for each of the 3 yrs is recommended to support housing capital investment on the decent homes programme.

General Contingency

21. The strategy sets aside £200k to cover unforeseen expenditure that may arise in the management and maintenance of the housing stock.

Summary

22. The medium term financial strategy reflects increases to rental income to cover assumed increases in management and maintenance expenditure. The draft budget anticipates a deficit in each of the three years of the plan resulting in a reduction in balances by £3m. The business plan assumed a net call on the balances of £1.5m across the three years.

23. The recommended HRA strategy is broadly consistent with the 30year business plan and reflects current operational needs and priorities. It is expected that the strategy will support the continuing improvement to current and service levels in order to meet expectations of tenants and comply with Government requirements.

Appendix F

DRAFT HOUSING REVENUE ACCOUNT (HRA) - 2008-09 to 2010-11				
	Revised Budget 2008-09 (Nov 07)	Revised Budget 2009-10 (Nov 07)	Original Budget 2010-11 (Nov 07)	Assumptions
Expenditure				
				2008-09
Employee Costs	2,982,840	3,027,582	3,072,996	2.5% pay increase
Supplies & Services	1,876,726	1,886,726	1,896,726	3% increase in energy costs
Central Recharges	1,412,168	1,412,168	1,412,168	Subject to corporate review of SSC charges
Employee Costs - Needs / Strategy	400,000	400,000	400,000	Contribution to Housing GF cash limited
Recharge to other services	-502,530	-502,528	-502,528	Subject to 3yr funding settlement in Dec
Home Ownership service	291,100	295,466	299,898	Assume 5 RTB sales
Baseline expenditure	6,460,303	6,519,414	6,579,260	
Contingency	200,000	200,000	200,000	Repairs and other unplanned costs
Operating Expenditure	6,660,303	6,719,414	6,779,260	
Charges for Capital	5,883,565	6,208,775	6,451,574	Discounts and premiums reflected. CRI @ 5.08%
Contribution to Repairs Account	4,617,000	4,661,000	4,705,000	Reflects 3% inflationary increase
Bad or Doubtful Debts	100,000	100,000	100,000	
Total Expenditure	17,260,868	17,689,189	18,035,834	
Income				
Rent Income – Dwellings	-21,170,697	-22,352,022	-23,579,148	Average 5.66% Rent increase in 08-09 in line with rent model/business plan
Rent Income – Non Dwellings	-990,810	-1,013,599	-1,036,911	Average increase of 3% on garages & Car parks and 3% on some commercial shops
Service Charges - Tenants	-1,071,638	-1,109,145	-1,147,965	Average increase 3.5% in 08-09 in line with rent model/business plan

	Revised Budget 2008-09 (Nov 07)	Revised Budget 2009-10 (Nov 07)	Original Budget 2010-11 (Nov 07)	Assumptions
Service Charges - Leaseholders	-299,446	-309,927	-320,774	3.5% increase in line with charges to tenants
Facility Charges	-347,425	-357,848	-368,583	Average increase of 3%
Interest	-19,000	-19,000	-19,000	
Other Income	-8,010	-8,010	-8,010	
Transfer from General Fund	-83,000	-83,000	-83,000	
HRA Subsidy	6,466,927	7,410,641	8,404,898	Estimated subject to HRA draft determination and Rent Restructuring consultation paper. CRI @ 5.08%
Total Income	-17,523,099	-17,841,909	-18,158,494	
Net Operating Expenditure	-262,231	-152,720	-122,661	
Revenue Contribution to Capital	1,000,000	1,000,000	1,000,000	Contribution spread evenly across the 3yrs
In Year Deficit / (Surplus)	737,769	847,280	877,339	
BALANCE	-5,340,641	-4,493,361	-3,616,022	

Stakeholder Meetings

There will be a series of meetings with key stakeholders for information in December, January and February. The meetings will be attended by the Leader and Deputy Leader with relevant Portfolio Holders, Conservative and Liberal Democrat Members, and officers to listen to the stakeholders' views and answer questions on the budget proposals. The stakeholders, together with the meetings suggested to pick up their issues, are listed below:

Stakeholder	Meeting	Date
Overview and Scrutiny	Standing scrutiny review of the budget	Tbc
Open Budget Panel	Open Budget Panel	13 December 2008
Tenants and Leaseholders	Tenants and Leaseholders Consultative Forum	9 January 2008
Public	Open Cabinet	22 January 2008
Schools	Education Consultative Forum	29 January 2008
Unions	Employees Consultative Forum	30 January 2008
Local Businesses	Harrow Business Consultative Forum	31 January 2008
Statutory partners	HSP Board	Tbc
Older People	Older People's Reference Group	Tbc
Voluntary Sector	Community Cohesion Reference Group	Tbc



Meeting:	Cabinet
Date:	13 December 2007
Subject:	Quarter 2 Revenue and Capital Monitoring as at 30 September 2007
Key Decision:	No
Responsible Officer:	Myfanwy Barrett: Corporate Director of Finance
Portfolio Holder:	David Ashton (Portfolio Holder for Finance and Portfolio Co-ordination)
Exempt:	No
Enclosures:	Appendix 1 - Revenue commentary for Quarter 2 Appendix 2 - Capital Monitoring for Quarter 2 Appendix 3 - Housing Revenue Account Appendix 4 - Payment Performance Appendix 5 - Debt Management Appendix 6 - Risk Assessment

Section 1: Summary and Recommendations

This report sets out the Quarter 2 monitoring statement of Council's revenue and capital budgets 2007-2008.

Recommendations:

- (a) Note the current revenue and capital monitoring position at the end of Quarter 2 for 2007-2008;
- (b) Agree the strategy for ensuring that the Council comes in on budget this year, including approval of a number of virements, in paragraph 4.

Reason

To monitor effectively the Council's revenue and capital budgets.

Section 2: Report

Introduction

1. This is the period 6 (Quarter 2) budget monitoring report for 2007-2008. Budget monitoring remains critical to monitor effectively the Council's revenue and capital budgets for 2007-2008 particularly given the current low level of revenue reserves.

Quarter 1 Budget Monitoring (previously reported)

2. At Quarter 1 the budget monitoring process identified total estimated pressures of £1.7m and the following strategy for managing the situation agreed by Members has been implemented, although more work is required to amend the corporate contract rebate system.

Strategy agreed for quarter one

- Guidance and revised spending protocol for 2007-2008 to be issued to all managers confirming the need to live within budget and contribute to corporate pressures;
- Children's Services to produce action plan to contain pressures identified for approval by the Corporate Strategy Board in September;
- Environment Services to produce action plan to contain pressures identified for approval by the Corporate Strategy Board in September;
- The system in place to capture savings/rebates from Corporate Contracts (for instance temporary staff contracts) is unnecessarily complex. In addition, due to a reduction in spend against these contracts, the savings/rebates are reducing proportionately. The shortfall on the savings target (£500k) will be distributed across Directorates in line with current spend levels and this will have to be managed;
- There are some assumptions built into the budget around capitalisation which are no longer justified as the level of revenue spend has reduced – each Directorate will be asked to identify savings to cover this issue (£500k).

Quarter 2 Budget Monitoring

3. The second quarter monitoring process has identified new or unresolved pressures of £1.3m in addition to those already resolved for Quarter one. This is in the context of a gross budget of £515m. This gross sum excludes the Housing Revenue Account and the capital programme, but includes the revenue costs of the capital programme. The main reasons for the additional pressures are:

Corporate (£395k)

- Savings on the Organisational review, Parking and essential car users have not been fully achieved due to delays in implementation, leaving a shortfall of £355k.
- Provision required for the Revenue income optimisation project to identify savings for next year. The provision required is £40k.

Corporate Finance & Strategy (£560k)

- Resources have transferred to the central communications team leaving an identified shortfall for service provision of £160k.
- Savings from IP telephony have not been achieved and the new telephony system has unbudgeted running costs. These total £400k.

Community and Environment (£335k)

- Additional costs to administer concessionary fares estimated at £50k.
- Estimated costs of £184k for the Honeypot Lane planning enquiry.
- Funding for Flagship action of £74k.
- The decision to re-instate budgets for Grants to voluntary organisations of £27k.

4. The following items provide £1.1m towards the pressures identified, leaving a net forecast shortfall of £0.2m. Subject to Cabinet approval, virements will be actioned across Directorates as outlined below to manage the additional pressures now identified in Quarter 2:

Corporate (-£690k)

- Additional Local Authority Business Growth Incentive (LABGI) grant awarded for 2006-2007 and savings on levies and subscriptions, £50k
- Saving on the 2007-2008 pay award, £200k
- Forecast underspend on capital financing costs, £440k

Corporate Finance & Strategy (-£415k)

- Forecasted over recovery of income in Legal and Governance services, £100k
- Further contributions from Directorate budgets, £315k

5. Given that the Council has such low levels of reserves, and no available contingency, it is unavoidable and most regrettable, that Service Directorates are required to find a further contribution of £315k so late in the financial year.

6. Work continues to promote a stronger culture of financial management and improve forecasting, including:

- Financial effectiveness review (funded by Capital Ambition)
- Development of finance staff
- Ensure that through the MTFS all growth pressures are identified as early as possible
- Ensure that through the MTFS all savings are achievable
- Establish a contingency in the budget from 2008-2009 (with a protocol in place for operation of the contingency)

7. The spending pressures and management action required at the end of Quarter 2 are summarised in the following table.

	Pressures Identified			Management Action			Forecast Outturn Variation
	Qtr 1	Qtr 2	Total	Qtr 1	Qtr 2	Total	
	£m	£m	£m	£m	£m	£m	£m
Corporate	1.1	0.4	1.5	-0.8	-0.6	-1.4	0.1
Corporate Finance & Strategy	-0.3	0.6	0.3	0.0	-0.2	-0.2	0.1
Adults and Housing	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Children's Services	0.4	0.0	0.4	-0.4	0.0	-0.4	0.0
Community and Environment	0.5	0.3	0.8	-0.5	-0.3	-0.8	0.0
Net Position	1.7	1.3	3.0	-1.7	-1.1	-2.8	0.2

8. Cabinet members are asked to note the overall net position and the strategy to ensure that the Council manages within its approved budget this year.

9. Appendix 1 sets out commentary on Directorate variances identified for Quarter 2.

Capital Ambition

10. Capital Ambition have provided the council with a grant of £250k for 2007-2008 to provide additional capacity for improving the Council. This funding has supported the organisational review, implementation of three service reviews and building a programme management capacity. Further funding of £343k has now been approved of support for a leadership programme, peer review and a financial effectiveness review.

Redundancy and Single Status

11. The Council has incurred costs relating to both redundancy and single status in 2007-2008 and these will be funded from the budget set aside from organisation review, a balance sheet provision, NNDR credits and the anticipated Capitalisation Direction from the Secretary of State. Assuming that a Direction, of at least 50% of redundancy costs, is secured, the costs can be managed.

Delivery of Savings

12. Very detailed monitoring arrangements have been put in place for all the savings in the budget. For allocated savings in the approved budget, the responsible budget manager has completed a template setting out how the savings will be achieved and the contingency plans to ensure full compliance. The information received shows that good progress is being made. Where issues have been highlighted they are reflected in the forecast outturn.

Reserves

13. The approved 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.”

14. The forecast position for reserves at the end of the year is set out below:
Reserves

	£m
Opening balance as at 1 April 2007	1.3
Contribution to reserves	1.0
Net budget variations to second quarter	-0.2
Forecast balance at 31 March 2008	2.1

Capital Monitoring

15. Appendix 2 shows the capital monitoring position.

16. As agreed by Cabinet in October the capital programmed was increased by £25.7m, which was mostly grant funded. In addition a further increase of £1.2m is proposed in Quarter 2 as detailed in appendix 2. Most of the proposed increases are funded by grants.

17. There is also a decrease of £300k for Transport for London (TfL) schemes as a result of revised allocation from TfL.

Housing Revenue Accounts

18. Appendix 3 shows the Housing Revenue Account. The position is broadly in line with budget and shows a forecast surplus for the year of £238k.

Payments and Income Collection

19. Appendix 4 shows the Council's payment performance against BVPI8. For the second quarter 83% of invoices were paid within 30 days compared with

78% at quarter one and the target level of 95%. As anticipated there is an improvement in quarter 2.

20. Appendix 5 shows the Council's debt recovery performance. The information shows that the Council has adequate bad debt provisions to cover its liabilities.

Risk Assessment

21. Appendix 6 shows the risk assessment for the budget.

22. The main risks in the current forecast outturn are

- Demand for social care, particularly special needs transport
- The decision on Fair Access to Care
- Reduction in parking revenue
- Pressures in the planning service
- Cost of a public enquiry
- Pressures in public realm services
- Income from Fees and Charges

23. In addition there are risks in relation to national policy on waste management emerging for future years – these are reflected on the Risk Register.

24. Financial risks also remain in relation to potential litigation and bad debts. A Risk and Opportunities Register has been developed to provide ongoing recognition of these issues and assess the potential impact on the budget for the year and general fund balances.

Financial Implications

25. Financial matters are integral to the report.

Performance Issues

26. There are no direct implications for individual performance indicators. The budget represents the financial resources approved to implement the Council's corporate priorities. Budget monitoring of the Council's revenue and capital budgets for 2007-2008 is ongoing, particularly given the current low level of revenue reserves, and is essential for good financial management. If the budget monitoring process is not maintained the implementation of budget and corporate priorities will be less transparent and less robust, and may impact on performance indicators across directorates.

Section 3: Statutory Officer Clearance

Name: Barry Evans	<input checked="" type="checkbox"/>	On behalf of the Chief Finance Officer
Date: 22 November 2007		
Name: Jill Travers	<input checked="" type="checkbox"/>	On behalf of the Chief Finance Officer
Date: 22 November 2007		

Section 4: Performance Officer Clearance

Name: Tom Whiting	<input checked="" type="checkbox"/>	Divisional Director (Strategy & Improvement)
Date: 22 November 2007		

Section 5: Contact details and background papers

Contact: Barry Evans (Group Manager – Corporate Finance) tel: 020-8424-1203

Background Papers:

- (a) Report to October 2007 Cabinet: Quarter 1 report for 2007-2008

Revenue Budget Monitoring 2007-2008: Commentary

This appendix sets out details on the variances and management action for quarter 2.

CORPORATE

The Corporate budgets are of a strategic nature, the impact of which falls across all of Harrow's Directorates.

Pressures

- **Corporate Savings: Parking & Essential car users (+£100k)** - The implementation of the savings has slipped due to delays experienced in Union consultation, however the savings are expected to come into effect from October 2007.
- **Organisational review (+£255k)** - Organisational review savings have been identified, and actioned, leaving a shortfall of £255k.
- **Revenue Income Optimisation Project (+£40k)** - Costs of the Revenue income optimisation project to identify savings for next year.

Management Action

- **Grants and Levies (-£50k)** - Additional Local Authority Business Growth Incentive (LABGI) grant has been awarded for 2006-2007. Also reductions made on annual levy and subscription payments.
- **Pay Award (-£200k)** - Following agreement to the 2007-2008 pay award, the budget provision can be reduced.
- **Capital Financing (-440k)** – Following a detailed review of capital financing costs the budget provision can be reduced.

CORPORATE FINANCE AND STRATEGY

(net budget £21.732m)

Pressures

- **Communications (+£160k)** - The new communications services contract has been funded by centralising budgets held across Directorates, although there is shortfall for service provision of £160k.

- **IP Telephony (+£400k)** - Savings (£250k) from IP telephony have not been achieved and the new telephony system has unbudgeted running costs (£150k), £400k.

Management Action

- **RBDM and Citizenships (-£55k)** - Based on current trends there is an estimated over-recovery of income for the year. Levels of income are entirely dependent on public demand for services, which may decline during the rest of the year.
- **Local Land Charges (-£50k)** - The pattern of income to date projected forward indicates an over-recovery of £50k. The requirement for property sellers to have available HIPS packs has now begun to show an increase in personal searches rather than the higher costed postal searches. This will result in reduced income and may increase service costs.
- **Directorate Budgets (-£315k)** - contributions from Directorate budgets

In addition the Directorate has other minor variations that are being managed within the Directorate, as set out below.

People, Performance and Policy

- **Organisational Development (-£24k)** - The projected under spend results from reduced staff training provision (-£97k) and the under-recovery of income earned by the Unit (+£73k) from services previously provided to users.

Corporate Finance

- **Finance (+£56k)** - An over spend across a range of overhead codes. Work is in hand to manage this variance.
- **Audit, Risk and Insurance (-£101k)** – An under spend mainly due to vacancies arising during this year.
- **Procurement (-£66k)** – An under spend due to staff vacancies and reductions in computer software expenditure.
- **HRES (+£89k)** – The risk is mainly attributable to staffing budgets. Work is in hand to manage this variance.

ADULTS AND HOUSING

(net budget £55.050m)

There are a number of variations across Adults and Housing that are being managed within the directorate.

Adult Services

The Adults outturn position reported represents the latest possible information. However, there are a number of issues, which could result in changes to outturn variations. These will be monitored closely over the coming months, the financial impact assessed and reported accordingly. These issues are – Fair Access to Care Services [FACS] (including potential judicial review costs), Transfer of Undertakings Protection Employment [TUPE] of homecare staff reflecting the new contractual arrangements effective December 2007, income levels in particular in relation to charges for home and day care [and collection rates], go-live of HOST Framework interface [resulting in clarity of financial information] and impact of recharges with the Primary Care Trust. The contingency provision and uncommitted grant is assumed at this stage to bring any potential over spend on Adults into line with the approved budget

- **Older Peoples Services** - On target.
- **Learning Disability** - Demand continues on placements budgets. Continual monitoring of the purchasing budgets ensures consistency in the robust approach to managing the financial position to ensure expenditure is contained within the approved budget. The Learning Disability team was brought to full staffing capacity in June to increase efficiencies. Further work is required to clarify the outturn position in relation to the health funding elements of this budget, which reflect the pressures in relation to continuing care shifts, and the arrangements in relation to s117 clients.
- **Mental Health** – The budget is anticipated to be on target at present, and reflects the pooled budget arrangement with Central North West London. Early indications suggest pressures may arise, however, at this stage it is anticipated that these can be contained within the overall pooled budget. Further work is required to review the residual Council budget and the issues associated with S117 expenditure with the PCT.
- **Strategy Management (-£26k)** - This is cross service budget for legal and Harrow casual workline and the variance will assist in containing the overall net variance for Strategy work.
- **Performance & Data Services** - A variation of £30k has been identified on the salary budget in this area. Of this amount, £23k will be offset against other variations identified in the department, and further work is required to ensure that the balance of £7k can be contained.

- **Policy & Development** - Currently a nil variation, however assumptions around the capitalisation of staff costs require further review.

Housing GF Services

Forecast outturn is an overall net under spend of £29k albeit there are ongoing pressures on bed and breakfast accommodation costs.

- **Housing Need** – Under spend arising mainly from salary costs (£43k), the finders fee scheme (£52k), void penalty payments (£32k), nomination fees (£15k) and other areas will offset over spend in bed and breakfast costs (£100k) and other areas.
- The use of emergency bed and breakfast accommodation continues to increase because of housing demand and limited availability of rented accommodation from private landlords. There were 51 families in bed and breakfast as at 30 September 2007 (51 in quarter 1).
- Actions to reduce this potential area of risk include collaborative working with Paradigm Housing Association to: procure private sector properties through a direct leasing scheme; a rolling awareness programme to encourage homeless families to use private sector accommodation; a better understanding of waiting times for social housing; closer monitoring of housing needs activities and reinstating the Finders Fee team to actively encourage landlords to rent their properties.
- **Housing Partnership** – Under spend arising from salary costs (£20k) will offset estimated over spend in consultancy costs (£13k) resulting in a net under spend of (£7k).
- **Travelers Site** – It is estimated that a sum of £25k will be required to undertake repairs to the site. These additional estimated costs have resulted in the estimated over spend (£20k).
- **Resident Services** – this mainly reflects the costs of the home and night care workers at Watkins House. Costs are currently under review to ensure expenditure is contained within the approved budget.

CHILDREN'S SERVICES

(net budget £30.452m)

There are no new pressures reported requiring additional management action for quarter 2.

Children's Services' had reported budget pressures in quarter 1 and were projecting an over spend for 2007-2008. An action plan has been prepared as part of the strategy to manage the pressures (see main report paragraph 2) from quarter 1. However although possible savings have been identified to offset the pressures it must be stressed that some have been difficult to achieve. The year-

end forecast is that the Children's Services' budgets will not be overspent. This reflects the latest position in Children's Services. However, it should be noted that there are a number of variables, which could have an adverse impact on the reported position (e.g. more placements, additional transport provision, further corporate savings).

- **Achievement and Inclusion** – The budget pressures of £65k during this financial year are being managed to ensure that expenditure is contained within budget.
- **Asylum Seekers** - It is projected at this stage that the Asylum Seekers costs will be contained within budget.
- **Children's** - There is now more accurate placements' information available and it is anticipated that there will be an end-of-year under spend. However, this is a most volatile budget and is difficult to predict with certainty given the exigent nature of the demand.
- **Safeguarding & Family Support** - This service has managed to recruit against vacant posts and now has a full establishment. The late recruitment has provided savings for this year. The service is also seeking ways to reduce the use of external foster carers to provide savings.
- **Special Needs Service** - There continues to be pressures on transport budgets but the Directorate is managing this pressure.

COMMUNITY AND ENVIRONMENT SERVICES

(net budget £49.884m)

Pressures (to be managed by virements as set out in the main report)

- **Concessionary Fares Scheme (+£50k)** - unbudgeted costs of maintaining and running the Scheme
- **Honeypot Lane Public Inquiry (+£184k)** - The costs (Counsel and expert witnesses) of defending at Inquiry are estimated at £184k.
- **Flagship action 2.3 + (£74k)** – to fund Envocrime and CCTV projects
- **Voluntary Grants (+£27k)** – approval to re-instate this sum to the grants budget for voluntary organisations was not reported as a pressure in quarter 1

In addition the Directorate has other variations that are being managed within the Directorate.

- **Public Realm Service Review:** a variation relating to the cost of review carried out by our partners Capita has been managed as a result of contribution from the Capital Ambition Bid. Any balance will be funded from the Community and Cultural budgets.
- **Community Safety:** Parking Enforcement has a projected year-end deficit, based on income to date, of £250k against budget although income has risen in recent weeks. The current projected shortfall should be eliminated by January if this improvement is maintained. There is always risk associated with this income, which is subject to very significant fluctuations.
- **Public Realm Infrastructure:** Car parking income reflects an estimated projected shortfall of £300k. Income levels continue to be closely monitored and, if required, any shortfall will be met from compensatory savings from the highways maintenance budget.
- **Public Realm Maintenance:** Currently a deficit in the Fuel budget of £75k due to a BTP benefit card saving not being achieved. This benefit card result is now subject to review.
- **Waste Costs** - net disposal costs are currently forecast to overspend by £150k. The outturn is dependent on total tonnage handled by Harrow and the disposal price through Harrow's own arrangements (currently subject to a tendering exercise). Interim arrangements have been made for the disposal of recyclable material collected in blue bins which are more costly than anticipated primarily due to higher than budgeted gate fees at the MRF. Processes are in place to identify how costs can be contained within existing budgets.
- **Planning Services** - This area continues to have significant challenges with staffing levels being reduced. Improved efficiency in processes and continuing dedication of staff has enabled national targets and BVPIs in respect to planning applications to be achieved. An action plan is in place to manage the estimated over spend of £250k.
- **Building Regulations and Development Management** - Income targets are currently being achieved and continue to be closely monitored.
- **Prince Edward Playing Fields** - The cost of securing PEPF continues at the rate of £28k per quarter until the responsibility for the site transfers to Football First. Whilst a conditional Development Agreement has been entered into, responsibility for the site does not transfer to Football First until they either enter on site to start works (this requires the planning

permission and Football Foundation grant confirmation), or they enter onto site to use some of the pitches. Measures are being taken to ensure these costs are contained within the overall Planning budget.

- **Property Services** - Payment of backdated single status pay for security staff has resulted in an over spend of £57k. The payment dates back several years to the introduction of single status. There is some central contingency available and the balance will be contained within the Property and Facilities budget.
- **Libraries** - shortfall of £59k is anticipated in respect of the closure of Gayton Road Library, which is not now anticipated to close until March / April 2008.

Appendix 2

CAPITAL PROGRAMME MONITORING AS AT 30 SEPTEMBER 2007

	Approved	New Schemes / Addition / Reduction	Forecast Outturn	Variation
	£000	£000	£000	£000
Corporate Finance and Corporate Strategy	16,348	200	16,548	0
Adults and Housing	18,853	1,465	20,318	0
Children's Services	41,584		41,584	0
Community and Environment	22,736	-227	22,509	0
Capitalisation	1,600		1,600	0
Total	101,121	1,438	102,559	0

NEW SCHEMES, ADDITIONS AND REDUCTIONS

Corporate Finance and Corporate Strategy

Description	£000
ERP system modification	200

Adults and Housing

Description	£000
Addition to existing Host Programme Extension – to be funded from Department of Health	265
Addition to Existing Harrow Adult Learning Project – Match funding received from Harrow College	100
Supporting Housing – to be funded from Department of Health	1,100
Total	1,465

Community and Environment

Description	£000
TFL Schemes (Revised Allocation for 2007-2008)	-283
Waste Efficiency Grant (Increase in Grant allocation)	11
Playground equipment at Centenary Park - funded from National Youth Agency	45
Total	-227

Appendix 3

HOUSING REVENUE ACCOUNT (HRA): FORECAST OUTTURN 2007-2008

	Approved Budget	Forecast Outturn	Variance		Comments
	£000	£000	£000	%	
Expenditure					
Employee Costs	2,962	2,952	-10	-34	Salaries overspend for Wardens (£90k) and Tenant services (£39k), and Consultancy costs (£100k) compensated by underspend from salaries elsewhere and from recruitment and training.
Supplies & Services	1,669	1,722	53	3	Higher Gas and Electricity costs.
Central Recharges	1,411	1,411	0	0	Support Service Charges.
Employee Costs - Needs / Strategy	354	400	46	13	Reflects HRA contribution to HGF salary costs. Variance due to inadequate budget.
Recharge to other services	-503	-503	0	0	Supporting People Grant.
Home Ownership Service	259	284	25	10	Lower admin costs recovered as a result of lower RTB sales.
Baseline expenditure	6,152	6,266	114	2	
Contingency -general	200	185	-15	-8	Oncost on DLO back pay (£160k) not provided for in prior years and costs for developing garages (£25k).
Operating Expenditure	6,352	6,451	99	2	
Charges for Capital	5,338	5,406	68	1	Reflects higher estimated borrowing costs compensated by discounts (£213k) resulting from the Council's debt restructuring. Costs assumes capital spend will be to budget (£15m).
Contribution to Repairs Account	4,668	4,918	250	5	Estimated overspend arising from voids, specialist and DLO contract hire termination costs.
RCCO	1,000	1,000	0	0	Contribution to Decent Homes expenditure.
Bad or Doubtful Debts	100	100	0	0	Increase in provision to (£857k) for tenant rent and service charge arrears.
Total Expenditure	17,458	17,875	417	2	

	Approved Budget	Forecast Outturn	Variance		Comments
	£000	£000	£000	%	
Income					
Rent Income – Dwellings	-19,980	-20,268	-288	1	Higher rent income resulting from lower RTB sales and lower voids.
Rent Income – Non Dwellings	-912	-974	-62	7	Higher rental income from shops.
Service Charges Tenants	-1,119	-1,043	76	7	Variance compensated by Dwelling Income above.
Service Charges	-255	-125	130	51	Leaseholders service charge income.
Facility Charges	-336	-336	0	0	Income from Heating & Water charges.
Interest	-17	-19	-2	-12	Mortgage Interest receivable.
Other Income	-8	-8	0	0	Misc income.
Transfer from General Fund	-83	-83	0	0	Contribution from the HGF.
HRA Subsidy	5,030	4,743	-287	-6	Negative subsidy payable to Government in line with HRAS second advance claim.
Total Income	-17,680	-18,113	-433	2	
In Year Deficit / (Surplus)	-222	-238	-16	-7	
BALANCE	-5,950	-5,966			

Payment Performance

	2006-2007				2007-2008	
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	First Quarter	Second Quarter
Creditor invoices	24,424	19,013	19,050	18,129	14,993	13,588
Value	£67.1m	£66.2m	£66.1m	£44.7m	£48.3m	£45.1m
BVPI (payment within 30 days)	88%	84%	75.0%	70%	78%	83%
General debtor invoices	10,361	8,175	15,036	9,182	8,053	10,728
Value	£4.9m	£8.1m	£13.0m	£13.4m	£4.4m	£11.5m

Appendix 5

Debt Management

Tables, showing the aged debt analysis for various categories of debtors, together with the required amounts for BDP according to the rate cards adopted, [but revised in 2007-2008 for Council Tax], are set out below.

Council Tax

Currently, bad debt provisions (BDP) of £2.37m exist [£3.352m - £0.975k w/offs 1/4/07-30/9/07] for Council Tax against a potential BDP of £2.73m for debts accrued to 31 March 2007.

COUNCIL TAX	Net Arrears outstanding as @ 31.03.07	Net Arrears outstanding as @ 30.09.07	BDP rate as per approved rate card	BDP Required As at 30.09.07
	£	£	%	£
1994-1995 to 2002-2003 system balance	675,101	495,435	100	495,435
2003-2004 system balance	627,140	466,240	86	400,966
2004-2005 system balance	977,319	640,084	73	467,261
2005-2006 system balance	1,558,180	1,000,976	54	540,527
2006-2007 system balance	3,515,656	1,923,175	43	826,965
Total Council Tax Debt over 12 months old	7,353,396	4,525,910		2,731,154

National Non Domestic Rates (NNDR)

Currently, bad debt provisions of £2.11m [£2.273m- £0.160m w/offs 1/4/07-30/9/07] exist for business rates (NNDR) against a potential BDP of £1.62m. But as the business rates are a call on the national non-domestic rate pool of central government there is no financial affect to this Authority.

NATIONAL NON DOMESTIC RATES (NNDR)	Net Arrears outstanding as @ 31.03.07	Net Arrears outstanding as @ 30.09.07	BDP rate as per approved rate card	BDP Required As at 30.09.07
	£	£	%	£
1993-2004 to 2005-2006 system balance				
2006-2007 system balance	1,563,761	956,540	50	478,270
Total Business Rates Debt over 12 months old	2,899,901	2,098,648		1,620,378

Sundry Debtors

Currently, a total bad debt provision (BDP) of £2.2m exists for sundry debts as detailed below.

General Fund

- General debtors provision of £689k exist against a potential bad debt requirement in respect of debt raised before 31 March 2006. Since 1 April 2006 the revised Financial Regulations provide for write-offs to be made against the originating service directorate budget. This will reduce the need for a specific bad debt provision for general debtors.
- Housing Benefit provision of £748k exists against outstanding debts of £1,196k.

	Outstanding Debt as at 31.03.07	Outstanding Debt as at 30.09.07	Bad Debt requirement	
	£000	£000	%	£000
<u>HOUSING BENEFIT OVERPAYMENTS</u>				
Housing Benefit arrears currently being collected from future payments, therefore no BDP required	1,180	1,598	0.0	0.0
BDP 31.03.07	0	0	0.0	0.0
<u>Housing Benefit arrears in debtor system</u>				
Prior to 2004-2005	375	542	100%	541
2005-2006	355	425	40%/100%	297
2006-2007	772	562	30%/40%	197
2007-2008 (to date)		538	30%	161
TOTAL	1,502	2,067		1,196
BDP 31.03.07	748			

Housing Revenue Account

- Housing Revenue Account provision of £788k exist against an estimated requirement of £857k. This provision is for Service Charges and Current and Former tenants rent arrears and adjusted to reflect write off of uncollectible debt.

	Outstanding Debt as at 31.03.07	Outstanding Debt as at 30.09.07	Bad Debt requirement	
<u>HOUSING – LEASEHOLDERS</u>				
Less than 30 days	16	6	0.0%	0
30 to 60 days	0	0	7.5%	0
60 to 90 days	0	0	15.0%	0
90 to 180 days	80	0	50.0%	0
181 to 365 days	55	47	75.0%	35
> 365 days	151	187	100.0%	187
TOTAL	302	240		222
BDP 31.03.07	232			
<u>HOUSING – FORMER TENANT ARREARS</u>				
Less than 30 days	17	16	0.0%	0
30 to 60 days	32	34	7.5%	3
60 to 90 days	34	31	15.0%	5
90 to 180 days	85	94	50.0%	47
181 to 365 days	147	166	75.0%	124
> 365 days	149	154	100.0%	154
TOTAL	464	495		333
BDP 31.03.07	309			
<u>HOUSING – CURRENT TENANT ARREARS</u>				
Less than 30 days	128	200	0.0%	0
30 to 60 days	117	143	7.5%	11
60 to 90 days	106	101	15.0%	15
90 to 180 days	165	190	50.0%	96
181 to 365 days	142	131	75.0%	98
> 365 days	33	82	100.0%	82
TOTAL	691	847		302
BDP 31.03.07	247			

Risk Assessment

A risk assessment has been conducted using the methodology that was developed last year.

Whilst individually none of the risks are particularly high, a view must be taken on the likelihood of several of these risks materializing in any one-year, and the combined impact. Of course, several of these risks could generate either an overspend or an underspend – for instance interest rates can go up or down. There are other examples of opportunities or windfalls that need to be taken into account such as rate rebates and additional grant.

The following approach has been used:

Likelihood:

Rating	Description	Range	Midpoint
A	Very High	>80%	90%
B	High	51-80%	65%
C	Significant	25-50%	38%
D	Low	10-24%	17%
E	Very Low	3-9%	6%
F	Almost impossible	1-2%	

Impact:

Rating	Description
I	Catastrophic
II	Critical
III	Marginal
IV	Negligible

For each identified risk, the worst-case scenarios in terms of possible overspend or income shortfall has been identified and multiplied by the likelihood.

The risks have been quantified as shown in the example below:

Risk	Worst Case £000	Likelihood %	Estimated risk £000
Economic/Financial Risks			
Interest Rates	1,000	20%	200

The total value of risk that has been quantified is £3.4m.

The greatest risks are demand for social care, and achievement of savings.

Insurance

There are now 15 cases potentially over £50k in value that are under consideration by the Council's insurers. The estimated total value of these cases, which are covered by the Council's self-insurance provision, is £1.8m. This is an increase to the QTR 1 figure, mainly due to claims from two schools, a large fire claim and a claim for extensive flood damage. However, of the 15 cases, many may be settled by insurers at a figure much lower than the reserve subject to continued case review and negotiation.

In addition to the 15 cases there are still 2 outstanding cases, which fall outside the insurance policy. Appropriate provision has been made to cover the potential liability.

Budget Risk Register 2007-08 to 2009-10

Risks	Risk rating	Worst case	Likelihood %	Estimated risk	Insured	Externally / Internally Controlled	Comments
		£000		£000			
<u>POLITICAL RISKS</u>							
Change in government policy	B II	Cannot be quantified	Cannot be quantified	Cannot be quantified	x	Externally	There would usually be a long lead in time for a change in policy and provision would be made in the budget.
By-Election	D III	20	17%	3	x	Externally	Worst case is based on two By-Elections in one financial year.
<u>ECONOMIC / FINANCIAL RISKS</u>							
Interest Rate instability	E III	1,000	6%	60	x	Externally	The worst case is based on an interest rate fall of a full 1% above the projected rate for a full year. Likelihood is deemed to be very low. Prudent view taken in next year's budget.
Inflation	D III	500	17%	85	x	Externally	Inflation includes pay, contracts, special items such as utilities, and other supplies and services. At present inflation is relatively stable. The pay award for 2007-2008 has yet to be agreed but there is pressure from central government to contain increases to 2%. Contract price increases are known in advance.

107

Risks	Risk rating	Worst case	Likelihood %	Estimated risk	Insured	Externally / Internally Controlled	Comments
		£000		£000			
Shortage of working capital	E III	250	6%	15	x	Internally	Fluctuations in working capital have been an issue in the past, however improvements will be made with the new financial system in relation to income collection, and payments, which should improve cash flow.
Poor management of long-term debt.	F III	0	0	0	x	Internally	The debt portfolio is largely at fixed interest rates. Hence there is minimal risk in this area.
Poor asset management.	F III	0	0	0	X	Internally	Steps have been taken to significantly improve asset management and this represents a future opportunity.
Bad debts and adequacy of provision	D II	1,000	17%	170	X	Internally	Improved monitoring arrangements introduced in 2006-2007 as part of the quarterly budget monitoring reports to Cabinet. Bad Debt Provisions for all debtor areas are continually reviewed.
Changes to grant regime	B IV	0	0	0	x	Externally	High risk of it changing but we are moving to 3 year settlements for most grants which reduces risk.
Settlement of grant claims	C II	1,050	20%	210	x	Externally	Experience shows there is a risk of claims for asylum seeker grants not being settled in full by the government.

Risks	Risk rating	Worst case	Likelihood %	Estimated risk	Insured	Externally / Internally Controlled	Comments
		£000		£000			
Market developments: Property market	E II	300	6%	18	x	Externally	The anticipated changes in the structure of land charges are reflected in the 2008-2009 budget.
Market developments: Business growth	C III	0	0	0	x	Externally	The Business growth incentive scheme (LABGI) allows Harrow to retain some non-domestic rate income locally. Given the uncertainty around the scheme the income target has been removed from the budget entirely from 2007-2008 onwards.
Market developments: Employment market	EIII	100	6%	6	x	Externally	This is a fairly long-term issue around the employment market and the Council's ability to recruit and retain staff. Strategies are in place. In the short term there could be increases in recruitment costs.
Litigation against council	C III	1,000	38%	380	In some cases	Both	Litigation could include Employment tribunals, planning appeals, personal injury claims, cases involving clients in care, and even corporate manslaughter. In some cases insurance is in place and liability is capped. The Council's governance framework is designed to reduce risk and ensure that the Council carries out its duties properly and is not negligent. However there is increasingly a compensation culture.

Risks	Risk rating	Worst case	Likelihood %	Estimated risk	Insured	Externally / Internally Controlled	Comments
		£000		£000			
Major fraud	E III	100	6%	6	Yes - partially	Both	No major cases in recent years.
Increased pension fund contributions	B II	0	0	0	x	Externally	Always have notice of changes of this nature so that they can be fully reflected in the budget.
Council Tax: Collection Fund	D III	200	17%	34	x	Externally	There is a risk that there will be a deficit on the Collection Fund at year-end if the tax base has been overestimated, or collection performance has been worse than expected. The target collection rate has been reduced in the 2007-2008 budgets and will be reduced again in 2008-2009 to eliminate this risk.
Capital Financing Charges	D III	250	6%	15	x	Internally	During 2006-2007 a budget change was identified because the impact of the capital programme was not fully reflected in the revenue budget. This has now been addressed and the 2007-2008 capital programme is reflected in the 2007-2008 revenue budget. Hence the risk of this occurring again is low.

Risks	Risk rating	Worst case	Likelihood %	Estimated risk	Insured	Externally / Internally Controlled	Comments
		£000		£000			
Levies and Precepts	EIV	50	6%	3	x	Externally	The Council pays a range of levies, precepts and subscriptions, which are set by other bodies. These are usually known before the budget is set. The waste levy will be a significant issue in future due to the significantly increasing cost of waste disposal.
Poor budget management	D III	500	17%	85	x	Internally	Budget holders have clear responsibilities and the position is monitored during the year. Training, internal controls, and systems reviews are maintained to improve monitoring. However, overspends can occur during the year and impact on the overall position of the Council if management action is not taken.
<u>SOCIAL RISKS</u>							
Demographic aspects: Children's services Adult services	B II C II	1,000 500	65% 38%	650 190	x	Externally	Every effort is made to forecast demographic changes in the budget, however small changes in client numbers can have a significant impact on costs. There is more control over the cost of adult placements and services than there is for children's services.

Risks	Risk rating	Worst case	Likelihood %	Estimated risk	Insured	Externally / Internally Controlled	Comments
		£000		£000			
Population growth rates	D III	0	0	0	x	Externally	Population figures in Harrow are relatively stable. If the population figures change in line with the national average then funding is not affected. The Council does get notice via the grant settlement.
<u>TECHNOLOGICAL RISKS</u>							
System failure	D II	100	15%	15	Yes - partially	Both	Restoration costs are covered by insurance
<u>LEGISLATIVE / REGULATORY</u>							
New legislation	B II	0	0	0	x	Externally	Given the lead in time for legislative changes this is more of a medium to long-term budgeting issue. Examples include Land Charges fee structure, Youth legislation, Licenses and gambling, Children's Act. For 2007-2008 implications built into the budget.

Risks	Risk rating	Worst case	Likelihood %	Estimated risk	Insured	Externally / Internally Controlled	Comments
		£000		£000			
<u>ENVIRONMENTAL RISKS</u>							
Natural disaster, accident or terrorist incident	E III	725	6%	43	Yes - partially	Externally	The government has a scheme (the Bellwin scheme) that covers authorities for 85% of costs of a major disaster above 0.2 % of net revenue budget (£500k). The risk to the Council is 100% of costs below the threshold and the 15% above it.
Adverse weather conditions	D III	100	17%	17	Yes - partially	Externally	There is some provision in the budget for seasonal work. This risk relates to exceptionally bad weather.
<u>COMPETITIVE RISKS</u>							
Gershon efficiency agenda	C III	0	0	0	X	Internally	In medium term the BTP will deliver the majority of the Council's Gershon savings. There are no financial penalties for failing to achieve the targets.
Achievement of allocated savings included in the budget	C II	1,000	38%	380	X	Internally	The final 2007-2008 budget will contain challenging savings and these will be very closely monitored during the year.

Risks	Risk rating	Worst case	Likelihood %	Estimated risk	Insured	Externally / Internally Controlled	Comments
		£000		£000			
Achievement of unallocated savings included in the budget	F II	0	0	0	X	Internally	The corporate procurement target has been removed from the budget from 2007-2008 and the BTP savings will be fully itemised when the budget is set in February. The final 2007-2008 budget does not include any unallocated savings
<u>PARTNERSHIP / CONTRACTUAL RISKS</u>							
Partnership failure – LAA	EIII	950	6%	57	X	Externally	The LAA will receive pump-priming grant in 2007-2008. All projects will be closely monitored.
Partnership failure – PCT	B II	1,000	38%	380	X	Externally	The budget includes provision for the PCT pulling out of joint services and for additional clients transferred from continuing care to the Local Authority. However, there are still disputed debts to be resolved.
Partnership failure – BTP	DIII	3,400	17%	578	X	Internally	The savings from the partnership as per the contract are built into the budget for 2007-2008.
TOTAL		15,095		3,400			

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Meeting:	Cabinet
Date:	13 th December 2007
Subject:	Cedars Hall Uxbridge Road Harrow
Key Decision: (Executive-side only)	Yes
Responsible Officer:	Andrew Trehern Corporate Director Community and Environment
Portfolio Holder:	Councillor Chris Mote Portfolio Holder Strategic Overview, HSP, External Affairs and Property Councillor Camilla Bath Housing Portfolio Holder
Exempt	No – Part I
Enclosures:	None

Section 1 – Summary And Recommendations

This report asks Members to reconsider the Cabinet resolution of 9 November 2006 to dispose Cedars Hall to Pathmeads Housing Association for the reasons set out in it. A separate Part II information report gives further details in relation to financial matters.

RECOMMENDATIONS:

:

1. Cabinet is requested to revoke the Cabinet Resolution of 9 November 2006 relating to:
 - (i) the disposal of Cedars Hall site to Pathmeads Housing Association for the purposes specified in the confidential report considered by Cabinet

on that date .

(ii) the application of funds from the Council's Affordable Housing Funds towards the redevelopment cost of (i) on the conditions specified in the confidential report considered by Cabinet on that date

2 Cabinet is requested to note that a further detailed report will be submitted to Cabinet in the New Year

Section 2 – Report

Introductory Paragraph

The Council has a statutory obligation to provide housing for families and vulnerable people who are homeless as well as reducing the use of Bed and Breakfast accommodation. This report provides information in relation to proposals to provide a new emergency accommodation facility that will help the Council to meet its statutory obligations as well as provide improved services to homeless families. This proposal aims to improve care for adults and children who most need our help in line with the Council's corporate priority 5.

2.1 Background

- 2.1.1 On 9 November 2006 Cabinet authorised the disposal of this property to Pathmeads Housing Association subject to terms to be agreed by the Executive Director of Community and Environment as part of the Council's (LBH) strategy relating to the provision of emergency accommodation. .
- 2.1.2 In the course of recent proposals in connection with the potential redevelopment of Anmer Lodge and the Broadway car park in Stanmore it became apparent that the new emergency accommodation intended for Cedars Hall could be provided on the site of the Anmer Lodge facility which would have the added advantage of freeing up the Cedars Hall site for some other form of development.
- 2.1.3 Consequently, it is recommended that Cabinet rescinds its earlier resolution to dispose the Cedars hall site in connection with the provision of a new emergency hostel facility, so as to allow officers to investigate the potential of providing the emergency accommodation on Anmer Lodge and adjacent car park sites in Stanmore. It is also recommended that decision to apply funding from the affordable housing Fund towards the project be revoked.
- 2.1.4 Officers hope to complete their investigation in the New Year and will report back to Cabinet in more detail in due course

2.2 Financial Implications

2.2.1 Financial comment is made in the Part II report.

2.3 Legal Implications

2.3.1 The legal implications are contained within the body of the report.

2.4 Performance Issues

2.4.1 BVPI 183a Average time in Bed and Breakfast accommodation (weeks) which is included in the CPA block for Housing the Community (H14) will be affected by any reduction in the availability of emergency accommodation such as provided at Anmer Lodge and Vernon Lodge.

2.4.2 BVPI 183a The CPA lower threshold: 6 weeks
The CPA upper threshold: 1.2 weeks
Harrow as at the end of Q2: 7.07 weeks

2.4.3 Performance on this target is currently red. Action is being taken to reduce Bed and Breakfast use to zero by March 2008 through promoting access to private sector housing options. However any reduction in the existing amount of emergency accommodation would adversely impact on the ability to reduce the use of Bed and Breakfast accommodation and consequently to move this indicator from red to green.

2.5 Community Safety (s17 Crime & Disorder Act 1998)

2.5.1 None

Section 3 – Statutory Officer Clearance

Name: Steve Tingle	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 3 rd December 2007		
Name: Jessica Farmer	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 3 rd December 2007		

Section 4 – Performance Clearance

Name Tom Whiting	<input checked="" type="checkbox"/>	Divisional Director
Date: 3 rd December 2007		(Strategy and Improvement)

Section 5 – Contact details and background papers

Contact: Andrew Connell – Portfolio Surveyor Strategic Property on 0208 424 1259 or x2259 email Andrew.Connell@harrow.gov.uk

Background Papers:

Minutes of Cabinet Meeting of of 9 November 2006

IF APPROPRIATE, does the report include the following considerations?

1.	Consultation	YES/NO
2.	Corporate Priorities	YES /NO



Meeting:	Cabinet
Date:	13 th December 2007
Subject:	Stanmore and Pinner Hill Golf Courses
Key Decision: (Executive-side only)	Yes
Responsible Officer:	Andrew Trehern Corporate Director Community and Environment
Portfolio Holder:	Councillor Chris Mote Portfolio Holder Strategic Overview, HSP, External Affairs and Property
Exempt:	No - Part 1
Enclosures:	None

Section 1 – Summary And Recommendations

This report sets out details for the disposal of the two golf courses with officer recommendations A separate Part 11 information report gives further details in relation to financial matters and the open market tender bids.

RECOMMENDATIONS:

Cabinet is requested to:

1. Authorise the Corporate Director for Community and Environment to dispose of the two golf courses to the highest available bidders.

REASON:

To generate a capital receipt for the Council.

Section 2 - Report

Introductory Paragraph

Generating a capital receipt for the Council, will give value for money in line with the Council's Corporate Priorities (Corporate Priority 11).

2.1 The Golf Course Market

- 2.1.1 There are approximately 2,500 golf courses in the UK. There have been two major development phases in the construction of golf courses in the UK. The first at the turn of the last century when most of the private clubs were built and the second over the last twenty years and particularly during the 1990's when most of the proprietor clubs were built.
- 2.1.2 A hundred years ago land construction and financial costs were very cheap hence all that was required was say 200 individuals to each put in a small sum to build a golf course. This is why so many courses were built 100 years or so ago.
- 2.1.3 These days with spiralling costs it is not possible to get a collection of individuals to each part with a significant sum to purchase land and construct a golf course. In practice a golf course can only currently be built by a single developer or company. They will require the course to make a profit hence in the last twenty years the majority of new golf courses have been Proprietary.
- 2.1.4 This second phase of golf course development was concentrated during the 1990's when 650 courses were built in the UK the majority being for profit Proprietor courses.
- 2.1.5 The huge growth in the number of golf courses now exceeds demand partly exacerbated by the reduction in younger people coming into the sport and a structural change in golf where increasingly players do not wish to play on a weekly basis with expensive annual memberships but on a pay and play basis.
- 2.1.6 This change is clearly a threat to the survival of private members clubs and consequently the investment value of the two properties to the Council.

2.2 Background

- 2.2.1 In view of the above market conditions Officers submitted a report to July Cabinet recommending the sale of the two golf courses.
- 2.2.2 July Cabinet authorised the Corporate Director (Community and Environment) in consultation with the Leader of the Council, to negotiate the disposal of both golf courses upon financially beneficial terms to the Council over the long term and refer back to Cabinet.
- 2.2.3 Cabinet also authorised the Corporate Director of Community and Environment to consider and determine any objections received following the statutory advertising. None were received
- 2.2.4 In the July Cabinet report Corporate Finance stated, "Any capital receipt received would reduce the revenue consequences of the Council's capital programme. Offsetting this would be the loss of a rental income that is not currently considered secure due to difficulties in the golf club sector. Further financial analysis would be required once detailed terms of any disposal were known to ensure that value for money was being achieved".
- 2.2.5 Humberts Leisure were subsequently instructed to openly market the two golf courses by informal tender with bids required by midday Wednesday 24th October 2007.

2.3 Sale Conditions

- 2.3.1 Whilst Pinner Hill is located within the Metropolitan Green Belt (and therefore has restricted planning opportunities) the two golf courses were marketed on the basis that there would be restrictive covenants placed on both sale transfers benefiting Harrow Council and restricting future use to Golf and additionally restricting any future building on the golf courses to be golf related development. There will be a blanket restriction against residential development. . The sales will not permit any non golf related development to take place at either club site
- 2.3.2 Both clubs will continue to occupy under the terms of their existing leases . These sales only reflect a change in landlord and both clubs will continue to benefit from the terms and security provided by the existing leases. The lease of Stanmore has a further 41 years to run and Pinner 20 years.
- 2.3.3 The lease terms relating to Public access and control of green fee rates will remain unchanged and will continue to be controlled by the Council by virtue of sale transfer conditions placed on the new purchasers. There will be no change to the day to day running of either club or to public access rights as a result of the proposed sales.

2.4 Current Situation

- 2.4.1 The details of the tender bid are contained within the Part 11 information report.
- 2.4.2 Finance have provided a financial matrix indicating that all three highest bids for each golf course provide a positive net revenue benefit at year 10 and accordingly meet their criteria for disposal on beneficial terms.
- 2.4.3 All bids whilst subject to contract are unconditional and there is therefore no commercial reason for not accepting the highest bids
- 2.4.4 Stanmore and Belmont Ward Councillors have been consulted on the proposal for Stanmore Golf Course and Pinner Ward Councillors in respect of Pinner Hill Golf Course.

2.5 Options Considered

2.5.1 Option 1 – Sell to the Tenants

The golf clubs offers would not achieve a net revenue benefit to the Council.

2.5.2 Option 2 – Sell to the highest bidders

This would result in a substantially larger capital receipt and achieve a net revenue benefit to the Council.

2.5.3 Risks

- 2.5.4 In the case of Pinner the application to GOL for consent to sell green belt land might be refused but this is considered unlikely.
- 2.5.5 Any delay in confirming the successful bidder, and instructing Legal to prepare draft legal documentation with an early exchange could result in losing a purchaser. It is therefore considered vital that authority is received without delay to progress legal documentation for an early exchange with a delayed completion subject to GOL consent.

2.5.6 Option Recommended

- 2.5.7 Option 2 is recommended to proceed with the sale of the golf courses to the two highest available bidders conditional upon the price not falling below the third highest bidders offer for each golf course.
- 2.5.8 The above proviso covers the possibility that one or more of the bidders may be unable to complete the purchase through lack of funding.
- 2.5.9 If the Council does not choose option 2 there is a possibility that the highest bidders could challenge the Council for failure to comply with its ITT (procurement process).

2.6 Financial Implications

- 2.6.1 See Part 11 report.

2.7 Legal implications

- 2.7.1 The Council has the power to sell the properties under S123 Local Government Act 1972. This provides that Councils must obtain the best consideration reasonably obtainable when selling properties.
- 2.7.2 Where the best consideration is not being received they must obtain the consent of the Secretary of State or rely on the general consent issued by the Secretary of State in 2003.
- 2.7.3 The general consent is applicable only where the sale at undervalue will secure the promotion or improvement of the economic environmental or social well being of the area and the undervalue does not exceed £2 million
- 2.7.4 In the event that the Council decides to sell to the Tenants (Option 1) it would need to apply to the Secretary of State for consent to sell at an undervalue unless it considers that the sale at undervalue would secure the promotion or improvement of the economic environmental or social well being of the area.

2.8 Performance Issues

- 2.8.1 The disposal of this property forms part of the Council's Disposal Programme which is targeted with generating £10m of capital during 2007/08, a requirement of Corporate Priority 11. The disposal of this property forms part of this programme contributing to the target of £10m. The disposal of the site will not have a direct impact on performance on key performance indicators for the Council. However it will provide evidence of good asset management practices which will contribute to the Council's Use of Resources judgement.

2.9 Community Safety (s17 Crime & Disorder Act 1998)

- 2.9.1 None.

Section 3 – Statutory Officer Clearance

Name: Sheela Thakrar	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 26 th November 2007		
Name: Ade Amisu	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 16 th November 2007		

Section 4 – Performance Officer Clearance

Name: Tom Whiting	<input checked="" type="checkbox"/>	Divisional Director (Strategy and Improvement)
Date: 16 TH November 2007		

Section 5 – Contact Details And Background Papers

Contact: Andrew Connell – Portfolio Surveyor Strategic Property on 0208 424 1259 or x2259 email Andrew.Connell@harrow.gov.uk

Background Papers:

July 2007 Cabinet Report of the same title

The file is held with the report author.

IF APPROPRIATE, does the report include the following considerations?

1.	Consultation	YES/NO
2.	Corporate Priorities	YES /NO



Meeting:	Cabinet
Date:	13 th December 2007
Subject:	Dissolution of the Town Centre & Major Project Panel
Key Decision:	No
Responsible Officer:	Graham Jones
Portfolio Holder:	Councillor Marilyn Ashton
Exempt:	No
Enclosures:	No

Section 1 – Summary and Recommendations

Recommendations: That the Town Centre and Major Projects Panel be dissolved

Reason: (For recommendation)

To avoid duplication of reporting and improve decision making

Section 2 – Report

The Town Centre and Major Projects Panel developed from the Town Centre Panel which under the previous administration was an executive panel of Cabinet. This was changed to include both non-cabinet members and advisers and thus became a Cabinet advisory panel with no executive decision making powers.

Since the panel was set up in its current guise it has become clear that there are considerable overlaps with Cabinet and with the Local Development Framework Panel which can on occasions delay rather than enhance decision making and duplicate reporting. It is considered that all matters referred to the Panel could equally be dealt with either by Cabinet or the Local Development Framework Panel as necessary within their existing terms of reference. It is therefore recommended that Cabinet agree to dissolve the Town Centre and Major Projects Panel.

Financial Implications

No direct implications but this will enable the resources currently deployed in reporting to and servicing the Panel to be used more effectively

Performance Issues

None

Section 3 - Statutory Officer Clearance

Name: ... Steve Tingle	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: ... 29 th November 2007		
Name: ... Hugh Peart	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: ... 29 th November 2007		

Section 4 – Performance Officer Clearance

Name:... Tom Whiting....



on behalf of the*
Divisional Director
(Strategy and
Improvement)

Date: ... 29th November 2007...

Section 5 - Contact Details and Background Papers

Contact:

Background Papers:

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Meeting:	Cabinet
Date:	13 December 2007
Subject:	Opening Wealdstone High Street to Traffic – Consultation results and objections to traffic orders
Key Decision:	Yes
Responsible Officer:	Andrew Trehern
Portfolio Holder:	Leader of the Council, Councillor Chris Mote
Exempt:	No
Enclosures:	Report to Traffic and Road Safety Advisory Panel on 28 November 2007

Section 1 – Summary and Recommendations

The opening of Wealdstone High Street to traffic is a Flagship Action, Ref 3.3. The cost of the works at £706,000 makes the decision to proceed a key decision that requires Cabinet authorisation. Consultation results were considered by Traffic and Road Safety Advisory Panel on 28 November 2007 and the Panel made the following recommendation to Cabinet.

Recommendations:

Officers be authorised to make the traffic orders set out in paragraph 2.4.1 of the report, the details of which be delegated to officers, and to implement the scheme to open Wealdstone High Street to traffic as set out in Appendices G and H, and;

To carry out public realm improvements set out in paragraphs 2.3.12, 2.3.13 and 2.3.16 of the report subject to confirmation of additional funding from Transport for London and confirmation of affordability.

Reason: (For recommendation)

To regenerate Wealdstone Town Centre and promote new business.

Section 2 – Report

Development of the scheme started in June 2006, with detailed assessment of the preferred option and development of complementary public realm improvements being undertaken between August and December 2006. Consultation with key stakeholders to gain support for the preferred scheme was carried out January and February 2007. Following objections from TfL Buses a mutually acceptable scheme was agreed in July 2007 and TfL offered a funding contribution of £50,000 towards public realm improvements and £30,000 a year for two years for a town centre manager to help regenerate Wealdstone town centre.

An amended scheme was agreed with key stakeholders in July 2007 and developed in detail for public consultation in August/September 2007. Public consultation on potential public realm proposals was carried out in October 2007 and the options, outcome and recommendations are set out in detail in the attached report to the Traffic and Road Safety Advisory Panel.

To keep the timescale for implementation of the scheme to a minimum the traffic orders needed to modify the various traffic restrictions currently in place were advertised in parallel with the public consultation exercise on the public realm improvements. No objections have been received and the recommendation includes authority to make the orders. It is anticipated that implementation of the scheme will commence in January and be completed in April 2008.

Legal Implications

The legal implications are set out more fully in the attached report to the Traffic and Road Safety Advisory Panel and the report confirms that statutory powers enable the various traffic management measures to be implemented.

Financial Implications

A budget of £650,000 is available from Harrow Capital in 2007/08 financial year and there is a carry forward of £6000 from 2006/07. TfL have provided a further contribution of £50,000 towards the cost of public realm improvements. This gives a total budget of £706,000. In addition, TfL will make available £30,000 per year to fund a Town Centre Manager to promote regeneration and this has been requested for 2008/09 and 2009/10 in order to fit in with the recruitment timescale and the completion of the works.

Performance Issues

The opening of Wealdstone High Street to traffic is a Flagship Action, Ref 3.3. and therefore contributes to the corporate priority of improving district centres and promoting new business. The scheme will also contribute positively to the Mayor of London's vision for the capital.

Section 3 - Statutory Officer Clearance

Name: ...Barry Evans	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 3 December 2007.....		
Name: Jessica Farmer	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 3 December 2007		

Section 4 – Performance Officer Clearance

Name: Anu Singh	<input checked="" type="checkbox"/>	on behalf of the* Divisional Director (Strategy and Improvement)
Date: 3 December 2007		

*Delete the words “on behalf of the” if the report is cleared directly by Tom Whiting.

Section 5 - Contact Details and Background Papers

Contact: Dennis Thompson, Traffic & Highway Network Manager
020 8424 1500

Background Papers:
Report to Traffic and Road Safety Advisory Panel on 28 November
2007 (attached)

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TRAFFIC AND ROAD SAFETY ADVISORY PANEL

28 NOVEMBER 2007

Chairman:	* Councillor John Nickolay	
Councillors:	* Mrs Camilla Bath	* Jerry Miles
	* Robert Benson	* David Perry
	* Graham Henson (2)	* Yogesh Teli
	* Nizam Ismail	* Jeremy Zeid
	* Manji Kara	
Advisers:	* Mr A Blann	Mr L Gray
	Mr E Diamond	* Mr A Wood

* Denotes Member present
 (2) Denote category of Reserve Member

[Note: Councillor Susan Hall also attended this meeting but did not speak and vacated the room when the item indicated below was discussed.]

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Opening Wealdstone High Street to Traffic - Consultation results and objections to traffic orders**

The Panel received a report of the Interim Head of Property and Infrastructure, which set out the findings of the public consultation on proposals to open Wealdstone High Street to traffic. The report also considered the responses to the traffic orders and gave recommendations on the details of the scheme to be implemented. Proposed minor amendments to the report were tabled and accepted by the Panel.

An amendment by the Labour Group to the officer recommendation, seeking for the consultation exercise to be repeated, was moved and seconded and Members entered into debate. A Member expressed the opinion that insufficient effort had been made to maximise turnout for the public consultation. He also noted that the response rate was only 8.7% and that the consultation did not ask residents whether they actually wanted the scheme. The Member further expressed the view that the proposed Public Realm improvements would make little difference to the local area. An officer in response explained that the consultation was extensive: 3,300 leaflets had been distributed, posters were displayed on the street, press releases had been issued and exhibitions had been arranged at two venues over a period of three weeks. The proposals had also been posted on the Council's website. The Chairman explained that more ambitious Public Realm improvements were planned for the future of Wealdstone.

In response to a question, an officer explained that no public meetings had taken place for the consultation, but that there had been stakeholder meetings. Some Members expressed their support for the proposed scheme, as they thought the scheme would benefit businesses in the area and that the majority of local residents supported the scheme. A Member expressed concern that further consultation was unnecessary and would delay implementation of the scheme. Another Member stated that many local residents opposed the scheme, as they did not want increased traffic to the area.

Summing up, the Member who proposed the amendment explained that he was concerned about the lack of consultation and thought that people should have been consulted via other methods such as by telephone.

Having been put to the vote, the amendment was not carried.

Members further discussed the scheme, which was

Resolved to RECOMMEND: (To Cabinet)

That (1) Officers be authorised to make the traffic orders set out in paragraph 2.4.1 of the report, the details of which be delegated to officers, and to implement the scheme to open Wealdstone High Street to traffic as set out in Appendices G and H, and;

(2) to carry out public realm improvements set out in paragraphs 2.3.12, 2.3.13 and 2.3.16 of the report subject to confirmation of additional funding from TFL and confirmation of affordability.

[REASON: To regenerate Wealdstone Town Centre and promote new business.]

Meeting:	Traffic and Road Safety Advisory Panel
Date:	28 th November 2007
Subject:	Opening Wealdstone High Street to Traffic - Consultation results and objections to traffic orders
Key Decision: (Executive-side only)	Yes
Responsible Officer:	Eddie Collier
Portfolio Holder:	Councillor Chris Mote
Exempt:	No
Enclosures:	Appendix A – Leaflet distribution area Appendix B – Consultation Leaflet Appendix C – Consultation Questionnaire Appendix D – Overall consultation response Appendix E – Consultation response from Businesses Appendix F – Consultation response from Residents Appendix G – Final highway layout details Appendix H – Final overall concept including public realm improvements Appendix I – Traffic Order Schedules

Section 1 – Summary and Recommendations

This report sets out the findings of public consultation on proposals to open Wealdstone High Street to traffic, considers the response to the traffic orders and gives recommendations on the details of the scheme to be implemented.

Recommendations (for decision by Cabinet):

The Panel recommends that:

Officers be authorised to make the traffic orders set out in paragraph 2.4.1 of the report, the details of which be delegated to officers, and to implement the scheme to open Wealdstone High Street to traffic as set out in Appendices G and H, and

to carry out public realm improvements set out in paragraphs 2.3.12, 2.3.13 and 2.3.16 of the report subject to confirmation of additional funding from TfL and confirmation of affordability.

Reason: (For recommendation)

To regenerate Wealdstone Town Centre and promote new business

Section 2 – Report

2.1 Background

- 2.1.1 Members were advised via previous panel briefings on 27 February and 25 September 2007 that a preferred option for re-opening Wealdstone High Street to traffic had been developed. Through dialogue with key stakeholders the main areas of concern were identified and a mutually acceptable solution was agreed that would minimise implementation difficulties.
- 2.1.2 The essentials of the preferred scheme will introduce general traffic in a northbound direction whilst maintaining two-way bus and cycle flow, introduce on-street parking on the High Street and side roads, where possible, and extend the 20mph zone northwards to encompass the area between Gordon Road and George Gange Way and also to include Gladstone Way. Restriction on traffic entering Gordon Road from the High Street will be lifted to ease access to the proposed parking bays in Gordon Road.
- 2.1.3 In addition to the commitment to provide greater traffic access a need was also identified to improve the appearance of the High Street area. Public consultation has been carried out to seek the views of the local community on the public realm improvements they would like to see put in place alongside the basic traffic changes mentioned in paragraph 2.1.2 above.

2.1.4 To keep the implementation timescale for the scheme to a minimum the traffic orders needed to make the modifications to the various traffic restrictions currently in place were advertised in parallel with the public consultation exercise. The purpose of this report is to set out the findings of the public consultation exercise and report the outcome of the traffic order process allowing the Panel to make recommendations on the final detail of the scheme as a whole.

2.2 Current situation/Why a change is needed

2.2.1 At the moment Wealdstone High Street is closed to general traffic with exceptions for buses, cycles and loading. Local traders have felt for a long time that closure of the High Street has resulted in a loss of passing trade and has reduced the vitality of the area.

2.2.2 The re-introduction of traffic to the High Street aims to restore vibrancy to Wealdstone town centre by providing short-stay, easy to find parking for visitors, improving the street environment and maintaining an effective bus service whilst at the same time deterring the use of the street by general through traffic.

2.2.3 The proposals will help to meet the following visions and corporate priorities:

- Regenerate district centres and promote new business
- Satisfy our customers
- Ensure people feel safe and secure
- Transform our living and working environment

2.3 Consultation

2.3.1 Initial work on the development of public realm improvements to transform Wealdstone town centre concluded that major change would not be affordable in the short term within the budget available. Instead a series of discrete public realm improvements were developed to complement the highway works associated with the re-opening of the High Street to traffic which could build into a longer-term public realm improvement plan.

2.3.2 Some of those discrete elements were in themselves likely to be costly and the complete package of proposals developed would similarly not be affordable. As a result a “shopping list“ of proposals was put together from which people were asked to choose their preferences by indicating the level of priority they attached to each. Those elements that achieved the highest ranking would be implemented up to the available budget.

2.3.3 A leaflet providing details of the highway layout revisions needed to re-introduce traffic together with the shopping list of public realm improvements was prepared to publicise the proposals. A questionnaire was included on which people could express their preferences. The leaflet and questionnaire together with a pre-paid

envelope for replies was distributed to all properties within the highlighted area shown in Appendix A. The leaflet itself is shown in Appendix B and the questionnaire in Appendix C. The leaflets were distributed on the 3rd and 4th October 2007. Approximately 3300 were delivered in total. The deadline for the return of questionnaires was 26th October giving a minimum of 3 weeks for people to respond.

- 2.3.4 Consultation documents were also sent by post to key stakeholders and statutory consultees such as ward councillors, emergency services, bus operators, Harrow Association for Disabled People etc. This was doubled up via email distribution to alleviate difficulties that might have arisen from a postal strike going on at the time.
- 2.3.5 In parallel with this exercise unmanned exhibitions showing the scheme in greater detail were set up in the Wealdstone Centre and on the Middlesex Floor of the Civic Centre. Large-scale plans were on display from Monday 8th to Friday 26th October during normal opening hours at each location. Additionally at the Wealdstone Centre the exhibition was manned on 11, 12 and 13th October with staff on hand to answer questions. The exhibitions were publicised via the leaflet, on-street posters and by means of a press release.
- 2.3.6 Details of the scheme were also available on the council's website allowing people to respond on-line.
- 2.3.7 Overall responses to the questionnaire are set out in Appendix D in graphical form. There are three elements to the response. The ranking of the discrete public realm design features in part 1. Responses to three suggested public realm option packages that featured a number of complementary design features (part 2) and general comments made about the proposals grouped into common themes (part 3). Separate analysis of the responses from businesses and residents is provided in Appendices E and F respectively for information but they are not discussed separately in addition to the overall response as, for the most part, they show the same result.
- 2.3.8 Total numbers of responses were 276 overall with 27 from businesses and 249 from residents. This represents an overall response rate of 8.4%. Whilst this is rather low for consultations on average it is not unexpected for this type of exercise. Typically schemes that have a more direct personal impact (such as CPZs) have a higher response rate.
- 2.3.9 The overall response is repeated in tabular form below for the discrete public realm design features. They are ranked in order of preference and guide costs for each of the features are provided to demonstrate what will be affordable from the available budget. The scoring system assigns a value ranging from 1 where very low priority was indicated on the questionnaire up to 5 where very high priority was indicated. The values are totalled for each feature and divided by the total number of responses to give an average score for each feature weighted according to the priorities expressed. The maximum possible score is 5 and is achievable only if every response gave that item a very high priority. At the other end of the scale the minimum score is 1 where every response would have indicated very low priority.

Table 1 – Overall Response on Public Realm Design Features

Design Feature	Score	Rank	Cost	Cumulative Cost
Develop a new lighting strategy	3.86	1	£25,000	£25,000
Plant new trees	3.70	2	£25,000	£50,000
Highlight pedestrian crossing points in high quality materials	3.65	3	£14,000	£64,000
Provide paved parking and loading bays for occasional pedestrian use	3.48	4	£9,000	£73,000
Repave the entire central section of the High Street in one high quality uniform material	3.37	5	£180,000	£253,000
Develop a new signage strategy (finger posts)	3.28	6	£3,000	£256,000
Repave footways throughout in concrete slab paving	3.15	7	£320,000	£576,000
Provide feature lighting for the clock towers	3.11	8	£50,000	£626,000
Repave Holy Trinity Church space in a high quality material	2.84	9	£180,000	£806,000
Provide additional raised tables on side roads	2.8	10	£14,000	£820,000

2.3.10 To clarify what public realm features might be affordable from the above list the following table shows a breakdown of the total budget available (£706,000).

Table 2 – Budget Breakdown

Scheme Element	Cost
Scheme development (fees, consultation, order making etc.)	£100,000
Public Utility Diversions	£120,000
Traffic Signals	£53,000
Highway works (incl. contract preparation and supervision)	£353,000
Public realm features	£80,000
Total	£706,000

A total sum of £80,000 is available for public realm improvements once the other fixed costs are taken from the total budget. Clearly this will only cover a small amount of the work listed in Table 1

- 2.3.11 The two highest ranking features, lighting improvements and tree planting, also feature prominently in the other parts of the questionnaire response. The response on the public realm options in Appendix D part 2 show a fairly even split between Option B which is focused on planting and Option C which is focused on lighting. Of the additional comments set out in Appendix D part 3 which can be addressed within the scheme the two highest scores are for better lighting and more trees. The high score against personal security/improved safety again emphasises the desire to see lighting improvements as the comments made generally centred on lighting concerns.
- 2.3.12 As their total cost falls within the available budget **it is recommended that lighting improvements and planting should be a key element of the public realm improvements.** However the way in which these issues are addressed needs to be carefully targeted. The lighting levels in Wealdstone High Street are already in excess of normal street lighting standards and discussions with the CCTV unit confirms that the lighting meets their surveillance/security needs. It is therefore recommended that, rather than make wide-ranging changes to the general lighting level that would increase energy consumption, increase light pollution and set a precedent for similar changes elsewhere, an on-street review be carried out after dark to identify localised dark pockets that need to be dealt with. The price quoted in the table above reflects this recommendation. With tree planting similar caution needs to be exercised to avoid blocking the view of the CCTV cameras and to avoid creating areas of poor lighting. The presence of underground services will further limit options in this regard. Detailed surveys will be carried out during the final design process to deal with these issues.
- 2.3.13 **As items 3 and 4 on the list in Table 1 (highlighting of pedestrian crossing points and paving of parking and loading bays) also fall within the total budget it is also recommended that they be taken forward.**
- 2.3.14 To meet the needs of wheelchair users, from whom several comments were received, the basic scheme includes raising vehicle accesses to footway level to provide a level, even surface. Though it ranks at number 10 in the table it is also recommended that a raised table be provided at the entry to Gordon Road to provide a comprehensive treatment throughout the High Street area for wheelchair users. The highway proposals include removal of the entry restrictions at Gordon Road to give convenient access to the new parking bays here. The entry feature will also help to deter possible use of Gordon Road as a short cut through to Cecil Road. With further investigation of the lighting and planting issues, and some rationalisation of the areas of highlighting needed at crossing points, it may also be possible to include this element.
- 2.3.15 Finger post signing directing visitors to local destinations (Crown Court, leisure centre etc) is a low cost item with a high ranking. It is also recommended that this be retained through the final design stage while firm costings are developed.

2.3.16 It is therefore further recommended that items 6 and 10 in Table 1 be developed through the final design stages when final detailed costing will be available to confirm affordability.

2.3.17 The recommended final concept incorporating the public realm recommendations mentioned above and the highway layout changes needed to open the High Street to traffic is shown in Appendix H. Full details of the highway layout changes are shown in Appendix G.

2.4 Traffic Orders

2.4.1 Traffic orders, notices and other legal processes are needed for the following to bring about the preferred scheme for re-opening the High street to traffic:

- To remove existing restrictions and allow all northbound traffic to use the High Street between Palmerston Road and George Gange Way
- To remove the restrictions on vehicles using Canning Road between the High Street and the service road at the rear of Nos 50 to 72 High Street and extend the eastbound one-way working in Canning Road to Gladstone Way
- To allow vehicles to make the right turn from Palmerston Road into the High Street
- To revoke the prohibition on left turns into and out of the car park between Nos 17 and 19 High Street
- To prohibit the right turn by vehicles other than local buses and pedal cycles from Gordon Road into the High Street
- To remove restrictions on traffic entering Gordon Road from the High Street
- To limit southbound traffic flow on the High Street between George Gange Way and Palmerston Road to Local buses and pedal cycles and to similarly limit the right and left turns from George Gange Way into the High Street
- To prohibit vehicles heading northbound in the High street from U-turning
- Extension of the 20mph zone to include the length of High Street from Gordon Road northwards to its junction with George Gange Way. The zone will also be extended to include Gladstone Way to create a more coherent zone overall. The removal of the mini-roundabout at the Canning Road/Gladstone Way junction removes the current clear demarcation point signifying the easterly limit of the zone.
- To remove the bus lane on the west side of the High Street adjacent to Nos 9 to 17
- To revise the existing and introduce free loading places which would operate at the given times listed in schedule 1 of Appendix I
- To introduce pay and display parking bays in the lengths of road specified in Schedule 2 of Appendix I. The parking places would operate between 8am and 6.30pm on Mondays to Saturdays, except those located outside Nos. 51 to 57 which would operate between 10am and 6.30pm, so as to allow loading and unloading in the morning. The parking charges would be at the rate of 30p for 20 minutes increasing to a charge of £10 for over 3 hours.
- To amend waiting and loading restrictions to accommodate the loading and parking places proposed – as set out in schedule 3 of Appendix I

- To relocate the disabled parking places in Canning Road and introduce a new disabled bay in the High Street as detailed in schedule 4 to Appendix I
- To construct a full width road hump in Gordon Road at its junction with the high Street with a length of 6 metres
- To convert part of the southerly footway of Canning Road between George Gange Way and the High Street to a cycle track.
- To mark a route for cyclists on the area of Headstone Drive alongside the Holy Trinity Church

The effect of the above will be to create 16 on-street parking bays on the High Street and adjacent side roads 3 of which will be reserved for disabled badge holders. 5 bays will be available exclusively for loading. The proposals are shown in detail in Appendix G

2.4.2 In line with the relevant regulations the traffic orders and notices above were advertised in the Harrow Times and London Gazette stipulating the statutory 21 day period over which objections could be made to the proposals. Advertisements first appeared on 25 October 2007 and the objection period ended on 14 November 2007. Over the same period the associated legal documents and plans were placed on deposit at the Civic Centre for public inspection and street notices were posted on site. Statutory consultees were given notice by post.

2.4.3 No objections have been received to the orders and notices.

2.4.4 A letter was received from the Public Carriage Office welcoming the opening of the High Street to northbound traffic and asking if consideration had been given for taxis to have an exemption similar to buses and cycles that would allow them to travel southbound through the High Street. A response was issued advising that it had been considered but rejected because of the enforcement difficulties it raised. It is essential that there is an effective deterrent to southbound traffic illegally entering the High Street, raising the accident risk and creating congestion. The intention is to enforce the right turn restrictions at the George Gange Way/High Street junction using the CCTV system and new enforcement powers available to the council that allow the enforcement of moving traffic offences using camera evidence. Allowing smaller, less easily identifiable vehicles to enter will make the task of enforcement by CCTV camera very difficult and challenges and appeals by other types of hire vehicle are likely to become frequent. Given that the High Street will be open to all traffic northbound, taxis will have easy access via a minor detour and **it is recommended that the traffic order for the entry restrictions proposed at the George Gange Way/High Street junction together with the other traffic restrictions and regulations set out above be made without change.**

2.5 Remaining Risks

2.5.1 The George Gange Way/High Street junction is on the Strategic Road Network and TfL's Network Assurance Team (NAT) must approve any aspect of the scheme that will have an impact here. Delays by TfL's Traffic Signals unit in checking the signal modelling work means that

this approval has not yet been given. However, the proposed turning restrictions here and junction layout modifications will significantly ease traffic flow. Difficulties with obtaining NAT approval are not therefore anticipated.

- 2.5.2 Lead-in times of 6 and 10 weeks have been quoted for telecom and gas main works respectively. This may delay some aspects of the scheme but other work will be able to continue in parallel with this. Works orders will be issued to the relevant companies to ensure that the works are programmed to begin at the earliest time possible.

2.6 Financial Implications

- 2.6.1 A budget of £650,000 is available in the 2007/08 financial year from Harrow Capital together with a carry forward of £6000 from 2006/07. TfL have offered a further contribution of £50,000 towards the cost of the public realm improvements but this has still to be confirmed. This gives a provisional total budget of £706,000. Whilst the main highway works can be afforded from the main Harrow budget the public realm improvements cannot go ahead until the TfL contribution has been firmly committed.
- 2.6.2 In addition to the £50,000 contribution mentioned above TfL will also make available £30,000 per year in 2007/08 and 2008/09 to fund a Town Centre manager post to promote regeneration.

2.7 Legal Implications

- 2.7.1 The traffic orders referred to under paragraph 2.4.1 can be made under sections 6, 7, 45, 46, 49, 84 and 124 and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984.
- 2.7.2 Road Humps can be provided by notice under Sections 90A and 90C of the Highways Act 1980.
- 2.7.3 Conversion of part of a footway to a cycle track can be made using powers available under sections 65(1) and 66(4) of the Highways Act 1980.

2.8 Performance Issues

- 2.8.1 The proposals for Wealdstone High Street will contribute positively towards the mayor of London's vision for the capital:
- Making London a fair city by benefiting the urban fabric, visual amenity and environment particularly in town centres.
 - Making London a fair city by improving safety and personal security

Section 3 - Statutory Officer Clearance

<p>Name: Barry Evans....</p> <p>Date: 16 November 2007</p>	<input checked="" type="checkbox"/>	<p>on behalf of the Chief Financial Officer</p>
<p>Name: Adekunle Amisu</p> <p>Date: 16 November 2007</p>	<input checked="" type="checkbox"/>	<p>on behalf of the Monitoring Officer</p>

Section 4 - Contact Details and Background Papers

Contact: Bill Heale
Principal Engineer, Traffic Management
Tel: 020 8424 1065

Background Papers:

Traffic and Road Safety Advisory Panel 25th September 2007, Agenda Item 14 – Information report – Progress update on key traffic schemes.

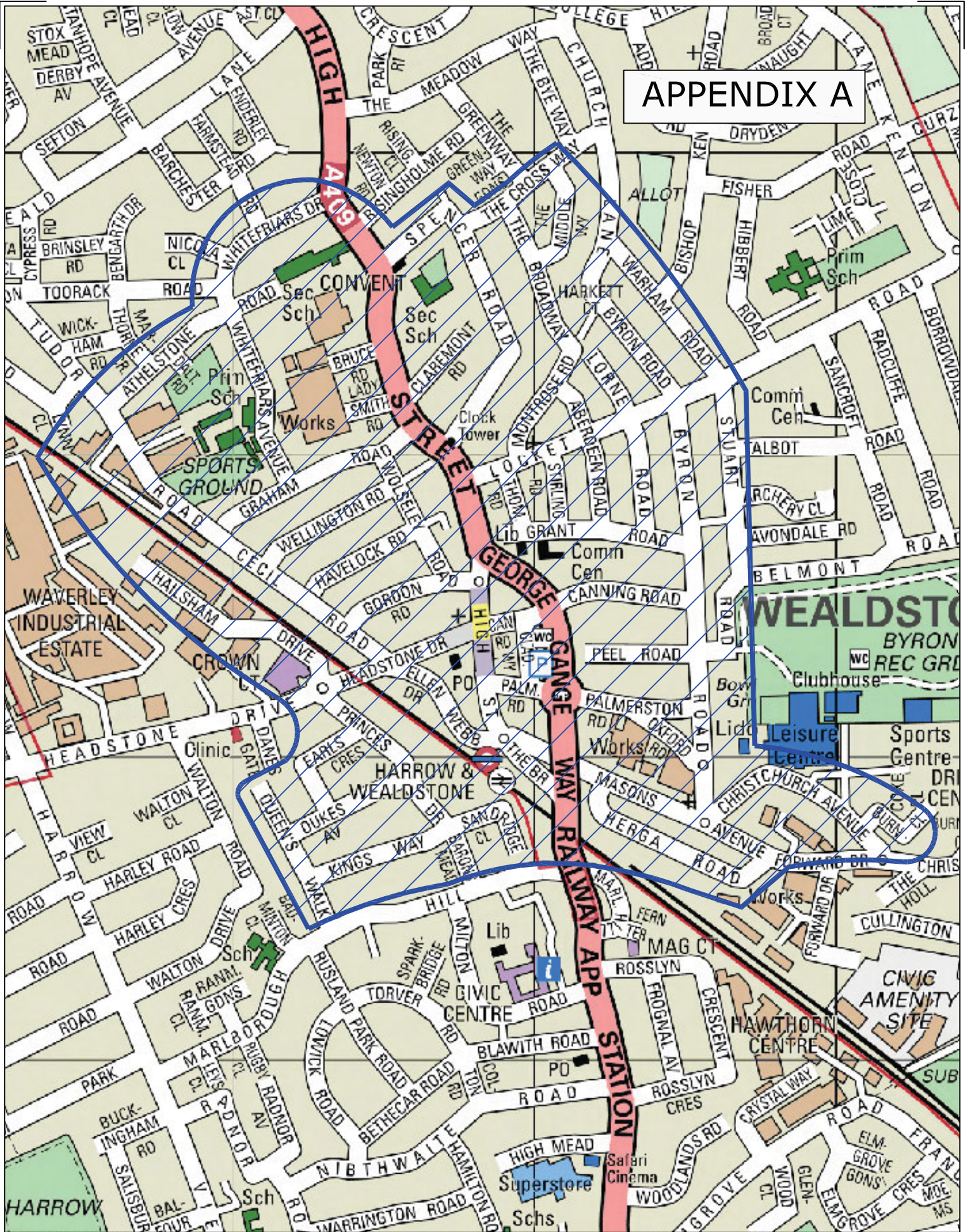
Traffic and Road Safety Advisory Panel 27 February 2007, minute no.57

If appropriate, does the report include the following considerations?

1.	Consultation	YES
2.	Corporate Priorities	YES

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APPENDIX A



Opening Wealdstone High Street to Traffic Public Consultation Leaflet Distribution Area

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COMMUNITY and ENVIRONMENT SERVICES

Opening Wealdstone High Street to Traffic

PUBLIC CONSULTATION

Improvements to the Public Realm



WE NEED YOUR VIEWS





Wealdstone High Street

Introduction

At the moment Wealdstone High Street is closed to general traffic between its junctions with Palmerston Road and Gordon Road; with exemptions for buses, cycles and loading. Local traders have felt for a long time that the closure of the High Street has resulted in a loss of passing trade. This has reduced vitality and has had a negative impact on Wealdstone Town Centre.

We propose to re-introduce traffic to Wealdstone High Street to restore vibrancy to Wealdstone Town Centre. We will do this by providing short-stay, easy to find parking for visitors, improving the street environment and maintaining an effective bus service on the High Street, at the same time as deterring the use of the street by general through-traffic. Harrow Council and their partners, AccordMP will produce the designs and carry out the work. We have consulted key organisations including the police, London Buses and local traders and propose to provide on-street parking and re-open the High Street northbound-only to traffic, between its junctions with Palmerston Way and George Gange Way. Buses and cyclists will still be allowed to travel southbound. We aim to reopen the High Street during 2008.

We have identified different ways to improve the area and we now want to find out how you – the residents, workers and businesses in Wealdstone – would like your Town Centre High Street to look.

As a resident or business that may be affected by the improvements, we are seeking your views on the proposals

This leaflet tells you about the proposed Town Centre improvements and will ask for your comments about available choices for Wealdstone High Street. The options, shown on the plan at the end of this leaflet, provide different styles of footway, parking/loading areas and pedestrian crossing points. We also have to make decisions about street furniture and landscaping. These measures will affect how the High Street looks and feels. We have enclosed a questionnaire so that you can give us your feedback.

Why are we re-introducing traffic northbound?

There are two main reasons why we want to introduce northbound traffic to Wealdstone High Street:

- To increase vitality

The reintroduction of traffic to Wealdstone High Street will allow access to the High Street for shoppers with cars, helping to improve the local economy.

- To maintain and improve traffic flows

We have considered different options for the traffic flow and our study found that a one-way northbound system for motorists will minimise 'rat running' where vehicles use the High Street to bypass other congested areas. This should keep the High Street clear for those wishing to visit its shops and businesses.



Wealdstone High Street

What actual measures are proposed for this scheme?

We are realigning the kerb to provide 7 short-stay parking spaces and 4 marked loadings bays on the High Street, along with 9 parking spaces split between Gordon Road and Canning Road and a further loading bay on Canning Road. Of these, 4 spaces will be for disabled badge holders. Parking charges will cost the same as the existing Pay & Display facilities in Wealdstone Town Centre (Monday – Saturday 8am to 630pm: 30p per 20 minutes, increasing to £10 for 3 hours). We will change the current traffic restrictions on Wealdstone High Street as follows:

- to allow access for northbound traffic at the same time as preventing southbound traffic other than cycles and buses;
- to extend the 20mph zone north to the junction with George Gange Way, maintaining a safe environment;
- to remove the entry restrictions to Gordon Road, improving access for proposed parking spaces; and
- to open Canning Road for access, creating a route to the multi-storey car park from the High Street.

These are designed to improve access for users of the High Street without attracting general through traffic that could lead to congestion.

We also want to enhance the public space on the High Street to achieve a high-quality, vibrant Town Centre. Transport for London has contributed some money for these improvements but funding is limited. Your feedback is important to help us understand which features you like most.

What are the choices?

We would like your feedback on options for improving the area; A, B and C. We can build any of the options at the same time as carrying out the main works without causing delay to the opening of the High Street to traffic. The proposals, which are shown on the plans overleaf, are;

A

This option would improve the High Street environment, with footways resurfaced in concrete slabs from The Bridge to George Gange Way. The public space by Holy Trinity Church will be resurfaced in high quality granite material.

B

This option would improve the pedestrian crossing facilities by providing additional raised tables on side roads and by highlighting crossing areas. Parking and loading bays will be paved and can be easily used by pedestrians when they are not in use by vehicles. We will plant new trees which would make the Town Centre more attractive.

C

This option involves improved lighting and signage, new street furniture, tree planting and high quality paving materials used in the public space by Holy Trinity Church.

Traffic improvements



- 1 remove guardrailling where possible
- 2 right turn lane for buses & cycles only
- 3 retain raised table
- 4 parking spaces parallel to kerb
- 5 new pedestrian crossing
- 6 proposed entry treatment allowing pedestrians to cross at footway level
- 7 remove planters & reduce street clutter
- 8 on-street loading bays
- 9 new east/west cycle way facility

Wealdstone High Street

This layout highlights the proposed **traffic improvements** for Wealdstone High Street along with options for the public realm improvements as set out below.

public realm options

a or **b** or **c**



Repave High Street footways

Repave Holy Trinity Church space

Feature lighting of the two clock towers

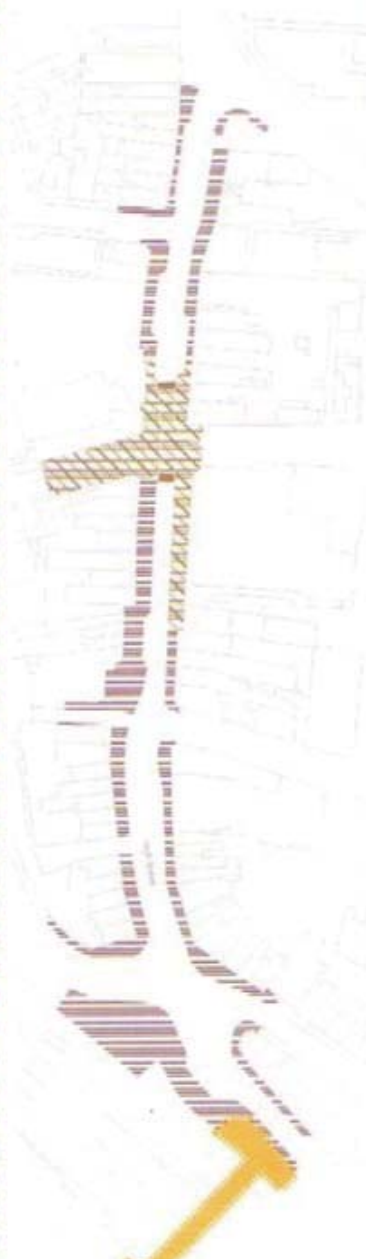
Additional raised tables on side roads and highlighted crossings

Pave loading and parking bays

Tree planting strategy throughout the town

Repave central section of the High Street into one uniform material

Lighting , Signage and Planting features throughout the entire town centre



working in partnership with



Wealdstone High Street

Why can't you put it back to how it used to be?

With today's traffic levels, it would have a severely negative impact on the Town Centre. So the High Street can allow two-way traffic flows, buses and parking, the footways would have to be extensively narrowed and pedestrians would suffer. It is also very likely that the High Street would be used by 'rat-runners' trying to avoid traffic on George Gange Way, causing high levels of congestion in the High Street.

Is this all you can do to help Wealdstone Town Centre?

No. We are committed to improving the High Street. These proposals are the first step. We will also use money provided by Transport for London over the next 2 years to employ a Town Centre Manager. This will promote regeneration and identify opportunities to benefit Wealdstone and its businesses. We'll have more information about this role at a later stage.

Can I see the proposals in more detail?

Yes. There is an outline plan of proposals over the page. We are also having a public exhibition of the plans at these two locations between 8 and 26 October:

- **The Wealdstone Centre;** Wealdstone High Street (open Monday – Thursday 930am to 8pm, Friday – Saturday 930am to 5pm). Between the 11 and 13 October our staff will man this exhibition.
- **Harrow Civic Centre;** Station Road, on the Middlesex Floor Reception Area (open 9am to 5pm).

N.B. We recently carried out a separate consultation about changing parking controls on the side roads around Wealdstone town. Most people who responded were in favour and we will soon introduce these changes. For more information, see plans at the Wealdstone Centre exhibition.

What happens next?

We need your help to make the right decisions. Your views are key to our designs and will directly influence how Wealdstone Town Centre will look next year. Please fill in the enclosed questionnaire and return it to us in the freepost envelope provided by Friday 26 October 2007. We will then introduce the measures which receive most support and which fall within the budget limits. We are planning to start work at the start of January 2008.

N.B. We will consider everyone's feedback but won't be able to reply to you individually.

Who do I contact to find out more?

Chris Gibney (Project Engineer)	(020) 7803 2718	christopher.gibney@accordmp.com
Bill Heale (Harrow Council Principal Engineer)	(020) 8424 1065	william.heale@harrow.gov.uk

PUBLIC CONSULTATION QUESTIONNAIRE

Opening Wealdstone High Street to Traffic - Improvements to the Public Realm

Please take a few minutes to fill in this questionnaire, fold and return it to us in the freepost envelope provided. We will use your responses to decide how to improve Wealdstone High Street when the scheme is built in 2008.

You can also submit your questionnaire online by visiting www.harlow.gov.uk and following the links; 'Consultation' then 'Consultation – service delivery' and then 'Wealdstone High Street Consultation'.

1

Please fill in your details below:

I am a.....	Resident	<input type="checkbox"/>
	Business	<input type="checkbox"/>
Name (of business if applicable)...		
Property Name or Number.....		
Street Name.....		
Town.....		
Postcode.....		

2

This table shows the options for improvement which we described in the consultation leaflet, Please indicate with a ✓ whether you think this measure is a high or low priority.

Design feature	Very low priority	Low priority	No opinion	High priority	Very high priority
Repave footways with concrete slab paving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Repave the Holy Trinity Church space in a high quality material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Repave the entire central section of the High Street in one high quality uniform material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



working in partnership with



Provide additional raised tables on side roads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Highlight pedestrian crossing points in high quality materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provide paved parking and loading bays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plant new trees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Develop a new lighting strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provide feature lighting for the clock towers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Develop a new signage strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3

Unfortunately, our budget means that we can not make all these improvements, so we have also looked at ways we can combine the features. Please let us know which of the three 'strategy' options presented in the consultation leaflet you prefer overall.

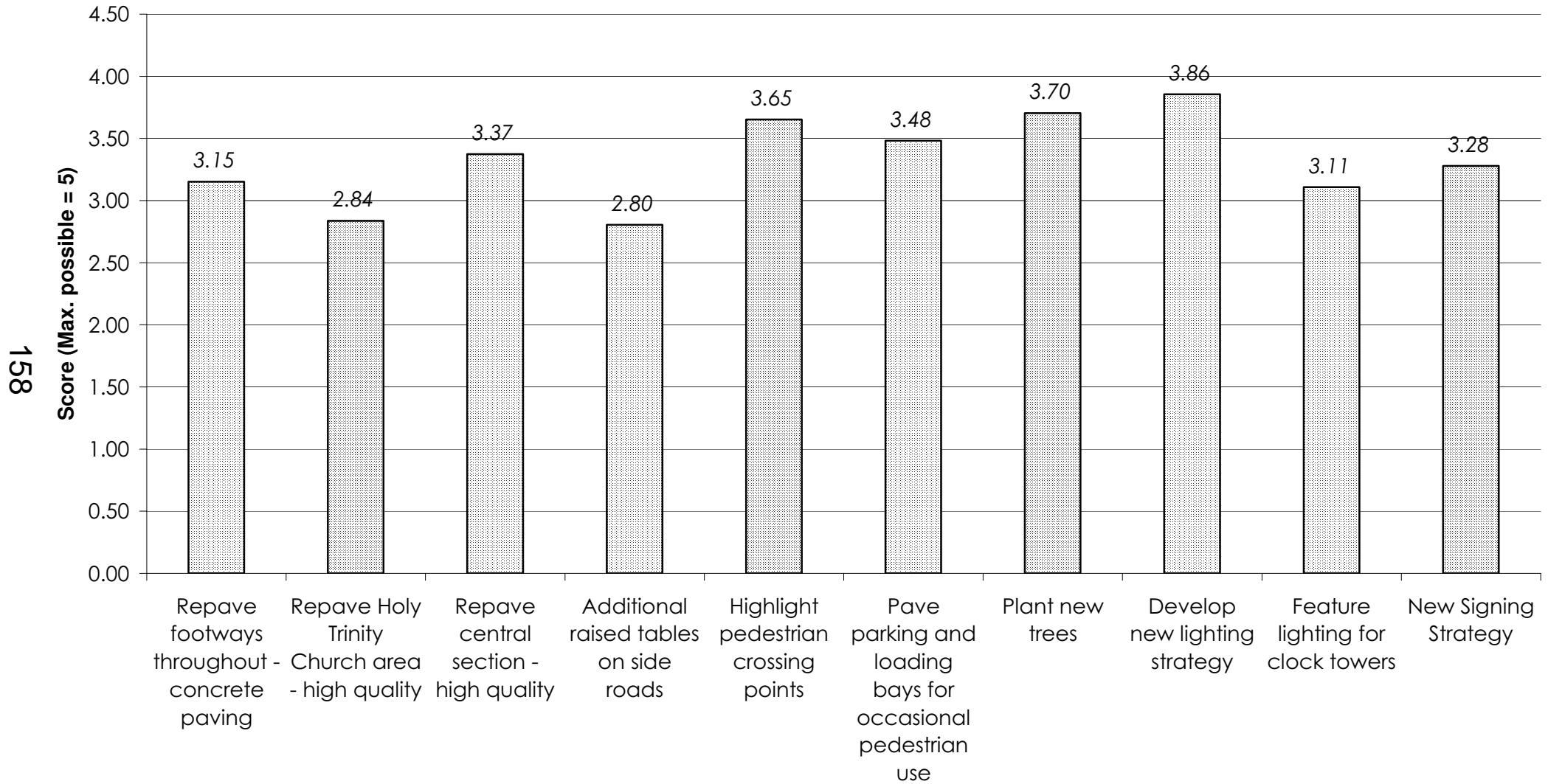
- Option A
- Option B
- Option C

4

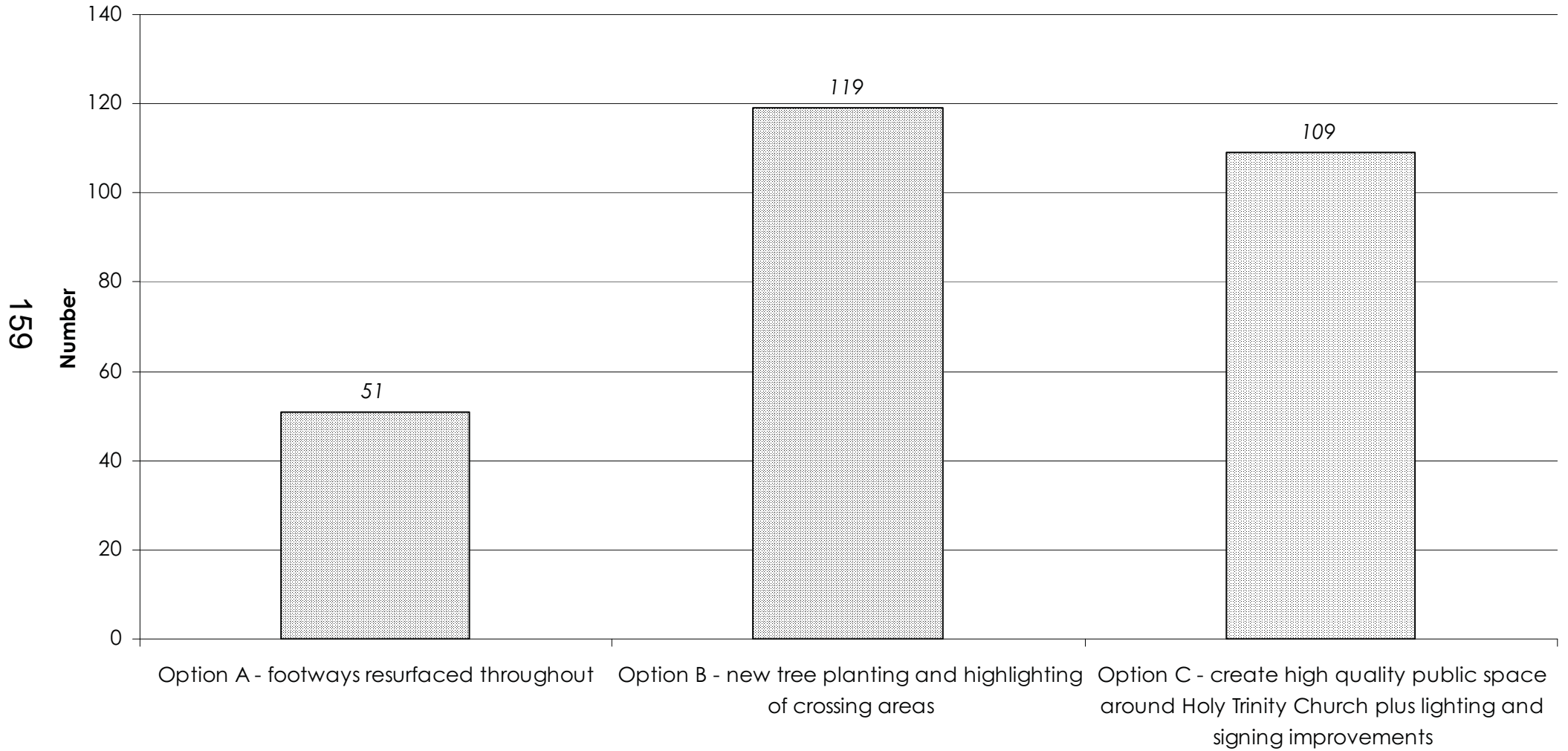
If you have any additional comments about the scheme, please let us know in the space below.

Thank you for your help. Subject to funding, we will carry out the improvements which receive the most support.

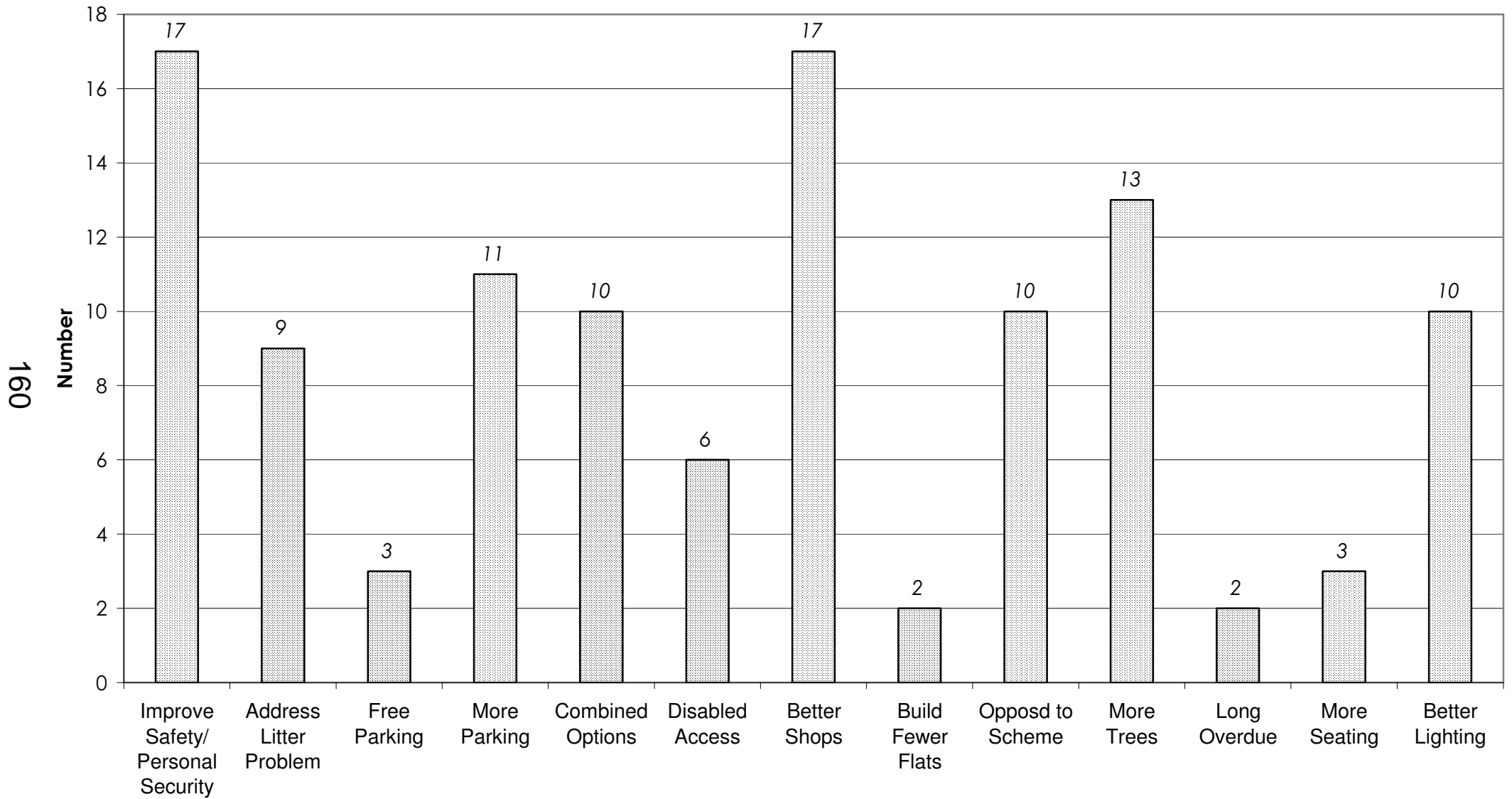
Opening Wealdstone High Street to Traffic
Overall Consultation Response on Public Realm Design Features
 (total responses 276)



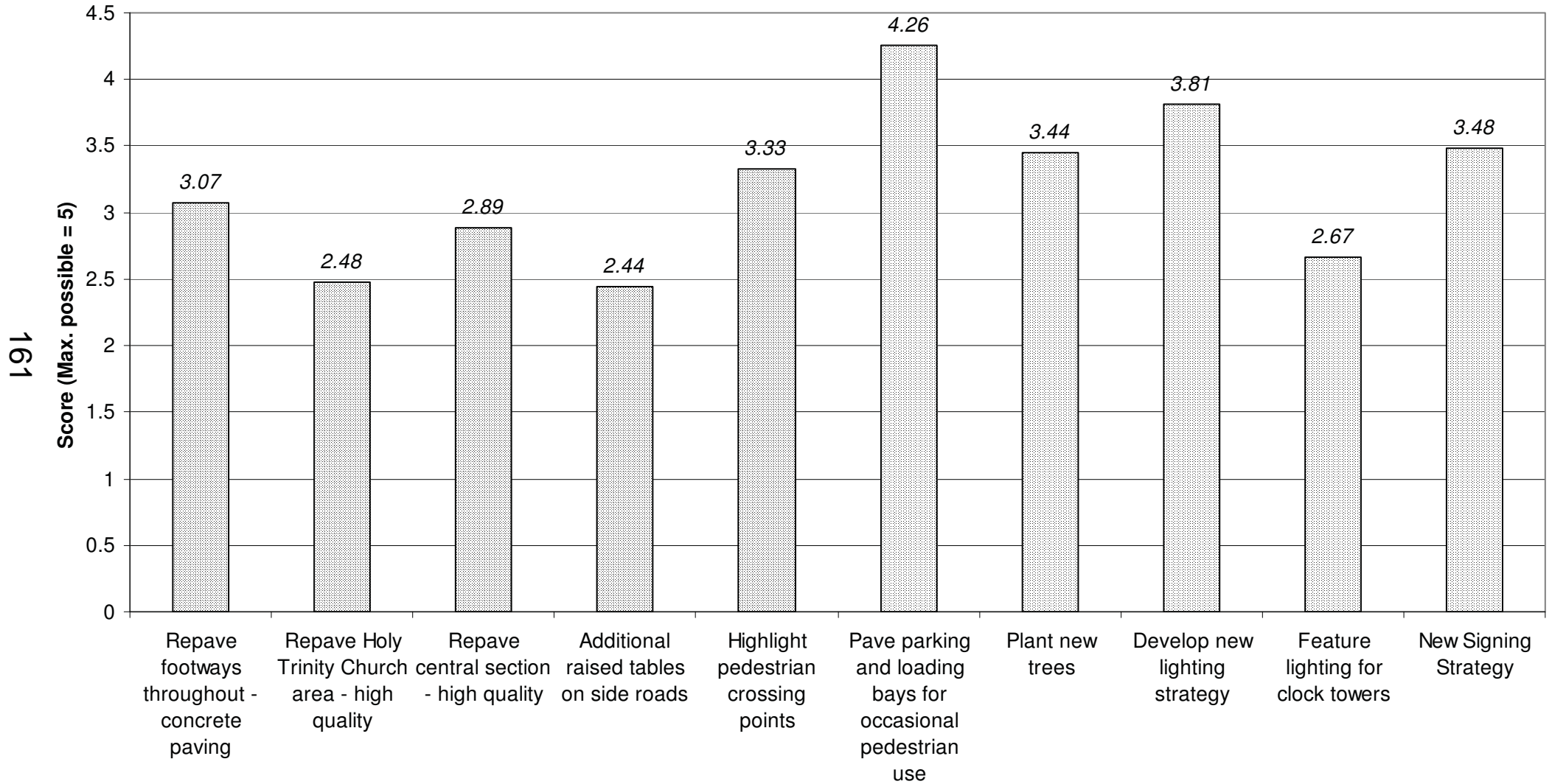
Opening Wealdstone High Street to Traffic
Overall Consultation Response to Public Realm Options
(Total responses 276)



**Opening Wealdstone High Street to Traffic - Consultation
Additional Comments Made About Scheme - Overall Response**

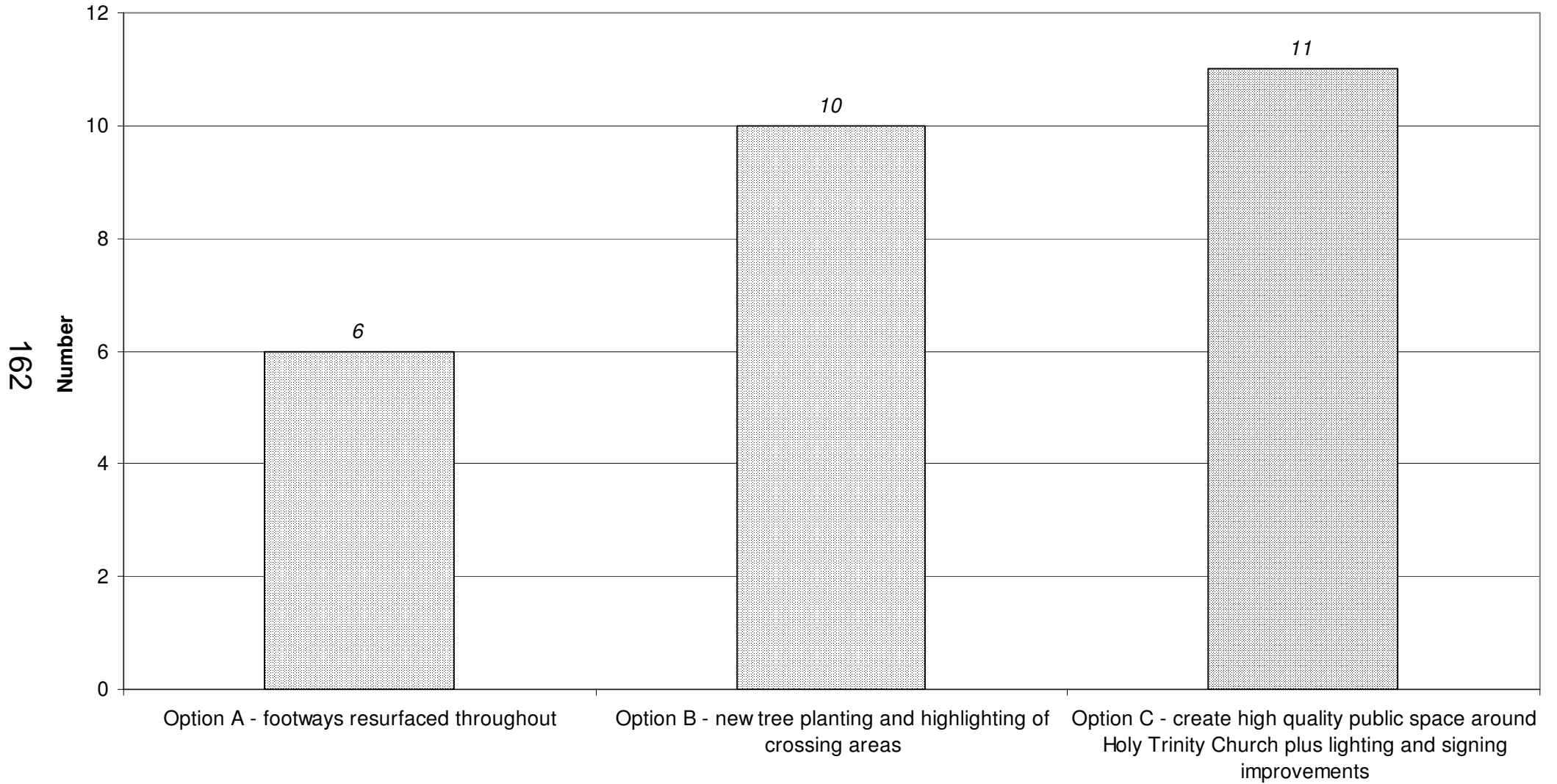


Opening Wealdstone High Street to Traffic - Consultation
Business response on Public Realm Design Features
(Total responses 27)

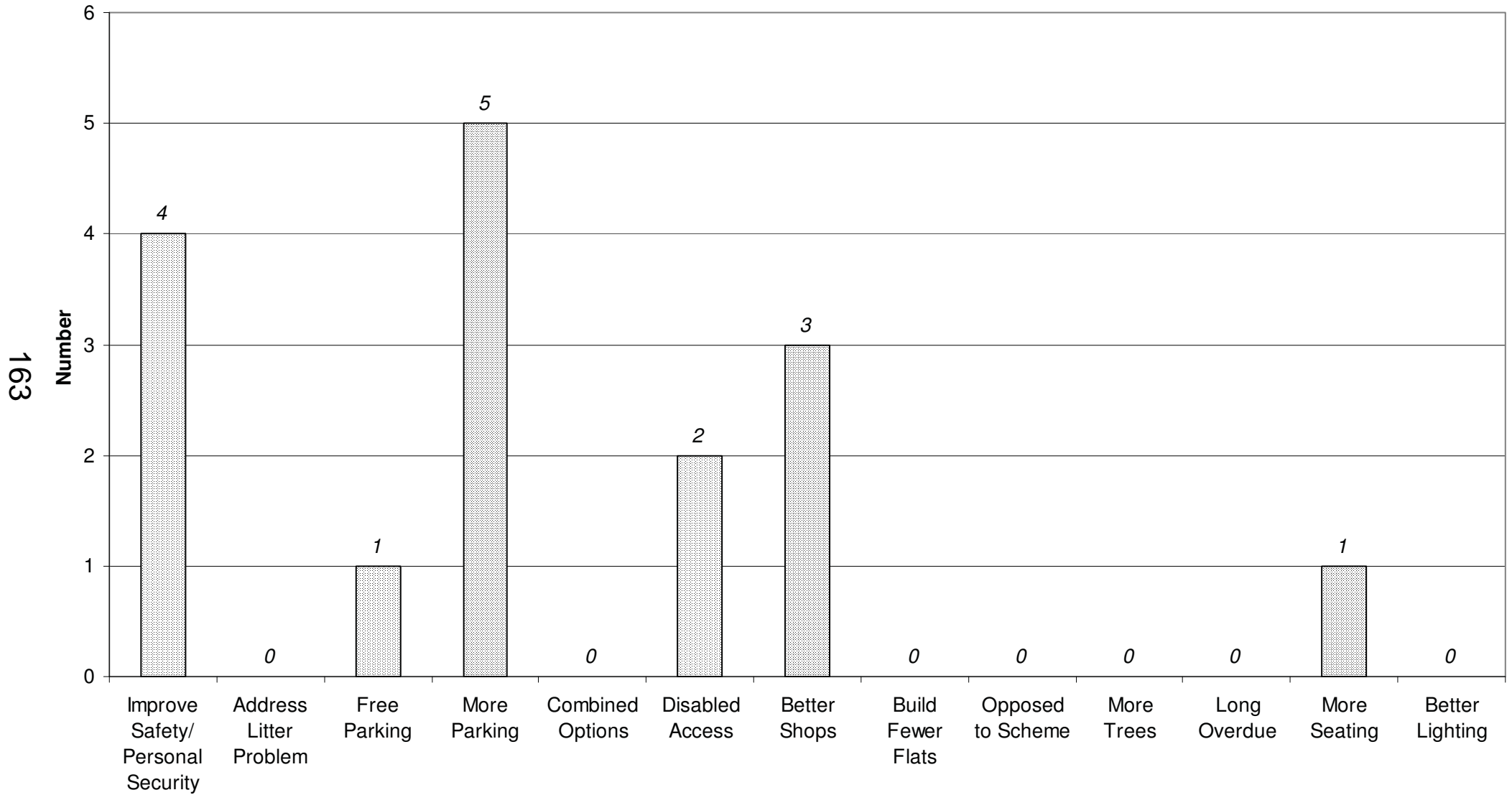


161

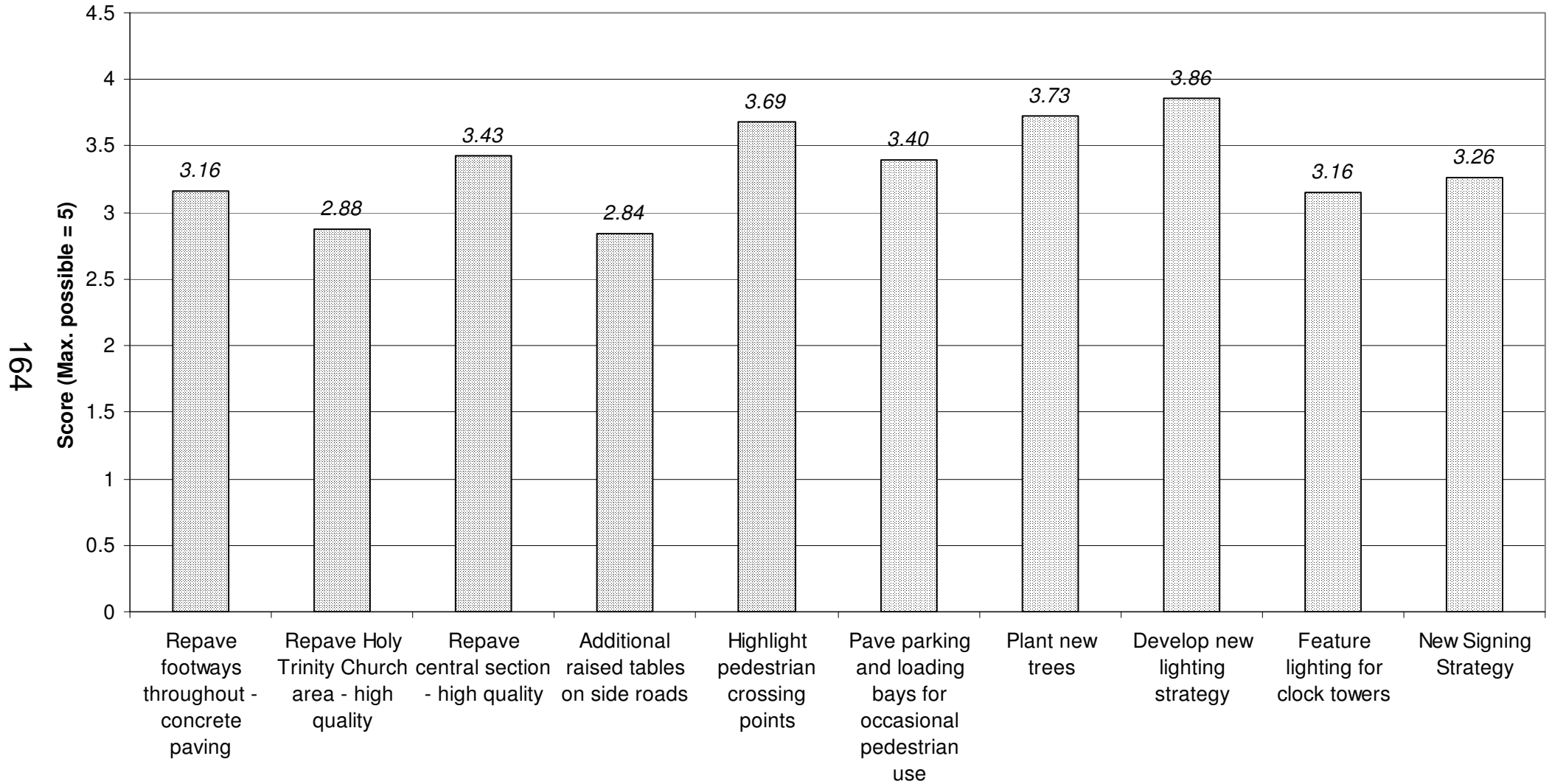
**Opening Wealdstone High Street to Traffic - Consultation
Business Response to Public Realm Options**
(Total responses 27)



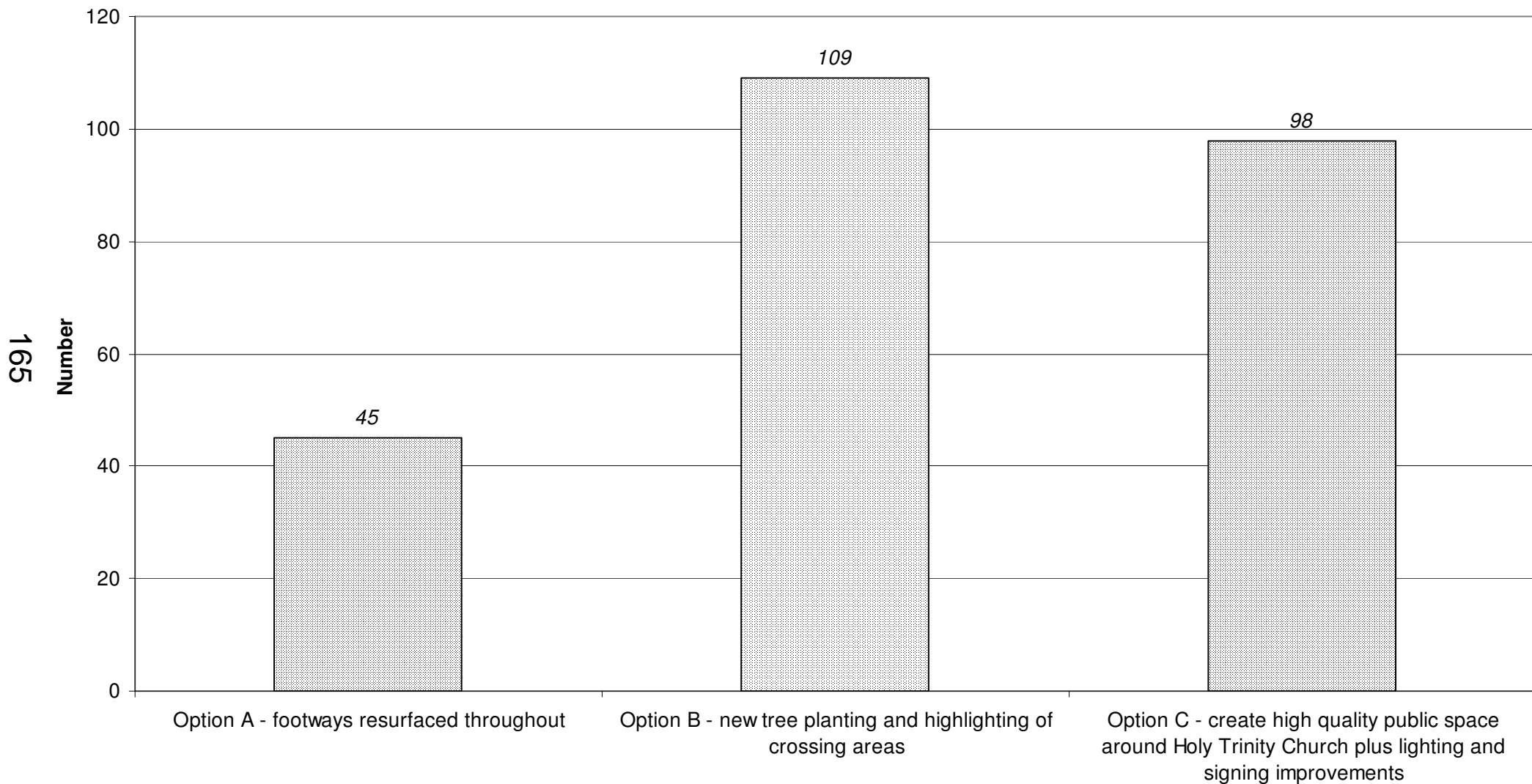
Opening Wealdstone High Street to Traffic - Consultation Comments Made About Scheme by Businesses



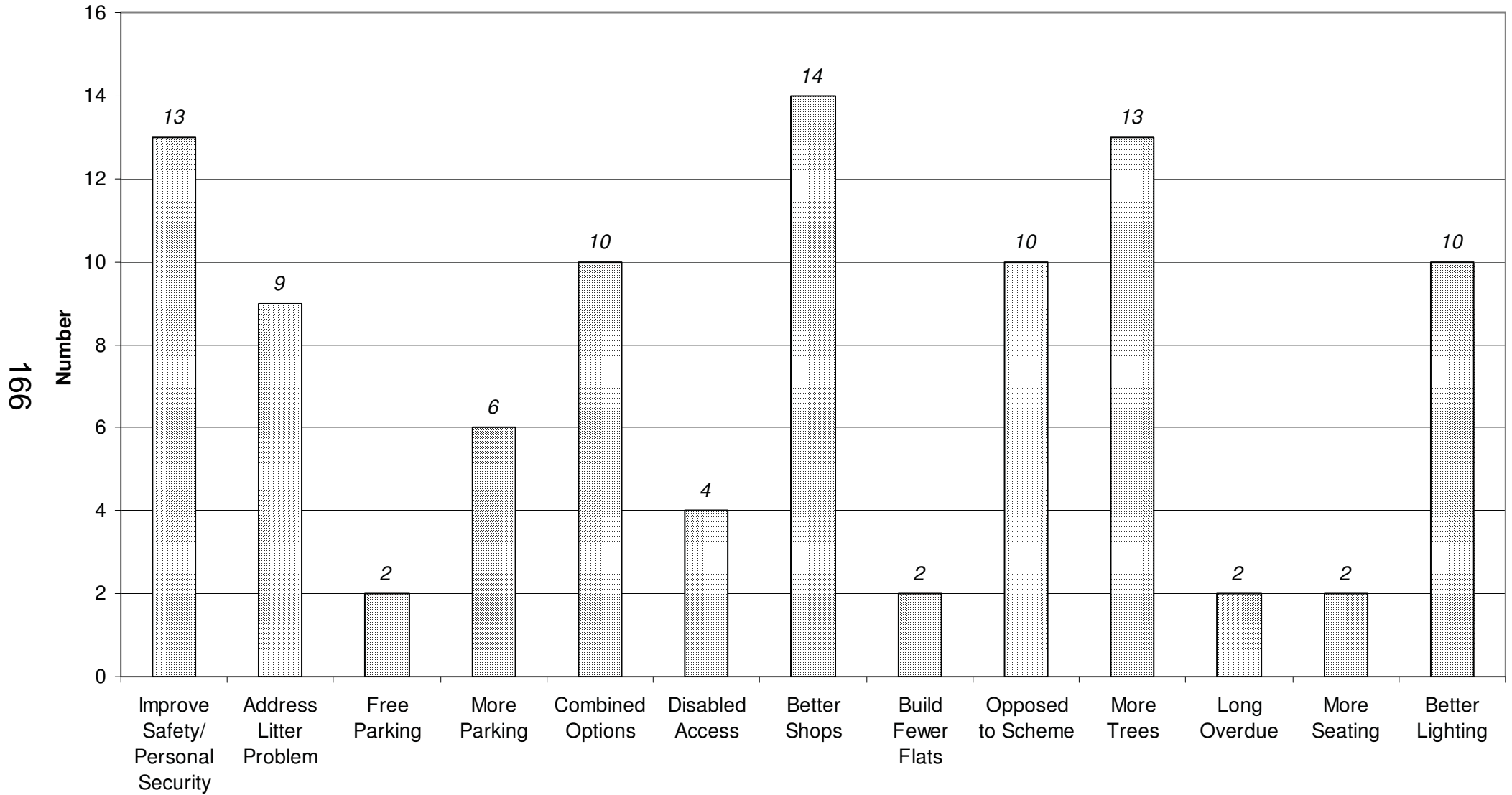
Opening Wealdstone High Street to Traffic - Consultation
Residents Response to Public Realm Design Features
 (Total responses 249)



Opening Wealdstone High Street to Traffic - Consultation
Residents Response to Public Realm Options
(Total responses 249)



Opening Wealdstone High Street to Traffic - Consultation
Comments made about Scheme by Residents



CUT LINE A



PROVIDE PARALLEL PARKING SPACES. PAY AND DISPLAY MON - SAT 8:00 - 18:30 30p FOR 20 MINUTES £10 FOR OVER 3 HOURS

RE ALIGN KERB TO ALLOW EXTRA ROAD WIDTH

REMOVE PLANTER

PROVIDE ON STREET LOADING BAY (DIAG No. 1028.3)

LOADING ONLY

LOADING ONLY

REMOVE PLANTER

PROVIDE UNCONTROLLED CROSSING POINT ACROSS HIGH STREET

PROVIDE UNCONTROLLED CROSSING POINT ACROSS CANNING ROAD

PROPOSED CARRIAGEWAY WIDENING

CORDUROY TACTILE PAVING TO PROVIDE WARNING OF CYCLE TRACK CROSSING POINT

PROPOSED CYCLEWAY DEMARCATION BY CONTRASTING NATURAL TONES

PROPOSED TWO-WAY OFF CARRIAGEWAY CYCLE TRACK

RETAIN EXISTING JUNCTION TABLE

INCREASE RADIUS OF KERB TO ALLOW SERVICE VEHICLE ACCESS

REMOVE PLANTERS



DIAG. 614

EXISTING BUS STOPS TO 168

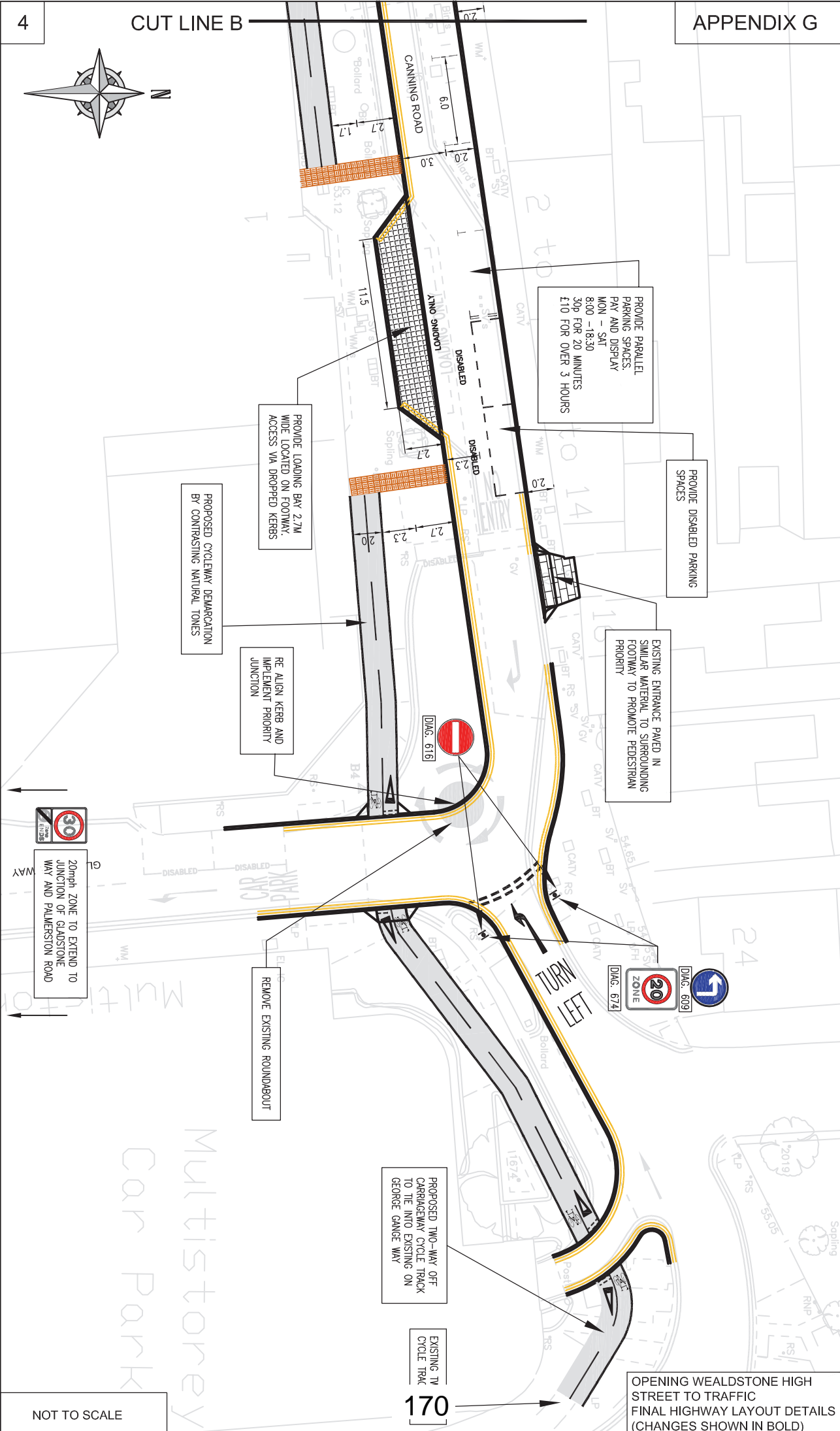
BUS STOP

BUS STOP

OPENING WEALDSTONE HIGH STREET TO TRAFFIC FINAL HIGHWAY LAYOUT DETAILS (CHANGES SHOWN IN BOLD)

NOT TO SCALE

CUT LINE B



PROVIDE PARALLEL PARKING SPACES:
 PAY AND DISPLAY
 MON - SAT
 8:00 - 18:30
 30p FOR 20 MINUTES
 £10 FOR OVER 3 HOURS

PROVIDE DISABLED PARKING SPACES

EXISTING ENTRANCE PAVED IN SIMILAR MATERIAL TO SURROUNDING FOOTWAY TO PROMOTE PEDESTRIAN PRIORITY

PROVIDE LOADING BAY 2.7M WIDE LOCATED ON FOOTWAY. ACCESS VIA DROPPED KERBS

PROPOSED CYCLEWAY DEMARCATION BY CONTRASTING NATURAL TONES

RE ALIGN KERB AND IMPLEMENT PRIORITY JUNCTION

REMOVE EXISTING ROUNDABOUT

PROPOSED TWO-WAY OFF CARRIAGEWAY CYCLE TRACK TO THE INTO EXISTING ON GEORGE GANICE WAY

EXISTING TV CYCLE TRAC

20mph ZONE TO EXTEND TO JUNCTION OF GLADSTONE WAY AND PALMERSTON ROAD



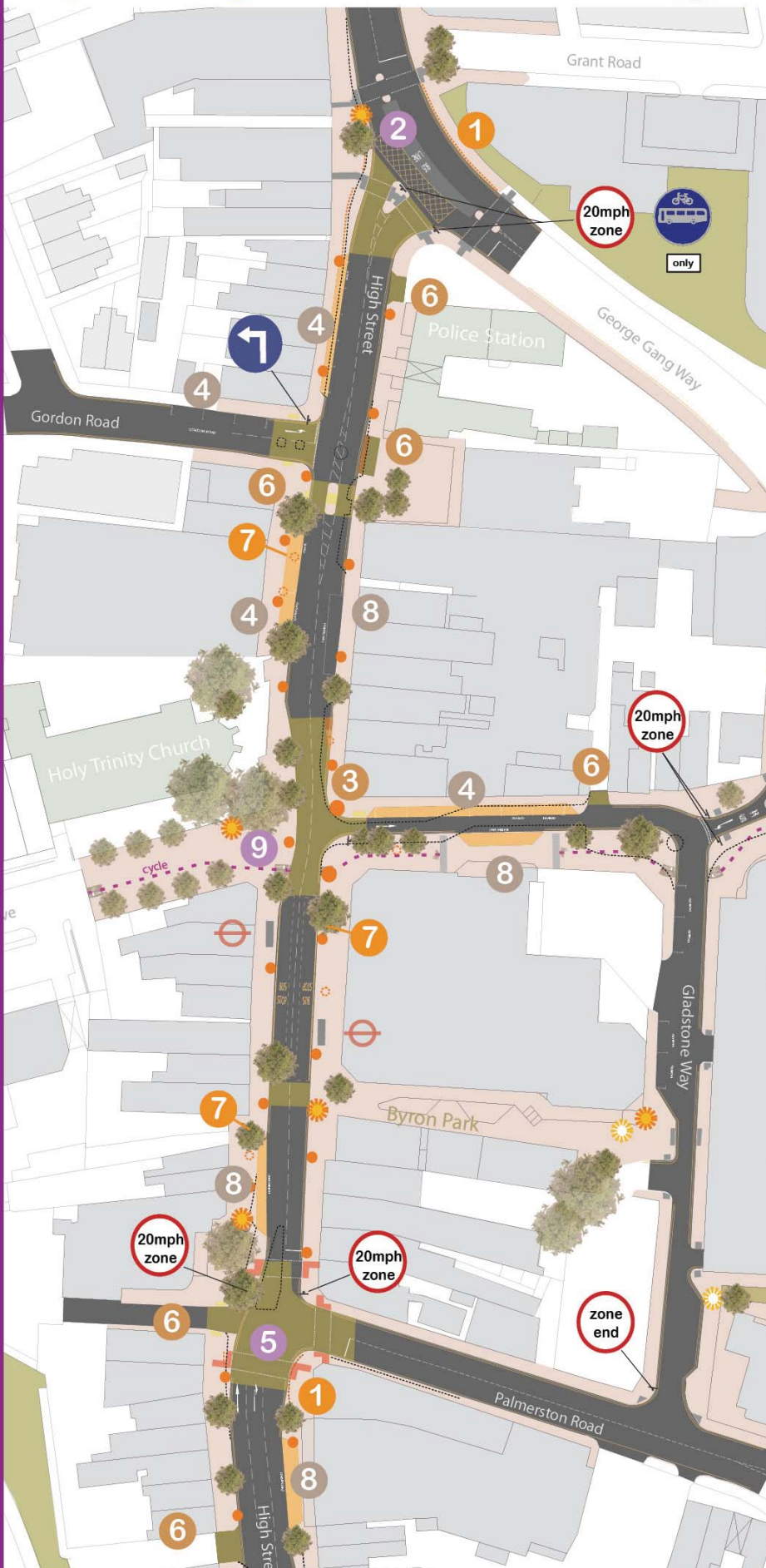
NOT TO SCALE

170

OPENING WEALDSTONE HIGH STREET TO TRAFFIC FINAL HIGHWAY LAYOUT DETAILS (CHANGES SHOWN IN BOLD)

Opening Wealdstone High Street

Traffic + public realm improvement



Traffic

- 1 remove guardrailling where possible
- 2 widen right turn lane for buses & cycles only
- 3 retain raised table
- 4 parking spaces parallel to kerb
- 5 new pedestrian crossing
- 6 proposed entry treatment to improve wheelchair access & allow pedestrians to cross at footway level
- 7 remove planters & reduce street clutter
- 8 on-street loading bays
- 9 new east/west cycle way facility

Public Realm

Highlighted pedestrian crossings

Paved loading and parking bays

Tree planting strategy throughout the town centre

Signage features in the town centre and at the station

Localised street lighting review and improvements

TRAFFIC ORDER SCHEDULES

Schedule 1 – proposed loading places

Canning Road

the south side, in the marked lay-by between a point 11.00 metres west of a point opposite the extended western kerb-line of the service road to the rear of Nos. 50 to 72 High Street, Wealdstone and a point 11.50 metres west of that point (At any time);

High Street, Wealdstone

(a) the west side, in the marked lay-by between a point 1.00 metre north of a point opposite the party wall of Nos. 30 and 32 High Street, Wealdstone and a point 14.00 metres north of that point (At any time);

(b) the west side, between a point 2.60 metres south of a point opposite the northern wall of Nos. 62/64 and High Street, Wealdstone and a point 6.60 metres south of that point (At any time);

(c) the east side, between a point 2.00 metres north of a point opposite the party wall of Nos. 12 and 14 to 20 High Street, Wealdstone and a point 2.20 metres south of a point opposite the party wall of Nos. 14 to 20 and 22 to 24 High Street, Wealdstone (10am to 4pm Monday to Saturday);

(d) the east side, between a point 1.80 metres south of a point opposite the northern wall of Nos. 62/64 High Street, Wealdstone and a point 15.00 metres south of that point (At any time).

Schedule 2 – proposed pay and display parking places

Canning Road

the north side, between a point 6.00 metres east of a point opposite the western wall of Nos. 50/52 High Street, Wealdstone and a point 24.00 metres east of that point.

Gordon Road

the north side, between a point 6.00 metres west of a point opposite the eastern wall of No. 51 High Street, Wealdstone and a point 18.00 metres west of that point.

High Street Wealdstone

(a) the west side, between a point 2.40 metres north of a point opposite the party wall of Nos. 35 to 43 and 47, and a point 12.00 metres south of that point;

(b) the west side, between a point 1.80 metres north of a point opposite the party wall of Nos. 55a and 57 High Street, Wealdstone and a point 2.00 metres south of a point opposite the party wall of Nos. 51 and 53 High Street, Wealdstone.

Schedule 3a – proposed waiting restriction amendments

Gordon Road

the north side, between a point 4.80 metres east of a point opposite the party wall of Nos. 5 and 7 Gordon Road and its junction with High Street, Wealdstone. At any time

High Street, Wealdstone

the west side,

(a) between a point 1.80 metres north of a point opposite the party wall of Nos. 55a and 57a High Street, Wealdstone and a point 2.00 metres south of a point opposite the party wall of Nos. 51 and 53 High Street, Wealdstone; 7am -10am
and
6.30pm – 8pm
Mon - Sat

(b) between a point 2.00 metres south of a point opposite the party wall of Nos. 51 and 53 High Street, Wealdstone and its junction with Ellen Webb Drive; At any time

Schedule 3b – proposed loading restriction amendments

High Street, Wealdstone

the west side,

(a) between a point 3.70 metres south of a point opposite the party wall of Nos. 67 to 71 and 73 High Street, Wealdstone and a point 1.00 metre north of a point opposite the southern wall of No. 57 High Street, Wealdstone; At any time

(b) between a point 2.00 metres south of a point opposite the party wall of Nos. 51 and 53 High Street, Wealdstone and a point 2.40 metres north of a point opposite the party wall of Nos. 43 and 47 High Street, wealdstone; At any time

(c) between a point 6.00 metres north of a point opposite the southern wall of Nos. 35 to 43 High Street, Wealdstone and a point opposite the party wall of Nos. 11 and 13 High Street, Wealdstone; At any time

(d) between a point opposite the party wall of Nos. 96 and 98 High Street, Wealdstone and a point 2.00 metres south of a point opposite the party wall of Nos. 14 to 20 and 22/24 High Street, Wealdstone; At any time

(e) between a point 2.00 metres south of a point opposite the party wall of Nos. 14 to 20 and 22/24 High Street, Wealdstone and a point 6.00 metres north of a point opposite the party wall of Nos. 10 and 12 High Street, Wealdstone; 7am – 10am
and
4pm – 7pm
Mon - Sat

(f) between a point 6.00 metres north of a point opposite the party wall of Nos. 10 and 12 High Street, Wealdstone and its junction with Mason Avenue.

At any time

Schedule 4 – proposed disabled parking places

Canning Road

the north side, between a point 4.60 metres south-west of the extended western kerb-line of the service road at the rear of Nos. 50 to 72 High Street, Wealdstone, and a point 12.00 metres west of that point.

High Street, Wealdstone

the west side, between a point 1.40 metres north of a point opposite the party wall of Nos. 55a and 57a and a point 6.60 metres north of that point.

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