

# **CABINET**

## **19 JULY 2012**

### **DECISIONS NOTICE**

**(PUBLISHED ON FRIDAY 20 JULY 2012)**

Set out below is a summary of the decisions taken on the substantive items at the meeting of the Cabinet held on Thursday 19 July 2012. These decisions will be implemented on the expiry of 5 clear working days, unless there is a call-in of any of the decisions (for details on how to do this, please contact Alison Atherton, Senior Professional, Democratic Services on 020 8424 1266 or by email [alison.atherton@harrow.gov.uk](mailto:alison.atherton@harrow.gov.uk)) in which case any such decision may not be implemented until the resolution of the call-in process. If no request for call-in is received by 5.00 pm on Friday 27 July 2012 then the decisions will be implemented.

If you have any queries about any matters referred to in this decision sheet please contact Daksha Ghelani, Senior Democratic Services Officer on 020 8424 1881 or by email [daksha.ghelani@harrow.gov.uk](mailto:daksha.ghelani@harrow.gov.uk).

#### **8 Harrow Partnership Board**

**RESOLVED:** That the report be noted.

**Reason for Decision:** To note the work of the Partnership.

*[Call-in does not apply]*

#### **9 Traffic and Road Safety Advisory Panel - Proposed Changes to the Terms of Reference**

**RESOLVED:** That the Panel's Terms of Reference be amended as follows:

- (a) 'promotion of road safety', be added to paragraph 1;
- (b) 'Bus consideration' and 'Cycle schemes', be added to paragraph 2.

**Reason for Decision:** To reflect other areas of the Panel's work.

## 10 Appointment of Portfolio Holder Assistants

**RESOLVED:** That, subject to Councillor Omar's identified remit being amended to cover Community Safety aspect only, the appointment of the identified Portfolio Holder Assistants and responsibilities and payment of SRA Allowances be approved.

**Reason for Decision:** To enable the support to Cabinet Members in terms of information provision and management to contribute to and ensure an effective decision-making framework as part of the democratic process.

## 11 Libraries - Motion

**RESOLVED:** That the Motion be agreed.

**Reason for Decision:** To enable action to be taken to progress the Motion as suggested.

## 12 Modernising Terms and Conditions of Employment

**RESOLVED:** That the report be noted.

**Reason for Decision:** To note the progress in Modernising Terms and Conditions of Employment for Council non-teaching employees.

*[Call-in does not apply]*

## 13 Key Decision - Print Services Contract

**RESOLVED:** That the Assistant Chief Executive, in consultation with the Portfolio Holders for Property and Major Contracts and Performance, Customer Services and Corporate Services, be authorised to:

- select the preferred supplier and award the Print Services contract to the preferred supplier on such terms as are agreed, acting in the best interests of the Council;
- implement the new Print Service in accordance with the contract.

**Reason for Decision:** To award a new print services contract to the preferred supplier that meets Council's future needs, reduces costs, and maintains the uninterrupted provision of print services to the Council.

## 14 Strategic Performance Report (Q4)

**RESOLVED:** That the report be noted and the Portfolio Holders continue working with officers to achieve improvement against identified key challenges.

**Reason for Decision:** To consider performance against key measures and to identify and assign corrective action where necessary.

**15 Key Decision - Future Organisation of Roxbourne Infant School and Roxbourne Junior School**

**RESOLVED:** That, having determined the statutory proposals in relation to Roxbourne Infant School and Roxbourne Junior School, the two schools be amalgamated in January 2013, namely to:

- (1) extend the age range of Roxbourne Infant School to establish a primary school with an age range of 4 years (Reception) to 11 years (Year 6) with attached nursery class from 1 January 2013;
- (2) expand the capacity of Roxbourne Infant School from 1 January 2013;
- (3) discontinue Roxbourne Junior School on 31 December 2012.

**Reason for Decision:** Combining the two schools would give the opportunity to further improve educational standards by enabling planning as a coherent whole across the primary phase of the national curriculum and providing greater flexibility across and between key stages.

Having previously agreed the publication of statutory proposals, Cabinet was under a statutory duty to determine the proposals within two months from the end of the representation period, which ended on 2 July 2012, or the matter would have to be referred to the Office of the Schools Adjudicator for determination.

**16 Response to Overview and Scrutiny Committee Report 'Redefining Youth Engagement'**

**RESOLVED:** That

- (1) the Corporate Director Children and Families, in consultation with the Portfolio Holder for Children, Schools and Families, be authorised to develop and implement the response, in partnership with local schools and the Harrow Youth Parliament;
- (2) it be noted that the development and implementation of the response would include joint working with the Council's Grants Advisory Panel and contact with those local authorities referred to in the report, (such as Camden, Hammersmith and Fulham and Tower Hamlets), each offering different approaches to youth engagement;
- (3) it be noted that with the Council's focus on statutory and targeted work, significant decisions have previously been put into effect which had already removed many universal services for young people.

**Reason for Decision:** The Council's 'resident involvement' agenda aimed to change the culture of youth engagement and to establish stronger links with young people living and being educated in the borough. This would inevitably be a dynamic process, requiring the commitment of officers across all departments and Councillors alike, and would take time to embed.

The 'Youth Engagement' report had already become a key document underpinning the work of the Youth Development Team within Children and Families Service and was compatible with the priority actions of the Harrow Youth Parliament.

Bearing in mind the current operating model with the Children and Families Service and the ongoing pressure to achieve further short and medium term savings, it is important to note that additional resources would be required in order to fully consider the cost benefits to the Council and to find external funding sources and sponsorship.

## **17 Key Decision - Harrow Mental Health Day Services Review**

**RESOLVED:** That the new Service Model described in section 2.5.3 of the report be agreed, and specifically to:

- (1) the closure of Marlborough Hill Day Service;
- (2) implement a "Hub" resource and mixed-use community space for people with mental ill health, which at least initially will be at The Bridge;
- (3) the continued use of Wiseworks service as a vocationally-focused service for adults requiring support to develop new skills in a safe, supportive and recovery focused environment;
- (4) note the development of a marketplace of community-based services for people with personal budgets delivered through Shop4Support;
- (5) authorise the Corporate Director for Community, Health and Wellbeing, in consultation with the relevant Portfolio Holder(s), to:
  - (a) agree and implement the appropriate route of securing the Hub Service, whether by a tender, via the section 75 Agreement with CNWL, or by direct provision;
  - (b) agree and implement the appropriate route of securing services at Wiseworks, whether by a tender, via the section 75 Agreement with CNWL, or by direct provision.

**Reason for Decision:** To enable the creation of a new model for Mental Health Day Services in Harrow that improves outcomes for service users.

## **18 Key Decision: Appointment of Contractors to Housing Capital Framework**

**RESOLVED:** That

- (1) the appointment of the contractors identified in Table 1 of the report to the Framework for the Provision of Capital Works for Housing be approved;

- (2) the appointment of Durkan Ltd for the delivery of the 2012/13 Programme of Kitchen and Bathroom Renewals, using the available budget in a revised Capital Programme, be approved;
- (3) that the confidential appendix be noted.

**Reason for Decision:** The evaluation of the tenders received had been conducted to arrive at the most economically advantageous bids. The Framework Structure was designed to maintain a degree of competitiveness and resilience throughout the 4-year framework period.

## **19 Key Decision: Harrow Museum Heritage Lottery Fund Round 1 Application**

**RESOLVED:** That

- (1) the draft vision for the future of the Harrow Museum Site and its buildings to become the strategic Heritage Centre for Harrow, as outlined in Appendix A to the report, be approved;
- (2) authority be delegated to the Corporate Director of Community, Health and Wellbeing, in consultation with the Portfolio Holder for Community and Cultural Services, to submit a Round 1 application to the Heritage Lottery Fund for a development grant towards a Round 2 submission for a total grant of up to £2million to support the upgrading and refurbishment of the Harrow Museum site, subject to the parameters set out in the report;
- (3) in due course, a further report, to approve the submission for a Heritage Lottery Fund Round 2 application if Harrow was successful at Round 1, be submitted to Cabinet.

**Reason for Decision:** To upgrade and restore one of the borough's major heritage assets in order to provide a high quality facility as the Community Museum and Heritage Centre for Harrow. To celebrate the cultural and community history of the borough, deliver the Council's heritage service offer and secure a sustainable future for the asset.

## **20 Key Decision: Housing Changes Review: Update on Tenancy Strategy, Housing Strategy, Housing Business Plan and other Key Policies**

**RESOLVED:** That

- (1) the responses to the draft Tenancy Strategy 2012 be noted;
- (2) the further Housing Policy changes either introduced, or in consultation, since the Cabinet meeting on the 15 December 2011 be noted;
- (3) Cabinet supports the Direction of Travel set out in the various updates attached at Appendices 1 – 6 of the report and that, following further consultation, final approval be sought for these Strategies and Policies at the Cabinet meeting on 13 December 2012;

- (4) It be noted that delegated authority had already been granted to the Corporate Director Adults and Housing (now the Corporate Director of Community, Health and Wellbeing), in consultation with the Portfolio Holder for Housing, to approve draft documents for formal consultation.

**Reason for Decision:** To enable the completion of Key Housing Policy and Strategy documents required by the Localism Act 2011.

**21 Key Decision: Commercial Safety Service Plan 2012/13**

**RESOLVED:** That

- (1) the Commercial Safety Service Plan for 2012/13 be approved as the Council's Annual Food Service Plan for 2012/13;
- (2) it be noted that the health and safety service aspects of the Plan were subject to approval by Licensing and General Purposes Committee.

**Reason for Decision:** By virtue of the requirements contained in the Food Standards Act 1999 and the National Food Framework Agreement (FA), issued by the Food Standards Agency (FSA), the Council was required to have an annual Service Plan in place.

**22 Key Decision: Materials Recycling Services Framework Contract**

**RESOLVED:** That

- (1) the inclusion of the following organisations be agreed on a four year framework for a service to commence on 1 September 2012:

Biffa Waste Services Limited  
Bywaters (Leyton) Ltd  
Viridor Waste Management Limited;

- (2) the Head of Corporate Procurement and the Divisional Director of Environment, in liaison with the Portfolio Holder for Property and Major Contracts, be authorised to undertake and award annual E-auctions or mini-competitions under the Framework Terms and Conditions.

**Reason for Decision:** To enable cost effective disposal of materials collected by the Council that are suitable for recycling.

**23 Development of Apprenticeships and Work Experience Opportunities for Unemployed Graduates - Progress Report**

**RESOLVED:** That the report be noted.

**Reason for Decision:** To note the progress in line with the original decision of 19 January 2012 Cabinet meeting.

*[Call-in does not apply]*

**24 Key Decision: Prince Edward Playing Fields Amendment to Lease Terms to Permit Playing of Professional League Football Matches**

**RESOLVED:** That

- (1) it be agreed that Professional League Football Matches may be played at the Prince Edward Playing Fields, subject to agreement in respect of the conditions shown in Option 3 of the report and Commercial Terms;
- (2) authority be delegated to the Corporate Director Place Shaping, in consultation with the Deputy Leader and Portfolio Holder for Property and Major Contracts, and Portfolio Holder for Planning and Regeneration, to negotiate and determine necessary interventions and mitigation measures, to minimise as far as was reasonably practical, adverse impacts on the locality and to implement all necessary amendments to the Lease and the associated Service Level Agreement;
- (3) it be noted that the amendment to the Lease would permit Barnet Football Club to use the Prince Edward Playing Fields, The Hive, as their Home Ground, and that the amendment to the lease would apply solely to Barnet Football Club and may not be assigned;
- (4) authority be delegated to the Corporate Director Place Shaping, in consultation with the Deputy Leader and the Portfolio Holder for Property and Major Contracts, to negotiate and determine commercial terms with the tenant, and to implement all necessary amendments to the Lease and the associated Service Level Agreement;
- (5) it be noted that the amended Lease and Service Level Agreement would not be completed, until all outstanding planning issues had been resolved.

**Reason for Decision:** To secure the further development of the Prince Edward Playing Fields, The Hive, as a Football Centre of excellence and hospitality venue, for the benefit of the entire community of Harrow and to help stimulate growth in the local economy.

**25 Key Decision: Harrow Community Infrastructure Levy - Preliminary Draft Charging Schedule**

**RESOLVED:** That

- (1) the Community Infrastructure Levy Preliminary Draft Charging Schedule, at Appendix 1 to the report, be approved for a six week period of public consultation in accordance with the Council's adopted Statement of Community Involvement;
- (2) the Divisional Director of Planning, in consultation with the Portfolio Holder for Planning and Regeneration, be authorised to approve the consultation documents which will accompany the Community Infrastructure Levy Preliminary Draft Charging Schedule.

**Reason for Decision:** To commence the process of preparing and adopting a CIL Charging Schedule that will enable the Council to charge CIL on new development to help pay for social and physical infrastructure within the Borough.

(Note: The meeting, having commenced at 7.31 pm, closed at 10.36 pm).