

**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

Councillors *Meehan (Chair), *Reith (Vice-Chair), *Amin, *Basu, *Canver, *Diakides,
*Haley, *B. Harris, *Mallett and *Santry

*Present

Also Present: Councillors Baker, Bevan, Catherine Harris, Oakes and Williams.

MINUTE NO.	SUBJECT/DECISION	ACTION BY
TEX62.	APOLOGIES (Agenda Item 1): Apologies for lateness were submitted by Councillors Reith and Santry.	
TEX63.	MINUTES (Agenda Item 4): RESOLVED That the minutes of the meeting held on 25 July be approved and signed.	HMS
TEX64.	THE COUNCIL'S PERFORMANCE - JUNE 2006 (Joint Report of the Chief Executive and the Acting Director of Finance - Agenda Item 7): RESOLVED: 1. That the report be noted. 2. That approval be granted to the virements as set out in Section 13 of the interleaved report.	DF
TEX65.	PROGRAMME HIGHLIGHT REPORT - JUNE 2006 (Report of the Chief Executive - Agenda Item 8): RESOLVED: That the report be noted.	
TEX66.	ANNUAL REPORT FOR 2005-06 ON THE COUNCIL'S HANDLING OF COMPLAINTS AND MEMBERS' ENQUIRIES (Report of the Chief Executive - Agenda Item 9): Arising from our consideration of Section 5 of the report – Handling of Members' Enquiries – we noted that the performance in handling enquiries was 85% against a target of 90% and we asked that it be recorded that there was an agreed timescale for dealing with Members Enquiries which we expected to be met unless there were clear extenuating circumstances. We also noted that Appendix 3 - the Local Government Ombudsman's Annual Letter for 2005-06 - pointed out that the areas of reduction in	All to note

**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

	complaints he received about Haringey in the year were in his categories of Social Services (which included children's social care in our Children's Services), Planning, and Education whereas in all three categories there had been national increases – 22.6% in the case of Education. The Letter also referred to our improvement in the time taken to respond to his first written enquiries which was described as 'an excellent record for any authority, but particularly so for one of the London boroughs'. RESOLVED: 1. That the annual report for 2005-06 on the Council's handling of Complaints and Members' Enquiries be received. 2. That the following be noted – • Performance in 2005-06 (Section 2 for Complaints and paragraphs 5.5 – 5.6 for Members' Enquiries); • Progress in implementing the improvements to the Council's customer feedback arrangements. (Section 4); • The Local Government Ombudsman's annual letter and the Council's response. (Appendix 3); • Progress in implementing and administering the new procedures for Members' Enquiries. (Section 5). 3. That an invitation be extended to the Local Government Ombudsman to attend a future meeting of the Executive to discuss his Annual Letter and associated matters.	CE
TEX67.	CORPORATE MANAGEMENT OF PROPERTY - SEPTEMBER 2006 STAGE REPORT (Report of the Acting Director of Finance - Agenda Item 10): Reference was made to representations made by the Friends of Parks Group about their concern that the proposed transfer of the management responsibility of operational assets from Directorates to Corporate Property Services might result in the sale, demolition or disposal of parks buildings. The Executive Member for Finance informed us that she had responded to the Group and had indicated that the purpose of the transfer was to introduce a phased programme for supporting maintenance services to all operational buildings and a plan to address a backlog of maintenance and compliance issues. RESOLVED: 1. That approval be granted to the transfer of management responsibility of the operational property assets listed in Appendix 15.1 of the interleaved report on a phased basis, from Directorates to Corporate Property Services, together with the requisite budgets by the 1 April 2007.	HP All to note

**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

	2. That approval be granted to the development and implementation of a two-year improvement plan to address the areas of building non-compliance and improve building condition by systematically tackling the high priority areas of maintenance backlog. 3. That the revised management structure, resource plans and system developments to enable Corporate Property Services to assume the corporate landlord role effectively and carry out the new management responsibilities efficiently be noted. 4. That it be noted that a detailed review of the current contracting arrangements would be carried out in conjunction with the Corporate Procurement Unit with recommendations to rationalise and market tests these, in order to deliver best value and performance. 5. That it be noted that this exercise would take place before the Homes for Haringey Value for Money review had been completed and the outcomes were known but that Homes for Haringey would nevertheless be included in the exercise and eligible to bid for works within the competitive processes.	HP
TEX68.	WHITE HART LANE - SPORTS FACILITIES REDEVELOPMENT (Report of the Interim Director of Environmental Services - Agenda Item 11): RESOLVED: 1. That the proposed approach to renewing provision of leisure facilities as set out in the interleaved report be endorsed. 2. That the following actions be approved - • Market test the interest from suitably qualified leisure management organisations for the future management, investment in and development of the centre. • Develop stronger working relationships with key provider organisations within the wider Community Sports Hub with a view to potentially establishing an independent charitable trust or empowered user group. • Develop and strengthen existing links with Sport England and Sports national governing bodies to develop the sub regional role of the facility, and the potential to become a designated Community Sports Village in line with the new Government programme. • Seek to complement the redevelopment of Woodside High School, and influence the type, location, access and investment in new/ refurbished sports facilities within the	DEnv DEnv

**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

	Building Schools for the Future programme. • Investigate the interest and potential for Haringey Borough FC to relocate from Coles Park to White Hart Lane Community Sports Centre. • Officers progress discussions with Sport England / Olympic Delivery Authority as to the role and requirements of a 2012 Training Venue. • Further develop White Hart Lane Community Sports Centre role as a Community Football Centre, as set out in the London FA Facilities Strategy, and establish the scope for Football Foundation investment. • Develop plans in conjunction with the development of Children's Network provision, and the Youth Service Improvement Plan.	
TEX69.	HOMES FOR HARINGEY QUARTERLY PERFORMANCE AND FINANCE REPORT (Report of the Director of Social Services - Agenda Item 12): With regard to Appendix 1 – Quarterly Performance Monitoring Meeting 28 July 2006 we noted that performance indicators were to be introduced for the purposes of future Performance and Finance reports. We also noted that the text contained in Minute 7 – Claimants : Benefits Assessment appeared to relate to the preceding item – Response to Members Enquiries. We were informed that Homes for Haringey had experienced some initial problems in dealing with Members' Enquiries but that these had now been overcome. We were also informed that it had been agreed that Members Enquiries could be escalated to Homes for Haringey's Chief Executive if necessary and that referrals would also be accepted from other members of the Homes for Haringey Board. RESOLVED: 1. That the report be noted. 2. That the monitoring of Homes for Haringey finance and performance continue to be reported to Executive on a quarterly basis.	DSS
TEX70.	PROPOSED NEW LETTINGS POLICY (Agenda Item 13): a) Report of the Director of Social Services (Agenda Item 13 (a)) With the consent of our Chair an addendum which presented the findings from the consultation process that accompanied the Council's review of its Allocation Policy and the development of a new Lettings	

**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

	Policy was tabled. b) Report of the Chair of the Overview and Scrutiny Committee (Agenda Item 13(b)) Our Chair agreed to accept the report as urgent business. The report was late because of the need to complete necessary consultations. The report was too urgent to await the next meeting because of the need to consider the report in conjunction with the report of the Director of Social Services in respect of the new lettings policy. In response to a question about the prioritisation accorded to domestic violence, we noted that following detailed discussions between the Scrutiny Review Panel and the Strategic Housing Service it was proposed that domestic violence should be made the fifth key priority in the new Lettings Policy. We noted that with regard to the table shown under Prevention of Homelessness in Chapter 2 of the draft Policy Categories 1 and 2 had been transposed and it should read - Category 1 - Homeless with at Home with 2 children – 200 points Category 2 - Homeless at Home with 1 child – 150 points and we asked that the necessary amendment be made. RESOLVED: 1. That the findings of the of the consultation process on the Council's review of it's Allocations Policy and the development of a new Lettings policy be noted. 2. That, subject to the incorporation of the following amendments of the Overview and Scrutiny Committee the proposed Lettings Policy as set out in the Appendix to the interleaved report be approved - • The Action Plan arising from the Equalities Impact Assessment (EIA), be monitored in order to inform future policy and service development and to ensure that services are in step with the needs of communities and that all users or potential users have fair and equal access to allocations and lettings. • Subject to the results of the modelling impact assessment and further legal advice, the Executive consider awarding a greater weighting to the local connections aspects of the new lettings policy, with a view to increasing the level of points (75) currently proposed. • Local connection points be awarded only to applicants who have lived in Haringey for the two years immediately	DSS
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**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

preceding their application.

- It is made clear in the policy that where applicants are placed in temporary accommodation outside the borough, they will be awarded Residency points, as long as they fulfil the residential qualification.
- The policy state that Local Connection points will not be given to the following:
 - Those placed in Haringey in temporary accommodation by another Council.
 - Those placed in Haringey in residential accommodation by another Council.
 - Secure tenants of another Council unless reciprocal arrangements have been agreed.
- Subject to the results of the modelling impact assessment and further legal advice, consideration be given to awarding a greater weighting than the 50 points currently proposed, as a way of rewarding “good neighbour” transfers, thereby increasing the points for those applicants who have abided by the terms of their tenancy conditions and have no rent arrears.
- Greater incentive be given to achieve an increase in under-occupation transfers; consideration be given to increasing the financial reward and introducing other forms of assistance to tenants.
- The under-occupation scheme be re-launched with an enhanced publicity campaign to ensure greater public awareness of the scheme.
- The Council consider each case of succession under-occupation on its merit and where appropriate, use the legal powers available to address the issue of under occupation of properties, when a succession to the tenancy has taken place.
- The Re-housing Service ensure that an overall publicity and education campaign is undertaken with staff and residents to launch the policy. Also that a leaflet is produced and made available in major community languages. The leaflet should include a ready-reckoner to enable applicants to calculate their housing points. The leaflet should signpost where general advice and practical assistance on homelessness and prevention of homelessness is available. The leaflet should also explain the Choice Based Lettings schemes.
- Support staff be fully trained/briefed in the policy as part of the implementation process. Training to include legal briefings on

**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

	a regular basis, to ensure staff are knowledgeable and up to date with all relevant legislation. • The leaflet be produced and distributed at the same time as the Homes Connection scheme is launched. • The Scrutiny Review Panel to be given the opportunity to comment on the draft leaflet produced. • At the signing of the tenancy, if applicable, the applicants' housing benefit application form also be completed. This will allow the applicant to have benefits quickly assessed and in place and is likely to reduce the incidences of rent arrears and to assist in maintaining their tenancies. Vulnerable new tenants will be assisted by staff ensuring that housing benefit applications are completed correctly. • The Re-housing Service improve the administration of Housing Benefit and homelessness application processes, by ensuring that the application form for housing, when completed, gives all the necessary permissions required to carry out relevant data checks, including legal access to electronic databases. • The housing application form be redesigned to enable applicants to state whether they are likely to apply for Housing Benefit, so that officers are able to be better prepared to assist applicants with their claims. • An application be cancelled if the applicant has failed to provide documentary evidence or other information reasonably required by the Council, in order to validate the applications, including Housing Benefit. • The Re-housing Service, IT Department and Legal Services work in collaboration to develop a protocol that achieves a balance between the needs of the Council to alleviate homelessness and rent arrears, and the rights of applicants under the Data Protection Act. • The Lettings Policy be reviewed between at least twelve and eighteen months interval to ensure that it remains in keeping with current regulations and practices. • An action plan including the operating instructions (procedures) and progress report be presented to the Overview and Scrutiny Committee in December 2006. That the Action Plan include feedback from Connexions Direct. • The review of the Housing Register be undertaken as a matter of urgency and the Re-housing Service ensure that the register is reviewed on a regular basis.	
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**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

	• A modelling impact assessment of the applicants on the Housing Register be carried out before implementation of the policy, ensuring that applicants are re-pointed using the new lettings policy, to ascertain whether the aims of the new policy have been achieved. • An explanation regarding Homes for Haringey be included in the Lettings Policy, to enable applicants to distinguish clearly between the Council's Strategic Housing Services and Homes for Haringey. 3. That a new Lettings Policy document be produced incorporating the forgoing amendments. 4. That agreement of the final points scheme be delegated to the Director of Social Services in consultation with the Executive Member for Housing and that the final scheme be reported to the Executive. 5. That the pointing scheme be reviewed, and amended, as appropriate, by the Director of Social Services, in consultation with the Executive Member for Housing as required to meet the Council's objectives. 6. That our thanks be placed on record to the Members of the Scrutiny Review Panel and the officers for their work in producing the policy document.	DSS DSS DSS
TEX71.	ADAPTATIONS (Report of the Director of Social Services - Agenda Item 14): Our Chair agreed to accept the report as urgent business. The report was late because of the need to complete necessary consultations. The report was too urgent to await the next meeting because of the need to ensure that the additional funds were spent in the current financial year. In response to a question about the differences in the timescales vis a vis the private sector and Council properties we noted that it was acknowledged that a long term adaptations policy needed to be developed in order to prevent the increase year on year of the backlog in both private and Council properties. RESOLVED: That approval be granted to an additional £1.3 million investment to increase the number of housing adaptations to properties in both the Council and private sector in 2006/07	DSS
TEX72.	EXECUTIVE RESPONSE TO THE SCRUTINY REVIEW OF CUSTOMER SERVICES (Report of the Assistant Chief Executive (Access) - Agenda Item 15):	

**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

	We noted that whilst some recommendations made by the Scrutiny Review Panel could be taken forward within existing resources, others would require additional resources and were subject to future business planning processes. A number of those recommendations which were capable of implementation by management had been put into effect and this was reflected in the Action Plan. With regard to Recommendation 13 – a national award for the excellent services provided by the Department – we were informed that the Department was considering applying for membership of the Institute of Customer Services as well as seeking a nomination for the WOW awards. RESOLVED: 1. That approval be granted to the Executive response to the proposals of the Scrutiny Review of Customer Services as set out in Appendix 1 to the interleaved report. 2. That our thanks be placed on record to the Members of the Scrutiny Review Panel and the officers for their work in producing the Review.	ACE-A
TEX73.	BRUCE CASTLE MUSEUM ACCREDITATION PROGRAMME (Report of the Assistant Chief Executive (Access) - Agenda Item 16): RESOLVED: 1. That the revised Acquisitions and Disposal Policy incorporating a mission and aims statement for Bruce Castle Museum be approved. 2. That approval be granted to accreditation for the Museum being sought by November 2006.	ACE-A ACE-A
TEX74.	ETHICAL GOVERNANCE ACTION PLAN (Report of the Head of Legal Services and Monitoring Officer - Agenda Item 17): RESOLVED: That the Audit Commission report on Ethical Governance be noted and approval be granted to the draft action plan as set out at Appendix 2 to the interleaved report.	HLS
TEX75.	URGENT ACTIONS TAKEN IN CONSULTATION WITH THE LEADER OR EXECUTIVE MEMBERS (Report of the Chief Executive - Agenda Item 18): RESOLVED: That the report be noted and any necessary action taken.	

**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

TEX76.	DELEGATED DECISIONS AND SIGNIFICANT ACTIONS (Report of the Chief Executive - Agenda Item 19): RESOLVED: That the report be noted and any necessary action taken.	
TEX77.	MINUTES OF SUB-BODIES (Agenda Item 20): RESOLVED: That the minutes of the following bodies be noted and any necessary action approved – Executive Procurement Committee – 18 July 2006 Executive Procurement Committee - 25 July 2006 Executive Member Finance – 15 August 2006	
TEX78.	MATTER RAISED BY MEMBER OF THE EXECUTIVE (Agenda Item 21): <u>Meeting with the Mayor of London</u> Our Chair reported verbally on a meeting he had attended earlier in the day with the Mayor of London to discuss a number of issues. The meeting had been constructive and the Mayor had indicated that he would expect any housing proposals submitted to him for approval to be of a high quality design and prioritise energy conservation. Due consideration would also have to be paid to the need for larger housing units. In the light of the meeting the Council should now look to progress the development schemes at Tottenham Hale and Haringey Heartlands. Other matters discussed included – • The opening of the gyratory scheme in Tottenham in time for the 2012 Olympic Games • Expansion of the Liverpool Street to Stansted Railway Line which would improve the service to Northumberland Park • The Local Enterprise Growth Initiative (LEGI) and the possibility of linking it to the work on-going for the Olympic Games. RESOLVED: That the report be noted.	
TEX79.	EXEMPT MINUTES OF SUB-BODIES (Agenda Item 23): The minutes were the subject of a motion to exclude the press and public from the meeting as they contained exempt information relation to the business or financial affairs of any particular person (including the Authority holding that information).	

**MINUTES OF THE EXECUTIVE
TUESDAY, 12 SEPTEMBER 2006**

	RESOLVED: That the exempt minutes of the Executive Procurement Committee held on 25 July 2006 be noted and any necessary action approved.	
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GEORGE MEEHAN
Chair