



**MINUTES
of the
MEETING
of the
COUNCIL
of the
LONDON BOROUGH OF HARROW
held on
THURSDAY 18 OCTOBER 2007**

Present: **The Worshipful the Mayor (Councillor Jean Lammiman)
The Deputy Mayor (Councillor John Nickolay)**

Councillors:

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

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

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

PRAYERS

The meeting opened with Prayers offered by the
Reverend Mike Hall

186. OPENING PROCEEDINGS:**Councillor David Gawn**

The Mayor, on behalf of the Council, took the opportunity of the occasion of this Council meeting to congratulate Councillor David Gawn on having completed a parachute jump in aid of the Mayor's Special Appeal for 2007/08, the Teenage Cancer Trust, on Thursday 27 September 2007. A DVD of the parachute jump was shown to the Council.

Having been invited to speak, Councillor Gawn expressed his gratitude to all those who had sponsored him and to the Mayor for her support, and reported that he had raised approximately £4,000 for the Trust.

187. COUNCIL MINUTES:**RESOLVED:**

THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 12 JULY 2007 BE TAKEN AS READ AND SIGNED AS A CORRECT RECORD, SUBJECT TO THE AMENDMENT OF THE ATTENDANCE LIST TO SHOW COUNCILLOR JEAN LAMMIMAN AS THE WORSHIPFUL THE MAYOR AND COUNCILLOR JOHN NICKOLAY AS THE DEPUTY MAYOR.

188. DECLARATIONS OF INTEREST:

The Mayor invited appropriate declarations of interests by Members of the Council in respect of the business on the Summons.

Councillor Salim Miah declared a personal and prejudicial interest in relation to item 11, Review of Licensing Policy. He left the room during consideration and decision making on this item.

The Leader of the Council declared personal interests on behalf of a number of Councillors from all political Groups in relation to the motion at item 17(1) on 'Retention of Cancer Services at Mount Vernon Hospital.

189. MAYOR'S ANNOUNCEMENT:**RESOLVED:**

THAT THE COUNCIL RECEIVE AND NOTE THE REPORT OF THE WORSHIPFUL THE MAYOR, AS TABLED, UPON HER OFFICIAL DUTIES.

190. PROCEDURAL MOTIONS:

There were no procedural motions from Members of Council.

The Mayor took this opportunity to announce that following the issue of the Council Summons, she had agreed, under Council Procedure Rule 7.2, to the addition of a new item of business to the Summons.

The Mayor informed Council that the additional item related to the membership of the Overview and Scrutiny Committee, as set out in the green page of the tabled documents.

191. PETITIONS:

The following petition was submitted by a Member of Council:

- (1) Submitted by Councillor Mrs Sasi Suresh containing 65 signatures of residents, drawing attention to inconsiderate parking in Hooking Green, and requesting the introduction of double yellow lines around the edge of the Green.

[The petition stood referred to the Traffic and Road Safety Advisory Panel].

192. PUBLIC QUESTIONS:

Further to item 6 on the Summons, no questions from members of the public which complied with Council Procedure Rule 12.3 had been received.

193. COMPREHENSIVE EQUALITIES SCHEME:

At item 7 on the Summons, the Council received a Recommendation from the Cabinet meeting held on 19 July 2007 in this matter.

The Recommendation was formally moved by the Leader of the Council.

Following debate, the meeting moved to a vote on the Recommendation, as printed in the Council Summons; this was carried and adopted.

RESOLVED:

THAT ARTICLE 4.01 OF THE CONSTITUTION, WHICH SPECIFIED ISSUES RESERVED TO COUNCIL TO DETERMINE, BE AMENDED TO INCLUDE EQUALITY SCHEMES.

194. RIGHTS OF WAY IMPROVEMENT PLAN:

Further to item 8 on the summons, the Council received a Recommendation of the Cabinet meeting held on 11 October 2007 in this matter, as tabled.

RESOLVED:

THAT (1) THE RIGHTS OF WAY IMPROVEMENT PLAN BE APPROVED;

(2) THE PUBLICATION OF THE PLAN ON HARROW'S WEBSITE BE AGREED;

(3) THE PLAN BE REASSESSED WITHIN 10 YEARS;

(4) AUTHORITY BE DELEGATED TO THE ENVIRONMENT SERVICES PORTFOLIO HOLDER TO AMEND THE TIMETABLE FOR IMPLEMENTATION OF THE STATEMENT OF ACTION BASED ON AVAILABLE FUNDING OPPORTUNITIES;

(5) AUTHORITY BE DELEGATED TO THE ENVIRONMENT SERVICES PORTFOLIO HOLDER TO DEVELOP THE PROGRAMME OF WORK REQUIRED TO IMPLEMENT THE STATEMENT OF ACTION TAKING INTO ACCOUNT AVAILABLE RESOURCES.

195. CHANGES TO THE NAME AND TERMS OF REFERENCE OF AUDIT COMMITTEE:

(i) At item 9 on the Summons, the Council received a Recommendation of the Audit Committee meeting held on 3 September 2007, which sought to change the name of the Committee to the Governance, Audit and Risk Management Committee, revise its terms of reference, and increase the membership of the Committee to eight.

(ii) The Recommendation, having been formally moved by Councillor John Cowan, was adopted.

(ii) In adopting the Recommendation, Council also received and noted the proportional entitlement to seats on the Committee (Conservative: 5; Labour 3), and received and approved the nominations from the political groups for the membership and Chairman of the Committee, as enclosed in the tabled documentation.

(iv) Additionally, the Leader of the Council suggested that any nomination from the Labour Group to the vacant position in the reserve membership of the Committee be accepted; this was agreed by general assent.

RESOLVED:

THAT (1) THE ABOVE RECOMMENDATION BE ADOPTED AS PRINTED;

(2) THE PROPORTIONAL ENTITLEMENT TO SEATS ON THE GOVERNANCE, AUDIT AND RISK MANAGEMENT COMMITTEE (CONSERVATIVE: 5; LABOUR 3) BE NOTED;

(3) THE CONSEQUENTIAL REVISIONS TO THE TERMS OF REFERENCE AND THE MEMBERSHIP OF THE COMMITTEE BE AGREED AS SET OUT AT APPENDIX 1;

(4) ANY NOMINATION FROM THE LABOUR GROUP FOR THE POSITION OF 3RD LABOUR RESERVE MEMBER BE APPROVED.

196. HEALTHCARE FOR LONDON: A FRAMEWORK FOR ACTION - PREPARING FOR A POSSIBLE JOINT OVERVIEW AND SCRUTINY COMMITTEE::

- (i) Further to item 10 on the Summons, the Council received a Recommendation from the Overview and Scrutiny Committee meeting held on 25 September 2007 in this matter. The Recommendation was formally moved by Councillor Stanley Sheinwald.
- (ii) Councillor Chris Mote moved and Councillor David Ashton seconded an amendment that four Reserve Members be appointed to the pan-London Joint Overview and Scrutiny Committee and that Councillor Mrs Vina Mithani and Barry Macleod-Cullinane be appointed as 1st and 2nd Reserves respectively, and that Councillors Mrs Rekha Shah and Mrs Margaret Davine be appointed as 3rd and 4th Reserves respectively.
- (iii) Following debate, and upon a vote, the amendment outlined at (ii) above was carried.
- (iv) Councillor Mitzi Green then moved and Councillor B E Gate seconded a further amendment that Councillors Mrs Rekha Shah and Mrs Margaret Davine be appointed as 1st and 2nd Reserves respectively and a 3rd Reserve be appointed by the Majority Group.
- (v) Upon a vote, the amendment outlined at (iv) above was not carried.
- (vi) The meeting then moved to a vote on the substantive Recommendation; this was carried and adopted.

RESOLVED:

THAT THE SUBSTANTIVE RECOMMENDATION, AS AMENDED, BE ADOPTED IN THE FOLLOWING FORM:

THAT COUNCILLOR MRS MYRA MICHAEL (ADULT HEALTH AND SOCIAL CARE POLICY LEAD MEMBER FOR SCRUTINY) BE APPOINTED AS THE COUNCIL'S REPRESENTATIVE TO SERVE ON THE PAN-LONDON JOINT OVERVIEW AND SCRUTINY COMMITTEE, AND THAT COUNCILLORS MRS VINA MITHANI, BARRY MACLEOD-CULLINANE, MRS REKHA SHAH (ADULT HEALTH AND SOCIAL CARE PERFORMANCE LEAD MEMBER FOR SCRUTINY) AND MRS MARGARET DAVINE (CHILDREN AND YOUNG PEOPLE POLICY LEAD MEMBER FOR SCRUTINY) BE APPOINTED AS 1ST, 2ND, 3RD AND 4TH RESERVES RESPECTIVELY.

[Note: Councillors Mrinal Choudhury, Bob Currie, Mrs Margaret Davine, Mano Dharmarajah, Keith Ferry, Archie Foulds, B E Gate, David Gawn, Mitzi Green, Graham Henson, Thaya Idaikkadar, Nizam Ismail, Dhirajlal Lavingia, Jerry Miles, Phillip O'Dell, Asad Omar, Raj Ray, Navin Shah, Mrs Rekha Shah, Bill Stephenson and Mrs Sasi Suresh wished to be recorded as having voted against the substantive Recommendation].

197. REVIEW OF LICENSING POLICY:

At item 11 on the Summons, the Council received Recommendation I of the Licensing and General Purposes Committee meeting held on 27 September 2007 in this matter.

The Recommendation was formally moved by Councillor Mrs Lurline Champagnie.

RESOLVED:

THAT THE ABOVE RECOMMENDATION BE ADOPTED AS PRINTED.

(See also Minute 188).

198. FEEDBACK AND RECOMMENDATIONS FROM THE MEMBER WORKING GROUP - POLLING DISTRICT REVIEW:

Further to item 12 on the Summons, the Council received Recommendation II of the Licensing and General Purposes Committee meeting held on 27 September 2007 in this matter.

A minor typographical amendment to the Recommendation was moved and adopted.

RESOLVED:

THAT THE RECOMMENDATION, AS AMENDED, BE ADOPTED IN THE FOLLOWING FORM:

THAT (1) THE RECOMMENDATIONS IN RELATION TO INDIVIDUAL POLLING DISTRICTS, AS SET OUT IN APPENDIX A TO THE REPORT BE ENDORSED;

(2) FUTURE REVIEWS OF POLLING DISTRICTS ADDRESS SELECTED PARTS OF THE BOROUGH EACH YEAR, TO ENSURE THAT THE STATUTORY REQUIREMENT TO CONDUCT A REVIEW EVERY FOUR YEARS OF ALL OF THE BOROUGH'S POLLING DISTRICTS ARE MET.

199. RECOMMENDED CONSTITUTIONAL CHANGES:

At item 13 on the Summons, the Council received a recommendation from the Constitution Review Working Group meeting held on 15 October 2007 in this matter.

RESOLVED:

THAT THE PROPOSED CHANGES TO THE AUTHORITY'S CONSTITUTION, AS ENDORSED BY THE CONSTITUTION REVIEW WORKING GROUP AND DETAILED IN ITS REPORT, BE APPROVED.

200. 10TH LONDON LOCAL AUTHORITIES BILL:

Further to item 14 on the Summons, the Council received a report of the Director of Legal and Governance Services in this matter.

Having been formally moved by Councillor Chris Mote and seconded by Councillor Dinesh Solanki, and following debate, it was

RESOLVED:

THAT (1) THE COUNCIL PARTICIPATE IN THE PROMOTION OF THE 10TH LONDON LOCAL AUTHORITIES BILL; AND

(2) THE 10TH LONDON LOCAL AUTHORITIES BILL STATUTORY FIRST RESOLUTION BE ADOPTED AS SET OUT AT APPENDIX 2 TO THESE MINUTES.

201. MEMBERS' ALLOWANCES SCHEME 2007-2008:

(i) At item 15 on the Summons, the Council received a proposal from the Leader of the Council for a revised Members' Allowances Scheme from 1 August 2007 until 31 March 2008.

(ii) A revised Schedule 1 to the Scheme was circulated in the tabled documents.

RESOLVED:

THAT THE REVISED MEMBERS' ALLOWANCES SCHEME FOR 2007-2008, AS SET OUT IN APPENDIX 3 TO THESE MINUTES, BE ADOPTED WITH EFFECT FROM 1 AUGUST 2007 UNTIL 31 MARCH 2008.

202. QUESTIONS WITH NOTICE:

The following question had been submitted by a Member of Council in accordance with Council Procedure Rule 13.2:-

<u>QUESTION BY</u>	<u>QUESTION OF</u>	<u>TEXT OF QUESTION</u>
Councillor Margaret Davine	Portfolio Holder for Adult Services (Councillor Eric Silver)	"Bearing in mind the great interest of stakeholders and local residents in the future of Social Care in Harrow would Cllr Eric Silver in consultation with the Legal Department

1. Prepare a factual statement on the current judicial review on the consultation on FACS criteria addressing such issues as the grounds for the judicial review, the date of the hearing and any other factual matters to be circulated to all Councillors and put on the web site.
2. Assure the Council that as soon as the outcome of the Judicial Review is known a similar factual statement on this will also will be circulated to all councillors and put on the web site."

[Notes: (i) Under the provisions of Council Procedure Rule 13.4, the question was answered orally by the Leader of the Council;

(ii) under the provisions of Council Procedure Rule 13.5, the Member asked a supplementary question, which was also answered orally].

203. RETENTION OF CANCER SERVICES AT MOUNT VERNON HOSPITAL:

- (i) Councillor Chris Mote moved and Councillor Navin Shah seconded the following motion set out at item 17(1) of the Summons:-

"This Council supports the retention of cancer services at Mount Vernon Hospital and asks the Secretary of State for Health to listen, not only to the Council, but also to the many members of the public and the local MPs who have fought for many years to retain this valuable local service. We urge the Minister to finally resolve this matter by giving a pledge to keep the cancer services at Mount Vernon Hospital".

- (ii) Councillor Navin Shah moved and Councillor Chris Mote seconded that the motion be sent to the local MPs, the MP for Ruislip and Northwood (London Borough of Hillingdon) and the Secretary of State for Health. Following debate, it was

RESOLVED:

THAT (1) THE MOTION, AS SET OUT AT (i) ABOVE, BE ADOPTED UNANIMOUSLY; AND

(2) THE MOTION BE SENT TO THE TWO MPS FOR HARROW, THE MP FOR RUISLIP AND NORTHWOOD AND THE SCERETARY OF STATE FOR HEALTH.

(See also Minute 188).

204. HARROW HERITAGE TRUST – A PROPOSAL TO SET UP A ‘HARROW HERITAGE BUILDINGS COMMISSION’:

Further to the provisions of Council Procedure Rule 15.6, it was

RESOLVED:

THAT THE MOTION AT ITEM 17(2) OF THE SUMMONS STAND REFERRED TO THE NEXT MEETING OF THE LOCAL DEVELOPMENT FRAMEWORK PANEL, AS BEING A MATTER WITHIN THE REMIT OF THE EXECUTIVE.

205. **MAYOR OF LONDON AND THE GOVERNMENT INITIATIVE TO PROVIDE SUPPORT FOR YOUNG LONDONERS:**

- (i) Councillor Bill Stephenson moved and Councillor Navin Shah seconded the motion at item 17(3) of the Summons.
- (ii) Councillor Mrs Lurline Champagne moved and Councillor Barry Macleod-Cullinane seconded the following amendment, which, after debate and upon a vote, was carried:-

Delete everything after "Council..." and replace with:

...notes the joint consultation by the Mayor of London and the Department for Children, Schools and Families, and fully endorses the efforts being made to support the capital's young people. This Council notes the allocation of £60 million for this project to be spread over the capital's 32 boroughs and The City over a two-year period.

This Council notes, that Harrow's GLA precept has increased 247% since its inception.

Band D GLA Precept

	GLA precept	Annual increase
	£	%
2000-2001	122.98	
2001-2002	150.88	22.69%
2002-2003	173.88	15.24%
2003-2004	224.40	29.05%
2004-2005	241.33	7.54%
2005-2006	254.62	5.51%
2006-2007	288.61	13.35%
2007-2008	303.88	5.29%

Council further notes the Mayor's initiative to provide free travel on London buses for under eighteens, although we remain very concerned by the growth in anti-social behaviour problems on the bus network as a direct result of this scheme. Therefore, this Council supports the Conservative group on the GLA in their efforts to reform the scheme to tackle this worrying problem."

- (iii) The Council was deemed to have adopted the substantive motion, as amended, in the following form:-

"Council notes the joint consultation by the Mayor of London and the Department for Children, Schools and Families, and fully endorses the efforts being made to support the capital's young people. This Council notes the allocation of £60 million for this project to be spread over the capital's 32 boroughs and The City over a two-year period.

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2007-2008	303.88	5.29%

Council further notes the Mayor's initiative to provide free travel on London buses for under eighteens, although we remain very concerned by the growth in anti-social behaviour problems on the bus network as a direct result of this scheme. Therefore, this Council supports the Conservative group on the GLA in their efforts to reform the scheme to tackle this worrying problem."

RESOLVED:

THAT THE SUBSTANTIVE MOTION, AS AMENDED, BE ADOPTED AS SET OUT IN (iii) ABOVE.

[Note: Councillors Mrinal Choudhury, Bob Currie, Mrs Margaret Davine, Mano Dharmarajah, Keith Ferry, Archie Foulds, B E Gate, David Gawn, Mitzi Green, Graham Henson, Thaya Idaikkadar, Nizam Ismail, Dhirajlal Lavingia, Jerry Miles, Phillip O'Dell, Asad Omar, Raj Ray, Navin Shah, Mrs Rekha Shah, Bill Stephenson and Mrs Sasi Suresh wished to be recorded as having voted against the amendment and the substantive Motion].

206. CAPITAL FUNDING INITIATIVE FOR HARROW SCHOOLS:

- (i) Councillor Bill Stephenson moved and Councillor Navin Shah seconded the motion at item 17(4) of the Summons.
- (ii) Councillor Miss Christine Bednell moved and Councillor Janet Mote seconded the following amendment, which after debate and upon a vote, was carried:-

Delete everything after "Council welcomes..." and replace with:

...capital funding for Harrow schools, but would remind Government that inadequate revenue grants are bearing down unfairly on the people of Harrow.

The Council notes that taking all government grants together Harrow receives an average of £145 per head less than its nearest neighbours and £572 per head less than the London average. That is £30m and £120m respectively. For the main formula grant Harrow will receive £284 per head in government grant for 07-08 compared to the England average of £506 and the Outer London average of £360. That is a shortfall of £47m and £16m respectively. As a matter of urgency, this Council calls upon Tony McNulty MP and Gareth Thomas MP to support this motion and make representations to the Department for Communities and Local Government, on behalf of the residents to ensure the borough gets a fairer deal."

- (iii) The Council was deemed to have adopted the substantive motion, as amended, in the following form:-

"Council welcomes capital funding for Harrow schools, but would remind Government that inadequate revenue grants are bearing down unfairly on the people of Harrow.

The Council notes that taking all government grants together Harrow receives an average of £145 per head less than its nearest neighbours and £572 per head less than the London average. That is £30m and £120m respectively. For the main formula grant Harrow will receive £284 per head in government grant for 07-08 compared to the England average of £506 and the Outer London average of £360. That is a shortfall of £47m and £16m respectively. As a matter of urgency, this Council calls upon Tony McNulty MP and Gareth Thomas MP to support this motion and make representations to the Department for Communities and Local Government, on behalf of the residents to ensure the borough gets a fairer deal."

RESOLVED:

THAT THE SUBSTANTIVE MOTION, AS AMENDED, BE ADOPTED AS SET OUT IN (iii) ABOVE.

207. SAFER NEIGHBOURHOOD TEAMS IN HARROW:

- (i) Councillor Graham Henson moved and Councillor Mrinal Choudhury seconded the motion at item 17(5) of the Summons.
- (ii) Councillor Susan Hall moved and Councillor Julia Merison seconded the following amendment which after debate and upon a vote was carried:-

Delete everything after "Council..." and replace with:

...expresses its appreciation to the Metropolitan Police Service for the successful roll out of Safer Neighbourhood Teams.

The Council can rightfully celebrate its own visionary partnership work, which has manifested itself in a series of pioneering and highly successful schemes, such as Borough Beat, the roll out of CCTV throughout the borough, Community Payback and Weeks of Action. Council notes the significant strides made by Council's joint effort with local agencies to reduce crime and the fear of crime and supports further efforts to ensure that the borough remains a place where people want to work and live."

- (iii) The Council was deemed to have adopted the substantive motion, as amended, in the following form:-

"Council expresses its appreciation to the Metropolitan Police Service for the successful roll out of Safer Neighbourhood Teams.

The Council can rightfully celebrate its own visionary partnership work, which has manifested itself in a series of pioneering and highly successful schemes, such as Borough Beat, the roll out of CCTV throughout the borough, Community Payback and Weeks of Action. Council notes the significant strides made by Council's joint effort with local agencies to reduce crime and the fear of crime and supports further efforts to ensure that the borough remains a place where people want to work and live."

RESOLVED:

THAT THE SUBSTANTIVE MOTION, AS AMENDED, BE ADOPTED AS SET OUT AT (iii) ABOVE.

208. DECISIONS TAKEN UNDER THE URGENCY PROCEDURE BY PORTFOLIO HOLDERS/LEADER:

The meeting received a report of the Director of Legal and Governance Services, which provided a summary of the urgent decisions taken since the Council meeting on 12 July 2007.

RESOLVED:

THAT THE URGENT DECISIONS TAKEN BY PORTFOLIO HOLDERS AND THE LEADER SINCE THE COUNCIL MEETING ON 12 JULY 2007, AS NOW REPORTED, BE NOTED.

209. MINOR DECISION ON A MATTER RESERVED TO COUNCIL:

In accordance with the delegations to Chief Officers, the Leaders of each of the political groups on the Council had been consulted on and agreed a minor decision on behalf of the Council, being a matter reserved to Council.

RESOLVED:

THAT THE DECISION TAKEN UNDER DELEGATION TO CHIEF OFFICERS ON BEHALF OF THE COUNCIL, TO APPOINT LAY AND OTHER MEMBERS TO

HARROW'S EDUCATION APPEALS PANEL FOR THE 2007/08 ACADEMIC YEAR, AS NOW REPORTED, BE NOTED.

210. **APPOINTMENT OF A PROPER OFFICER:**

RESOLVED:

TO APPOINT THE DIRECTOR OF LEGAL AND GOVERNANCE SERVICES AS THE PROPER OFFICER OF THE LONDON BOROUGH OF HARROW IN ACCORDANCE WITH S270(3) OF THE LOCAL GOVERNMENT ACT 1972.

211. **AMENDMENT TO THE CONSERVATIVE MEMBERSHIP OF THE OVERVIEW AND SCRUTINY COMMITTEE:**

Further to the admittance of this item to the Summons under Council Procedure Rule 7.2 (Minute 190 above refers), it was

RESOLVED:

THAT THE REVISED CONSERVATIVE GROUP MEMBERSHIP OF THE OVERVIEW AND SCRUTINY COMMITTEE FOR THE MUNICIPAL YEAR 2007/08, AS SET OUT IN APPENDIX 4 TO THESE MINUTES, BE AGREED.

(CLOSE OF MEETING: All business having been completed, the Mayor declared the meeting closed at 10.05 pm).

APPENDIX 1TERMS OF REFERENCE FOR GOVERNANCE, AUDIT AND RISK MANAGEMENT COMMITTEE

- a) **To ensure that the Council's governance framework is in line with current guidance and best practice**
- b) **To review the Council's governance framework and annual improvement plan and monitor progress**
- c) **To review the Council's risk management strategy and monitor progress on risk management**
- d) **To monitor the Council's insurance arrangements**
- e) **To review the Council's emergency planning and business continuity arrangements and monitor progress on emergency planning and business continuity**
- f) **To review the Council's Health and Safety arrangements and monitor progress on Health and Safety**
- g) To approve the financial statements of the authority
- h) To review the internal control arrangements and changes thereto and approve the Statement on Internal Control prior to sign off
- i) To monitor compliance with internal controls
- j) To consider matters arising from External Audit work which are required to be communicated to those charged with governance under the Statement of Auditing Standards (ISA260)
- k) To receive and consider the Annual Audit and Inspection Letter (or equivalent) and make recommendations as appropriate
- l) To scrutinise/comment on the Internal Audit three year strategic plan and annual plan
- m) To monitor progress against the Internal Audit plan and receive summaries of audit work completed and key recommendations
- n) To consider all individual Internal Audit reports on a regular basis
- o) To scrutinise/comment on the External Audit plan
- p) To monitor progress against the External Audit plan and receive summaries of audit work completed and key recommendations
- q) To consider individual External Audit (or external agency) reports as appropriate
- r) To review the management response to audit and regulatory recommendations and progress on implementation of recommendations
- s) To recommend action where audit and regulatory recommendations are not being implemented
- t) To monitor on a regular basis the Council's approach to tackling fraud and corruption and promote an anti-fraud culture

GOVERNANCE, AUDIT AND RISK MANAGEMENT COMMITTEE (8)**Conservative****Labour**

(5)

(3)

I.
Members**Robert Benson
John Cowan (CH)
Richard Romain
Anthony Seymour
Dinesh Solanki****Archie Foulds
Thaya Idaikkadar
Bill Stephenson****II.**
**Reserve
Members****1. Jeremy Zeid
2. Barry Macleod-Cullinane
3. Manji Kara
4. Tom Weiss
5. Stanley Sheinwald****1. Keith Ferry
2. Nizam Ismail
3. -**

APPENDIX 2

October 2007

FIRST RESOLUTION OF COUNCIL**HARROW LONDON BOROUGH COUNCIL**

RESOLVED -

That the Council approves the inclusion in a bill or bills to be promoted by Westminster City Council or, as the case may be in a bill or bills to be promoted jointly by Westminster City Council and any other person as appropriate, of provisions effecting all or some of the following purposes -

- (a) to make provision about the decriminalisation of offences relating to public health, highways and road traffic and making contravention of the relevant legislation subject to a civil penalty charge regime; the introduction of a local levy, administered by London borough councils, on the provision of disposable shopping bags or to introduce a prohibition on the provision of disposable shopping bags; the introduction of a local levy administered by the London borough councils on the sale of chewing gum; an extension of the type of premises in respect of which a street litter control notice can be issued under the Environmental Protection Act 1990 to include a wider range of non-domestic premises; to enable councils to better control the feeding of wild birds; to enable borough councils to make charges for the use of urinals; to make further provision about the control of the placing of items on the highway; altering London borough councils' powers to fix signs and apparatus to buildings; amending London borough councils' powers to charge for the provision of amenities on highways under Part VIIA of the Highways Act 1980; controlling the placing of household waste in street litter bins; to enable London borough councils to recover costs incurred by them in rectifying damage caused by them when removing unlawful advertisements; to enable London borough councils, as local housing authorities, to take enforcement action and recover costs in cases where there has been a failure to comply with a duty imposed in relation to the management of houses in multiple occupation under regulations made under Section 234 of the Housing Act 2004; imposing a requirement in respect of food premises which are subject to inspection by London borough councils under the Food Safety Act 1990 to display copies of inspection notices or summaries thereof on the premises; to impose a new licensing regime for social clubs; to alter the requirements relating to the service of documents under the City of Westminster Act 1996, which deals with sex establishments; to enable London borough councils to exert better control over the licensing of premises which, but for the Licensing Act 2003 would be required to be licensed as sex encounter establishments; to enable London borough councils to delegate their functions under existing street trading legislation and enable other bodies to manage street markets; to alter the street trading legislation in the City of Westminster so as to enable Westminster City Council, without a court order, to dispose of articles seized under the Act; to make further alterations to street trading legislation in London; to control the distribution of free refreshments on the highway and in other public open places; to enable the highway authority to recover traffic management

and street cleansing costs incurred as a result of public events and to have the power to close or manage traffic for certain special events; to enable the highway authority to provide charging points for electric vehicles in the highway; to enable local planning authorities to require that a deposit is provided prior to commencement of development, to be offset against costs arising from making good damage to the highway caused by the construction of the development; to enable action to be taken against persons who interfere with gates placed in pursuance of powers under road traffic legislation; to enable councils to better control pedicabs; to enable councils to serve penalty charge notices by post where there has been a parking contravention, and where service was prevented by the vehicle driving away; to allow decriminalised enforcement in respect of advanced stopping areas for cyclists at traffic lights; to allow decriminalised enforcement in respect of the use of mobile phones whilst driving; to enable London borough councils to vary fixed penalty levels for cycling on the footway; to enable the better control of the depositing of builders' skips on the highway; and to provide for a decriminalised regime of enforcement in relation to the driving of abnormal vehicles on the highway;

- (b) to enact any additional, supplemental and consequential provisions that may appear to be necessary or convenient.

APPENDIX 3

LONDON BOROUGH OF HARROW
MEMBERS' ALLOWANCES SCHEME

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

Basic Allowance

2. A basic allowance of £6,526 per annum shall be paid to each Councillor.

Special Responsibility Allowance

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

(2) The amount of each such allowance shall be the amount specified against that special responsibility in that schedule.

Upating the Basic and Special Responsibility Allowances

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

Travel and Subsistence Allowances

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

Carers' Allowance

6. (1) The allowance shall only be paid for attendance at approved duties as listed in Appendix A.

(2) The maximum basic rate of pay is £2.77 per half hour for the duration of the meeting together with the Member's travel time between home and the place of the meeting and the carer's reasonable travelling time.

(3) The allowance is claimable in respect of children aged 15 or under or where a professional carer is required to meet a specialist need (eg a nurse for an elderly person).

(4) Actual costs will be paid **on production of an invoice or receipt**.

(5) Where the length of the meeting cannot be predicted and payment to the carer is necessarily contractually committed then a payment of up to 4 hours will be made. (For day time quasi-judicial meetings, payment of up to 8 hours may be made if the estimated length of the meeting is for the whole day).

(6) In addition, the reasonable travelling expenses of the person taking care of the dependent shall be reimbursed either at the appropriate public transport rate, or in cases of urgency or where no public transport is available, the amount of any taxi fare actually paid.

(7) The allowance is not to be paid where the carer is a member of the Member's household.

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

Co-optees' Allowance

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

Claims and Payments

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

Backdating

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

Pensions

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

Renunciation

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

Withholding Allowances

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

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

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

SCHEDULE 1

SPECIAL RESPONSIBILITY ALLOWANCES (SRAs)

There are 7 bands of SRAs:-

Band	Post	SRA - £/annum
1	Leader of the third largest Group Deputy Leader of the second largest Group Chief Whips of the two largest Groups Chairman of the Governance, Audit and Risk Management Committee Performance Lead Member for Scrutiny Policy Lead Member for Scrutiny	1,233
2	Chairman of the Licensing and General Purposes Committee Chairman of the Standards Committee Performance Lead Member for Scrutiny with statutory responsibility Policy Lead Member for Scrutiny with statutory responsibility Support Members for Cabinet Deputy Mayor	2,466
3	Chairman of the Traffic Advisory Panel Chairman of the Grants Advisory Panel Nominated Member of the largest party not holding the Chair of the Development Management Committee	4,932
4	Chairman of the Development Management Committee Chairman of the Overview and Scrutiny Committee Chairman of the Performance and Finance Scrutiny Sub-Committee Nominated Member of the largest party not holding the Chair of the Overview and Scrutiny Committee Nominated Member of the largest party not holding the Chair of the Performance and Finance Scrutiny Sub-Committee Leader of the Second Largest Group	6,936
5	The Mayor	10,050
6	Cabinet Members x 8 Deputy Leader	13,233
7	Leader	19,848

NOTE

In the Council for 2006 to 2010, the Groups are as follows:-
Largest Group = Conservative Group
Second Largest Group = Labour Group
Third Largest Group = Liberal Democrat Group

SCHEDULE 2

CLAIMS FOR OUT-OF-BOROUGH TRAVEL AND SUBSISTENCE EXPENSES

Duties Undertaken Out-of-Borough

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

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

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

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

APPENDIX 4OVERVIEW AND SCRUTINY COMMITTEE (12)

	<u>Conservative</u>	<u>Labour</u>
	(8)	(4)
<u>I.</u> <u>Members</u>	Janet Cowan Manji Kara Mrs Myra Michael Anthony Seymour Stanley Sheinwald * (CH) Dinesh Solanki Yogesh Teli Mark Versallion	Mrs Margaret Davine B E Gate Mitzi Green (VC) * Jerry Miles
<u>Reserve</u> <u>Members</u>	1. Robert Benson 2. Ashok Kulkarni 3. Mrs Kinnear 4. Barry Macleod-Cullinane 5. Mrs Lurline Champagne 6. Mrs Vina Mithani 7. Jeremy Zeid 8. Don Billson	1. Bill Stephenson 2. Phillip O'Dell 3. Navin Shah 4. Mrs Rekha Shah
	Voting Co-opted Members: (1) Two representatives of Voluntary Aided Sector - Mrs J Rammelt/Reverend P Reece (2) Two representatives of Parent Governors - Mrs D Speel (Primary)/Mr R Chauhan (Secondary)	
[Notes:	(1) The Chairman of the substantive Scrutiny Sub Committee is an ex officio member of the Overview and Scrutiny Committee]. (2) The Scrutiny Leads should be main members of their respective committees].	
(CH)	= Chair	
(VC)	= Vice-Chair	
*	Denotes Group Members for consultation Delegated Action and/or on administrative matters.	