

# Cabinet AGENDA

**DATE:** Wednesday 15 January 2014

**TIME:** 6.30 pm

**VENUE:** Committee Rooms 1 & 2,  
Harrow Civic Centre

## MEMBERSHIP

---

**Chairman:** Councillor Susan Hall (Leader of the Council and Portfolio Holder for Community Safety and Environment)

### Portfolio Holders:

Councillor Kamaljit Chana	Business and Enterprise
Councillor Tony Ferrari	Finance
Councillor Stephen Greek	Planning, Development and Regeneration
Councillor Manji Kara	Community and Culture
Councillor Barry Macleod-Cullinane	Deputy Leader, Adults and Housing
Councillor Janet Mote	Children and Schools
Councillor Paul Osborn	Communications, Performance and Resources
Councillor Simon Williams	Health and Wellbeing
Councillor Stephen Wright	Property and Major Contracts

### Non Executive Cabinet Members (non voting):

Councillor Thaya Idaikkadar	Leader of the Independent Labour Group
Councillor David Perry	Leader of the Labour Group
Councillor Graham Henson	Labour Group

**(Quorum 3, including the Leader and/or Deputy Leader)**

**Contact:** Daksha Ghelani, Senior Democratic Services Officer  
Tel: 020 8424 1881 E-mail: [daksha.ghelani@harrow.gov.uk](mailto:daksha.ghelani@harrow.gov.uk)

## **AGENDA - PART I**

### **1. APOLOGIES FOR ABSENCE**

To receive apologies for absence (if any).

### **2. DECLARATIONS OF INTEREST**

To receive declarations of disclosable pecuniary or non pecuniary interests arising from business to be transacted at this meeting from:

- (a) all Members of the Cabinet; and
- (b) all other Members present.

### **3. MINUTES (Pages 1 - 34)**

That the minutes of the Cabinet meeting held on 12 December 2013 be taken as read and signed as a correct record.

### **4. PETITIONS**

To receive any petitions submitted by members of the public or Councillors.

### **5. PUBLIC QUESTIONS \***

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

Questions will be asked in the order notice of them was received and there be a time limit of 15 minutes.

**[The deadline for receipt of public questions is 3.00 pm, Friday 10 January 2014. Questions should be sent to [publicquestions@harrow.gov.uk](mailto:publicquestions@harrow.gov.uk)**

**No person may submit more than one question].**

### **6. COUNCILLOR QUESTIONS \***

To receive any Councillor questions received in accordance with paragraph 17 of the Executive Procedure Rules.

Questions will be asked in the order agreed with the relevant Group Leader by the deadline for submission and there be a time limit of 15 minutes.

**[The deadline for receipt of Councillor questions is 3.00 pm, Friday 10 January 2014].**

### **7. KEY DECISION SCHEDULE JANUARY 2014 - MARCH 2014 (Pages 35 - 52)**

**8. REPORTS FROM THE OVERVIEW AND SCRUTINY COMMITTEE OR SUB-COMMITTEES**

(a) Progress on Scrutiny Projects: (Pages 53 - 54)

For consideration.

(b) Customer Care Scrutiny Review: (Pages 55 - 82)

Reference from the Overview and Scrutiny Committee.

**CHILDREN AND FAMILIES**

**9. SCHOOL EXPANSION PROGRAMME (Pages 83 - 100)**

Report of the Corporate Director of Children and Families.

**COMMUNITY, HEALTH AND WELL-BEING**

**10. HARROW'S LOCAL ACCOUNT 2012-13 (Pages 101 - 150)**

Information Report of the Corporate Director of Community, Health and Wellbeing.

**11. SAFEGUARDING ADULTS PEER REVIEW (Pages 151 - 180)**

Report of the Director of Adult Social Services.

**ENVIRONMENT AND ENTERPRISE**

**KEY 12. BRENT AND HARROW - JOINT TRADING STANDARDS SERVICE (Pages 181 - 188)**

Report of the Corporate Director of Environment and Enterprise.

**RESOURCES**

**KEY 13. HARROW HELP SCHEME REVIEW (Pages 189 - 284)**

Report of the Corporate Director of Resources.

**KEY 14. REVIEW OF THE CORPORATE DEBT RECOVERY POLICY (Pages 285 - 364)**

Report of the Corporate Director of Resources.

**KEY 15. CALCULATION OF BUSINESS RATES TAX BASE FOR 2014-2015 (Pages 365 - 374)**

Report of the Corporate Director of Resources.

**KEY 16. PROJECT MINERVA** (Pages 375 - 430)

Report of the Corporate Director of Resources.

**KEY 17. COUNCIL INSURANCE RENEWALS 2014** (Pages 431 - 440)

Report of the Director of Finance and Assurance.

**KEY 18. SENIOR MANAGEMENT STRUCTURE** (Pages 441 - 448)

Report of the Director of Legal and Governance Services.

**19. ANY OTHER URGENT BUSINESS**

Which cannot otherwise be dealt with.

**20. EXCLUSION OF THE PRESS AND PUBLIC**

To resolve that the press and public be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of confidential information in breach of an obligation of confidence, or of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972:

<u>Agenda Item No</u>	<u>Title</u>	<u>Description of Exempt Information</u>
22	Project Minerva	Information under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, relating to the financial or business affairs of any particular person (including the authority holding that information).
23	Council Insurance Renewals 2014	Information under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, relating to the financial or business affairs of any particular person (including the authority holding that information).

**AGENDA - PART II**

**21. PROJECT MINERVA** (Pages 449 - 454)

Appendices to the report the Corporate Director of Resources.

**22. COUNCIL INSURANCE RENEWALS 2014** (Pages 455 - 458)

Appendices to the report of the Director of Finance and Assurance.

## \* DATA PROTECTION ACT NOTICE

The Council will audio record items 5 and 6 (Public and Councillor Questions) and will place the audio recording on the Council's website, which will be accessible to all.

**[Note:** The questions and answers will not be reproduced in the minutes.]

Deadline for questions	3.00 pm on Friday 10 January 2014
Publication of decisions	Thursday 16 January 2014
Deadline for Call in	5.00 pm on 23 January 2014
Decisions implemented if not Called in	24 January 2014