

2007 – 2008
March 2008 Volume 10



**CABINET
AND
COUNCIL
MINUTES**

COUNCIL
AND
COUNCIL
COMMITTEES

LICENSING
AND GENERAL
PURPOSES
COMMITTEE

REPORT OF LICENSING AND GENERAL PURPOSES COMMITTEE

MEETING HELD ON 3 MARCH 2008

Chairman: * Councillor Mrs Lurline Champagnie

Councillors:	* Robert Benson	* Ashok Kulkarni
	* Don Billson	* Mrs Vina Mithani
	* Mrinal Choudhury	* John Nickolay
	* G Chowdhury	* Phillip O'Dell
	† Mano Dharmarajah	* Raj Ray
	* Thaya Idaikkadar	* Tom Weiss
	* Nizam Ismail	* Jeremy Zeid

* Denotes Member present

† Denotes apologies received

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

RESOLVED: To note that no Reserve Members were included in the Committee's membership.

65. Declarations of Interest:

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

66. Arrangement of Agenda:

RESOLVED: That (1) Agenda Item 9 – Publication of Governance Compliance Statement – be taken immediately after Agenda Item 7 – Deputations;

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

67. Minutes:

RESOLVED: That the minutes of the meeting held on 27 September 2007 be taken as read and signed as a correct record.

68. 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 19, 16 and 17 (Part 4B of the Constitution) respectively.

69. Outline report on The Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2007, and to extend the existing zone to the whole of the borough – pre-consultation:

The Chairman reported that a press statement issued prior to the meeting and which had pre-judged the decision of the Committee, was inaccurate. The Committee agreed not to take the press statement into account when determining this item.

An officer explained the reasons why approval to the consultation with the public and relevant persons regarding a borough-wide alcohol exclusion zone was being sought. He stated that:

- the Council had implemented an existing alcohol exclusion zone, which covered the Town Centre, South Harrow and parts of Wealdstone;
- implementing an alcohol exclusion zone order gave the Police additional powers to deal appropriately with persons who were consuming alcohol and causing a nuisance. The request for a borough-wide alcohol exclusion zone had come from the Police;

- officers had recommended to the Council that a borough-wide alcohol exclusion zone be implemented when the existing order was agreed. However, legislation had prevented the Council from establishing this. The Government had now issued guidance on this aspect;
- neighbouring boroughs such as Brent and Hillingdon had enforced a borough-wide alcohol exclusion zone and as a result people from outside the borough were filtering into Harrow.

The officer explained that if the Committee did agree to the commencement of the consultation process, a letter would be sent to every premise with an alcohol licence. Letters would also be sent to residents and advertisements placed in newspapers.

The officer reported that the consultation period would last approximately 12 weeks and a report would be presented to the Committee detailing the results of the consultation and asking them to recommend that Council approve the alcohol exclusion zone. Subject to approval by the Council, the zone would be established before the summer period began.

During the discussion on this item, Members raised a number of issues where the officer responded as follows:

- the recommendation submitted to the Committee was perhaps not as clear as intended. The amendment suggested by a Member of the Committee would accurately state the recommendation proposed;
- that the concerns over the feasibility and enforceability of the scheme and requirement for evidence of alleged problems with the existing system would be noted;
- the £15,000 allocated to the alcohol exclusion zone would not cover costs relating to consultation and officer time. The cost quoted was primarily related to signage. Two types of signs were required and public notices in newspapers also be included in the price. It was expected that consultation costs would be absorbed within the current budget;
- once an order was made, the Council were duty bound to inform the Home Office. The Home Office maintained a record of all alcohol exclusion zones in the country;
- it was not anticipated that someone enjoying a glass of wine in the park would be in breach of the order. The key factor that the Police would consider was whether a nuisance was being caused as a result of or partly due to alcohol;
- that the comments relating to suggested ways to advertise notices such as sharing space with other applications and using Harrow People would be noted;
- the Council had an existing alcohol exclusion zone in the borough. The Council had not received any complaints from members of the public. The current zone appeared to have been effective;
- the request for an alcohol exclusion zone had come from the Police. It was also one of the Council's agreed flagship actions;
- if the borough-wide exclusion zone was approved then the existing zone would be revoked and all existing signs would be amended;
- it was understood that the Regulations stated that the exclusion zone would relate solely to alcohol. The feedback received by the Council indicated that residents were happy with the exclusion zone and that many had requested a borough-wide zone when the existing order was first introduced;
- the Safer Neighbourhood Teams were keen on the borough-wide alcohol exclusion zone. Additionally the Chief Officers of Police had provided guidance to their colleagues on how to implement the order;
- there had not been any arrests within the current order but drinks had been confiscated and disposed of.

A Member of the Committee proposed that officers should seek to increase publicity and consultation funding by £10,000 from the Government. The proposal was seconded and agreed by the Committee.

RESOLVED: That (1) in accordance with the Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2007 the proposed consultation to extend the Alcohol Exclusion Zone to cover the whole of the Borough be approved;

(2) officers seek to increase publicity and consultation funding by £10,000 from the Government.

70. **Publication of Governance Compliance Statement which informed the Committee of the statutory requirement placed on local authorities to publish a Governance Compliance Statement:**

An officer introduced the report and explained that the Council had prepared the Governance Compliance Statement in a short period of time because recently enacted statutory provisions had required authorities to produce a statement by 1 March 2008. The Department for Communities and Local Government (CLG) had subsequently extended the deadline for the production of the statement to 1 June 2008. In addition to this, the Council were awaiting a final version of guidance to be provided by the CLG. Draft guidance had been produced last November. A further report would be presented to the Committee later in the year on an updated Governance Compliance Statement

A Member queried whether there would be any alterations to the Statement. The officer responded that changes would be made to address the areas in which the Council were non-compliant.

In response to a question in relation to the impact on the Council's Comprehensive Area Agreement as a result of non-compliance, the officer advised that the score would not be affected.

RESOLVED: That the report be noted.

(Note: The meeting, having commenced at 7.30 pm, closed at 8.30 pm).

(Signed) COUNCILLOR MRS LURLINE CHAMPAGNIE
Chairman

LICENSING AND
GENERAL PURPOSES
PANELS

LICENSING PANEL

11 MARCH 2008

Chairman: * Councillor Robert Benson

Councillors: * Mano Dharmarajah * Jeremy Zeid

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**247. **Appointment of Chairman:**

RESOLVED: That Councillor Robert Benson be appointed Chairman of the Panel for the purpose of this meeting.

248. **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.

249. **Arrangement of Agenda:**

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

250. **Minutes:**

(See Note at conclusion of these minutes).

251. **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 19, 16 and 17 (Part 4B of the Constitution) respectively.

252. **Licensing Procedures:**

The Chairman asked the Panel Members, officers, Responsible Authorities and other attendees at the meeting to introduce themselves and then outlined the procedure for the conduct of an oral hearing, which was set out in the agenda.

253. **Application for a new Premises Licence for Taste Of Paradise, 403 - 407 Rayners Lane, Pinner, HA5 5ER:**

The Panel received the report of the Chief Environmental Health Officer, which sought determination of an application for a new premises licence for Taste of Paradise, 403-407 Rayners Lane, Pinner, HA5 5ER. The application had been made by Taste of Paradise (International) Ltd and was referred to the Panel as there were unresolved representations from the Planning Authority and a member of the public.

The applicant, the Director of Taste of Paradise, was in attendance with his designated premises supervisor, Mr Thillainathar Ravithasan. Both were represented by Mr Ken Macleay from Hodders Solicitors. Also present were Mr P Sivashankar, Mr Stephen Gallagher and Mr Peter Coates from Licensing Services, and Mr Tony McWilliams making his public representation.

Mr Macleay, representing Taste of Paradise (International) Ltd, informed the Panel that Mr McWilliams was willing to withdraw his representation if the applicant was willing to agree to additional conditions being placed on the licence. Mr Macleay confirmed that the applicant was happy to consent to have all doors and windows closed, except for access and egress, during operating hours, and that there be no audible noise from within one metre of the premises.

Mr Macleay further reported that the applied opening hours were not coterminous with those set out by the planning authority. Mr Macleay explained that all entertainment would cease at 23:00 hrs and the additional half an hour drinking up time was requested to bring the licence in line with the Licensing Act of 1964, and to allow the patrons the opportunity to leave the premises in their own time by 23:30. Mr Macleay confirmed that an application would be submitted to the planning authority asking for an extension and that the planning or licensing authority would be able to take enforcement actions should the applicants transgress.

In response to questions Mr Macleay confirmed that:

- entrance and egress would be via the front of the premises, save for the fire escape at the rear to be used only in emergencies;
- the sale of alcohol would be secondary to the sale of food;
- the Director and the Designated Premises Supervisor (DPS) of Taste of Paradise were personal licence holders with experience of running off-licences;
- all six members of staff would be trained in issues relating to the taking of alcohol off the premises;
- the business was hoping to remain longstanding in the area, and that it would be an asset to the local community.

RESOLVED: That the application be granted subject to the following conditions contained within Annex 2 at pages 8 and 9 of the agenda and the following additional conditions:

1. All doors and windows shall be kept shut during all operating hours.
2. Customers shall not be permitted to take open glass containers outside the premises.
3. No noise shall be audible from one metre of the premises.

REASONS: To promote the four licensing objectives. Additional conditions one, two and three, set out in Annex 3 of the licence, have been included to promote the prevention of public nuisance.

(Note: The meeting having commenced at 7.04 pm, closed at 8.15 pm)

(Signed) COUNCILLOR ROBERT BENSON
Chairman

[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 Chairman 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 Chairman 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

18 MARCH 2008

Chairman: * Councillor G Chowdhury

Councillors: * Nizam Ismail * Ashok Kulkarni

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**254. **Appointment of Chairman:**

RESOLVED: That Councillor Golam Chowdhury be appointed Chairman of the Panel for the purpose of this meeting.

255. **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.

256. **Arrangement of Agenda:**

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

257. **Minutes:**

(See Note at conclusion of these minutes).

258. **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 19, 16 and 17 (Part 4B of the Constitution) respectively.

259. **Licensing Procedures:**

The Chairman asked the Panel Members, officers, Responsible Authorities and other attendees at the meeting to introduce themselves and then outlined the procedure for the conduct of an oral hearing, which was set out in the agenda.

260. **Application to vary a premises licence at Mango Bar & Restaurant (formerly Rezala), 308-310 Uxbridge Road, Pinner, Middlesex, HA5 4HR:**

The Panel received the report of the Chief Environmental Health Officer, which sought determination of an application for a new premises licence for Mango Bar and Restaurant (formally Rezala), 308-310 Uxbridge Road, Pinner, Middlesex, HA5 4HR. The application had been made by MNJ Limited and was referred to the Panel as there were unresolved representations from the Environmental Health Authority and members of the public.

The applicants, Mr J Joshi, Mr M Patel and Mr N Trivedy, the joint Directors of MNJ Limited were in attendance and were represented by Mr Ken Macleay from Hodders Solicitors. Also present were Mr P Sivashankar, Mr Stephen Gallagher from Licensing Services, Julian Maw and Pauline Rifkins from the Hatch End Association, and Ms J Jeffreys making her public representation.

Mr Sivashankar informed the Panel that the Environmental Health Authority had withdrawn its representation as the applicant had agreed to the seven conditions set out on page 47 of the agenda.

Mr Macleay, representing MNJ Limited, informed the Panel that the applicants were seeking the removal of three embedded conditions on their current licence. Mr Macleay further added that the applicants had no intension of modifying the nature of their operation by seeking to sell alcohol separately from an ancillary basis to meals. In response to questions Mr Macleay confirmed that the provision for recorded music would be coterminous with the opening hours and that late night refreshments would be limited to inside the premises.

In his representation, Mr Joshi, informed the Panel that all licensable activities would cease half an hour before the premises closed. As there were no restrictions placed on the licence regarding the closing hours of the premises, the applicants sought to modify

the licence in this respect. Mr Joshi assured the Panel that all three Directors were personal licence holders and that their phone numbers would be clearly displayed at the premises should there be any need for immediate contact. Mr Joshi further commented that the premises would be run as a 'family' restaurant and that the directors would be happy to attend residents' association meetings to discuss any issues.

In response to questions, Mr Macleay confirmed that:

- provisions for smokers included a designated smoking area within the front curtilage of the building, cigarette boxes and ashtrays on all the tables;
- the area at the front of the premises would contain no speaker equipment and would be monitored by CCTV;
- all windows were double-glazed;
- the applicants were not intending to have karaoke and agreed to have a noise limiter installed which would be set by the Council;
- the 'Challenge 21' scheme would be promoted via three visible signs within close proximity;
- entertainment would consist solely of a TV run through a PA system;
- patrons would be reminded to leave the premises quietly via signs, and this would also be backed-up verbally by staff. They would be further reminded that parking was available via a car park at the rear;
- during busy periods there would be 5-6 members of staff working in the front of the premises with a further two out the back. During quieter times this number would be lower.

In their representation, the member of the Hatch End Association reported their concerns regarding the late hours of operation proposed by the applicant and the implications this had on noise in the surrounding residential areas. Mr Maw commented that the Hatch End Association, with the alliance of Ms Jeffreys, was trying to be equitable between Hatch End's businesses, residents and the ambiance of the area. Ms Jeffreys added that if the premises closed at 12:30 am it was reasonable to suggest that the patrons could still be making a disturbance at about 01:00 am when entering their cars. Ms Rifkins added that patrons do not necessarily have to be rowdy to cause annoyance to residents.

RESOLVED: That the amended application be granted, subject to the conditions found at Annex 2 on pages 8 and 9 of the agenda, conditions marked 1-10, the seven conditions on pages 47 and 48 of the agenda and point 4 on page 31 of the agenda. In addition the Applicant shall publish and make known to the Interested Parties a contact telephone number and mobile number

REASON: To meet and promote all four licensing objectives.

(Note: The meeting having commenced at 7.06 pm, closed at 8.59 pm)

(Signed) COUNCILLOR GOLAM SOBHAN CHOWDHURY
Chairman

[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 Chairman 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 Chairman 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

19 MARCH 2008

Chairman: * Councillor David Ashton

Councillors: * Mano Dharmarajah * Richard Romain
* Thaya IdaikkadarCo-optee * Howard Bluston
(Non-voting):

* Denotes Member present

[Note: Other Attendance: (1) Terry Thornton attended in an observer role, as the representative of Harrow GMB;

(2) Alexander McKissack and Andrew Elliott of Hymans Robertson LLP attended in an advisory role as the Council's Actuary/Adviser.]

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**92. **Attendance by Reserve Members:****RESOLVED:** To note that there were no Reserve Members in attendance at this meeting.93. **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. Fund Manager's Presentation – Baillie Gifford	Councillor David Ashton	The Member declared a personal interest in that he was a depositor with the Northern Rock Building Society. Accordingly, he would remain in the room and take part in the discussion on this item.

94. **Arrangement of Agenda:****RESOLVED:** That all items be considered with the press and public present with the exception of the following items for the reason set out below:

<u>Item</u>	<u>Reason</u>
10. Performance of Fund Managers – quarter ending 31 December 2007	These reports contained exempt information under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 in that they contained information relating to the financial or business affairs of any particular person (including the authority holding that information).
11. Fund Manager's Presentation	
12. Fund Manager's Presentation	
13. Fund Manager's Presentation	

95. **Minutes:****RESOLVED:** That (1) the minutes of the meeting held on 12 November 2007 be taken as read and signed as a correct record;

(2) the minutes of the special meeting held on 19 December 2007 be confirmed as a correct record and the Chairman be authorised to sign them when they were printed in the Bound Minute Volume.

96. **Public Questions:**

RESOLVED: To note that no public questions were put at the meeting under the provisions of Committee Procedure Rule 19.

97. **Petitions:**

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

98. **Deputations:**

RESOLVED: To note that no deputations were received at the meeting under the provisions of Committee Procedure Rule 17.

99. **Review of Funding Strategy Statement and Statement of Investment Principles:**

The Panel received a report of the Corporate Director, Finance, setting out a review of the Funding Strategy Statement and the Statement of Investment Principles for the Pension Fund. The Corporate Director answered questions from Members and reported that the review had taken place as required by regulations in the light of the Fund's valuation and in consultation with Hymans Robertson as actuary. The officer agreed to report to the next meeting of the Panel on the differences between the current and future statements. She also agreed to provide the Panel, including the unions, with information on the impact on the Pension Fund of transfers to other providers.

RESOLVED: That the Funding Strategy Statement and Statement of Investment Principles for the Pension Fund, both to operate from 31 March 2008, be approved.

100. **Publication of Governance Compliance Statement:**

The Panel received an information report of the Corporate Director, Finance, informing the Panel of the statutory requirement to publish a Governance Compliance Statement.

RESOLVED: That the report and the Governance Compliance Statement be noted.

101. **Performance of Fund Managers – quarter ending 31 December 2007:**

The Panel received a confidential report of the Corporate Director, Finance, setting out the performance of the Pension Fund Managers for the quarter ending 31 December 2007. The Panel noted that the ongoing volatility of market conditions created a difficult environment for fund managers in general and currency managers in particular. Members expressed concern at the performance of one of the fund managers and the lack of timeliness on the part of another in providing information.

RESOLVED: That the performance of the Pension Fund Managers for the quarter ending 31 December 2007, and the comments above, be noted.

102. **Fund Manager's Presentation:**

Representatives of Baillie Gifford made a confidential presentation to the Panel on strategies and performance up to the end of 2007. They briefed the Panel and answered questions from Members on the performance of the two portfolios being managed for the Pension Fund. They reported that short-term relative performance was less significant than usual in the current conditions of uncertainty and volatility of the market. However, the earnings of companies in the portfolios were holding up well against the deterioration of the economic background in the West.

Members expressed concern at a difference of approach of the two portfolios to a particular company. Baillie Gifford responded that portfolio fund managers were not complacent and they debated any such discrepancy.

Members noted that, while there were no ethical constraints on the portfolios, Baillie Gifford had a good record in ensuring that companies in the portfolios complied with relevant legislation. Members also noted an investment in alternative energy.

The Chairman thanked the representatives of Baillie Gifford for their presentation.

RESOLVED: That the presentation and the comments above be noted.

103. **Fund Manager's Presentation:**

A representative of Record Currency made a confidential presentation to the Panel on strategies and performance up to the end of 2007. The representative reported that in general 2007 had been a negative year in terms of currency management, but with

only a modest overall loss. However, the second half of 2007 had been exceptionally poor. It was unfortunate that this had coincided with the start of the investment on behalf of the Pension Fund. In response to questions from Members, the representative expressed confidence in the fundamental principles underlying the company's process, but said it was difficult to predict when results might improve.

The Chairman thanked the representative of Record Currency for his presentation.

RESOLVED: That the presentation and comments above be noted.

104. **Fund Manager's Presentation:**

Representatives of Mellon Asset Management made a confidential presentation to the Panel on strategies and performance up to the end of 2007. They briefed the Panel and answered questions from Members on the performance of the portfolio being managed for the Pension Fund. They reported that 2007 had been a difficult and disappointing year. However, they believed that their investment model was robust and that investors' patience would be rewarded in the longer term.

The Chairman thanked the representatives of Mellon Asset Management for their presentation.

RESOLVED: That the presentation be noted.

105. **Any Other Urgent Business:**

- (1) Officers agreed to investigate the provision of training for Members on evaluating presentations, in particular presentations relating to areas such as currency dealing.
- (2) The GMB representative thanked the Panel for inviting the Trade Unions to observe the meeting.

(Note: The meeting having commenced at 6.35 pm, closed at 10.00 pm)

(Signed) COUNCILLOR DAVID ASHTON
Chairman

STANDING ADVISORY
COUNCIL FOR
RELIGIOUS
EDUCATION

**STANDING ADVISORY COUNCIL FOR
RELIGIOUS EDUCATION****12 MARCH 2008**Representatives of the Local Authority

Councillors: † Ms Nana Asante * Mrs Anjana Patel
* Mrs Lurline Champagnie

Representatives of Christian and Other Religious Denominations and Faiths

* Mrs M Besser (Chairman)	* Mr D Liversedge
Mr Z Baig	† Councillor Asad Omar
† Mr M Bishop	* Mr N Ransley
* Mrs N Desai	Mrs G Ross
* Mrs P Gan-Kotwal	† Mrs B Samuels
Ms S Gulamhussein	Prof H Singh
* Mrs M Hale	Mr P Singh-Kohli
Dr V Kapashi	* Ms B Willson

Representatives of the Church of England

† Mrs M Abbott

Representatives of Teachers

† Mrs S Mistry	* Ms N Parsons
Ms B Pandya-Arepalli	† Rev'd Dr S Thompson
* Mrs A Stowe (Vice-Chairman)	

Co-opted Members

† Mr J Dave

Adviser to the Council, Nominated by the Corporate Director, Children's Services

* Ms F Aldridge

* Denotes Member present

† Denotes apologies received

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**

[Note: Ms Monica Wilson attended the meeting as an observer. Dheemal Patel attended part of the meeting as a member of the Harrow Students' Advisory Group].

99. **Apologies for Absence:**

RESOLVED: To note that apologies for absence had been received from Mrs Mary Abbott, Councillor Nana Asante, Mr Mike Bishop, Mr Jagdish Dave, Ravi Mistry from the Harrow Students' Advisory Group, Mrs Shruti Mistry, Councillor Asad Omar, Mrs Barbara Samuels and Dr Stephen Thompson.

100. **Attendance by Reserve Members:**

RESOLVED: That it be noted that Pat Stevens attended the meeting as a Reserve Member for the Church of England.

101. **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.

102. **Minutes:**

RESOLVED: That the minutes of the meeting held on the 5 December 2007 be deferred until printed in the Council Bound Minute Volume.

103. **Matters Arising Not Appearing Later in the Agenda:**

- (i) It was noted that Councillor Nana Asante had sent information regarding the Taaleen Dialogues to members of the Standing Advisory Council for Religious Education (SACRE);
- (ii) Councillor Mrs Lurline Champagne explained that negotiations were continuing for a proposed inter-faith monument representing all faiths in the Borough to be positioned in a prominent place in London. Councillor Yogesh Teli, the Mayor of London, Ken Livingstone, the Conservative candidate for the forthcoming Mayor of London election, Boris Johnson and HRH Prince Charles had been involved in negotiations and it was hoped that the monument would be erected by 2012. It was confirmed that it was not possible to find a suitable place for the monument in Harrow. The Chairman expressed the view that many people would be disappointed that the monument would not be in Harrow as originally intended. In response to questions, it was confirmed that the project was being pursued by Harrow Council in conjunction with Harrow Inter Faith Council.

RESOLVED: That the above be noted.

104. **Report from the Harrow Student Advisory Board:**

Dheemal Patel reported that following the launch of the Muslim Youth Forum, members of the Harrow Student Advisory Board had been interested in a proposal to set up a Harrow Youth Inter Faith Forum. The Board were keen that the activities should involve young people from all faiths and with a variety of beliefs as it was thought that this would avoid competition and segregation between faiths and enable young people to learn from each others' perspectives and traditions. Members expressed their appreciation towards Dheemal and the Harrow Student Advisory Board for the way in which young people presented their ideas on current issues.

RESOLVED: That the above be noted.

105. **Review of the Baha'i launch:**

The Chairman reported on the launch of the Baha'i materials held on 30 January 2008 which was felt by members to be an excellent opportunity to learn about the Baha'i faith.

RESOLVED: That local Rastafarians and Zoroastrians set up faith packs for schools.

106. **Harrow Agreed Syllabus for Religious Education and Non-Statutory Scheme of Work:**

Members received the printed copies of the revised Harrow Agreed Syllabus for Religious Education. It was agreed that it was a well-designed document. Rastafarian members expressed disappointment that their entry in the introduction to the document was short compared to the other faiths. It was explained that it was the only text available from the Rastafarian community at the time the syllabus was printed. However, the electronic version of the syllabus could be updated. Pat Stevens demonstrated the links between the agreed syllabus and the non-statutory scheme of work through an activity set out in the Baha'i unit involving materials from the recently launched pack.

RESOLVED: That the non-statutory scheme of work be completed in time for schools to plan their religious education curriculum for the academic year 2008-09.

107. **SACRE Showcase Event:**

RESOLVED: That Fazana Aldridge and Pat Stevens meet with Councillor Mrs Anjana Patel as soon as possible to plan the SACRE Showcase.

108. **Calendar of Religious Festivals 2008-09:**

Representatives of the Zoroastrian faith produced information regarding Zoroastrian festivals. Members felt that it was important to stress the advice for the next academic year that pupils should be encouraged to take no more than 2-3 days for religious observations that fell during school terms.

RESOLVED: That the calendar of Religious Festivals 2008-2009 be an agenda item for the next meeting.

109. **SACRE Advice on the Religious Needs of Pupils:**
The Vice-Chairman distributed a chart, which demonstrated the religious needs of pupils. The chart had been produced following Working Party discussions involving Harrow's faith communities and investigation of advice given by other local authorities.
- RESOLVED:** That (1) the group continue drawing up advice for Headteachers on sensitive religious issues, including health and safety matters, ways of maintaining entitlement to the National Curriculum, and the use of names of key religious figures for people, animals and toys;
- (2) Fazana Aldridge supply guidelines from other authorities to support the work.
110. **Handbook for SACRE Members:**
It was noted that 'A Handbook for SACRE Members', published by the National Association of SACREs (NASACRE), would replace the Harrow SACRE Members' handbook published in 2004.
- RESOLVED:** That copies of the handbook be ordered for current and new members of SACRE.
111. **Young People and Religion - A Research Proposal:**
The Chairman explained that a bid was being made by Dr Nicola Madge of Brunel University to survey young people from the ages of 13 to 18 for their perspectives on areas such as personal religious identity, quality of life, expectations for the future, views on the impact of religion on their community and religious education in schools. The London Borough of Hillingdon had invited Harrow to participate in a joint research project should Dr Madge's bid be successful. Members felt that the project would provide quality evidence about religion in Harrow and the effectiveness of religious education in schools.
- RESOLVED:** That SACRE support the 'Young People and Religion' project, should the bid be successful.
112. **Youth Inter-Faith Project Proposal to NASACRE:**
Fazana Aldridge reported that National Association of SACRE (NASACRE) awarded up to £5000 annually to projects that encouraged effective inter-faith dialogue between young people. Members considered a proposal drafted by Fazana Aldridge and Pat Stevens to set up a Harrow Youth Inter Faith Forum. Members felt that it was important that clear links should be established between the Harrow Youth Inter-Faith Forum and:
- SACRE;
 - Harrow Inter-Faith Council;
 - Harrow Student Advisory Group;
 - Harrow Council for Racial Equality;
 - the Local Authority Community Cohesion Group;
 - Harrow Hate Crime Forum;
 - faith community groups and other allied organisations.
- RESOLVED:** That (1) a Working Party be set up consisting of Fazana Aldridge, Martha Besser, Niru Desai, Phiroza Gan-Kotwal, Mary Hale, Nancy Parsons, Dheemal Patel and Pat Stevens to develop the bid;
- (2) the bid be submitted to NASACRE by 31 March 2008.
113. **Determinations:**
- RESOLVED:** To note that there were no determinations for discussion at the meeting.
114. **Correspondence:**
It was noted that Councillor Nana Asante had sent members information about a film - 'The Imam and the Pastor' - which was to be shown on the 22 March 2008 at Harrow Baptist Church as part of the 'Love Harrow' scheme;

Notice was also provided regarding the NASACRE Annual General Meeting (AGM), which was to be held on Thursday 8 May 2008 from 10.30 am to 3.30 pm at Hamilton House, London.

RESOLVED: That (1) the above be noted;

(2) the Chairman or the Vice-Chairman and Phiroza Gan-Kotwal attend the NASACRE AGM on the 8 May 2008.

115. **News from Harrow Inter-Faith Council:**

Mary Hale reported that Harrow Inter-Faith Council was holding its AGM at 7.30 pm on Wednesday 9 April 2008 in the Members' Lounge, Harrow Civic Centre. All SACRE members were invited. She explained that Harrow Inter-Faith Council was supporting the Religious Education and Philosophy conference for Sixth Form students which was to be held at Park High School in the summer of 2008. Neville Ransley stated that sixth-form colleges in Harrow would appreciate being included in the event. Mary Hale also reported that a celebration of faiths would be arranged in October 2006 to celebrate the 25th Anniversary of Harrow Inter-Faith Council.

RESOLVED: That the above be noted.

116. **News from Faith Communities:**

It was noted that programmes were being arranged for Holi and Naw Ruz on 21 March 2008 and for Baisakhi on 5 April 2008. Enquiries regarding these programmes were to be directed to Stephen Porter at Harrow Council. Good Friday and Easter Sunday were to be celebrated by Christians on 21 and 23 March 2008.

RESOLVED: That the above be noted.

117. **Any Other Urgent Business:**

It was suggested by members that SACRE should resume its programme of visits to local places of worship, start its meetings with a pause for reflection and it was suggested that a list of members' e-mail addresses ought to be produced.

RESOLVED: That Pat Stevens be requested to investigate the above.

118. **Date of the Next Meeting:**

RESOLVED: To note that the next meeting would be held on the 3 June 2008.

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

(Signed) MRS M BESSER
Chairman

STRATEGIC
PLANNING
COMMITTEE

REPORT OF STRATEGIC PLANNING COMMITTEE

MEETING HELD ON 17 MARCH 2008

Chairman: * Councillor Marilyn Ashton

Councillors: * Don Billson * Manji Kara
 * Mrinal Choudhury * Julia Merison
 * Keith Ferry * Narinder Singh Mudhar
 * Thaya Idaikkadar

* Denotes Member present

PART I - RECOMMENDATIONS - NIL
PART II - MINUTES

 207. **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 Joyce Nickolay	Councillor Manji Kara

 208. **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:

<u>Councillor</u>	<u>Planning Application</u>
Councillor Husain Akhtar	Planning application 1/03
Councillor Paul Osborn	Planning application 3/01

 209. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
1/03	Councillor Manji Kara	Councillor Manji Kara declared a prejudicial interest in the application because he frequented the temple. Accordingly, he would leave the room and take no part in the discussion or decision making process.
3/01	Councillor Don Billson	Councillor Don Billson declared a prejudicial interest in the application because he knew one of the residents in the road concerned. Accordingly, he would leave the room and take no part in the discussion or decision making process.

 210. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following 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>
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Addendum	This contained information relating to various items on the agenda and was based on information received after the dispatch of the agenda. It was admitted to the agenda in order to enable Members to consider all information relevant to the items before them for decision.
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(2) all items be considered with the press and public present.

211. **Minutes:**

RESOLVED: That the minutes of the meeting held on 6 February 2008, be taken as read and signed as a correct record.

212. **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 19, 16 and 17 respectively.

213. **References from Council and other Committees/Panels:**

RESOLVED: To note that there were no references from Council or other Committees or Panels to be received at this meeting.

214. **Representations on Planning Applications:**

RESOLVED: To note that no requests for representations had been received.

215. **Planning Applications Received:**

RESOLVED: That authority be given to the Head of Planning to issue the decision notices in respect of the applications considered, as set out in the schedule attached to these minutes.

216. **Planning Appeals Update:**

The Committee received a report from the Head of Planning which listed those appeals being dealt with and those awaiting decision.

RESOLVED: That the report be noted.

217. **Cannon Farm Barn:**

The Committee received a report on the need to serve an Urgent Works Notice under Section 54 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The notice was required to safeguard the future of Cannon Farm Barn, a grade II listed barn, which was on English Heritage's Buildings At Risk Register.

RESOLVED: That (1) the Director of Legal and Governance be authorised to take all necessary steps for the preparation, issue and service of an Urgent Works Notice under Section 54 of the Planning (Listed Buildings and Conservation Areas) Act 1990 for the preservation of Cannon Farm Barn;

(2) the Director of Planning, Development and Enterprise be authorised to take the necessary steps for execution of the works by the Council in the event of non-compliance with the Urgent Works Notice;

(3) the Director of Planning, Development and Enterprise be authorised, if necessary, to issue and serve a notice to recover the Council's costs/expenses incurred in carrying out the works.

218. **Member Site Visits:**

RESOLVED: To note that there were no Member site visits to be arranged.

(Note: The meeting, having commenced at 6.30 pm, closed at 7.50 pm).

(Signed) COUNCILLOR MARILYN ASHTON
Chairman

PROPOSAL: Extension to car park 3 to provide additional parking space for up to 35 times a year.

DECISION: 1. Inform the applicant that the proposal is acceptable subject to the completion of a legal agreement within 6 months (or such period as the Council may determine) of the date of the Committee decision on this application relating to :

(i) a variation of the section 106 Agreement dated 18 May 2006 to allow the extension to the car park hereby permitted (car park 3) to be used on a maximum of thirty-five days a year for a temporary period of one year

2. GRANTED permission for the development described in the application and submitted plans subject to the above legal agreement and the conditions and informatives reported and amended as follows:

1. The deletion of conditions 4 and 5
2. The amendment of condition 3 to read:

Details of a boundary treatment around the extension to car park 3 hereby permitted shall be submitted to and approved by the local planning authority and implemented in accordance with the approved details before the use commences.

REASON: To prevent the extension of parking outside the defined parking area and to protect the character of the Green Belt, the Little Common Conservation Area, the Area of special character and the setting of the adjacent Listed Buildings.

(See also Minute 209)

[Note: Following extensive discussions, the Committee resolved to amend the officer recommendation to permit the use of the car park for 35 days a year instead of 20 occasions as recommended. The Committee wished for it to be recorded that the decision to grant the application was unanimous].

LIST NO:	1/04	APPLICATION NO:	P/0480/08/CVA
LOCATION:	Unit 1, Northolt Road, South Harrow, HA2 0EG		
APPLICANT:	Lasalle Investment Management		
PROPOSAL:	Removal of condition 21 of WEST/407/98/ful to allow subdivision of retail warehouse		
DECISION:	GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informative reported.		
	[Note: The Committee wished for it to be recorded that the decision to grant the application was unanimous].		

SECTION 2 – OTHER APPLICATIONS RECOMMENDED FOR GRANT

LIST NO:	2/01	APPLICATION NO:	P/0286/08/CVA
LOCATION:	Unit 1, Northolt Road, South Harrow, HA2 0EG		
APPLICANT:	Lasalle Investment Management		
PROPOSAL:	Installation of a mezzanine floor (in new subdivided retail store)		
DECISION:	GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informative reported.		
	Note: The Committee wished for it to be recorded that the decision to grant the application was unanimous].		

LIST NO: 2/02 **APPLICATION NO:** P/0364/08/CFU
LOCATION: Viking House, 17 Peterborough Road, Harrow, HA1 2AX
APPLICANT: Mr Shany Gupta
PROPOSAL: Rear extension at ground to third floor level and additional floor at fourth floor level to provide additional office (class B1) floorspace
DECISION: GRANTED permission for the development described in the application and submitted plans, subject to the conditions and informative reported.

[Note: The Committee wished for it to be recorded that the decision to grant the application was unanimous].

LIST NO: 2/03 **APPLICATION NO:** P/4037/07/CDP
LOCATION: Former Government Offices, Honeypt Lane, Stanmore
APPLICANT: Berkeley Urban Renaissance Ltd
PROPOSAL: Details of compensatory flood storage works measures pursuant to condition 29 of planning permission ref: P/2317/06/CFU allowed on appeal 12 November 2007 (redevelopment for 798 residential units (including 40% affordable housing), 959 sq m class A1A2/A3/A4/A5/D1 & D2 floorspace; 7927 sq m of B1 (a), (b), (c) floorspace)
DECISION: DEFERRED at the request of the officers to await clearance by the Environment agency.

LIST NO: 2/04 **APPLICATION NO:** P/4036/07/CDP
LOCATION: Former Government Offices, Honeypt Lane, Stanmore
APPLICANT: Berkeley Urban Renaissance Ltd
PROPOSAL: Details of surface water control measures pursuant to Condition 28 of planning permission ref: P/2317/06/CFU allowed on appeal 12 November 2007 (redevelopment for 798 residential units (including 40% affordable housing), 959 sq m class A1/A2/A3/A4/A5/D1 & D2 floorspace; 7927 sq m of B1 (a), (b), (c) floorspace)
DECISION: DEFERRED at the request of the officers to await clearance by the Environment agency

LIST NO: 2/05 **APPLICATION NO:** P/4040/07/CDP
LOCATION: Former Government Offices, Honeypt Lane, Stanmore
APPLICANT: Berkeley Urban Renaissance Ltd
PROPOSAL: Details of the maintenance regime for the flood storage works pursuant to condition 30 of planning permission ref: P/2317/06/CFU allowed on appeal 12 November 2007 (redevelopment for 798 residential units (including 40% affordable housing), 959 sq m class A1A/A2/A3/A4/A5/D1 & D2 floorspace; 7927 sq m of B1 (a), (b), (c) floorspace)
DECISION: DEFERRED at the request of the officers to await clearance by the Environment agency.

THE CABINET,
CABINET ADVISORY PANELS,
CONSULTATIVE FORUMS
AND
PORTFOLIO HOLDER MEETINGS

CABINET

REPORT OF CABINET

MEETING HELD ON 13 MARCH 2008

Chairman: * Councillor Chris Mote

Councillors: * David Ashton † Janet Mote
† Marilyn Ashton * Paul Osborn
* Mrs Camilla Bath * Mrs Anjana Patel
* Miss Christine Bednell * Eric Silver
* Susan Hall

* Denotes Member present
† Denotes apologies received

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

372. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

1. Agenda Item 12 – Grants to Voluntary Organisations 2008/09

The following Members declared personal interests, as set out below, and remained in the room to participate in the discussion and decision relating to this item:-

- (i) Councillor Camilla Bath stated that her husband did voluntary work for Harrow Family Learning Network and Home Start - Harrow;
- (ii) Councillor David Ashton stated that he was on the Mencap Fund Raising Committee;
- (iii) Councillor Chris Mote stated that he was Vice-President of Harrow and Wealdstone Swimming Club.

The following Member declared a prejudicial interest, as set out below:

- (iv) Councillor Mrs Anjana Patel stated that she was a Board member for Harrow Mencap, a voluntary organisation funded by the Council. She remained in the room during discussion and decision relating to this item as there was no specific discussion relating to the organisation.

2. Agenda Item 15 – Development of Leisure and Cultural Facilities

- (i) During discussion on this item, Councillor Christine Bednell declared a personal interest in that she was a governor of Whitmore High School. She had not been party to any discussion relating to the proposals at this school. She remained in the room to participate in the discussion and decision relating to this item;
- (ii) During discussion on this item, Councillor Chris Mote declared a personal interest in that he was Vice-President of Harrow and Wealdstone Swimming Club. He remained in the room to participate in the discussion and decision relating to this item.

373. **Minutes:**

RESOLVED: That the minutes of the meeting held on 14 February 2008, be taken as read and signed as a correct record.

374. **Arrangement of Agenda:**

RESOLVED: That all business be considered with the press and public present with the exception of the following item for the reason set out below:-

<u>Item</u>	<u>Reason</u>
17. Appendices 4, 5 and 6 in relation to item 15 – Development of Leisure and Cultural Facilities – on the agenda.	The appendices contained exempt information under paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, in that they contained information relating to the financial or business affairs of a particular person (including the authority holding that information).

375. **Petitions:**
The Leader of the Council and the Portfolio Holder for Schools and Children's Development welcomed Cabinet's youngest petitioner to the meeting.

1. Zoe Ram, a pupil at Kenmore Park Middle School, presented a petition and read out the nature of the petition, which was as follows:-

"To reduce traffic congestion and dog fouling around the school area at Kenton East Ward.

(a) 1,090 people have signed the petition with the full backing of the school, staff, pupils, parents, and governors.

(b) The whole community is affected by traffic problems and dog fouling around the area.

(c) Everyday we have to walk to school with the streets full of traffic, which is of danger to the public and no good for the environment. Dog fouling is taking germs into our school, homes, and is a health risk.

(d) We are requesting immediate action so we can get cleaner and safer streets, which the Local Authority will benefit from too. "

RESOLVED: That the petition be received and referred to the Portfolio Holder for Environment Services for consideration.

376. **Public Questions:**

RESOLVED: To note that the following public question had been received:

1.

Questioner: Mr Brian Stoker

Asked of: Councillor Chris Mote, Leader and Portfolio Holder for Strategic Overview, HSP, External Affairs and Property

Question: "At the 13th December Cabinet meeting there was a supplemental question regarding Cedars Hall from Councillor Paul Scott:

"Would you be willing to give an indication / guarantee that when the item on Cedars Hall comes back to Cabinet, it will not be for residential use".

You are recorded in the minutes of the Cabinet meeting as replying that you could not answer "... until after the matter has gone out for consultation"

Now that consultation has started (20th February public meeting) can you now please answer and confirm that plans for the site will not include residential use?"

Councillor Mote: I have received only one question from Brian Stoker, who is unable to come tonight. I have three choices. Either I can read the question and answer it here. I can actually give a reply in writing or I can actually fail to take the question. I've decided that what I will do is to give him a written answer.

[Note: The Leader read out the Data Protection Act Notice, which had been omitted from the agenda. He stated that the Council would record items 5 and 6 on the agenda (Public Questions and Councillor Questions) to help ensure the accuracy of the published minutes.]

377. **Councillor Questions:**

RESOLVED: To note that no Councillor Questions had been received.

378. **Forward Plan 1 March 2008 - 30 June 2008:**

RESOLVED: To note the contents of the Forward Plan for the period 1 March – 30 June 2008.

379. **Strategic Performance Report - Quarter 3, 2007-08:**

Cabinet considered the report of the Corporate Director of Strategy and Business Support, which summarised Council and service performance against key measures. The report drew attention to areas where further action was required.

The Portfolio Holder for Strategy and Business Support referred to the budget approved by full Council, which included £6.1m of investment to meet rising costs across key services. He referred to the Corporate Plan 2008-11 and highlighted how the Council's Corporate Priorities would drive the budget, a positive and welcome step change from previous years. Cabinet was briefed on the Improvement Programme underway, and the work supported by Price Waterhouse Coopers on Revenue Income Optimisation. The Comprehensive Performance Assessment judgement for 2007 had not been positive but work was underway to improve performance. However, he stressed that the CPA was 'backward' looking.

The Director of Strategy and Business Support referred to the key challenges facing the Council and highlighted some notable improvements in planning and children's services.

Individual Portfolio Holders reported on the improvements made in their service areas and drew attention to the key challenges they faced. They highlighted the measures that had been put in place for improvements and acknowledged the areas that required improvement.

Members were satisfied with the presentational style of the report, and it was

RESOLVED: That (1) the report be noted;

(2) the Portfolio Holders work with officers to achieve improvement against identified key challenges and receive monthly updates;

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

380. **Motor Vehicles Insurance Tender:**

The Corporate Director of Finance introduced the report, which set out progress made in reviewing the Council's motor insurance and sought approval to delegate authority for a final decision to the Portfolio Holder for Finance and Portfolio Co-ordination.

RESOLVED: That the Portfolio Holder for Finance and Portfolio Co-ordination be authorised to make any such decision as might be necessary to enter into a new insurance contract for motor insurance with the most favourable tender submission.

Reason for Decision: To ensure that the Council meets statutory requirements with respect to insurance of vehicles.

381. **Key Decision - Determination of Admission Arrangements 2009:**

The Portfolio Holder for Schools and Children's Development introduced the report, which sought to determine the admission arrangements for Harrow's community primary and high schools for the 2009/10 academic year, as set out in the consultation document, taking into account the recommendations of the Council's Harrow Admissions Forum meeting held on 4 February 2008.

The Portfolio Holder referred to the consultation that had been carried out and highlighted the specific arrangements proposed for Bentley Wood School, which were supported by the school. She commended the High Schools of Harrow.

RESOLVED: That (1) the Schemes of Co-ordination for 2009 be agreed;

(2) the following changes to the admission arrangements for 2009 be agreed:

- to offer places at Bentley Wood throughout the year by undertaking a fresh random allocation to decide which child was to be offered a place from the waiting list. This would be after places had been allocated to Children Looked After, girls with a Statement of Special Educational Needs naming Bentley Wood, any agreed medical claim, girls with sisters attending Bentley Wood at the same time;
- to maintain Harrow's relevant area as the administrative area of the London Borough of Harrow;
- to agree the closing date for receipt of applications for Reception class as 27 February 2009;
- to adopt Harrow's Revised Fair Access Protocol.

Reason for Decision: To determine admission arrangements by 15 April 2008 in the determination year, as statutorily required under the School Standards and Framework Act 1988.

382. **Key Decision - Housing HRA Capital Programme 2008 -10:**

The Portfolio Holder for Housing introduced the report, which detailed options for varying and enhancing the Council's housing capital programme.

The Divisional Director of Adults and Housing Services identified key aspects of the report and stated that the proposals therein would ensure that the Council would achieve the Decent Homes Standard by 2010 and would provide an increased opportunity for tenants and leaseholders to influence the work carried out. The Director stated that, if approved, the £500,000 referred to in recommendation 2 of the report would allocate Section 106 funding to the provision of increased bedrooms in over-crowded Council homes. It was noted that there were some 600 over-crowded households in the Council housing stock.

Members were informed that the Tenants' and Leaseholders' Consultative Forum had been given the opportunity to discuss the report but had not considered the report at its meeting held on 28 February 2008.

The Portfolio Holder for Housing commended the report to Cabinet and it was

RESOLVED: That (1) the introduction of a revised Harrow standard for decent homes be approved;

(2) the use of £500,000 funding from the Affordable Housing Fund (AHF) to meet the costs of extensions/conversions to individual properties be approved;

(3) amendments to the Housing Capital programme to provide increased tenant involvement be agreed;

(4) tenants' priorities on aspects of the capital programme be taken account of.

Reasons for Decision: (1) The 2007 review of the HRA Business Plan identified opportunities for enhancing the Council's housing capital programme while continuing to offer tenants decent homes works of a higher specification than that required to meet the Government's definition of a decent home;

(2) use of the AHF would assist the Council in increasing the potential for more family sized homes.

383. **Key Decision - Grants to Voluntary Organisations 2008/09:**

The Director of Community and Cultural Services introduced the report, which set out the recommendations of the Grants Advisory Panel meeting held on 5 March 2008 on the grant applications received for 2008/09. He referred to the increase in the overall funding allocation of the grant agreed by Council.

The Leader of the Council stated that he appreciated, from his own experience, how much effort went into dealing with the many requests for funding received by the Council, both from an officer and Member perspective. He thanked all those involved in the process.

The Leader stated that two of the recommendations concerned him; those relating to Girl Guides and KSIM, as neither application appeared to meet the Council's eligibility criteria. He proposed that these groups be awarded the sums of money awarded last year. This would be fair given the history of funding and the current scrutiny review of grants. The Deputy Leader of the Council duly seconded this proposal.

The Leader added that the proposal would also increase the 'pot' of money available to the Grants Advisory Panel to deal with appeals and any other applicants for support who did not meet the Council's criteria, but who might wish to apply. He added that, in the future, the applications would set out the eligibility criteria and give organisations an opportunity to apply for discretionary grants from the remaining funding 'pot'.

The Portfolio Holder for Community and Cultural Services thanked officers for their work in relation to the grant giving function of the Council.

RESOLVED: That the recommendations of the Grants Advisory Panel meeting held on 5 March 2008 be agreed, subject to Girlguiding Middlesex North West and KSIM Senior Citizen Association receiving the funding that was awarded to them last year.

Reason for Decision: To confirm the funding to voluntary organisations for 2008/09.

(See also Minute 372(1)).

384. **Key Decision - New Vehicle Crossings Policy:**

An officer introduced the report, which set out proposed amendments to the existing Vehicle Crossings Policy dated 13 March 2001. It was intended to streamline existing policy and introduce amendments in line with corporate priorities and for environmental sustainability reasons. The changes would also afford residents greater flexibility in cases where highway trees were involved.

RESOLVED: That the Vehicle Crossings Policy 2008 be adopted.

Reasons for Decision: (1) To strengthen control and consistency in determination of vehicle crossing applications;

(2) to improve public service in this area.

385. **Key Decision - Street Lighting PFI Scheme:**

An officer introduced the revised report of the Corporate Director of Community and Environment circulated with the Supplemental agenda. The officer referred to the minor amendment made to recommendation 3 therein, which had been necessary to reflect changes in interest rates. He briefed Members on key aspects of the report.

RESOLVED: That (1) the full commitment of existing budgets of £1,291,400 per annum (2006/07 prices) for the duration of the contract term be approved;

(2) the procurement budget of £650,000 be approved;

(3) the funding of the base case affordability gap of £824,805 per annum (2006/07 prices), for the duration of the contract term, as set out within the Council's Outline Business Case, be approved;

(4) it be noted that the base case assumes that the project will be off balance sheet under Financial Reporting Standard 5.

Reason for Decision: To reaffirm Harrow's commitment to funding the Private Finance Initiative contract for the benefit of the Department for Transport. This was required in advance of the HM Treasury Project Review Group's approval of Harrow's PFI credits, due at their 18 March 2008 meeting.

386. **Key Decision - Development of Leisure and Cultural Facilities:**

The Portfolio Holder for Community and Cultural Services introduced the report, which further clarified the development plans and cost implications for achieving the extensive Leisure and Cultural facilities programme agreed at Cabinet on 8 November 2007. The Portfolio Holder described the Council's vision for the borough in this regard and stated that it was intended to achieve the proposals at no cost to Council Tax payers. She identified the package of measures, which would help improve the leisure and cultural facilities in the borough, details of which were set out in the officer report.

The Director of Community and Cultural Services stated that the proposals reflected the needs of residents and users following consultation. He referred to the plans titled

'The new Byron Leisure Centre Revised Plan' circulated at the meeting, which set out the additional facilities that would be provided and the advantages of the new proposals.

In reaching their decision, Members gave due consideration to the confidential appendices circulated with the agenda.

RESOLVED: That (1) the updated plan and facilities for the new Leisure Centre and general leisure plans for Harrow be noted;

(2) the updated funding plan to develop the new leisure and cultural facilities in Harrow be agreed, including the addition of £1.175m to the approved capital programme to be split equally between 2008-2009 and 2009-2010;

(3) the planning application for the Leisure Centre amendment, as proposed in the officer report, be noted;

(4) the Corporate Director of Community and Environment, in consultation with the Corporate Director of Finance, the Portfolio Holder for Finance and Portfolio Co-ordination and the Portfolio Holder for Community and Cultural Services, be authorised to vire individual budget line items, up to £500k, as needed within the overall leisure sites programme to accommodate any further changes that might arise during the course of the project;

(5) it be noted that there would be continuing consultation with stakeholders regarding the development of the detail of the proposals put forward in the report, specifically to develop the full range of projects in the November 2007 report, which included a feasibility study at Hatch End, Masterplanning for Byron Park, relocation of Gayton Road library and a range of other related projects;

(6) the confidential appendices be noted.

Reasons for Decision: (1) To reflect the recommendations received during consultation with users and the public, in order to provide better use and more flexible spaces;

(2) to consider the additional amount to cover the costs of the improved design;

(3) to ensure that the project would achieve timescales target and be within the overall leisure sites budget.

(See also Minute 372(2)).

(Note: The meeting, having commenced at 7.30 pm, closed at 8.27 pm).

(Signed) COUNCILLOR CHRIS MOTE
Chairman

REPORT OF CABINET

(SPECIAL) MEETING HELD ON 17 MARCH 2008

Chairman: * Councillor Chris Mote

Councillors: * David Ashton * Janet Mote
 * Marilyn Ashton * Paul Osborn
 * Mrs Camilla Bath * Mrs Anjana Patel
 * Miss Christine Bednell * Eric Silver
 * Susan Hall

* Denotes Member present

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

387. **Declarations of Interest:**

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

388. **Minutes:**

RESOLVED: That the minutes of the ordinary meeting held on 13 March 2008 be deferred until the next Ordinary meeting of Cabinet.

389. **Arrangement of Agenda:**

RESOLVED: That (1) in accordance with the Local Government (Access to Information) Act 1985, the following 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>
5. Senior Management Structure	The report was not available at the time the agenda was printed and circulated as it was being consulted on. Members were asked to note the information report, which was being submitted to this meeting in order to give them early sight of the proposals.

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

390. **Annual Audit and Inspection Letter:**

The Leader of the Council welcomed the Council's Relationship Manager from the Audit Commission and the Council's External Auditor from Deloitte to the meeting.

The Relationship Manager introduced the Annual Audit and Inspection Letter, prepared jointly with the Council's External Auditor, and highlighted some key aspects. She stated that the Direction of Travel judgement was that the Council was improving adequately and that Harrow was a 2-star authority under the Comprehensive Performance Assessment (CPA).

The Relationship Manager briefed Cabinet on the improvements that had been delivered in some priority areas, notably housing benefits and children and young people's services. She referred to 'other' service inspections and the positive outcomes in relation to the Commission for Social Care Inspection (CSCI) and the Joint Area review (JAR). However, in some of the key areas, such as adult services and street cleaning, the pace of improvement needed enhancing.

The Council's External Auditor referred to paragraphs 22-30 of the Annual Audit and Inspection Letter and highlighted key aspects set out therein. He spoke about the Use of Resources where arrangements were adequate. However, the Council needed to ensure that its spending matched its available resources. The External Auditor stressed that the Use of Resources had a greater influence on the overall CPA score. He was aware that the Council had put in place action plans to address this issue, and was positive about the Best Value Performance Plan.

The Council's External Auditor noted that the Council's Use of Resources self-assessment pointed to a higher level of performance than that set out in the Annual Audit and Inspection Letter. However, any new processes and improvements had to be seen to have been bedded in. He acknowledged that, during 2006/07, the Council had faced a challenging year with a huge savings programme in place.

The Chief Executive referred to the key messages in the Annual Audit and Inspection Letter and the improvements made since then. The Letter acknowledged that the Council had clarified its vision and priorities and that a comprehensive improvement plan had been put in place in order to improve the Council's standing. There was an improving self-awareness within the Council and a greater openness and these sentiments, together with an improved momentum within the Council, had been reflected in the IDeA Peer Review report carried out in December 2007. The Chief Executive added that the Council had set itself an ambitious programme, which some areas had already benefited from but accepted that it had some way to go before the benefits would reach fruition in other key areas.

The Corporate Directors of Finance and Strategy and Business Support, whilst recognising that the Council had some way to go, highlighted the processes that had been put into place to ensure improvements. These were as follows:-

- performance management had been embedded within the Council and Member involvement in the process had been enhanced. They would hold officers to account through Improvement Boards, which had now been in place for 18 months;
- scrutiny was, through the Performance and Finance Scrutiny Sub-Committee, challenging and reviewing areas of under performance;
- resource planning and budget planning were operating in tandem for the first time;
- progress had been made on the Use of Resources issue and the Council was confident that a score of 3 out of 4 would be achieved in 2008;
- residents would be kept informed of the key achievements of the Council and provided with a summary of the finances.

Individual Portfolio Holders commented on the Annual Audit and Inspection Letter, which was largely retrospective. They focused on the improvements that had been put in place and the significant progress made in service areas, particularly in the following areas:-

- figures relating to the number of adoptions had markedly improved and the Council had been innovative in addressing previous poor performance in this area;
- initial assessments of Children in Need showed a marked improvement;
- time taken to determine planning applications against targets had moved from a lower to upper threshold;
- Harrow was now one of the top five of the recycling boroughs in London rather than in the bottom five, a notable key improvement. It had reduced the amount of contaminated green waste going to landfill by 50% in two months;
- significant regeneration was planned for the Town Centre. As part of the Nottingham Declaration, which Harrow had signed up to, a number of initiatives to tackle climate change had been put in place;
- increased resources would help improve street cleaning performance, which was a key priority for the Council;
- strong support, corporate ownership and new leadership, together with a sustained programme of investment in skills, finance and technology over the next three years, would improve adult services;
- notable achievements in housing services, such as void turnaround time and rent collection levels, would deliver improvements for tenants;

- planned year on year increases in the Council's reserves would assist and allow flexibility in the budget;
- whilst the settlement from the government was poor, it had been set for three years and the Council would have to work within the confines of the settlement;
- the 2008/09 budget was robust and prudent and would deliver services that the administration saw as critical.

In summing up, the Leader of the Council stated that the authority had been through a challenging period. The Council was realistic of its current position and had clarified its vision. Some improvements had been delivered at the expense of others. The Council was looking at radical approaches to service delivery and would continue to do so, including working jointly with other local authorities/West London Alliance in order to reap mutual benefits. The support of scrutiny in challenging and reviewing existing policies continued to benefit the Council. The production of the Council's Corporate Plan and the Budget as a single entity for the first time would ensure that resources supported the priorities. He considered the Annual Audit and Inspection Letter as a fair assessment of the Council as at March 2007 but was positive about the future.

Having thanked the Council's Relationship Manager and the External Auditor for their help and support and having wished them well in their future careers as they were moving to other areas of work, it was

RESOLVED: That the Annual Audit and Inspection Letter and the Council's response be noted.

Reason for Decision: To respond to the issues raised in the Annual Audit and Inspection letter.

391. **Urgent item - Senior Management Structure:**

The Chief Executive introduced the information report, which set out proposals for a revised senior management structure for the Council to better enable it to achieve its strategic objective to be recognised as one of the best London Councils by 2012. These proposals were currently the subject of consultation.

RESOLVED: That the report be noted.

Reason for Decision: To note the proposals.

(See also Minute 390)

(Note: The meeting, having commenced at 4.45 pm, closed at 5.17 pm).

(Signed) COUNCILLOR CHRIS MOTE
Chairman

HARROW
ADMISSIONS
FORUM

HARROW ADMISSIONS FORUM**3 MARCH 2008**

Chairman:	(Vacancy)
Councillors:	* Dinesh Solanki * Bill Stephenson (Vice-Chairman in the Chair)
Community School Representatives:	<u>Governor</u> <u>Primary</u> <u>Secondary</u> (Vacancy) * Sue Jones * Janice Howkins
Jewish School Representative:	* Mrs D Palman
Roman Catholic School Representative:	* Mike Murphy
Church of England School Representative:	Mrs S Hinton
Church of England Diocese Representative:	* Rev Paul Reece
Catholic Schools Diocese Representative:	* Mr Billiet
Primary Elected Parent Governor Representative:	† Mrs D Speel
Secondary Elected Parent Governor Representative:	Mr R Chauhan
Harrow Council for Racial Equality Representative:	Saeed Ahmad
Early Years Development Partnership Representative:	* Helena Tucker
Children's Services Representative:	(Vacancy)

* Denotes Member present
† Denotes apologies received

In attendance: Councillor Miss Christine Bednell (Portfolio Holder for Schools and Children's Development)

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**60. **Appointment of Chairman:**

RESOLVED: That the election of Chairman be deferred until the meeting of the Forum in September 2008.

61. **Appointment of Vice-Chairman:**

RESOLVED: That the election of Vice-Chairman be deferred until the meeting of the Forum in September 2008.

62. **Attendance by Reserve Members:**

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

63. **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.

64. **Arrangement of Agenda:**

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

65. **Minutes:**

RESOLVED: That the minutes from the meeting of 4 February 2008 be deferred until the next meeting of the Forum.

66. **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 16 (Part 4E of the Constitution).

67. **Petitions:**

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

68. **Deputations:**

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

69. **Compliance with the School Admissions Code: Voluntary Aided Admission Arrangements:**

The Forum received the report from the Director of Schools and Children's Development, which set out the requirement for the Forum to review the admission arrangements for voluntary aided schools to ensure they meet the statutory requirements.

The officer recommended that good practice meant that it was necessary to clarify particular items of the admissions criteria, for example, how issues of distance and equidistance were calculated. After a discussion, the Forum agreed that admissions criteria would benefit from a clarification of the differences between a letter from a consultant and a letter from a GP. The Chairman commented that a transparent and clear definition of 'compassionate needs' was required and the Voluntary Aided Schools might benefit from looking at Community Schools' definitions.

A member of the Forum noted that some applicants omitted details of their needs often to the detriment of their application. In response, the Chairman queried whether the inclusion of a question about the applicant's disability needs was an issue for concern. The officer replied that the admissions code allowed such questions if they were used in a positive way.

Discussing the admission arrangements for the Krishna-Avanti Primary School the Chairman reported that Mr Gor, a lead representative of the School, did not recall discussing the number of nominated places with the School Organisation Committee. The Chairman expressed concerns over the Krishna-Avanti Primary School having published their new admissions code and extending the number of nominated places from five to ten without consulting the Forum. A member of the Forum commented that it was the understanding of the School Organisation Committee that a special compensation was made for the Krishna-Avanti Primary School, and that it would only stand for a limited time. Another member expressed their discontent about the exclusion of other Hindu temples within the school's admission code. The Chairman replied that the school's admission code must be transparent and also broad enough to include the wider Hindu community.

A Member of the Forum questioned whether the Krishna-Avanti Primary School might be lacking the necessary experience and had made a mistake with their code. A member replied that the contravention of the admissions code had been brought to the School's attention. Councillor Miss Christine Bednell, (Portfolio Holder for Schools and Children's Development) confirmed that the school had knowledgeable advisors, supported the statement. In response, a member queried the possibility of referring the Krishna-Avanti Primary School to the school's adjudicator if no changes were made to their admissions policy.

The Forum sought legal advice about having a meeting with Mr Gor and the legality of asking the Krishna-Avanti Primary School to change its admissions policy after the determination date. The legal representative confirmed that the Forum would need to apply for an exception to make changes during the six-month determination deadline. The legal representative further confirmed that, as no correspondence between Mr Gor and the Forum had raised the possibility of a referral, a meeting was required to adhere to natural justice.

A member suggested that as the Krishna-Avanti School was being discussed over matters of code contravention, then other Voluntary Aided Schools in Harrow that acted in the same manner must also be addressed. The officer replied that although St George's Roman Catholic Primary School had not submitted its admissions policy, if there were no changes to the policy then a dispensation could be allowed for a year.

RESOLVED: That (1) a timeframe of three weeks would be allowed for Mr Gor to respond to an invitation to a meeting with a select group of members of the Forum to discuss the Krishna-Avanti Primary School's admission arrangements before referral would be considered;

(2) that a letter asking if there had been any amendments to their admissions policy would be sent to St George's Roman Catholic Primary School.

70. **School Re-organisation (Age of Transfer) – Admissions Focus Group:**

The Forum received a report from the Director of Schools and Children's Development, which asked the Forum to agree the process for establishing membership of the Focus Group to review admission arrangements to reflect Harrow's change in the age of transfers from 12+ to 11+.

The Chairman commented that the Focus Group would need to have practical ideas to take to parents for genuine consideration, and that the ideas might be controversial and difficult to work with. Councillor Bednell added that when addressing the best methods of the admissions system it would be impossible to satisfy everybody's needs.

A member of the Forum suggested that it was important to gain support from High School Headteachers to help align the parents with the Forum's suggestions. The Chairman added that the Forum must also consider the possibility of creating working groups to run alongside the focus groups. The officer commented that members of the Stakeholder Reference Group would have to make a large commitment, as the workload would be rather high.

The Vice-Chairman in the Chair commented that the Group must be set up immediately as the paper must be ready to go to Cabinet in June 2008. Councillor Miss Christine Bednell (Portfolio Holder for Schools and Children's Development) added that Cabinet must be aware of what was being consulted on in order to return the recommendations to Cabinet in January 2008.

RESOLVED: That the Forum agreed the process for the establishment of the Focus Group and membership would include Councillor Bill Stephenson, Councillor Miss Christine Bednell, a High School Head, two Primary Heads and a Governor.

(Note: The meeting having commenced at 6.02 pm, closed at 7.46 pm)

(Signed) COUNCILLOR BILL STEPHENSON
Vice-Chairman in the Chair

CONSULTATIVE
FORUMS

EDUCATION CONSULTATIVE FORUM

19 MARCH 2008

Chairman:	* Councillor Miss Christine Bednell	
Councillors:	* Mrs Camilla Bath * B E Gate * Manji Kara	* Janet Mote * Raj Ray * Bill Stephenson
Teachers' Constituency:	Mrs D Cawthorne * Ms C Gembala † Ms J Howkins	Ms J Lang * Ms L Money Ms L Snowdon
Governors' Constituency:	Ms H Solanki * Mrs C Millard	
Elected Parent Governor Representatives:	† Mr R Chauhan	* Mrs D Speel
Denominational Representatives:	* Mrs J Rammelt	† Reverend P Reece

* Denotes Member present
† Denotes apologies received

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**81. **Attendance by Reserve Members:**

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

82. **Apologies for Absence:**

RESOLVED: To note that apologies for absence had been received from Janice Howkins, Ramji Chauhan and Reverend Paul Reece.

83. **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.

84. **Arrangement of Agenda:**

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

85. **Minutes:**

RESOLVED: That the minutes of the meeting held on 29 January 2008 be taken as read and signed as a correct record, subject to the following amendments:

Minute 79 - School's Amalgamation Policy

Paragraph two be amended so that it reads: "A member expressed concern that the report came across as biased towards amalgamation and that the Forum had not been consulted on the policy before the Cabinet 2007 decision. The member asked for the reasons against amalgamation."

86. **Matters Arising:**

RESOLVED: To note that there were no matters arising that did not appear on the agenda.

87. **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 16 (Part 4E of the Constitution).

88. **Petitions:**

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

89. **Deputations:**

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

90. **Vision for Education in Harrow:**

The Forum received the report of the Director of Schools and Children's Development, which set out a draft vision for Education in Harrow which was being developed to support the Council's submission for the Primary Capital Strategy and Building Schools for the Future (BSF). The Director of Schools and Children's Development added that the draft vision had been constructed to set the tone and path for Education in Harrow during the next 10 years. Consultation was due to take place with headteachers, officers and the governors' forum. The Forum was asked to note that although consultation was taking place in some schools, it was merely a 'soft consultation' which tested the water in some of the more needy communities. Schools have been asked to discuss the vision within their own school communities. This was not a formal consultation process and all views were welcomed. The Director of Schools and Children's Development further added that the vision was in response to the Department of Children, Schools and Families (DCSF) desire for Harrow to be forward thinking and innovative. The Forum was reminded that the Council was setting the framework for the future but was not the driving force behind the proposals. The schools themselves were the driving force. The Forum was asked to deliver the draft vision to their constituency groups and discuss whether the vision was right, was there anything else that could be included, and what the potential political barriers might be.

A Member commented that the draft vision was in need of more clarity as the educational vernacular was not understandable to the lay person. The Member added that the vision may then be subject to misinterpretation by the press or public.

A member commented that the report was concerned with cohesiveness yet the content read in favour of diversity. The member further stated that more clarification was needed about statements within the report referring to 'choice'. The Director of Schools and Children's Development replied that schools within Harrow were individual and distinctive, offering in addition to Community Schools, a choice of different religious and voluntary aided schools and nurseries. The Director added that she would be happy to consider the member's suggestions for better wording within the report.

A member queried whether the rating of 'good' used in the report was derived from Ofsted's view of Harrow's schools. They added that if this was true, then shouldn't Harrow schools be aspiring for 'outstanding'. The Director of Schools and Children's Development replied that the nature of the language used by Ofsted left this open to interpretation and that Ofsted see Harrow' Schools as, "good in their judgement". A member added that many schools remain in their 'comfort zones' when Ofsted were 'satisfied' with them. The member suggested that attainment should be raised from 'satisfied' to 'good'. Another member agreed and added that schools needed realistic, achievable targets.

RESOLVED: That the report be noted.

91. **Three Year Results for Key Stage 2, 3 and Key Stage 4:**

The Forum received an information report of the Director of Schools and Children's Development, which showed Key Stage 2, Key Stage 3 and GCSE results for Harrow compared to statistical neighbours over a 3-year period. In addition to this the report provided an analysis of pre and post amalgamation results in Primary Schools over a 5-year period.

A member commented that they were pleased with the results, but queried why some of the values were declining. The Director of Schools and Children's Development replied that the values could change due to fluctuations in the affluence of the cohorts. The Director of Schools and Children's Development further explained that although Harrow's statistical neighbours remained the same, Harrow was not necessarily a statistical neighbour in return and it was important to remember that the list was drawn from a high range profile. Indicators were not just performance-based, but could also be socio-demographic. The Forum was reminded that remaining a high-performing

authority would become increasingly challenging as Harrow's population continued to evolve.

A member commented that by observing the report as a whole the Forum should be pleased, but with the proviso that this should not lead to complacency. The member requested on behalf of the Forum that gratitude and congratulations should be expressed to staff in all Harrow schools, support staff in the Local Education Authority (LEA), Harrow Governors, the Forum, the parents, parental support and also to the pupils themselves. The Chairman agreed and added that the most important part of education was not passing exams but that students were formed into well-rounded citizens. A member added that unfortunately statistics did not reflect this importance.

The Director of Schools and Children's Development concluded that there was not enough data of post amalgamation yet to generate a trend.

RESOLVED: That the report be noted.

92. **Date of Next Meeting:**

RESOLVED: That the date of the next meeting, 30 June 2008, be noted.

(Note: The meeting having commenced at 7.37 pm, closed at 8.31 pm)

(Signed) COUNCILLOR CHRISTINE BEDNELL
Chairman

CABINET
ADVISORY
PANELS

LOCAL DEVELOPMENT FRAMEWORK PANEL

4 MARCH 2008

Chairman: Councillor Marilyn Ashton

Councillors: * Mano Dharmarajah (1) * Joyce Nickolay (Vice-Chairman
* Keith Ferry in the Chair)
* Thaya Idaikkadar * Dinesh Solanki (4)
* Manji Kara

* Denotes Member present
(1) and (4) Denote category of Reserve Member

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Draft Character Appraisal and Management Strategy for Waxwell Lane Conservation Area**

The Director of Planning Development and Enterprise introduced the report and explained that the Council was commencing a character appraisal and management strategy for the Pinner area. The Waxwell Lane Conservation Area character appraisal and management strategy would form part of this document. An officer explained that there were 4 geographical areas in the borough for which the Council were preparing character and appraisal management strategies: Harrow on the Hill, Pinner, Stonegrove/Edgware and Harrow Weald. The Council would use all character appraisals and strategies to form an overarching Supplementary Planning Document.

An officer explained that the template used for the Waxwell Lane Conservation Area character appraisal consisted of information relevant to the appearance of the conservation area, the history and management strategy. The officer reported that the document would seek to preserve and enhance the conservation area and propose actions that residents could achieve over the next 3 to 5 years.

During the discussion on this item, Members raised a number of issues, which officers responded to as follows:

- Issues relating to archaeology and geology for the Waxwell Lane Conservation Area would be considered in the overarching Pinner Conservation Areas Supplementary Planning Document. This document would detail consultation to be held with English Heritage.
- That concerns over the hard surfacing of gardens could only be controlled partially. An Article 4 Direction, if imposed, could withdraw the right to hard surface gardens and impose planning permission requirements. This issue had been referred to in the character appraisal. However, Article 4 Directions were not retrospective so existing hard surfaced gardens were permitted. Additionally, issues relating to vehicular crossings were highway issues.
- The Council had investigated how to incorporate the storage of refuse bins in the character appraisal. This had proved to be problematic because the Council was promoting recycling which required them to provide a number of different bins to premises. However, Article 4 Directions could provide the Council with the opportunity of making provision for bin enclosures, but this could not be applied retrospectively. A suggestion by a Member to use landscaping to shelter bins was possible but still would not address refuse bins currently at existing premises.
- That 'Lucy boxes' and similar boxes providing electricity were generally enjoyed as part of the street furniture. The Council usually informed utilities companies when the boxes required repair. Reference could be made in the document to make this an action point.
- The character appraisal of the area allowed for both paving and tarmac to be used in the relevant area. The Council would encourage a more uniform appearance in the area, one that related to a subdued grey colour. Officers accepted that this issue could be more coherent in the document.
- The Waxwell Lane Conservation Area character appraisal and management strategy would be available on the Council's website from the start of the consultation period. It was anticipated that the consultation period would commence in June or July of this year.

- The Council did have a tourism officer who was responsible for developing historical sites within the borough as tourist attractions. Officers reported that if they wished to promote a specific property in the borough then it was likely they would need permission from the owner. If it were a general area then no permission would be required.
- The Waxwell Lane Conservation Area character appraisal and management strategy would be reviewed every 5 years. This review would enable an assessment to see how to remedy negative changes and gain an indication of patterns within the area.
- In a response to a query on whether residents would be informed of all proposals contained within the character appraisal, officers reported that as part of an article 4 direction, the Council would engage with residents. Advice on any implications for residents could also be circulated.

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

That the Draft Waxwell Lane Conservation Area Character Appraisal and Management Strategy be approved for public consultation

Reasons for Recommendation: (1) These documents would form part of the forthcoming Pinner Conservation Areas Supplementary Planning Document (SPD) and would need to be subject to full consultation and adoption as part of the Local Development Framework programme in due course.

(2) In the interim, these documents, once subject to public consultation, would help towards the Council's performance against Best Value performance indicator (BVPI) 219, which assesses the number of conservation areas with up to date appraisals and management strategies.

PART II - MINUTES

79. **Attendance by Reserve Members:**
To note the attendance at this meeting of the following duly appointed Reserve Members:-
- | <u>Ordinary Member</u> | <u>Reserve Member</u> |
|---------------------------|-----------------------------|
| Councillor Marilyn Ashton | Councillor Narinder Mudhar |
| Councillor Robert Benson | Councillor Dinesh Solanki |
| Councillor Navin Shah | Councillor Mano Dharmarajah |
80. **Declarations of Interest:**
RESOLVED: To note that there were no interests declared by Members present in relation to the business transacted at this meeting.
81. **Arrangement of Agenda:**
RESOLVED: That all business be considered with the press and public present.
82. **Minutes:**
RESOLVED: That the minutes of the meeting held on 12 December 2007 be taken as read and signed as a correct record.
83. **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 16, 14 and 15 (Part 4B of the Constitution) respectively.
84. **Draft Character Appraisal and Management Strategy for Waxwell Lane Conservation Area:**
(See Recommendation 1).
85. **INFORMATION REPORT – Local Development Framework Update:**
The Director – Planning Development and Enterprise introduced an information report and explained that it updated the Panel on the progress made by the Council in working meet the planning targets in the Harrow Local Development scheme.

In response to a query raised by a Member as to why Harrow received less Section 106 agreement revenue compared to its neighbouring boroughs, an officer responded that other boroughs may be involved in a greater number of large planning application developments than Harrow. This had a direct impact on the section 106 funds other boroughs received. The infrastructure of neighbouring boroughs was an important factor to consider.

The officer reported the Council would be obtaining additional Section 106 revenue as it was anticipated that there would be greater growth in the borough in the forthcoming years. In addition the Council is currently preparing a Section 106 Supplementary Planning Document to help provide greater clarity about the level of contributions the Council will be seeking from developments. The figure that could be sought from Section 106 agreements was also dependent on the specific proposal applied for.

A Member questioned why the Council had not employed a specialist section 106 agreement officer to specifically negotiate these agreements. The Director responded that the Council had made previous efforts to employ a professional officer but had not been successful in finding the right candidate with the necessary calibre or credentials. However, the Council had been more robust in marking their performance, in employing a better tracking system and in ensuring that processes employed by the Council were transparent.

RESOLVED: That the report be noted.

(Note: The meeting having commenced at 7.30 pm, closed at 8.15 pm)

(Signed) COUNCILLOR JOYCE NICKOLAY
Vice-Chairman in the Chair

GRANTS ADVISORY PANEL

5 MARCH 2008

Chairman: * Councillor Joyce Nickolay

Councillors: * Don Billson * Asad Omar
 * David Gawn (2) * Mrs Anjana Patel
 * Thaya Idaikkadar (3) * Stanley Sheinwald
 * Ashok Kulkarni * Mrs Sasi Suresh
 * Mrs Myra Michael

Adviser: * Mike Coker, Voluntary and Community Sector Representative

* Denotes Member present
 (2) and (3) Denote category of Reserve Member

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Grants Applications 2008/2009**

The Panel received a report of the Director of Community and Cultural Services, which presented the applications for funding and the grants-based service level agreements for 2008/09. Subsequently it was:

Resolved to RECOMMEND: (to Cabinet)

That (1) the decisions detailed at Appendix 1 of these minutes be agreed;

(2) the overall grants budget of £762,610, the inflation additions to salaries and the individual grant allocations be approved;

(3) the reserved grant of £1,000 to Flash Musicals be withdrawn and used as an under spend for allocation in the financial year 2007/08;

(4) a grant of £15,000 to the Harrow Heritage Trust be awarded out of the Council's Capital Programme for the financial year 2008/09;

(5) Girlguiding Middlesex North West and K.S.I.M Senior Citizen Association, groups not recommended for grant by officers, both be awarded £4000 grant each for the financial year 2008/09.

[Reason for Recommendations: To enable the allocation of funding to voluntary organisations for 2008/2009].

PART II - MINUTES90. **Attendance by Reserve Members:**

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

Ordinary Member

Reserve Member

Councillor Nana Asante
 Councillor Rekha Shah

Councillor David Gawn
 Councillor Thaya Idaikkadar

91. **Declarations of Interest:**

RESOLVED: To note that the following declarations of interest were declared:

Agenda Item 9: Grants Applications 2008/2009

- (i) Councillor Mrs Anjana Patel and Councillor David Gawn both declared a prejudicial interest in relation to the grant application for Harrow Mencap. Councillor Mrs Anjana Patel stated that this was due to the fact that she was a Member of the Harrow Mencap Board. Accordingly, they both left the room and took no part in the discussion or decision when the application was considered.
- (ii) Councillor David Gawn declared a personal interest due to his involvement with Harrow in Europe. Accordingly, he remained in the room when this application was discussed.

- (iii) Councillor Myra Michael declared a personal interest due to the fact that she was a representative of the Council at Harrow in Europe. Accordingly, she remained in the room when this application was discussed.
- (iv) Councillor Stanley Sheinwald declared a personal interest as he was Chairman of the Carers Partnership Group. Accordingly, he remained in the room for the discussion of all items.
- (v) Councillor Don Billson declared a personal interest as he was involved with the Harrow Association of Voluntary Service. Accordingly, he remained in the room for the discussion of all items.
- (vi) Councillor Joyce Nickolay declared a personal interest in the following organisations. Accordingly, she remained in the room for the discussion of all items:
 - Agenda 21 Environmental Forum
 - Bentley Priory Nature Reserve
 - Harrow Association of Voluntary Services
 - Harrow Citizens Advice Bureau
 - Harrow in Europe
 - Harrow Sports Council
 - Harrow Weald Common Board of Conservators
- (vii) Councillor Asad Omar declared a personal interest as he was involved in the Harrow Council for Racial Equality. Accordingly, he remained in the room for the discussion of all items.
- (viii) Councillor Thaya Idaikkadar declared a personal interest as he was involved in the Pakistan Society of Harrow. Accordingly, he remained in the room for the discussion of all items.
- (ix) Mike Coker, adviser to the Panel declared a prejudicial interest in that he was an Executive Director of Community Link Up. Accordingly, he left the room and did not take part in the discussion or decision making for this application.

92. **Arrangement of Agenda:**

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

93. **Minutes:**

RESOLVED: That the minutes of the meeting held on 22 November 2007 be taken as read and signed as a correct record.

94. **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 16 (Part 4E of the Constitution).

95. **Petitions:**

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

96. **Deputations:**

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

97. **Appointment of Panel Adviser:**

RESOLVED: That the appointment of Mike Coker as adviser to the Panel for the remainder of the Municipal Year be noted.

98. **Grants Applications 2008/2009:**

Further to Recommendation 1, in response to queries, officers confirmed that:

- there was no set amount that the Panel should keep for contingency;
- all organisations were encouraged to find alternative sources of funding.

When questioned regarding the issuing of grants to groups which fell outside the published criteria, a legal officer advised the Panel that if they were to recommend grants to groups which fell outside the criteria then they would have to be mindful of the advice given by the adviser to the Panel. This advice was that when recommending grants, the Panel needed to ensure that the voluntary sector was confident in the criteria - the integrity of the criteria needed to be respected. The legal officer also advised the Panel that if they were to depart from the policy agreed by Cabinet then the Panel must be fair, transparent and well reasoned. The Panel would need to consider the other organisations that did not meet the criteria in the policy and that others may not have applied due to the requirements of the policy. In response to a concern raised by a Member, the legal officer confirmed that decisions made outside of agreed policies were at risk of legal challenge or complaint. The legal officer also advised that if Cabinet were to change the policy it would first need to follow due process that was likely to involve consultation with the voluntary sector.

The Chairman commented that in recommending that grants be issued to Girl Guiding Middlesex North West and K.S.I.M Senior Citizen Association, the reason would be that these groups had previously been funded by the Council. A Member commented that she thought it was important for Harrow Council to fund Girl Guiding Middlesex North West as it was providing a service in conjunction with the London Borough of Hillingdon and so it was important that Harrow paid its 'fair share.'

Copies of the original applications were available at the meeting for the Panel's use. The Panel were appreciative of the confidential information in the original applications during discussions.

RESOLVED: That the above be noted.

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

In accordance with the Advisory and Consultative Procedure Rule 13 (Part 4E of the Constitution) it was:

RESOLVED: At (1) 9.56 pm to continue until 11.00 pm;

(2) 10.56 pm to continue until 11.11 pm.

(Note: The meeting having commenced at 7.31 pm, closed at 11.10 pm)

(Signed) COUNCILLOR JOYCE NICKOLAY
Chairman

APPENDIX 1

<u>Organisation</u>	<u>Funding Recommended by the Panel for 2008/09 (£)</u>	<u>Reason/Comments</u>
APPLICANTS FUNDED UNDER 3-YEAR SERVICE LEVEL AGREEMENTS		
HARROW ASSOCIATION OF DISABLED PEOPLE	45,918	
HARROW ASSOCIATION OF SOMALI VOLUNTARY ORGS (HASVO)	10,200	
HARROW ASSOCIATION OF VOLUNTARY SERVICE (HAVS)	92,815	
HARROW CITIZENS ADVICE BUREAU	102,554	
HARROW COUNCIL FOR RACIAL EQUALITY	58,737	
HARROW IN BUSINESS	Nil.	No longer receive funding from grants budget.
HARROW SHOPMOBILITY SCHEME	14,861	
HARROW SPORTS COUNCIL	27,540	
HARROW WEALD COMMON CONSERVATORS	28,500	
HARROW WOMEN'S CENTRE	58,029	
IGNITE TRUST	10,200	
RELATE	23,649	
VICTIM SUPPORT HARROW	16,452	
WELLDON ACTIVITY GROUP	22,593	
WOMEN'S AID HARROW	30,600	
APPLICANTS FOR GRANTS IN 2008/09		
ADHD SUPPORT GROUP	8,910	
AFGHAN ASSOCIATION	1,540	
ANGOLAN CIVIC COMMUNITIES ALLIANCE (ACCA)	4,000	
ASHIANA	3,060	
ASIAN ELDERLY GROUP	5,500	
ASSOCIATION OF SENIOR MUSLIM CITIZENS	2,040	
BENTLEY PRIORY NATURE RESERVE	3,500	
CARRAMEA (CONSORTIUM OF ANTI-RACIST, REFUGEE AND MINORITY ETHNIC ASSOCIATIONS)	2,400	
COMMUNITY LINK UP	5,650	Mike Coker, adviser to the Panel declared a prejudicial interest and so left the room and took no part in the discussion and decision for this application.
HARROW AFRICAN-CARIBBEAN ASSOCIATION	6,732	
HARROW AGENDA 21 ENVIRONMENTAL FORUM	5,730	
HARROW ANTI-RACIST ALLIANCE (HARA)	3,750	
HARROW ASSOCIATION OF SOMALI VOLUNTARY ORGANISATIONS (HASVO)	3,000	The Panel agreed an amendment to the officer recommendation.

HARROW BANGLADESHI ASSOCIATION	1,900	
HARROW BENGALIEE ASSOCIATION	2,729 Reserved	The Panel reserved the grant pending clarification of the grant's use.
HARROW BEREAVEMENT CARE (FORMERLY HBVS)	9,500	
HARROW COMMUNITY TRANSPORT	8,840	
HARROW EMERALD CIRCLE	1,000	
HARROW GINGERBREAD	1,530	
HARROW HERITAGE TRUST	8,100	£15, 000 to be paid from the Capital Fund Programme.
HARROW IN EUROPE ASSOCIATION (HIE)	5,100	
HARROW IN LEAF	1,500	
HARROW IRANIAN COMMUNITY ASSOCIATION (HICA)	5,500	
HARROW MENCAP	8,000	Councillor Anjana Patel and Councillor David Gawn declared a prejudicial interest and so left the room and took no part in the discussion and decision for this application.
HARROW OVER 50'S CLUB	2,000	
HARROW PENSIONERS' ACTION GROUP	Nil.	The Panel agreed an amendment to the officer recommendation.
HARROW PRE-SCHOOL LEARNING ALLIANCE (HPSLA)	5,000	
HARROW PUBLIC TRANSPORT USERS ASSOCIATION	360	
HARROW REFUGEE FORUM	7,000	
HARROW SOMALI WOMEN'S ACTION GROUP (HASWAG)	5,100	
HARROW TAMIL ASSOCIATION	2,040	
HARROW YOUTH & COMMUNITY PROJECT	3,000 (of which 1,000 is reserved)	The Panel agreed an amendment to the officer recommendation – 1,000 of the 3,000 to be reserved pending a visit from officers.
HAVS TRANS-AGE PROJECT	5,000	
HEADWAY NW LONDON	5,200	
HOME START - HARROW	5,000	
ISLAMIC & CULTURAL SOCIETY OF HARROW	1,020	
KIDS CAN ACHIEVE	10,000	The Panel agreed an amendment to the officer recommendation.
LONDON KALIBARI	1,530	
MIDDLESEX ASSOCIATION FOR THE BLIND	6,800	The Panel agreed an amendment to the officer recommendation.
MIND IN HARROW	7,722	
MULTIPLE SCLEROSIS SOCIETY-HARROW BRANCH	1000	
NATIONAL AUTISTIC SOCIETY-HARROW BRANCH	1,683	
PAKISTAN SOCIETY OF HARROW	6,775	
PARKINSON'S DISEASE SOCIETY	2,500	
PERSIAN SENIOR CITIZENS CLUB	500	The Panel agreed an amendment to the officer recommendation.

RUSSIAN IMMIGRANTS ASSOCIATION	1,000	The Panel agreed an amendment to the officer recommendation.
SANGAT ADVICE CENTRE	10,000 in 2 5,000 installments (one initially, one in September)	The Panel agreed an amendment to the officer recommendation.
SPECIAL CONNECTION	1000	
U. K. ASIAN WOMEN'S CONFERENCE	1,200	
WEALDSTONE ACTIVE COMMUNITY	1,200	
WHITTLESEA LIFE SKILLS ASSOCIATION	3,900	

SUPPORTING PEOPLE ADVISORY PANEL

6 MARCH 2008

Chairman: * Councillor Eric Silver

Councillors: * Mrs Margaret Davine
* Nizam Ismail (1)* Mrs Myra Michael
* Narinder Singh Mudhar* Denotes Member present
(1) Denotes category of Reserve Member**PART I - RECOMMENDATIONS - NIL****PART II - MINUTES**65. **Attendance by Reserve Members:****RESOLVED:** To note the attendance at this meeting of the following duly appointed Reserve Member:-Ordinary MemberReserve Member

Councillor David Gawn

Councillor Nizam Ismail.

66. **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.67. **Arrangement of Agenda:****RESOLVED:** That all items be considered with the press and public present.68. **Minutes:****RESOLVED:** That (1) the minutes of the meeting held on 12 December 2007 be taken as read and agreed as a correct record;

(2) the Chairman be authorised to sign them when the Bound Minute Volume was available.

69. **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 16 (Part 4E of the Constitution).70. **Petitions:****RESOLVED:** To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).71. **Deputations:****RESOLVED:** To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).72. **The Supporting People Programme Update:**

The Panel received a report of the Interim Corporate Director, Adults and Housing, updating Members on key developments and progress on key priorities in the Supporting People (SP) Programme since the previous meeting of the Panel in December 2007.

An officer from the Adults and Housing Directorate briefed Members on developments on matters raised at the previous meeting, as set out in the report. These included the issue of Disabled Facilities Grants (DFGs), on which an officer from the Harrow Adapt & Repair Team (HART) briefed Members on the information set out in Appendix 2 to the report, and answered Members' questions. The officer from HART informed the Panel that DFGs were mandatory grants to provide adaptations to enable disabled

people to remain in their own home, retaining or regaining independence. The maximum grant payable was currently £25,000, soon to be raised to £30,000. It was noted that Government subsidised 60% of all DFG expenditure up to a maximum, the current allocation being £838,000 (including a subsidy of £502,800). Discretionary DFGs were available for adaptations costing more than £25,000 as set out in the Council's Private Sector Housing Renewal Grant Policy. These were funded without subsidy from the Council's budget. The current year's mandatory allocation had been spent, but a carry-forward from the previous year meant that there was likely to be a balance of £50,000 at the end of the year.

The officer from HART described the process of dealing with grant applications and said, in answer to a question from a Member, that the average time between initial enquiry and the start of works was currently 44 weeks. The officer added that not all of this was within the Council's control and there were stages in the process when it was up to clients to progress matters. Members expressed the view that the process would be quicker if it were dealt with in one area of the Council, rather than several areas. Both officers reported that the number of departments involved had been reduced and they agreed to keep the Panel informed of progress. The officer from HART reported that the average grant paid in 2006/2007 was £13,711, with a total of around 50 grants issued. He then briefed Members on forthcoming changes to the DFG in line with the Government's *Lifetime Homes, Lifetime Neighbourhoods* housing strategy, including:

- increasing the maximum grant payable to £30,000;
- simplifying the means test.

Members noted that, although the maximum grant would be increased to £30,000, the Government allocation would not go up, and this could place more pressure on the Council's budget. In 2009/2010 the DFG allocation would no longer be ring-fenced so that, for example, the money could be used to pay someone a grant to move to an adapted property. The Council will also be allowed to impose some pay-back terms in cases where facilities paid for by DFGs had increased the value of a property.

The Chairman thanked the officer from HART for briefing Members and answering their questions on this issue.

The officer from the Adults and Housing Directorate briefed Members on the contents of the report, including:

- the Supporting People (SP) three-year funding announcement – a 7% increase over the next three years;
- progress towards carrying out the action plan;
- an update from 12 January 2008 meeting of the Commissioning Body (CB), including the agreed strategy for using unallocated short-term SP funding now available as a result of prudent management, responsible commissioning, efficiencies and value for money savings. Members welcomed the CB's recommendations;
- the scoping of options for an SP strategy in the context of the forthcoming alignment of SP with the Local Area Agreement (LAA) from April 2009. The officer agreed to circulate more information on the report commissioned on this;
- performance in relation to key performance indicators;
- the programme of contract monitoring, a full evaluation report on which would be submitted to the next Panel meeting.

The officer also agreed to supply the following information:

- how older people could get help with clearing lofts prior to the installation of insulation;
- a "defence" document, showing where SP could make a contribution within the LAA;
- whether, as one of the 12 funding streams in the LAA, SP was ring-fenced;

- the likelihood of improvements to the communications strategy and the possibility of a single point of referral for SP;
- indicators on the target list referred to in the action plan;
- the Memorandum of Understanding agreed by the CB;
- further information on the report scoping options from April 2009.

The Chair thanked the officer from the Adults and Housing Directorate for a clear presentation and informative answers to Members' questions.

RESOLVED: That the report and the comments above be noted.

73. **Date of Next Meeting:**

RESOLVED: That Democratic Services liaise with Members for a date in June 2008.

(Note: The meeting having commenced at 10.05 am, closed at 11.50 am)

(Signed) COUNCILLOR ERIC SILVER
Chairman

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL****12 MARCH 2008**

Chairman: (Vacancy)

Councillors: * Mrinal Choudhury (Vice-Chairman in the Chair) * Joyce Nickolay

Advisers: Ms V Swaida
(Vacancy)

* Denotes Member present

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

On 12 March 2008, there were 10 children for whom 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 offers of admission to schools be made as follows:

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H151	10	Nower Hill
H152	9	Park High
H153	9	Hatch End
H154	9	Harrow High
H155	9	Whitmore
H156	9	Rooks Heath
H157	10	Park High
H158	9	Nower Hill
H159	10	Harrow High
H160	11	Harrow High

[Note: Nine additional cases were added to the agenda after case H151; these became cases H152, H153, H154, H155, H156, H157, H158, H159, and H160].

PART II - MINUTES298. **Attendance by Reserve Members:**

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

299. **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.

300. **Arrangement of Agenda:**

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

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

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

-
- | <u>Item</u> | <u>Reason</u> |
|---------------------------------|--|
| 8. Admissions to County Schools | This item was considered to contain exempt information under paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972, in that it contained information relating to individuals. |
301. **Minutes:**
RESOLVED: That the minutes of the meetings held on 12 December 2007, 2 January, 16 January, 30 January and 13 February 2008 be deferred until printed in the next Council Bound Minute Volume.
302. **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 16 (Part 4E of the Constitution).
303. **Petitions:**
RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).
304. **Deputations:**
RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).
305. **Admissions to County Schools:**
(See Recommendation 1).
- (Note: The meeting having commenced at 2.35 pm, closed at 3.00 pm)

(Signed) MRINAL CHOUDHURY
(Vice-Chairman in the Chair)

**EDUCATION ADMISSIONS AND AWARDS
ADVISORY PANEL****26 MARCH 2008**

Chairman: * (Vacancy)

Councillors: * Mrinal Choudhury (Vice-Chairman in the Chair) * Narinder Singh Mudhar (3)

Advisers: Ms V Swaida (Vacancy)

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

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

On 26 March 2008, there were 5 children for whom 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 offers of admission to schools be made as follows:

<u>Reference</u>	<u>Year Group</u>	<u>Admitting School</u>
H161	9	Whitmore
H162	9	N/A
H163	9	Rooks Heath
H164	10	Rooks Heath
H165	10	Canons

[Notes: (1) Three additional cases were added to the agenda after case H162; these became cases H163, H164 and H165

(2) Case H162 was withdrawn from the agenda as an offer of a place had already been made].

PART II - MINUTES306. **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 Joyce Nickolay	Councillor Singh Mudhar

307. **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.

308. **Arrangement of Agenda:**

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

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

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

<u>Item</u>	<u>Reason</u>
8. Admissions to County Schools	This item was considered to contain exempt information under paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972, in that it contained information relating to individuals.

309. **Minutes:**

RESOLVED: That the minutes of the meetings held on 12 December 2007, 2 January, 16 January, 30 January, 13 February, 27 February and 12 March 2008 be deferred until printed in the next Council Bound Minute Volume.

310. **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 16 (Part 4E of the Constitution).

311. **Petitions:**

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

312. **Deputations:**

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

313. **Admissions to County Schools:**
(See Recommendation 1).

(Note: The meeting having commenced at 2.30 pm, closed at 3.00 pm)

(Signed) COUNCILLOR MRINAL CHOUDHURY
(Vice-Chairman in the Chair)

PORTFOLIO HOLDER
DECISION MEETING

PORTFOLIO HOLDER DECISION MEETING

17 MARCH 2008

Councillors: * David Ashton

* Denotes Member present

PART I - RECOMMENDATIONS - NIL**PART II - MINUTES**49. **Declarations of Interest:**

RESOLVED: To note that no interests were declared in relation to the business to be transacted at this meeting.

50. **Matters referred to the Executive Member:**

RESOLVED: To note that no matters had been referred to the Executive Member for reconsideration in accordance with the provisions contained in the Overview and Scrutiny Committee Procedure Rule 22 (Part 4F of the Constitution).

51. **Award of Council's Motor Insurance Contract:**

On 13 March 2008, the Cabinet authorised the Portfolio Holder for Finance and Portfolio Co-ordination to make any such decision as might be necessary to enter into a new insurance contract for motor insurance with the most favourable tender submission. This was to ensure that the Council met its statutory requirements with respect to insurance of vehicles.

It was noted that this meeting had been convened at short notice. It was noted that this meeting had been convened at short notice in order to comply with the Office of Government Commerce (OGC) 10 day mandatory standstill period for contracts awarded following an Official Journal of the European Union (OJEU) tender process, the Portfolio Holder decision, which was delegated by Cabinet on 13 March 2008, needed to be made on 17 March 2008. The agreement of the Chairman of the Overview and Scrutiny Committee that the decision would not be subject to call-in had been obtained. The agreement of the Chairman of the Overview and Scrutiny Committee that the decision would not be subject to call-in had been obtained.

An officer introduced the confidential report, which set out the process for seeking quotations for the Council's motor insurance for the 2008/09 year. It was stated that a robust tender exercise had been undertaken using the Official Journal of the European Union negotiated tender process.

RESOLVED: That the Council's insurance contract be placed with Zurich Municipal Insurance for 2008/09 through a consortium offer provided through the London Authorities Mutual Limited.

Reason for Decision: To secure the Council's motor insurance premium for the 2008/09 year.

[Note: The item was included in Part II as it was considered exempt by virtue of paragraph 3 as specified in Schedule 12a (as amended) of the Local Government Act 1972 in that it related to information relating to the financial or business affairs of any particular person (including the authority holding that information)].

(Note: The meeting having commenced at 4.30 pm, closed at 4.35 pm)

(Signed) COUNCILLOR DAVID ASHTON

