

Council SUMMONS AND AGENDA

DATE: Thursday 14 November 2013

TIME: 7.30 pm

VENUE: Council Chamber, Harrow
Civic Centre

All Councillors are hereby summoned to attend the Council Meeting for the transaction of the business set out.



Hugh Peart
Director of Legal and Governance Services

Despatch Date: Wednesday 6 November 2013

PRAYERS

The Mayor's Chaplain, Dr Suzanne Nti, will open the meeting with Prayers.

1. COUNCIL MINUTES (Pages 1 - 52)

That the minutes of the ordinary meeting held on 4 July 2013 and the extraordinary meetings held on 16 September 2013 and 24 October 2013 (to follow) be taken as read and signed as correct records.

2. DECLARATIONS OF INTEREST

To receive declarations of disclosable pecuniary or non pecuniary interests, arising from business to be transacted at this meeting, from all Members of the Council.

3. MAYOR'S ANNOUNCEMENTS

To receive any announcements from the Mayor. Information as to recent Mayoral engagements will be tabled.

4. PROCEDURAL MOTIONS

To receive and consider any procedural motions by Members of the Council in relation to the conduct of this Meeting. Notice of such procedural motions, received after the issuing of this Summons, will be tabled.

5. PETITIONS

To receive any petitions to be presented:

- (i) by a representative of the petitioners;
- (ii) by a Councillor, on behalf of petitioners;
- (iii) by the Mayor, on behalf of petitioners.

6. PUBLIC QUESTIONS

A period of up to 15 minutes is allowed for members of the public to ask questions of members of the Executive, Portfolio Holders and Chairmen of Committees, of which notice has been received by no later than 3.00 pm two clear working days prior to the day of this Meeting. Any such questions received will be tabled.

7. PETITION - CAMBRIDGE ROAD CAR PARK

At its meeting on 12 September 2013, Cabinet received a Petition of 3,352 signatures, submitted by Councillor James Bond, on behalf of petitioners and outlining the following terms:

"We, the undersigned, object to Harrow Council's intentions to withdraw the one hour free parking concession in the Cambridge Road Car Park. We also object to the plans to withdraw the one hour free concession for on-street parking and replace it with 20 minutes only free parking"

The Petition has been subject to the validation process and meets the threshold of signatures needed to engender a Council debate.

Councillor James Bond will read the terms of the petition on behalf of the petition signatories. There is a period of one minute allocated to present the petition. A period of 10 minutes is permitted for Members to debate the Petition's terms and issues.

Following discussion the Council may choose to refer the petition to the Cabinet, taking into account the views expressed by Council.

8. LEADER AND PORTFOLIO HOLDER'S ANNOUNCEMENTS

To receive a presentation from the Leader of the Council and Portfolio Holders on business since the last ordinary meeting, followed by a question and answer session. The item is allotted 20 minutes.

9. CABINET MEMBERSHIP (Pages 53 - 76)

To note the appointments to Cabinet.

10. COMMUNITY SAFETY PLAN (Pages 77 - 82)

Recommendation I: Cabinet
(12 September 2013)

11. YOUTH JUSTICE PLAN 2013-14 (Pages 83 - 88)

Recommendation II: Cabinet
(17 October 2013)

12. CAPITAL PROGRAMME 2013/14 - ADDITIONAL SCHOOLS GRANT FUNDING (Pages 89 - 94)

Recommendation III: Cabinet
(17 October 2013)

13. PUBLIC REGISTER OF DISPENSATIONS (To Follow)

Recommendation I: Standards Committee
(11 September 2013)

14. APPOINTMENT OF CHAIRMEN TO COMMITTEES

To receive proposals from the Leader of the Council as to the appointment of Chairmen to Committees for the remainder of the Municipal Year 2013/14 as follows

<u>Committee</u>	<u>Nominee</u>
Overview and Scrutiny Committee	Councillor Chris Mote
Standards Committee	Councillor Varsha Parmar
Call-in Sub Committee	Councillor Chris Mote
Call-in (Education) Sub-Committee	Councillor Camilla Bath
Chief Officers' Employment Panel	Councillor Susan Hall

FOR DECISION

15. QUESTIONS WITH NOTICE

A period of up to 15 minutes is allowed for asking written questions by Members of Council of a member of the Executive or the Chairman of any Committee:-

- (i) of which notice has been received at least two clear working days prior to the day of this Meeting; or
- (ii) which relate to urgent matters, and the consent of the Executive Member or Committee Chairman to whom the question is to be put has been obtained and the content has been advised to the Director of Legal and Governance Services by 12 noon on the day of the Council Meeting.

Any such questions received will be tabled.

16. MOTIONS

The following Motions have been notified in accordance with the requirements of Council Procedure Rule 14, to be moved and seconded by the Members indicated:

(1) **Motion – Chief Executive – Senior Management Structure**

To be moved by Councillor David Perry and seconded by Councillor Margaret Davine:

“This Council notes:

- Harrow Council is facing significant financial challenges to its budget, with the council having to

find £75 million so far to make up for this shortfall.

- That in February 2013 Council had agreed a 2 year balanced budget for 2013/14 and 2014/15.
- In May 2013 the Public Accounts Committee concluded that government did not properly understand the overall impact on local services that resulted from its funding reductions. It said that the government's modelling was inadequate and must be improved in time for the next spending round.
- The announcement by Government in the summer that local government funding will be further reduced - creating a further £60 million gap in Harrow Councils budget - clearly shows that the Government has not listened.
- That Harrow Council consults in accordance with agreed processes including the Council's Protocol for Managing Organisational Change (PMOC).
- That to meet the financial challenges the Chief Executive launched a wide ranging consultation in October 2011 for a Senior Management Structure with the primary aim to reduce the number of senior manager from 30 to 20 and a resultant cost saving of circa £1 million.
- That an information report was submitted to Cabinet on the 21st October 2011 explaining the rationale behind the proposals, as the Council moved forward in its journey towards achieving its Vision and Priorities in a challenging economic climate.
- As part of the open and transparent consultation process, in 2011 meetings had been held with the; Political Parties, Scrutiny, the Corporate Strategy Board, the Corporate Leadership Group, the Trade Unions and the Council's Partners where a number of positive and constructive comments were contributed to the proposals.
- As part of the Terms & Conditions agreement there was a basic pay reduction of 2.5% to Chief Executive and Corporate Director grades from 1st January 2013.

This Council believes:

- A lack of robust and meaningful consultation when making council decisions is disrespectful to others, and runs contrary to the CREATE values published

in 2008.

- That the council must enter into meaningful consultations without assuming an outcome.
- To reach an informed judgment, key decisions must be made in an open and transparent way and not by submissions to blogs or via press releases.
- That rushing key decisions will damage the reputation of the council.
- That the recent proposed changes for the Chief Executive role means more than a superficial change of title; it brings changes to organisational relationships and personal accountability.
- That during these uncertain financial times it is important to have experienced people in the senior roles to deliver objectives, strategies, policies and programs for Harrow Council, whilst at the same time providing overall direction and management to the organisation.

This Council resolves:

- To cease any changes to the Chief Executive or Strategic Management of the Council until after the Council elections in 2014. By then the financial settlement for the council and any changes for Local Government responsibilities will be known, which will allow Council to make informed decisions based on facts and substantive evidence.”

[Under the provisions of Council Procedure Rule 14.6, it is considered that the subject matter of this Motion refers to matters within the powers of the Cabinet and the Motion therefore stands referred to its next meeting.]

(2) **Motion – Blacklisting of Employees**

To be moved by Councillor Sue Anderson and seconded by Councillor Graham Henson:

“This Council notes:

- The GMB and UNITE campaign to highlight the 3,214 workers blacklisted by construction firms and calls for all of those affected to be given an unreserved apology and compensation by the firms.
- That in 2009 the Information Commissioners Office (ICO)

seized a database of 3,214 construction workers used by 44 companies to vet new recruits and keep out of employment trade union and health and safety activists.

- That Balfour Beatty, Carillion, Costain, Kier, Laing O'Rourke, Sir Robert McAlpine, Skanska UK and VINCI PLC have all apologised for their involvement with the blacklist and the impact that its database may have had on any individual construction worker.
- That these companies, many who have previously held contracts with Harrow Council, have joined together to establish The Construction Workers Compensation Scheme. The scheme is intended to make it as simple as possible for any worker with a legitimate claim to access compensation.

This Council believes:

- Blacklisting is an unacceptable practice which cannot be condoned.
- That all of the construction firms that engaged in blacklisting should apologise to those who have been affected and denied jobs as a result of the list.
- That the Information Commissioners' Office should inform all those who feature on the blacklist.

This Council resolves:

- To support the GMB and UNITE campaign against the blacklisting of construction workers.
- That the Chief Executive seeks formal assurances from firms with whom the Council has a contract with that they are no longer involved in any sort of blacklisting and that they be asked to join the Construction Workers Compensation Scheme.
- To assist where possible in identifying workers and their families who were, or are, residents in Harrow and may have been blacklisted, and supporting them in seeking a remedy through the Construction Workers Compensation Scheme.
- To call on the Council to make it clear to all construction companies bidding for Council contracts that any unlawful blacklisting of workers will not be tolerated.
- That any further construction contracts signed by the Council will include a new and agreed code of practice covering how they employ people alongside their plans to

ensure the industry is cleansed of those so-called "professionals" who ran the blacklist.

- To request the Chief Executive to provide a report to the next Full Council meeting regarding progress on this matter.”

[Under the provisions of Council Procedure Rule 14.6, it is considered that the subject matter of this Motion refers to matters within the powers of the Cabinet and the Motion therefore stands referred to its next meeting.]

(3) Motion – 20 Minutes Free Parking

To be moved by Councillor Thaya Idaikkadar and seconded by Councillor Mano Dharmarajah:

“Independent Labour Group deplores the haphazard decision taken by the Tory Cabinet to stop the 20 minutes free parking roll out across the Borough introduced under the previous administration by Councillor Thaya Idaikkadar.

This decision was taken to help the local traders and the residents who are already struggling under the immense pressure of increased cost of living.

It is clear, from the comments made by the members of public and traders at the last Cabinet meeting, that the Traders of Rayners Lane in particular and residents and local shops across the Borough in general, do not understand the decision taken by the Tory Cabinet which was based on incomplete information.

Independent Labour Group calls upon the Leader of the Council, Cllr Susan Hall, to urgently reconsider this decision and roll out free 20 minutes parking across the Borough until June 2014 so that a thorough and objective assessment can be made by the incoming administration.”

[Under the provisions of Council Procedure Rule 14.6, it is considered that the subject matter of this Motion refers to matters within the powers of the Cabinet and the Motion therefore stands referred to its next meeting.]

(4) Motion – Harrow Council’s Constitution

To be moved by Councillor Krishna James and seconded by Councillor Asad Omar:

“This Council will do all it can to ensure that the Constitution is not undermined and that decisions taken by this Council have the confidence of Councillors, Staff and Residents.”

17. DECISIONS TAKEN UNDER THE URGENCY PROCEDURE - COUNCIL (Pages 95 - 98)

Report of the Director of Legal and Governance Services.

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COUNCIL 14 NOVEMBER 2013

MINUTES

COUNCIL MEETING – 4 JULY 2013

1ST EXTRAORDINARY COUNCIL MEETING – 16 SEPTEMBER 2013

2ND EXTRAORDINARY COUNCIL MEETING – 16 SEPTEMBER 2013

EXTRAORDINARY COUNCIL MEETING – 24 OCTOBER 2013 (TO FOLLOW)

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COUNCIL MINUTES

4 JULY 2013

- Present:**
- * Councillor Nana Asante (The Worshipful the Mayor)
 - * Councillor Mrs Camilla Bath (The Deputy Mayor)
- Councillors:**
- * Husain Akhtar
 - * Sue Anderson
 - * Marilyn Ashton
 - * Christine Bednell
 - * James Bond
 - * Mrs Lurline Champagnie OBE
 - * Kam Chana
 - * Ramji Chauhan
 - * Mrinal Choudhury
 - * Bob Currie
 - * Margaret Davine
 - * Mano Dharmarajah
 - * Tony Ferrari
 - * Keith Ferry
 - * Ann Gate
 - * David Gawn
 - * Stephen Greek
 - * Mitzi Green
 - * Susan Hall
 - * Graham Henson
 - * Thaya Idaikkadar
 - * Nizam Ismail
 - * Krishna James
 - * Manji Kara
 - * Zarina Khalid
 - * Jean Lammiman
 - * Barry Macleod-Cullinane
 - * Kairul Kareema Marikar
 - * Ajay Maru
 - * Jerry Miles
 - * Mrs Vina Mithani
 - * Amir Moshenson
 - * Chris Mote
 - * Janet Mote
 - * John Nickolay
 - * Joyce Nickolay
 - * Christopher Noyce
 - * Phillip O'Dell
 - * Asad Omar
 - * Paul Osborn
 - * Varsha Parmar
 - * David Perry
 - * Bill Phillips
 - * Raj Ray
 - * C Robson
 - * Richard Romain
 - * Anthony Seymour
 - * Lynda Seymour
 - * Navin Shah
 - * Mrs Rekha Shah
 - * Sachin Shah
 - * Stanley Sheinwald
 - * Victoria Silver
 - * Bill Stephenson
 - * William Stoodley
 - * Krishna Suresh
 - * Sasi Suresh
 - * Yogesh Teli
 - * Ben Wealthy
 - * Simon Williams
 - * Stephen Wright

* Denotes Member present

PRAYERS

The meeting opened with Prayers offered by Dr Suzanne Nti.

311. COUNCIL MINUTES

Councillor David Perry rose to move amendments to the minutes, which were duly seconded by Councillors Sachin Shah and Keith Ferry respectively, in relation to the accuracy of the minutes of the meeting held on 21 May 2013:

- (i) in relation to Minute 290, 'Election of Mayor' in that the Minute was incorrect. Upon a vote, and clarification that the minutes were not a verbatim record, the amendment proposed was not carried.
- (ii) in relation to Minute 298 'Leader of the Council', the Minute should be amended. Upon a vote, the amendment proposed was not carried.

RESOLVED: That the minutes of the meeting held on 28 February 2013, the Annual meeting held on 21 May 2013 and the Extraordinary meeting held on 23 May 2013 be taken as read and signed as correct records.

312. DECLARATIONS OF INTEREST

The Mayor invited appropriate declarations of interest.

Item 5 – Petitions

During this item, and following the submission of a petition relating to Park High School, Councillor Marilyn Ashton declared a non-pecuniary interest in that she was a governor of Park High School.

Item 10 – Health and Wellbeing Strategy Implementation Plan

Councillor Henson declared a non-pecuniary interest in that his wife worked for an organisation that had been referenced to in the report.

Item 12 – Questions with Notice

During this item and when asking supplemental question 5, Councillor Barry Macleod Cullinane declared a non-pecuniary interest in that he worked for London Councils Limited.

Item 13(1) – A&E Crises

Councillor Husain Akhtar declared a non-pecuniary interest in that his son worked for the National Health Service (NHS).

Councillor Mrs Lurline Champagnie OBE declared a non-pecuniary interest in that she was a member of the Royal College of Nurses.

Councillor Ann Gate declared a pecuniary interest in that she worked for a Chair of Clinical Commissioning Group (CCG) and at a local walk-in centre. She would leave the Chamber during consideration of this item.

Councillor David Gawn declared a non-pecuniary interest in that his sister worked for the National Health Service (NHS).

Councillor Thaya Idaikkadar declared a non-pecuniary interest in that his children worked for the National Health Service (NHS).

Councillor Krishna James declared a non-pecuniary interest in that she was a qualified nurse and her sister worked at Northwick Park Hospital.

Councillor Mrs Vina Mithani declared a non-pecuniary interest in that she worked for the Health Protection Agency, which was part of Public Health England.

Councillors Chris Mote and Janet Mote declared non-pecuniary interests in that their daughter worked for the National Health Service (NHS).

Councillor Chris Noyce declared a non-pecuniary interest in that his wife was undergoing treatment by the National Health Service (NHS).

Councillor Christine Robson declared a non-pecuniary interest in that she worked for the National Health Service – but not in this borough.

Councillor Sachin Shah declared a non-pecuniary interest in that he worked for the Royal College of General Practitioners.

313. MAYOR'S ANNOUNCEMENTS

The Mayor requested that Council note the engagements she had undertaken and was proud to have attended the 100th Birthday Celebration of Mrs Dorothy Shires on 2 July 2013 to whom she offered her congratulations.

314. PROCEDURAL MOTIONS

- (i) The Leader of the Council rose to move a Procedural Motion that Rule 17.1.1 be suspended in relation to Item 8. Upon a vote, the Procedural Motion was carried.
- (ii) The Mayor announced that, in accordance with Council Procedure Rule 6.2, given the special circumstances set out in the Supplemental Summons, she had agreed that Items 14 and 16 be considered as a matter of urgency.
- (iii) In accordance with Council Procedure Rule 12.1, Councillor David Perry rose to move a Procedural Motion that the Labour Group be allowed to ask questions without notice on Items 8 - 11.

RESOLVED: That

- (1) Procedural Motion under Rule 15.1, seeking suspension of Council Procedure Rule 17.1.1 in relation to Item 8, Members' Allowances, be agreed;**
- (2) Item 14, Appointment of Returning Officer, and Item 16, Severance Payments of £100,000 or Greater, be considered as a matter of urgency;**
- (3) Under Rule 12.1, Members of the Council ask questions of the Members of the Executive questions without notice in relation to Item 8, Members' Allowances, Item 10, Health and Wellbeing Strategy Implementation, and Item 11, West London Waste Authority Infrastructure Loan.**

315. PETITIONS

In accordance with Rule 10, the following petitions were presented:

- (i) Petition submitted by a resident containing 37 signatures of residents calling upon the Council to allow residents to park with two wheels on and two wheels off the kerb of Hutton Lane and make changes to allow residents to park in their own driveway or to have the kerb reduced to allow for parking on both sides of the road.

[The petition stood referred to the Portfolio Holder for Environment and Community Safety.]

- (ii) Petition submitted by Councillor Richard Romain containing 34 signatures of residents of Kerry Court and Kerry Avenue requesting that the parking times be extended, as parking had become difficult with Jubilee Cars mini-cabs and other people using parking spaces.

[The petition stood referred to the Portfolio Holder for Environment and Community Safety.]

- (iii) Petition submitted by Councillor Jean Lammiman containing 100+ signatures of residents objecting to the planning application for Pickwick Walk, Hatch End, which involved the closure of 10 retail units. The petition stated that the loss of the units would seriously undermine the diversity of the Hatch End shopping area, have a detrimental effect on the whole retail mix and loss of 52 jobs and livelihoods.

[The petition stood referred to the Portfolio Holder for Planning and Regeneration.]

- (iv) Petition submitted by Councillor Manji Kara containing 149 signatures objecting to the change in planning application P/0940/13 by Park High School, to vary Condition 14.

[The petition stood referred to the Portfolio Holder for Planning and Regeneration.]

- (v) Petition submitted by Councillor Stephen Wright containing 41 signatures asking for action to be taken to address the craters and bumps in Barrow Point Avenue, including the pavements which needed work.

[The petition stood referred to the Portfolio Holder for Environment and Community Safety.]

- (vi) Petition submitted by Councillor Jerry Miles containing 173 signatures from residents of Windsor Crescent/Close urging the Council to construct new pavements on their roads. The petitioners asked when action would be taken and whether it would have to take another serious or fatal injury to the elderly, children and infirm residents for action to be taken.

[The petition stood referred to the Portfolio Holder for Environment and Community Safety.]

- (vii) Petition submitted by Councillor Keith Ferry containing 395 signatures appealing for a zebra crossing on Kenton Lane outside St Joseph's School to help keep children, parents and residents safer when crossing this busy main road.

[The petition stood referred to the Portfolio Holders for Environment and Community Safety and Children, Schools and Families.]

- (viii) Petition submitted by Councillor John Nickolay containing 73 signatures of residents of Cecil Park calling for Harrow Council to take urgent action to remedy the traffic gridlock, increased traffic flow, volume of cars, regular obstruction to property and escalating pollution on Cecil Park created by the parents of Reddiford School on their twice daily school run. For the safety of their local community, the petitioner suggested parking restrictions be enforced on Cecil Park between 0815 and 0930 am and 3.00 pm and 4.30 pm during weekdays.

[The petition stood referred to the Portfolio Holders for Environment and Community Safety and Children, Schools and Families.]

316. PUBLIC QUESTIONS

In accordance with Rule 11, the questions submitted by a member of the public and responded to by the Leader of the Council is contained at Appendix I.

317. LEADER AND PORTFOLIO HOLDERS' ANNOUNCEMENTS

- (i) The Leader of the Council, Councillor Thaya Idaikkadar, introduced his report highlighting the achievements, challenges and proposals since the last ordinary meeting;
- (ii) The Portfolio Holders for Children, Schools and Families, Adult Social Care, Health and Wellbeing and Planning and Regeneration, introduced their reports highlighting achievements and proposals since the last ordinary meeting;
- (iii) At the conclusion of the item, the Mayor proposed that the time limit for this item be extended by 10 minutes to allow Members to ask questions of the Leader of the Council and the Portfolio Holders. This proposal was agreed;
- (iv) Councillors Susan Hall, Barry Macleod-Cullinane, David Perry, Christine Bednell, Sachin Shah, Mrinal Choudhury, Janet Mote, Graham Henson, and Kairul Kareema Marikar asked questions of the Leader of the Council and the Portfolio Holders, which were duly responded to.

318. MEMBERS' ALLOWANCES

- (i) Further to item 8 on the Supplemental Summons, the Leader of the Council, Councillor Thaya Idaikkadar, moved the recommendation set out in the report;
- (ii) The Leader of the Labour Group, Councillor David Perry, moved an amendment to the recommendation in the following terms: To delete the SRA allowance for the non-Executive Non-Voting Members of the Executive; To delete the increased SRA allowance for the Leader of the third largest Group from £2,040 to £6,630;
- (iii) Following debate, and upon a vote the amendment was lost;
- (iv) Upon a further vote, the substantive recommendation was agreed.

RESOLVED: That the Members' Allowances Scheme, as amended and set out at Appendix II to the minutes, be adopted and payments be backdated to the relevant date of the individual Members' appointment.

319. ADOPTION OF THE DEVELOPMENT MANAGEMENT POLICIES DPD, SITE ALLOCATIONS DPD AND HARROW AND WEALDSTONE AREA ACTION PLAN DPD

Further to item 9 on the Supplemental Summons, the Portfolio Holder for Planning and Regeneration moved Recommendation I of the Cabinet meeting held on 20 June 2013.

RESOLVED: That the Harrow and Wealdstone Area Action Plan Local Plan, the Site Allocations Local Plan and the Development Management Policies Local Plan be adopted.

320. HEALTH AND WELLBEING STRATEGY IMPLEMENTATION PLAN

Further to item 10 on the Supplemental Summons, the Portfolio Holder for Adult Social Care, Health and Wellbeing moved Recommendation I of the Health and Wellbeing Board meeting held on 19 June 2013.

RESOLVED: That the Reference from the Health and Wellbeing Board meeting of 19 June 2013 on the Health and Wellbeing Strategy Implementation Plan be noted.

321. WEST LONDON WASTE AUTHORITY - INFRASTRUCTURE LOAN

Further to item 11 on the Supplemental Summons, the Leader of the Council, Councillor Thaya Idaikkadar, moved the recommendation set out in the report.

RESOLVED: That an addition of £15 million to the Capital Programme to be loaned to the West London Waste Authority be agreed and that the Section 151 Officer be delegated authority for final approval after consultation with the Portfolio Holder after receiving assurance from legal officers on the terms.

322. QUESTIONS WITH NOTICE

In accordance with Rule 12, the questions submitted by Councillors and responded to by Portfolio Holders are contained at Appendix III. Responses to those questions which were not reached during the period allowed for questions are also included and were circulated to Members in written form.

323. MOTIONS

MOTION – A&E Crises

- (i) At Item 13 (1), the Council received a Motion in the names of Councillors David Perry and Margaret Davine in the following terms:

“The Council is proud of our National Health Service (NHS) and its achievements since its inception. We congratulate NHS on its 65th birthday and resolve to work to make it even stronger and better for the sake of improved health and wellbeing of the people of Harrow and this Country.

However, this Council is extremely worried about the crisis in local A&E services in Northwick Park Hospital. The people of Harrow deserve better services and the Coalition Government is failing local people.

Recent statistics suggest that the A&E waiting times of over 4 hours are the second worst in London at Northwick Park. This is even before the disastrous closure of other local A&E services in neighbouring Boroughs. Alternative provision, in Harrow such as Alexandra Polyclinic has reduced its walk-in hours and locally it is difficult to get a convenient GP appointment quickly.

It also means that the Coalition Government's own target that no more than 5% of patients should wait for more than four hours has been breached.

Furthermore cuts in social care driven by Eric Pickles' reductions to Council budgets is causing patients to stay in hospital longer, blocking beds for operations and for those admitted to A&E.

In Harrow, our residents who are most in need are suffering unnecessarily due to David Cameron's crippling policies in the NHS and beyond. The elderly and parents with children are especially affected by these recent developments and the situation in Harrow is set to get worse.

This Council therefore instructs the Chief Executive to:

- 1) Write to Jeremy Hunt MP (Secretary of State for Health) urging for a local review.
 - 2) Call on local GPs through the Clinical Commissioning Group (CCG) to increase the hours at Alexandra Clinic for walk-in patients.
 - 3) Invite the Chief Executives of Northwick Park & CCG to attend a meeting in the Council Chamber open to the public to allow local people to discuss the crisis and its causes with the key health service providers and users.”
- (i) There was a tabled amendment in the names of Councillors Barry Macleod-Cullinane and Councillor Susan Hall, which sought to amend the Motion but this was withdrawn.
- (ii) There was a further tabled amendment in the names of Councillors Krishna James and Husain Akhtar, which sought to amend the Motion as follows:

“The Council is proud of our National Health Service (NHS) and its achievements since its inception. We congratulate NHS on its 65th birthday and resolve to work to make it even stronger and better for the sake of improved health and wellbeing of the people of Harrow and this Country.

This Council would like to draw attention to the Harrow Health Overview and Scrutiny Committee response to the Joint Overview and Health Scrutiny Committee which in its report, highlighted concerns

regarding potential problems of increased numbers at Northwick Park A & E. This concern was recorded in the final report together with concerns about lack of disabled friendly train access. It is within this context that we would like more and better A&E arrangements at Northwick Park Hospital while recognising the pressure on the hospital resources due to the down-grading of A&E at some neighbouring hospitals.

This Council recognises that any improvement in the status of the hospital and more resources because of this, would eventually provide better hospital services and patient care but in the meantime the hospital should keep looking for ways to provide best patient care and services.

This Council therefore instructs the Chief Executive to:

- 1) Write to the Chief Executive of Northwick Park to inform him about our resolve and invite him to keep us informed of future developments such as the hospital becoming a Trauma Unit or acquiring Foundation Trust status. We also urge that measures be taken to maintain good quality services as a part of the hospital business plan for future developments.
 - 2) Write to Jeremy Hunt MP (Secretary of State for Health) urging a local review before any changes are made.
 - 3) Call on local GPs through the Clinical Commissioning Group (CCG) to increase the hours at Alexandra Clinic for walk-in patients.”
- (iii) Upon a vote, the amendment at (iii) was carried;
- (iv) Upon a further vote, the substantive Motion at as amended was unanimously agreed.

RESOLVED: That the substantive Motion as amended and set out at (iii) above, be adopted.

Motion – Planning: Changes of Use

- (i) At Item 13 (2), the Council received a Motion in the names of Councillors Keith Ferry and Navin Shah in the following terms:

“This Council calls upon the Government to revoke its policy allowing the conversion of offices into residential accommodation without requiring planning permission.

The Council note that:

Harrow together with almost every London Borough asked for exemption from the policy but the Government has failed to listen, with

the exception of some inner London Boroughs, to the strong case made against the change of use policy.

Harrow applied for exemption for the 'Intensification Area' but the Government has declined the request leaving the Council to face major problems in achieving its economic, regeneration, jobs and housing objectives.

The Council is outraged that the Mayor of London has failed to stand up to Government and oppose the policy and request exemptions for Harrow and other Outer London Boroughs.

The Council calls upon the Mayor of London to lobby the Government to scrap this policy.

The Council further agrees that the Chief Executive writes to the Harrow MPs and Assembly Member to support this motion and write to the Government and Mayor of London to revoke the change of use policy."

- (ii) There was a tabled amendment in the names of Councillors Stephen Greek and Marilyn Ashton, which sought to amend the Motion as follows:

"This Council calls upon the government to revoke its policy allowing the conversion of offices into residential accommodation without requiring planning permission.

The Council further agrees that the Chief Executive writes to the Harrow MPs and Assembly Member to support this motion and write to the Government to revoke the change of use policy."

- (iii) Upon a vote, the amendment at (ii) was carried;
- (iv) Upon a further vote, the substantive Motion as amended was unanimously agreed.

RESOLVED: That the substantive Motion as amended and set out at (ii) above, be adopted.

MOTION – PRISM

- (i) At Item 13 (3), the Council received a Motion in the names of Councillors Sachin Shah and Phillip O'Dell in the following terms:

"The Council congratulates Councillor Thaya Idaikkadar in being the Chair of the meeting of Cabinet that passed the PRISM business case first time. He showed strong determination in making that tough decision. This decision must now be carried out.

PRISM will achieve a minimum saving to the Council of £1.85 million by changing the way services are organised and delivered, bringing

together similar functions and reducing the number of managers to create a new operating model for the council that delivers for the residents of Harrow rather than a cut in service levels or standards.

The Council therefore fully supports the project and instructs the Chief Executive to continue and swiftly move the project to its logical conclusion, which the Leader of the Council approved himself.”

- (ii) There was a tabled amendment in the names of Councillors Asad Omar and David Gawn, which sought to amend the Motion as follows:

“The Council congratulates Councillor Thaya Idaikkadar in being the Chair of the meeting of Cabinet that passed the PRISM business case first time. He showed strong determination in making that tough decision. This decision can only be carried out with careful thought to ensure that the Council and Residents benefit as proposed.

This Council further congratulates the Leader and his Cabinet for having the courage to take a second look at the impact of Prism on our staff and residents. Whilst PRISM aimed to achieve a minimum saving to the Council of £1.85 million, the complaints from staff have led us, as a listening Council to take a closer look at the impact of PRISM.

The Council commends the Chief Executive and Corporate Director for the work put into further consultation of staff with a view to ensuring that PRISM delivers for the residents of Harrow rather than a cut in service levels or standards.

- (iii) Upon a vote, the amendment at (ii) was lost;
- (iv) Upon a further vote, the substantive Motion at (i) was also lost.

RESOLVED: That the Motion not be adopted.

MOTION - Domestic Extensions

- (i) At Item 13 (4), the Council received a Motion in the names of Councillors Keith Ferry and Mrinal Choudhury in the following terms:

“The Council strongly condemns Nick Boles, the Planning Minister’s policy that would allow extension of homes by as much as 26ft without planning consent – double the current limit – without requiring planning permission. The Council is strongly opposed to this policy and urges the Government to scrap the policy forthwith for the following grounds:

- The policy would lead to uncontrolled proliferation of unsightly buildings and create massive overdevelopment of traditional homes.
- The policy would pitch neighbours against neighbours because of the loss of amenity.

- There would be serious impact on the character of the area with major and unacceptable consequences on homes with smaller gardens.
- Local Planning Authorities (Councils) will be rendered powerless due to lack of control on the quality of accommodation and will put extraordinary pressures on its enforcement responsibilities with no financial help from the Government.
- Increase risk of flooding as warned by the Local Government Association and the Environment Agency.

This national 'free-for-all' home extensions policy will have major consequences affecting the environment, character of the local area and the amenity of local residents. The Council resolves that the Chief Executive writes to the Government to scrap this policy. The Council further agrees that the Chief Executive writes to the Harrow MPs and Assembly Member to support this motion and write to the Government to revoke the policy on extensions."

- (ii) There was a tabled amendment in the names of Councillors Stephen Greek and Marilyn Ashton, which sought to amend the Motion as follows:

"The Council strongly condemns Nick Boles, the Planning Minister's policy that would allow extension of homes by as much as 26ft without planning consent – double the current limit – without requiring planning permission. The Council is strongly opposed to this policy and urges the Government to scrap the policy forthwith for the following grounds:

The policy would lead to uncontrolled proliferation of unsightly buildings and create massive overdevelopment of traditional homes.

The policy would pitch neighbours against neighbours because of the loss of amenity.

There would be serious impact on the character of the area with major and unacceptable consequences on homes with smaller gardens.

Local Planning Authorities (councils) will be rendered powerless due to lack of control on the quality of accommodation and will put extraordinary pressures on its enforcement responsibilities with no financial help from the Government.

Increase risk of flooding as warned by the Local Government Association and the Environment Agency.

This national home extensions policy will have major consequences affecting the environment, character of the local area and the amenity of local residents. The Council resolves that the Chief Executive writes to the Government to scrap this policy. The Council further agrees that

the Chief Executive writes to the Harrow MPs and Assembly Member to support this motion and write to the Government to revoke the policy on extensions.”

- (iii) Upon a vote, the amendment at (ii) was carried;
- (iv) Upon a vote, the substantive Motion as amended was agreed unanimously.

RESOLVED: That the substantive Motion as amended and set out at (ii) be adopted.

MOTION - Supporting the Financial Transaction on Tax (FTT)

- (i) At Item 13 (4), the Council received a Motion in the names of Councillors Sachin Shah and Graham Henson in the following terms:

“This Council notes the suffering forced upon Harrow residents as a result of this Tory led Government’s cuts programme and asserts that there is an alternative to its ideologically driven attack on public services – namely a financial Transaction Tax on the speculative activities that have accelerated the recent enrichment of the few to the detriment of the many. The council therefore calls upon Government to enact the FTT and use the revenues from this measure to reverse on-going shrinkage in central grants to Harrow Council.

The Council instructs the Chief Executive to write to the Prime Minister, Deputy Prime Minister, Leader of the Opposition, Chancellor and Shadow Chancellor of the Exchequer, Secretary of State for Communities and Local Government and Harrow’s 3 MPs stating this Council’s support for the FTT.”

- (ii) Upon a vote, the Motion was lost.

RESOLVED: That the Motion not be adopted.

324. APPOINTMENT OF RETURNING OFFICER

Further to item 14 on the Supplemental Summons, the Leader of the Council, Councillor Thaya Idaikkadar, moved the recommendation set out in the report.

RESOLVED: That the Chief Executive be appointed as the Council’s Returning Officer and the Director of Legal and Governance Services be appointed the Deputy Returning Officer.

325. EXCLUSION OF THE PRESS AND PUBLIC

Further to item 15 on the Supplemental Summons, and following debate on whether Item 16 should be debated in the public domain, it was

RESOLVED: That the press and public be excluded from the meeting for the following item of business, on the grounds that it involves 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:

Item 16 – Severance Payments of £100,000 or greater - Information under paragraph 1 (contains information relating to any individual).

326. SEVERANCE PAYMENTS OF £100,000 OR GREATER

- (v) Further to item 16 on the Supplemental Summons, the Leader of the Council, Councillor Thaya Idaikkadar, moved the recommendation set out in the report.
- (vi) Following debate, and upon a vote the recommendation was carried.

RESOLVED: That the payment of the contractual and statutory payments to the employee who has been given notice of the termination of his/her employment, as set out in Table 1 of the exempt report, be approved.

327. TERMINATION OF MEETING

- (i) At 10.28 pm, upon the conclusion of Item 13(1), (Motion: A&E Crises), the Mayor put forward a proposal that the closure of time for the Council meeting be extended for the purposes of Item 16 (Severance Payments of £100,000 or Greater). This proposal was agreed;
- (ii) At 10.30 pm, following consideration of Item 13(1) (Motion: A&E Crises), the Mayor advised that the 'guillotine' procedure had come into operation for the determination of the remaining business on the Summons, except for Item 16 which would be debated, and was applied to Items 13(2) (Planning: Change of Use allowing conversion of Offices to Residential Accommodation), 13(3), (PRISM), 13 (4) (Domestic Extension), 13 (5) (Supporting the Financial Transaction (FTT)) and 14 (Appointment of Returning Officer).

(CLOSE OF MEETING: All business having been completed, the Mayor declared the meeting closed at 10.54 pm).

COUNCIL – 4 JULY 2013

QUESTIONS WITH NOTICE

A period of up to 15 minutes is allowed for the asking of written questions by members of the public of a Member of the Executive or the Chairman of any Committee.

1.

Questioner: Matthew Lloyd

Asked of: Councillor Thaya Idaikkadar (Leader of the Council and Portfolio Holder for Business Transformation & Communications, Finance, Performance, Customer Services & Corporate Services, Property & Major Contracts)

Question: “Harrow is experiencing a housing crisis. The inaction of the previous Conservative administration and the lack of infrastructure funding announced in the latest Spending Review has left Harrow's young people with high rents and very limited places to live in their home borough. Given this is the case, will you condemn the previous council administration for their lack of action and call on the government to follow Labour's infrastructure investment programme to provide the vital housing needed for Harrow residents.”

Answer: Thank you for your question.

I agree that there is a shortage of affordable housing in Harrow and that rents following the introduction of the benefit cap will be harder to afford. I also think there are going to be rent arrear pressures following the introduction of direct housing benefit payments.

The pressures will be faced by both families and young people and anything we can do to help more people into work and increase their access to affordable housing is going to help.

However, the last four years has seen a significant increase in the delivery of new housing in Harrow, particularly affordable housing. In April 2013 we celebrated the completion of the 1000th affordable home in Harrow since April 2010.

Affordable housing remains a high priority for this administration to continue to exploit all opportunities available to us to increase the supply of housing, especially affordable housing in the borough. That is why we approved plans in June 2013 to build 50 new Council homes on vacant, underutilised housing land in Harrow and why we continue to negotiate with private

developers to make sure they provide the maximum reasonable amount of affordable housing on private housing developments.

At this point, I would like to give credit to Councillor Bob Currie who worked very hard on that and he always talked to me day in, day out, about increasing the housing supply. Thank you Bob.

By increasing the supply of new affordable housing we also aim to improve local employment opportunities and maximise the benefits to the local economy from all of the tendering, partnering and procurement opportunities and maximise the benefits to the local economy from all of the tendering, partnering and procurement opportunities that result from this work.

In addition, we are providing grants to people living in Council properties to encourage them to free up their properties for people more in need.

Of course, I would call on the government to support programmes of local employment and new affordable housing. I would also urge the government to consider relaxing the borrowing cap for local authorities that, like Harrow, can afford to pay back borrowing to fund new housing but the treasury rules prevent this from happening at the moment.

Supplemental Question: Given that is the fact, will the Portfolio Holder agree with me that residents will be shocked to hear that Council Tax is up; funding for housing is cut and yet Conservative expenses are going up; taking away the money that is meant to be going towards housing and stuffing the pockets of Councillors with taxpayers' hard earned cash?

Supplemental Answer: You have got to look at all these things and the wider economy. The way the country is and what caused all these problems. We can only manage what we can afford.

I can only understand and sympathise with people who are suffering. We should do everything we can to help them. This is why the community project is going to help a lot. Did you know we spent £2billion in Harrow, government money, where all the agencies are together. There are a lot of duplications, there is a lot of waste. That will be a way to help you.

Thank you.

Schedule 1

Special Responsibility Allowances (SRAs)

There are 9 bands of SRAs:

Band	Post	SRA - £/annum
1	Deputy Leader(s) of the largest Group (s) Chief Whips of the two largest Groups Chairman of Standards Committee Chairman of the Grants Advisory Panel Support Members for Cabinet	£2,040
2	Performance Lead Members for Scrutiny Policy Lead Members for Scrutiny	£3,060
3	Vice Chairman and Nominated Member of the party not holding the Chair of the Planning Committee Chairman of the Traffic Advisory Panel Chairman of Governance, Audit and Risk Management Committee Chairman of the Pension Fund Committee	£4,590
4	Leader of the third largest Group Chairman of Licensing and General Purposes Committee Chairman of the Performance and Finance Scrutiny Sub Chairman of the Health and Social Care Scrutiny Sub Nominated Member of the largest party not holding the Chair of the Performance and Finance Scrutiny Sub Nominated Member of the largest party not holding the Chair of the Overview and Scrutiny Committee <i>Portfolio Adviser (The SRA to be paid only if there is agreement from the Leader and relevant Cabinet Member. In such an event the entire SRA paid to the Portfolio Adviser at Band 4 will be deducted from the SRA of the Leader at Band 7 or the relevant Cabinet Member at Band 6)</i>	£6,630
5	Chairman of the Planning Committee Chairman of the Overview and Scrutiny Committee Leader(s) of the Largest Group(s)	£8,670
6	Deputy Leader of the Council with Portfolio Adviser Cabinet Members with Portfolio Adviser Cabinet Non Executive Members	£13,060
7	Deputy Leader of the Council without Portfolio Adviser Cabinet Members without Portfolio Adviser	£19,690
8	Leader of the Council with Portfolio Adviser	£24,169
9	Leader of the Council without Portfolio Adviser	£30,799

LONDON BOROUGH OF HARROW

COUNCIL

4 JULY 2013

QUESTIONS WITH NOTICE (ITEM 12)

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.

1.

Questioner: Councillor Bill Phillips

Asked of: Councillor Zarina Khalid (Portfolio Holder for Children, Schools and Families)

Question: “Following a previous Conservative Administration’s decision to abolish the ceremony to celebrate the achievements of looked after Children, the previous Labour Administration reinstated that ceremony. At the Ofsted inspection in 2012, Ofsted Inspectors were pleased with the Labour Administration’s decision to reinstate this. Does the PH give her commitment to continue with this ceremony which means so much to vulnerable children in the Borough?”

Answer: Thank you for your question.

The short answer is yes, I definitely will.

The Children Looked After and Young People Leaving Care ceremony, as you mentioned, has been reinstated since 2011, with the leadership support of Catherine Doran, our Director, to take place annually and provide a rewarding and aspirational experience for Children Looked After and Young People leaving care.

The Corporate Parenting Panel, I know, will continue to support this aspiration and I most certainly will hope to ensure meaningful celebration of achievement, where real achievements are recognised and all young people can celebrate. All young people have valued this opportunity and support from the Council.

We will look to discuss proposals at the next Corporate

Parenting Panel on 8 July. The event this year will take place on 29 October at Harrow Arts Centre and will be hosted by the Children Looked After Service Manager and Placements Service Manager with support from the newly established virtual school and myself. Recognising economic restraints, costs are being reduced from previous years but managed within the budget held by the Children Looked After Life Chances Forum with the Care Matters Grant. With feedback and participation from young people, the event is being restructured to have an afternoon session for younger Children Looked After, then will have a break and an early evening session for the older children looked after and careleavers. We will be engaging foster carers and social workers as Corporate parents to cook and prepare food to bring and would welcome Councillors to be engaged to do the same, as actively undertaking our role as corporate parents. I hope that many of you will come along.

Members and senior officers across all parties will be invited as before to contribute to this event, recognising the Council's responsibility as Corporate parents, across all parties.

Supplemental Question: I agree with you that these young people are very important to us. We are Corporate parents and everybody should be at that achievements meeting and I am pleased with what you are doing. What I would like to know is what achievements are our young people working towards?

Supplemental Answer: That is quite a specific question. I have not got the detailed answer that I know you might well have wished.

I know that we will be celebrating the educational achievements of our CLA. I understand that we are not reaching the targets that we quite want in terms of education but the teams are working very hard to improve this. Our virtual school is working with these children but I would have to provide that answer – about the exact achievements of each child - to you at a later stage.

2.

Questioner: Councillor Susan Hall

Asked of: Councillor Asad Omar (Portfolio Holder for Environment and Community Safety)

Question: "Can you provide an update on recruitment to the Neighbourhood Champion; is the decline that set in under the previous Portfolio Holder, Cllr. Phil O'Dell, still continuing?"

Answer: Thank you for your question.

The number of Neighbourhood Champions has remained fairly constant for the last 2 years, with annual figures of around 1,000, +/- 10%. At the end of Quarter 4 2011/12 there were 1,110 Neighbourhood Champions and at year end 2012/13 there were 919 active Neighbourhood Champions and that includes 24 Members.

The original scheme allowed Neighbourhood Champions to be anonymous which led to the situation where some roads were unable to access their Champion because they did not know who their Neighbourhood Champion was. At the Neighbourhood Champion Conference it was decided by the majority that this practice could not continue and they were given the option to opt out of the Scheme. Some did leave the Scheme because of that as they did not want their name to be known to the residents living in their street but we have maintained a fairly stable but reduced membership since that time.

Now there are new initiatives to bolster the number of Neighbourhood Champions; the new Neighbourhood Champion Portal, using the 'My Harrow' account, will provide new and improved access to Council information and will improve access to information for the police.

We have also worked with the Police over the last year. They have carried out recruitment exercises across multiple Wards to identify residents that are interested in joining the scheme.

Supplemental Question: Can you assure us that you will put in every effort into getting some more Neighbourhood Champions? I had asked the previous Portfolio Holder but to no avail.

Supplemental Answer: Yes, I can assure you that personally I have already put some effort into it because, as you know, there have been some neighbours interested in becoming Champions and there was training scheduled for June. There were two training days but there was very low take up so they were cancelled. I have asked them to do, as soon as possible, is set the next training which will be in September over two days. I hope those who have not been trained, they will be trained, they will come along and, again, we will be recruiting through the Police and SNTs.

3.

Questioner: Councillor Susan Hall

Asked of: Councillor Nizam Ismail (Portfolio Holder for Community and Cultural Services and Housing)

Question: "What are the full costs, including a quantification of officer time by total hours and total cost, of organising this summer's UnderOneSky, and how much has income has sponsorship and ticket sales generated?"

Answer: Thank you for the question.

I am delighted to say that Under One Sky was a great success in terms of attendance and feedback this year. 95% of those attendees who were surveyed thought the event was great. We estimate around 8-9,000 attended and participated. Considering it was a different venue this year, this is excellent and certainly due to the excellent marketing which included free editorials/marketing in the Harrow Observer and Harrow Community Radio's, as well as our own Facebook and Twitter sites which generated a lot of interest. Comments at the gate were that it was very family friendly and felt safe.

Officers are still finalising the costs with some invoices yet to arrive so clearly I cannot give you the detailed breakdown you are requesting this evening because it is just only four days since we had Under One Sky.

It is clear that a major event of this kind cannot be staged without incurring cost to the Council. However, I can say that we achieved ticket sale income of £13,500 which is above the target of £13,000. Unfortunately, we did not achieve our sponsorship target of £9,000; although we did receive expressions of interest, not all of these came through and we received around £2,000 not counting the advertising that paid for the programme and other in kind support. I am happy to ask officers to provide you with the detailed breakdown you are requesting as soon as possible. Officers will also be reviewing the event and preparing a full report for me on the delivery and lessons learnt for the future.

Supplemental Question: Can you tell me then how much money that you would have estimated that you needed to take or to achieve, in order for the event to achieve what it said?

Supplemental Answer: First and foremost, I would like to thank the officers for all their efforts in making Under One Sky a great success in the midst of the changing of the Portfolio Holders but as you know, indeed the sponsorship has been very short of money. I did not have much time to explore and get the sponsorship as I would have liked to if I had had enough time but we estimated to have received around £27,000.

I am not sure about the figures yet but obviously a thing of this calibre, something which supports the community cannot be assessed in terms of finance only. There are also invisible

incomes that have to be costed, such as service to the community. I will provide you with a figure when every account and invoices are paid.

4.

Questioner: Councillor Simon Williams

Asked of: Councillor Asad Omar (Portfolio Holder for Environment and Community Safety)

Question: “Across the borough, give-way lines and markings, yellow lines and other road markings – particularly on the High Street, in my ward of Harrow on the Hill, have virtually worn away leaving motorists with little or no information about parking restrictions or rights of way; can you provide a timescale as to when this backlog of maintenance inherited from the previous Labour administration will be addressed?”

Answer: Thank you for your question.

Engineering Services are aware of the condition of road markings in your area and across the borough. They recognise that there have been some difficulties in getting the lining remarked due to contractor issues.

We are working with May Gurney to address these supply problems and a new lining contractor has been commissioned to improve the service.

It should however be noted that maintenance budgets have been cut this year and there has to be a backlog of highway maintenance which will delay or cause some maintenance works to remain unrectified for some time.

Supplemental Question: Could you please as a matter of priority review the road markings on the Hill itself within the Conservation Area and in particular the double yellow lines marked recently? On many of the streets some of the double yellows look like zigzag lines especially around the Castle pub.

Supplemental Answer: Yes, I will take note of that and I will see that they are done as a priority but what I would say is that May Gurney have got a new contractor called Excel and they are working on the backlog as well and also the ongoing marking as well. So hopefully within a short time we will be able to re-mark all of the roads.

5.

Questioner: Councillor Barry Macleod-Cullinane

Asked of: Councillor Thaya Idaikkadar (Leader of the Council and Portfolio Holder for Business Transformation & Communications, Finance, Performance, Customer Services & Corporate Services, Property & Major Contracts)

Question: “Does the Council’s continued membership of the LGA represent good value for taxpayers’ money and why?”

Answer: Thank you for your question.

Given the very challenging settlement for local government both in the 2010 and the recent Comprehensive Spending Review, I believe that it is vitally important that local government has a strong voice to feed into central government setting out the real challenges we face whilst also proposing how less central government interference will enable Councils to deliver more effective services to our residents. Successes in the last year from LGA influence have been on securing a voice for local government with central government on the merits of community budgets, successfully renegotiating the budgets for the recently acquired Public Health responsibilities (which saw Harrow gain an additional £1m in 2013/14) and challenging the government on the importance of a local solution for health and social care integration.

Both you and I saw some of the benefits of the LGA in the last couple of days.

I believe that the need to have a collective local government voice has never been more important and it therefore makes sense to remain an LGA member and to work with them to give voice at a national level to the issues which matter to our residents. The cost of membership for 2013/14 is £38,044. This compares to £39,045 in 2012/13, £43,553 in 2011/12 and £50,040 in 2010/11. This is an overall decrease of £11,996 over the last 4 years which demonstrates better value for money for the same level of support.

Supplemental Question: Thank you very much for a very comprehensive answer.

Perhaps we could look at the LGA’s value for money through a scrutiny review along with the LGA and other external bodies. It will be worth looking at those things but also at the LGA Conference there was a very interesting section on Magna Carta and we are coming up to the 200th anniversary of that and perhaps it might be useful that we can establish a Working Group to take that forward to make sure that we engage with the

separations of that?

Supplemental Answer: I think that is a sensible suggestion. I agree with you but in all this I would like to see is still meeting a need because the number of outside bodies now is getting complicated and the Magna Carta again, I am quite happy to set up a cross-party Working Group so that we can go forward on that.

The following questions were not reached in the time limit of 15 minutes. It was noted that written responses would be provided, which have been reproduced below:

6.

Questioner: Councillor Barry Macleod-Cullinane

Asked of: Councillor Asad Omar (Portfolio Holder for Environment and Community Safety)

Question: “Can you advise me and my residents what they can expect from the new street-sweeping regime across Belmont ward that was introduced by Labour’s budget in February 2013, which you voted for, which you are continuing to implement?”

Written Answer: As a result of the financial challenges facing Harrow, we have to make savings to balance our budget. The funding challenge is too great to maintain current levels of service provision in all areas; however we have worked to minimise impact and target our services very carefully.

In the Belmont Ward there are two changes affecting street cleansing.

The cleansing cycle on residential roads has been reduced from a four week cycle to six weeks.

The changes in cleaning cycles may result in some increase in litter but we have ensured that a reactive workforce is in place to respond to customer referrals in the case of fly tips or excessive littering.

The other change will be to the area of Belmont Circle where the static sweeper who operates Monday to Friday covering Belmont and Queensbury Circles will be changed to a mobile crew. The new arrangements are that a mobile team undertakes one single cleansing operation only, ensuring that the area is cleansed early in the day. We have contacted traders in these areas to discuss ways that we can work together to discourage littering throughout the day.

The Rapid Response fly tip service will still be able to react to

requests from residents in the case of fly tipping.

7.

Questioner: Councillor Barry Macleod-Cullinane

Asked of: Councillor Asad Omar (Portfolio Holder for Environment and Community Safety)

Question: “With the cuts to the public realm budgeted initiated by the previous Labour administration, as part of the Budget you voted for, what measures are being taken to reduce the amount of littering in Centenary Park, on the border of Belmont and Queensbury wards?”

Written Answer: We have had some talks with the school and they are taking better care of the park than previously, school staff monitor daytime use and encourage students to respect the park. As an unregulated Open Space there is little we can do to control day-to-day activities of park users. However, with regard to longer term aims, the park franchise which is currently held by 'Centenary Park Sports Club and covers the Pitch and Putt course, Putting Green and Multi Sports area' is reaching the end of its term. As a part of the re-tender process we are looking to formalise school use and extend the franchise area to accommodate a larger area of the park and encourage greater community sports participation. The school use of the park for semi formal activities will be integrated to ensure balanced use of the park and adequate maintenance.

8.

Questioner: Councillor Barry Macleod-Cullinane

Asked of: Councillor Asad Omar (Portfolio Holder for Environment and Community Safety)

Question: “Under the previous Labour administration, a number of roads across the borough, such as Ventnor Avenue in Belmont, were “treated” with a new surfacing, leaving lots of loose chippings which are particularly problematic to cyclists, and often were not properly marked – when will they be properly resurfaced and properly lined?”

Written Answer: Ventnor Avenue is one of the roads where a trial of a surfacing process called Microasphalt was carried out earlier this year.

Microsphalt puts a thin new surface on the road which after initial laying further compacts under vehicular traffic to provide an impervious road surface sealing up the underlying layers to make the road waterproof and stop the formation of potholes.

Immediately after laying there are small loose stones on the surface and as this process is unlike the more normal resurfacing a detailed letter drop was carried out to all affected frontages and ward councillors to get the message across that this was not the more normal type of surfacing.

Microsphalt was chosen as the cost of the resurfacing in this material was between 10 and 170% cheaper than traditional methods depending on the original construction of the road. This saving allowed more roads to be repaired with the available budgets.

There was a delay in completing some of the lining works following the resurfacing for the reasons outlined in Q4 above but these have all now been addressed and the lining works are completed.

We are currently monitoring the effectiveness of the Microasphalt trial and until we are satisfied of the overall effectiveness of the treatment no further roads will be treated in this way.

9.

Questioner: Councillor Susan Hall

Asked of: Councillor Asad Omar (Portfolio Holder for Environment and Community Safety)

Question: "What is being done to reverse the drop in recycling figures that began under the Labour administration's Portfolio Holder, Cllr. Phil O'Dell?"

Written Answer: Recovering the position to achieve 50% again is likely to be difficult. We have done all the easy and most of the more difficult things (e.g. alternate week collections, compulsory recycling). Without doubt there are still materials in the residual waste bin that could be recycled or composted. It is some years since we had a general campaign to remind people of what can go in each bin. Such a campaign may be useful. During the major changes in 2005/6 and 7 the publicity and information campaign was based on a figure of £2 per household pa. A budget of £1 per household would probably be sufficient for a leaflet to each home and an advertising campaign. If the campaign diverted 600 tonnes of waste from landfill to recycling it would pay for itself. A diversion of 900 tonnes would increase the recycling rate by 1% (and produce a net saving).

In the past year we have introduced recycling to the remainder of our flats and this has met the predicted tonnage targets from those households.

We will be looking to introduce a trade waste recycling service to businesses within the borough. Whilst we currently offer this service the participation levels are low and we will now focus on assisting business in reducing the waste taken to landfill and increase their recycling.

Attending events within the borough in partnership with the West London Waste Authority to provide information on recycling and waste minimisation to residents.

Continue with the work on the upper level of the Civic Amenity Site in ensuring waste taken to the site is separated into the correct recycling bays to increase recycling and reduce the waste taken to landfill.

10.

Questioner: Councillor Susan Hall

Asked of: Councillor Asad Omar (Portfolio Holder for Environment and Community Safety)

Question: "Can you confirm how many SmartWater kits and as a percentage of the total number ordered remain to be distributed to Harrow's households?"

Written Answer: A total of 42,000 Smartwater kits were purchased and were paid for in 2010. These kits were delivered to the Council in stages as the kits have a defined shelf life. The final batch was delivered in May 2013. Approximately 6,000 kits are currently held in stock by the Council. This stock amounts to approximately 14% of the total purchased.

11.

Questioner: Councillor Susan Hall

Asked of: Councillor Asad Omar (Portfolio Holder for Environment and Community Safety)

Question: "How much larger would have been the fall in burglary rates across Harrow if the previous Labour Portfolio Holder, Cllr. Phil O'Dell, had been more robust and proactive in pushing for greater distribution of the SmartWater kits to households across the borough?"

Written Answer: Smartwater has been distributed by the Police in targeted operations since 2010. These operations are ongoing.

Burglary rates, as with rates of all crime types, have been

influenced in the intervening time by a wide variety of factors, presumably including the distribution of Smartwater.

There is no accepted means of determining the actual impact of individual measures. Any attempt to do so would be mere speculation.

12.

Questioner: Councillor Susan Hall

Asked of: Councillor Zarina Khalid (Portfolio Holder for Children, Schools and Families)

Question: “With the expansion of Vaughan School only being approved in mid/late June, what are the implications for education provision at Vaughan, what has been or is being done to reduce any negative impacts, and are there any wider implications for the provision of primary education places in Harrow?”

Written Answer: Vaughan school is able to house the additional expansion class arriving in September 2013 in the current school building. This was always the plan as construction was due to start in the spring of 2013 with phase 1 of the building programme running for one year.

The first phase of construction works is planned to commence shortly and the new junior block will be ready for September 2014. The infant school classes will then move to allow the renovation of the infant block. The new junior block will have enough classrooms to hold the current infant and junior school pupils, and the additional expansion class arriving in September 2014. Although the delay in receiving planning permission will delay the completion of the infant school block until Easter 2015, there will be sufficient accommodation on site at all times for the annual increases in pupil numbers. We therefore do not expect the delayed planning permission to affect the education provision at Vaughan.

Given that the planned pupil places will come onstream as planned as part of the Phase 1 Primary Expansion Plan, there should not be any effect on pupil place planning in the short term as a result of the planning permission delay. The Primary Expansion Plan Phase 2, the focus of the Cabinet report tonight, provides essential growth for the projected pupil numbers in the medium term, including the peak pupil number projection later in the decade.

13.

Questioner: Councillor Barry Macleod-Cullinane

Asked of: Councillor William Stoodley (Portfolio Holder for Planning and Regeneration)

Question: "Can you provide an update on the Planning Committee's proposed review of Stanburn School's Travel Plan set as a condition to its expansion?"

Written Answer: Stanburn School have been working with Harrow Council to achieve at least a Silver Accredited Travel Plan for the academic year 13/14. Unfortunately, their travel survey results have shown a consistent increase in car use since 2008 and as such the Star-accreditation system can only award them a Bronze at present.

The School Travel Plan Advisor and the Safety Education officer intend to work with Stanburn School to reduce car usage and meet the targets required for Silver Accreditation.

Stanburn School are aware that their Travel Plan is to be promoted and maintained at a Silver level, as agreed with Planning as part of their expansion, for a period of at least 3 academic school years and their co-operation and engagement is paramount to achieving this target.

14.

Questioner: Councillor David Perry

Asked of: Councillor Thaya Idaikkadar (Leader of the Council and Portfolio Holder for Business Transformation & Communications, Finance, Performance, Customer Services & Corporate Services, Property & Major Contracts)

Question: "Could you indicate how you feel the new Cabinet set-up is progressing?"

Written Answer: Women are better represented in the Cabinet. BME Members are better represented in the Cabinet to reflect the community.

We are better scrutinised and the public says that the last Cabinet meeting was the best they had. I believe the current set up is the best we have had for a long time in the eyes of the public.

15.

Questioner: Councillor Phillip O'Dell

Asked of: Councillor Asad Omar (Portfolio Holder for Environment and Community Safety)

Question: "What is the final percentage for last year (2012/13) for recycling rates in Harrow?"

Written Answer: 44.7%.

16.

Questioner: Councillor Sachin Shah

Asked of: Councillor Thaya Idaikkadar (Leader of the Council and Portfolio Holder for Business Transformation & Communications, Finance, Performance, Customer Services & Corporate Services, Property & Major Contracts)

Question: "In the June cabinet papers, you list around half a million pounds of spend in the carry forward as 'minor projects'. Do you think the council tax payers in Harrow will agree with you that half a million pounds is 'minor'?"

Written Answer: The Revenue and Capital outturn report detailed how the council spent its £172m budget during the course of 2012-13.

As stewards of public money it is important that all expenditure is scrutinised, particularly in this time of reducing budgets.

Minor projects is a collective term for small pieces of activity that would be too numerous to detail in the cabinet report. That notwithstanding, the appendix 4 of the report does give further detail regarding the Minor Projects for example "Training and Development Programme and recruitment costs" and "Pinner Park Farm and priority action energy green deal"

£0.5m represents 0.3% of the Council's budgets.

17.

Questioner: Councillor Phillip O'Dell

Asked of: Councillor Asad Omar (Portfolio Holder for Environment and Community Safety)

Question: "Does the PH support the Borough Commander of Harrow Police aim to make Harrow the safest borough in London?"

Written Answer: Harrow has, for many years, been one of the safest boroughs in London, with one of the strongest crime reduction partnerships in the city. This partnership has been supported strongly by a succession of Portfolio Holders from across the political spectrum. Indeed one of the strengths of the Harrow partnership is that crime reduction has not been a party political issue in recent years. As the current Portfolio Holder, I am committed to building on the work of my predecessors and fully support the Police in the aim of making Harrow the safest borough in London.

18.

Questioner: Councillor Sachin Shah

Asked of: Councillor William Stoodley (Portfolio Holder for Planning and Regeneration)

Question: "It is very bold of Barnet Football club to send the Chair of the Planning committee an email showing they are in breach of planning conditions. Do you think they did this because they don't believe the council will act, or because they are truly sorry for the problems they are causing?"

Written Answer: The Council officers are following up a number of lines of investigation in respect of planning matters at the site. The Chair of Planning and Senior officers from the Environment & Enterprise directorate have been providing challenge to Mr Kleanthos in response to feedback from local councillors and the community on the current planning proposals, and recent alleged breaches of the existing planning conditions. Officers are working with the Club to try and ensure that the lawful use of the site for non league football, now planned by Barnet FC is properly managed, alongside the other permitted activities. The objective is to ensure that the concerns and interests of the wider community are respected alongside the need for the site to operate on a financially sustainable basis that will enable it to continue to provide high quality facilities to the community at large in this part of Harrow.

19.

Questioner: Councillor Bill Phillips

Asked of: Councillor Nizam Ismail (Portfolio Holder for Community and Cultural Services and Housing)

Question: "What are the Portfolio Holder's plans and commitments to collect the monies outstanding on commercial properties owned by the HRA and will you ensure that all debtors of the HRA are

treated equally.”

**Written
Answer:**

The Council has 31 properties in the HRA which include 25 shops in five parades, one church, one theatre, one office, one doctor's surgery and two advertising hoardings. The total current rent roll is £326,000 with two properties vacant and currently being marketed for rent.

The Council approach is to work positively with all its commercial tenants to try to ensure that rental arrears do not accrue. However, in cases where tenants fail to keep up with their rental payments then the Council employs all the recovery methods applicable under the commercial lease agreements to ensure payment of the sums due is made to the Council.

We will of course ensure that we treat all organisations equitably and that we deal robustly and transparently with those where it is clear that there are arrears to be paid. Where we have inherited longstanding issues, going back years, that have not been resolved (such as Flash Musicals), we will make sure that we bring a solution that will work for everyone whilst not giving preferential treatment.

20.

Questioner: Councillor Sachin Shah

Asked of: Councillor Thaya Idaikkadar (Leader of the Council and Portfolio Holder for Business Transformation & Communications, Finance, Performance, Customer Services & Corporate Services, Property & Major Contracts)

Question: “For the months of April, May and June, will the Portfolio Holder please provide the expenditure from the Mayor's budget on:
Staffing costs
Staff overtime
Agency costs
Catering costs”

**Written
Answer:** **Total Mayoral staffing costs** (not including Agency staff) =
£34, 251.34

Staff overtime = £2,615.11

Agency costs = £ 6,725.73

Catering costs = £6,001.66

COUNCIL (EXTRAORDINARY)

MINUTES

16 SEPTEMBER 2013

- Present:**
- * Councillor Nana Asante (The Worshipful the Mayor)
 - * Councillor Mrs Camilla Bath (The Deputy Mayor)
- Councillors:**
- | | |
|---|---|
| <ul style="list-style-type: none"> * Husain Akhtar * Sue Anderson † Marilyn Ashton * Christine Bednell * James Bond * Mrs Lurline Champagnie OBE * Kam Chana * Ramji Chauhan * Mrinal Choudhury * Bob Currie * Margaret Davine * Mano Dharmarajah * Tony Ferrari * Keith Ferry † Ann Gate * David Gawn * Stephen Greek * Mitzi Green * Susan Hall * Graham Henson * Thaya Idaikkadar * Nizam Ismail * Krishna James * Manji Kara * Zarina Khalid * Jean Lammiman * Barry Macleod-Cullinane * Kairul Kareema Marikar * Ajay Maru * Jerry Miles * Mrs Vina Mithani | <ul style="list-style-type: none"> * Amir Moshenson * Chris Mote * Janet Mote * John Nickolay * Joyce Nickolay * Christopher Noyce † Phillip O'Dell * Asad Omar * Paul Osborn * Varsha Parmar * David Perry * Bill Phillips * Raj Ray * Christine Robson * Richard Romain * Anthony Seymour * Lynda Seymour * Navin Shah * Mrs Rekha Shah * Sachin Shah * Stanley Sheinwald * Victoria Silver * Bill Stephenson * William Stoodley * Krishna Suresh * Sasi Suresh * Yogesh Teli * Ben Wealthy * Simon Williams * Stephen Wright |
|---|---|

- * Denotes Member present
- † Denotes apologies received

PRAYERS

The meeting opened with Prayers offered by Reverend Dr Suzanne Nti.

328. DECLARATIONS OF INTEREST

There were no declarations.

329. ADOPTION OF HARROW'S COMMUNITY INFRASTRUCTURE LEVY

Further to item 3 on the Summons, the Leader of the Council, Councillor Thaya Idaikkadar, moved the recommendation set out in the report.

RESOLVED: That

- (1) the Community Infrastructure Levy (CIL) Charging Schedule and the Installments Policy and Regulation 123 List appended to the Schedule be adopted;**
- (2) a commencement date of 1 October 2013 for the coming into effect of the CIL Charging Schedule be approved.**

330. DELEGATIONS TO THE CHIEF OFFICERS' EMPLOYMENT PANEL

Further to item 4 on the Summons, the Leader of the Council, Councillor Thaya Idaikkadar, moved the recommendation set out in the report.

RESOLVED: That, with effect from 17 September 2013:

- (1) the delegation to the Chief Officers' Employment Panel be amended to include determination of any remuneration package of £100,000 or greater;**
- (2) the delegations to the Chief Officers' Employment Panel be amended to include determination of any payments on termination of employment of £100,000 or greater;**
- (3) a summary of any remuneration packages or payments on termination of employment amounting to £100,000 or greater approved by the Chief Officers' Employment Panel be reported for information to Full Council;**
- (4) the revised wording for the Constitution and the Council's Pay Policy Statement 2013/14 be agreed to reflect the changes set out above, as set out in appendix I and II to these minutes.**

The Mayor Councillor Nana Asante and Councillors Krishna James, Barry Macleod-Cullinane and Paul Osborn wished to be recorded as having voted against the recommendations.

331. EXCLUSION OF THE PRESS AND PUBLIC

The Mayor put forward a proposal that members of the press and public were not excluded for Item 6 (Severance Payments of £100,000 or Greater) if there were no Members who wished to speak and that the item be put straight to the vote. This was agreed.

332. SEVERANCE PAYMENTS OF £100,000 OR GREATER

Further to item 6 on the Summons, the Leader of the Council, Councillor Thaya Idaikkadar, moved the recommendation set out in the report.

RESOLVED: That the payment of the contractual and statutory payments to the employee who has been given notice of the termination of his/her employment, as set out in Table 1 of the exempt report, be approved.

(CLOSE OF MEETING: All business having been completed, the Mayor declared the meeting closed at 7.15 pm).

Chief Officers' Employment Panel

The Chief Officers' Employment Panel has the following powers and duties:

- (a) to make recommendations to Council on the appointment or dismissal of the Head of Paid Service;
- (b) to appoint and dismiss Chief Officers;
- (c) to approve any severance packages for Officers of £100,000 or over irrespective of the grade of Officer. The definition of severance package is in accordance with the DCLG supplementary statutory guidance 'Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011 issued in February 2013;
- (d) to approve remuneration packages of £100,000 or over for any Council post; and
- (e) to report back to Council for information purposes on all such approved severance and remuneration packages.

HARROW COUNCIL PAY POLICY STATEMENT 2013/14 (Revised Sep 2013)

Harrow Council supports openness and accountability and is pleased to publish its Pay Policy Statement for 2013/14. In compliance with the Localism Act 2011 this statement outlines the Council's policy on pay and benefits for Council employees (excluding Schools)¹ and specifically for its senior management for 2013/14.

Context

The context for the Council's Pay Policy is the Council's Strategy for People²
http://www.harrow.gov.uk/downloads/file/11213/strategy_for_people

The Strategy for People 2013-2016 is currently being developed and will reflect that the significant change experienced in recent years will continue in the foreseeable future and will be felt by all Council staff, regardless of level or role. Delivery models will continue to be developed, which will affect individual members of staff as we see more services delivered with partners, by private, public or third sector providers and through shared services.

The scale of the challenges facing the Council requires that our workforce and that of our partners is suitably skilled and motivated. At the time of writing this statement the Council is in the process of drafting its new Strategy for People which, when completed, will be published on the Council's website.

The Council's new Strategy for People will set out the Council's strategy to ensure this collective workforce is able to meet those challenges and deliver against the priorities set out in this plan.

The new Strategy will therefore remain focused on ensuring our workforce has the capability, competence and confidence to deliver quality services to our community and builds on the foundations of our previous Strategy to achieve this through:

- Recruiting and retaining the **Right People**
- Who have the **Right Skills**
- Working on the **Right Things**
- And are supported to work in the **Right Way**
- With the **Right Motivation**

The Council seeks to reduce income inequality and ensure that the pay, terms and conditions of Council employees comply with the Council's duties under the Equality Act. The Council recognises that a significant proportion of the workforce lives locally³ and that therefore its pay policy helps support a strong local economy.

¹ The Pay Accountability provisions of the Localism Act 2011 do not apply to staff employed in Schools

² The Council's current Strategy for People 2010-12 was agreed by Cabinet in March 2010 a new Strategy is being developed for 2013-16

³ 60% of employees have a permanent address with a Harrow (HA) postcode

Modernising Terms & Conditions Review 2011/12

In 2011/12 the Council undertook a review of pay and terms and conditions for employees. The objectives of the review, which were agreed by Cabinet, were to:

- Modernise: to support the future needs of the Council
- Simplify: wherever possible, to make terms and conditions easier to understand and reduce administration
- Reduce cost: to reduce the costs of terms and conditions of employment as part of its plan to make savings over the next 3 years
- Give greater choice: to continue to have core terms and conditions but to provide each individual with an element of choice beyond that.

The modernising review was completed in 2012 and the Council reached a collective agreement with the relevant recognised trade unions, which introduced changes to the pay, terms and conditions of all employees covered by this Pay Policy Statement, including those of senior management, from January 2013.

The collective agreement is published at:

http://www.harrow.gov.uk/downloads/file/13003/collective_agreement-novemeber_2012

The changes introduced through the collective agreement are in accordance with the Council's Pay Policy Statement 2012/13 and include the following key provisions:

- 2.5% pay cut for the Chief Executive and Corporate Directors
- 1% pay cut for staff earning £21,375 and above
- Revised grading structure so that the Council's lowest paid employees are paid not less than the London Living Wage.⁴
- A pilot scheme making incremental pay progression subject to performance
- No enhancements for overtime or weekend working except for Bank Holidays and night work
- Reduced redundancy compensation payments
- Improved salary sacrifice schemes and other employee benefits

Council Pay Rates / Scales

The Council considers it important to be able to locally determine pay rates. This enables it to respond to regional and local labour market conditions. The Council

⁴ London Living Wage is set periodically by the Mayor of London and rose to £8.55 per hour in November 2012.

benchmarks its pay rates with other London Boroughs to ensure that it is able to recruit and retain qualified and competent employees.

The following Council pay scales were revised by the Council in January 2013 as a result of the modernising review:

- Harrow pay scale
- Senior Professional & Managerial pay scale
- Chief Officer pay scales
- Chief Executive pay scale

The Council also revised the pay scales for employees who are Education Psychologists (Soulbury), Nursery Nurses and Youth & Community Workers.

The January 2012 pay scales are published at:

http://www.harrow.gov.uk/downloads/download/3321/harrow_pay_scale

Remuneration of Senior Management (Chief Officers)

The Council defines its senior management as the top 3 tiers in the management structure commencing with the Chief Executive (Tier 1), Corporate Directors (Tier 2) and Divisional Directors (Tier 3), this includes all statutory and non-statutory Chief Officer and Deputy Chief Officer posts.

A revised senior management structure⁵ was implemented during 2012 and appointments have been made to all posts in the new structure.

The current senior management structure including employee payments, names, job descriptions, responsibilities, budgets and numbers of staff is published at:

http://www.harrow.gov.uk/info/200026/council_departments/2172/harrow_council_organisation_and_managers/2

http://www.harrow.gov.uk/downloads/download/2623/harrow_council_senior_managers_salaries

From April 2013 the Council will take over specific public health function from the NHS and is required to appoint a statutory Chief Officer post of Director of Public Health. The post holder will be paid on NHS pay scales and the information published on the Council's website will be updated.

The Council's policy is to minimise the senior management pay bill. The pay rates and numbers of senior managers reduced in 2012/13. Further reductions in the number of senior managers are planned.

The Council may, in exceptional circumstances, employ senior managers under contracts for services. The Council publishes details of all payments made under contracts for services in excess of £500 at:

http://www.harrow.gov.uk/info/200110/council_budgets_and_spending/2226/council_spending

⁵ A revised senior management structure was agreed by Cabinet in December 2011

Remuneration of Lowest Paid Employees

The Council defines its lowest paid employees as those paid at the lowest pay spine column point on the lowest Harrow pay grade, excluding trainees and apprentices. This changed as a result of the modernising review and from 1 April 2013 will be spinal column point 1 of grade 1 on the Harrow pay scale. This means the Council's lowest paid employees are paid not less than the London Living Wage.

Pay Multiple

The 'pay multiple' is the ratio between the highest paid salary and the median average salary of the Council's workforce. The Council's highest paid employee is the Chief Executive and the current pay multiple is published at:

http://www.harrow.gov.uk/downloads/file/11582/senior_manager_salaries_2012-13

Pay Grading

In 2004 the Council entered into a single status agreement with its recognised trade union, introducing common job evaluation schemes⁶ and pay scales for the Council's former manual workers, administrative, professional, technical and clerical employees with the exception of Education Psychologists, Nursery Nurses, Youth & Community Workers, Chief Officers and the Chief Executive.

In 2007 job evaluation was extended to include Chief Officers.

From April 2013 the Council took over specific public health functions from the NHS and staff who transferred from the NHS to the Council remain on NHS grades and pay scales.

Pay on Appointment

All employees, including Chief Officers are normally appointed on the lowest pay spine column point for their job evaluated grade. In exceptional circumstances employees may be appointed at a higher point within the evaluated grade.

The Council delegates authority to the Chief Officers' Employment Panel to:

- to make recommendations to Council on the appointment or dismissal of the Head of Paid Service;
- to appoint and dismiss Chief Officers;
- to approve remuneration packages of £100,000 or over for any Council post.

The Chief Officers' Employment Panel report back to Council for information purposes on all such approved remuneration packages.

⁶ The Greater London Provincial Council (GLPC) Scheme is used for all Harrow grade jobs and the Hay Scheme for senior professional and managerial jobs

Pay Progression

All employees are able to incrementally progress through the pay spine column points for their job evaluated grade.

Progression will normally be one increment (pay spine column point) on the 1st of April each year until they reach the top of their grade.

Progression for Chief Officers is subject to the following qualifications:

- i. increments may be accelerated within a Chief Officer's scale at the discretion of the council on the grounds of special merit or ability.
- ii. an increment may be withheld following an adverse report on a Chief Officer (subject to that Chief Officer's right of appeal). Any increment withheld may be paid subsequently if the Chief Officer's services become satisfactory.

The criteria for pay progression for other staff was changed as a result of the modernising review so that progression for all staff is now subject to satisfactory performance.

Performance Related Pay

Council employees including the Chief Executive and Chief Officers do not currently receive performance related payments or bonuses.

The Council operates a Reward and Recognition Scheme for employees who, subject to meeting the criteria of the scheme, may receive payments of £250 or £500. Details of Reward and Recognition payments to senior management are published at: http://www.harrow.gov.uk/downloads/file/11582/senior_manager_salaries_2012-13:

National / Regional Pay Agreements

The Council supports the national (JNC/NJC⁷) and regional (GLPC) collective bargaining arrangements for pay and conditions of service and the pay scales for all employees, including the Chief Executive and Chief Officers, are increased in line with national and regional pay agreements.

The last pay agreement increasing pay for the Chief Executive and Chief Officers was implemented in 2008/9.

The last pay agreement increasing pay for all other non-teaching employees was implemented in 2009/10.

Market Supplements

The Council may apply market supplement payments to jobs with recruitment or retention difficulties. Details of market supplement payments to senior management are published at:

http://www.harrow.gov.uk/downloads/file/11582/senior_manager_salaries_2012-13

⁷ Joint Negotiating Committee / National Joint Council

Fees for Election Duties

The Council's policy for payment of fees for election duties is published at: http://www.harrow.gov.uk/info/687/elections_information/2560/election_fees_and_charges

Details of fees for election duties paid to senior management are published at: http://www.harrow.gov.uk/downloads/file/11582/senior_manager_salaries_2012-13

Pension

All employees are able to join the Local Government Pension Scheme and receive benefits in accordance with the provisions of that Scheme as applied by the Council. Details of the Council's policy and decisions in respect of discretionary elements of the Scheme are published at: http://www.harrow.gov.uk/downloads/download/3317/pension_fund_statement

From April 2013 the Council took over specific public health functions from the NHS and staff who transferred from the NHS to the Council continue to be members of the NHS Pension Scheme and receive benefits in accordance with the provisions of that Scheme.

Other Terms and Conditions of Employment

The pay, terms and conditions of council employees are set out in employee handbooks. Handbooks are produced for all employees, including managers and senior professionals, Chief Officers and the Chief Executive and the latest editions are published at: http://www.harrow.gov.uk/downloads/download/3343/employee_handbooks

Payments on Termination of Employment

In the event that the Council terminates the employment of an employee on the grounds of redundancy or efficiency of the service they will be entitled to receive compensation and benefits in accordance with the Council's Redundancy and Early Retirement schemes, which are published at:

http://www.harrow.gov.uk/downloads/download/3343/employee_handbooks

http://www.harrow.gov.uk/downloads/download/3306/early_retirement_scheme

The Council's Redundancy scheme was changed as a result of the modernising review and compensation payments to employees will reduce from 2014.

The Council delegates authority to the Chief Officers' Employment Panel to approve any severance packages for Officers of £100,000 or over irrespective of the grade of Officer. The definition of severance package is in accordance with the DCLG supplementary statutory guidance 'Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011 issued in February 2013;

The Chief Officers' Employment Panel report back to Council for information purposes on all such approved severance packages.

Details of redundancy compensation payments paid to senior management are published at: http://www.harrow.gov.uk/downloads/file/11582/senior_manager_salaries_2012-13

Re-employment of Employees

Section 7 of the Local Government and Housing Act 1989 requires that every appointment to paid office or employment in a local authority shall be made on merit.

Further Information

For further information on the Council's pay policy please contact the Council's Human Resources & Development Service email StaffBenefits@harrow.gov.uk DD 020 8424 1110.

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COUNCIL (EXTRAORDINARY)

MINUTES

16 SEPTEMBER 2013

- Present:**
- * Councillor Nana Asante (The Worshipful the Mayor)
 - * Councillor Mrs Camilla Bath (The Deputy Mayor)
- Councillors:**
- | | |
|---|---|
| <ul style="list-style-type: none"> * Husain Akhtar * Sue Anderson † Marilyn Ashton * Christine Bednell * James Bond * Mrs Lurline Champagnie OBE * Kam Chana * Ramji Chauhan * Mrinal Choudhury * Bob Currie * Margaret Davine * Mano Dharmarajah * Tony Ferrari * Keith Ferry † Ann Gate * David Gawn * Stephen Greek * Mitzi Green * Susan Hall * Graham Henson * Thaya Idaikkadar * Nizam Ismail * Krishna James * Manji Kara * Zarina Khalid * Jean Lammiman * Barry Macleod-Cullinane * Kairul Kareema Marikar * Ajay Maru * Jerry Miles * Mrs Vina Mithani | <ul style="list-style-type: none"> * Amir Moshenson * Chris Mote * Janet Mote * John Nickolay * Joyce Nickolay * Christopher Noyce † Phillip O'Dell * Asad Omar * Paul Osborn * Varsha Parmar * David Perry * Bill Phillips * Raj Ray * Christine Robson * Richard Romain * Anthony Seymour * Lynda Seymour * Navin Shah * Mrs Rekha Shah * Sachin Shah * Stanley Sheinwald * Victoria Silver * Bill Stephenson * William Stoodley * Krishna Suresh * Sasi Suresh * Yogesh Teli * Ben Wealthy * Simon Williams * Stephen Wright |
|---|---|

- * Denotes Member present
- † Denotes apologies received

333. DECLARATIONS OF INTEREST

Item 3 – Leader of the Council

The Mayor declared a non-pecuniary interest in that as Mayor of Harrow she had sought legal advice on the validity of the meeting and the item being discussed. The legal advice she had received was contrary to that which the Council had received.

334. LEADER OF THE COUNCIL

(i) Prior to the item being considered a Member raised points of order in relation to Rules 17.2.1, 14.4.1.4, 3.1.1.3, 5.1.1, 27.1 and article 5, paragraph 5.03 of the Constitution. The Member made the following points:

- Rule 17.2.1 stated that a Motion that was similar to one that had been considered at a meeting of Council within the last six months could not be considered unless the notice of Motion had been signed by at least one quarter of all Members. Rule 14.4.1.4 stated that the Mayor could rule out Motions which were substantially the same as those put at a meeting of Council within the last six months. There was no provision which confirmed which rule took precedence over one another. However Rule 27.1, which provided that the Mayor's ruling on the interpretation of the Rules was final, indicated that it was up to the Mayor as to which provision overrides one another;
- Rule 3.1.1.3 provided that any 5 Members could request the Monitoring Officer to call an Extraordinary meeting if they have signed a requisition and the Mayor has refused to call a meeting within 5 clear working days. The Mayor had not failed to call a meeting but had suggested an alternative date for the meeting to take place which was 23rd November 2013;
- The meeting was contrary to the legislative requirements of the Local Government Act 1972;
- Rule 5.1.1 allowed the Mayor to change the venue, day and time of the meeting if she believed it appropriate to the business of the Council;
- Article 5, paragraph 5.03 provided that the Mayor had a responsibility to uphold principles of the Constitution and interpret these where necessary.

(ii) The Mayor stated that she believed that this Extraordinary Meeting had not been properly constituted. This could mean that any decision that was taken could be ultra-vires and challenged accordingly. The Mayor

had additionally taken legal advice about the validity of the meeting and on any decisions that could be made. Given that there is a difference in the legal advice that she has received and that the Council had received, the Mayor moved a Motion that the meeting be adjourned to a future date to allow the legal issues to be resolved. Upon a Roll Call vote this Motion was not agreed;

- (iii) A Motion in the names of Councillors Keith Ferry and Paul Osborn was moved to suspend Rules 3.2, 5.1.1, 8.2, 8.3, 9.2 (in relation to the Leader of the Council item), 14.4.1.4, 15.2, 16.2.1, 16.10.1.1, 16.10.1.2, 16.10.1.3, 16.10.1.5, 16.10.1.6, 16.11, 22.2.1, 22.5.1, 24.3.1 and 27.1. The Mayor ruled that a vote would be taken on the suspension of each rule. At the conclusion of the voting, the Motion to suspend all of the above mentioned Rules was agreed;
- (iv) A Motion in the names of Councillors Susan Hall and Barry Macleod-Cullinane was moved to remove Councillor Thaya Idaikkadar as Leader. Upon a Roll Call vote this Motion was agreed. The Mayor thanked Councillor Idaikkadar and his Cabinet for their service to the Council;
- (v) Councillors Susan Hall and David Perry were each proposed and seconded for the position of the Leader of the Council. Upon a Roll Call vote, Councillor Susan Hall was elected as Leader of the Council.

RESOLVED: That

- (i) **The meeting be not adjourned following a proposal by the Mayor;**
- (ii) **Rules 3.2, 5.1.1, 8.2, 8.3, 9.2 (in relation to the Leader of the Council item), 14.4.1.4, 15.2, 16.2.1, 16.10.1.1, 16.10.1.2, 16.10.1.3, 16.10.1.5, 16.10.1.6, 16.11, 22.2.1, 22.5.1, 24.3.1 and 27.1 of the Council Procedure Rules be suspended for the duration of the meeting;**
- (iii) **Councillor Thaya Idaikkadar be removed as Leader of the Council;**
- (iv) **Councillor Susan Hall be elected as Leader of the Council.**

Roll Call Vote (To Adjourn the Meeting Following a Proposal by The Mayor):

In Favour: The Mayor Councillor Nana Asante, Councillors Husain Akhtar, James Bond, Mano Dharmarajah, David Gawn, Thaya Idaikkadar, Nizam Ismail, Krishna James, Zarina Khalid, Chris Noyce, Asad Omar, Stanley Sheinwald and William Stoodley.

Against: Councillors Anderson, Bath, Bednell, Lurline Champagnie OBE, Kam Chana, Ramji Chauhan, Mrinal Choudhury, Bob Currie, Margaret Davine, Tony Ferrari, Keith Ferry, Stephen Greek, Mitzi Green, Susan Hall, Graham Henson, Manji Kara, Jean Lammiman, Barry Macleod-Cullinane, Kairul Marikar, Ajay Maru, Jerry Miles, Vina Mithani, Amir Moshenson, Chris

Mote, Janet Mote, John Nickolay, Joyce Nickolay, Paul Osborn, Varsha Parmar, David Perry, Bill Phillips, Raj Ray, Christine Robson, Richard Romain, Anthony Seymour, Lynda Seymour, Navin Shah, Rekha Shah, Sachin Shah, Victoria Silver, Bill Stephenson, Krishna Suresh, Sasikala Suresh, Yogesh Teli, Ben Wealthy, Simon Williams and Stephen Wright.

Roll Call Vote (To Remove Councillor Thaya Idaikkadar as Leader of the Council):

In Favour: Councillors Anderson, Bath, Bednell, Lurline Champagnie OBE, Kam Chana, Ramji Chauhan, Mrinal Choudhury, Bob Currie, Margaret Davine, Tony Ferrari, Keith Ferry, Stephen Greek, Mitzi Green, Susan Hall, Graham Henson, Manji Kara, Jean Lammiman, Barry Macleod-Cullinane, Kairul Marikar, Ajay Maru, Jerry Miles, Vina Mithani, Amir Moshenson, Chris Mote, Janet Mote, John Nickolay, Joyce Nickolay, Paul Osborn, Varsha Parmar, David Perry, Bill Phillips, Raj Ray, Christine Robson, Richard Romain, Anthony Seymour, Lynda Seymour, Navin Shah, Rekha Shah, Sachin Shah, Victoria Silver, Bill Stephenson, Krishna Suresh, Sasikala Suresh, Yogesh Teli, Ben Wealthy, Simon Williams and Stephen Wright.

Against: The Mayor Councillor Nana Asante, Councillors Husain Akhtar, Mano Dharmarajah, David Gawn, Thaya Idaikkadar, Nizam Ismail, Krishna James, Zarina Khalid, Asad Omar and William Stoodley.

Abstain: Councillors James Bond, Chris Noyce and Stanley Sheinwald.

Roll Call Vote (To Elect a New Leader of the Council):

In Favour of Councillor Susan Hall: The Mayor Councillor Nana Asante, Councillors Camilla Bath, Christine Bednell, Lurline Champagnie OBE, Kam Chana, Ramji Chauhan, Mano Dharmarajah, Tony Ferrari, Stephen Greek, Susan Hall, Thaya Idaikkadar, Nizam Ismail, Manji Kara, Zarina Khalid, Jean Lammiman, Barry Macleod-Cullinane, Vina Mithani, Amir Moshenson, Chris Mote, Janet Mote, John Nickolay, Joyce Nickolay, Asad Omar, Paul Osborn, Richard Romain, Anthony Seymour, Lynda Seymour, William Stoodley, Yogesh Teli, Simon Williams and Stephen Wright.

In Favour of Councillor David Perry: Councillors Susan Anderson, James Bond, Mrinal Choudhury, Bob Currie, Margaret Davine, Keith Ferry, Mitzi Green, Graham Henson, Kairul Marikar, Ajay Maru, Jerry Miles, Varsha Parmar, David Perry, Bill Phillips, Raj Ray, Christine Robson, Navin Shah, Rekha Shah, Sachin Shah, Victoria Silver, Bill Stephenson, Krishna Suresh, Sasikala Suresh and Ben Wealthy.

Abstain: Councillors Husain Akhtar, David Gawn, Krishna James, Chris Noyce and Stanley Sheinwald.

Following the vote by Councillors, the Mayor called for a vote from the Public Gallery in view of the suspension of most of the Procedure Rules. Following their vote, she thanked Members of the Public for attending and their involvement.

(CLOSE OF MEETING: All business having been completed, the Mayor declared the meeting closed at 9.19 pm).

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COUNCIL
14 NOVEMBER 2013

CABINET MEMBERSHIP

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REPORT FOR: **COUNCIL**

Date of Meeting:	14 November 2013
Subject:	Cabinet Membership
Responsible Officer:	Hugh Peart – Director of Legal and Governance Services
Exempt:	No
Enclosures:	Appendix – Cabinet Terms of Reference

1. Introduction

- 1.1 The Local Government Public Involvement in Health Act 2007 requires the Leader of the Council to notify it of:
- The name of the Deputy Leader of the Council; and
 - The names of Cabinet Members and their delegated authorities (i.e. Portfolios).
- 1.2 The Constitution will be updated to reflect the changes in this report by the Director of Legal & Governance Services in accordance with his existing delegation.

2. Recommendations:

- 2.1 It be noted that Councillor Barry Macleod-Cullinane is the Deputy Leader of the Council;
- 2.2 It be noted that the following Councillors are appointed to the Cabinet (Executive) with the identified Portfolios and are assigned the delegated powers set out in Appendix A:

Portfolio

Councillor

Leader of the Council

Community Safety and Environment

Councillor Susan Hall

Deputy Leader

Adults and Housing

Councillor Barry Macleod-Cullinane

Business and Enterprise

Councillor Kam Chana

Finance	Councillor Tony Ferrari
Planning, Development and Regeneration	Councillor Stephen Greek
Community and Culture	Councillor Manji Kara
Children and Schools	Councillor Janet Mote
Communications, Performance and Resources	Councillor Paul Osborn
Health and Wellbeing	Councillor Simon Williams
Property and Major Contracts	Councillor Stephen Wright
Non Executive Cabinet Member	Councillor Graham Henson
Non Executive Cabinet Member	Councillor Thaya Idaikkadar
Non Executive Cabinet Member	Councillor David Perry

Contact:

Elaine McEachron, Democratic & Electoral Services Manager

Tel: 020 8424 1097

E-mail: elaine.mceachron@harrow.gov.uk

Background Papers:

Constitution

TERMS OF REFERENCE AND DELEGATION OF DUTIES TO THE CABINET, PORTFOLIO HOLDERS, ADVISORY PANELS AND CONSULTATIVE FORUMS

EXECUTIVE (CABINET)

The Cabinet as a whole will have responsibility for the following functions:

- (1) The development of proposals for the budget (including the capital and revenue budgets, the fixing of the Council Tax Base, and the level of Council Tax) and the financial strategy for the Council.
- (2) The monitoring of the implementation of the budget and financial strategy.
- (3) To recommend major new policies (and amendments to existing policies) to the Council for approval as part of the Council's Policy Framework and implement those approved by Council.
- (4) To prepare and agree other policies and plans for implementation by Portfolio Holders and others.
- (5) The approval of the Council's Transformation Programme and of the implementation of projects emerging from that Programme.
- (6) The approval and management of the Council's Capital Programme and Strategy.
- (7) All key decisions – namely:
 - (i) an executive decision which is likely to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the budget for the service or function to which the decision relates; or
 - (ii) an executive decision which is likely to be significant in terms of its effects on communities living or working in an area of two or more wards of the Borough.

A decision is significant for the purposes of (i) above if it involves expenditure or the making of savings of an amount in excess of £1m for capital expenditure or £500,000 for revenue expenditure or, where expenditure or

savings are less than the amounts specified above, they constitute more than 50% of the budget attributable to the service in question.

- (8) The award of contracts over £500,000 and all matters reserved to the Executive under the Contract Procedure Rules.
- (9) All decisions, which are expected to result in variations to agreed revenue or capital budgets.
- (10) Agreement to all virements between budgets as set by the Financial Regulations.
- (11) To determine all non-key decisions which either fall outside Cabinet policy or agreed Executive guidelines, or have been referred to the Executive by the relevant Portfolio Holder or Corporate Director.
- (12) To determine all recommendations and references from the Council or any of its Committees or sub-committees and which the Cabinet considers are appropriate for collective decision.
- (13) The approval of HRA Rents.
- (14) Quarterly to act as the Performance Board overseeing strategic performance issues.

Role and Areas of Responsibility of Portfolio Holders (Cabinet Members)

General Responsibilities

- (1) All Portfolio Holders have the general responsibility of ensuring the effective management and delivery of executive functions within their area of responsibility and within the following framework:
 - the Council's overall strategic, corporate and policy objectives and all statutory and other plans and strategies approved by the Council;
 - the approved revenue and capital budgets;
 - the law and the Council's Constitution;
 - the decisions made at full meetings of the Cabinet.
- (2) All Portfolio Holders share the responsibility for ensuring:
 - the development, co-ordination, promotion and implementation of the Council's statutory plans and strategies and for the setting of the Council's objectives;
 - that the Council delivers value for money in all that does;

- the delivery of Public Health responsibilities;
- the oversight, development, monitoring and promotion of all executive services provided by the Council within the appropriate performance management framework;
- that suitable and proper arrangements are made for the procurement, development, monitoring and promotion of all services relating to executive functions, which are provided under contract to the Council;
- the promotion of the interests of the Borough, and of all the residents, businesses, other organisations and stakeholders within Harrow;
- that a community leadership role is taken by the Council across the public, voluntary and business sectors involving the development of good and effective working links with all sectors;
- the promotion and implementation of an effective equal opportunities policy in relation both to the employment of staff and the delivery of services;
- the promotion of services which are sustainable, improve community safety, make for more open government, provide opportunities for resident participation in delivering outcomes and include new methods of community engagement;
- that proper arrangements are made for consultation and participation with residents and service users in decision making and the development of key statutory plans and local community plans.

The Leader of the Council

The Leader of the Council shall have the following responsibilities:

- When present to chair meetings of the Cabinet;
- Appoint and dismiss Portfolio Holders and the Deputy Leader;
- Appoint to and dismiss from committees of the Cabinet;
- To determine from time to time the roles and areas of responsibility of Portfolio Holders;
- In the absence of a Portfolio Holder, or on written notice to that Portfolio Holder, to exercise any of that Portfolio Holder's functions him/herself or arrange the discharge of those functions by another Portfolio Holder or a Corporate Director;

- To act as Chairman of the Health & Wellbeing Board, and in relation to this support and liaise with the Portfolio Holder for Health & Wellbeing on health and wellbeing matters;
- To act as Chairman of the Council's Improvement and Commissioning Boards;
- To act as Chairman of the Major Developments Panel and liaise with appropriate Portfolio Holders on the Council's strategic major projects;
- Lead and coordinate the development and implementation of the Council's statutory and other plans and strategies including:
 - (i) the Council's vision, corporate priorities, corporate plan and objectives,
 - (ii) the needs of the Borough and local communities on matters of comprehensive, corporate and strategic importance,
 - (iii) the Council's overall performance.
- To oversee the allocation of resources to implement the Council's plans and strategies and to meet the Council's objectives;
- Take responsibility for the review of the pay and conditions of Chief Officers;
- Liaise on behalf of the Council with Government Departments, the Greater London Authority, London Councils, West London Alliance and other local and public bodies;
- Respond to Central Government, the Greater London Authority and Local Authority Associations' consultation exercises and to requests for information and to any other consultation papers and requests for information;
- To oversee the governance of the Harrow Strategic Partnership through Harrow Chief Executives, Assemblies and Summits;
- Make proposals for the appointment of Councillors or other persons on outside bodies as representatives of the Council;
- Make proposals to Council for the setting of the levels of Councillor allowances and expenses;
- Champion Member Development and oversee development of the Member Development Programme through the Member Development Panel;
- Keep under review and make proposals for changes to the Constitution;
- To oversee the arrangements and overall budgets of the Members' Secretariats;
- To oversee the arrangements for all civic and ceremonial matters;

- To take a lead on behalf of the Council in promoting and sustaining a high ethical standard of conduct by elected Members in accordance with the adopted Code of Conduct for Councillors;
- To endeavour to ensure that the decisions and activities of the Council at all times have regard to the highest possible standards in furtherance of the ethical agenda and all Members of the Council adhere to the Code of Conduct;
- To maintain an overview of the finances of the Council working closely with the Portfolio Holder for Finance.

Deputy Leader of the Council

The Deputy Leader of the Council shall have overall responsibility for:

- Undertaking the responsibilities and delegated powers of the Leader of the Council, to the extent permitted by the Constitution, in the absence of the Leader;
- The chairing of meetings of the Executive in the absence of the Leader of the Council.

Portfolio Holder for Business and Enterprise

- To oversee and direct the effective development and implementation of the following key Place Shaping strategies:
 - Economic Development Strategy
 - Town Centre Strategy
 - West London economic development planning

working in conjunction with the Portfolio Holder for Planning, Development and Regeneration;

- To oversee the development and maintenance of positive links and partnerships with other organisations and businesses to secure the improvement and development of essential social infrastructure;
- To ensure the coherent development of district shopping centres working in conjunction with the Portfolio Holder for Planning, Development and Regeneration;
- To act as the lead Member for the Council's engagement with business;
- To oversee the development and delivery of the Council's vision in terms of strategic planning for the future social, environmental and economic development and regeneration of Harrow working in conjunction with the Portfolio Holder for Planning, Development and Regeneration;

- To ensure the Council's procurement strategies support local businesses and that the Council has effective procurement systems and processes in place working in conjunction with the Portfolio Holder for Finance.

Portfolio Holder for Finance

To be responsible for the development and maintenance of the Council's finance and procurement functions including:

- To develop and maintain a coherent, sustainable financial strategy for Harrow;
- To ensure that the development of proposals for and consultation on the annual budget take place within the requirements of the Budget and Policy Framework Rules and good corporate governance practice;
- To oversee the development of clear systems and structures for budget development, management and monitoring; in particular, for the Council's revenue and capital budgets including the Housing Revenue Account;
- To ensure that the Council's arrangements for treasury management and pension fund investments are effective;
- Bring forward proposals for any review of fees and charges made by the Council;
- To ensure procedures for virement within budgets are updated as appropriate and followed at Member and officer level;
- Evaluate the financial procedures of the Council and recommend improvements;
- To ensure the Council's procurement strategies support local businesses and that the Council has effective procurement systems and processes in place working in conjunction with the Portfolio Holder for Business and Enterprise;
- To ensure that the Council has effective procedures for the recovery of Council Tax, Business Rates and parking income and any other fees and charges;
- To ensure the effective administration of Housing Benefits;
- To ensure a co-ordinated Council response to government changes to welfare benefits, working closely with the Leader.

Portfolio Holder for Environment & Community Safety

(A) Environment

To be responsible for the development and delivery of the Council's Environment Services functions including:

- Environmental Health and Protection Services;
- Licensing Services;
- Public Realm Enforcement & Crime Reduction;
- Waste Management;
- Public Realm Infrastructure & Maintenance;
- Operational Property Management & Maintenance;
- External Sports Facilities Maintenance;
- Facilities Management (excluding Schools);
- Property & Public Realm Investment Programmes;
- Transportation policy;
- Waste and public realm policy;
- To oversee the development, and implementation of policies and strategies to address climate change;
- To oversee the development and implementation of policies and strategies and the monitoring of environmental and public protection services including:
 - Waste Management Strategy
 - Local Implementation Plan (Transportation)
 - Waste Strategy
 - Play Strategy in conjunction with Portfolio Holder for Community and Cultural services;
- To oversee the development and implementation of the Council's Sports, Recreation & Open Spaces Strategy in liaison with the appropriate Portfolio Holders;
- To oversee the development and maintenance of positive links and partnerships with other organisations and businesses to improve the transport services within Harrow in consultation with the Portfolio Holder for Planning & Regeneration.

(B) Community Safety

- To oversee the development and implementation of the Crime & Disorder Reduction Strategy (including Community Safety);

- To oversee Police relationships, including Safer Neighbourhoods Teams;
- To oversee the commissioning and support of Harrow's approach to the misuse of drugs and alcohol, and crime reduction.

(C) Risk, Audit & Fraud

- To ensure that the Council has effective risk management and internal control systems and processes in place;
- To ensure the development and maintenance of effective business continuity and emergency planning;
- To oversee the Council's arrangements for health safety and welfare;
- To oversee the Council's arrangements for internal audit;
- To oversee all matters relating to corporate anti fraud activities;
- To oversee the Council's insurance arrangements.

Portfolio Holder for Planning, Development and Regeneration

To be responsible for the policy direction of the Council's Place Shaping, Regeneration, Planning and Development functions including:

- Strategic planning policy and implementation including:
 - Planning policy and research
 - Economic Development
 - Housing policy (in consultation with the Portfolio Holder for Housing)
 - Development Management
 - Building Control
 - Conservation and Design
 - Open Spaces & Green Belt policy
 - Town Centre & Major Projects activity
 - Town Centre Management.
- To oversee and direct the effective development and implementation of the following key Place Shaping strategies:
 - Local Development Framework, including the core strategy, the opportunity and intensification area, and the area action plan;

- Economic Development Strategy;
- Town Centre Strategy;
- West London Sub-regional planning, economic development and waste planning;

working in conjunction with the Portfolio Holder for Business and Enterprise.

- To ensure that all aspects of the Environment and Enterprise Directorate's work involves appropriate and effective community engagement;
- To ensure the coherent development of district shopping centres working in conjunction with the Portfolio Holder for Business and Enterprise;
- Act as the Member level 'Design and Heritage Champion' for the Authority;
- To oversee the development and delivery of the Council's vision in terms of strategic planning for the future social, environmental and economic development and regeneration of Harrow working in conjunction with the Portfolio Holder for Business and Enterprise;
- Chair the Council's Planning Committee or equivalent body unless an alternative nominee is appointed by the Full Council, and the Council's Local Development Framework Panel;
- To provide policy direction in respect of the Council's strategic Major Projects Programme in consultation with the relevant Portfolio Holders including:
 - The development of the central Harrow opportunity and intensification area and of district shopping centres;
 - Co-location of services with partners.

Portfolio Holder for Children and Schools

(A) Children

To be responsible for the development and delivery of the Council's Children's Services including:

- To be the lead member for Children's Services, including overseeing compliance with Statutory Duties and reporting requirements as set out in the Children Act 2004;
- To oversee the strategic development and delivery of all aspects of Children's Services including:
 - Safeguarding, Family Placement and Support
 - Young People's Services
 - Special Needs Services

- Integrated Early Years and Community Services;
- To Chair the Children’s Trust Board and to be a member of the Children and Young People’s Partnership and the Local Safeguarding Children Board;
- To oversee the performance of Children’s Services in relation to national targets and priorities and to take account of any issues arising from external inspection and the performance assessment role of Ofsted;
- To oversee and promote corporate parenting responsibilities for children looked after and representation on the Fostering Panel and Adoption Permanence Panel;
- To oversee the Commissioning and monitoring, with Health, of Children’s Health Services including Child and Adolescent Mental Health Services from health service providers and community and voluntary organisations working in conjunction with the Portfolio Holder for Health and Wellbeing;
- To oversee the development and review of the Children and Young People’s Plan;
- To ensure the development and maintenance of positive links and partnerships with local agencies, organisations and businesses to support the delivery of these services;
- To oversee consultation, liaison and the maintenance of positive links with the local Youth Parliament and Harrow members of the UK Youth Parliament;
- To oversee the development and implementation of policies, strategies and procedural arrangements in line with statutory requirements for the provision of the Council’s social services functions for young people;
- To oversee the commissioning and contracting arrangements for the provision of services within the council and jointly with other partner agencies;
- To oversee the quality assurance and inspection functions;
- To be responsible for the Council’s Multi-Agency Protection Arrangements;
- To lead on partnership with the Health Service in relation to Children working in conjunction with the Portfolio Holder for Health and Wellbeing.

(B) Schools

To be responsible for the development and delivery of policies, strategies and procedural arrangements in line with statutory requirements in relation to schools in Harrow;

- To be responsible for the development and delivery of the Council's function as a Local Education Authority in relation to the provision of schools and commissioning post-16 provision within the Borough including:
 - Schools
 - Achievement and Inclusion
 - Ethnic Minority Achievement Service
 - Harrow Tuition Service
 - Teachers' Centre
 - Children's Centres
 - Education Business Partnership
 - Governor Services
 - Education Welfare Services
 - Harrow Schools Improvement Partnership
 - Admissions and Place Planning
 - School Organisation;
- To oversee and ensure high quality relationships are built with all statutory and voluntary sector partners with particular emphasis on schools;
- To oversee the development, promotion and implementation of the following:
 - Harrow 14-19 Strategy
 - Student Advisory Group
 - School's Forum
 - Stakeholder Reference Group
 - Education Services Consultation Forum;
- To be the lead member for schools, including overseeing the maintenance, compliance with Statutory Duties and reporting requirements of the Council in relation to schools in Harrow;
- To oversee education strategies to support the Narrowing the Gap agenda including achievement, attendance, behaviour and exclusion issues;

- To oversee the performance of Schools in Harrow in relation to national targets and priorities and to take account of any issues arising from external inspection and the performance assessment role of Ofsted;
- To discharge the Local Authority's responsibilities for the appointment of Local Authority Governors and dealing with complaints against them;
- To oversee consultation, liaison or other partnership arrangements on education matters with the Standing Advisory Committee on Religious Education, pupils/students, staff, parents, governing bodies and Government Departments including the Young People's Learning Agency and Skills Funding Agency;
- Jointly with other Portfolio Holders to oversee the development of a strategy for social inclusion;
- To ensure the development and maintenance of positive links and partnerships with local agencies, organisations and businesses to support the development of schools in Harrow.

Portfolio Holder for Property and Major Contracts

To be responsible for the policy direction for the development of the Council's property assets and the development and delivery of the Council's major partnership contracts:

(A) Property

- To provide policy direction to ensure the effective development of the Council's property assets;
- To ensure that development of the Council's assets is undertaken in a coordinated and collaborative way with partners;
- To authorise the acquisition or disposal of land holdings up to a value of £250k, other than disposal at less than best consideration, and to respond to any enquiry in relation to the Council's interests in land.

(B) Major Contracts

- To oversee the procurement and commercial management of all major contracts, liaising with the Leader and the Portfolio Holder for Finance;
- To monitor, in consultation with the relevant Portfolio Holders, the performance of all major strategic contracts with an annual value of over £1m including the ongoing operation of existing contracts;

- To approve extensions of contracts where the value is more than £1million and the extension would account for an additional cost of 10% or more of the contract value;
- To approve the settlement of Disputes and Claims where the value of the claim exceeds £1m, in consultation with the relevant Portfolio Holders.

Portfolio Holder for Health and Wellbeing

- To be responsible for the promotion of public health and wellbeing in consultation with the Leader and in liaison with appropriate Portfolio Holders;
- To lead on partnership with the Health Service;
- To oversee the development and implementation of Supporting People working in conjunction with the Portfolio Holder for Adults and Housing;
- To oversee joint commissioning responsibilities with Health for:
 - Mental Health Services
 - Learning Disability Services
 - Older People and Physical, Sensory and Disability Services
 - Carers

working in conjunction with the Portfolio Holder for Adults and Housing.

- To promote wellbeing across the Council;
- To lead on external relationships including the voluntary and private sector in relation to Health and Wellbeing;
- To oversee the Commissioning and monitoring, with Health, of Children's Health Services including Child and Adolescent Mental Health Services from health service providers and community and voluntary organisations working in conjunction with the Portfolio Holder for Health and Wellbeing;
- To lead on partnership with the Health Service in relation to Children working in conjunction with the Portfolio Holder for Health and Wellbeing;
- To oversee Public Health working closely with other Portfolio Holders.

Portfolio Holder for Adults and Housing

(A) Adults

To be responsible for the development and delivery of the Council's Adults Social Care functions including:

- To be the lead member for Adult Care Services including overseeing compliance with the Statutory Duties and reporting requirements in relation to Adult Care Services;
- To oversee the performance of Community Care Services in relation to national targets and priorities and to take account of any issues arising from external inspection and the performance assessment role of the Care Quality Commission;
- To oversee the protection and safeguarding of vulnerable adults;
- To oversee the development and implementation of Supporting People working in conjunction with the Portfolio Holder for Health and Wellbeing;
- To oversee the direct provision for Community Care Services and lead on service user engagement;
- To oversee joint commissioning responsibilities with Health for:
 - Mental Health Services
 - Learning Disability Services
 - Older People and Physical, Sensory and Disability Services
 - Carers

working in conjunction with the Portfolio Holder for Health and Wellbeing;
- To oversee the development and implementation of policies and strategies for the provision of adults care services in the Borough including:
 - Adults Transformation
 - Personalisation;
- To lead on external relationships including the voluntary and private sector in relation to Adult Social Care.

(B) Housing

To be responsible for the development and delivery of the Council's housing services, including:

- To oversee the development and implementation of policies and strategies for the provision and improvement of housing in the Borough;
- To oversee development and delivery of the Housing Ambition Plan and Housing's vision;
- To ensure maximum opportunities exist to engage residents in the development and delivery of all housing services and that regular

opportunities exist to test tenant and leaseholder satisfaction and to ensure that feedback is used to improve services;

- To ensure the HRA remains viable and provides value for money services working closely with the Portfolio Holder for Finance;
- To recommend variations in rent levels;;
- To ensure that residents can readily access housing services and that customers are empowered to make the best of their housing situation;
- To ensure that housing services know its customer profile and tailors its services accordingly;
- To ensure that all services to tenants are set out in clear standards;
- To ensure accommodation provision for households in need, through Council provision, or in consort with Housing Associations and developers;
- To ensure that temporary accommodation is provided for those in urgent need or who are homeless;
- To ensure an assessment of future housing needs within the Borough is regularly taken and informs future services;
- To oversee the maintenance, repair and improvement of the Council's housing stock;
- To oversee the development of high standard services to Council tenants and leaseholders;
- To promote satisfactory standards in housing accommodation in the private sector and ensure enforcement actions are taken as appropriate;
- Jointly with other Portfolio Holders to oversee the development of a strategy to support social inclusion in the provision of local housing;
- To oversee the development and delivery of the Council's Housing Strategy in consultation with the Portfolio Holder for Planning and Regeneration;
- To work with private landlords, housing associations and developers to ensure that opportunities for the provision of affordable housing are maximised.

Portfolio Holder for Community and Culture

To be responsible for the development and delivery of the Council's Community and Culture services including:

- To oversee the strategic and general management of the following services and functions on behalf of the Council including:
 - All functions relating to the library service
 - Culture and Arts Services
 - Indoor Sports Leisure & Recreation services
 - Local History Collections (Archives)
 - The Harrow Museum and Headstone Manor
 - Community Engagement and Development Strategy
 - Community Premises and Grants Applications
 - Community Cohesion Management Group (HSP)
 - Community Learning
 - External Service Providers (e.g. Greenwich Leisure Ltd (GLL), Harrow Young Musicians);

- To oversee effective development and implementation of the following key plans and strategies:
 - Cultural Strategy
 - Play Strategy in liaison with the Portfolio Holder for Environment and Community Safety
 - 'Third Sector' strategy;

- To oversee the promotion and development of positive links, joint working arrangements and partnerships with the voluntary, community and faith sectors, reflecting the full diversity of the borough.

Portfolio Holder for Communications, Performance and Resources

To be responsible for the strategic development and effective performance of the Council's corporate services including:

(A) Communications

- To oversee the delivery of Council publications including Harrow People and A-Z of Council Services;
- Champion a set of marketing campaigns in support of the Council and its services;

- To oversee internal communications and staff awards;
- Give direction to the Council's media relations in support of promoting the Council's reputation;
- Promote the Council's branding to deliver consistency across services and to improve residents' awareness of our services.

(B) Performance

- To oversee the ongoing development and delivery of the Council's performance management framework to set objectives and monitor progress against their delivery and to report progress and key issues to Cabinet;
- To support Improvement and Commissioning Boards across all Council services;
- To oversee the Council's responses to its inspectorates;
- To steer the development of the Council's priorities in response to performance, consultation, research and customer feedback;
- To support the development of the Council's equalities framework and monitor progress to drive improvement;
- To oversee the Council's Performance Management Framework and the Corporate Improvement Boards to ensure the Council is performing to its full potential.

(C) Customer Services

- To oversee all matters relating to Access Harrow, Customer Care and Complaints;
- To oversee the management and implementation of the Customer Access Strategy.

(D) IT

- To ensure the development and maintenance of a coherent IT strategy;
- To ensure the effective delivery of IT services, through the contract with Capita;
- To ensure that disaster recovery arrangements are developed, implemented and maintained;

- To ensure that the Council has effective information management and information security arrangements.

(E) Human Resources & Development

- To oversee all Human Resources matters including recruitment, learning and development, performance management, employment policies and procedures, employee relations and equal opportunities;
- To ensure the development and delivery of the Council's Strategy for People;
- To oversee the Council's relations with its Trades Unions;
- Chair the Council's Employee Consultative Forum (ECF) or equivalent body.

(F) Shared Services

- To ensure that the Council has effective payroll and pensions administration systems and processes in place;
- To ensure the delivery of accounts payable and accounts receivable services;
- To ensure the delivery of SAP support services;
- To ensure the delivery of other shared services such as cashiers, post, print, and scanning and indexing services;
- To ensure the delivery of the financial assessments service for social care clients.

(G) Legal & Governance

- To oversee development of the shared legal practice;
- To oversee the conduct of litigation by or against the Council;
- To oversee the Corporate Governance of the Council in line with the Constitution;
- To ensure the delivery of the Registry Office services;
- To oversee the support for the Mayor's office.

(H) Business Transformation

- To oversee the development of the Council's Transformation Programme in support of delivering a balanced medium term budget;
- Monitor the Council's Transformation Programme;
- Steer the Council's commercial relationships with its Transformation Partners.

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COUNCIL
14 NOVEMBER 2013

CABINET RECOMMENDATION
(12 SEPTEMBER 2013)

RECOMMENDATION I: COMMUNITY SAFETY PLAN

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CABINET MINUTES

12 SEPTEMBER 2013

Chairman:	* Councillor Thaya Idaikkadar	
Councillors:	* Nizam Ismail	* Asad Omar
	* Krishna James	* William Stoodley
	* Zarina Khalid	
Non Executive Non Voting Councillors:	* Susan Hall	* Barry Macleod-Cullinane
In attendance: (Councillors)	James Bond	Minute 685
	Graham Henson	Minute 685
	David Perry	Minute 685
	Anthony Seymour	Minute 685

* Denotes Member present

RECOMMENDED ITEMS

688. Community Safety Plan

The Portfolio Holder for Environment and Community Safety introduced the report, which set out key community safety priorities in response to both the Strategic Assessment of crime in Harrow and the ambitions for the police set by the Mayor's Office for policing and crime. He added that the Plan which included measures to protect residents had been set for a period of three years.

In response to various questions from a non-voting non-Executive Cabinet Member, the Portfolio Holder for Environment and Community Safety, the Chief Executive and an officer responded as follows:

- burglary was key issue and as part of the campaign titled 'autumn nights', advice would be provided to residents on how to take precautions, such as locking doors and windows, keeping valuables safe, and how the use of electronic devices could help keep their homes safe against burglars. A sum of £8,000 had been received to help advertise the project which would be implemented soon to coincide with the early evenings from October 2013 to February 2014;
- that the borough's position from second to seventh in terms of overall crime in London, whilst disturbing, would be addressed by the Borough Commander through improved co-ordination of information and interventions across the seven key crime areas;
- with regard to domestic violence, Harrow was ranked 27th in London. Long term preventative work was being explored with MOPAC (The Mayor's Office for Policing and Crime), and the Children and Families Directorate had already introduced a vulnerable Young People Panel and early intervention measures;
- it was intended to place on record, that contrary to reports, the number of police officers on Harrow's streets was actually going to increase. The perception of crime and fear of crime continued to be an issue;
- despite the spending reductions, the number of Police Officers on Harrow's streets would increase over the next three years compared with 2011 numbers by an additional 46 Police Officers within the Safer Neighbourhood Teams and an additional 30 within other teams. There would be an overall increase the establishment from 416 to 492. This would help increase confidence in the Police and their morale;
- publicity for SmartWater would be renewed to ensure a higher take up than in the past. The number of Neighbourhood Champions had remained static and the project would be re-invigorated through a conference with a key note speaker being invited to address the meeting. The Portfolio Holder expected that Councillor Susan Hall, who had introduced and championed its cause, would be the Council's key note speaker;
- benchmarks had been incorporated in the Plan, as requested by the Overview and Scrutiny Committee.

It was noted that the target figure relating to anti-social behaviour was -5%.

Resolved to RECOMMEND: (to Council)

That the Community Safety Plan 2013-2017 be adopted.

Reason for Recommendation: To comply with Section 6 of the Crime and Disorder Act 1998.

Alternative Options Considered and Rejected: None.

**Conflict of Interest relating to the matter declared by Cabinet Member /
Dispensation Granted: None.**

*[Call-in does not apply to this recommendation as the decision is reserved to
Council.]*

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**COUNCIL
14 NOVEMBER 2013**

**CABINET RECOMMENDATION
(17 OCTOBER 2013)**

**RECOMMENDATION II: YOUTH JUSTICE PLAN 2013-
14**

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CABINET MINUTES

17 OCTOBER 2013

Chairman: * Councillor Susan Hall

Councillors:

* Kam Chana	* Janet Mote
* Tony Ferrari	* Paul Osborn
* Stephen Greek	* Simon Williams
* Manji Kara	* Stephen Wright
* Barry Macleod-Cullinane	

**Non Executive
Non Voting
Councillors:**

* Graham Henson	* David Perry
* Thaya Idaikkadar	

**In attendance:
(Councillors)**

Mano Dharmarajah	Minute 698
Asad Omar	Minute 698
William Stoodley	Minute 698

* Denotes Member present

RECOMMENDED ITEMS

699. Key Decision - Youth Justice Plan 2013-14

The Portfolio Holder for Children and Schools introduced the draft Youth Justice Plan for 2013-14, a statutory plan, which when approved by Council would be submitted to the Youth Justice Board as part of the conditions attached to the grant received from the Ministry of Justice.

The Portfolio Holder explained that the purpose of the Youth Justice Plan was to outline how it would meet the key objective of reducing young offending. She added that the Plan had been produced by a multi-agency group and had

had the support of Council's statutory partners, which was accountable to Harrow Chief Executives' Group. She outlined its key aspects, as follows:

- the partners had been successful in stopping young people from entering the criminal justice system but there was work to be done in this area. It was important that the youth were made aware of the impact of a criminal record on their future prospects;
- there was a need to reduce the youth from re-offending and stringent processes were required;
- there was a need to reduce the number of young people in custody.

Cabinet was briefed on the work carried out by the Youth Offending Service and that its aim was to protect the public – young people themselves, both as perpetrators and victims – and to prevent the perpetrators from offending. The Portfolio Holder outlined some of the successes and the challenges that lay ahead and she set out the various figures detailed in the Plan. A key achievement had been a reduction in the number of first time entrants to the youth justice system but the challenges that lay ahead included the need to improve the quality and timeliness of assessments, a stable and empowered workforce, increasing the number of young offenders in education, training and employment, and sharing of resources with other local authorities. Positive intervention was key, including the work being carried out with the Third Sector. A triage system had helped reduce the number of young people entering the system. There was also a need to improve on the rates of young offenders in education, training and employment.

The Portfolio Holder explained that attached to the Youth Justice Plan was an action plan, an ongoing flexible tool which reflected real time targets. She was pleased to report that the Overview and Scrutiny Committee had recognised that good processes were being put in place to improve the lives of young people. She added that the action plan was forward looking in that:

- due to pressures and anticipated reductions in the grant received, discussions with other local authorities had been initiated with a view to discussing joint working;
- the volunteer base needed to be expanded and more group work was essential;
- it was important to that the education status of young people was identified.

The Portfolio Holder commended the report to Cabinet and, together with the Corporate Director of Children and Families, responded to a number of questions from the non-voting non-Executive Cabinet Members, who welcomed the positive aspects of the report given the challenges facing the Council and its partners, as follows:

- the Youth Justice Board had set out the parameters for keeping records on how the grant was spent. Upon additional questions from a non-voting non-Executive Cabinet Member, the Corporate Director explained the meaning of 'in kind' and offered to take the Member through the budget in detail. Additionally, a typographical error was noted;
- best practice in other local authorities was being looked at with a view to dealing with the challenges facing young people in their transition to adulthood, including the challenges facing young offenders with speech and language learning difficulties. The sharing of resources amongst authorities was being explored. The Portfolio Holder added that one of the issues that had been flagged up was that over half of the number of young people in Harrow did not have English as their first language which required interpreters thereby impacting on the available resources. The Portfolio Holder for Adults and Housing encouraged work across Directorates and partners thereby breaking down silos with a view to ensuring that young adults were independent before reaching adulthood to help improve their lives;
- an additional sum of money, £0.5m, had been made available for Children Services in order to allow more social workers to be appointed and to reduce the burden of the case load on individual officers. In relation to the issues around recruitment for child and adolescent mental health worker post, and in recognition of the importance of addressing mental health, the administration was in discussion with CAHMS (Child and Adolescent Mental Health Services) with a view to finding capacity within existing resources;
- mental health and the troubled behaviour of young people were key issues and in order to strengthen the relationship between the two agencies - CAHMS and Youth Offending Team - it was important to have a hands on approach of which field visits and networking were key ingredients. The Portfolio Holder added that she would be visiting the agencies which was one of her key priorities;
- the administration appreciated that the police too faced budget pressures but it was expected that the strong relationship between the administration and the police, which had been established over a number of years would help ensure that the partnership work in this area continued to bring positive outcomes for children and young people. Prevention was better than cure and the joint working would assist.

The Portfolio Holder thanked the Corporate Director of Children and Families and her staff for their work and it was

Resolved to RECOMMEND: (to Council)

That the Youth Justice Plan 2013-14 be approved and submitted to the Youth Justice Board, as part of the Youth Justice Board grant conditions for 2013/14.

Reason for Recommendation: To meet the requirements of the Youth Justice Board (YJB), the body responsible for monitoring youth justice services in England. Every authority was required by the YJB to produce a Plan setting out how it would meet the key objective of reducing youth offending. The YJP is a Statutory Plan and requires the approval of Council.

Alternative Options Considered and Rejected: As set out in the Youth Justice Plan.

Conflict of Interest relating to the matter declared by Cabinet Member / Dispensation Granted: None.

[Call-in does not apply to this recommendation as the decision is reserved to Council.]

COUNCIL
14 NOVEMBER 2013

CABINET RECOMMENDATION
(17 OCTOBER 2013)

RECOMMENDATION III: **CAPITAL PROGRAMME**
 2013/14 – ADDITIONAL
 SCHOOL GRANTS FUNDING

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CABINET MINUTES

17 OCTOBER 2013

Chairman: * Councillor Susan Hall

Councillors:

* Kam Chana	* Janet Mote
* Tony Ferrari	* Paul Osborn
* Stephen Greek	* Simon Williams
* Manji Kara	* Stephen Wright
* Barry Macleod-Cullinane	

**Non Executive
Non Voting
Councillors:**

* Graham Henson	* David Perry
* Thaya Idaikkadar	

**In attendance:
(Councillors)**

Mano Dharmarajah	Minute 698
Asad Omar	Minute 698
William Stoodley	Minute 698

* Denotes Member present

RECOMMENDED ITEMS

700. Key Decision - Capital Programme 2013/14 - Additional Schools Grant Funding

The Portfolio Holder for Finance introduced the report on the Targeted Basic Need Programme (TBNP) and the delivery of the school projects. The report identified the recommended procurement route in order to achieve value for money within timescales.

The Portfolio Holder added that due to the increase in the number of children of school age and the pressures in providing school places, various measures had been put in place including the bidding for grant funding from the

government. He acknowledged the history of cross-party working on this matter and was pleased that additional funding had been secured. The funding would help Harrow increase the number of school places available, expand the much needed Special Educational Needs provision and additional secondary school places. Further reports would be submitted to Cabinet on the progress made of this long term programme. He agreed that he would ensure that the Targeted Basic Need Programme funding, which had a tight deadline, was progressed swiftly and that it was not caught up in any procurement issues.

The Portfolio Holder for Children and Schools highlighted the significance and the importance of education, as it opened up opportunities. She added that it was important to recognise that Harrow's children would be the adults of tomorrow and it was pleasing to note that the quality of education provided in Harrow schools was excellent.

In response to a question from a non-voting non-Executive Member in relation to the administration's commitment to the schools priority funding projects in Marlborough and Vaughan Schools, the Portfolio Holder for Children and Schools stated that she had met with the Headteacher of Marlborough School and would be meeting with the Headteacher of Vaughan School and was confident that both projects would proceed.

The Leader of the Council responded to a question on the challenges around the construction of additional buildings in schools and the options to decant children to other safe sites in the borough, such as the Civic Centre site. She explained that all options would be explored and that Ward Councillors would be made aware of the proposals.

A non-voting non-Executive Cabinet Member commented that the cross-party working had worked well and asked if similar measures would be put in place as part of the implementation of the Building Schools for the Future Programme. Both the Leader of the Council and the Portfolio Holder for Finance stated that a cross-party governance structure would be put in place. In relation to a question on the lessons learnt from the proposals for Whitmore High School, and as a local authority managing large contracts which required sufficient staff resources, the Portfolio Holder for Finance stated that the Council was not adopting any different processes except that capitalisation would take place as part of the project.

The Leader of the Council added that previously checks and balances had not been put in place and the Director of Finance and Assurance would ensure that sufficient safeguarding measures were put in place. It was important that correct processes were followed for all projects. In response to a comment about differences of opinion from officers, the Leader stressed the importance of having these differing views, as they allowed Members to reach informed and prudent decisions.

Resolved to RECOMMEND: (to Council)

That the 2013/14 Capital Programme be adjusted to include £9.583m Targeted Basic Need Programme (TBNP) funding and the 2014/15 and 2015/16 Programmes be agreed as part of the budget setting process.

Reason for Recommendation/Decision: To increase the amount in the Council's Capital Programme for 2013/14 and carry out the procurement process to deliver the projects within tight timescales.

Alternative Options Considered and Rejected: As set out in the report.

Conflict of Interest relating to the matter declared by Cabinet Member / Dispensation Granted: None.

[Call-in does not apply to the recommendation to Council and where the item has been noted.]

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COUNCIL
14 NOVEMBER 2013

DECISIONS TAKEN UNDER
THE URGENCY PROCEDURE -
COUNCIL

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REPORT FOR: COUNCIL

Date of Meeting:	14 November 2013
Subject:	DECISIONS TAKEN UNDER THE URGENCY PROCEDURE - COUNCIL
Responsible Officer:	Hugh Peart – Director of Legal and Governance Services
Exempt:	No
Enclosures:	None

In accordance with the delegations to Chief Officers, the Leaders of each of the Political Groups on the Council were consulted on the following urgent decisions, which were approved on behalf of the Council, as they required action prior to this meeting:

Appointments to Outside Bodies

Following resignations, appointments to Outside Bodies of the Council were agreed as follows:

Harrow Association of Disabled People – Councillor Simon Williams

West London Waste Authority – Councillor Susan Hall

These appointments were agreed as matters of urgency provide to ensure continuing Council representation on these bodies at the earliest opportunity.

Scrap Metal Dealers Licence

It was agreed that the fees as set out in Section 5 of the report in respect of Scrap Metal Dealers Licence be approved i.e. For a scrap metal dealers site licence/renewal the fee is £ 650 and for a collector the fee is £ 250.

The reasons for urgency were that a Commencement Order was made on 6 August 2013 bringing into force relevant aspects of the Scrap Metal Dealers Act 2013. In relation to

the power to set fees, this came into force on 1 September 2013. Applications for licences could be received from 1 October, therefore local authorities had to set their fees between 1 September and 1 October 2013 and in reality in advance of the 1 October 2013 in order to give advance notice to operators.

If a decision was not taken by 1 October, the Council would not legally be able to charge a fee for any new licence application received until the fees are subsequently set by full Council. This may have caused an influx of applications resulting in a loss of income to the Council.

Health and Wellbeing Board

It was agreed that Councillor Susan Hall replace Councillor Zarina Khalid as a Councillor representative on the Health and Wellbeing Board. It was also agreed that Councillor Susan Hall be appointed as Chairman of the Health and Wellbeing Board.

The membership rules of the Health and Wellbeing Board, as contained in the Board's Terms of Reference, stated that the Chair of the Board was nominated by the Leader of the Council. Additionally it stated that 4 Members of Council on the Board were also nominated by the Leader.

The reason for urgency was because the next ordinary meeting of the Council was scheduled for 14 November 2013 and it was necessary to ensure memberships of the Council's Member level bodies were up to date at the earliest opportunity. In addition to this a meeting of the Health and Wellbeing Board was scheduled for 3rd October 2013.

FOR INFORMATION

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Background Papers: Urgent Decision Forms