

2005 – 2006
November 2005 Volume 6



**CABINET
AND
COUNCIL
MINUTES**

CABINET AND COUNCIL MINUTE BOOK

VOLUME 6: NOVEMBER 2005

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* Note: (1) A meeting of the Development Control Committee commenced and adjourned on 9 November 2005, and concluded on 16 November 2005.

COUNCIL
AND
COUNCIL
COMMITTEES

SCHOOL ORGANISATION
COMMITTEE

REPORT OF SCHOOL ORGANISATION COMMITTEE

MEETING HELD ON 3 NOVEMBER 2005

Chair:	* Councillor Gate	
Councillors:	* Miss Bednell * Branch * Jean Lammiman	† Anjana Patel * Ray * Bill Stephenson
Church of England:	Mr G Edwards	Reverend P Reece
Roman Catholic Church:	* Mr J Coyle * Mr M Murphy	† Ms M Roe
Learning and Skills Council:	Mr P Holmes	
Schools (Parent/Secondary):	(Vacancy)	
Schools (Parent/Primary):	(Vacancy)	
Schools (Headteachers):	Mr D A Jones * Ms A Lyons	* Mr B A Robertson
Schools (Co-optee and Special)	* Mrs P Langdon	
HCRE:	Mr P Pawar	
Adviser:	* Mr B Leaver	

* Denotes Member present
† Denotes apologies received

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES
75. Appointment of Chair:

RESOLVED: That Councillor Gate, a member of the Local Education Authority group, be appointed Chair of the Committee for 2005/2006 Municipal Year.

76. Attendance by Reserve Members:

RESOLVED: To note that the Chair was notified at the start of the meeting that the following duly appointed Reserve Member would be attending the meeting:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Anjana Patel	Councillor Janet Cowan (absent)

[Note: Subsequently, Councillor Janet Cowan did not attend the meeting.]

77. Appointment of Vice-Chair:

The Chair called for nominations for Vice-Chair from non-Council members of the Committee. As no nominations were received, it was:

RESOLVED: That the appointment of Vice-Chair be revisited at the next meeting.

78. Declarations of Interest:

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

79. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8. Review of School Organisation Plan 2003-2008	This report was not available at the time the agenda was printed and circulated. Members were requested to consider this item as a matter of urgency.

(2) all items be considered with the press and public present.

80. **Minutes:**

RESOLVED: That the minutes of the meeting held on 18 January 2005, having been circulated, be taken as read and signed as a correct record.

81. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 18.

82. **Petitions:**

RESOLVED: To note that no petitions were received at the meeting under the provisions of Committee Procedure Rule 15.

83. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Paragraph 15 of the Committee's Constitution.

84. **Review of School Organisation Plan 2003-2008:**

The Committee received a report of the Executive Director, People First, which provided an up-date to the School Organisation Plan for 2003-08, and advised that there was no longer a statutory requirement for a School Organisation Plan. The report stated, however, that, despite this change, there was still a need for the Local Authority to set out its strategic vision, and to show how developments in school place provision would raise standards and improve outcomes for all pupils, and promote good community relations.

Officers advised the Committee to consider the Review in the light of the proposals made by the recent Schools White Paper, "Higher Standards, Better Schools For All", which had been published by the Department for Education and Skills on 25 October 2005, which was after the completion of the Review. It was noted that among the proposals put forward by the White Paper were the disbandment of School Organisation Committees, and a change in the role of the Local Education Authority.

One member of the Committee asked whether, in order to proceed with an intelligent debate on the role of the School Organisation Committee, there was a need for more detail regarding the Government's proposals. Officers responded that the White Paper itself indicated clearly the intentions of the Government with regard to education, but acknowledged that, at this stage, it was difficult to determine the details of eventual legislation.

Several members of the Committee emphasised the benefits that had been offered by co-operation and collaboration between schools in the Local Education Authority, and expressed the concern that, especially in terms of admissions and capital planning, this could be undermined by future legislation. It was also noted that the White Paper was vague on the role of school governors. Despite the uncertainty around the details of future legislation, however, one member stated that, since the well-being of children in the Borough should remain the primary concern of the Committee, much of the School Organisation Plan continued to be relevant.

RESOLVED: That (1) the Review be noted;

(2) a reference be made to the Lifelong Learning Scrutiny Sub-Committee, to examine the impact of the Government White Paper on Harrow's schools.

85. **Children and Young People's Plan:**

The Committee received a report of the Executive Director of People First, which introduced the Children and Young People's Plan (CYPP). The report stated that the CYPP, as a part of the reforms underpinned by the Children Act 2004, was a new duty of the Council, and must be published by 1 April 2006. The report also explained that the CYPP was an overarching plan which would determine the direction of local services and deliver the new National Service Framework and the Children's Trust Approach. Officers advised that the purpose of the report was to provide information on the CYPP and to invite comments from the Committee, before submission of the final report to Cabinet in December 2005.

In response to some of the issues raised by members of the Committee, officers stated that a large number of individuals and groups had been contacted in the consultation process; although there had been only around thirty responses from the public, officers advised the Committee that these had come from a wide range of groups within the community, and that, considering this was a new strategy, this level of feedback was encouraging. In response to an observation made by a member of the Committee that the CYPP made little mention of children with disabilities, officers explained that this was the case as the focus of the CYPP was primarily on children who were at risk, vulnerable or suffering, while most young people with a statement of Special Educational Needs were currently well catered for.

One member of the Committee raised concerns that, in their view, the CYPP did not show great depth in the strategic dimension, and that it did not cover all the issues with which the School Organisation Committee had traditionally dealt. In response, officers explained that the CYPP was deliberately simple as it was designed to be conducive to public consultation, but that the latest version of the CYPP contained greater detail and was more strategic than the (earlier) version printed in the agenda. Officers also explained that the final version of the CYPP would be supported by a "Professional's Guide" to indicate how the strategic points linked into the new national framework. While the CYPP was a three-year plan, the Professional's Guide would be updated annually. The CYPP would also contain an "audit trail", which would allow informed readers to consult sources and references used in the document. Members voiced some concern that they had not been presented the final version of the CYPP, and in response officers explained that the document was, of necessity, a work in progress, but agreed to circulate the latest version to members of the Committee.

RESOLVED: That (1) the report be noted;

(2) the report be referred to the appropriate Scrutiny Review Group.

86. **Any Other Business:**

On the subject of membership of the School Organisation Committee, it was noted that Mrs Millard was no longer a parent governor, and was thus no longer eligible to serve on the Committee. Mrs Tushaw had expressed her interest in being re-appointed to the Committee, but was unable to attend the present meeting.

The Legal Officer present advised the Committee of the need to ensure that the Committee was fully constituted.

(Note: The meeting, having commenced at 7.39 pm, closed at 9.03 pm).

(Signed) COUNCILLOR B E GATE
Chair

LICENSING AND
GENERAL PURPOSES
PANELS

CHIEF OFFICERS' EMPLOYMENT PANEL

9 NOVEMBER 2005

Chair: * Councillor O'Dell (2)

Councillors: * Mrs Kinnear (1) * C Mote
* Paddy Lyne * Bill Stephenson (3)

* Denotes Member present
(1), (2) and (3) Denote Nominee substitution (see Minute 64 below).

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**62. **Chair for the Panel:**

Further to Minute 56 of the meeting held on 28 October 2005,

RESOLVED: To note that, in the absence of the Chair appointed for the Municipal Year 2005/06, Councillor O'Dell had been appointed Chair of the Panel at the meeting on 28 October for the purposes of both that occasion and this current meeting on 9 November 2005.

63. **Arrangement of Agenda:**

RESOLVED: That the item appearing in Part II of the agenda (Minute 67 refers) be considered with the press and public excluded on the grounds that it contained confidential information which was exempt under the provisions of paragraph 1 of Part I to Schedule 12A of the Local Government Act 1972, in that it related to an applicant to become an office holder with the Authority.

64. **Membership:**

RESOLVED: That the attendance of Nominee Members at this meeting, further to the formula membership of the Panel, be noted as follows:-

<u>Original Member</u>	<u>Nominee Member Attending</u>
Councillor D Ashton	Councillor Mrs Kinnear
Councillor Dighé	Councillor O'Dell
Councillor N Shah	Councillor Bill Stephenson

65. **Declarations of Interest:**

RESOLVED: That it be noted that there had been no applicable declarations of interest by Members in relation to the business on the agenda for this Panel meeting.

66. **Minutes:**

RESOLVED: That the minutes of the Chief Officers' Employment Panel meeting held on 28 October 2005, be deferred until printed into the Council Minute Volume.

67. **Appointment of Executive Director (Urban Living):**

The Panel, having interviewed three external and one internal short-listed candidates for the post of Executive Director (Urban Living), it was

RESOLVED: That Mr Andrew Trehern, Acting Executive Director (Urban Living), London Borough of Harrow, be appointed to the substantive post of Executive Director (Urban Living), London Borough of Harrow, with effect from a date to be determined and in accordance with terms and conditions governing Chief Officer posts.

(Note: The meeting having commenced at 9.45 am, closed at 5.45 pm)

(Signed) COUNCILLOR P O'DELL
Chair

LICENSING PANEL

9 NOVEMBER 2005

Chair: * Councillor Branch

Councillors: * Blann * Dharmarajah

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**301. **Appointment of Chair:**

RESOLVED: That Councillor Branch be appointed Chair of the Panel for the purposes of this meeting.

302. **Attendance by Reserve Members:**

RESOLVED: To note that no Reserve Members were currently appointed to this Panel.

303. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

304. **Arrangement of Agenda:**

RESOLVED: That all items be considered with the press and public present.

305. **Minutes:**

(See Note at conclusion of these Minutes).

306. **Public Questions, Petitions and Deputations:**

RESOLVED: To note that no public questions were put, or petitions or deputations received, at this meeting under the provisions of Committee Procedure Rules 18, 15 and 16 (Part 4B of the Constitution) respectively.

307. **Licensing Procedures:**

The Chair introduced the Panel and officers present and outlined the procedure for the conduct of an oral hearing, which was set out in the agenda.

308. **Application for a New Premises Licence, Last Post (Winning Post), 424/426 Alexandra Avenue:**

The Panel received a report of the Chief Environmental Health Officer, which detailed an application for a new Premises Licence for the Last Post (Winning Post) public house, 424/426 Alexandra Avenue, Rayners Lane.

The application was made by London and Edinburgh Inns Limited. In attendance was the licensee, Peter Wood, and his representative.

The premises were situated in Rayners Lane, where the commercial properties were located on the ground floor with residential accommodation situated above and opposite. The application was before the Panel as there were three unresolved representations from Responsible Authorities, and four from members of the public.

The representation from the Metropolitan Police cited all four of the Licensing Objectives: public safety, the prevention of public nuisance, the protection of children from harm, and crime and disorder, examples of which were detailed in the Police officer's statement as grounds for objecting to the application. He was concerned that the application still listed the Designated Premises Supervisor (DPS) as Joseph Lee Dalmon, who had been the previous licensee, and suggested that this be amended through the appropriate channels. In addition, he suggested some conditions, should the Panel be minded to grant the licence, namely, that no under 16 year olds be allowed onto the premises after 9.00 pm, that AWP machines be cleared or fitted with a boot, and that CCTV be fully operational.

The Planning Authority's representation cited the prevention of public nuisance as their Licensing Objective. It stated that the premises had a planning history in that it had

changed use from class A1 (post office) to A3 (public house). The application had been granted with a condition restricting its hours, taking into consideration the residents' complaints and the close proximity of their properties to the public house. The officer advised that the applicant would need to seek planning permission to vary the planning condition hours if the application was granted, otherwise he would be in breach of that condition.

The Environmental Protection officer's representation cited the prevention of public nuisance as their Licensing Objective. The applicant had failed to provide information as to the preventative measures he proposed with regard to noise from patrons and music emanating from the premises. The officer suggested some conditions to attach to the licence should the Panel be minded to grant the licence, namely, signs on doors requesting patrons to leave the premises quietly, and a choice of either of the following conditions: that doors and windows be kept closed or noise not to emanate from the premises so as to cause nuisance.

Local residents had collectively cited the prevention of public nuisance in their representations. Ms Jessett and Mrs Whyte, both of whom were objectors and lived above the premises, attended the meeting to present their case. Their complaints were mainly in relation to noise emanating from the premises below, cigarette smoke escaping from the public house into their flats and the accumulation of litter by the stairwell leading to the residential flats.

The applicant and his representative responded to all of the issues raised. Firstly, they confirmed that they would be happy to accept any of the conditions proposed by the Responsible Authorities. The representative also advised that the restrictions listed on the planning conditions was an oversight and, in the circumstances, her client was happy to amend the hours on his application until planning permission to vary the condition had been sought. The applicant informed Members that he was in constant contact with the residents and was working with them to address the issues and concerns they had raised.

The Chair reminded the applicant that the Designated Premises Supervisor (DPS) would remain as Joseph Lee Dalmon, the previous licensee, until an application to change the DPS was submitted to the Authority.

RESOLVED: That a new Premises licence be granted to the Last Post (Winning Post), 424/426 Alexandra Avenue, Rayners Lane, Middlesex, HA2 9TW in line with the hours stated on the Planning Conditions and as detailed below and with the following additional conditions:

Hours open to the Public

Monday to Saturday – 10.30 am to 11.00 pm

Sunday – 10.30 am to 10.30 pm

Sale of Alcohol

Monday to Saturday – 10.30 am to 10.30 pm (with a further 30 minute drinking up time)

Sunday – 10.30 am to 10.00 pm (with a further 30 minute drinking up time)

Live Music, Recorded Music, provision for Making Music and Dancing

Monday to Saturday – 10.30 am to 10.30 pm

Sunday – 10.30 am to 10.00 pm

ADDITIONAL CONDITIONS

1. Notices to be prominently displayed asking patrons to leave quietly.
REASON: Prevention of public nuisance.
2. AWP machines to be cleared each night or fitted with a "boot".
REASON: Prevention of crime and disorder.
3. No children under the age of 16 allowed onto the premises after 9.00 pm.
REASON: Protection of children from harm.
4. CCTV equipment shall be installed, operated and maintained in good working order and in accordance with reasonable recommendations of the police or the Crime Prevention Officer.
REASON: Prevention of crime and disorder.
5. Doors and windows to be kept closed when regulated entertainment is in progress.

REASON: Prevention of public nuisance.

6. No music or any other amplified sound caused as a result of this permission shall be audible at the boundary of any residential premises either attached to, or in the vicinity of the premises to which this permission relates.

REASON: Prevention of public nuisance.

7. No external drinking after 9.00 pm.

REASON: Prevention of public nuisance.

309. **Application for a New Premises Licence, Masons Arms, High Street:**

The Panel received a report of the Chief Environmental Health Officer which detailed an application for a new Premises Licence for the Masons Arms public house, High Street, Edgware.

The application was made by the Spirit Group Limited, representatives of whom were present at the meeting. Also in attendance were the licensee and a barrister.

The premises were situated on the corner of High Street and Whitchurch Lane in an area that had a mix of commercial and residential premises. The application was before the Panel as there were three unresolved representations from Responsible Authorities and one representation from a member of the public.

The representation from the Metropolitan Police cited all four of the Licensing Objectives: public safety, the prevention of public nuisance, the protection of children from harm, and crime and disorder, examples of which were provided in the supporting statement as grounds for objecting to the application. The police officer's primary concern was in relation to the hours requested on the application as he felt that there would be insufficient police resources to accommodate those hours, should a disturbance occur. He also raised concerns with regard to the quality of the CCTV equipment and indicated that he felt it necessary for the Crime Reduction Officer to make an inspection and, if appropriate, recommendations. He also asked the applicant to confirm that no under 16s were allowed onto the premises after 9.00 pm, that the AWP machine was either emptied nightly or fitted with a boot, and that no patrons were admitted into the premises after 11.30 pm

The Environmental Protection officer cited the prevention of public nuisance Licensing Objective in her representation. She expressed the view that the applicant had failed to provide sufficient evidence as to how he proposed to prevent noise escaping as a result of patrons leaving the premises, the jukebox, the occasional karaoke, live and recorded music. The officer suggested some conditions to attach to the licence should the Panel be minded to grant it, namely, noise not to emanate from the premises so as to cause nuisance and the external seating area to be cleared by 11.30 pm.

The Fire Authority representative's area of concern was primarily in relation to public safety, under the Licensing Objectives. It was stated that records were not available for inspection and that the relevant routine fire or emergency lighting tests had not been carried out. The Authority suggested some conditions should the Panel be mindful to grant the licence.

A local resident, Mr Krieg, who had made a representation but was unable to attend the meeting, had cited three of the Licensing Objectives: public safety, the prevention of public nuisance and crime and disorder, examples of which were provided in his supporting statement as grounds for objecting to the application.

Responding to the issues raised by the Fire Authority, a representative for the applicant informed Members that all the areas of concerns had now been addressed and that Sub Officer Bird had now withdrawn his representation. In response, the Licensing officer advised that they had not received confirmation of this. The representative also advised the Panel that Mr Krieg had made no effort to contact the licensee, but that they would try to resolve the issues raised with him. By way of conciliation, the applicant's representative suggested some amendments to the application. The applicant also confirmed that no under 16s were admitted to the premises after 9.00 pm, the AWP machines were fitted with a boot, and that no patrons were admitted into the premises after 11.30 pm. The applicant's representative challenged the Police officer's statement regarding the quality of the CCTV equipment and requested that such a condition should not be imposed onto the licence. He added that he would be agreeable to any condition as long as it was proportionate.

RESOLVED: That a new Premises licence for the hours as detailed in the agenda, be granted, for the Masons Arms, High Street, Edgware, Middx, HA8 7DD with the following additional conditions and amendment to the application:

ADDITIONAL CONDITIONS

1. CCTV equipment shall be installed, operated and maintained in good working order and in accordance with reasonable recommendations of the police or the Crime Prevention Officer.
REASON: Prevention of crime and disorder.
2. The outside drinking area to be cleared by 11.30 pm.
REASON: Prevention of public nuisance.
3. No children under the age of 16 allowed onto the premises after 9.00 pm.
REASON: Protection of children from harm.
4. Door supervisors each day in such a number as agreed with the Police.
REASON: Prevention of crime and disorder and safety.
5. Noise or vibration shall not be permitted to emanate from the premises so as to cause a nuisance to nearby properties.
REASON: Prevention of public nuisance.
6. AWP machines to be cleared each night or fitted with a "boot".
REASON: Prevention of crime and disorder.
7. Notices to be prominently displayed requesting patrons to leave quietly.
REASON: Prevention of public nuisance.
8. No entry onto the premises after 11.30 pm.
REASON: Prevention of public safety.

AMENDMENT TO THE APPLICATION

St Patrick's and St George's Day to extend the finish time of licensable activities by one hour, with 7 days notice to, and in agreement with, the police.

310. **Application for a New Premises Licence, 4 in 1, 383 Station Road, Harrow:**
The Panel received a report of the Chief Environmental Health Officer, which detailed an application for a new Premises Licence for the 4 in 1 cafe, 383 Station Road, Harrow, Middx, HA1 2AW.

The application was made by the Manager, Mr A Karayilan, who was present at the meeting.

The premises were situated in a predominantly commercial part of Station Road. The application was before the Panel as there was one unresolved representation from a Responsible Authority.

The representation from the Metropolitan Police cited all four of the Licensing Objectives: public safety, the prevention of public nuisance, the protection of children from harm, and crime and disorder, examples of which were provided in their supporting statement as grounds for objecting to the application. The police officer present expressed the view that no additional steps had been taken to promote the four Licensing Objectives and suggested some conditions should the Panel be mindful to grant the licence.

The applicant responded by saying that in the eight years he had managed the premises, there had not been any complaints from any of the Responsible Authorities or local residents. He also confirmed that four staff were on site during opening hours and that he would not object to any conditions imposed should the licence be granted. By way of conciliation, the applicant amended his application by reducing his hours.

RESOLVED: That a new Premises licence be granted for the 4 in 1, 383 Station Road, Harrow, HA1 2AW, as detailed below and with the following additional conditions;

Hours open to the Public

Monday – 11.00 am to 1.00 am

Tuesday – 11.00 am to 2.00 am

Wednesday – 11.00 am to 1.00 am

Thursday – 11.00 am to 2.00 am
Friday – 11.00 am to 2.00 am
Saturday – 11.00 am to 2.00 am
Sunday – 12.00 pm to 1.00 am

ADDITIONAL CONDITIONS

1. Staff to undertake a litter pick at the end of trading hours.
REASON: Prevention of public nuisance and safety.
2. Four staff to be on site at all times during opening hours.
REASON: Prevention of crime and disorder.
3. CCTV equipment shall be installed, operated and maintained in good working order and in accordance with reasonable recommendations of the police or the Crime Prevention Officer.
REASON: Prevention of crime and disorder.
4. Notices to be prominently displayed asking patrons to leave quietly.
REASON: Prevention of public nuisance.

311. **Extension and Termination of the Meeting:**
In accordance with the provisions of Committee Procedure Rule 14.2 (ii) (4B of the Constitution), it was

RESOLVED: At (1) 10.00 pm to continue until 11.00 pm;

(2) 11.00 pm to continue to 11.20 pm.

(Note: The meeting having commenced at 7.30 pm, closed at 11.20 pm)

(Signed) COUNCILLOR JOHN BRANCH
Chair

[Note: Licensing Panel minutes are:-

- (1) approved following each meeting by the Members serving on that particular occasion and signed as a correct record by the Chair for that meeting;
- (2) printed into the Council Minute Volume, published monthly;
- (3) not submitted to the next panel meeting for approval.

Reasons: The Licensing Panel is constituted from a pooled membership. Consequently, a subsequent Panel meeting is likely to comprise a different Chair and Members who took no part in the previous meeting's proceedings. The process referred to at (1) above provides appropriate approval scrutiny].

LICENSING PANEL

28 NOVEMBER 2005

Chair: * Councillor Idaikkadar

Councillors: * Dharmarajah * Knowles

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**312. **Appointment of Chair:**

RESOLVED: That Councillor Idaikkadar be appointed as Chair of the Panel for the purposes of this meeting.

313. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

314. **Arrangement of Agenda:**

RESOLVED: That all items be considered with the press and public present.

315. **Minutes:**

(See Note at conclusion of these minutes).

316. **Public Questions, Petitions and Deputations:**

RESOLVED: To note that no public questions were put, or petitions or deputations received, at this meeting under the provisions of Committee Procedure Rules 18, 15 and 16 (Part 4B of the Constitution) respectively.

317. **Licensing Procedures:**

The Chair introduced the Panel and officers present and outlined the procedure for the conduct of an oral hearing, which was set out in the agenda.

318. **Application for a New Premises Licence, Spice Pizza, 3 Headstone Drive, Harrow:**

The Chief Environmental Health Officer's representative at the meeting informed the Panel that the unresolved representation relating to the application for a Premises Licence in respect of Spice Pizza had been withdrawn, and that, as a result, the application would not require determination by the Panel.

It was noted that the application for the licence would therefore be granted by the Chief Environmental Health Officer under the provisions set out in the Council's Licensing Policy and Delegation of Licensing Functions.

319. **Application for a New Premises Licence, Dominos Pizza, 397 Kenton Lane, Harrow:**

The Panel received a report of the Chief Environmental Health Officer which detailed an application for a new Premises Licence for Dominos Pizza, 397 Kenton Lane, Harrow.

The application for a Premises Licence had been made by Sheermans Limited, who were represented at the meeting by Mr Shakarchi. The application had been referred to the Panel as there was an unresolved representation from a Responsible Authority, the Local Planning Authority. Sophia Bix from the Local Planning Authority was in attendance.

The application sought the provision of late night refreshment as listed in the report of the Chief Environmental Health Officer. The premises were situated in a predominantly commercial part of Kenton Lane. There was residential accommodation provided above some of the premises in the locality and opposite the premises.

Ms Bix reported that the planning permission that had been granted in 1987 had contained a condition restricting the premises' hours of operation, because at the time of application the Local Planning Authority had received one objection relating to noise

and disturbance. Ms Bix advised that the applicant would need to apply for planning permission to extend the operating hours of the premises. In response, Mr Shakarchi advised that he had not been responsible for the premises when the planning permission had been granted in 1987, and that he was not aware of the condition that restricted operating hours. Mr Shakarchi confirmed that he would apply for planning permission now that he was aware of the restriction.

Mr Shakarchi advised that he had received a letter from the Chief Environmental Health Officer informing him that the application for a new Premises Licence had been granted. Mr Shakarchi stated that he had thought that attending the Panel meeting was simply a formality since the licence had already been granted. Following a short adjournment to seek advice from the Legal Officer, the Panel advised Mr Shakarchi that the letter had been sent in error and was invalid. The Chief Environmental Health Officer's representative apologised for the error.

In view of the above, the Panel

RESOLVED: That (1) consideration of the application be deferred;

(2) the Chief Environmental Health Officer be requested to write to the applicant to confirm that the letter granting the new Premises Licence was invalid.

320. **Application for a New Premises Licence, Pizza on Demand, 105 High Street, Wealdstone:**

The Panel received a report of the Chief Environmental Health Officer, which detailed an application for a new Premises Licence for Pizza on Demand, 105 High Street, Wealdstone.

The application for a Premises Licence had been made by Aslam Wali Mohammad, who attended the meeting. The application had been referred to the Panel as there were two unresolved representations from Responsible Authorities. Sergeant Carl Davies attended the meeting on behalf of the Metropolitan Police. Susan Haynes of Environmental Health Services, who had also made representation, did not attend and was not represented at the meeting.

The application sought the provision of late night refreshment as listed in the report of the Chief Environmental Health Officer. The premises were situated in a predominantly commercial part of High Street, Wealdstone. There was residential accommodation provided above some of the premises in the locality.

Mr Mohammad tabled copies of letters which he had sent to Sergeant Davies and Susan Haynes responding to the issues they had each raised in their representations. In his letter to Sergeant Davies, Mr Mohammad stated that he wished to amend the opening hours applied for so that the closing time would be midnight on Sunday to Thursday and 1.00am on Friday and Saturday.

Sergeant Davies advised that the Police's position had changed since he had prepared the representation circulated with the agenda. He advised that the Police were no longer objecting to the operating hours, since these had been amended by the applicant. Sergeant Davies also asked the Panel to note that the attempted robbery incident on 4 June 2002 referred to in the Police representation had occurred before the applicant had owned the premises.

In response to a question from Sergeant Davies, Mr Mohammad advised that, since an incident in December 2004 when a customer on the premises had attempted to grab the telephone receiver from a member of staff, a number of changes had been made for security reasons. A safety lock had been installed on the counter and the till had been moved so that it was not visible to customers.

Sergeant Davies advised that, if the licence were granted, the Police would recommend that the installation of CCTV be made a condition of the licence, to assist with prevention of crime. Mr Mohammad stated that he had obtained a quote for installation of CCTV and was concerned that the expense would be too great for his small business.

Following the Panel's withdrawal from the meeting for the consideration of the application and representations received it was

RESOLVED: That the new Premises Licence for the provision of late night refreshment for Pizza on Demand, 105 High Street, Wealdstone be granted with the following amendments to the application and additional condition:

AMENDMENTS TO THE APPLICATION**Hours premises are open to the public**

Sunday to Thursday – 12.00 noon to 12.00 midnight

Friday and Saturday – 12 noon to 1.00 am

Late night refreshment

Sunday to Thursday – 11.00 pm to 12.00 midnight

Friday and Saturday – 11.00 pm to 1.00 am

ADDITIONAL CONDITION

1. CCTV cameras shall be installed by 31 May 2006. Equipment shall be installed, operated and maintained in good working order and in accordance with the recommendations of the Police or Crime Prevention Officer.

REASON: For the prevention of crime and disorder and the promotion of public safety.

(Note: The meeting having commenced at 1.30 pm, closed at 2.55 pm)

(Signed) COUNCILLOR THAYA IDAIKKADAR
Chair

[Note: Licensing Panel minutes are:-

- (1) approved following each meeting by the Members serving on that particular occasion and signed as a correct record by the Chair for that meeting;
- (2) printed into the Council Minute Volume, published monthly;
- (3) not submitted to the next panel meeting for approval.

Reasons: The Licensing Panel is constituted from a pooled membership. Consequently, a subsequent Panel meeting is likely to comprise a different Chair and Members who took no part in the previous meeting's proceedings. The process referred to at (1) above provides appropriate approval scrutiny].

SOCIAL SERVICES APPEALS PANEL

14 NOVEMBER 2005

Chair: * D Cooper (Independent Person)

Councillors: * Blann * Mrs R Shah

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**21. **Appointment of Chair:**

RESOLVED: That Ms Dawne Cooper be appointed as Chair of the Panel for the purposes of this meeting.

22. **Arrangement of Agenda:**

RESOLVED: That the item listed in Part II of the agenda be considered with the press and public excluded for the reason set out below:

<u>Item</u>	<u>Reason</u>
5. Formal Complaint about the Provision of Social Services	This item was considered to contain exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A to the Local Government Act 1985 in that it contained information relating to a particular applicant for, or recipient of, a Service provided by the Authority.

23. **Terms of Reference:**

RESOLVED: That the terms of reference of the Panel be noted.

24. **Guidance Notes:**

RESOLVED: That the guidance notes setting out the nature of the Panel be noted.

25. **Formal Complaint about the Provision of Social Services:**

The Panel received the documentation relevant to this matter (as listed on the agenda), including a report of the Independent Investigator, which set out the background to the complaint, and the management response to the complaint.

As the Complainants did not attend the meeting, the Panel

RESOLVED: that the meeting should not proceed.

(Note: The meeting having commenced at 11.15 am, closed at 11.30 am)

(Signed) MS DAWNE COOPER
Chair

(Note: Minutes of Social Services Appeals Panels:

The minutes of each Appeals Panel are signed by the relevant Chair, to confirm their accuracy, shortly after the meeting has taken place. Minutes of such previous meetings appropriately are not submitted to subsequent Appeals Panels which will be considering relevant cases under different Chairmanships.)

SOCIAL SERVICES APPEALS PANEL**28 NOVEMBER 2005**

Chair: * D Cooper (Independent Person)

Councillors: * Blann * Mrs R Shah

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**26. **Appointment of Chair:****RESOLVED:** That Dawne Cooper be appointed Chair of the Panel for the purpose of this meeting.27. **Arrangement of Agenda:****RESOLVED:** That the item listed in Part II of the agenda be considered with the press and public excluded for the reason indicated below:

<u>Item</u>	<u>Reason</u>
6. The Keeping of a Child in Secure Accommodation	This item was considered to contain exempt information as defined in Paragraph 6 of Part I to Schedule 12A of the Local Government (Access to Information) Act 1985 in that it contains information relating to the case of a particular child.

28. **Terms of Reference:****RESOLVED:** That the terms of reference of the Panel be noted.29. **Guidance Notes:****RESOLVED:** That the guidance notes setting out the nature of the Panel be noted.30. **The Keeping of a Child in Secure Accommodation:**

The Panel considered a report of the Director of Children's Services which set out the background to the current situation and outlined the reasons why a secure placement was still considered necessary. The Panel also considered a report from the Independent Investigator setting out the views of the child, and a report from the Secure Unit.

The Panel carefully reviewed the case, taking into account the verbal updates from the Social Services Officer and the Independent Investigator. The Panel also considered additional reports from the Secure Unit tabled at the meeting.

Having considered all the views expressed at the meeting including the wishes of the child and her father who were present at the meeting, the Panel

RESOLVED: That the child remain in the Secure Unit for a period of 6 weeks from 30 November 2005.

(Note: The meeting having commenced at 2.25 pm, closed at 3.33 pm)

(Signed) MS DAWNE COOPER
Chair

[Note: Social Services Appeals Panel minutes are:-

- (1) approved following each meeting by the Members serving on that particular occasion and signed as a correct record by the Chair for that meeting;
- (2) printed into the Council Minute Volume, published monthly;
- (3) not submitted to the next panel meeting for approval.

Reasons: The Social Services Appeals Panel is constituted from a pooled membership. Consequently, a subsequent Panel meeting is likely to comprise a different Chair and Members who took no part in the previous meeting's proceedings. The process referred to at (1) above provides appropriate approval scrutiny].

PENSION FUND INVESTMENTS PANEL

14 NOVEMBER 2005

Chair: * Councillor Bluston

Councillors: * D Ashton
* Idaikkadar

Romain

* Denotes Member present

[Note: Other Attendance: (1) Mr George Henshilwood of Hymans Robertson attended in an advisory role, as the Council's Actuary/Adviser.]**PART I - RECOMMENDATIONS - NIL****PART II - MINUTES**70. **Attendance by Reserve Members:****RESOLVED:** To note that there were no Reserve Members in attendance at this meeting.71. **Declarations of Interest:****RESOLVED:** To note that the following interests were declared:

<u>Member</u>	<u>Nature of Interest</u>
Councillor Bluston	Councillor Bluston declared a personal interest in that he had occasional dealings with the Fund Managers and therefore knew and had known individuals at the Fund Managers. Accordingly, he remained and took part in the discussion and decision making on all items.
	Councillor Bluston declared a personal interest in that he was associated with the UK Social Investment Forum (UKSIF). Accordingly, he remained and took part in the discussion and decision making on all items.
Councillor Idaikkadar	Councillor Idaikkadar declared a personal interest in that he was Chair of the Licensing and General Purposes Committee. Accordingly, he remained and took part in the discussion and decision making on all items.

72. **Arrangement of Agenda:****RESOLVED:** That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
12. Equity Portfolios	The report had not been available at the time the main agenda was printed and circulated. The Panel was asked to consider implementing the global approach for stock investment in order to maximize the investment opportunities of the Pension Fund.

(2) all items be considered with the press and public present with the exception of the following items for the reasons set out below:

<u>Agenda item</u>	<u>Reason</u>
11. Performance of Fund Managers 2005-06	The reports relating to these items contained exempt information under

12. Equity Portfolios paragraph 7 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) in that they referred to the financial or business affairs of a particular person i.e. Company, other than the Council.

73. **Minutes:**

RESOLVED: That the minutes of the meetings held on 5 July 2005 and 20 July 2005, having been circulated, be taken as read and signed as a correct record.

74. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 18.

75. **Petitions:**

RESOLVED: To note that no petitions were received at the meeting under the provisions of Committee Procedure Rule 15.

76. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 16.

77. **Membership of Representative Bodies:**

The Panel considered a report of the Director of Financial and Business Strategy which asked Members to consider whether Harrow Council should join the National Association of Pension Funds (NAPF) and/or Local Authority Pension Fund Forum (LAPFF).

This report had been considered by the Panel at the last meeting, where it had been agreed that membership of the bodies be approved if UNISON agreed. However, as UNISON had been given several opportunities to comment and had not done so, the matter had been referred back to the Panel. The Chair mentioned that he had recently met with the branch secretary of UNISON and had asked him to let the Chair know who would represent UNISON on the Panel.

RESOLVED: That the Council should join NAPF and LAPFF and the Panel would review this in a year's time.

78. **Private Equity and Currency Management:**

The Panel received a verbal update from the Director of Financial and Business Strategy on the Asset Liability Study which was considered by the Panel at its meeting on 5 July 2005. It was reported that there was now a 50:50 split between UK and overseas equities.

The Director asked Members if they would like an informal briefing on the use of private equity and currency management. Members asked that this be a formal meeting with Members of the Audit Committee and Budget Review Working Group invited.

RESOLVED: That officers arrange for a meeting of the Panel to be held in December 2005.

79. **Any Other Business:**

Local Government Pension Scheme Update

The Panel received a verbal update from the Group Manager (HR Employee Services) which informed the Panel that the Office of the Deputy Prime Minister (ODPM) would be changing regulations from 2006 to allow active members from 2006 to take a greater lump sum, which would make up for the cost of the revocations. Once these regulations had been published they would be considered by the Licensing and General Purposes Committee and also circulated to Members of the Panel. It was reported that there was no reason for the employer's or employee's contribution rate to change.

RESOLVED: That the regulations issued by the ODPM be circulated to Members of the Panel.

80. **Performance of Fund Managers 2005-06:**
The Panel considered a confidential report of the Director of Financial and Business Strategy relating to the above matter. Discussion ensued between Members and Officers.

RESOLVED: That performance of the Pension Fund Managers in the first half of the financial year 2005-06 be noted.

81. **Equity Portfolios:**
The Panel considered a confidential report of the Director of Financial and Business Strategy relating to the above matter. Discussion ensued between Members and Officers and Members expressed views on the Global Approach for managing overseas equities.

RESOLVED: That (1) the report from Hymans Robertson on the Global Optimal Approach to the stock selection process for Pension Fund investments be noted;

(2) the Global Optimal Approach be followed.

(Note: The meeting having commenced at 7.53 pm, closed at 8.51 pm)

(Signed) COUNCILLOR HOWARD BLUSTON
Chair

DEVELOPMENT
CONTROL
COMMITTEE

REPORT OF DEVELOPMENT CONTROL COMMITTEE

MEETING HELD ON 9 NOVEMBER 2005

Chair: * Councillor Anne Whitehead

Councillors: * Marilyn Ashton * Janet Cowan
 * Mrs Bath * Idaikkadar
 * Billson * Miles
 * Bluston * Mrs Joyce Nickolay
 * Choudhury * Thornton

* Denotes Member present

[Note: Councillors Mrs Kinnear, John Nickolay, Seymour, Silver and Bill Stephenson also attended this meeting to speak on the item indicated at Minute 1014 below].

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES
1013. Attendance by Reserve Members:

RESOLVED: To note that there were no Reserve Members in attendance at this meeting.

1014. Right of Members to Speak:

RESOLVED: That, in accordance with Committee Procedure Rule 4.1, the following Councillors, who were not members of the Committee, be allowed to speak on the agenda items indicated:

Councillor Mrs Kinnear	- Main Agenda Item 18
Councillor John Nickolay	- Planning Application 2/20 and Main Agenda Item 21
Councillor Seymour	- Planning Application 2/18
Councillor Silver	- Planning Application 2/18
Councillor Bill Stephenson	- Planning Applications 2/10 and 2/25

1015. Declarations of Interest:

RESOLVED: To note the following declarations of interest made by Members present relating to business to be transacted at this meeting:

- (i) Planning Application 1/01 – Cloisters Wood (Formerly Cloisters Wood Fitness Club), Wood Lane, Stanmore
 Councillor Bluston declared a personal interest in the above application arising from the fact that he had previously been a member of the fitness club on the site. Accordingly, he remained in the room and took part in the discussion and decision-making on this item.
- (ii) Planning Application 1/01 – Cloisters Wood (Formerly Cloisters Wood Fitness Club), Wood Lane, Stanmore
 Councillor Choudhury declared a personal interest in the above application and, accordingly, he remained in the room and took part in the discussion and decision-making on this item.
- (iii) Planning Application 1/02 – The Grove, 31 Warren Lane, Stanmore
 Councillor Mrs Joyce Nickolay declared a personal interest in the above application and, accordingly, she remained in the room and took part in the discussion and decision-making on this item.
- (iv) Planning Application 1/04 – Royal National Orthopaedic Hospital, Brockley Hill, Stanmore
 Councillor Bluston declared a personal interest in the above application arising from the fact that he was Chair of the Health and Social Care Scrutiny Sub-

Committee. Accordingly, he remained in the room and took part in the discussion and decision-making on this item.

- (v) Planning Application 1/04 – Royal National Orthopaedic Hospital, Brockley Hill, Stanmore
Councillor Choudhury declared a personal interest in the above application and, accordingly, he remained in the room and took part in the discussion and decision-making on this item.
- (vi) Planning Application 2/07 – Welldon Centre, Welldon Crescent, Harrow
Councillor Bluston declared a personal interest in the above application arising from the fact that he was a trustee of Victoria Hall, which was also run by the YMCA, who was the applicant. Accordingly, he remained in the room and took part in the discussion and decision-making on this item.
- (vii) Planning Application 2/24 – 3 Welbeck Road, South Harrow
Councillor Choudhury declared a personal interest in the above application and, accordingly, he remained in the room and took part in the discussion and decision-making on this item.
- (viii) Planning Application 2/24 - 3 Welbeck Road, South Harrow
Councillor Mrs Joyce Nickolay declared a personal interest in the above application and, accordingly, she remained in the room and took part in the discussion and decision-making on this item.
- (ix) Planning Application 2/24 – 3 Welbeck Road, South Harrow
Councillor Anne Whitehead declared a prejudicial interest in the above application arising from the fact that her employer was the Harrow Primary Care Trust. Accordingly, she left the room and took no part in the discussion or decision-making on this item.
- (x) Planning Application 3/01, 3/02 and 3/03 – East End Farm, Moss Lane, Pinner
Councillor Bluston declared a prejudicial interest in the above related applications. Accordingly, he left the room and took no part in the discussion or decision-making on these items.
- (xi) Agenda items 18 and 20 – 102, 104, 106 High Street, Harrow on the Hill
Councillor Marilyn Ashton declared that Conservative Members of the Committee had a prejudicial interest in the above application. Accordingly, Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay left the room and took no part in the discussion or decision-making on this item.
- (xii) Agenda item 18 – 102, 104, 106 High Street, Harrow on the Hill
Councillor Mrs Kinnear, who was not a Member of the Committee, declared a personal interest in the above agenda item.

[Note: Subsequently, the Committee agreed that Planning Application 2/04 would be considered at the adjourned meeting of the Committee that would be held on 16 November 2005].

1016. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the provisions of the Local Government (Access to Information) Act 1985, the following item/information be admitted to the agenda by reason of the special circumstances and grounds for urgency stated:

<u>Agenda Item</u>	<u>Special Circumstances/Reasons for Urgency</u>
Addendum	This contained information relating to various items on the agenda and was based on information received after the agenda's despatch. It was admitted to the agenda in order to enable Members to consider all information relevant to the items before them for decision.
11. Planning Applications Received: Item 1/03: 74 Uxbridge Road, Harrow Weald	A notification letter had not been sent to the residents who lived nearest to the application due to an oversight. The residents had sent an objection letter to the Council after the

notification period had elapsed. It raised fresh considerations which needed to be addressed. This delayed completion of the report.

- | | |
|--|---|
| 11. Planning Applications Received:
Item 1/04: National Orthopaedic Hospital, Brockley Hill, Stanmore | The Greater London Authority (GLA) had submitted informal comments towards the end of the previous week and these had raised issues that had to be addressed in the report. This had now been done. Committee consideration was required at the November meeting. |
| 21. Variation of S106 Agreement,
Heathfield School | The report was not available at the time the agenda was printed and circulated. Members were asked to consider it as a matter of urgency. |

(2) all items be considered with the press and public present, with the exception of the following item, which would be considered with the press and public excluded for the reason indicated:

<u>Agenda Item</u>	<u>Reason</u>
20. 102, 104, 106 High Street, Harrow on the Hill	The report relating to this item contained exempt information under paragraph 12(b) of Part I of Schedule 12A to the Local Government Act 1972 in that it contained legal advice.

(3) Agenda Item 15 – 16A Whitchurch Lane, Kenton be deferred at officer's request to amend details in the report;

(4) Planning Application 1/04 - Royal National Orthopaedic Hospital would be considered at a adjourned meeting of the Committee that would be held on 16 November 2005.

[Note: Subsequently, due to time constraints, the Committee agreed that Main Agenda Items 12 to 20 inclusive would be considered at the adjourned meeting of the Committee that would be held on 16 November 2005].

1017. **Minutes:**

RESOLVED: That the Chair be given authority to sign the minutes of the meeting held on 11 October 2005, those minutes having been circulated, as a correct record of that meeting, once printed in the Council Bound Volume.

1018. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 18.

1019. **Petitions:**

RESOLVED: To note receipt of the following petitions which were referred to the Group Manager (Planning and Development) for consideration:

- (i) Petition opposed to the manner in which permission/approval was granted with regards Planning Application P/289/05/DFU – 31 Northumberland Road, North Harrow
Councillor Anne Whitehead presented the above petition, which had been signed by 16 residents of Northumberland Road and Suffolk Road.
- (ii) Petition demanding that Harrow Council preserves the Green Belt in order to protect the environment and open spaces within the Borough
Martin Verden presented the above petition, which had been signed by approximately 8,300 Council Tax payers.

1020. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 16.

1021. **Representations on Planning Applications:**

RESOLVED: That, in accordance with the provisions of Committee Procedure Rule 17 (Part 4B of the Constitution), representations be received in respect of items 1/01, 1/02, 1/04, 2/04, 2/09, 2/11, 2/17, 2/18 and 2/25 on the list of planning applications.

[Note: Subsequently, due to time constraints, the Committee agreed that Planning Application 1/04 would be considered at the adjourned meeting of the Committee that would be held on 16 November 2005].

1022. **Planning Applications Received:**

RESOLVED: That authority be given to the Group Manager (Planning and Development) to issue the decision notices in respect of the applications considered, as set out in the schedule attached to these minutes.

1023. **Any Other Urgent Business:**

RESOLVED: That the following site visit be held on Saturday 26 November 2005:

9.30 am - 139 Stanmore Hill

1024. **Extension and Termination of the Meeting:**

In accordance with the provisions of Committee Procedure Rule 14.2 (Part 4B of the Constitution) it was

RESOLVED: (1) At 10.00 pm to continue until 11.00 pm;

(2) at 11.00 pm to continue until 12.00 am;

(3) at 12.00 am to continue until 12.30 am;

(4) at 12.30 am to continue until 1.00 am;

(5) at 1.00 am to continue until 1.30 am;

(6) at 1.30 am to continue until 2.00 am;

(7) at 2.00am, that the meeting be adjourned until 16 November 2005 at 7.30 pm, and that Agenda Items 12 to 21 inclusive be considered at that meeting.

(Note: The meeting, having commenced at 7.30 pm, adjourned at 2.03 am).

(Signed) COUNCILLOR ANNE WHITEHEAD
Chair

SECTION 1 – MAJOR APPLICATIONS

LIST NO: 1/01 **APPLICATION NO:** P/1306/05/CFU

LOCATION: Cloisters Wood (Formerly Cloisters Wood Fitness Club), Wood Lane, Stanmore

APPLICANT: Ask Planning for Shree Swaminarayan Satsang

PROPOSAL: Change of Use: Leisure to Religious uses including conversion of garages to caretakers house. Increase height of squash/functions building by 1M, external alterations, additional car park

DECISION: DEFERRED at the request of the Committee (1) to enable an independent traffic impact assessment to be commissioned; and (2) for officers to notify a wider area.

[Note: Prior to discussing the above application, the Committee received representations from two objectors, and the applicant's representative, which were noted].

(See also Minute 1015 and 1021 and Planning Application 2/05)

LIST NO: 1/02 **APPLICATION NO:** P/1650/05/CDP

LOCATION: The Grove, 31 Warren Lane, Stanmore

APPLICANT: Crest Nicholson (Chiltern) Ltd

PROPOSAL: Details pursuant to outline permission (P/2527/03/COU) 90x2/2.5 storey houses, 108 flats in 3x4 storey blocks with underground parking. Access roads and open space (revised)

DECISION: APPROVED the details in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

[Notes: (1) Prior to discussing the above application, the Committee received representations from an objector, and the applicant's representative, which were noted;

(2) Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay wished to be recorded as having voted against the decision to grant the application].

(See also Minute 1015 and 1021)

LIST NO: 1/03 **APPLICATION NO:** P/1984/05/CFU

LOCATION: 74 Uxbridge Road, Harrow Weald (Texaco Service Station)

APPLICANT: Kenneth W Reed & Assocs. for London Regional Properties

PROPOSAL: Redevelopment: Part 2/part 3 storey block to accommodate health centre and 14 flats with car parking

DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reasons:

(i) The proposed development by reason of excessive bulk and mass and prominent siting would be visually obtrusive in the street scene.

(ii) There is insufficient amenity space and garden depth at the front and rear of the building to the detriment of the character of the area.

[Notes: (1) During discussion on the above item, it was moved and seconded that the application be refused. Upon being put to a vote, this was carried;

(2) the decision to refuse the application was unanimous;

(3) the Group Manager (Planning and Development) had recommended that the above application be granted].

(See also Minute 1016)

LIST NO:	1/04	APPLICATION NO:	P/1704/05/COU
LOCATION:	Royal National Orthopaedic Hospital, Brockley Hill, Stanmore		
APPLICANT:	Drivers Jonas for Royal National Orthopaedic Hospital		
PROPOSAL:	Outline: Partial redevelopment to provide new hospital and associated facilities, housing (including staff), revised road junction, car parking and open space		
DECISION:	DEFERRED for consideration at the reconvened meeting of the Committee that would take place on 16 November 2005.		

(See also Minute 1015, 1016 and 1021)

SECTION 2 – OTHER APPLICATIONS RECOMMENDED FOR GRANT

LIST NO:	2/01	APPLICATION NO:	P/2048/05/CFU
LOCATION:	84 Stanmore Hill, Stanmore		
APPLICANT:	David Resnick Assoc for T Adebayo		
PROPOSAL:	Single storey rear extension		
DECISION:	GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informative reported.		

LIST NO:	2/02	APPLICATION NO:	P/1854/05/CFU
LOCATION:	Land at R/O Rising Sun Public House, 138 Greenford Road, Harrow		
APPLICANT:	Oakcliffe Properties Ltd		
PROPOSAL:	Redevelopment to provide 3xtwo storey terraced houses (revised)		
DECISION:	GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.		

LIST NO:	2/03	APPLICATION NO:	P/1913/05/DFU
LOCATION:	239 Portland Crescent, Stanmore		
APPLICANT:	S Kara		
PROPOSAL:	Single storey rear extension; conversion of house into 2 self-contained flats (revised)		
DECISION:	REFUSED permission for the development described in the application and submitted plans, for the following reasons:		
	(i)	The proposal would be out of character in an area of typically single family dwellings to the detriment of the pattern of development in this location.	
	(ii)	The conversion of one single family dwelling into two units will give rise to additional activity and disturbance associated with the creation of an extra unit to the detriment of the residential amenities of the neighbouring properties.	

[Notes: (1) During discussion on the above item, it was moved and seconded that the application be refused. Upon being put to a vote, this was carried;

(2) Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay wished to be recorded as having voted for the decision to refuse the application;

(3) Councillors Bluston, Choudhury, Idaikkadar, Miles and Anne Whitehead wished to be recorded as having voted against the decision to refuse the application].

(4) the Group Manager (Planning and Development) had recommended that the above application be granted].

LIST NO: 2/04 **APPLICATION NO:** P/1774/05/DFU
LOCATION: Land adjacent 4 Dorchester Avenue, Harrow
APPLICANT: Mrs S Vignarajah
PROPOSAL: Two storey detached house
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported, and the inclusion of an additional condition regarding water storage.
(See also Minute 1021)

LIST NO: 2/05 **APPLICATION NO:** P/754/05/CFU
LOCATION: Cloisters Wood, Wood Lane, Stanmore
APPLICANT: Gami Associates Ltd for Mr H Halai
PROPOSAL: Provision of new gates across entrance in Wood Lane
DECISION: DEFERRED at the request of the Committee for consideration alongside the application for the change of use of the whole site.
(See also Planning Application 1/01)

LIST NO: 2/06 **APPLICATION NO:** P/2099/05/CFU
LOCATION: Blandings, 25 Potter Street Hill, Pinner
APPLICANT: Mr R Gunaratne for Mr K S Gill
PROPOSAL: Provision 2 dormer windows in side roof
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/07 **APPLICATION NO:** P/2320/05/DFU
LOCATION: Welldon Centre, Welldon Crescent, Harrow
APPLICANT: Ian Pike for West London YMCA
PROPOSAL: Temporary use as an 8 bed winter night shelter (20:00-08:00 hrs) from 1 December 2005 to 1 March 2006
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the condition and informatives reported.
(See also Minute 1015)

LIST NO: 2/08 **APPLICATION NO:** P/781/05/CFU

LOCATION: Glencara, 31 Royston Grove, Pinner

APPLICANT: Simpson McHugh for Mr & Mrs Shapiro

PROPOSAL: Redevelopment to provide a 2 storey block with rooms in the roof, conservatory containing 3 flats, 1 integral garage and a detached double garage with access

DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

[Notes: (1) During the discussion on the above item, it was moved and seconded that the application be refused for the following reason:

(i) The proposal is out of character in a road characterised by typically large detached family dwellings and this development would be detrimental to the balance and mix of the houses in this road.

Upon being put to a vote, this was not carried;

(2) the substantive motion to grant the above application was carried;

(3) Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay wished to be recorded as having voted against the decision to grant the application].

LIST NO: 2/09 **APPLICATION NO:** P/933/05/DFU

LOCATION: 24 Uxbridge Road, Stanmore

APPLICANT: James Ross Architects for Mr P Myers

PROPOSAL: Additional detached house and two detached double garages in garden (revised)

DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reasons:

(i) The proposal will be out of character and at odds with the design, appearance and character of the locally listed thatched cottage, to the detriment of the setting of the locally listed building and the residential and visual amenities of the surrounding properties.

(ii) The introduction of an additional large detached house into the cottage's garden with one garage ancilliary to it and another large, out of character, garage ancilliary to the locally listed building will jeopardise the future retention of the locally listed building, contrary to policy D12 of HDUP as set out in paragraphs 4.45 and 4.46 which refer to the setting of locally listed buildings and the protection of their setting.

[[Notes: (1) Prior to discussing the above application, the Committee received representations from an objector, and the applicant's representative, which were noted;

(2) during discussion on the above item, it was moved and seconded that the application be refused. Upon being put to a vote, this was carried;

(3) the Group Manager (Planning and Development) had recommended that the above application be granted].

(See also Minute 1021)

LIST NO: 2/10 **APPLICATION NO:** P/1943/05/COU

LOCATION: Land rear of 45-51 Southfield Park, North Harrow

APPLICANT: Christopher Pring for Mr Drew, Dr & Mrs Marsden

PROPOSAL: Outline: Construction of five houses with access and parking

DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reason:

(i) The proposed additional residential units would amount to over-intensive development of this site and would give rise to an unreasonable increase in residential activity and associated disturbance to the detriment of the amenity of neighbouring occupiers and the character of the locality.

[Notes: (1) During discussion on the above item, it was moved and seconded that the application be refused. Upon being put to a vote, this was carried;

(2) the decision to refuse the application was unanimous;

(3) the Group Manager (Planning and Development) had recommended that the above application be granted].

(See also Minute 1014)

LIST NO: 2/11 **APPLICATION NO:** P/2041/05/DFU

LOCATION: 9 Welbeck Road, South Harrow

APPLICANT: M Assi for Ravi Outt

PROPOSAL: Two storey side, single storey front and rear extension to provide house; single storey rear extension to existing house and parking at front

DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reason:

(i) The proposed additional residential unit would amount to an over-intensive development and occupation of this site and would give rise to an unreasonable increase in residential activity and associated disturbance to the detriment of the amenity of neighbouring occupiers and the character of the locality.

[Notes: (1) Prior to discussing the above application, the Committee received representations from an objector;

(2) there was no indication that a representative of the applicant was present and wished to respond;

(3) during discussion on the above item, it was moved and seconded that the application be refused. Upon being put to a vote, this was carried;

(4) Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay wished to be recorded as having voted for the decision to refuse the application;

(5) the Group Manager (Planning and Development) had recommended that the above application be granted].

(See also Minute 1021)

LIST NO: 2/12 **APPLICATION NO:** P/1717/05/DFU

LOCATION: 7 Canons Corner, Edgware

APPLICANT: Bellgrange Mortgages for Bellgrange Mortgages Ltd

PROPOSAL: Change of Use: Class A1 (Retail) to Class A2 (Financial and Professional Services)

DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informative reported.

LIST NO: 2/13 **APPLICATION NO:** P/2091/05/DFU

LOCATION: 103 Elmsleigh Ave, Kenton

APPLICANT: Mr R Sodha

PROPOSAL: Conversion of house into 2 self-contained flats; single storey side to rear extension

DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

[Notes: (1) During the discussion on the above item, it was moved and seconded that the application be refused for the following reason:

- (i) The proposal represents an over intensive use of the site with the activity and disturbance associated with the conversion of one single family dwelling into two units to the detriment of the character of the area

Upon being put to a vote, this was not carried;

(2) the substantive motion to grant the above application was carried;

(3) Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay wished to be recorded as having voted against the decision to grant the application].

LIST NO: 2/14 **APPLICATION NO:** P/1322/05/CFU

LOCATION: Bridle Cottages, Brookshill Drive, Harrow

APPLICANT: Mr Fitzgerald

PROPOSAL: Detached timber garage

DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/15 **APPLICATION NO:** P/2094/04/DCO

LOCATION: 13 Frogna Avenue, Harrow

APPLICANT: S S Design Ltd for Mr K M Kerai

PROPOSAL: Continued use of property as 2 self-contained flats (resident permit restricted)

DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

[Notes: (1) During the discussion on the above item, it was moved and seconded that the application be refused for the following reason:

- (ii) There is no access to amenity space from the upper floor to the detriment of the residential amenity of the occupiers.

- (iii) There is no room for the storage of four wheelie bins and recycling boxes in the space available on the forecourt to the detriment of the residential amenities of the occupants of the property and the neighbouring properties.

Upon being put to a vote, this was not carried;

(2) the substantive motion to grant the above application was carried;

(3) Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay wished to be recorded as having voted against the decision to grant the application].

LIST NO: 2/16 **APPLICATION NO:** P/1829/05/DFU
LOCATION: 139 Stanmore Hill, Stanmore
APPLICANT: Kishore Karia for Dr Hatim Kapadia
PROPOSAL: Two storey rear extension; double garage at rear; 1 vehicle crossover at front
DECISION: DEFERRED at the request of the Committee to enable a Member site visit to take place before the application is considered.
(See also Minute 1023)

LIST NO: 2/17 **APPLICATION NO:** P/1882/05/DFU
LOCATION: 83 Drury Road, Harrow
APPLICANT: Mr K Desai
PROPOSAL: Single storey rear extension
DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reason:
(i) The proposal represents an over-development of the site, reducing the size of the garden to an unacceptably small overall depth, to the detriment of the amenities of the occupiers and character of the area.
[Notes: (1) Prior to discussing the above application, the Committee received representations from an objector;
(2) there was no indication that a representative of the applicant was present and wished to respond;
(3) during discussion on the above item, it was moved and seconded that the application be refused. Upon being put to a vote, this was carried;
(4) the decision to refuse the application was unanimous;
(5) the Group Manager (Planning and Development) had recommended that the above application be granted].
(See also Minute 1021)

LIST NO: 2/18 **APPLICATION NO:** P/1928/05/CFU
LOCATION: 141-143 Headstone Lane, Harrow Weald
APPLICANT: Anthony Keating
PROPOSAL: Redevelopment to provide detached block of 7 flats, access and parking

DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

(See also Minute 1014 and 1021)

LIST NO: 2/19 **APPLICATION NO:** P/1977/05/DFU

LOCATION: Land adjoining 3 Royston Park Road, Pinner

APPLICANT: Dusek Design Associates Ltd for Landkey Developments Ltd

PROPOSAL: Detached house and garage, parking and access

DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/20 **APPLICATION NO:** P/2027/05/DFU

LOCATION: 254 Cannon Lane, Pinner

APPLICANT: Alan Trueman for Albion Homes Ltd

PROPOSAL: Alterations to porch and change of use from dwelling house to 4 self-contained flats with parking access from Village Way

DECISION: REFUSED permission for the development described in the application and submitted plans, for the following reason:

- (i) The proposed conversion, by reason of the likely increased use of the rear garden for parking and refuse storage, would give rise to excessive general activity and disturbance that would be harmful to the living conditions of the adjoining occupiers, and would further detract from the appearance of the property in the street scene of Village Way, to the detriment of the amenity and character of the locality.

[Notes: (1) During discussion on the above item, it was moved and seconded that the application be refused. Upon being put to a vote, this was carried;

(2) Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay wished to be recorded as having voted for the decision to refuse the application;

(3) the Group Manager (Planning and Development) had recommended that the above application be granted].

(See also Minute 1014)

LIST NO: 2/21 **APPLICATION NO:** P/1479/05/CFU

LOCATION: 19/21 Roxborough Road, Harrow

APPLICANT: Williams Lester for For Shinglebank Ltd

PROPOSAL: Detached three storey building to provide 9 flats

DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, as amended on the Addendum, subject to the conditions and informatives reported.

LIST NO: 2/22 **APPLICATION NO:** P/2084/05/CFU
LOCATION: 54 St. Brides Ave, Edgware
APPLICANT: W J Macleod Architects for Clearview Homes Ltd
PROPOSAL: Construction of a 2 storey block of 4 flats with parking
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

LIST NO: 2/23 **APPLICATION NO:** P/1888/05/DFU
LOCATION: 105 Elmsleigh Avenue, Kenton
APPLICANT: Nu Ne Lah Consultants for Mr Umesh Raghvani
PROPOSAL: Single and two storey side, single storey front and rear extensions; rear dormer
DECISION: GRANTED permission in accordance with the development described in the application and submitted plans, subject to the conditions and informatives reported.

[Notes: (1) During the discussion on the above item, it was moved and seconded that the application be refused for the following reason:

- (i) The proposal represents an overdevelopment of the site and will appear to be overbearing and dominant to the detriment of the character of the area and the residential and visual amenities of the neighbouring properties.

Upon being put to a vote, this was not carried;

(2) the substantive motion to grant the above application was carried;

(3) Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay wished to be recorded as having voted against the decision to grant the application].

LIST NO: 2/24 **APPLICATION NO:** P/1055/05/DFU
LOCATION: 3 Welbeck Road, South Harrow
APPLICANT: Howard J Green FRICS for G P Direct
PROPOSAL: Change of Use from Residential to Healthcare Services (GP Direct) with access ramp
DECISION: INFORM the applicant that:

(1) The proposal is acceptable subject to the completion of a Legal Agreement (relating to 5 & 7 Welbeck Road and to include 3 Welbeck Road) within one year (or such period as the Council may determine) of the date of the Committee decision on this application relating to:

- i) The number of general practitioners, qualified medical advisors and nursing staff seeing and consulting with patients within the Surgery at any one time shall be limited to 6.

- ii) That the number of non-medical staff attending the Surgery on the course of their employment shall at any time be limited to 8.

- iii) That the total number of NHS or private patients eligible by virtue of registration to receive treatment within the Surgery shall be limited at any time to 8,000.

iv) That all qualified medical practitioners practising within the Surgery will give written consent to the Harrow Primary Care Trust to provide every 6 months or on request, details of the latest group capitation figure for the practice, otherwise known as "the group list size", and details of individual practitioners' capitation figure if requested.

v) That on request of the Local Planning Authority each medical practitioner practising within the Surgery shall give details of their capitation figure otherwise known as "the patient list size" within fourteen days on request.

vi) That the Surgery shall only be open to patients between the hours of 8am to 8pm on Mondays to Fridays and 9am to 12 noon on Saturdays except in the case of emergencies.

(2) A formal decision notice, subject to there being no further objections as a result of the extended period of notification and subject to the planning conditions noted below, will be issued upon the completion, by the applicant, of the aforementioned legal agreement.

[Note: (1) The Chair, Councillor Anne Whitehead, having declared an interest in this item and left the room, the Vice-Chair, Councillor Marilyn Ashton, took the Chair;

(2) at the conclusion of this item, Councillor Anne Whitehead resumed the Chair].

(See also Minute 1015)

LIST NO:	2/25	APPLICATION NO:	P/1712/05/CFU
LOCATION:	Land R/O 71-83 Canterbury Road, North Harrow		
APPLICANT:	Gillett Macleod Partnership for Clearview Homes Ltd		
PROPOSAL:	Two detached two storey blocks to provide 8 terraced properties with access and parking		
DECISION:	REFUSED permission for the development described in the application and submitted plans, for the following reason:		
	(i) The proposal represents backland development and will be detrimental to the character and amenities of the surrounding area.		
	(ii) Plots 1-5 would be sited a distance of between 2m and 4.5m from the rear garden boundaries giving rise to a loss of privacy and residential amenity.		
	(iii) The access and egress and additional vehicular generation will be detrimental to the free flow and safety of traffic.		
	[Notes: (1) Prior to discussing the above application, the Committee received representations from an objector, and the applicant's representative, which were noted;		
	(2) during discussion on the above item, it was moved and seconded that the application be refused. Upon being put to a vote, this was carried;		
	(2) Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay wished to be recorded as having voted for the decision to refuse the application;		
	(3) the Group Manager (Planning and Development) had recommended that the above application be granted].		
	(See also Minute 1014 and 1021)		

REPORT OF DEVELOPMENT CONTROL COMMITTEE

MEETING HELD ON 16 NOVEMBER 2005 (RECONVENED FROM 9 NOVEMBER 2005)

Chair: * Councillor Anne Whitehead

Councillors: * Marilyn Ashton * Choudhury
 * Mrs Bath * Janet Cowan
 * Billson * Idaikkadar
 * Bluston * Miles
 * Branch (1) * Mrs Joyce Nickolay

* Denotes Member present
 (1) Denotes category of Reserve Members

[Note: Councillors John Cowan and Mrs Kinnear also attended this meeting to speak on the item indicated at Minute 1026 below].

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES
1025. Attendance by Reserve Members:

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Member:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Thornton	Councillor Branch

[Note: In accordance with the provisions of Committee Procedure Rule 3.4, Appointment of Reserves to Committees and Sub-Committees and Panels, this reconvened meeting was treated as a new meeting for the purposes of attendance by Reserve Members.]

1026. Right of Members to Speak:

RESOLVED: That, in accordance with Committee Procedure Rule 4.1, the following Councillors, who were not members of the Committee, be allowed to speak on the agenda items indicated:

Councillor John Cowan	- Planning Application 1/04
Councillor Mrs Kinnear	- Main Agenda Item 18
Councillor John Nickolay	- Main Agenda Item 21

[Note: Councillor John Nickolay, who was unable to attend the meeting, submitted a written statement, which was circulated to Members of the Committee].

1027. Declarations of Interest:

RESOLVED: To note the following declarations of interest made by Members present relating to business to be transacted at this meeting:

- (i) Planning Application 1/04 – Royal National Orthopaedic Hospital (RNOH), Brockley Hill, Stanmore
 Councillor Marilyn Ashton declared a personal interest in the above application arising from the fact that she was a member of the Stanmore Society. Accordingly, she remained in the room and took part in the discussion and decision-making on this item.
- (ii) Planning Application 1/04 – Royal National Orthopaedic Hospital (RNOH), Brockley Hill, Stanmore
 Councillor Mrs Bath declared a personal interest in the above application arising from the fact that she had family membership of the Stanmore Society, of which her partner was Vice-Chair. Accordingly, she remained in the room and took part in the discussion and decision-making on this item.

- (iii) Planning Application 1/04 – Royal National Orthopaedic Hospital (RNOH), Brockley Hill, Stanmore
Councillor Bluston declared a personal interest in the above application arising from the fact that he was Chair of the Health and Social Care Scrutiny Sub-Committee. Accordingly, he remained in the room and took part in the discussion and decision-making on this item.
- (iv) Planning Application 1/04 – Royal National Orthopaedic Hospital (RNOH), Brockley Hill, Stanmore
Councillor Choudhury declared a personal interest in the above application arising from the fact that he used to be a member of the RNOH Community and Development Committee. Accordingly, he remained in the room and took part in the discussion and decision-making on this item.
- (v) Planning Application 1/04 – Royal National Orthopaedic Hospital (RNOH), Brockley Hill, Stanmore
Councillor Janet Cowan declared a personal interest in the above application arising from the fact that she was a member of the Stanmore Society. Accordingly, she remained in the room and took part in the discussion and decision-making on this item.
- (vi) Planning Application 1/04 – Royal National Orthopaedic Hospital (RNOH), Brockley Hill, Stanmore
Councillor John Cowan, who was not a Member of the Committee, declared a personal interest in the above application arising from the fact that he was a member of the Stanmore Society, and had, in the past, been a patient of the RNOH.
- (vii) Planning Application 1/04 – Royal National Orthopaedic Hospital (RNOH), Brockley Hill, Stanmore
Councillor Mrs Joyce Nickolay declared a personal interest in the above application arising from the fact that she was a Member of the Health and Social Care Scrutiny Sub-Committee. Accordingly, she remained in the room and took part in the discussion and decision-making on this item.
- (viii) Agenda items 18 and 20 – 102, 104, 106 High Street, Harrow on the Hill
Councillor Marilyn Ashton declared that Conservative Members of the Committee had a prejudicial interest in the above application. Accordingly, Councillors Marilyn Ashton, Mrs Bath, Billson, Janet Cowan and Mrs Joyce Nickolay left the room and took no part in the discussion or decision-making on this item.
- (ix) Agenda item 18 – 102, 104, 106 High Street, Harrow on the Hill
Councillor Mrs Kinnear, who was not a Member of the Committee, declared a personal interest in the above agenda item.

1028. **Arrangement of Agenda:**

RESOLVED: That all items be considered with the press and public present, with the exception of the following item, which would be considered with the press and public excluded for the reason indicated:

<u>Agenda Item</u>	<u>Reason</u>
20. 102, 104, 106 High Street, Harrow on the Hill	The report relating to this item contained exempt information under paragraph 12(b) of Part II of Schedule 12A to the Local Government Act 1972 in that it contained legal advice.

1029. **Representations on Planning Applications:**

RESOLVED: That, in accordance with the provisions of Committee Procedure Rule 17 (Part 4B of the Constitution), representations be received in respect of item 1/04 on the list of planning applications.

1030. **Planning Applications Received:**

RESOLVED: That authority be given to the Group Manager (Planning and Development) to issue the decision notices in respect of the application considered, as set out in the schedule attached to these minutes.

1031. **Planning Appeals Update:**
The Committee received a report of the Group Manager (Planning and Development) which listed those appeals being dealt with and those awaiting decision.
- RESOLVED:** That the report be noted.
1032. **Enforcement Notices Awaiting Compliance:**
The Committee received a report of the Group Manager (Planning and Development) which listed those enforcement notices awaiting compliance.
- Members identified a number of addresses which had been on the list for a long time, and noted that 16A Whitchurch Lane should not appear on the list.
- RESOLVED:** That (1) the report be noted;
- (2) officers be requested to ensure that the content of the report was accurate and up to date.
1033. **875 Field End Road, Harrow:**
The Committee received a report of the Group Manager (Planning and Development) on the above matter.
- RESOLVED:** That the Director of Legal Services be authorised to:
- (1) issue an Enforcement Notice pursuant to Section 172 of the Town and Country Planning Act 1990 requiring:
- (i) demolition of the single storey rear canopy extension
 - (ii) permanent removal of its constituent elements from the land.
- (i) and (ii) should be complied with within a period of three (3) months from the date on which the Notice takes effect;
- (2) issue Notices under Section 330 of the Town and Country Planning Act 1990 (as amended) as necessary in relation to the above alleged breach of planning control;
- (3) institute legal proceedings in the event of failure to:
- (i) supply the information required by the Borough through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or
 - (ii) comply with the Enforcement Notice.
1034. **79 Pinner Hill Road, Pinner:**
The Committee received a report of the Group Manager (Planning and Development) in this regard.
- RESOLVED:** That the Director of Legal Services be authorised to:
- (1) issue an Enforcement Notice pursuant to Section 172 of the Town and Country Planning Act 1990 requiring:
- (i) demolition of the garage
 - (ii) permanent removal of its constituent elements from the land.
- (i) and (ii) should be complied with within a period of three (3) months from the date on which the Notice takes effect;
- (2) issue Notices under Section 330 of the Town and Country Planning Act 1990 (as amended) as necessary in relation to the above alleged breach of planning control;
- (3) institute legal proceedings in the event of failure to:
- (i) supply the information required by the Director of Legal Services through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or
 - (ii) comply with the Enforcement Notice.

1035. **Hill House, 7 Mount Park Road, Harrow on the Hill:**
The Committee received a report of the Group Manager (Planning and Development) on the above matter.
- RESOLVED:** That the Director of Legal Services be authorised to:
- (1) issue an Enforcement Notice pursuant to Section 172 of the Town and Country Planning Act 1990 requiring:
 - (i) removal of all kitchens except for one
 - (ii) removal of all bathrooms except for the original three
 - (iii) reversion of the flat back into a single dwelling house by removing internal door locks, door bells and all meters except one gas, one water and one electricity meter
 - (iv) removal of the kitchen facility from the garage
 - (v) cessation of the use of the garage as a dwellinghouse
 - (vi) permanent cessation of the use of the property as flats.
- (i), (ii), (iii), (iv), (v) and (vi) should be complied with within a period of three (3) months from the date on which the Notice takes effect;
- (2) issue Notices under Section 330 of the Town and Country Planning Act 1990 (as amended) as necessary in relation to the above alleged breach of planning control;
 - (3) institute legal proceedings in the event of failure to:
 - (i) supply the information required by the Director of Legal Services through the issue of Notices under Section 330 of the Town and Country Planning Act 1990; and/or
 - (ii) comply with the Enforcement Notice.
1036. **102, 104 and 106 High Street, Harrow on the Hill:**
The Committee received a report of the Group Manager (Planning and Development) in this regard and an associated confidential report which detailed Counsel's Opinion.
- RESOLVED:** That (1) consideration of whether or not to undertake enforcement action be deferred until the outcome of the discontinuance enquiry was available;
- (2) in the meantime, Orange plc be advised of the Council's very strong views in respect of the need for planning permission and Listed Building Consent in relation to this unauthorised development and that they be urged to regularise the position.
- (See also Minute 1026 and 1027)
1037. **Variation of S106 Agreement, Heathfield School:**
The Committee received a report of the Group Manager (Planning and Development) on the above matter.
- A Member advised the Committee that she had requested officers to bring to the meeting a copy of the petition which had been submitted in relation to this matter. As the petition was not available at the meeting, the Committee
- RESOLVED:** To defer consideration of the report until the next meeting, when the petition would be available.
- (See also Minute 1026)
1038. **Extension and Termination of the Meeting:**
In accordance with the provisions of Committee Procedure Rule 14.2 (Part 4B of the Constitution) it was
- RESOLVED:** (1) At 10.00 pm to continue until 11.00 pm;
- (2) at 11.00 pm to continue until 11.30 pm;
 - (3) at 11.30 pm to continue until 11.40 pm.

(Note: The meeting having commenced at 7.30 pm on 9 November 2005, adjourned at 2.03 am, reconvened at 7.30 pm on 16 November 2005, and closed at 11.40 pm).

(Signed) COUNCILLOR ANNE WHITEHEAD
Chair

SECTION 1 – MAJOR APPLICATIONS

LIST NO: 1/04 **APPLICATION NO:** P/1704/05/COU

LOCATION: Royal National Orthopaedic Hospital, Brockley Hill, Stanmore

APPLICANT: Drivers Jonas for Royal National Orthopaedic Hospital

PROPOSAL: Outline: Partial redevelopment to provide new hospital and associated facilities, housing (including staff), revised road junction, car parking and open space

DECISION: DEFERRED to enable officers to provide Members with additional information.

[Notes: (1) Prior to discussing the above application, the Committee received representations from two objectors, and the applicant's representative, which were noted;

(2) upon being put to a vote, the motion to grant the application as per the recommendation of the Group Manager (Planning and Development) was not carried;

(3) Councillors Bluston, Choudhury, Idaikkadar, Miles and Anne Whitehead wished to be recorded as having voted for the decision to grant the application;

(4) subsequently, it was moved and seconded that the application be deferred to enable officers to provide Members with additional information; upon being put to a vote, this was carried (the Chair having used her second and casting vote);

(5) Councillors Bluston, Choudhury, Idaikkadar, Miles and Anne Whitehead wished to be recorded as having voted for the decision to defer the application;

(6) subsequently, it was moved and seconded that the motion to defer the application be revoked; upon being put to a vote, this was not carried;

(7) Councillors Bluston, Choudhury, Idaikkadar, Miles and Anne Whitehead wished to be recorded as having voted against the decision to revoke deferral of the application].

(See also Minute 1026, 1027 and 1029)

STANDARDS
COMMITTEE

REPORT OF STANDARDS COMMITTEE (SPECIAL)

MEETING HELD ON 17 NOVEMBER 2005

Chair: * Councillor Janet Cowan

Councillors: Ann Groves * Thammaiah
 * Paddy Lyne (2) * Toms (2)
 * Mrs Joyce Nickolay

Independent Persons: * The Rt Revd Peter Broadbent † Mrs Bijal Shah

* Denotes Member present
 (2) Denotes category of Reserve Member
 † Denotes apologies received

[Note: Councillor Mrs Kinnear also attended this meeting in a participatory role].

PART I - RECOMMENDATIONS
RECOMMENDATION I - Declaration of Interests

The Director of Corporate Governance introduced a report which sought approval of a number of revisions to the Code of Conduct in order to protect Councillors from falling foul of the Code in relation to the declaration of interests at meetings.

The Director of Corporate Governance reported that under the current Code of Conduct, Members were expected to declare a personal or prejudicial interest when attending a meeting. This issue had recently been brought to light when a Councillor, who was not a Member of that Committee, attended a meeting, sat in the public gallery and had not declared their personal interest. Harrow's Hearing Panel had been required to determine whether the Member had been in breach of the Code of Conduct.

At the Standards Committee meeting, the Member concerned challenged two issues: a High Court Ruling in the Richardson Case where it had been determined that a Member who sat in a public gallery and had a prejudicial interest should have declared their interest and left the room. The Member indicated that this was based on a prejudicial and not a personal interest. The Standards Board for England were in agreement with the Court of Appeal's Ruling in the Richardson Case but, as part of the review of the Code, had made a representation to the Minister for further clarification of some of the wording within the Code. The Member also challenged the advice within Harrow's Code of Conduct in that the wording "member" and "attends" were ambiguous under Rule 11.1, Disclosure of Personal Interests.

The Committee noted that Harrow's Hearing Panel had upheld the complaint of the Member, describing it as a technical breach of the code and acknowledged that, under the current arrangements, it was difficult for Members to declare an interest from the public gallery.

The Director of Corporate Governance advised that until the Code of Conduct was revised in 2006, a temporary amendment to Rule 11.1, Disclosure of Personal Interests would be necessary in order to protect Members.

Having noted that personal and prejudicial interests must be declared when a Councillor attended a meeting, even if they sat in the public seating and did not participate and that all Members be advised of this requirement, it was

Resolved to RECOMMEND: (to Council)

That the Code of Conduct be amended under Section 5a, Codes and Protocols, Rule 11.1, Disclosure of Personal Interests, to the following;

"For avoidance of doubt a Member with a personal (but not prejudicial) interest who observes a meeting from the public gallery or any part of the room or chamber, but does not address the meeting or take part in the discussion is nevertheless deemed to be attending the meeting and so is required to declare the interest" .

(See also Minute 121).

PART II - MINUTES114. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Members:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Harrison Councillor Branch	Councillor Toms Councillor Paddy Lyne

115. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

116. **Arrangement of Agenda:**

RESOLVED: That all items be considered with the press and public present.

117. **Minutes:**

RESOLVED: That the minutes of the meeting held on 21 September 2005, having been circulated, be taken as read and signed as a correct record.

118. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 18 (Part 4B of the Constitution).

119. **Petitions:**

RESOLVED: To note that there were no petitions to be received at this meeting under the provisions of Committee Procedure Rule 15 (Part 4B of the Constitution).

120. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 16 (Part 4B of the Constitution).

121. **Declaration of Interests:**

(See also Recommendation I).

Having made a Recommendation to Council in relation to amendments to the Code of Conduct, it was

RESOLVED: (1) To note that personal and prejudicial interests be declared when a Councillor attended a meeting, even if they sat in the public seating and do not participate; and

(2) that all Members of Council be advised of this requirement with immediate effect.

(Note: The meeting, having commenced at 7.30 pm, closed at 7.56 pm).

(Signed) COUNCILLOR JANET COWAN
Chair

MEMBER
DEVELOPMENT
PANEL

MEMBER DEVELOPMENT PANEL

8 NOVEMBER 2005

Chair: * Councillor Ann Groves

Councillors: * Jean Lammiman * Marie-Louise Nolan
* Paddy Lyne

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**156. **Attendance by Reserve Members:**

RESOLVED: To note that there were no Reserve Members in attendance at this meeting.

157. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of personal or prejudicial interests made by Members of the Panel arising from the business transacted at this meeting.

158. **Arrangement of Agenda:**

RESOLVED: That all items be considered with the press and public present.

159. **Minutes:**

RESOLVED: That (1) the minutes of the meeting held on 8 February 2005, having been circulated, be taken as read and signed as a correct record;

(2) the signing of the minutes of the meeting held on 14 September 2005 be deferred until printed in the next Council Bound Minute Volume.

160. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 18.

161. **Petitions:**

RESOLVED: To note that no petitions were received at the meeting under the provisions of Committee Procedure Rule 15.

162. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 16.

163. **Member Induction 2006:**

The Panel considered a report of the Director of People, Performance and Policy which provided Members with a draft outline programme for Member Induction in 2006 for their comment. An updated version of Appendix A to the report was tabled. An officer informed the Panel that the draft programme would be considered at the Corporate Management Team meeting and Members requested that they be informed if any subsequent amendments were made.

Members were requested to comment on the proposal to produce a DVD as part of the Member Induction Pack. Members wanted the DVD to be included in the Welcome Pack and also put on the website and intranet. Members requested that the DVD focus specifically on the aims and objectives that had already been agreed by the Panel, and that it should be a resource for newly elected Members and targeted at this audience rather than outside organisations. The DVD would need to include the level of detail necessary for a newly elected Member. Concerns were raised about budgetary implications should the DVD be used as a general resource and it was suggested that anyone who wished to receive a copy of the DVD who was not a newly elected Member would have to pay for it.

Members discussed the content of the Draft Outline Member Induction Programme. The following issues were raised regarding the Welcome Night on 8 May 2006:

Who's Who

It was reported that this would provide an opportunity for Directors to introduce themselves, both verbally on the night and in written form in the Welcome Pack. The Directorates would also have stands and there would be an introduction in the Council Chamber and small workshops. A Member commented that there should be displays on the Business Transformation Partnership, the Scrutiny function and Communication. Members suggested that the welcome in the Council Chamber take place at 7.30pm, and that the evening start at 6.30pm, from which time Members could have their photographs taken and robes collected in order to reduce the queues later in the evening.

Structure of Council

An officer explained that it was important for Members to be informed on the decision-making structure as well as the organisational structure.

Communications (internal and external)

An officer explained that it was important to explain how the Council would communicate with Members and how Members should respond to telephone calls. A Member suggested that officers from IT be present to provide information on the use of the intranet and email.

Councillor/Officer Role

It was suggested that this session include advice on responsibilities and behaviour of Councillors and therefore should be Member-led. It was suggested that a 'buddy system' whereby Directors and Officers would assist new Members could be set up.

The following issues were raised regarding the 'Getting to Know Your Borough' week:

Tours

An officer advised that the tours being offered were primarily for newly-elected Members but that all Members would be welcome. A Member commented that the Borough tours should include outlying offices. A Member who had been on the HITS Tour recommended this tour but commented that numbers should be limited to a maximum of five people at any one time.

Signage

Members commented that signage in the Civic Centre was insufficient and asked an officer to inform the Corporate Management Team meeting that the Panel would strongly endorse corporate signage.

Harrow Tourism

A Member asked that information be provided in the Welcome Pack on Harrow Tourism, the One Stop Shop and Travel Harrow.

The following issues were raised regarding the 'You, the Council and Community' week:

Dates

It was explained that there was flexibility within the programme to move sessions and Members suggested having a Welcome Week rather than Welcome Night to enable some sessions and tours to take place in the first week when Members would have less commitments on their time. It was suggested that an evening tour of the Borough take place in the week commencing 8 May 2006.

Introduction to Scrutiny

A Member asked that this title be changed to 'The Role of Scrutiny'.

Representative Role

An officer explained that this session would focus on what representing Members should and should not do.

Diversity/Community Engagement

Members asked that the two components of this title be separated.

In response to a Member's question as to where Corporate Governance would be featured in the programme, an officer explained that it would be included in a number of the sessions. Members suggested that there could be a display which would explain how Corporate Governance affected Members.

The Panel discussed the Directorate/Service Overviews that were planned and Members asked that there be an intensive session on what each directorate did, to provide Members and officers with an opportunity to meet. It was agreed that this should take the form of an open day where Members could visit each of the four directorates in one day and then have a more detailed session later in the year. This would also be an opportunity for directors to showcase their directorates and provide practice for the CPA.

Member training between May and September 2006 was discussed and an officer suggested that there be a short interim Licensing Panel and Development Control Committee Training as soon as possible after May 2006. Members would then be given a timescale in which they would have to undergo mandatory training sessions. An officer reported that the Panel could review the timescale for training and suggest which should be mandatory. Members commented that mandatory training requirements needed to be reasonable to ensure enforceability. A Member suggested that the Scrutiny training required careful consideration as scrutiny Members would come into direct contact with members of the public. It was emphasised that due to the time commitment required, Members should only sit on one Scrutiny Sub-Committee initially.

RESOLVED: That (1) any changes made at CMT be reported back to Panel Members;

(2) in the event that any issues were raised regarding the changes, a meeting of the Panel be convened;

(3) officers provide a more detailed plan at the next meeting of the Panel.

164. **Mandatory Member Training:**

An officer advised that the report had not been provided as the responses required from Members had been given at a previous meeting.

RESOLVED: That the Panel receive a further report on Mandatory Member Training at its next meeting.

165. **Any Other Business:**

The Chair reported that, following a request that elected Members not on the Licensing Panel receive training, an officer had obtained information from an outside organisation on Elected Members Guidance on the Licensing Act 2003.

In response to a Member's concern about the Member Development budget, an officer explained that there was not a problem and the figures would be reported to the Panel at the next meeting.

Panel Members expressed concern that the next timetabled meeting was not until February 2006.

RESOLVED: That (1) subject to recommendation by officers and the agreement of the Panel, the Elected Member Guidance on the Licensing Act 2003 information be sent to all Members of Council;

(2) the Panel be provided with the Member Development budget figures at its next meeting;

(3) the next meeting of the panel take place on a date in January 2006 to be agreed.

(Note: The meeting having commenced at 5.30 pm, closed at 7.07 pm)

(Signed) COUNCILLOR ANN GROVES
Chair

OVERVIEW AND
SCRUTINY
COMMITTEE

REPORT OF OVERVIEW AND SCRUTINY COMMITTEE

MEETING HELD ON 22 NOVEMBER 2005

Chair: * Councillor Jean Lammiman

Councillors: * Blann * Lavingia (4)
 * Bluston * Pinkus
 * Mrs Champagne (2) * Seymour
 * Gate * Thammaiah
 * Mark Ingram * Versallion

* Denotes Member present
 (2), (4) Denote categories of Reserve Members

[Note: Councillors Dighé and Lent also attended this meeting to speak on the item indicated at Minute 355 below. Councillor Dighé also spoke on the item at Minute 351.

Councillor Mrs Bath also attended this meeting to speak on the item indicated at Minute 352 below].

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES

 346. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Members:-

Ordinary Member

Councillor Osborn
 Councillor Mitzi Green

Reserve Member

Councillor Mrs Champagne
 Councillor Lavingia

 347. **Declarations of Interest:**

RESOLVED: To note the following declaration of interests made by Members present at the meeting relating to business to be transacted at this meeting.

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
9. HOST Project	Councillor Bluston	The Member indicated a personal interest in that he was Chair of the Health and Social Care Sub-Committee which had considered the implementation of the HOST Project. He would remain in the room whilst the matter was considered and voted upon.
	Councillor Dighé	The Member indicated an interest in that he was the Portfolio Holder for Business Connections and Performance. He would remain in the room whilst the matter was considered and voted upon. (See Notes (i) & (ii) below).
10. Stanmore Multi-Storey Car Park	Councillor Bluston Councillor Seymour	The Members indicated a personal interest in that they had served on the Development Control Committee which had considered planning applications for the Stanmore car park site. They would remain in the room whilst the matter was considered and voted upon.

12.	Business Transformation Programme Update (BTP)	Councillor Mark Ingram	The Member indicated a personal and prejudicial interest in that he was a member of a Council Committee dealing with the Business Transformation Project. Accordingly, he did not vote or take part in the discussion when the matter was considered.
14.	Update on the Open Budget process	Councillor Mark Ingram	The Member indicated a personal and prejudicial interest in that he was a member of the Open Budget Steering Group. Accordingly, he did not vote or take part in the discussion when the matter was considered.
		Councillor Lent	The Member, who had been invited to the meeting, indicated that he was employed by the Power Inquiry which had been appointed to support Harrow's Open Budget Process. (See Note (i) below).
		Councillor Dighé	The Member, who had been invited to attend the meeting, indicated that he was the Chair of the Open Budget Steering Group which was overseeing Harrow's Open Budget Process. (See Note (i) below).
15.	Scrutiny and Preparing for the Olympics	Councillor Bluston	The Member indicated a personal interest in that he was a Council appointed representative of the Harrow Sports Council. He would remain in the room whilst the matter was considered and voted upon. (See Note (ii) below).

[Note: (i) Councillors Dighé and Lent were able to speak at the meeting in accordance with paragraph 13.2 of Section A in Part 5 of the London Borough of Harrow Constitution, in that a Member invited to attend a meeting for the purpose of answering questions or otherwise giving evidence relating to a decision or action may regard themselves as not having a prejudicial interest in a matter relating to that body. Councillor Dighé was further invited to answer questions on the HOST project (agenda item 9).

(ii) In accordance with paragraph 12.2(c) of Section A in Part 5 of the London Borough of Harrow Constitution, a Member appointed or nominated to a body by the authority as its representative may regard himself/herself as not having a prejudicial interest in a matter relating to that body].

348. **Arrangement of Agenda:**

RESOLVED: That (1) the reference from the Cabinet meeting held on 6 October 2005 (agenda item 8(a)) be taken in conjunction with agenda items 9 and 10, which contained reports produced in response to the reference;

(2) it be noted that agenda items 11 and 13 had been combined into a single report entitled Harrow IT Services (HITS) Update Report/Restructure;

(3) in accordance with the Local Government (Access to Information) Act 1985, the following agenda items be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
10. Stanmore Multi-Storey Car Park	The report had been submitted late, as officers in the Urban Living Directorate had

not appreciated the need for a report until after the agenda had been printed and despatched. Members were requested to consider this item, as a matter of urgency.

12. Business Transformation Programme (BTP) - Update

This report had not been available at the time the agenda was printed and circulated due to the need to keep multiple bodies within the Council informed of progress on the BTP. Therefore, a single report had been written to cover all requirements. Members were requested to consider this item, as a matter of urgency.

- 11/13. Harrow IT Services (HITS) Update Report/ Restructure

The report had not been available at the time the agenda was printed and circulated because of changes in personnel at IT Services. Members were requested to consider this report, as a matter of urgency.

(4) all items be considered with the press and public present.

349. **Minutes:**

RESOLVED: That the minutes of the meeting held on 12 September 2005, having been circulated, be taken as read and signed as a correct record;

(2) the minutes of the meeting held on 10 October 2005 be deferred until printed in the next Council Bound Minute Volume.

350. **Public Questions, Petitions and Deputations:**

RESOLVED: To note that no public questions were put, or petitions or deputations received at this meeting under the provisions of Overview and Scrutiny Procedure Rules 8, 9 and 10 (Part 4F of the Constitution) respectively.

351. **HOST Programme:**

The Committee considered a report of the Director of Strategy (People First) which had been submitted to the Committee to supplement a reference from the Cabinet meeting held on 6 October 2005.

It was noted that:

- the Cabinet, when considering proposed amendments to the Capital Programme 2005/06, had expressed concern in relation to excess expenditure on the HOST Project;
- consideration of the amendment in relation to the HOST Project had been delegated to an Executive Working Group, which was due to meet for the first time on 1 December 2005.

The Portfolio Holder for Business Connections and Performance, who was also a member of the Executive Working Group, was invited to provide further information on this matter. He emphasised that although the full costs of the Project had been established early in the financial year, the amendment had not been reported sooner due to failures in communication between officers.

In response to a question from a Member regarding lessons that would be learnt from this project, officers confirmed that future projects would include better planning and forecasting. A Member emphasised the need to construct full business cases before budgeting. The Committee agreed to receive a report on the progress of the Executive Working Group at its next meeting.

RESOLVED: That the Committee receive a report at its meeting on 30 January 2006 on the progress of the Executive Working Group.

352. **Stanmore Multi-Storey Car Park:**

The Executive Director (Urban Living) introduced the report, which had been written in response to a reference from the Cabinet meeting held on 6 October 2005 regarding the return of Section 106 monies in relation to Stanmore Car Park. The report detailed the history of the Stanmore multi-storey car park.

In response to a question from a Member regarding how officers intended to proceed with the development of the site, the Executive Director (Urban Living) advised that the demolition of the car park could now be started, negotiations with tenants who had rights of use over the existing structure having been completed. The agreement with the tenants required the project to be completed by April 2006. Demolition works would commence in December 2005, with extensive works on site commencing in January 2006 in order to minimise disruption to shoppers during the Christmas period.

The Executive Director (Urban Living) reported that the cost to the Council of demolishing the existing car park and constructing a new surface level car park would be in the order of £400k. Half of the funding would be obtained from the Capital Budget, with further contributions received from the parking account.

A Ward Councillor for Stanmore Park who was back benching suggested that there was insufficient provision of car parking in Stanmore and that the Council should have found the resources to rebuild the existing multi-storey car park. Particular reference was made to the provision of spaces for visitors to Wembley Stadium who were likely to use the underground connection at Stanmore. The Committee agreed to refer this matter to the Environment and Economy Scrutiny Sub-Committee.

Members raised specific questions, to which the Executive Director (Urban Living) agreed to provide written responses.

The Executive Director (Urban Living) confirmed that the new organisational arrangements for Urban Living would provide for better integration of Council services. A Member advised that officers ought to ensure that confidential information was not released in Part I reports.

RESOLVED: That (1) the provision of car parking for visitors to Wembley Stadium be referred to the Environment and Economy Scrutiny Sub-Committee for consideration;

(2) the Executive Director (Urban Living) provide written responses to Members questions to all Members of the Committee.

353. **Harrow IT Services (HITS) Update Report/Restructure:**

The Committee considered a report of the Director of Business Transformation.

Officers advised that the most recent developments in HITS had been designed to provide the infrastructure required to deliver the Business Transformation Project (BTP). Having invested heavily in IT, the emphasis would now be placed on people, improving customer focus and revising the management structure within service.

A Member praised the HITS Member tour, and officers were asked to organise another event for Members who had not been able to attend.

In response to a question from a Member regarding the possibility of using technology to facilitate mobile working, the Director of Business Transformation confirmed that this was high on the HITS agenda and that a bid would be made to the Capital Programme in 2006/07.

RESOLVED: That (1) the report be noted;

(2) officers arrange a further Member tour of the Harrow IT Services.

354. **Scrutiny and Preparing for the Olympics:**

Members were shown the Olympic Winning Bid Video as an introduction to a report of the Director of People, Policy and Performance. The report outlined the potential benefits of the successful London Olympic bid, and presented suggestions as to how Scrutiny might support and monitor the Council's preparations.

Officers emphasised that to reap the benefits of the 2012 Olympics, it was necessary to begin preparations now. The Chair added that Scrutiny would be able to add value to the preparations underway. It was further emphasised that the benefits to the Council would depend heavily on the efforts made to capitalise on the opportunities presented.

Members made several suggestions on how the Council could approach the preparations. Inter-borough cooperation was encouraged, both across London through the Association of London Government and within the West London Alliance. Reference was made of partnership with the London Borough of Brent, which benefited from Wembley Stadium. At a local level, Members suggested ways in which the

paralympians could become involved with projects at the Royal National Orthopaedic Hospital and other organisations within the Borough.

A Member suggested that the Council could examine previous Games to find examples of how more remote areas could benefit from events held in major cities. It was emphasised that since all Harrow residents had to pay the precept to meet the costs of the Games, it was the Council's responsibility to ensure that the residents receive the maximum benefit from this investment. Members endorsed the proposals contained within the report of the Director of People, Policy and Performance.

RESOLVED: That (1) the potential benefits of the successful London Olympic bid be noted;

(2) the options report being considered by Cabinet in December 2005 be presented to the subsequent meeting of the Committee;

(3) any project plan for the implementation of the Council's Olympic objectives be considered by the Committee as early as possible and on a regular basis;

(4) the Committee call for further reports in accordance with work programme/monitoring proposals;

(5) the proposals for supporting and monitoring the progress of the Council's preparation for the Olympics, as outlined in the report, be noted.

355. **Update on the Open Budget Process:**

Councillors Digné and Lent had been invited to the meeting to provide an update on the Open Budget Process. The meeting was informed that the Power Inquiry, an independent Commission exploring political participation in Britain, had been appointed to support the process. Members were also informed of Councillor Lent's involvement in the Power Inquiry (see also Minute 347).

The Committee received a presentation outlining the progress that had been made on the open budget process.

Key Principles: The five key principles of the open budget process were:

- The importance of the influence of those participating;
- The information presented to the participants should be in a form that was readily understandable;
- The process should involve deliberation and assent, not confrontation;
- Feedback to participants was essential;
- The process would be independently managed.

Management: An Open Budget Steering Group of Councillors had been established to oversee the process. In addition, the Open Budget Management Board was an independent body consisting of consultants and employees of the Power Inquiry, and was directing the mechanics of the process.

Open Budget Assembly: Pre-assembly consultation had been conducted with officers and community groups, to produce a draft discussion document that was presented to an Assembly of approximately 300 Harrow residents.

Representation and Evaluation: The meeting was informed that the Assembly had mostly reflected the ethnicity, age and gender of residents in the Borough, although a particularly under-represented group was 20-44 year olds. Within the Panel (elected by the Assembly) the diversity was ideally balanced. The feedback from attendees at the Assembly had been positive, with the majority of participants finding the process 'good' or 'very good', and stating that the process should be repeated where appropriate.

Open Budget Panel: The Open Budget Assembly had elected a Panel of approximately 30 people from the attendees. The Panel would observe the development of the Harrow budget, and work alongside the Council to promote the priorities identified from the Assembly.

In response to a question from a Member regarding how the Panel would interact with officers, it was advised that the Panel was still determining the best approach, and that officers would be invited to the Panel meetings to answer specific questions.

The meeting was advised that although the process provided a professional, meaningful way to engage and involve the public in budget development, it might not be appropriate for other forms of consultation. However, it was identified that the key principles of the process could be applied to other forms of engagement.

In response to a question from a Member, it was confirmed that participants knew that the final budget would be guided by statutory requirements and that Councillors would agree on the final budget.

People within the 20-44 age bracket were identified as less locally networked, and therefore more difficult to reach. A Member asked how the process had engaged those who were not usually involved in consultation. It was advised that although it was useful to engage people who were already informed and active in engagement, the Power Inquiry had also made efforts to target groups less likely to attend.

In response to a question from a Member regarding improvements that could have been made to the process, it was advised that the process could have benefited from additional time, and that it would have been useful to extend the scope of the pre-consultation to enable more participation from residents, possibly using IT.

Members congratulated officers and Members on the success of the process. The Chair suggested that the work would inform the progress of the Community Engagement Review. The Committee was advised that the Power Inquiry would submit a full written report to the Committee at its meeting in March 2006.

RESOLVED: That (1) the above be noted;

(2) the Committee receive a report of the Power Inquiry at its meeting on 28 March 2006.

356. **Business Transformation Programme Update:**

The Committee considered a report of the Executive Director (Business Development) which provided an update on the current status of the Business Transformation Programme.

Officers advised that the Programme was currently in the 'business blueprint' stage, and that this was being transformed into a detailed pilot scheme using proven methodologies. A lot of recent work had focused on effectively communicating the message of the Programme to Council staff. It was emphasised that the Programme was working on an accelerated timescale, and that, although it was challenging, deadlines were still being met.

With reference to the First Contact project, the Chair commented that recent consultation with Members had been unsatisfactory. She added that Members had requested a notice be placed on site identifying the person responsible for construction, as well as a further Member consultation event, and that neither of these events had happened. Officers confirmed that both requests would be completed.

Members discussed the possibility of using videos or web cast presentations to enable Members to have remote access to presentations.

The Chair congratulated the work of staff involved in the Business Transformation Programme.

RESOLVED: That the above be noted.

357. **Strategic Performance Report - Quarter 2 2005/06:**

Officers introduced a report of the Director of People, Performance and Policy which provided first and second quarter performance information to the Committee.

Referring to the LPSA targets, a Member noted that the Council would receive a financial reward based on the proportion of measures included in the LPSA that achieved their agreed targets. Members requested further information on the likelihood of these targets being met.

RESOLVED: That officers provide Members with further information on the LPSA targets.

358. **Update on Current Reviews:**
Members received a report of the Director of People, Performance and Policy noting the progress made so far on the reviews currently underway.
- RESOLVED:** That the report be noted.
359. **Format of Scrutiny Reports:**
Members discussed the format of reports presented to the Scrutiny Committee and its Sub-Committees.
- RESOLVED:** That (1) an informal working group be established to examine the most suitable format of reports for the Scrutiny Committee and its Sub-Committees;
- (2) the working group consist of Councillors Blann and Versallion, who would receive support from within the scrutiny unit;
- (3) the working group report its conclusions to a future meeting of the Committee, for their consideration.
360. **Any Other Business:**
- Special Meeting of the Committee on 6 December 2005
The Chair informed the Committee that questions for the Leader and Chief Executive needed to be forwarded to scrutiny officers virtually in advance of the Special Meeting on 6 December 2005. The deadline for receiving questions was Friday 25 November 2005. An edited shortlist of questions would be circulated to Members, for approval.
- RESOLVED:** That the above be noted.
361. **Extension and Termination of the Meeting:**
In accordance with the provisions of Overview and Scrutiny Procedure Rule 6.7 (Part 4F of the Constitution) it was
- RESOLVED:** (1) At 10.00 pm to continue until 10.30 pm;
- (2) at 10.30 pm to continue until 10.35 pm.
- (Note: The meeting, having commenced at 7.30 pm, closed at 10.31 pm).

(Signed) COUNCILLOR JEAN LAMMIMAN
Chair

SCRUTINY
SUB-COMMITTEES

ENVIRONMENT AND ECONOMY SCRUTINY SUB-COMMITTEE

29 NOVEMBER 2005

Chair: * Councillor Blann

Councillors: * Arnold * Miles
 * Knowles * John Nickolay (1)
 * Lavingia * Anne Whitehead

* Denotes Member present
 (1) Denotes category of Reserve Member

[Note: Councillor O'Dell also attended this meeting to speak on the item indicated at Minute 195 below].

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

188. **Attendance by Reserve Members:**

RESOLVED: To note that the Chair was notified at the start of the meeting that the following duly appointed Reserve Member would be attending the meeting:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Seymour	Councillor John Nickolay

189. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
12. Licensing Act 2003 – Completion of Transitional Arrangements and Implementation	Councillor Arnold Councillor Blann Councillor Knowles Councillor John Nickolay) Member of Licensing) and General Purposes) Committee

190. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8. References from Council and Other Committees – Stanmore Multi-Story Car Park	Members were asked to consider this reference from the Overview and Scrutiny Committee meeting on 22 November 2005, which occurred after the agenda had been printed and circulated;

(2) agenda item 10 be considered after item 7 and before item 8;

(3) all items be considered with the press and public present.

[Note: Subsequently, it was resolved that agenda item 8 be considered at the Special meeting of the Environment and Economy Scrutiny Sub-Committee being held on 5 December 2005.]

191. **Minutes:**

RESOLVED: That the minutes of the meeting held on 26 September 2005, having been circulated, be taken as read and signed as a correct record.

192. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Overview and Scrutiny Procedure Rule 8.

193. **Petitions:**

RESOLVED: To note that no petitions were received at the meeting under the provisions of Overview and Scrutiny Procedure Rule 9.

194. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Overview and Scrutiny Procedure Rule 10.

195. **Attendance by the Portfolio Holder for Environment and Transport:**

Members were invited to pose questions to the Portfolio Holder for Environment and Transport, who was in attendance at the meeting.

- 1) Has the lack of an Executive Director, and the numerous vacancies as a result of the MMR, affected the service provided by Urban Living and, especially, services to the general public?

Although there had been many changes and much had been achieved over the previous three years, the Portfolio Holder informed the Sub-Committee that there was still work to be done within Urban Living in particular, and that he would be working closely with the new Executive Director of Urban Living to ensure that good progress was made on key issues in a timely fashion. Members congratulated Andrew Trehern on his appointment as Executive Director of Urban Living.

The Portfolio Holder informed the Sub-Committee that the provision of day-to-day maintenance and protective services had not been adversely affected in this period, and that in fact, significant improvements had been made in areas such as Public Realm Maintenance and Waste Management Services, especially in relation to household waste recycling.

The Portfolio Holder briefed Members on the difficulty the Council had experienced in recruiting professional staff, especially Environmental Health Officers and Engineers. With four appointments in place for some time, Urban Living still had to appoint five Group Managers. The Portfolio Holder informed the Sub-Committee that the recruitment exercise would commence in January. Members were informed that, according to current plans, the Urban Living Management Team would be in place on 1 May 2006.

- 2) Will there be any negative consequences for the 2006/7 projects as a result of the delay in getting a decision from Transport for London (TfL) on our Local Implementation Plan?

The Portfolio Holder stated that the Council had received positive feedback from TfL, especially in relation to the management of projects for which it provided funding. Members were informed that Borough settlements for 2006/07 would still go ahead provided funding was secured. The Portfolio Holder advised the Sub-Committee that although the Council had bid for schemes that met criteria set by TfL, initiatives were targeted to reflect the priorities and aspirations of the Council and its stakeholders. The Portfolio Holder agreed to provide the Sub-Committee with a note of the various schemes in which the Council participated.

- 3) Are there any significant areas where you see an overspend in the 2005/6 year?

The Portfolio Holder informed the Sub-Committee that, on current projections, Urban Living would achieve the agreed outturn target at 31 March 2006.

- 4) What is your overall impression now that the "Clean and Green" is operating throughout the Borough?

The Portfolio Holder stated that the operation of "Clean and Green" throughout the Borough had had a markedly positive impact on public perception and a significant improvement in the quality of services. Moreover, the presence of staff on the street and in parks, seven days per week, was said to have had a

reassuring effect on the public. Members were informed that the development and delivery of all Area Services in a coordinated way throughout the Borough was helping to deliver service improvements and capacity benefits across a range of services, including Community Safety, Infrastructure development and day-to-day maintenance.

- 5) Do you feel that our and the WLWA waste strategy will deliver the reductions in waste to landfill necessary to avoid charges under the Landfill Tax?

The Portfolio Holder informed the Sub-Committee that although targets for reduction in waste to landfill sites were challenging, the Council was performing well and looked set to meet them. Members were also informed that Harrow would be one of the few London Boroughs to meet its targets.

- 6) At a recent call-in regarding the traffic restriction options in Howbery Road and Howbery Close it was unanimously agreed to refer the decision back to yourself. It was clear that information provided by officers was flawed and went against the majority of those residents who responded to the consultation papers. Why do you believe that the residents' wishes should not be adhered to, notwithstanding that that is what you have indicated in the Howbery Road consultation?

The Portfolio Holder informed the Sub-Committee that the implementation of a yellow line scheme could cause severe inconvenience and disadvantage to residents who had inadequate off-street parking, as they would have to move their vehicle to outside the controlled area during the restricted hour. This would put those residents at a significant disadvantage, especially if they were shift workers or sick, for example. Conversely, if a resident parking scheme were implemented, it would impose no significant disadvantages. Moreover, if residents did not purchase a permit, it would operate in exactly the same manner as a yellow line scheme. The decision therefore took account of the scale of disadvantages for each option, as well as the consultation results.

The Chair thanked the Portfolio Holder for his attendance at the meeting, and in response to a request from a Member, the Portfolio Holder agreed that the briefing note in relation to his answers could be circulated to Members of the Sub-Committee after the meeting.

196. **Three Valleys Water: Mains Work:**

The Sub-Committee received a presentation by Three Valleys Water, which briefed Members on the mains renewal work undertaken for the period 2005 to 2010. Members were informed that the renewal of the mains distribution network was required to reduce the incidence of burst water mains and leakage in line with OFWAT's performance targets. Work would also offer better management of resources, improved security of supply and customer service, and a reduction in emergency works and disruption. The presentation explained that the particular renewal work undertaken was targeted to achieve the maximum benefit in terms of reducing bursts and leakage; this meant focusing on the mains distribution network, though selected service pipes would also be renewed.

In the section of the presentation allocated to questions, the following points were raised:

- in the case of a burst pipe on private property, it was the water provider's responsibility, and not that of the Council, to address the matter by issuing a Waste Notice and seeking payment from the owner of the property for the water wasted;
- Three Valleys Water offered a 'Leakage Hotline' service to ensure leaks were reported in as timely a fashion as possible;
- the map of the Borough used in the presentation to indicate the location of pipes would be beneficial for other Committees, for example the Traffic Advisory Panel;
- Three Valleys Water liaised closely with the Highways Authority, and would be willing to work proactively with other utilities companies in future renewal works to ensure disruption was kept to a minimum;
- OFWAT had published official guidance to govern increases in water rates.

RESOLVED: That the above be noted.

197. **Waste Management (Monitoring of Outcomes of Review):**

The Sub-Committee received an oral report on Waste Management, which provided an update on progress made in implementing the recommendations made by this Sub-Committee to Cabinet on 14 April 2005. The officer present informed Members that the majority of these recommendations had already been implemented, or were in the process of implementation, and that Harrow's recycling targets were currently being exceeded. Leaflets had been distributed to Harrow residents providing information about recycling plastics, and the first collections were due to begin in the week following the meeting. The officer stated that by the end of April 2006, all residents with a green box would be able to participate in the plastic recycling scheme. Members of the Sub-Committee unanimously congratulated all concerned on their hard work and achievements.

RESOLVED: That the above be noted.

198. **Licensing Act 2003 - Completion of Transitional Arrangements and Implementation:**

The Sub-Committee received a report of the Interim Group Manager – Community Safety Services, which provided information on transitional arrangements and implementation of the Licensing Act 2003. Members were informed that of the 495 licensed premises in Harrow, only 6 had still failed to apply for new licenses; it was noted that this compared favourably with neighbouring councils. One of the greatest challenges faced by the Licensing Authority was the need to hear applications within eight weeks of their submission, and the fact that around 45% of premises in Harrow had made applications in the last week of the first Transitional Period. Much of this success was attributed to the work of the Licensing Team, which had included provision of one of the only online application forms in the country. All Members and officers involved were praised by the Sub-Committee for their hard work.

The officer present informed the Sub-Committee that since 24 November 2005, attention had been focused on enforcement, which meant Police and Licensing officers were visiting all potentially problematic premises to ensure compliance with the conditions imposed on their licences. Members were informed that the Council had facilities in which to store confiscated liquor pending court proceedings. The officer also advised the Sub-Committee that the Licensing Team's workload remained high due to the need to process applications for Temporary Event Notices, and predicted an increase in the number of such applications as the benefits that they offered became more widely known. Responding to a question posed by a Member, the officer stated that the Licensing Authority would be in a loss situation next year as a result of the costs incurred by implementing the Licensing Act 2003. The officer also informed the Sub-Committee that at the time of the meeting, there had been one complaint from the public about a licence which had been granted; the Council had already visited the premises in question, and the licence would be called in for Review.

RESOLVED: That the report be noted.

199. **Parking and Enforcement Policy:**

The Sub-Committee received a report of the Director of Urban Living, which provided an update on progress made on the implementation of the Best Value Review recommendations and improvement plan. Responding to questions from Members, the officer stated that the return from long-term sickness absence of the Parking Attendants Operations Manager had helped boost morale in the team and improve the quality of service delivery. The fact that both the Parking Enforcement and Parking Attendants services had been brought under the same management had also helped alleviate potential problems that could be caused by future staff absences.

The officer informed the Sub-Committee that there was a protocol used to establish what constituted a minor infringement of the rules governing bus lanes; CCTV footage was available to those contravening these rules, but it was noted that a low 'challenge rate' suggested Enforcement was not deemed unfair by the public.

The officer informed the Sub-Committee that Parking Attendants operated according to percentage bands for different kinds of contravention, to ensure they did not give disproportionate attention to perceived 'soft targets'. The Sub-Committee were also informed that, contrary to a perception that Parking Attendants were allowed to use their own discretion in contested cases, they were in fact instructed to contact their Supervisor for support.

The officer stated that the Best Value Review Recommendations had now been incorporated into the Transport Local Implementation Plan.

RESOLVED: That the report be noted.

200. **Public Green Spaces Review - Progress Report:**
The Sub-Committee received a report of the Director of People, Policy and Performance in this regard.

RESOLVED: That the report be noted.

201. **Tourism Review - Progress Report:**
The Sub-Committee received a report of the Director of People, Policy and Performance on this matter.

RESOLVED: That the report be noted.

202. **Any Other Business:**
A Member requested that the data showing rent arrears in the Information Circular be represented as monthly rather than weekly figures.

RESOLVED: That the above request be noted.

(Note: The meeting having commenced at 7.30 pm, closed at 10.00 pm)

(Signed) COUNCILLOR ALAN BLANN
Chair

THE CABINET,
CABINET ADVISORY PANELS
AND
CONSULTATIVE FORUMS

CABINET

REPORT OF CABINET

MEETING HELD ON 10 NOVEMBER 2005

Chair: Councillor N Shah

Councillors: * D Ashton * Marie-Louise Nolan
 * Burchell * O'Dell
 * Margaret Davine * Bill Stephenson
 * Dighé (Deputy Leader in the Chair) * Thornton
 * C Mote

* Denotes Member present

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

835. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
14. Key Decision – Children's Centres	Councillor Marie-Louise Nolan	The Member indicated a personal interest in that she was the Chair of Governors at Whitefriars First and Middle Schools. She would remain in the room whilst this matter was considered and voted upon.
	Councillor Chris Mote	The Member indicated a personal interest in that his sister was a teacher in the Borough. He would remain in the room whilst this matter was considered and voted upon.
19. Key Decision – Local Development Framework – Statement of Community Involvement	Councillor Burchell	The Member indicated a personal interest in that he was the Council's representative on the Harrow Town Centre Forum, which had been consulted on this matter. He added that Labour Members had a personal interest in that the Greenhill and Marlborough Branch Labour Party had been consulted on this matter. Labour Members remained in the room whilst this matter was considered and voted upon.

[Note: The Director of Financial and Business Strategy declared an interest in relation to item 13, the Future of Economic Development and Regeneration, as she was a board member of Harrow in Business. She did not participate in this item and remained in the room whilst this matter was considered and voted upon.]

836. **Minutes:**

RESOLVED: That the minutes of the meeting held on 6 October 2005, having been circulated, be taken as read and signed as a correct record.

837. **Arrangement of Agenda:**

The Chair indicated that he would be varying the order of business to allow consideration of item 7, Young People's Participation Strategy, after item 5, public questions, to enable a group of young people to make a presentation to the meeting.

Members noted that item 11, Harrow, West London and London 2012 had been withdrawn from the agenda.

RESOLVED: That all business be considered with the press and public present.

838. **Petitions:**

RESOLVED: To note that no petitions had been received.

839. **Public Question Time:**

1.

Questioner: Mr Pravin Seedher

Asked of: Councillor Sanjay Dighe, (Portfolio Holder for Business Connections and Performance)

Question: "An efficient and well managed council scrutinises every pound before it is spent to ensure benefit to tax payers and service users whereas our labour council utilising the spend now and don't worry about it approach is either unable to tell us the cost (e.g change in Logo) or finds out 5 years later (e.g Social care). Given this culture of free spending how does this labour administration hope to achieve the excellent financial management rating it seeks but clearly does not have?"

2.

Questioner: Mr Barry Macleod -Cullinane

Asked of: Councillor Sanjay Dighe (Portfolio Holder for Business Connections and Performance)

Question: "The Sunday Times reported this week that database integration costs would amount to around £500 per ID Card; since local government databases are some of the most important databases in terms of the information the Government wants to collect, how much of that reported £500 per card in database integration costs does the Portfolio Holder for Finance expect to land on Harrow Council and be added to the Council Tax?"

[Note: An oral answer was provided to each question. Under the provisions of Executive Procedure Rule 15.4, each questioner asked a supplemental question. An oral answer was provided to Mr Seedher and the Portfolio Holder for Business Connections and Performance undertook to provide a written response to Mr Macleod-Cullinane's supplemental question].

840. **Young People's Participation Strategy:**

The Chair welcomed a group of five young people to the meeting and invited them to make a presentation to Cabinet in relation to the Young People's Participation Strategy. The young people included representatives of the Youth Council and the Looked After Group. Following the presentation and introductions, there was a discussion between Members and the young people. Members were invited to attend an event, APSIG on health, on 23 November 2005.

Members congratulated the young people on their presentation and indicated that they had some good ideas. A number of suggestions were made as to ways of involving young people in decision-making and how the process could be taken forward including:-

- participation by young people in the Harrow People magazine
- the establishment of a specific area on the Council's website;
- that young people might wish to be involved in the consultation in relation to the Statement of Community Involvement, which appeared elsewhere on the agenda for the meeting;

Members indicated that they hoped that young people would be involved in the decision making process. It was commented that Councillors should be accessible.

Members noted that, in terms of participation, the young people were also engaging with children under 13 years of age.

The Director of Children Services introduced the report and reminded Members of the benefit of having young people involved in the decision making process. He thanked the young people and officers for their work on the strategy and proposed that Executive Directors, Directors and Portfolio Holders work with young people to identify practical projects that they could be involved in.

RESOLVED: (1) That the Young People's Participation Strategy be endorsed;

(2) that Members be nominated to participate in the Monitoring Group;

(3) that Executive Directors, Directors and Portfolio Holders identify projects that young people could participate in.

Reason for Decision: Participation was a central part of the Council's delivery against its Corporate Priorities. The initiative contributed to the Council's engagement aim of delivering further activities, which involved and collaborated with target groups, rather than simply consulted.

841. **Strategic Performance Report - Quarter 2 2005/2006:**

The Director of People, Performance and Policy introduced the report to the Performance Board and outlined the actions being taken. He highlighted the significant areas of progress during the second quarter and the areas requiring further work.

The Director of People, Performance and Policy reported that the Audit Commission had advised that the scoring system for the Comprehensive Performance Assessment was to be altered this year to a star rating. The final methodology had recently been published and officers were currently of the view that the Council would receive a 2 star rating in December.

RESOLVED: (1) That the Performance Report and the actions being taken be noted;

(2) that the officers note the adaptations identified by the Performance Board and incorporate them into the Strategic Performance Report.

Reason for Decision: It had been previously agreed that Cabinet would receive quarterly monitoring information reports in its role as Performance Board.

842. **Forward Plan 1 November 2005 - 28 February 2006:**

In response to a Member's question in relation to Third Party Reporting of Racial Incidents, an item appearing on the Plan, the Chief Executive advised that following the publication of the Plan it had been determined that this issue would be brought forward as part of the Local Area Agreement and would not be reported separately to Cabinet.

RESOLVED: To note the contents of the Forward Plan for the period 1 November 2005 – 28 February 2006.

843. **Reports from the Overview and Scrutiny Committee or Sub-Committees:**

RESOLVED: To note that no reports had been received.

844. **The Council's Calendar of Meetings 2006/7:**

The Director of Corporate Governance introduced the report, which proposed the dates for the Authority's Calendar of Meetings for the Municipal Year 2006/07. He drew Members' attention to a tabled amendment, which proposed the inclusion of the festivals of Navratri and Dussera and the rescheduling of the Community Consultative Forum proposed for 27 September 2006.

RESOLVED: That the Calendar of Meetings for the Authority for the Municipal Year 2006/2007 as set out in the report of the Director of Corporate Governance and the tabled amendment be approved.

Reason for Decision: The Calendar of Meetings was approved on an annual basis at approximately this time of the year for the succeeding Municipal Year. Approval facilitated the planning of forward commitments by both Members and officers.

845. **West London Economic Development Strategy and Implementation Plan:**
The Director of Strategic Planning introduced the report, which sought approval to the West London Economic Development Strategy and Implementation Plan. It was a requirement of the London Development Agency that each sub regional partnership developed such a strategy and implementation plan.
- The Director of Strategic Planning reported that the Implementation Plan was now complete and had been the subject of extensive consultation with stakeholders and partners. He added that the aim of the proposals was to put the Council in a good position for future funding bid opportunities.
- RESOLVED:** That the West London Economic Development Strategy and Implementation Plan be approved.
- Reason for Decision:** The proposals were linked to the corporate priorities and provided a sub regional context to local activity, helped Harrow to align future economic development to sub regional priorities where appropriate and provided opportunities to work on shared priorities and projects with colleagues in other Boroughs.
846. **The Future of Economic Development and Regeneration:**
The Director of Strategic Planning introduced the report, which aimed to provide assurance that current services would be maintained and that projects which had been committed to with secured funding were taken forward whilst the function of regeneration and economic development was reviewed.
- In response to a Member's question, the Director of Strategic Planning advised that the format for Member involvement had not been finalised but that he anticipated that a Member/officer working group would meet on a regular basis.
- RESOLVED:** That plans for comprehensive review of regeneration and economic development function be approved.
- Reasons for Decision:** To provide direction to the Council's regeneration and economic development functions.
- (See also Minute 835)
847. **Key Decision - Children's Centres:**
The Director of Children Services introduced the report, which advised that the Harrow Children's Centre Strategy provided an opportunity to join together other key strategies and to maximise the benefits.
- The Director of Children Services reported that Harrow had not so far been successful in securing Sure Start funding and that the existing Children's Centres had been developed using Council funding. The Council were required to develop and deliver six more Children's Centres over the next six years. He reported that, whilst the site of the centres was not commercially sensitive information, there was not a formal agreement in place and therefore some sensitivity was required.
- Cabinet requested that their thanks be conveyed to the officers who had worked on the strategy.
- RESOLVED:** That the Harrow Children's Centres Strategy, attached at Appendix A, and the Policy, attached at Appendix B to the report of the Director of Strategy (People First), be approved.
- Reason for Decision:** The implementation of the Harrow Children's Centres Strategy would bring significant benefits to children and families who lived in Harrow.
- (See also minute 835)
848. **Children Services Workforce Strategy:**
The Executive Director (People First) introduced the report, which proposed a new Workforce Strategy for improved services in the Children's Services Social Services Department. She reported that, like many other local authorities, Harrow experienced difficulty in recruiting staff, particularly in Children's Services. It was hoped that the strategy would lead to a more stable workforce in the future and save money on agency staff fees. The aim was to make Harrow a more attractive place to work and stay.

RESOLVED: That the new Workforce Strategy for improved services in the Children's Services Social Services Department be adopted.

Reason for Decision: To fully implement a major change programme to the structural, financial and managerial relationship of social workers in the Children's Services Department of People First enabling a more sustainable workforce providing better services at a considerably reduced cost to the Council.

849. **Key Decision - Waste Management Service:**

The Acting Executive Director (Urban Living) introduced the report which outlined proposed price increases and changes to the admissions policy in relation to the Civic Amenity Site.

In response to a Member's question in relation to the practicality of requiring photographic identification in order to tip waste free of charge at the Civic Amenity site, the Acting Executive Director (Urban Living) advised that the public were now used to providing photographic evidence to prove identity to enable a broad range of day to day transactions to be completed. Additionally, many people now carried photocard driving licences, which would help proof of identity.

Some Members expressed concern that increasing the charges might result in an increase in fly tipping. The Acting Executive Director (Urban Living) advised that this was a consideration but that in the current year an increase in fly tipping had not been experienced.

In response to a Member's question about the use of trailers by residents to tip waste at the Civic Amenity Site, the Acting Executive Director (Urban Living) indicated that whilst there did not appear to be an extensive use of trailers to tip waste he would recommend that they be included in the policy in the same manner as vans. A Member commented that some residents might use a trailer to tip waste rather than transporting it to the Site in their car.

The Acting Executive Director (Urban Living) clarified that, in relation to the recycling of business waste, there was a free paper and bottle collection but that a free collection of organic waste was not suggested at this stage.

Members indicated that there should be publicity of the price increases and admissions policy.

RESOLVED: (1) That the proposed price increases and admissions policy set out in Section 2.1 to the report of the Acting Executive Director (Urban Living) be approved;

(2) that the Acting Executive Director (Urban Living) be requested to prepare a further report on the proposal for the inclusion of trailers in the admissions policy for consideration by the Portfolio Holder for Environment and Transport, in consultation with the nominated Members.

Reason for Decision: To tighten the procedures at the Civic Amenity Site to reduce the misuse of the free service offered to residents. The Council would increase its income and reduce its future liabilities under the Landfill Allowance Trading Scheme.

850. **Neighbourhood Renewal Transition Plan:**

The Director of Strategic Planning introduced the report, which sought approval to the recommendations for an outline Transitional Neighbourhood Renewal Plan.

The Director of Strategic Planning emphasised that the work currently undertaken by Wealdstone Regeneration Advisory Panel (WRAP) would be subsumed into the Wealdstone Neighbourhood Renewal Project and Forum.

The Portfolio Holder for Communications, Partnership and Human Resources advised that Members of WRAP were aware of the proposals and that they would have a position on the new Forum. However, it was important to have a wider participation.

RESOLVED: That the proposal for an outline Transitional Neighbourhood Renewal Plan be approved.

Reason for Decision: To provide the opportunity to pilot the neighbourhood renewal approach to work in Wealdstone.

851. **Key Decision - Older Persons' Housing Review:**

The Director of Community Care introduced the report which provided the strategic basis upon which to develop an implementation plan that would improve older persons' housing services in Harrow across all tenures.

Members welcomed the report and commented that the group of older people now needed to focus on the development of the recommendations and action plan.

RESOLVED: (1) That the Older Persons' Housing Review report and recommendations be noted;

(2) that the proposals for implementing the recommendations, as set out in paragraph 2.2.4 of the report of the Interim Director of Corporate Property and Director of Community Care be approved;

(3) that a cross party Member panel receive regular briefings on progress;

(4) that a progress report be submitted to Cabinet in six months' time.

Reason for Decision: The report provided the strategic basis upon which to develop an implementation plan that would improve older persons' housing services in Harrow across all tenures.

852. **Key Decision - Local Development Framework - Statement of Community Involvement:**

The Acting Executive Director (Urban Living) introduced the report and drew Members' attention to the recommendation from the Strategic Planning Advisory Panel.

RESOLVED: (1) That the Statement of Community Involvement (SCI) progress to the Submission stage and the six week statutory period;

(2) that the Portfolio Holder for Planning, Development and Housing be authorised to approve the printed Statement of Community Involvement in order to meet the Local Development Scheme Timetable;

(3) that the Director of Legal Services be authorised to serve any statutory notices that may be required.

Reason for Decision: Public involvement in the preparation of the SCI was a positive move towards increasing public awareness at the outset of the preparation of the Local Development Framework. Maximising engagement would enhance the Council's corporate objective of promoting diversity and inclusion and reduce public opposition to policy implementation.

(See also minute 835)

853. **Revenue and Capital Budget Monitoring to 30 September 2005:**

The Director of Financial and Business Strategy introduced the report, which set out the current revenue and capital budget positions.

The Director of Financial and Business Strategy reminded Members that in her previous report she had advised that there was a projected overspend of £3.1m. Since that report, further issues had emerged and she highlighted the additional £400,000 pressure identified in relation to asylum seeker costs. An overspend of £3m was now forecast and, in order to contain expenditure, she advised that intensive work was being undertaken.

The Director of Financial and Business Strategy reported that the net position of the Reserves was just over £4m at the end of 2005/06 and that it was currently forecast that Reserves would remain above this figure. She indicated that two thirds of the procurement savings had been achieved and that the option for securing a further £1m by the year-end was being considered.

In response to a Member's concerns in relation to the level of Reserves and the setting of procurement savings targets, the Director of Financial and Business Strategy undertook to provide Members with a monthly update report on these issues.

RESOLVED: (1) That the current revenue and capital budget position be noted;

(2) that a virement within the capital programme to increase the provision for Leisure Centre toilet refurbishment be approved.

Reason for Decision: To effectively monitor the Council's revenue and capital budgets.

854. **Employees Displaced by the Middle Management Review:**

The Executive Director (Business Development) introduced the report, which outlined the arrangements for managing employees potentially displaced by the Middle Management Review (MMR) process. She advised that a full report would be submitted to Cabinet in the new year to include Urban Living.

The Executive Director (Business Development) reported that Unison had been consulted on the proposals and she read their statement to the meeting.

In response to a Member's question as to the potential costs of the displaced staff in Urban Living, the Executive Director (Business Development) advised that, as the MMR process in that directorate had not been completed, this was difficult to determine. However, the current best estimate was a potential cost of £800,000. Following on from this, another Member restated his concerns in relation to the potential impact of the process on the level of Reserves.

The Portfolio Holder for Communications, Partnership and Human Resources emphasised the importance of having a process in place to deal with displaced staff and added that those affected would be supported, in consultation with Unison.

RESOLVED: (1) That the arrangements for managing employees potentially displaced by the Middle Management Review process be noted;

(2) that the potential financial implications of the cost of severance payments in the current and the next financial year be noted.

Reason for Decision: The report was interim and advised Members of the arrangements put in place to manage those employees potentially displaced by the MMR process and potential financial implications.

855. **Revised Health and Safety Policy:**

The Executive Director (Business Development) introduced the report, which outlined the revised Health and Safety policy.

RESOLVED: That the revised Health and Safety policy be approved.

Reason for Decision: Following the Health and Safety Executive Audit during January/February 2005 a number of recommendations were made including revision of the Health and Safety policy. Successful implementation of the Health and Safety policy would enable better use of resources by reducing the incidence of work related ill health and injury.

856. **Membership of the Budget Review Working Group:**

The Leader of the Conservative Group indicated that in variation to the changes to membership of the Budget Review Working Group included on the agenda that he wished to propose that Councillor John Cowan be appointed in place of Councillor Pinkus and that Councillor Pinkus be appointed as a reserve.

Members noted that the membership of the Open Budget Steering Group would also be altered as a result of these proposals.

RESOLVED: That Councillor John Cowan be appointed to the membership of the Budget Review Working Group, and therefore the Open Budget Steering Group, in place of Councillor Pinkus and that the order of the Conservative Group Reserve Members be as follows:-

1. Romain
2. Mrs Kinnear
3. Pinkus

(Note: The meeting, having commenced at 7.30 pm, closed at 9.58 pm).

(Signed) COUNCILLOR SANJAY DIGHE
(Deputy Leader in the Chair)

CABINET
ADVISORY
PANELS

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL****1 NOVEMBER 2005**

Chair: * Councillor Toms

Councillors: * Janet Cowan * Ray (1)

Advisers: Mr D A Jones
(Vacancy)

* Denotes Member present
(1) Denotes category of Reserve Member

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Admissions to County Schools**

On 1 November there were 8 children for whom the admissions staff could make no reasonable offer of a school place. The Education Admissions and Awards Advisory Panel was requested to authorise the admission of these pupils to a school, where no place existed in the relevant year group.

The Panel noted the representations which had been received from schools.

Resolved to RECOMMEND:

That an offer of admission to a school be made as follows:

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H74	10	Harrow High
H75	10	Nower Hill
H76	10	Rooks Heath
H77	10	Harrow High
H78	10	Hatch End
H79	10	Canons
H81	10	Rooks Heath
H82	10	Canons

[Notes: (1) Due to an error in the numbering of the cases, two cases had been allocated the reference number H74. One of these cases had been considered at the Panel meeting held on 4 October 2005, and the other is shown on the list above;

(2) Case H80 was withdrawn from the agenda, as an offer of a place had already been made].

PART II - MINUTES470. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Member:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Choudhury	Councillor Ray

471. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

472. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8.(a) Admissions to County Schools	The applications detailed in this report had been received after the main agenda was printed and circulated. Members were asked to consider this report, in order to allocate appropriate places to the applicants.

(2) the item appearing in Part II of the agenda be considered with the Press and Public excluded on the grounds indicated below:

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8. Admissions to County Schools	These items were considered to contain exempt information as defined in Paragraph 4 of Part I of Schedule 12A to the Local Government (Access to Information) Act 1985 in that they contained information relating to any particular applicant for, or recipient of, any service provided by the Authority.
8.(a) Admissions to County Schools	

473. **Minutes:**

RESOLVED: That (1) the minutes of the meetings held on 12 July, 23 August, 6 September and 20 September 2005, having been circulated, be taken as read and signed as a correct record;

(2) the minutes of the meeting held on 4 October 2005 be deferred until printed in the next Council Bound Minute Volume.

474. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

475. **Petitions:**

RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).

476. **Deputations:**

RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

477. **Admissions to County Schools:**

See Recommendation 1.

(Note: The meeting having commenced at 5.03 pm, closed at 5.08 pm)

(Signed) COUNCILLOR KEITH TOMS
Chair

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL****15 NOVEMBER 2005**

Chair: Councillor Toms

Councillors: * Choudhury * Janet Cowan (Vice Chair in the Chair)
* Omar (3)

Advisers: Mr D A Jones
(Vacancy)

* Denotes Member present
(3) Denotes category of Reserve Member

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Admissions to County Schools**

On 15 November there were 2 children for whom the admissions staff could make no reasonable offer of a school place. The Education Admissions and Awards Advisory Panel was requested to authorise the admission of these pupils to a school, where no place existed in the relevant year group.

Resolved to RECOMMEND:

That an offer of admission to a school be made as follows:

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H83	10	Bentley Wood
H85	10	Harrow High

[Note: Case H84 was withdrawn from the agenda, as an offer of a place had already been made.]

PART II - MINUTES478. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Member:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Toms	Councillor Omar

479. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

480. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8.(a) Admissions to County Schools	The applications detailed in this report had been received after the main agenda was printed and circulated. Members were asked to consider this report, in order to allocate appropriate places to the applicants.

(2) the item appearing in Part II of the agenda be considered with the Press and Public excluded on the grounds indicated below:

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8. Admissions to County Schools	These items were considered to contain exempt information as defined in Paragraph 4 of Part I of Schedule 12A to the Local Government (Access to Information) Act 1985 in that they contained information relating to any particular applicant for, or recipient of, any service provided by the Authority.
8.(a) Admissions to County Schools	

481. **Minutes:**

RESOLVED: That the minutes of the meetings held on 4 October and 1 November 2005 be deferred until printed in the next Council Bound Minute Volume.

482. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

483. **Petitions:**

RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).

484. **Deputations:**

RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

485. **Admissions to County Schools:**

See Recommendation 1.

(Note: The meeting having commenced at 5.05 pm, closed at 5.08 pm)

(Signed) COUNCILLOR JANET COWAN
Vice Chair (in the Chair)

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL****29 NOVEMBER 2005**

Chair: * Councillor Toms

Councillors: * Choudhury * Janet Cowan

Advisers: Mr D A Jones
(Vacancy)

* Denotes Member present

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Admissions to County Schools**

On 15 November there were 5 children for whom the admissions staff could make no reasonable offer of a school place. The Education Admissions and Awards Advisory Panel was requested to authorise the admission of these pupils to a school, where no place existed in the relevant year group.

The Panel acknowledged a letter that had been received from the Headteacher at Harrow High School.

Resolved to RECOMMEND:

That an offer of admission to a school be made as follows:

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H86	10	Hatch End
H89	10	Rooks Heath
H90	10	Bentley Wood
H91	11	Harrow High
H92	11	Bentley Wood

[Note: Cases H87 and H88 were withdrawn from the agenda, as an offer of a place had already been made].

PART II - MINUTES486. **Attendance by Reserve Members:**

RESOLVED: To note that there were no Reserve Members in attendance at this meeting.

487. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of personal or prejudicial interests made by Members of the Panel arising from the business transacted at this meeting.

488. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8.(a) Admissions to County Schools	The applications detailed in this report had been received after the main agenda was printed and circulated. Members were asked to consider this report, in order to allocate appropriate places to the applicants.

(2) the item appearing in Part II of the agenda be considered with the Press and Public excluded on the grounds indicated below:

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
8. Admissions to County Schools	These items were considered to contain exempt information as defined in Paragraph 4 of Part I of Schedule 12A to the Local Government (Access to Information) Act 1985 in that they contained information relating to any particular applicant for, or recipient of, any service provided by the Authority.
8.(a) Admissions to County Schools	

489. **Minutes:**

RESOLVED: That the minutes of the meetings held on 4 October, 1 November and 15 November 2005 be deferred until printed in the Council Bound Minute Volume.

490. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

491. **Petitions:**

RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).

492. **Deputations:**

RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

493. **Admissions to County Schools:**

See Recommendation 1.

(Note: The meeting having commenced at 5.03 pm, closed at 5.09 pm)

(Signed) COUNCILLOR KEITH TOMS
Chair

PUBLICATIONS ADVISORY PANEL

8 NOVEMBER 2005

Chair: * Councillor Marie-Louise Nolan

Councillors: * Branch * Jean Lammiman
* Harrison * Lent (1)
* Knowles

* Denotes Member present
(1) Denotes category of Reserve Member

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**224. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Members:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Bill Stephenson	Councillor Lent

225. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

226. **Arrangement of Agenda:**

RESOLVED: That all items be considered with the press and public present.

227. **Minutes:**

RESOLVED: That the minutes of the meeting held on 27 September 2005, be deferred until printed in the next Council Bound Minute Volume.

228. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

229. **Petitions:**

RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).

230. **Deputations:**

RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

231. **Harrow People - Update:**

The Panel received a verbal report from the Group Manager, Communications, outlining the financial position of the Harrow People magazine. A financial statement was tabled, which detailed income and expenditure from September 2005. The Group Manager, Communications advised that income was gained through advertisements and from distribution of supplements within the magazine. Printing, distribution and staff costs accounted for the expenditure. Whilst expenditure remained relatively constant, income was heavily dependent on funding from advertisers and supplements, and had fluctuated between September and November 2005. The Panel was informed that there had been interest from several companies wishing to use Harrow People to distribute supplements, and it was noted that a job supplement would be circulated from January 2006, which was expected to generate £3-5,000 additional income per issue. It was emphasised that the financial statement did not show savings from other departments within the Council that no longer had to pay for external advertising.

In the discussion that followed, Members were informed that it was difficult to quantify savings in other departments, as there was no culture of accounting for marketing and communications across the Council. Although expenditure had exceeded income over the period September to November 2005, it was expected that increased circulation of supplements would raise income in 2006. An annual budget was available to supplement production costs. Members requested regular updates on the financial position of the Harrow People magazine.

RESOLVED: That the Panel receive regular updates on the financial position of the Harrow People magazine.

232. **Website Update:**

Members received a verbal report and presentation on the redevelopment of the Council's website. Following consultation with Members and Council staff, three priorities had been identified for the website redevelopment:

- Increased accessibility, particularly for people with disabilities and whose first language was not English;
- Improved links to Council services; and
- Increased internet activity.

The Panel viewed a draft version of the updated website. Members made comments and suggestions about potential improvements, which were noted by officers for consideration when developing the website. In particular, Members discussed provision of a search function that would allow residents to identify their ward and ward councillors, and improvements that could be made to access points for people with disabilities and people whose first language was not English.

Officers suggested that the redesigned website could include links to web pages for individual Councillors. The Chair advised that this issue had been raised before, and that Members of Council had differing opinions on the use of web pages, particularly with regard to release of personal information. It was suggested that a proforma be circulated to Members, requesting basic information for the web pages and allowing Members to select which personal information was made publicly available.

A representative from CAPITA was present to discuss their involvement in the redevelopment of the website. It was reported that a draft proposal for the website would be ready within two to three weeks. Accordingly, the Panel agreed that a Special Meeting be held in December 2005, to enable Members to approve the proposal. A Member of the Panel requested that the consultation on the website be extended to include external agencies within Harrow who may wish to engage with the Council via the website.

RESOLVED: That (1) officers consider the comments of Members when redeveloping the Council's website;

(2) a Special Meeting of the Panel be held on Tuesday 20 December 2005 at 8.00pm to enable the Members to approve the final draft of the Council's website.

233. **Any Other Business:**

Council publications released without the approval of the Communications Unit

Members emphasised that all Council publications should be checked by the Communications Unit before they were released and that a reminder should be circulated to all staff.

Organisational chart

Members received an organisational chart showing the management structure within the Council's directorates, which was to be circulated to all Members of Council. It was suggested that Members should be asked how regularly and in what format they wished to receive updated information.

Communications unit promotional document

Members received a promotional leaflet that would be circulated within the Council to impress upon staff what work the communications unit undertook.

Items for future editions of the Harrow People magazine

A Member of the Panel suggested an item for a future edition of the Harrow People magazine, concerning work conducted by Young People's Services. She provided the Group Manager, Communications, with information for that article.

RESOLVED: That the above be noted.

(Note: The meeting having commenced at 8.00 pm, closed at 9.20 pm)

(Signed) COUNCILLOR MARIE-LOUISE NOLAN
Chair

**STRATEGIC PLANNING ADVISORY PANEL
(SPECIAL)****8 NOVEMBER 2005**

Chair: * Councillor Burchell

Councillors: * Marilyn Ashton * Idaikkadar
* Mrs Bath * Mrs Kinnear
* Blann (1) * Anne WhiteheadNon-voting * Councillor Branch
Co-opted Member:* Denotes Member present
(1) Denotes category of Reserve Member**PART I - RECOMMENDATIONS****RECOMMENDATION 1 - Responses to the Initial Consultation on the Draft Access for All Supplementary Planning Document (SPD) and Its Accompanying Sustainability Appraisal**

The Panel considered a report of the Director of Property Services (Urban Living) which informed the Panel of the comments received following initial consultation on the SPD, and advised on changes to the document that had been necessary as a result of the consultation.

The Panel considered the revised SPD. A number of grammatical and spelling errors were identified and officers were requested to carry out a thorough check of the document to ensure that these were corrected.

In response to a question from a Member regarding implementation of the SPD, particularly in relation to decisions of the Development Control Committee, officers advised that the SPD was still at consultation stage, and would not be implemented as policy until it had been adopted by the Council. The Chair emphasised that, until the SPD formally replaced the Unitary Development Plan (UDP), Members of Development Control Committee should continue to refer to the UDP as the Council's core policy document. Officers added that the SPD did not contain policy changes, but expanded upon the policies contained within the UDP to provide further guidance on practical implementation of policy.

Resolved to RECOMMEND: (to the Portfolio Holder for Planning, Development and Housing)

That (1) the SPD and its accompanying Sustainability Appraisal (SA) be agreed;

(2) the Council undertake formal public consultation on the SPD and SA for a period of six weeks.

[REASON: To ensure that access considerations form an integral part of the development process, and to ensure local services and facilities are accessible to everyone].

RECOMMENDATION 2 - Responses to the Initial Consultation on the Draft Mobility and Wheelchair Housing Supplementary Planning Document (SPD) and Its Accompanying Sustainability Appraisal

The Panel considered a report of the Director of Property Services (Urban Living) which informed the Panel of the comments received following initial consultation on the SPD, and advised on changes to the document that had been necessary as a result of the consultation.

Officers advised Members that the document was still in a "raw" state and offered assurance that the diagrams contained within the SPD would be enlarged, and dimensions included.

The Panel considered the revised SPD and

Resolved to RECOMMEND: (to the Portfolio Holder for Planning, Development and Housing)

That (1) the SPD and its accompanying Sustainability Appraisal (SA) be agreed;

(2) the Council undertake formal public consultation on the SPD and SA for a period of four weeks.

[REASON: To ensure that access considerations form an integral part of the development process, and to ensure new residential development and conversions are accessible to everyone].

RECOMMENDATION 3 - Statement of Community Involvement (SCI): First Formal Consultation Responses

The Panel considered a report of the Director of Property Services (Urban Living) which set out the results of the consultation exercise that had taken place between 23 September and 4 November 2005. The report highlighted the main issues raised by respondents and indicated the proposed changes that would be made to the SCI as a result of the consultation.

Officers tabled an updated version of the consultation responses, which included comments received after the officer's report had been written. In response to a question from the Chair, officers confirmed that the tabled documents contained no significant new comments. A positive and encouraging response had been received from the Government Office for London (GOL), who had suggested that the layout of the SCI could be better presented. Officers advised that some reordering of the document, with no change to content, would address GOL's concerns.

In response to a question from a Member, officer confirmed that the response rate had been approximately 10%, which was considered to be quite good when compared to the usual response rate of 7%. The responses had indicated that the majority of people were happy with the method of consultation.

A Member queried whether comments made by anonymous respondees would be included. The Panel was of the view that anonymous comments should be included, unless they were clearly of a frivolous nature.

The Panel noted that officers intended to make minor changes to the document to correct typographical errors identified.

Resolved to RECOMMEND: (to Cabinet)

That (1) it be agreed that the SCI progress to the Submission stage and six weeks statutory period;

(2) Cabinet authorise the Portfolio Holder for Planning, Development and Housing to clear the final printed SCI, in order to meet agreed the Local Development Scheme (LDS) timetable.

[REASON: Public involvement in the preparation of the SCI is a positive move towards increasing public awareness at the outset of preparing the Local Development Framework (LDF). Maximising engagement will enhance the Council's corporate objective of promoting diversity and inclusion, and reduce public opposition to policy implementation].

PART II - MINUTES

62. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Members:-

Ordinary Member

Reserve Member

Councillor N Shah

Councillor Blann

63. **Declarations of Interest:**

RESOLVED: To note the following declarations of interests made by Members present relating to business to be transacted at this meeting:

- (i) Agenda Item 10 – Statement of Community Involvement (SCI): First Formal Consultation Responses
Councillor Burchell declared a personal interest in that he was the Council's Representative on the Harrow Town Centre Forum, which had been consulted on this matter. Accordingly, he remained in the room and took part in the discussion and decision-making on this item.
- (ii) Agenda Item 10 – Statement of Community Involvement (SCI): First Formal Consultation Responses
Councillor Burchell declared that Labour Members of the Panel had a personal interest as the Greenhill and Marlborough Branch Labour Party had been consulted on this matter. Accordingly, Labour Members of the Panel remained in the room and took part in the discussion and decision-making on this item.
- (iii) Agenda Item 10 – Statement of Community Involvement (SCI): First Formal Consultation Responses
Councillor Blann declared a personal interest in that he was a member of the Civil Service Retirement Fellowship, which had been consulted on this matter. Accordingly, he remained in the room and took part in the discussion and decision-making on this item.

64. **Arrangement of Agenda:**

RESOLVED: That all items be considered with the press and public present.

65. **Minutes:**

RESOLVED: That the Chair be given authority to sign the minutes of the meetings held on 13 September 2005 and 29 September 2005, those minutes having been circulated, as correct records of those meeting, once printed in the Council Bound Volume.

66. **Public Questions, Petitions and Deputations:**

RESOLVED: To note that no public questions were put, or petitions or deputations received at this meeting under the provisions of Committee Procedure Rules 18, 15 and 16 (Part 4B of the Constitution) respectively.

67. **Responses to the Initial Consultation on the Draft Access for All Supplementary Planning Document (SPD) and Its Accompanying Sustainability Appraisal:**
See Recommendation 1.

68. **Responses to the Initial Consultation on the Draft Mobility and Wheelchair Housing Supplementary Planning Document (SPD) and Its Accompanying Sustainability Appraisal:**
See Recommendation 2.

69. **Statement of Community Involvement (SCI): First Formal Consultation Responses:**
See Recommendation 3.

(Note: The meeting having commenced at 7.30 pm, closed at 8.10 pm)

(Signed) COUNCILLOR KEITH BURCHELL
Chair

**WEALDSTONE REGENERATION ADVISORY
PANEL****15 NOVEMBER 2005**

Chair:	* Councillor Marie-Louise Nolan	
Councillors:	* Marilyn Ashton * Harrison * Harriss	* Lavingia * John Nickolay (2)
Co-opted Member:	Councillor Paddy Lyne	
Advisers:	Mr S Addy	– Harrow Association of Disabled People
	* Mr T Arens	– Heriot Catering
	* Mr E Diamond	– North West London Chamber of Commerce
	* Mrs S Hall	– Wealdstone Traders' Association
	Mrs B Harvey	– Wealdstone Active Community
	* Sergeant A Jackson	– Metropolitan Police
	* Mr M Rughani	– Wealdstone Traders' Association
	* Mrs J Skidmore	– Wealdstone Active Community
	* Sergeant C Walker	– Metropolitan Police
	† Mr A Wood	– Harrow Public Transport Users' Association

* Denotes Member present
 (2) Denotes category of Reserve Member
 † Denotes apologies received

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Key Worker Housing in Wealdstone**

Officers presented an update report on Key Worker Housing in Wealdstone and advised the Panel that, in response to the request at the last meeting, information on the incomes of key workers who applied for housing had been included in the report.

An Advisor expressed the view that, based on the information provided, it appeared that key workers to whom the properties were aimed would not be able to afford to buy a house in the Borough. Officers responded that, if the Council were to reduce the income required by applicants to buy a property, greater subsidy would be needed to compensate for the shortfall. An alternative option to buying would be for key workers to consider rented accommodation.

The Panel noted that this issue had arisen at previous meetings, and reiterated the importance of attracting key workers to Harrow.

Resolved to RECOMMEND (to the Portfolio Holder for Planning, Development and Housing):

That, in view of the concerns expressed by the Panel regarding the affordability of Key Worker Housing, officers be requested to investigate the issue, in particular, whether it would be possible to reduce the income required by applicants to buy a property.

PART II - MINUTES260. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Member:-

Ordinary MemberReserve Member

Councillor Vina Mithani

Councillor John Nickolay

261. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.

262. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda items be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
10. Byron Park Recreation Ground	The report had not been available at the time the agenda was printed and circulated. Members were asked to consider the item, as a matter of urgency.
11. Neighbourhood Renewal	The report had required consideration by Cabinet at its meeting on 10 November 2005 before being presented to the Panel.

(2) all items be considered with the press and public present.

263. **Minutes:**

RESOLVED: That the minutes of the meeting held on 20 September 2005, having been circulated, be taken as read and signed as a correct record.

264. **Public Questions, Petitions and Deputations:**

RESOLVED: To note that no public questions were put, or petitions or deputations received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rules 15, 13 and 14 (Part 4E of the Constitution) respectively.

265. **Wealdstone Vitality Study:**

The Panel received a presentation from Bone Wells Associates, the consultants appointed to undertake a vitality analysis of Wealdstone Town Centre. The presentation provided a brief recap of the phases of work that had been undertaken and proposals for developing the town centre, including options for new traffic layouts. The consultants emphasised that further evaluation work would be carried out and that the proposals contained within the presentation were not final or fixed.

Following the presentation, Members of, and Advisors to, the Panel asked questions of the consultants, which included the following issues:

- In response to a question from a Member, consultants advised that research had indicated that pedestrianisation increased turnover. However, it was noted that the pedestrianised area of Wealdstone was small and so might not be comparable with examples such as Norwich and York.
- An Advisor expressed her disappointment with the proposals suggested by the consultants as she had hoped that they would put forward more innovative solutions for the town centre. In response, the consultants highlighted that they were the first to suggest that Wealdstone create a sub-regional banqueting facility.
- An Advisor expressed concern that not many trades people appeared to have been consulted during the vitality study. The consultants responded that it had been their view that sufficient consultation had been undertaken and advised that there would be budget implications if further consultation with trades people was required.

Following questions, the Panel split into three groups, each facilitated by one of the representatives from Bone Wells Associates and another from Urban Living. The groups were asked to discuss the consultants' proposals for Wealdstone and make further suggestions for improving the town centre.

RESOLVED: That (1) officers collate the ideas arising from the three group sessions and circulate the suggestions to Members of, and Advisors to, the Panel;

(2) Bone Wells Associates' final report be considered at the next meeting of the Panel.

266. **Byron Park Recreation Ground:**

The Director of Strategic Planning introduced a report which informed the Panel of the outcomes of the public consultation regarding proposals to regenerate Byron Park. He

highlighted the fact that, in the feedback received, some consultees had expressed concerns that the consultation had not been widely advertised. In view of this, it was proposed that a newsletter be prepared and distributed widely to the community giving details of the responses received and setting out the process by which the project would be taken forward. The Chair suggested that an article in Harrow People would also help to publicise the consultation.

An Advisor expressed concern at the lack of detail provided regarding the proposed housing for the site. He stated that it was also his understanding that some of the land was consecrated ground, and asked whether investigations had been carried out to identify whether there were any covenants that would prohibit development. The Director of Strategic Planning responded that these issues would be addressed by officers.

A Member emphasised that, in his view, any development of the recreation ground should not prevent people from participating in spontaneous activity such as football or kite flying.

The Chair reported that on 8 November 2005 representatives from the Harrow and Wealdstone Swimming Club had met with the relevant Portfolio Holders to discuss the proposals for a swimming pool on the site. The meeting had received a presentation on the proposals and had discussed possible constraints including planning issues such as the close proximity of residential housing and the leisure centre. As a result of the meeting, the Swimming Club was considering the potential of other locations as well as this site.

RESOLVED: To note (1) the above;

(2) the Panel's support of the officers' proposal to distribute a newsletter.

267. **Neighbourhood Renewal - Wealdstone Pilot:**

The Director of Strategic Planning introduced a joint report of the Director of Strategic Planning and the Acting Executive Director (Urban Living) which had been considered by Cabinet at its meeting on 10 November 2005.

The Director of Strategic Planning advised that the recommendations for an outline transitional plan to help establish a Neighbourhood Renewal Pilot project in Wealdstone had been unanimously approved by Cabinet. The Director of Strategic Planning drew the Panel's attention to the timetable on page 10 of the supplemental agenda. In particular, the Panel was asked to note that the Wealdstone Regeneration Advisory Panel would eventually be subsumed into the Wealdstone Neighbourhood Renewal Forum. The membership of the Forum would include a wider participation than the current Panel, with a particular emphasis on representation from the community. Organisations currently represented on the Panel would be offered places on the Forum.

RESOLVED: That the position be noted.

268. **Update on Key Worker Housing in Wealdstone:**

See Recommendation 1.

269. **Wealdstone Active Community:**

A representative of Wealdstone Active Community (WAC) updated the Panel on recent activities as follows:

- A 'Living History' event had taken place on 8 October 2005 and had been successful and a further event was being planned for January 2006.
- WAC was planning to deliver welcome leaflets to new occupiers of the Key Worker Housing.
- 'Children in Need' collection boxes had been placed in retail and other outlets in Wealdstone.

RESOLVED: That the above be noted.

270. **Update on Policing in Wealdstone:**

A representative of the Metropolitan Police updated the Panel on recent activities as follows:

- Around the Halloween/Guy Fawkes Night period, test purchases for fireworks using underage people had produced a negative result.
- Criminal damage caused by graffiti in the High Street was being investigated.
- A surgery held by Police in November 2005 had been well-attended and feedback had indicated that the Dispersal Order operated in the area during the summer had been popular with the public. As a result of this, there were plans to try to repeat the scheme in the future.

RESOLVED: That the above be noted.

271. **Any Other Business:**

Ellen Webb Drive/Headstone Drive/Cecil Way

Officers provided an update on events that had taken place since the Panel's meeting on 20 September 2005.

The Panel's reference to the Traffic and Road Safety Advisory Panel (TARSAP) proposing that a safety audit be carried out to ascertain the feasibility of removing the right turn restriction had been considered by TARSAP at its meeting on 21 September 2005. TARSAP had agreed to the Panel's request, and the Council's term consultant for traffic management work had been commissioned to carry out the audit. Site observations had been carried out in the week commencing 7 November 2005, and the report was expected by 18 November 2005. It was expected that the report would recommend that the restriction be removed on an experimental basis and that surveys be carried out to monitor driver behaviour and any potential conflicts. This would assist in determining whether it was safe to implement the change permanently.

272. **Date of Next Meeting:**

RESOLVED: That the next meeting be held in January 2006, on a date to be agreed.

(Note: The meeting having commenced at 6.30 pm, closed at 9.15 pm)

(Signed) COUNCILLOR MARIE-LOUISE NOLAN
Chair

BEST VALUE ADVISORY PANEL**24 NOVEMBER 2005**

Chair: * Councillor Idaikkadar

Councillors: * D Ashton
* Bluston
* BurchellVina Mithani
* Omar (1)
* Pinkus

* Denotes Member present

(1) Denotes category of Reserve Member

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Role of the Best Value Advisory Panel**

The Panel received a report of the Director of People, Performance and Policy, which outlined the relationship between the Best Value Advisory Panel and the Overview and Scrutiny Committee and Sub-Committees. The report also called on Members to make a decision regarding the future of the Panel. The three options proposed by the report were:

- a) to take on responsibility for monitoring the Council's response to the Gershon efficiency agenda;
- b) to continue with a much reduced programme of work based upon upcoming inspections or reviews which were not being led by a Scrutiny Committee/Sub-Committee;
- c) to end the Panel.

It was noted by Members that the Best Value Advisory Panel predated the Overview and Scrutiny Committee, and that many of the areas that had previously been dealt with by the Panel were now covered by the Overview and Scrutiny Committee and its various Sub-Committees. There was agreement among Members that, provided Overview and Scrutiny took on responsibility for all the monitoring work that had previously been performed by the Best Value Advisory Panel, there was no longer a need for the Panel.

Resolved to RECOMMEND: (to Cabinet)

That the Best Value Advisory Panel be formally dissolved, with immediate effect.

PART II - MINUTES169. **Attendance by Reserve Members:****RESOLVED:** To note that the Chair was notified at the start of the meeting that the following duly appointed Reserve Members would be attending the meeting:-Ordinary MemberCouncillor Currie
Councillor Vina MithaniReserve MemberCouncillor Omar
Councillor Osborn (absent)

[Note: Subsequently, Councillor Osborn did not attend the meeting.]

170. **Declarations of Interest:****RESOLVED:** To note that there were no declarations of interests made by Members in relation to the business transacted at this meeting.171. **Arrangement of Agenda:****RESOLVED:** That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda items be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda item</u>	<u>Special Circumstances/Grounds for Urgency</u>
10. Best Value Review of Harrow's Economy – Progress Report	This report had not been available at the time the agenda was printed due to the high volume of work in Business Development.
11. Best Value Review Procurement	This report had not been available at the time the agenda was printed and circulated due to delays in obtaining Legal and Financial Clearance.

(2) all items be considered with the press and public present, with the exception of the following item, which would be considered with the press and public excluded for the reason indicated:

<u>Agenda Item</u>	<u>Reason</u>
11. Best Value Review Procurement	Part 2 - Exempt by virtue of paragraphs 7 and 9 of part 1 of schedule 12A of the Local Government Act 1972 (as amended) on the grounds that it contained information relating to the financial or business affairs of any particular person (other than the Authority) and any terms proposed or to be proposed by or to the Authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods and services.

172. **Minutes:**

RESOLVED: That, having been circulated, the minutes of the meeting held on 12 July 2005, be taken as read and signed as a correct record.

173. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of the Advisory Panel and Consultative Panel Procedure Rule 15 (Part 4E of the Constitution).

174. **Petitions:**

RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Procedure Rule 13 (Part 4E of the Constitution).

175. **Deputations:**

RESOLVED: To note that no deputations were received at this meeting under the provisions of the Advisory Panel and Consultative Procedure Rule 14 (Part 4E of the Constitution).

176. **Role of the Best Value Advisory Panel:**

See Recommendation 1.

177. **Best Value Review of Harrow's Economy - Progress Report:**

The Panel received a report of the Director of Financial and Business Strategy, which outlined the work still to be undertaken to complete the Best Value Review of Harrow's Economy.

RESOLVED: That (1) the update on the scoping document for the Best Value Review of Harrow's Economy be noted; and

(2) the report be referred to the Environment and Economy Scrutiny Sub-Committee.

178. **Best Value Review Procurement:**

The Panel received a report of the Director of Financial and Business Strategy which provided information on procurement activity.

RESOLVED: That (1) the report be noted; and

(2) the report be referred to the Overview and Scrutiny Committee.

(Note: The meeting having commenced at 7.30 pm, closed at 7.35 pm)

(Signed) COUNCILLOR THAYA IDAIKKADAR
Chair

TRAFFIC AND ROAD SAFETY ADVISORY PANEL

30 NOVEMBER 2005

Chair: * Councillor Miles

Councillors: * Arnold * John Nickolay
 * Branch * Anjana Patel (2)
 * Burchell * Ray (1)
 * Choudhury * Anne Whitehead
 * Kara

Advisers: Mrs R Carratt Mr J Gloor
 † Mr E Diamond * Mr A Wood

* Denotes Member present

(1) and (2) Denote categories of Reserve Members

† Denotes apologies received

[Note: Councillors Blann, Mrs Joyce Nickolay, Silver, Bill Stephenson and Dighé also attended this meeting to speak on the items indicated at Minutes 139, 145, 144, 140, 142 and 145 below, respectively].

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Proposed 20 MPH Zone - Kings Road Area, Rayners Lane**

Your Panel received a report of the Interim Head of Public Realm Infrastructure (Urban Living) which outlined proposals for the implementation of a 20 mph zone in Kings Road and the surrounding area through the use of speed cushions. Residents had been consulted on options for the road humps, and officers presented the results of the consultation. The consultation had demonstrated that whilst generally residents were in favour of humps in their own roads, they were not in favour of humps in nearby roads.

In the discussion that followed, a Member asked for details of the consultation with stakeholders, including the emergency services, London Buses and Harrow Public Transport Users Association (HPTUA). It was established that confusion had arisen because of the use in the report of the generic term 'road humps' to describe the speed cushions that were to be introduced. Whilst stakeholders were opposed to road humps, as they caused delays and discomfort for users, speed cushions were a more acceptable compromise. It was suggested some of the consultation documents may not have reached the appropriate people, and officers agreed to investigate this.

A Member described the distribution of accidents in Kings Road and the neighbouring area. It was suggested that as the majority of accidents in this area occurred at junctions, traffic calming measures should focus on the junctions. Officers reported that junction tables had been considered, but dismissed in favour of road humps.

A Member of the Panel tabled information containing statistics which suggested that the overall support for road humps had fallen from 88% ten years ago to just over 50% now. Further to this, he proposed a motion to defer decision on the item until officers obtained more conclusive information from the emergency services regarding the effect of road humps on their ability to reach incidents in good time, as well as seeking further views from bus operators and other interested parties. Furthermore, the motion requested that officers provide more specific accident data relating to individual roads in the area, so that a decision could be taken in the light of all circumstances.

Members of the Panel emphasised that traffic controlling schemes caused a reduction in the number of casualties on the roads. Upon being put to the vote, the motion was rejected and the officer recommendation was carried.

Resolved to RECOMMEND: (To the Portfolio Holder for Environment and Transport)

That, subject to the consideration of any formal objections to the advertised statutory notices, officers be instructed to take all steps necessary to introduce a 20 mph zone in the Kings Road area of Rayners Lane, as shown on the plan at Appendix A to the report.

[REASON: To seek approval to introduce the scheme in the current financial year.]

[Note: Councillors John Nickolay, Arnold, Kara and Anjana Patel asked to be recorded as having abstained from voting on the adopted recommendation, and as having voted for the motion that was lost.]

RECOMMENDATION 2 - Kenton Park Road Experimental Road Closure Review

Your Panel received a report of the Interim Head of Public Realm Infrastructure (Urban Living) which detailed the review of the experimental road closure in Kenton Park Road at its junction with Kenton Lane. Officers further advised of the results of an investigation to assess the feasibility of widening Kenton Road to provide a dedicated right turning lane into Kenton Lane.

Your Panel received a deputation on behalf of residents in Kenton Park Road, in favour of the officer recommendation to make the road closure permanent. The meeting was informed that the road closure had improved road safety and reduced traffic congestion. The depute acknowledged the objections of residents in neighbouring roads who claimed to have experienced increased congestion, although agreed that removing the barrier at Kenton Park Road would not improve their situation. In response to a question from a Member, the depute confirmed that he was in favour of re-introducing a dedicated right-turn lane at the Kenton Road/Kenton Lane junction.

A Member of the Panel made reference to a petition signed by 825 residents in the immediate area and roads further afield of Kenton Park Road, complaining about the increase in through traffic. Officers advised the Panel that reinstating the right turn and introducing traffic calming measures in roads further afield would help alleviate the problem, but emphasised that further road closures would make large areas of Kenton inaccessible. A Member of the Panel emphasised the need to make main roads more attractive to drivers.

Resolved to RECOMMEND: (To the Portfolio Holder for Environment and Transport)

That (1) officers be authorised to take all necessary steps to make the experimental road closure of Kenton Park Road at its junction with Kenton Lane and the associated double yellow line waiting restrictions permanent, pending the outcome of the proposed road widening scheme; and that a further review of the road closure be carried out after the implementation of the road widening scheme and the reinstatement of the right turn from Kenton Road into Kenton Lane;

(2) subject to funding, officers be authorised to investigate and consult the frontages on traffic calming in Kingshill Avenue (north of Alicia Avenue), Alicia Avenue, Elmsleigh Avenue, Alicia Gardens, Brampton Grove and Prestwood Avenue, including the review of the existing St Leonards Avenue traffic calming scheme, and advertise the scheme by publishing the statutory notice subject to the results of the proposed consultation;

(3) the Kenton Road widening scheme and the reinstatement of the right turn into Kenton Lane be progressed to implementation, subject to TfL approval, consultation and funding - including securing Brent Council's share of the cost;

(4) officers be authorised to take all necessary steps to introduce yellow line waiting restrictions in accordance with the details shown at Appendix N to the report;

(5) the objections to the road closure becoming permanent be set aside for the reasons given in the report, and that the head petitioners and objectors be informed accordingly.

[REASON: To seek approval to make the road closure and associated double yellow line waiting restrictions permanent. Additionally, to obtain approval to proceed with the measures proposed to alleviate the impact of the scheme including the road widening option subject to funding.]

RECOMMENDATION 3 - Policy Related to the use of 'Ghost Capes' at Junctions

Your Panel received a report of the Interim Head of Public Realm Infrastructure (Urban Living) which proposed an amendment to the Council's current policy on 'ghost capes' that would make it easier for officers to implement them at junctions. Officers informed the meeting that 'ghost capes' could alleviate dangerous and/or obstructive parking at junctions at relatively little cost and reasonably quickly.

Members briefly discussed further options for enforcing restrictions on parking at junctions.

Resolved to RECOMMEND: (To the Portfolio Holder for Environment and Transport)

That 'ghost capes' be provided at junctions where regular parking in their proximity significantly interferes with driver visibility and safety and/or regularly causes access difficulties for refuse collection or emergency services vehicles.

[**REASON:** To review the current policy on the provision of 'ghost capes'.]

RECOMMENDATION 4 - Hatch End Waiting and Loading Restrictions - Objections

Your Panel received a report of the Interim Head of Public Realm Infrastructure (Urban Living) which presented the results of a consultation exercise on proposed parking and loading restrictions in Hatch End.

Resolved to RECOMMEND: (To the Portfolio Holder for Environment and Transport)

That (1) the objections to the traffic orders be set aside for the reasons given in the report;

(2) the advertised waiting and loading restrictions on the east side of Grimsdyke Road except for the first 10 metres be dropped in favour of road widening and implementation of the advertised waiting and loading restrictions on the west side as shown at Appendix F;

(3) officers be authorised to implement the yellow line waiting and loading restrictions and a speed table in the service road as shown at Appendices F and G under the Road Traffic Regulation Act 1984 and The Highways (Road Humps) Regulations 1996;

(4) the statement of reasons be 'to control parking and to improve traffic flow and safety'; and

(5) officers be authorised to inform the objectors and head petitioners accordingly.

[**REASON:** To set aside the objections and gain approval to implement the proposed waiting and loading restrictions associated with the Local Public Service Agreement (LPSA) road safety scheme. The yellow line waiting and loading restrictions would reduce congestion in Uxbridge Road and complement the proposed road safety scheme.]

PART II - MINUTES

134. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Members:-

Ordinary Member

Councillor Ismail
Councillor Harriss

Reserve Member

Councillor Ray
Councillor Anjana Patel

135. **Declarations of Interest:**

RESOLVED: To note that there were no declarations of personal or prejudicial interests made by Members of the Panel arising from the business transacted at this meeting.

136. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

Agenda item

Proposed withdrawal of the 350 bus service

Special Circumstances/Grounds for Urgency

The consultation period on the proposed withdrawal of the bus service was due to end before the next meeting of the Panel. Members were asked to consider the item, as a matter of urgency.

Accident Statistics

It was requested that this item be moved from the Information Circular to the main agenda. A Member felt that more detailed information was required in the statistics; to enable Members to make more informed decisions on traffic and road safety issues.

(2) all items be considered with the press and public present.

137. **Minutes:**

RESOLVED: That the minutes of the meeting held on 21 September 2005, having been circulated, be taken as read and signed as a correct record.

138. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

139. **Petitions:**

RESOLVED: To note the receipt of the following petition, which was referred to the Bus and Rail Liaison Meeting in January 2006 for consideration:

- Petition seeking the provision of a bus service in the outlying areas of Wealdstone ward

Presented by Councillor Blann and signed by 152 people.

140. **Petition Requesting Improved Pedestrian Facilities on the Crossing at the Pinner Road/George V Avenue Intersection:**

The Panel received a petition submitted by Councillor Silver and signed by 520 residents and parents requesting an improved pedestrian crossing facility at the intersection of Pinner Road and George V Avenue junction.

The meeting received a deputation in support of the petition. It was advised that the petition had the support of a local MP and four schools within the vicinity of the crossing. Although it was emphasised that the crossing posed a danger to both children and adults, the danger was particularly significant for children attending Nower Hill High School, whose entrance was on George V Avenue.

A poster suggesting options for the crossing was circulated to Members and attendees. The depute suggested that although people readily acknowledged that the crossing was dangerous, no solution had ever been presented. Officers were asked to provide clear timescales and options for the crossing.

Officers informed the meeting that any scheme to improve the pedestrian facilities at the junction had to be approved by Transport for London (TfL), as the road formed part of the Strategic Road Network. TfL had rejected an initial scheme providing pedestrian facilities on all approaches to the junction because of the expected congestion that would be created. The meeting was informed that proposed schemes also had to comply with the Traffic Management Act 2004, which required local authorities to consider easing congestion when implementing schemes. It was acknowledged that a scheme was required which balanced the needs of pedestrians with the requirements to reduce congestion. Officers would be submitting revised proposals to TfL in January 2006, which addressed some of TfL's concerns, but still included all round pedestrian facilities. If not agreed, further options for consideration would be either crossing facilities on the most difficult approaches or pedestrian facilities further away from the junction and closer to the entrance to the school. It was anticipated that TfL would take at least 30 days to respond to the proposal, and that a further report would be provided to the February 2006 meeting of the Panel.

In the discussion that followed, the meeting was informed that the route had not been included in the Safer Routes to Schools scheme at this time, and that the proposed junction improvement scheme was being considered instead to address the high number of vehicle to vehicle injury accidents. Members supported various suggestions for the junction, including moving the speed cameras on the road nearer to Nower Hill High School, enforcing restrictions on parking on the approaches and providing signs indicating the school to approaching drivers. It was agreed that officers should consult with parents and residents on their proposals for TfL.

RESOLVED: That (1) officers report back to the Panel meeting on 28 February 2006 with proposals for the junction approved by TfL;

(2) officers consult with parents and residents on the formulation of the proposals;

(3) officers investigate immediate provisions to improve safety at the junction, including moving the speed cameras and providing signs indicating the school to approaching drivers.

141. **Deputations:**

See Recommendation 2 and Minute 140.

142. **Petition from the Residents of Parkside Way, North Harrow, Requesting the Council to Resurface the Road, Introduce Speed Cameras and Provide a Pedestrian Crossing:**

The Panel received a petition from residents of Parkside Way, North Harrow which had been referred from the Council meeting on 20 October 2005.

Officers agreed to investigate illegal parking problems on grass verges in Parkside Way and the use of central refuges at crossings, including the existing crossing near Pinner View, in addition to the on-going surveys to determine remedial measures to be taken.

RESOLVED: To note the report and the ongoing surveys to identify remedial measures that would allay the concerns of the petitioners.

143. **Petition Requesting the Council to Introduce a CPZ System in Alfriston Avenue, North Harrow:**

The Panel received a petition which had been referred from the Council meeting on 20 October 2005.

In response to a query from a Member, officers confirmed that the extension of the existing Rayners Lane CPZ would take at least a year to implement, and that acute problems with disabled parking spaces would be addressed more rapidly.

RESOLVED: That the above be noted.

144. **Proposed 20 MPH Zone - Kings Road Area, Rayners Lane:**

See Recommendation 1.

145. **Kenton Park Road Experimental Road Closure Review:**

See Recommendation 2.

146. **Policy Related to the use of 'Ghost Capes' at Junctions:**

See Recommendation 3.

147. **Hatch End Waiting and Loading Restrictions - Objections:**

See Recommendation 4.

148. **Any Other Business:**

(i) Proposed Withdrawal of the 350 Bus Service

An adviser to the Panel informed the meeting that it was proposed to withdraw the 350 bus service from 26 March 2006, as London Buses would not provide the additional funding required to keep the service. The Panel was advised that there was a lot of public support to keep the service, and the adviser encouraged representations to London Buses from both individuals and organisations.

RESOLVED: That the Panel's support for the retention of the 350 bus service be noted.

(ii) Accident Statistics

Officers agreed to provide details of road accidents, including the cause of the accident, within the appendices of any safety scheme presented to the Panel.

RESOLVED: That the above be noted.

149. **Extension and Termination of the Meeting:**
In accordance with the provisions of Committee Procedure Rule 14.2 (Part 4B of the Constitution) it was

RESOLVED: (1) At 10.00 pm to continue until 10.15 pm;

(2) at 10.15pm to continue until 10.30 pm.

(Note: The meeting having commenced at 7.30 pm, closed at 10.25 pm)

(Signed) COUNCILLOR JERRY MILES
Chair

CONSULTATIVE
FORUMS

EMPLOYEES' CONSULTATIVE FORUM

2 NOVEMBER 2005

- Chair: * Councillor Marie-Louise Nolan
- Councillors: * Mrs Bath * Gate (1)
 * Billson (1) * N Shah
 * Janet Cowan * Toms
- Representatives of HTCC: (Currently no appointees)
- Representatives of UNISON: * Ms M Cawley † Mr K McDonald
 * Ms S Duffell † Mr M Nolan
 * Ms A Jackson † Mr S Sivashankar
 † Mr G Martin

* Denotes Member present/Employee Representative present
 (1) Denotes category of Reserve Member
 † Denotes apologies received

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

173. **Apologies for Absence:**

RESOLVED: To note the apologies received from Mr Shankar Sivashankar and Mr Martin Nolan.

174. **Attendance by Reserve Members:**

RESOLVED: To note the attendance at this meeting of the following duly appointed Reserve Members:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Currie	Councillor Gate
Councillor Mrs Joyce Nickolay	Councillor Billson

175. **Declarations of Interest:**

RESOLVED: To note that the following interest was declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
11. Middle Management Review	Councillor Gate	The member declared a personal interest in that he was chairing a review of the Middle Management Review. He would remain in the room whilst the matter was considered and voted upon.

176. **Arrangement of Agenda:**

RESOLVED: That (1) agenda item 10 be considered immediately after item 7;

(2) in accordance with the Local Government (Access to Information) Act 1985, the following agenda items be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

<u>Agenda Item</u>	<u>Special Circumstances</u>
10. Progress on the Implementation of the Action Plan at Millman's Resource Centre	This item was included on the agenda at the request of the Chair, following the circulation of the main agenda.
13. Stress Strategy Group	This item was included on the agenda at the request of the Chair, following the circulation of the main agenda.

Matters Arising from Previous Meetings

This report was being consulted on at the time of the despatch of the agenda and, due to staff absence, was not received in its final form to be included on the original agenda. Members were asked to consider the report, to update the Forum on issues arising from the previous meetings.

(3) that all items be considered with the press and public present.

177. **Minutes:**

RESOLVED: That the minutes of the meetings held on 5 July 2005 and 21 July 2005, having been circulated, be taken as read and signed as a correct record

178. **Tabled Reports:**

The Chair expressed a concern that reports for items 11 – Middle Management Review, 12 – Concerns Over Pace of Change, 14 – Use of Consultants and 15 – Budget Cuts had not been received prior to the meeting. She explained that she had had discussions with UNISON officers following a previous meeting of the Forum where they had agreed that documents would be circulated to Forum Members prior to meetings. The Chair stated that none of the items above could be considered as urgent.

A UNISON representative explained that UNISON officers were not full time officials and did not have sufficient time to prepare reports. The UNISON representative requested that the items be discussed.

Other Councillors on the Forum agreed unanimously with the Chair's ruling, especially as this issue had been discussed at previous Forum meetings.

RESOLVED: That the tabled reports would not be considered at this meeting.

[Notes: (1) Following the above resolution, one of the representatives of UNISON left the meeting;

(2) following the departure of the UNISON representative, it was noted that the Employees' Consultative Forum was inquorate, as three members from the Employees' side were required to be present to make the meeting quorate;

(3) It was noted that, as the Forum was inquorate, it would not be able to take any decisions but that it could make recommendations to the next (quorate) meeting of the Forum;

(4) in view of the above, the remaining Members of the Forum present at the meeting discussed, informally, the issue of late reports].

(Note: The meeting having commenced at 7.45 pm, closed at 8.13 pm)

(Signed) COUNCILLOR MARIE-LOUISE NOLAN
Chair

