

London Borough of Havering ***COUNCIL MEETING***

**7.30pm WEDNESDAY, 18 JULY 2007
AT HAVERING TOWN HALL
MAIN ROAD, ROMFORD**

Members of the Council of the London Borough of Havering are hereby summoned to attend a meeting of the Council at the time and place indicated for the transaction of the following business

A handwritten signature in black ink, appearing to read 'Clive Eppell', is centered on a light-colored rectangular background.

Chief Executive

**For information about the meeting please contact:
Ian Buckmaster (01708) 432431
*ian.buckmaster@haverling.gov.uk***

NOTES ABOUT THE MEETING

1. HEALTH AND SAFETY

The Council is committed to protecting the health and safety of everyone who attends its meetings.

At the beginning of the meeting, there will be an announcement about what you should do if there is an emergency during its course. For your own safety and that of others at the meeting, please comply with any instructions given to you about evacuation of the building, or any other safety related matters.

2. MOBILE COMMUNICATIONS DEVICES

Although mobile phones, pagers and other such devices are an essential part of many people's lives, their use during a meeting of the Council can be disruptive and a nuisance. Everyone attending is asked therefore to ensure that any device is switched to silent operation or switched off completely.

3. CONDUCT AT THE MEETING

Although members of the public are welcome to attend meetings of the Council, they have no right to speak at them. Seating for the public is, however, limited and the Council cannot guarantee that everyone who wants to be present in the public areas of the Council Chamber can be accommodated. When it is known in advance that there is likely to be particular public interest in an item the Council will endeavour to provide an overspill room in which, by use of television links, members of the public will be able to see and hear most of the proceedings.

PLEASE REMEMBER THAT THE MAYOR MAY REQUIRE ANYONE WHO ACTS IN A DISRUPTIVE MANNER TO LEAVE THE MEETING AND THAT THE MEETING MAY BE ADJOURNED IF NECESSARY WHILE THAT IS ARRANGED.

If you need to leave the meeting before its end, please remember that others present have the right to listen to the proceedings without disruption. Please

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leave quietly and do not engage others in conversation until you have left the Council Chamber.

INFORMATION FOR MEMBERS

Commencement of Meeting

As an aid to Members, a single ring of the division bell will sound 5 minutes before the meeting is due to begin, followed by a double ring at 2 minutes before, at which time Members are asked please to take their seats for the commencement of the meeting.

Control of microphones

Members are reminded that, at Council meetings, the microphones are controlled centrally under the direction of the Mayor. Consequently, Members do not need to press the **MIC ON** button in order to speak, nor to turn off the microphone when they have finished.

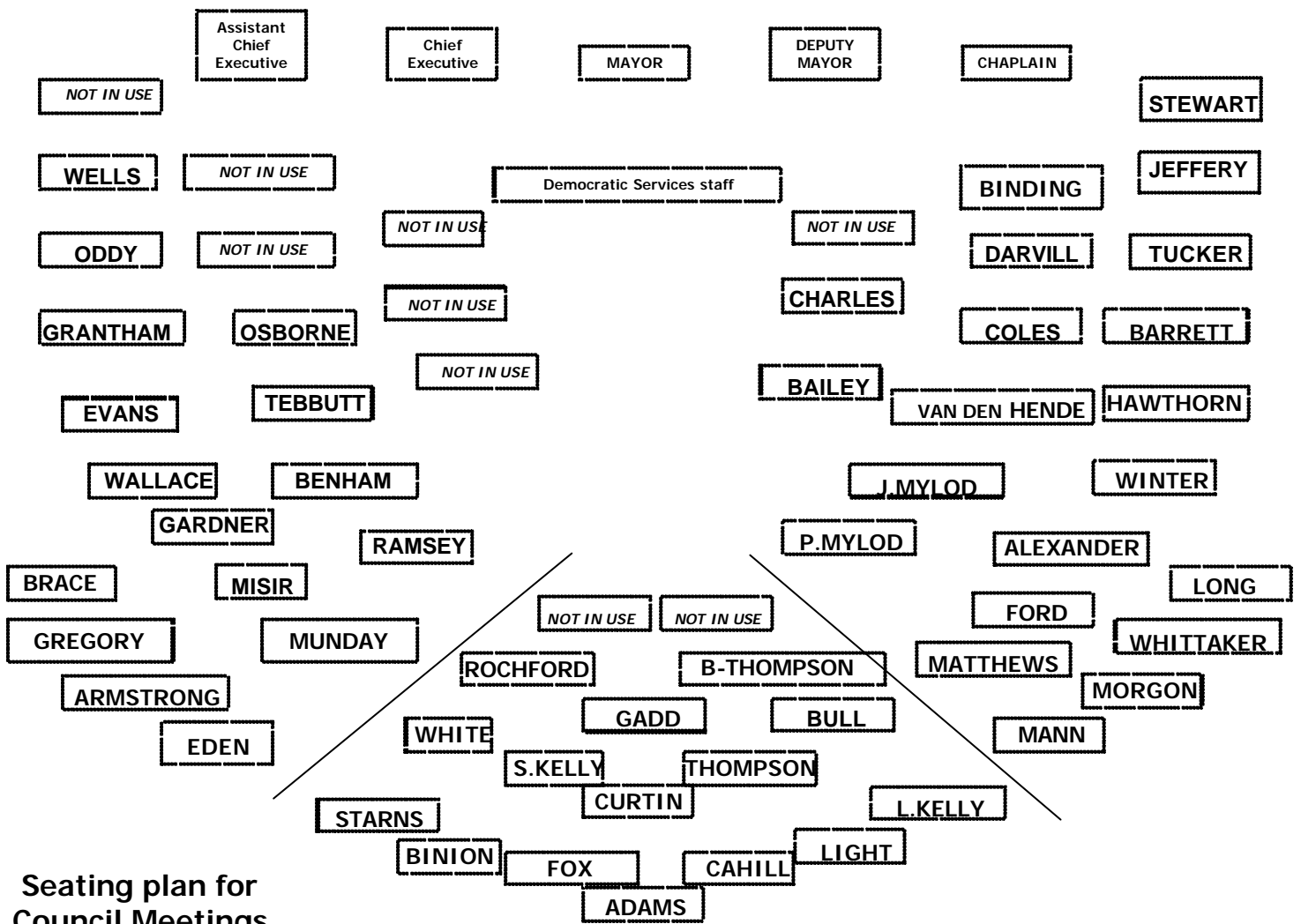
The Mayor would find it helpful, however if Members would press the **MIC ON** button to indicate that they wish:

- to speak in the course of debate on any motion (including movers and seconders)
- to rise to a point of order, of information or in personal explanation

Voting

When the Mayor calls a division, the division bell will sound briefly. In order to ensure that votes are recorded correctly, Members are asked to wait until the division bell has finished ringing before pressing the appropriate voting button.

Members are, of course, free to change their vote as they choose at any time until the Mayor directs that the votes be counted. Once a count has been called, however, no further change is possible. In the event that a Member's vote appears not to have been recorded, the clerks should be informed immediately, before the result is declared, so that account can be taken of the vote.



Seating plan for Council Meetings

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AGENDA

1 PRAYERS

2 To receive apologies for absence (if any)

3 MINUTES

To sign as a true record the minutes of the Annual Meeting of the Council held on 23 May 2007

4 DECLARATION OF INTERESTS

Members are invited to declare any interests in any of the items on the agenda at this point of the meeting.

Members may still declare an interest in an item at any time prior to the consideration of the matter.

5 ANNOUNCEMENTS BY THE MAYOR, BY THE LEADER OF THE COUNCIL OR BY THE CHIEF EXECUTIVE

6 PETITIONS

Councillors Linda Hawthorn, Clarence Barrett, Gillian Ford, Andy Mann, Barbara Matthews and John Mylod have each given notice of an intention to present a petition pursuant to Council Procedure Rule 24.

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NOTE: The deadline for amendments to the reports at agenda items 7 to 16 is midnight, Monday 16 July 2007

7 ADOPTION OF NEW MEMBERS' CODE OF CONDUCT

To consider recommendations of the Standards Committee (meeting on 6 June 2007)

8 JOINT SCRUTINY OF HEALTH SERVICES WITH OTHER LOCAL AUTHORITIES

To consider a recommendation of the Governance Committee (meeting on 20 March 2007)

9 USE OF UNPARLIAMENTARY LANGUAGE

To consider recommendations of the Governance Committee (meetings on 9 May and 5 July 2007)

10 AMENDMENTS TO THE CONSTITUTION

To consider recommendations of the Governance Committee (meetings on 9 May and 5 July 2007)

11 ANNUAL REPORTS OF THE OVERVIEW & SCRUTINY COMMITTEES

To receive the Annual Reports of the Overview & Scrutiny Committees:

- A Adult Services**
- B Children's Services**
- C Corporate**
- D Crime & Disorder**
- E Culture & Regeneration**

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F Environment

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G Health

H Housing

12 ANNUAL REPORT OF THE AUDIT COMMITTEE

To receive the Committee's Annual Report

13 ANNUAL REPORT OF THE PENSIONS COMMITTEE

To receive the Committee's Annual Report

14 ANNUAL REPORTS OF THE MEMBER CHAMPIONS

To receive the Annual Reports of the Member Champions for:

A Diversity

B Elderly Persons

C Younger Persons

D The Historic Environment

15 POLITICAL BALANCE, 2007/08 – further report

To consider the report of the Chief Executive

16 BEST VALUE PERFORMANCE PLAN, 2006/07

To consider the report of the Chief Executive

17 MEMBERS' QUESTIONS

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MOTIONS FOR DEBATE

18 SUSTAINABLE COMMUNITIES

Motion on behalf of the Residents' Group

This Council supports the proposals set out in the recent Sustainable Communities Bill that sets out to:

- Increase the role of local government in setting local policy and planning agendas
- Reduce centralised targets and agendas imposed on councils
- Promote wider local governance
- Increase wider citizenship participation in the decision making process affecting local communities

18A Amendment by the Administration

Amend to read:

This Council supports localism and the strengthening of local government and eagerly awaits any proposals to achieve this by Central Government and requests the relevant Overview & Scrutiny Committee to consider the proposals and report to Cabinet.

19 KEEPING STREETS CLEAR

Motion on behalf of the Residents' Group

This Council resolves to clear its roads and streets of all items such as advertising boards, goods for sale, builders materials etc.

19A Amendment by the Administration

Amend to read:

This Council, whilst wishing to clear its roads and streets of all items such as advertising boards, goods for sale, building materials etc nevertheless recognises the needs of our small businesses and requests the relevant Overview & Scrutiny Committee to examine the problem.

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20 **LEISURE AND TOURISM IN HAVERING**

Motion on behalf of the Rainham & Wennington Independent Residents' Group

This Council will support the residents of Rainham in recreating the historical Rainham Beach, and promoting tourism and leisure for Rainham Riverside; this is vital for the local economy due to the decline of employment in the area.

21 **RAINHAM RECREATION GROUND PAVILION**

Motion on behalf of the Rainham & Wennington Independent Residents' Group

This Council will ensure that the purpose-built playschool and sports pavilion will be re-built at a more suitable location within Rainham Recreation Ground.

21A Amendment by the Administration

Amend to read:

This Council will demonstrate its commitment to Rainham by actively pursuing the means by which the playschool and sports pavilion at Rainham Recreation Ground may be reprovided in the most suitable location.



**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL OF
THE LONDON BOROUGH OF HAVERING
Havering Town Hall, Romford
23 May 2007 (7.30 p.m. – 9.40 p.m.)**

Present: The Mayor (Councillor Wendy Brice-Thompson) in the Chair at the start of the meeting

Councillors Gary Adams, June Alexander, Michael Armstrong, Alan Bailey, Clarence Barrett, Robert Benham, Tom Binding, Sandra Binion, Jeff Brace, Dennis Bull, Eddie Cahill, David Charles, John Clark, Jonathan Coles, Andrew Curtin, Keith Darvill, Ted Eden, Roger Evans, Gillian Ford, Chris Fox, Mark Gadd, Georgina Galpin, Peter Gardner, David Grantham, Kevin Gregory, Linda Hawthorn, Coral Jeffery, Lesley Kelly, Steven Kelly, Pam Light, Len Long, Andrew Mann, Barbara Matthews, Robby Misir, Ray Morgon, Eric Munday, John Mylod, Pat Mylod, Barry Oddy, Fred Osborne, Roger Ramsey, Paul Rochford, Geoff Starns, Mark Stewart, Barry Tebbutt, Frederick Thompson, Jeffrey Tucker, Linda Van den Hende, Melvyn Wallace, Keith Wells and Michael White

Colin Coe, Graham Price, Andrew Rosindell MP, Hon. Alderman Louise Sinclair, Angela Watkinson MP and approximately 60 guests, members of public and press also attended.

An apology for absence was received from Councillor Steve Whittaker.

The Reverend M R Hamill of St Alban's Church, Elm Park, opened the meeting with prayers.

The Mayor advised Members and the public of action to be taken in the event of emergency evacuation of the Town Hall becoming necessary.

The meeting closed with the singing of the National Anthem.

1 CONDUCT OF BUSINESS

The Council noted that the Mayor had agreed that:

- (a) the meeting should be deemed to have been convened for the purpose of the business referred to in minute 10 (Conferment of office of Honorary Alderman)(agenda item 11); and
- (b) the business referred to in minute 11 (Recognition of Past Service as Leader of the Council)(agenda item 12) should be dealt with at that point in

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the agenda in view of its affinity with the matters referred to in the two preceding items.

2 DECLARATIONS OF INTEREST (Agenda Item 5)

The Mayor brought forward consideration of this agenda item.

The Members named in agenda items 3, 7, 8, 9, 15, 16 and 18 (the Mayoralty, various appointments and amendments to the Members' Allowances Scheme), and Councillor Jeffrey Tucker, each declared a personal interest under paragraph 8 of the Members' Code of Conduct as they would benefit from the Members' Allowance Scheme 2007.

3 MAYORALTY (Agenda Item 3(1))**Motion on behalf of the Administration**

That Councillor Georgina Galpin be elected Mayor for the Municipal Year 2007/08.

The Administration proposal was **AGREED** without a vote. It was, therefore, duly **RESOLVED**:

That Councillor Georgina Galpin be elected Mayor for the Municipal Year 2006/2007.

Councillor Georgina Galpin, having made the Declaration of Acceptance of Office of Mayor as required by the Local Government Act 1972, then took the Chair and thanked the Council for the honour conferred upon her. The Mayor indicated that the Mayor's Escort for the year would be **Mr Brian Galpin**.

The Mayor expressed the thanks of the Council to Councillor Brice-Thompson for her services in 2006/07. Councillor Brice-Thompson suitably replied.

4 DEPUTY MAYOR - Appointment (Agenda Item 3(2))

In accordance with the Local Government Act 1972 the Mayor signified in writing her appointment of **Councillor John Clark** as Deputy Mayor for the ensuing year and to carry out the duties of the Mayor in case of the Mayor's illness or absence.

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Councillor Clark made the Declaration of Acceptance of Office accordingly. The Mayor indicated that the Deputy Mayor's Escort for the year would be **Mrs Patricia Clark**.

5 MINUTES (Agenda Item 4)

It was **RESOLVED** that the minutes of the meeting of the Council held on 21 March 2007 be signed as a true record.

6 ANNOUNCEMENTS BY MAYOR AND BY CHIEF EXECUTIVE (Agenda Item 6)

The Mayor made an announcement about her chosen charity for the year and other matters – see **Appendix 1** attached to these minutes.

There were no announcements by the Chief Executive on this occasion.

7 ELECTION OF LEADER OF THE COUNCIL (Agenda Item 7)**Motion submitted by the Administration**

That Councillor Michael White be elected to the office of Leader of the Council for the Municipal Year 2007/08.

The proposal was **AGREED** without a vote and it was **RESOLVED**:

That Councillor Michael White be elected to the office of Leader of the Council for the Municipal Year 2007/08.

8 ELECTION OF DEPUTY LEADER OF THE COUNCIL (Agenda Item 8)**Motion submitted by the Administration**

That Councillor Steven Kelly be elected to the office of Deputy Leader of the Council for the Municipal Year 2007/08.

The proposal was **AGREED** without a vote and it was **RESOLVED**:

That Councillor Steven Kelly be elected to the office of Deputy Leader of the Council for the Municipal Year 2007/08.

9 MEMBERS OF THE CABINET (Agenda item 9)**Motion submitted by the Conservative Group**

That Councillors

Steven Kelly

Roger Ramsey

Eric Munday

Andrew Curtin

Geoffrey Starns

Barry Tebbutt

Paul Rochford

Michael Armstrong

Peter Gardner

be elected to the Cabinet for the Municipal Year 2007/08.

The proposal was **AGREED** without a vote and it was **RESOLVED**:

That Councillors

Steven Kelly

Roger Ramsey

Eric Munday

Andrew Curtin

Geoffrey Starns

Barry Tebbutt

Paul Rochford

Michael Armstrong

Peter Gardner

be elected to the Cabinet for the Municipal Year 2007/08

**10 CONFERMENT OF HONORARY FREEDOM OF THE BOROUGH
(Agenda item 10)**

Council had before it proposals to confer on the following, being persons who had rendered eminent service to the borough, the Honorary Freedom of the Borough:

**Stephen Evans
Councillor Roger Ramsey
Colin Coe**

The Leader of the Council proposed that the award be conferred:

- (a) on Stephen Evans, in recognition of his outstanding service to the Council, first as Executive Director, Children and Lifelong Learning but latterly as Chief Executive, in a period that had seen the Council's Comprehensive Performance Assessment improve from "one star, weak" to "three star, performing well". The contribution of Mr Evans' leadership to achieving that was hugely important and worthy of recognition by conferment of the Honorary Freedom of the Borough; and
- (b) on Councillor Roger Ramsey, in recognition of 25 years service as a Councillor of the borough. In that time, Councillor Ramsey had held a variety of offices, being Leader of the Council from 1984 to 1990.

The Leader of the Opposition proposed that the award be conferred on Colin Coe, in recognition of his contribution to the life of the Borough, in the Hornchurch area in particular. Owner of a business in the Hornchurch Town Centre, Mr Coe was a lifelong Havering resident who was also very active as a supporter of a number of charitable organisations, in particular being a Trustee of the First Step Opportunity Playgroup.

It was **RESOLVED** unanimously (see voting division 1):

To confer on Stephen Evans, Councillor Roger Ramsey and Colin Coe, being persons who had rendered eminent service to the borough, the Honorary Freedom of the Borough.

11 CONFERMENT OF OFFICE OF HONORARY ALDERMAN (Agenda item 11)

Council had before it proposals to confer on the following former Members, each of whom had rendered eminent service to the Council, the office of Honorary Alderman:

**Andrew Rosindell MP
Angela Watkinson MP
Graham Price**

The Leader of the Council proposed that the award be conferred:

- (a) on Andrew Rosindell, MP in recognition of his outstanding service as a Councillor from 1990 until 2002, during which time he had held a number of

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offices, including the Chairmanship of the North Romford Area Committee; and

- (b) on Angela Watkinson, MP in recognition of her service as a Councillor from 1994 until 1998 and her continuing service as a School Governor in the borough.

The Leader of the Opposition proposed that the award be conferred on Graham Price, in recognition of his service as a Councillor from 1978 until 1990 and again from 2002 until 2006, during which time he had held a number of offices.

It was **RESOLVED** unanimously (see voting division 2):

To confer on former Members Andrew Rosindell MP, Angela Watkinson MP and Graham Price, each of whom had rendered eminent service to the Council, the office of Honorary Alderman.

12 RECOGNITION OF PAST SERVICE AS LEADER OF THE COUNCIL (Agenda item 12)

Motion on behalf of the Administration

That the Council recognise the contribution past Leaders of the Council have made to the life of Havering through the award of a special badge to mark that achievement and that the Mayor undertake the presentation of such a badge to those able to receive one.

The motion was **AGREED** without going to a vote and it was -

RESOLVED

That the Council recognise the contribution past Leaders of the Council have made to the life of Havering through the award of a special badge to mark that achievement and that the Mayor undertake the presentation of such a badge to those able to receive one.

13 PRESENTATION OF AWARDS, AND MARKING THEIR CONFERMENT

On behalf of the Council, the Mayor presented certificates marking the conferment of their respective honours to Councillor Roger Ramsey and Colin Coe, and to Hon. Aldermen Andrew Rosindell MP, Angela Watkinson MP and Graham Price.

The Mayor also presented to Councillors Eric Munday and Roger Ramsey and Hon. Alderman Louise Sinclair their Past Leader's Badges.

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The Mayor announced that, later in the year, a formal ceremony would be held to mark the conferment on those present, and on others, of the respective awards and that, in due course, it was intended to erect in the Council Chamber boards displaying the names of recipients of the Honorary Freedom of the Borough and of the Honorary Aldermen.

14 REVIEW OF STANDARDS COMMITTEE (Agenda item 13)

Council considered a report of the Governance Committee from its meeting held on 9 May 2007.

A procedural motion on behalf of the Residents' Group, that separate votes be taken on the Committee's recommendations 4 and 5(a) (appointment of Chairman and Vice-Chairman), was **LOST** by 17 votes to 35 (see voting division 3).

In accordance with the arrangements agreed by the Governance Committee, the Mayor announced that the Group Leaders had agreed that **Mrs Tracey Moran** be nominated for appointment as Vice-Chairman.

It was **AGREED** without going to a vote that the matter be dealt with by vote-only.

The motion was **CARRIED** by 36 votes to 2 (see voting division 4) and it was:

RESOLVED:

- 1 That a Standards Committee be appointed with six Members (3:1:1:1) and two Independent Members.**
- 2 That the terms of office of the Independent Members appointed in May 2006 be reduced by one year, so that the terms of the two then appointed for two years shall expire forthwith and those of the two appointed for four years shall expire at the Annual Meeting of the Council in May 2009.**
- 3 That the Standards Committee be recommended that the appointment of a Hearings Sub-Committee be dispensed with.**
- 4 That the Chairman of the Standards Committee be a Councillor but that the appointment be not eligible for a Special Responsibility Allowance.**
- 5 That Mrs Tracey Moran, an Independent Member, be appointed Vice-Chairman.**

Annual Council, 23 May 2007**15 TO APPOINT THE COMMITTEES OF THE COUNCIL, ETC (Agenda item 14)**

Council had before them the report of the Chief Executive. The recommendations in the report were **AGREED** without going to the vote and it was **RESOLVED**:

- (1) **The Committees listed in Appendix 1 of the report (Appendix 2A of these minutes) be appointed for the 2007/08 Municipal Year.**
- (2) **Those Committees be appointed with:**
 - (a) the membership sizes and
 - (b) the political balance**indicated in Appendix 2 of the report (Appendix 2B of these minutes) and its annexes.**
- (3) **Two voting co-optees representing the Church of England and the Roman Catholic interests and three parent governor co-optees selected in accordance with the appropriate Regulations, be appointed to the Children's Services Overview and Scrutiny Committee.**
- (4) **The other non-elected member "appointments" and invitations to attend shown in the Appendix be confirmed.**
- (5) **That, as recommended by the Governance Committee, reference to the Rainham Working Party be removed from the Council's Constitution.**

16 TO APPOINT THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES (Agenda Item 15)**Motion submitted by the Administration**

That the following Chairmen and Vice-Chairmen be appointed –

Committee	Chairman Councillor	Vice-Chairman Councillor
Adjudication & Review (2 Vice-Chairmen)	Kevin Gregory	(2) Pam Light Mark Gadd
Appointments	Dennis Bull	Eric Munday
Audit	David Grantham	Frederick Thompson
Governance	Frederick Thompson	Kevin Gregory
Licensing (3 Vice-Chairmen)	Edward Cahill	(3) Georgina Galpin David Charles Melvin Wallace

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Pensions	Melvin Wallace	Roger Ramsey
Regulatory Services	Roger Evans	Barry Tebbutt
Standards	Wendy Brice-Thompson	An Independent Member Note: but see resolution 5 of minute 14 above
Adult Services Overview & Scrutiny	Jeff Brace	
Corporate Overview & Scrutiny	Robby Misir	
Children's Services Overview & Scrutiny	Wendy Brice-Thompson	
Crime and Disorder	Lesley Kelly	
Culture & Regeneration Overview & Scrutiny	Robert Benham	David Charles
Environment Overview & Scrutiny	Sandra Binion	Gary Adams
Health Overview & Scrutiny	Ted Eden	
Housing Overview & Scrutiny	Barry Oddy	

Amendment submitted by the Residents' Group (Agenda Item 15A)

That the following Chairmen be appointed –

Committee	Chairman Councillor
Adult Services Overview & Scrutiny	Patricia Mylod
Corporate Overview & Scrutiny	Ray Morgon
Children's Services Overview & Scrutiny	Gillian Ford
Crime and Disorder	Linda Van Den Hende
Culture & Regeneration Overview & Scrutiny	Clarence Barrett
Environment Overview & Scrutiny	Andy Mann
Health Overview & Scrutiny	Linda Hawthorn
Housing Overview & Scrutiny	June Alexander

Annual Council, 23 May 2007**Amendment submitted by the Residents' Group (Agenda Item 15B)**

That the following Vice-Chairmen be appointed –

Committee	Vice - Chairman Councillor
Adult Services Overview & Scrutiny	Patricia Mylod
Corporate Overview & Scrutiny	Ray Morgon
Children's Services Overview & Scrutiny	Gillian Ford
Crime and Disorder	Linda Van Den Hende
Culture & Regeneration Overview & Scrutiny	Clarence Barrett
Environment Overview & Scrutiny	Andy Mann
Health Overview & Scrutiny	Linda Hawthorn
Housing Overview & Scrutiny	June Alexander

After debate, the Residents' Group amendment 15A (election of Chairmen) was **LOST** by 18 votes to 34 (see voting division 5). The motion was then **CARRIED** by 35 votes to 17 (see voting division 6).

On the proposal of the Mayor, the appointment of those Vice-Chairmen for which there was only one nomination (as set out in agenda item 15B) was **AGREED** without a vote.

The appointments of those Vice-Chairmen for which there was more than one nomination were dealt with by individual votes as follows –

Position	Admin- istration Nominees Councillor	Votes	Residents' Group Nominees Councillor	Votes	Voting Division
Culture and Regeneration Overview & Scrutiny Committee Vice-Chairman	David Charles	35	Clarence Barrett	16	7
Environment Overview and Scrutiny Committee Vice-Chairman	Gary Adams	34	Andrew Mann	17	8

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It was **RESOLVED**:

That the following appointments be made –

Committee	Chairman Councillor	Vice-Chairman Councillor
Adjudication & Review (2 Vice-Chairmen)	Kevin Gregory	Pam Light Mark Gadd
Appointments	Dennis Bull	Eric Munday
Audit	David Grantham	Frederick Thompson
Governance	Frederick Thompson	Kevin Gregory
Licensing (3 Vice-Chairmen)	Edward Cahill	David Charles Georgina Galpin Melvin Wallace
Pensions	Melvin Wallace	Roger Ramsey
Regulatory Services	Roger Evans	Barry Tebbutt
Standards	Wendy Brice- Thompson	<i>Note: see resolution 5 of minute 14 above</i>
Adult Services	Jeff Brace	Pat Mylod
Overview & Scrutiny		
Children's Services Overview & Scrutiny	Wendy Brice- Thompson	Gillian Ford
Corporate Overview & Scrutiny	Robby Misir	Ray Morgon
Crime and Disorder	Lesley Kelly	Linda Van den Hende
Culture & Regeneration Overview & Scrutiny	Robert Benham	David Charles
Environment Overview & Scrutiny	Sandra Binion	Gary Adams
Health Overview & Scrutiny	Ted Eden	Linda Hawthorn
Housing Overview & Scrutiny	Barry Oddy	June Alexander

Annual Council, 23 May 2007**17 APPOINTMENT OF CHAMPIONS (Agenda Item 16)****Motion by the Administration**

That the following be appointed Champions as indicated:

For Diversity	Councillor Robby Misir
For Elderly Persons	Councillor Pam Light
For the Historic Environment	Councillor Andrew Curtin
For Younger Persons	Councillor Gary Adams

Amendment by the Residents' Group

Delete and replace with

That the following be appointed Champions as indicated:

For Diversity	Councillor Clarence Barrett
For Elderly Persons	Councillor Patricia Mylod
For the Historic Environment	Councillor Linda Hawthorn
For Younger Persons	Councillor Gillian Ford

Following debate, the Residents' Group amendment was **LOST** by 17 votes to 34 (see voting division 9). The motion was then **CARRIED** without going to a vote and it was

RESOLVED:

That the following be appointed Champions as indicated:

For Diversity	Councillor Robby Misir
For Elderly Persons	Councillor Pam Light
For the Historic Environment	Councillor Andrew Curtin
For Younger Persons	Councillor Gary Adams

Annual Council, 23 May 2007**18 STATEMENT BY THE LEADER OF THE COUNCIL (Agenda Item 17)**

The Leader's Statement is attached as **Appendix 3** to these minutes.

19 MEMBERS' ALLOWANCES SCHEME – amendment (Agenda Item 18)

The motion had been signed by the under-mentioned 14 Members (25% of the Council's Membership) in accordance with the requirements of Council Procedure Rule 15.1 (motion to rescind a previous decision):

Gillian Ford, Linda Hawthorn, Clarence Barrett, John Mylod, Patricia Mylod, Linda Van den Hende, Keith Darvill, Barbara Matthews, Steve Whittaker, Len Long, Ray Morgon, June Alexander, Jonathan Coles and Andrew Mann.

Motion on behalf of the Residents' Group

- 1 That, so far as is necessary to give effect to (2) below, the decision of Council at its last meeting in respect of Special Responsibility Allowances for the Leader of the Principal Opposition and for the Deputy Leader of the Principal Opposition be rescinded
- 2 That the Members' Allowances Scheme 2007/08 be amended with effect from 1 April 2007 by the inclusion of the following Special Responsibility Allowances:

Leader of the Principal Opposition	£18,000
Deputy Leader of the Principal Opposition	£ 3,825
- 3 That the Group Director, Finance and Commercial and the Monitoring Officer be authorised to take all action necessary to amend the Members' Allowances Scheme 2007/08 and the Council's Constitution accordingly.

A procedural motion on behalf of the Residents' Group, that the matter be dealt with by vote-only procedure, was **LOST** by 14 votes to 38 (see voting division 10).

Following debate, the Residents' Group motion was **CARRIED** by 14 votes to 1 (see division 11) and it was **RESOLVED**

- 1 That, so far as is necessary to give effect to (2) below, the decision of Council at its last meeting in respect of Special Responsibility Allowances for the Leader of the Principal Opposition and for the Deputy Leader of the Principal Opposition be rescinded**

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- 2 That the Members' Allowances Scheme 2007/08 be amended with effect from 1 April 2007 by the inclusion of the following Special Responsibility Allowances:**

Leader of the Principal Opposition £18,000

Deputy Leader of the Principal Opposition £ 3,825

- 3 That the Group Director, Finance and Commercial and the Monitoring Officer be authorised to take all action necessary to amend the Members' Allowances Scheme 2007/08 and the Council's Constitution accordingly.**

Note: the record of voting divisions is attached as **Appendix 4 to these minutes.**

MAYOR'S ANNOUNCEMENTS

It is a great honour and a real pleasure to sit in this Chamber having been elected Mayor of Havering for the Municipal Year 2007/8. I was very fortunate to have been given the opportunity to be a very active Deputy over the past year and I would like to thank Wendy for letting me share her year with her.

I enjoyed every engagement and met some wonderful people, many with very individual characters. The events and engagements were of a great variety, no two days were ever the same and after just a handful of engagements, I realised that Havering was an even better place than I originally thought it was. The real thing that stood out was that there are so many caring people who live in Havering, they give up their time, have bundles of energy and enthusiasm and make life a little more pleasant and comfortable for others less fortunate than themselves. Havering would have a real problem if it were not for the carers.

Fellow councillors complain about local services, complain about anti-social behaviour, about litter, unkempt parks and other things: I would say, visit other boroughs, I have been fortunate enough to. See for yourselves how Havering stacks up in comparison. Havering really is a great place in which to work, to live and to visit. A record number of visitors visit our market in Romford each week and at least 80% of those live outside the borough. We really are doing something right.

For so many years, the borough seems to have received poor funding, which has meant that at times it has been difficult to provide all the services that people desire and the services that people are entitled to. In the past it was either necessary for services to be cut or council tax to rise. Over the past 5 years there has been a noticeable difference in the quality of services on offer for residents in Havering.

We have a very large population of people who are of retirement age, we also have a good track record of people living to a ripe old age and a knock on effect of this is that more and more people require older peoples' services. That brings me to the choice of my appeal, I have decided it to be Age Concern Havering. Because of funding and demand for services there have been occasions when services provided by the Council, the PCT and the Health Authority have meant that some had to be tailored and the need to rely on partners has occurred. The staff at Age Concern Havering have been stars, being there for many of the elderly residents. There is never a problem too small or too large for them to help out with. They give advice, support and friendship to so many people. Some of our elderly residents have families, some are not so fortunate. Many are lonely, some are not very well off and often suffer from poor health. Volunteers from Age Concern Havering are in some cases their lifeline.

I would therefore like to declare that Age Concern Havering will be the organisation that over the next year during my term of office as Mayor we will be working with. My fund raising team, hopefully supported by all Havering councillors, will raise not only money

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for the organisation but the profile of Age Concern Havering to ensure that people who may need their help will know where to find them. Remember many of us here in the future may need one of the services that Age Concern Havering provides.

A considerable amount of work has been going on behind the scenes over the past five months.

There will of course, be additional events popped in here and there so tomorrow morning by e-mail everyone will receive my year's agenda for my fund raising. I want this year to be a memorable one. I would like everyone to be involved and to have some fun. I would like to establish better links between the older population of the borough and the youngsters. I would like to see the pride of the people of Havering continue.

We, the team, will be working to get closer to the citizens of our borough. Make the power in the Town Hall more accessible. During last year I met many people who were born, schooled, live and work in Havering yet have never visited the Town Hall and I would like to change that. All my fellow members will be welcome to visit the Parlour especially who have not yet seen inside. It's really great. I would like everyone to feel involved in my Mayoral term. The Town Hall is a public building and I would like people to feel comfortable. Its intended that invitations be sent out to different groups within the borough. You will be seeing visitors from other boroughs, something that doesn't happen very often. Both Wendy and I have visited so many other parlours during the past year. We will be inviting current Mayors back to our Parlour and some old friends. One of the most rewarding points about being part of the Mayoral team is that you make great friends and some I am sure will be ours for years to come.

Within the Mayoral quarters, Havering is being taken seriously by other boroughs, they actually know where we are located. They are looking up to us and enjoying our company and we have a mutual respect for them. This good relationship has to continue. There will be no end of opportunities for everyone to be invited to other events, to meet people from other parts of London, Kent and Essex and to get to know our own residents better. I do hope you will support me in the coming year and the charity of my choice. I cannot do this alone, I need all of you to help me.

In winding up I would like to thank you so much for supporting me and allowing me to be your Mayor, to be an ambassador for Havering and I can assure you I will carry out the role to my very best ability. I will give it my all. I feel very proud and I will make you proud of me as your Mayor.

A APPOINTMENT OF COMMITTEES AND SUB-COMMITTEES

Adjudication and Review Committee	<i>See annex 1</i>
Appointments Committee	
Audit Committee	
Governance Committee	
Licensing Committee	
Pensions Committee	<i>See annex 2</i>
Regulatory Services Committee	
Adult Services Health Overview and Scrutiny Committee	
Children's Services Overview and Scrutiny Committee	<i>See annex 3</i>
Corporate Overview and Scrutiny Committee	
Crime & Disorder Committee	
Culture and Regeneration Overview & Scrutiny Committee	
Environment Overview and Scrutiny Committee	
Health Overview and Scrutiny Committee	
Housing Overview and Scrutiny Committee	
Elm Park and Hylands Area Committee	<i>(Ward members only)</i>
Emerson Park and Harold Wood Area Committee	<i>(Ward members only)</i>
Gidea Park Area Committee	<i>(Ward members only)</i>
Harold Hill Area Committee	<i>(Ward members only)</i>
Hornchurch Area Committee	<i>(Ward members only)</i>
North Romford Area Committee	<i>(Ward members only)</i>
Romford Area Committee	<i>(Ward members only)</i>
South Hornchurch and Rainham Area Committee	<i>(Ward members only)</i>
Upminster Area Committee	<i>(Ward members only)</i>

Annual Council, 23 May 2007Annex 1**Adjudication and Review Committee**

- 1.1 The major part of the work of this Committee is carried out through Hearings Panels. The composition of Hearings Panels varies according to the nature of the issue adjudicated – as indicated in the following table:

Type of hearing	Membership of Panel
Corporate complaint procedure (including housing tenants' complaints)	Three Members and a non-voting independent person
Children Act complaints	Three independent persons (one as chairman) with voting rights <i>(to accord with legal requirements, no elected Member may serve on this type of Panel)</i>
Adult Care complaints	Two independent persons (one as chairman) with voting rights and one Member <i>(to accord with legal requirements, no more than one elected Member may serve on this type of Panel)</i>
Housing tenancy appeals	Three Members

- 1.2 The independent persons used for such hearings are taken from a pool of such people appointed on behalf the Adjudication & Review Committee, managed by Democratic Services, who have received training appropriate to that role.

Annex 2**Pensions Committee**

- 2.1 The Pensions Committee is responsible for the management of the Council's Pension Fund investment portfolio.
- 2.2 Although not strictly Members of the Committee, in accordance with the Constitution, two representatives of the staff are appointed by the unions to attend and contribute to meetings of the Committee. These appointees have no voting rights but are present during the discussion of any exempt business.

Annex 3**Children's Services Overview & Scrutiny Committee**

- 3.1 The law requires that the Council co-opt to this Overview & Scrutiny Committee one representative of each of the Anglican and Roman Catholic Churches, with voting rights, to attend when issues relating to Education are being discussed. In practice, they are also able to contribute to other discussions.
- 3.2 In addition, the Council's Constitution provides for the co-option of three non-voting members representing governors of schools in the three sectors of education, primary, secondary and special. Again, they may attend when issues relating to Education are being discussed.
- 3.3 Finally, there are three non-voting members representing local teacher unions and professional associations, nominated by those organisations.

Annual Council, 23 May 2007**B POLITICAL BALANCE**

Having regard to the principles of political balance and of seat allocation referred to in Appendix 1, the following allocation of seats shows a “reasonably practicable” allocation of seats and is therefore the default position.

COMMITTEE and size		CONSERVATIVE		RESIDENTS		RAINHAM & WENNINGTON IND. RESIDENTS		LABOUR	
		%age	Rounded	%age	Rounded	%age	Rounded	%age	Rounded
		<i>Entitlements</i>							
Governance	10	6.42	6	2.26	2	0.57	1	0.38	1
Licensing	10	6.42	6	2.26	2	0.57	1	0.38	1
Regulatory Services	10	6.42	6	2.26	2	0.57	1	0.38	1
Adjudication & Review	9	5.77	6	2.04	2	0.51	1	0.34	0
Audit	8	5.13	5	1.81	2	0.34	1	0.30	0
Appointments	6	3.85	4	1.36	2	0.34	0	0.23	0
Pensions	6	3.85	4	1.36	2	0.34	0	0.23	0
Standards	6	3.85	3	1.36	1	0.34	1	0.23	1
Adult Services OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Children's OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Corporate OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Culture & c OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Environment OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Health OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Housing OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Crime & Disorder	6	3.85	4	1.36	2	0.34	0	0.23	0
Actual seats allocated	113		72		31		6		4
Overall proportional entitlement	%age	62.96%	74	24.07%	26	5.56%	7	3.70%	4
Number of seats differing from entitlement			-2		5		-1		0

- All Groups are represented on the Audit, Governance, Licensing, Regulatory Services and Standards Committees
- The three largest Groups are represented on the Audit and Adjudication & Review Committees
- The “seats differing from entitlement” are a consequence of the proportionality calculations discussed in this appendix
- Committee seats are allocated, and each Committee is balanced, as “reasonably practicably” as possible

STATEMENT BY THE LEADER OF THE COUNCIL

STATEMENT BY THE LEADER OF THE COUNCIL

Madam Mayor

I am proud to present to the Council the annual report of the Leader.

May I be one of the first, Madam Mayor, to offer my warmest congratulations on becoming Havering's First Citizen and taking on the position of Mayor of the London Borough of Havering. I am confident that it is a job that you will do well and I wish you every success for the forthcoming year and the activities that you undertake.

Madam Mayor, it is a great honour to be the Leader of the London Borough of Havering. I believe it to be a position which most Councillors aspire to and consider myself extremely fortunate to have the opportunity to once again serve as the Leader of this great borough.

In putting forward my report this year I will concentrate firstly on the achievements of the London Borough of Havering throughout the past year and look forward to the plans that we have to ensure that the improvements made continue.

Once again this year has been all about outcomes and delivery for the London Borough of Havering. We have seen some dramatic improvements in all of our services. This has led to the Council being rated a 3 star good authority as described by the Audit Commission and we were one of only three councils in the whole country to jump two stars from one to three in this year's CPA.

Also this year in relation to inspections, Environment moved from a one star to three stars and our Children's Services were awarded three stars in their JAR which made us one of the top ten Children's Services in the country.

So the Audit Commission think we are good, but our public also think we are good too.

The results of this year's Mori Survey of Havering citizens show that three quarters of the people like living here and that public satisfaction with the Council had risen from 38% to 48%.

Residents tell us that some of our key services are getting better, with StreetCare's 62% satisfaction rating and 70% of residents satisfied with local recycling facilities good examples of the quality of services that our staff are delivering.

Why have we improved? Well, it's quite simple. Firstly, you have the leadership and the commitment of the Administration, working first with Stephen and now with Cheryl and the rest of the SMT, to move the Council forward in a direction which is not only recognised by our residents, but also recognised by external auditors. Secondly, you have the partnerships. Partnerships not only between those bodies outside of the

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Council, but also the partnerships within the Council, which enables us to deliver and become one of the fastest, improving Councils in the country and that is why we were judged as improving well by the Audit Commission.

Twelve months ago the Conservatives experienced the best result in Havering that was ever delivered and I was proud to head up the first majority Conservative Administration for almost two decades. So much has happened this year that it would take me all night to describe to you the significant improvements Havering Council has made, but in the short address this evening I would like to point out just one or two of those achievements within each of the directorates.

Madam Mayor, Building On Success, the name of our manifesto, is all about delivery of services to the borough's citizens. These services need to be delivered on time and at a required place and at a cost which is affordable to all of our citizens.

Once again this year our Chancellor, Roger Ramsey, together with Rita and her team have been able to deliver a council tax increase which builds upon the low taxation that they have been able to achieve over the last four years. Roger and I have formed a strategy of 3.5% increase every year for each of the four years. This will be tough.

We know that through CRSO7 the amount of money coming to local government is going to be less and for Havering it is going to be, as usual, less than less.

This year's settlement from government was an increase in our grant of £1.2 million. This had to be spread across £132 million worth of services. Inflation alone was £2.7 million. Again, it was one of the worst settlements for the London Borough of Havering.

Let us compare Havering's grant of £213 per head of population with our neighbours, Barking and Dagenham, get £504 a head, or even Redbridge, who get £330 a head. This meant that once again Roger, Rita and the team were faced with finding savings. This they did and, indeed, if you look at the savings over the last three years they total some £13.9 million. And that is not all.

Roger is planning to find another £16.1 million worth of savings over the next three years. What Roger, Rita and the rest of the team were able to do was to find savings that enabled the Administration to continue with its priorities, whilst at the same time deliver better management of the services that they are responsible for. This can be demonstrated in the three out of four score they achieved in the corporate assessment for value for money

Our success in financial planning has enabled us to continue to deliver the quality of services that our citizens want, whilst slowing down the rate of increase in the London Borough of Havering.

Getting our finances right is so important to our strategy of building on success, because without financial stability, the investment which we need to make those services cannot happen.

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Madam Mayor, I am committed to investing wherever possible in those services the Council needs to deliver and none are more important than the education of our children. This year Children's Services have gone from strength to strength and as already mentioned, the three star performing Children's Services in relation to the JAR, has enabled us to be viewed as one of the top ten performing authorities in the country, but we are delivering so much more.

Only three weeks ago I was able to open the new Ingrebourne Children's Centre. Added to the ones already delivered in Collier Row and Chippenham Road, what we have is a £5½ million investment that will see the creation of another six Children's Centres throughout the London Borough of Havering.

This year saw our pupils deliver the best ever GCSE results.

What a tremendous result for all those teachers, pupils and governors who have committed so much of their time and effort to our school. Indeed, the performance across all key stages has improved and our schools have had a succession of very good OFSTED inspections which now means that none of our schools are in the 'at risk' category.

In addition to this the Conservative Administration has continued to invest in our schools. Only this month we announced a £6¾ million worth of improvements for Redden Court School and add this to the work done on the Children's Trust, the Council can be confident that Havering is in the best position possible to move forward on the whole children's agenda and I would like to thank Geoff, Andrew and the team and, of course, all the staff and pupils in our schools, for this marvellous achievement.

Madam Mayor, I would like now to move on to the achievements of the Sustainable Communities team, led by Councillors Kelly, Armstrong and Gardner, working primarily with Mark Gaynor and his team.

Madam Mayor, one of the real challenges that face this Administration was to improve the services provided by both Adult Social Care and our Housing Departments for our tenants.

In reviewing this year my Deputy Leader Steven Kelly, has done an absolutely marvellous job in reconfiguring Adult Care Services. This year has been a year of consolidation for Adult Services, with the service being strengthened to provide a reliable professional service to some of the most vulnerable.

The modernisation agenda has increased homes and reduced admissions to residential care, whilst at the same time bringing forward new innovation, such as the Telecare Scheme.

The establishment of the new service at Painesbrook is marvellous and for those of us who have visited this complex and have seen the quality of care delivered to those residents, can only be impressed by the standard of services that Havering is now delivering to some of the most vulnerable in our society. And what's next?

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Well, the opening of the new Grange is just around the corner. This new facility for people with learning disabilities, will once again demonstrate our commitment in this area.

In Housing, Michael Armstrong continues to do a superb job. Working with Andrew Curtin and others, the ALMO is now set up and we are hoping for £128million of new investment once the ALMO achieves its two stars. And that's only half the story.

At the beginning of this year we set our self a target of delivering over 220 homes. I can announce to Council this evening that we have passed that target and we actually achieved 240 new builds this year.

Madam Mayor, crime, or the fear of crime, is one of the biggest challenges that this Council faces. Working in partnership with the police, council officers continue to be at the forefront of some of the concerns of our citizens. That why I was please to announce early this year a £1.5million investment into crime initiatives

The roll out of CCTV in Hornchurch will help deal with and take action on the crime agenda and I know that it is an agenda that both Councillor Gardner and our Borough Commander Sultan Taylor, are working actively on.

Madam Mayor, Public Realm, or the built environment, are some of the most crucial services that are delivered by this Council. It is where most often or not the citizen comes face to face with the London Borough of Havering. The team is headed up by Councillor Curtin and he works very closely with both Councillor Rochford on Parks and Councillor Tebbutt on Streetcare in partnership with Cynthia and team.

Some of their achievements this year have been extremely successful.

For instance, Central Park Pool is now rated one of the best swimming pools in London, but that's not where it stops. Our continued investment in our parks and the establishment of more play and team zones, demonstrate Paul's and the Administration's commitment to delivering facilities that the public want. And, of course, our continuing partnership with SLM will ensure that we continue to invest in our sports facilities as we prepare for the Olympics.

In the environment, the work that Councillor Tebbutt has been doing has been very impressive.

First of all the roll-out of the Green Waste Scheme has been superb, with now most of the borough covered by this Scheme. The Scheme has been well received by residents and is a good example of Havering delivery quality of services. More recently Councillor Tebbutt has been involved in the Parking Strategy which, once again, looks to move the borough forward in the way in which we deal with parking. This strategy has been five years in the making and for some of us is long overdue. I very much look forward to the discussions that we are going to have with community leaders as we move forward on this policy.

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Madam Mayor, at the beginning of this speech I talked about the partnerships that we, the London Borough of Havering, have with some of our colleagues, in both the public, private and third sector. The strength of these partnerships were commented on during the CA process and the very positive way in which Havering today delivers some of its joined up public services.

So in ending this part of my speech in the review of the year, I want to talk about some of the things that have happened.

Firstly, in relation to the Havering Strategic Partnership, this has been very successful this year. The partnership goes from strength to strength and was awarded £3.1 million for the completion of some of its stretch targets. What we have been able to do is to create a community chest and it is that chest that has helped in so many different ways. For instance, we were able to purchase a team of PCSO's to help us fight with anti social behaviour and the fear of crime in Havering. These PCSO's are directly employed by the Council but are operationally responsible to the Borough Commander.

The community chest was also able to help the churches in Romford launch their Street Pastor initiative, which is also about talking to young people in our town centres on a Friday and Saturday night.

Madam Mayor, there have been many other successes of which I would want to name just one or two. The success of the Romford Urban Strategy builds on the £500 million worth of regeneration invested into Romford by many of our partners in the Town Centre. The new strategy looks to build on the success of the last ten years to ensure that Romford continues to be one of the major shopping destinations in the South East.

The Council also this year was successful in lobbying against a Crossrail depot being established in Romford, although generally we support the Crossrail initiative, recognising the regeneration it will bring for the borough and since we are talking about Romford, Madam Mayor, we must not forget Romford Market which, of course, is the jewel in the crown in relation to Romford as a shopping destination.

This Administration has put forward a strategy which will enable the Market to move forward and bring into the twenty first century and I look forward to the continuing discussions that we have with market traders.

Regeneration, Madam Mayor, is important to this borough and there are many good things happening in both the North and the South of the London Borough of Havering. I have already mentioned the Romford Urban Strategy, but that needs to be put alongside the Hornchurch Urban Strategy and some of the key things that we are doing in Rainham and on Harold Hill, which I will talk about a bit later.

Of course we have had the LDF which is a process which will be agreed in 2008, but held within it some of the key policies that will shape the future of the London Borough of Havering.

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Madam Mayor, for one part of our borough it has been a very busy year. Of course I am talking about Rainham. On the positive side we have seen £30 million plus of investment levered into Rainham by the Urban Development Corporation. On the negative side, the Council was unable to persuade others that Rainham was the right site for a Super Casino. More recently, we have seen plans come forward for a church and perhaps a prison.

In relation to the church many of us would have seen the presentation made by KICC to the Council some months ago. And what I would say about that is that I have yet to be persuaded of the case.

In relation to a prison, "no" means "no". I cannot conceive of any place, anywhere, in the London Borough of Havering that I would support for a prison. We, as a Council, must be very clear, we must remain united behind one message and that message is that we do not want a prison in Rainham.

Finally, in this part of my speech I want to pay a tribute to our staff. It is the same staff that has taken this borough from a one to a three star authority. We are lucky, we have some of the best staff working in local government and that goes from the bottom to the top. Stephen Evans, as our Chief Executive, oversaw some great changes in this authority and now the batten has been picked up by Cheryl, who continues to help us configure and deliver services that our residents want.

I want to pass on my thanks to all of our staff. I think they do a great job, and one of the most exciting things that happened for me last year was when I was able to open Scimitar House. This modern facility enables a modern council to deliver modern services that are of benefit to all of our residents and the staff that work there.

Madam Mayor, I now wish to move forward to look at the future. Many of you would have heard about the eleven projects that the Administration has in moving forward to creating a better Havering.

This evening I have the pleasure of announcing all eleven, some of which are already in the public domain and others you will hear about for the first time this evening.

Project one is headed up by Councillor Barry Tebbutt. This project is about creating a modern depot for our Transport and Operations Fleet. Currently, the Council's depot is in Thurrock. This does not make for efficient practices. Therefore, we will be actively looking for a new depot within this borough.

Project two is led by Councillor Peter Gardner. What we are aiming to do here is to deliver a network of community halls provision that is fully utilised by a whole range of community users. Some of our community halls are in a poor state of repair and indeed in themselves provide a real challenge for the council and its capital budget, therefore, a review of community halls is long overdue.

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Both of these projects are aligned with the community strategy and promoting financial efficiency and providing value for money and some of the objectives of these projects are about improving services to the public whilst continuing to be financially efficient.

Project three of course you will know about. This is led by Councillor Starns and is about providing schools for communities that deliver a first class education in modern buildings that meet both the school and the community's aspirations.

We are currently out to consultation on this project and our intention is to build at least two or three schools that enable us to teach modern IT and modern languages skills to our primary children.

Project four is led by Councillor Michael Armstrong. This project is about meeting the aspirations of young people, whilst developing methods to help us engage some of those hard to reach young people.

Project five is all about libraries. Its lead is Councillor Roger Ramsey and its output is to look at libraries, continuing the development of the libraries programme and look at the next fazing, perhaps Romford Central Library, Rainham Library and others.

Project six is led by Councillor Eric Munday. Eric will look at modern leisure facilities for Romford. This includes the newly proposed Romford swimming pool at the Oldchurch site and the reconfiguration of the Ice Rink.

Project seven is about looking at the Culture, Adult Social services and Housing. If this Council is to become a four star authority, then further improvements in these services is essential. Councillor Kelly will ensure that this project has buy in from the council's leadership.

Projects three, four, five, six and seven again fit neatly into the community strategy through improving public services.

Project eight has been written and spoken about a great deal over the last couple of months since we announced it.

This is the Harold Hill Ambitions Project. It is led by Councillor Kelly and it tries to develop a situation where the quality of life in Harold Hill be it education, housing, public transport or any other indicators, meet the high standards set by the borough for this community.

Project nine is led by Councillor Curtin. Its aim is to enhance Hornchurch, as both a cultural and communal centre for Havering. It looks at the potential of Hornchurch and the development that could take place, whilst ensuring that heritage of the town centre is protected whilst achieving its full potential.

Project ten is the responsibility of Councillor Paul Rochford. This is about looking at green spaces and trying to configure those in such a way that they meet with the

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community needs. This project looks to deliver high quality parks that the Council and its citizens can be proud of.

Project eleven is sponsored by Councillor Barry Tebbutt and it looks to create a clean and safe street scene that complements the borough and ensures that citizens are proud of living in Havering and, again, projects eight, nine, ten and eleven fit in with the community strategy in relation to making Havering a better place in which to live and work.

The eleven projects which I have just announced have varying time scales. Some of them, like the swimming pool, have a five year life cycle, whilst Harold Hill Ambitions will take nearly 25 years plus to complete. These projects, in their own way, determine the aspirations that we, as an Administration, have for the place in which we represent and live.

Madam Mayor, the projects denote our ambition for the future, but as I look back over the past year and, indeed, the past five years of Conservative led Administration, what I see is great progress. We have delivered a lot and we have a lot to shout about and to be proud of. We now have an opportunity to shape the next thirty years and I believe that the projects help us to do that.

The eleven projects I have just announced together represent a commitment to the people of Havering to renew and up grade the quality of life for people in their local communities' right across the borough. Clean, safe streets, well maintained and safe parks, local community facilities for the use and enjoyment of local people are central to people's quiet enjoyment of their lives.

In some parts of the borough, like Harold Hill, local people may need more help to reach their full potential and to reach the quality of life enjoyed by residents throughout the borough.

Through these eleven new projects we will commit to making improvements for local people in each of their local communities over the next three years. Overall they represent this Administration's renewed vows and determination to build on Havering's strengths and improve the quality of life for everyone.

These projects in themselves will help us shape not only this generation but the generations to come. It is up to each and every one of us, as community leaders, to be responsible leaders and to help us deliver services that the public want.

The programme that I have set is a programme for change. It maximises on ambition and creates a community in Havering that can feel confident about its future. I invite all of you to help me shape that future and deliver a better Havering.



STANDARDS COMMITTEE

6 JUNE 2007

7

ADOPTION OF NEW MEMBERS' CODE OF CONDUCT

The Secretary of State for Communities & Local Government on 2 April made a new Code of Conduct for Elected Members. This Code came into force on 3 May, and must formally be adopted by a local authorities by 1 October 2007. This meeting is the last ordinary meeting of the Council before that deadline.

The Committee received and noted the text of the Code (which differed in some significant respects from the previous Code). Although there is scope to alter the text in minor respects to reflect local issues, the Committee agreed that no such alteration was needed and agreed to recommend that it should be adopted by the Council without alteration.

By the time of the meeting, all Members (and Independent Members of the Standards Committee and Co-opted Members of the Children's Services Overview & Scrutiny Committee) will either have attended a training session on the Code or have made arrangements to attend one in the near future.

The Standards Committee was disappointed to note that the Secretary of State had chosen not to accept the Committee's suggestion that the threshold for declaring gifts, £25, was too low.

All Members and Independent/Co-opted Members have been provided with a copy of the Code.

The Committee **RESOLVED to RECOMMEND to the COUNCIL** that the new Code of Conduct for Elected Members be adopted without alteration.

Council, 18 July 2007



GOVERNANCE COMMITTEE

8

20 MARCH 2007

JOINT SCRUTINY OF HEALTH SERVICES WITH OTHER LOCAL AUTHORITIES

Authority was sought to enable the Council's Health Overview & Scrutiny Committee to arrange with other Health Overview & Scrutiny Committees to carry out joint scrutiny exercises of NHS services. The Council's Constitution already made some provision for such work but experience in a current scrutiny exercise had shown that the existing constitutional arrangements did not go far enough to cover all eventualities.

The Committee noted that the changed proposed required immediate implementation and agreed that the Monitoring Officer be authorised to make the necessary arrangements, and that the Council would be invited to approve them retrospectively.

The Committee **RESOLVED to RECOMMEND** the Council:

- 1 That paragraph 6.05, in Article 6 of Part 2 of the Constitution, be amended to read:

6.05 Joint scrutiny of the health service

The Health Overview & Scrutiny Committee is authorised pursuant to Regulation 7 of the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002 to establish together with the health overview & scrutiny committees of one or more other local authorities a joint overview & scrutiny committee.

Any such joint overview & scrutiny committee shall have such terms of reference, and shall exist for so long, as the appointing overview & scrutiny Committees may agree.

- 2 That the authorisation of the Monitoring Officer, in anticipation of the Council's approval, to make the necessary adjustment to the Constitution forthwith, be ratified.

Council, 18 July 2007



GOVERNANCE COMMITTEE

9

9 MAY 2007 AND
5 JULY 2007

USE OF UNPARLIAMENTARY LANGUAGE

Arising from a case reported to it, the Standards Committee had recommended that the Committee consider:

- (a) prohibition of the use in debate of un-Parliamentary language; and
- (b) clarification of the powers of the Mayor from the Chair to move the procedural motions:
 - (i) that the Member be not further heard; or
 - (ii) that the Member do leave the meetingto make them more explicit, in order to ensure that the Mayor's ability to control debate is not in question

At its meeting on 9 May, the Committee accordingly **agreed to recommend that Council adopt** the following proposed amendments to the Council Procedure Rules:

19.2 Unparliamentarily Language

The use in debate of unparliamentarily language is prohibited and any use of it will be considered to be offensive under rule 19.3 below:-

19.3 Member not to be heard further

- (i) If a Member, disregarding any ruling of the Mayor, behaves in an improper or offensive manner or deliberately obstructs business, any Member, including the Mayor, may move that the Member be not heard further. If seconded, the motion will be voted on without discussion.
- (ii) If the motion is carried, the Member named in it shall immediately be seated and be silent.

It is considered that unparliamentarily language is language which breaks the rules of politeness such as insulting or rude language and accusations of lying, being drunk or misrepresenting other's words. Offensive words have been identified over the years in relation to this.

Subsequently, at its meeting on 5 July, the Committee considered further the definition of “unparliamentary language”, noting that there is no specific definition of what constitutes “unparliamentary language”. *Erskine May*, the “bible” of Parliamentary procedure states that

"good temper and moderation are the characteristics of parliamentary language" and that "parliamentary language is never more desirable than when a Member is canvassing the opinions and conduct of his opponents in debate"

adding

"Expressions which are unparliamentary and call for prompt interference include:

- (1) The imputation of false or unavowed motives.
- (2) The misrepresentation of the language of another and the accusation of misrepresentation.
- (3) Charges of uttering a deliberate falsehood.
- (4) Abusive and insulting language of a nature likely to create disorder. The Speaker has said in this connection that whether a word should be regarded as unparliamentary depends on the context in which it is used".

The Committee accepted that there would be no point in simply producing a list of “forbidden” words or expressions, preferring guidelines that are expressed broadly, leaving their application to specific situations to the discretion of the Mayor or whoever else is presiding at a meeting, particularly bearing in mind that “whether a word should be regarded as unparliamentary depends on the context in which it is used”.

Members’ Code of Conduct

It should be noted that the Members’ Code of Conduct does not specifically address these issues. It does, however, require Members to treat others with respect and to avoid bullying or intimidating behaviour, or bringing the Council into disrepute – all of which could be said to apply to the use of unparliamentary language in some contexts.



GOVERNANCE COMMITTEE

10

9 MAY AND
5 JULY 2007

AMENDMENTS TO THE CONSTITUTION

The Committee considered a number of proposals for miscellaneous amendments to the Council's Constitution in order to improve its usefulness. Those not addressed in other reports to this meeting are referred to in this report.

1. Service Planning

Part 3 Section 2 paragraph 14 of the Constitution provided for Cabinet Members 'to consider and recommend the service plan or plans in respect of the portfolio allocated'. In practice, Cabinet Members were consulted on Service Plans but did not formally sign them off on a Cabinet Member decision – Form A. It was **agreed to recommend** that the practice would be accurately reflected by deleting the reference to service plans from paragraph 14 and inserting a provision in Part 3 Section 3 paragraph 3.3.1 General powers of Group Director as follows:

8. To consult with the Lead Member on Service Plans

Paragraph 14 in Section 2 would then read:

14. To consider and recommend plans in respect of the portfolio allocated.

2. Legal Proceedings

Attention had been drawn to a recent Crown Court case relating to another London Borough, where it had been found that a decision under delegated authority to institute legal proceedings made by a member of staff rather than personally by the designated officer was inappropriate as there was no discretion to sub-delegate such a decision.

In order to ensure that the authority to commence proceedings was clear, it was **agreed to recommend** that the Constitution be amended to provide that, in addition to the Assistant Chief Executive Legal & Democratic Services, certain senior members of the legal staff should be empowered to issue

proceedings on behalf of the Council:

3.9.2 Assistant Chief Executive Legal & Democratic Services and Legal Managers (who are permanent employees of the Council):

- (i) To prepare or approve the form and content of all legal documentation on behalf of the Council.
- (ii) To lay information, complaints and claims on behalf of the Council for the purpose of any proceedings before the Magistrates' Court, County Court and other courts and tribunals, including all civil and criminal proceedings.
- (iii) To defend all legal proceedings brought against the Council and to take any steps that are in his or her opinion expedient to that end.

3. Trading Standards

Appendix F in Part 7 of Section 3.

As from 1 April 2007, Trading Standards have a statutory duty to enforce the Copyright Designs and Patents Act 1988, requiring substantial alterations in the process for determining whether action be taken to enforce those provisions. **Now that there was a duty to enforce, the previous arrangement whereby Members were consulted before a prosecution was commenced was no longer appropriate.**

In addition, the Fraud Act 2006 had created new dishonesty offences and repealed others under the Theft Act etc. It was possible that Trading Standards might need to consider prosecution under these provisions as they had in the past under the Theft Act, even though they did not have a statutory duty to do so, especially where used in connection with investigations where Trading Standards continue to enforce. Accordingly, it was **agreed to recommend that the Fraud Act be added to the list of Statutes in Appendix F but with a "T" in the first column next to that entry, indicating that the relevant Lead Member would be consulted before prosecution commenced.**

As from 1 June 2007, Part 5 of the Housing Act 2004 would come into force, requiring the production of home information packs by vendors of properties for sale. The enforcement of these provisions is to be the responsibility of every local weights and measures authority, which in Havering, falls to the Trading Standards department. **Accordingly, it was agreed to recommend that an extra line needed to be inserted into Appendix F referring to Part 5 of the Housing Act 2004.**

As from 1 July 2005 Trading Standards had had a duty to enforce and carry out a yearly review of the sale of spray paint under part 6 of the Anti social

Behaviour Act 2003 as amended by the Clean Neighbourhoods and Environment Act 2005. It was **agreed to recommend** that the **Anti Social Behaviour Act 2003 be added** to Appendix F.

Section 3 Part 3.6.2 para 20.

The second proposal was to amend the Constitution to allow senior Trading Standards Officers to charge offenders at police stations without the normal requirement to seek authorisation from the Assistant Chief Executive Legal and Democratic Services to institute proceedings .

The main intended use of this delegated power was to deal with itinerant street traders who had been arrested and taken to the police station, where they may be charged if the custody sergeant considers it appropriate to do so. Currently there were a number of cases where itinerant traders, typically Chinese selling unlawfully copied DVDs, were identified during investigations, but as Trading Standards officers did not have powers of arrest, they could not deal with the offender immediately. If a prosecution was being considered, significant time would be required to compile a file of evidence and if proceedings were brought then there was a strong probability that the offender would be untraceable and the costs involved wasted.

If approved, the power would be exercised sparingly; but it would be useful on occasions when the police had arrested a suspect who had typically been engaging in sales of unlawfully copied material.

At the police station, the custody sergeant had responsibility for the management of the suspect and any charges that might be brought. If the Trading Standards officer considered there was sufficient evidence to bring a charge, he would attend the police station and read out the charge. The sergeant would then decide whether bail the suspect; those remanded in custody would appear before Magistrates next day and if they pleaded guilty, would be dealt with immediately and be sentenced without the need to prepare a prosecution file etc, although if the defendant pleaded Not Guilty, there would be no ultimate saving as a prosecution file will have to be prepared and there was a risk that the defendant would be untraceable.

It was accordingly **agreed to recommend** that **Section 3 Part 3.6.2 para 20 be amended** accordingly an additional amendment to this clause is also necessary for the reasons explained above, to read:

20. The Head of Technical Services, the Trading Standards Manager, the Principal Officer (Operations) and the Principal Officer (Fair Trading and Quality)

To exercise the powers and duties of the Council on matters relating to trading standards, consumer protection and metrology, including:

- (i) making such test purchases of goods and services as may be expedient for effective enforcement

- (ii) exercising and enforcing the enactments listed in Appendices E and F , including any regulations made under those enactments

This function must be exercised subject to the Assistant Chief Executive Legal & Democratic Services or the Legal Manager (Community Services) authorising the institution and conduct of any legal proceedings, except in such circumstances where a potential defendant is being held at a police station and the custody sergeant requests that the Trading Standards officer consider charging the individual. In such exceptional circumstances the power to charge the offender be limited to the Trading Standards Manager, the Principal Officer (Operations) and the Principal Officer (Fair Trading and Quality). This procedure will only be used when dealing with itinerant persons where charging by way of summons would not be effective

4. Management of Council Chamber and Committee Rooms

The Committee considered a report on the management of the Council Chamber and Committee Rooms. Among the issues addressed was a need to clarify the day-to-day responsibility for lettings and other meeting arrangements. The Committee **agreed to recommend** the addition to section 3.9.2 of the Constitution of a new paragraph 30 (duties of the Manager of Committee and Overview & Scrutiny Support):

To manage day to day the letting of the Council Chamber and Committee Rooms at the Town Hall in accordance with guidelines agreed by the Governance Committee.

5. Area Committees – venue arrangements

As agreed in November 2005 and January 2006, the Committee reviewed the revised arrangements for Area Committees, which had been introduced in July 2006, following the election. Among the changes then implemented was a proposal that, rather than meeting at different venues for successive meetings, as had been past practice, the Area Committee should meet at a fixed venue.

The Committee noted that some Members had, however, in the light of experience, expressed a preference for Area Committees to be allowed to revert to the previous practice if they so wished. The Committee agreed to support that.

The Committee accordingly **agreed to recommend** that paragraph 4 of the 'Rules and Conventions for Area Committees' be amended to read:

“Each Area Committee will decide where its meetings will be held. The venue may be fixed, or the Committee may decide to meet at different locations within the Area for successive meetings.”

6. Environmental issues - StreetCare

Increases in the powers available to the Council to combat various environmental issues require the amendment of the Constitution to enable the Head of StreetCare to exercise those powers without further recourse to Members. The Committee **agreed to recommend** that Part 3 section 3.6.3 (Head of StreetCare) of the Constitution be amended as follows:

Paragraph 6 to read: To exercise the Council's powers and duties relating to litter and shopping trolleys arising from the Environmental Protection Act 1990 and the Refuse Disposal (Amenity) Act 1978.

Paragraph 13 to read: To exercise all powers and duties arising under Section 2 and Parts 3, 4, 5 and 6 of the Clean Neighbourhoods and Environment Act 2005

New paragraph 14: To exercise the Council's powers and duties relating to graffiti and flyposting in Part 6 of the Anti-Social Behaviour Act 2003 and in Part 8 Chapter 3 of the Town & Country Planning Act 1990. (Informative, the power under the Town & Country Planning Act is also held by the Head of Development & Building Control)

New paragraph 15: To exercise the Council's powers and duties relating to builders skips, scaffolding, builders materials and excavations in Part 5 of the Traffic Management Act 2004

New paragraph 16: To exercise the Council's powers and duties relating to abandoned vehicles, parking, vehicle crossings removal of deposits on the highway, cleansing, refuse and litter in the various London Local Authorities Acts and the London Local Authorities and Transport of London Act 2003.

New paragraph 17: To exercise the Council's powers to require information under s.16 Local Authorities (Miscellaneous Provisions) Act 1976 (Informative, this power is also held by a number of other Heads of Service)

7. Budget and Policy Framework Procedure Rules

The Committee was invited to approve revised Budget and Policy Framework Procedure Rules. The revisions comprised new arrangements for consultation with the Overview & Scrutiny and Area Committees in January each year, prior to the budget setting process moving to Cabinet and thence to the Council meeting at which the Council Tax is set; and a number of alterations to clarify arrangements, bring in line with national advice and fit with the Audit Commission expectations as part of the Use of Resources judgement for the

Council, 18 July 2007

Comprehensive Performance Assessment.

In considering the revised Rules, Members asked that the provisions of paragraph 9 be considered further, in order to provide more flexibility when Members consider alternative budget proposals in the run up to the Council Tax setting.

The Committee accordingly **agreed to recommend** that the revised Budget and Policy Framework Procedure Rules be approved, subject to further consideration by the Committee and the Council at their respective next meetings of the provisions of paragraph 9.

Budget and Policy Framework Procedure Rules

1 Framework for executive decisions

The Council will be responsible for the adoption of its budget and policy framework. Once the budget and policy framework is in place it will be the responsibility of the Executive to implement it.

2 Process for developing policy framework

The process for developing and approving the policy framework is:

- (a) An appropriate period of time before a policy needs to be adopted; the Cabinet will publish initial proposals having first canvassed the views of local stakeholders where it considers such consultation to be appropriate.

The Cabinet's proposals shall be referred to the overview and scrutiny committees for advice and consideration. The overview and scrutiny committees shall respond to the initial proposals of the Cabinet within four weeks unless the Cabinet specifies an alternative time limit.

- (b) Having considered the comments from the overview and scrutiny committees and local stakeholders, the Cabinet, if it considers it appropriate, may amend its proposals before submitting them to Council. The Cabinet will also report on how it has taken into account any recommendations from the overview and scrutiny committees and local stakeholders.
- (c) The Council will consider the proposals of the Cabinet and may adopt them or refer them back to the Cabinet.
- (d) Before the Council amends the policy it must inform the leader of any objections which it has and give him or her instructions requiring the Cabinet to reconsider the policy in the light of those objections.
- (e) The Council must give the leader a minimum of five working days within which either to submit a revised policy or to advise the Council as to why the Cabinet disagrees with the Council.
- (f) Upon the expiry of the period referred to in (e) above, the Council will make a final decision on the policy, taking into account the views of the Cabinet.

3. Process for developing and approving the budget framework

The process for developing and approving the budget framework is set out in the indicative table appended to these Rules.

- (a) The Cabinet's initial report on its budgetary strategy is available to the Overview and Scrutiny Committees, Havering Strategic Partnership and other stakeholders who wish to express a view.
- (b) In the light of views expressed, the Government's financial announcements and after liaising with senior officers, Cabinet will issue detailed proposals for consultation. There will be one joint briefing of the Overview and Scrutiny Committees. Key local stakeholders, including members of the Havering Strategic Partnership, will also be consulted on the proposals. Area Committees will also be consulted.
- (c) At any time when a report is submitted to Council on the budget the Council will consider the proposals of Cabinet and may adopt them, refer them back to Cabinet or substitute its own proposals in their place.

4 Decisions outside the approved budget or policy framework

- (a) The Cabinet, staff, area committees or joint arrangements discharging executive functions, may only make decisions which are in line with the approved budget or policy framework. A decision that is not relevant to or covered by the policy framework but which is in line with a Cabinet-approved plan or strategy is not contrary to the policy framework.
- (b) Subject to 5 below, if the Cabinet, staff, area committees or joint arrangements discharging executive functions wish to make a decision which is contrary to the policy framework, then that decision can only be made by the Council.
- (c) If the Cabinet or staff want to make a decision which potentially is contrary to or not wholly in accordance with the policy framework, they must take advice from the Chief Finance Officer and the Monitoring Officer. If the advice is that the decision is contrary to or not wholly in accordance with the policy framework then the decision must be referred to Council for decision, unless the decision is a matter of urgency, in which case paragraph 5 shall apply (urgent decisions outside the budget or policy framework).

5 Urgent decisions outside the budget and policy framework

- (a) Having consulted with the Chief Finance Officer and the Monitoring Officer, the Cabinet or staff may take a decision which is contrary to or not wholly in accordance with the budget or policy framework if the decision is a matter of urgency.

However, the decision may only be taken if:

- (i) it is not practical to convene a quorate meeting of the Council, and
 - (ii) the Chair (or in his or her absence the Deputy Chair) of a relevant overview and scrutiny committee accepts that the decision is a matter of urgency.
- (b) The reasons why it is not practical to convene a quorate meeting of the Council and the consent of the relevant Chair of overview and scrutiny committee must be noted on the record of the decision and reported to the next available Council meeting along with a full report explaining:
- the decision
 - the reasons for the decision
 - why the decision was treated as a matter of urgency.

6 Call-in decisions outside the budget and policy framework

- (a) Where an overview and scrutiny committee is of the opinion that an executive decision is, or if made would be, contrary to or not wholly in accordance with the Council's policy framework, then it shall seek advice from the Chief Finance Officer and Monitoring Officer who in appropriate cases will consult with the Head of Paid Service.
- (b) In respect of functions which are the responsibility of the Cabinet, the Chief Finance and/or Monitoring Officer's report shall be to the Cabinet with a copy to every member of the Council. Regardless of whether the decision is delegated or not, the Cabinet must meet to decide what action to take in respect of the report and to prepare a report to Council in the event that the Chief Finance Officer and/or Monitoring Officer concludes that the decision was a departure, and to the overview and scrutiny committee if the Chief Finance Officer and/or Monitoring Officer concludes that the decision was not a departure.
- (c) If the decision has yet to be made, or has been made but not yet implemented, and the advice from the Chief Finance Officer and/or Monitoring Officer is that the decision is contrary to or not wholly in accordance with the budget or policy framework, the overview and scrutiny committee may refer the matter to Council. In such cases, no further action will be taken in respect of the decision or its implementation until the Council has met and considered the matter. At the meeting, the Council will receive a report of the decision or proposals and the advice of the Chief Finance Officer and/or Monitoring Officer. The Council may either:

- (i) endorse a decision or proposal of the Cabinet as falling within the existing policy framework. In this case no further action is required, save that the decision of the Council must be minuted and circulated to all members in the normal way, or
- (ii) amend the Council's policy framework to encompass the decision or proposal and agree to the decision or proposal with immediate effect. In this case, no further action is required save that the decision of the Council must be minuted and circulated to all members in the normal way, or
- (iii) where the Council accepts that the decision or proposal is contrary to or not wholly in accordance with the policy framework, and does not amend the existing budget or policy framework to accommodate it, require the Executive to reconsider the matter in accordance with the advice of the Chief Finance Officer and/or Monitoring Officer.
- (iv) in taking decision on the budget the advice of the Chief Finance Officer shall be paramount and on the policy framework the Monitoring Officer shall be paramount but in both circumstances the statutory officers will undertake any necessary consultation with each other.

Budgetary Matters

7 Virement

Detailed procedures for the exercise of virement are set out below and refer to permanent virements. The key relating points are:

- (a) There are no delegated powers to members to change budgets.
- (b) No member of staff has the authority to enter into expenditure commitments above the approved budget.
- (c) If, at any stage, there appears to be a significant (above £25,000) difference between anticipated actual expenditure or income and the budget, virement should be exercised within the service to resolve the issue.
- (d) Where the apparent overspend cannot be resolved within the service, the Head of Financial Services must be consulted immediately in order to consider what actions are necessary.

Revenue Virements

- (e) Individual virements within a Directorate will be permissible over £250,000 and up to and including £999,999 subject to the written confirmation of the relevant Group Director, the Group Director Finance & Commercial and the Lead Member Resources and the appropriate Lead Member
- (f) Virements between Directorates over £250,000 and up to and including £999,999 will require a Cabinet decision
- (g) Any virement in excess of £1 million will require a Cabinet decision and will be a key decision requiring notification in the Forward Plan
- (h) All other virements within and between Directorates will be undertaken by staff and those in excess of £100,000 and up to £250,000 will be reported in the Revenue Monitoring Report to Members.
- (i) Virements within and between Directorates under £100,000 require compliance with the Financial Framework and Financial Procedure Rules and the approval of the Group Director Finance & Commercial
- (j) Virements cannot be used for releasing any money out of the revenue contingency fund.

Capital virements

- (k) Individual virements between capital schemes are permitted as long as there are no policy issues involved in accordance with the procedures as set out in the Financial Framework and Financial Procedural Rules. Where funding can be found within a services own resources but there are policy issues involved then the virement is subject to the written confirmation of the Group Director Finance & Commercial and relevant Lead Member
- (l) Where virements cannot be identified within the Service and the sum required is below 10% of the overall scheme value or £100,000 whichever is the higher the Group Director Finance & Commercial be authorised to approve the sum subject to the capital resources being identified and her being satisfied that there are no alternatives. In addition, the relevant Lead Member can by Lead Member Protocol authorise the virement if there are any policy issues involved.
- (m) Where virements cannot be identified within the Service and the sum required is above 10% of the overall scheme value or

£100,000 whichever is the higher, the approval of Cabinet is required.

Both Capital and Revenue virements

- (n) The cumulative value of virements for the year should be considered when deciding whether the various thresholds have been reached. The Group Director Finance & Commercial will take the final decision as to whether a number of smaller virements need to be grouped together for threshold calculation purposes.

8 (a) In year changes to budget

Decisions by the Cabinet, staff, area committees or joint arrangements exercising executive functions can discharge only those executive functions that are within the approved budget. No changes to the approved budget, except within the scheme of virement set out at 7 above, can be made unless approved by the Council.

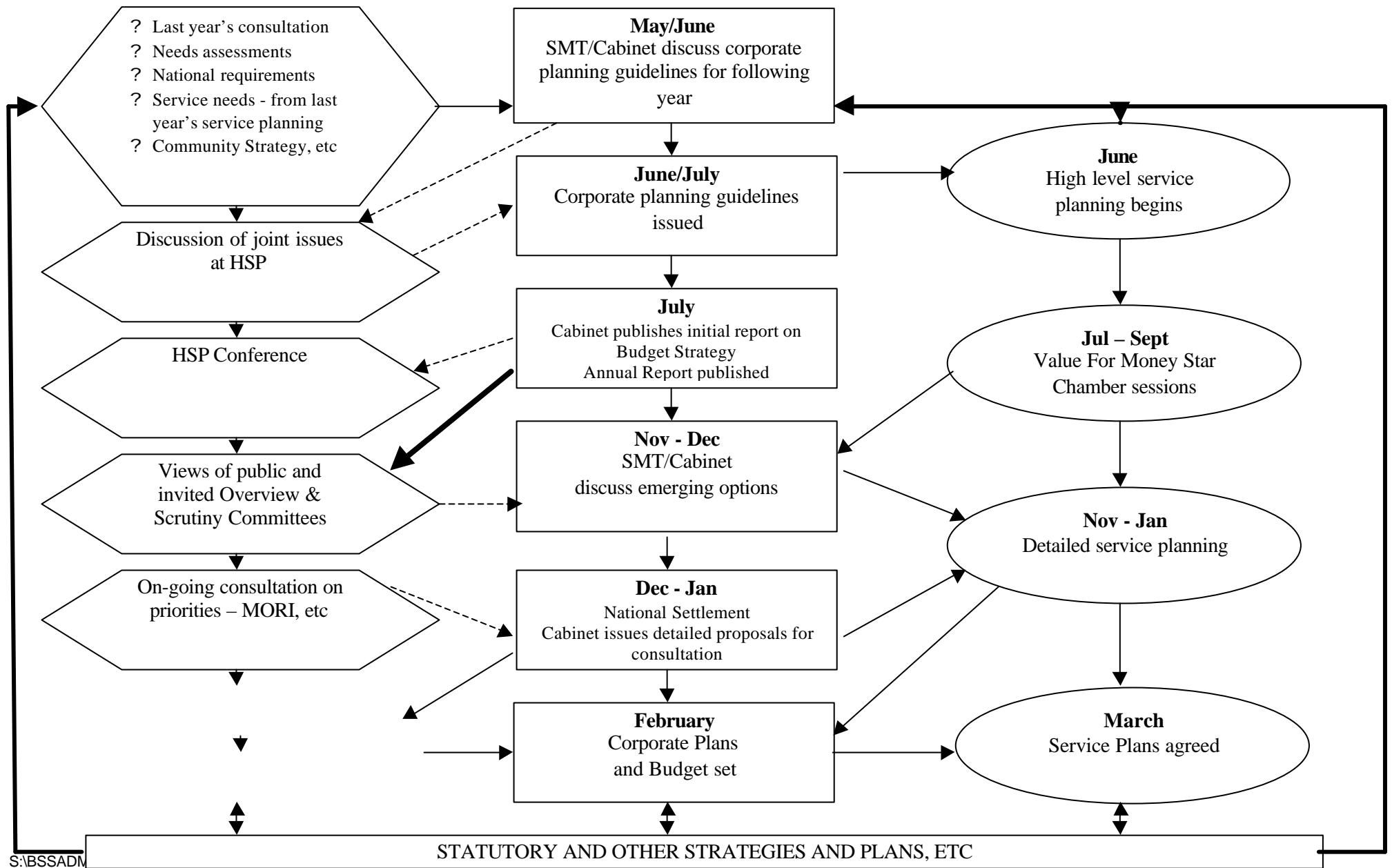
(b) Use of contingency funds

- (i) The Group Director Finance & Commercial may set up a central revenue contingency fund. There will only be one such fund for the entire Council.
- (ii) The Group Director Finance & Commercial is authorised to release sums from the contingency if
- the amounts are not greater than £25,000 and the item is deemed by her as unforeseen and a relevant use of the contingency
 - where an item of expenditure has been approved by members subject to confirmation of the amounts involved
 - if the item is urgent (e.g. an emergency or threat to life) and there is insufficient time to consult with the Lead Member Resources
- (iii) The Lead Member Resources on a Lead Member Protocol can release all other sums from the contingency if
- the item is deemed by the Group Director Finance & Commercial as unforeseen and a relevant use of the contingency

- in consultation with the Group Director Finance & Commercial if the item is urgent (e.g. an emergency or threat to life)
 - (i) The Chief Executive has power to incur expenditure from the Contingency fund without any further approval in exercise of his powers under paragraph 3.2 of part 3 of the Constitution to incur expenditure in connection with an emergency or disaster within the borough.
 - (ii) The Group Director Finance & Commercial will also provide for a level of contingency for capital projects and sums will be released in accordance with the capital virement rules.
- (c) Future year's commitments to budget**
- (i) Cabinet has delegated authority to make individual future years' commitments not provided for within the budget up to a total of £500,000 per financial year subject:
 - to information being included within the first available monthly Member Information pack following the decision which will show a cumulative review of decisions on future spending commitments made by Cabinet and Council respectively.
 - to a report to Council each year as part of the budget process setting out the individual sums
 - (ii) Once the limit specified in (i) above is reached each and every item relating to commitments for future years needs the approval of Council
 - (iii) Additional commitments that have been individually approved by the Council do not count towards the £500,000 limit for future year commitments but will be included in the yearly report referred to in (i) above.
- (d) Closedown of Accounts**
- (i) The Group Director Finance & Commercial will make arrangements to close the accounts in accordance with legislative arrangements, the overall strategy and her duties/powers as Chief Financial Officer
 - (ii) The Lead Member Resources will consider and agree the setting up of any specific services earmarked reserves along with the arrangements for their use.

9 Advice to Group Leaders in Budget preparation

- (a) During preparation of the budget or alternative budgets prepared by the opposition leading to the Council Tax Setting meeting, the Council's Group Director Finance & Commercial and/or relevant finance staff designated by her will give group leaders and/or their nominated Members such advice and assistance as the Group Director Finance & Commercial deems appropriate in connection with the preparation of the budget or alternative budget.
- (b) This information will be given in strictest confidence and staff will not copy other Members into the information. Members shall not share the paperwork or information provided outside the political group or outside the organisation.
- (c) The advice will specifically cover whether the proposals would allow the Chief Finance Officer to consider the budget to be balanced and the impact any proposals would have on Council balances in subsequent years.
- (d) The information will be treated as provided in the preparation of alternative budgets if provided with effect from 1st February up to and including the date of the Council Tax Setting Meeting, in any given year.



Council, 18 July 2007



ADULT SERVICES OVERVIEW & SCRUTINY COMMITTEE

11A

ANNUAL REPORT, 2006/07

REPORT DETAIL

During the year under review, we have met as a Committee on 7 occasions (including 1 special meeting) and dealt with the following issues:

1. BUDGETARY ISSUES

1.1 The Committee met in January and considered the aspects of the Council's budget that fall within its remit. Pressures on the level of Council tax were considered – both locally and on a national basis such as the low settlement awarded from central Government.

1.2 Specific budget areas considered by the Committee included achievements such as the opening of Yew Tree Lodge and pressures caused by factors such as the ageing local population and the financial position of Havering Primary Care Trust.

1.3 The Committee also discussed other budgetary issues such as the impact of delayed transfers of care from hospital and the take-up of direct payments.

2. SCRUTINY TOPIC GROUPS

As many Members were new to Overview & Scrutiny, the Committee opted to delay finalising its work programme until September in order that Members could, with the assistance of officers, become more familiar with both the remit of the Committee and with the role of Overview and Scrutiny itself. The work of the topic groups that have been established is summarised below.

2.1. SWIPE CARDS FOR HOME HELPS

2.1.1 This Group comprised all members of the Committee namely Councillor Jeff Brace (chairman) Councillor Pat Mylod (vice-chairman) Councillor Gary Adams, Councillor June Alexander, Councillor Ted Eden and Councillor Chris Fox.

2.1.2 Following discussions with the Chairman, it was agreed to defer the commencement of this review due to other Member commitments. This matter was also considered by the Committee as a whole at its meeting in November.

2.2. TRACKER SYSTEM ON ADULT SERVICES VEHICLES

2.2.1 This Group comprises all members of the Committee namely Councillor Jeff Brace (chairman) Councillor Pat Mylod (vice-chairman) Councillor Gary Adams, Councillor June Alexander, Councillor Ted Eden and Councillor Chris Fox.

2.2.2 The scope of the Group is to review the workings of the new tracker system that was installed in Havering vehicles in January 2006

2.2.3 The group has met on two occasions including a visit to the Council's transport depot where officers demonstrated the tracker system and its application to Havering vehicles.

3. OTHER MATTERS CONSIDERED

3.1. Requisition: Report and Action Plan following Inspection of Mental Health services – In July, the Committee considered a requisition of the Council's proposed action plan to address criticisms made by the Commission for Social Care Inspection in a report on its inspection of the Council's Mental Health Services. The Committee received an assurance from the Cabinet Member for sustainable communities that an update on progress with the action plan would be provided to the Committee in six months' time and the requisition was therefore withdrawn.

3.2. Electronic Data Capture Pilot – The Committee received a presentation from officers on pilots of an electronic data capture system for home care. It was noted that the system allowed carer movements to be monitored which improved the safety of lone workers both externally and in service users' homes. The system incorporated the use of swipe cards to confirm precisely when care workers arrived at and left service users' homes.

3.3 Social Services Complaints Annual Report 2005/06 – Members considered the number and nature of complaints made to Adult Services and how these were responded to. It was noted that complaints response times were reducing and that there was a commitment by staff to resolve complaints at an early stage of the process.



CHILDREN'S SERVICES OVERVIEW & SCRUTINY COMMITTEE

11B

ANNUAL REPORT, 2006/07

During the year under review, we have met as a Committee on 7 occasions (including 1 special meeting) and dealt with the following issues:

1. BUDGETARY ISSUES

The Committee received an oral presentation from the Cabinet Member for Children's Services, outlining ways the Council promoted Financial Efficiency and Value for Money on services. The GLA and Olympics were identified as London pressures on the Council tax and it was explained that the Council had no control over them. Local pressures were also highlighted.

It was explained that the Council were to receive a proposed increase of £1.2m in grant from Central Government. This left the Council with minimal funds to cover services. £13.9 million savings were made over the last three years and £16.1m savings were planned over the next three years, which were efficiencies through better ways of working while still investing in local priorities.

Specific budgetary issues included; the challenge to reshape early years provision relating to the development of Children's Centres and linked to the "Extended Schools" proposals. It was not known whether there would be any closures or amalgamations as many of the providers in this area were from the private and voluntary sectors.

ICT training in schools had been identified as a high priority pressure because funding had ended, leaving a shortfall. It had also been shown as a savings item as one way forward might be to charge schools for services. The detail was not yet available and it was not yet clear whether there would be an impact on school budgets.

The Youth Inclusion Support Panel had not been included in the budget papers as it was funded through the Central London Grant Scheme, which was continuing until March 2008.

The Committee made no formal comments on the proposals.

2. SCRUTINY TOPIC GROUPS

2.1 Review of the process associated with enabling all children access to education provided by Children's Services.

2.1.1 The Members of this group were Councillor Lesley Kelly, Councillor Keith Darvill, Co-Opted Members, Sue Kortland and Rhonda Ware (PCT). The group reviewed the educational problems faced by children with learning disabilities, looked after children and disengaged youth. The parameters of the group covered education, social welfare and health. The groups gathered information from other boroughs to glean best practice. During the course of the review it has become apparent that there was a lot of information to suggest that emphasis should be on the integration with main stream education and employment placements is the best way forward. The first report is being drafted and recommendations are now being considered.

2.2 Review of the impact and implementation of the new diploma scheme.

2.2.1 This group comprised Councillor Gillian Ford, Councillor Wendy Brice-Thompson, Councillor Mark Gadd, Councillor Jonathon Coles, Paul Sainsbury, Martin Staines, Sue Allen (Pupil and Student Services), Ruth Jenkins (Children's Social Services), Richard Foot (Educational Psychologist) The Specialised Diploma Scheme is about learning a range of skills and knowledge set within a specialised context for specific employment sectors and by doing so will be industry relevant learning. The Diploma is designed principally for 14 -19 year olds and will be available for each of the 14 specified employment sectors.

2.2.2 The topic group examined ways in which Havering can improve the chances of writing a successful bid to meet the criteria for the new diploma. To do this Havering must demonstrate a clear policy for its successful implementation. The group have successfully identified areas of work which will enable Havering to take on the Diploma in the near future.

3. OTHER MATTERS CONSIDERED

3.1 In July the Committee considered The Joint Area Reports detailing the Council's requirements to provide a self assessment to be submitted by 8 September. The Committee noted that although full Borough coverage had not yet been achieved, specialist therapists have been training learning support assistants to deliver programmes in schools. However there was a shortage of specialists and the procedures at that time was seen as the best way of achieving best value while resources were scarce.

3.2 Children's and Young People's Plan; the Committee heard that good progress has been made against the objectives set out earlier in the year. Children's Services had been assessed through a Joint Review and the Local Area Agreement (LAA). These objectives included the operating of a smoke free policy in schools and a scoping exercise which was being undertaken to measure how many children were acting as carers. This was a multi agency exercise and once completed the results will be publicised in order raise awareness amongst young people that help is available.

3.3 In September of last year, the Committee received a presentation by the Head of Children's Services to introduce the Safeguarding process. The issues raised later fed into the Access to Education Project Group and these included the following: Data protection/sharing; the effectiveness of linked social workers, an Integrated Children's

System and national 'Children's Index', along with the introduction of a Common Assessment Framework across the Borough.

3.4 With regard to Key Stage results, there have been real achievements in Havering schools, with the majority producing high results. It has been a very positive year, with standards being maintained at all levels. Results at Key Stage 1 places Havering in the top 10% of Authorities and near "best ever" results had been achieved at Key stage 4. The Committee noted that, although the national figures had dipped, Havering's had not.

3.5 The Children's Centre Strategy set out the Authority's aims and objectives which have been subject to consultation from all across the Borough. The strategy for the development of children's Centres and extended schools was based upon the close alignment of services, grouped around the six localities which are part of the strategy for the Implementation of the Children Act 2004 in Havering. Children were involved in the consultation at a school level and the Committee investigated what constituted a 'good model' of an extended school and how it might work.

3.6 In December of last year the Commission consulted a Primary Review to include the following lines of enquiry: eliminating mixed age classes, walking to school as part of keeping fit, admissions with regard to the proximity of homes to schools and incentives for the community to become more involved in schools are endorsed.

3.7 The Leaving Care service was considered by the Committee, including the key areas of services offered. There was focus on support with the transition to adulthood and housing support, provided to young people leaving care. The Committee agreed to promote and champion this in their role as corporate parent.

3.8 In March the Havering Inspection and Advisory Service (HIAS) outlined to the Commission the range of curriculum interventions deployed in schools which were designed to improve standards attained by all pupils. The Special Education Reviews had engendered a favourable response from the schools involved.

3.9 Consideration was given to a report outlining the national and legal frameworks and the Government's priorities for looked after children. It also detailed the local context for looked after children in Havering and set out the key challenges and recent improvements noted by the Joint Area Review (JAR) 2006.



CORPORATE OVERVIEW & SCRUTINY COMMITTEE

11C

ANNUAL REPORT, 2006/07

During the year under review, we have met as a Committee on 6 occasions (including 1 special meeting) and dealt with the following issues:

1. BUDGETARY ISSUES

1.1 The Committee met in January and considered the aspects of the Council's budget that fall within its remit. Pressures on the level of Council tax were considered – both locally and on a national basis such as the 2012 Olympics.

1.2 Specific budget areas considered by the Committee included the increased efficiency resulting from a fall in the council's sickness absence rate. The impact of the low increase in grant from central Government was also discussed in detail with officers as were the associated savings that had been identified to compensate for this.

2. SCRUTINY TOPIC GROUPS

As many Members were new to Overview & Scrutiny, the Committee opted to delay finalising its work programme until September in order that Members could, with the assistance of officers, become more familiar with both the remit of the Committee and with the role of Overview and Scrutiny itself. The work of the topic groups that have been established is summarised below.

2.1. REVIEW OF COUNCIL COMPLAINTS PROCEDURE

2.1.1 This Group is chaired by Councillor Clarence Barrett and comprises Councillors Robert Benham, Robby Misir, Ray Morgon and Melvin Wallace.

2.1.2 The scope of the Group is to review the complaints monitoring information available to Members and to determine methods of making the Council's complaints procedure more visible to customers.

2.1.3 The Group has met on four occasions including visits to London Borough of Barking & Dagenham and to Thurrock District Council. These visits afforded the group an invaluable opportunity to view the complaints systems in other Councils and to meet with Members and officers directly involved in the complaints process.

2.1.4 The groups report was adopted by the Committee at its meeting in May 2007 and is due to be considered by Adjudication & Review Committee in June and to Cabinet in July.

2.2. COUNCIL'S EMERGENCY PLAN

2.2.1 This Group is chaired by Councillor Robby Misir and comprises Councillors Robert Benham and Melvin Wallace.

2.2.2 The scope of the Group is to consider how the Council deals with emergency incidents locally and the risk of such incidents occurring in Havering. The group also wishes to ascertain what can be learnt from how such incidents are handled elsewhere and how emergency awareness and readiness can be raised in the community, local businesses and the voluntary sector.

2.2.3 The group has met on six occasions including a visit to Dacorum Borough Council, site of the Buncefield oil refinery explosion. The group thus had a rare opportunity to discuss with officers directly involved, how such a large explosion was responded to and how Council services coped.

2.2.4 The Committee noted the group's report at its meeting in May 2007. It was established that the officers will continue undertaking further work to refine the Council's emergency plan.

3. OTHER MATTERS CONSIDERED

3.1. Human Resources Issues – In September, the group considered the history and current position of human resources issues in Havering. Senior human resources officers briefed the Committee on issues including the age profile of the Council's workforce, the use of flexible working and the Learning and Development Strategy for Council staff. In January, the Committee also reviewed an Audit Commission report on the Council's human resources action plan. Members noted that this report has been generally positive and accepted points by the Inspector concerning improvements needed in areas such as staff appraisal and use of IT systems.

3.2. Corporate Assessment and Joint Area Review – Members received update reports in June on both these inspection processes and their implications for the Council.

3.3 Requisition: Amendments to Off-Street Car Parking Order – In June, the Committee considered a requisition of a key decision by the Group Director for Sustainable Communities to restrict access to parking spaces at the front of the Town Hall. The Committee considered the reasons put forward for this change in policy including the availability of public transport options in Romford and the Council policy to encourage alternatives to car use. By a majority vote, the requisition was not upheld.

3.4 Requisition: Increase in the Budget Available to Support Mayoral Activities – In November, the Committee considered a requisition of the decision of the Cabinet Member for Resources to increase the budget available to support mayoral activities. The Committee considered information provided to it indicating that the Mayoral budget did require increasing and that the figure proposed was in line with mayoralty allocations in other similar outer London boroughs. By a majority vote, the requisition was not upheld.

3.5 Developing the Council's Corporate Business Process – In June, the Committee considered a report on this area, setting out the Council's objectives and overall vision for the next four years. The Committee considered the relatively low public satisfaction with Havering Council services and the strategies outlined in the report to address this such as the refurbishment of the borough's libraries.

3.6 Audit Commission Follow-Up Inspection Final Report: Project & Programme Management – In March, the Committee considered the above report which concentrated on the Council's project management capabilities and provision. The Committee noted the recommendations of the report including the council making use of specialist software, strengthening links between the Havering Strategic Partnership and the Corporate Programme Office and investing in the Council's staff in order that project management can be delivered "in house". Members noted the work in progress by the Council to meet these recommendations.



CRIME & DISORDER COMMITTEE

11D

ANNUAL REPORT, 2006/07

During the year under review, we have met as a Committee on 6 occasions and dealt with the following issues:

1. LEGISLATIVE POSITION AND ROLE OF COMMITTEE

1.1 The Committee's powers are based on the provisions of section 19 of the Police and Justice Act 2006. This legislation is now expected to come into operation in April 2008, 12 months later than originally planned. The Committee will have the power at this point to scrutinise all responsible authorities involved in crime and disorder including the Police, Fire Service and the Council's community safety team.

1.2 During the period prior to the legislation coming into full effect, the Committee is proceeding on the basis of co-operation with the Police and other agencies, rather than on the basis of statutory authority. This has not proved a major problem and has not prevented the Committee undertaking a considerable amount of work which is discussed later in this report.

2. SCRUTINY TOPIC GROUPS

2.1 In light of the legislative position, the Committee decided against commencing any topic group work this year and to instead concentrate on a series of briefings and visits in order to better inform their work. Consideration was given to establishing a topic group considering the Council's arrangements for the Community Call for Action – the right of individuals to refer issues related to crime and disorder to either the local ward Councillor to the Council as a whole. It was felt however this work would be more effective if it could be held back until guidance on the Community Call for Action had been released. This is currently expected to be in summer 2007.

3. OTHER MATTERS CONSIDERED

3.1. Policing Strategy for Havering – In September, the Committee received a presentation from the Havering Police Borough Commander on overall strategy and priorities for this area. It was explained how crime data is collected and trends established and how this is used to establish Police priorities for the area. The role of Police Community Support Officers in the borough was also explained.

3.2. Role of Community Safety Partnership – The Committee received a presentation from Havering’s community safety manager on the role of the partnership which consisted of statutory members including the Police, Council and Fire Service as well as other organisations involved in the crime and disorder area. The Committee considered the priorities of the partnership including reducing town centre crime, campaigns to reduce theft from cars and community safety’s relationship with Police safer neighbourhood teams.

3.3 Embedding Community Safety – In January, the community safety manager explained to the Committee how the Council dealt with its legal responsibilities to consider community safety in all aspects of its work. Key community safety priorities had been identified and officers nominated to lead on these in each area. The Committee also considered achievements that had resulted from this “mainstreaming” of community safety including seconding a police officer into the Council’s planning department and working with local schools to reduce crime on buses.

3.4 Havering Fire Service – In March, the Committee received a presentation on the work of Havering’s Fire Service. The borough commander explained current issues in Havering including a proposed new fire station in Harold Hill and the impact of the Thames Gateway development. The Committee were also informed of the partnership working the fire brigade was involved in to reduce the risk of fire and crime & disorder generally. This included work in schools to reduce the risk of road accidents and courses for young offenders at risk of committing arson.

3.5 Hornchurch Disorder – In May, a senior officer from Havering Police attended the Committee in order to brief Members on the public disorder that had recently occurred in the vicinity of Havering College. Members were able to discuss in detail the causes of the disorder and the Police response to it.

3.6 Committee Visits – A priority of the Committee’s work this year has been to familiarise itself with facilities for reducing crime and disorder in the local area. To this end, the Committee has toured Romford police station and also visited the Council’s CCTV suite on a Friday evening. This latter visit included the opportunity for Members to spend time with police officers on patrol in Romford town centre and gain an understanding of issues related to town centre policing. In May, the Committee also held successful visits the Metropolitan Police public order training branch and C3i communications complex. The visit to the public order branch gave Members a chance to learn about this type of policing and how training for coping with public disorder is carried out. Shown below are members of the Committee together with colleagues from the Community and Police Consultative Group and Independent Advisory Group observing a public order training exercise.



(Left to right: Police instructor, Anthony Clements (democratic services) Police instructor, Councillor David Grantham, Councillor Linda van den Hende, Frank Nice (Independent Advisory Group) Councillor Georgina Galpin, Kris Goyal (Community and Police Consultative Group) Inspector John Harlow (Havering Police).

Council, 18 July 2007



CULTURE & REGENERATION OVERVIEW & SCRUTINY COMMITTEE

11E

ANNUAL REPORT, 2006/07

During the year under review, we have met as a Committee on 6 occasions (including 1 special meeting) and dealt with the following issues:

1. BUDGETARY ISSUES

1.1 The Committee received an oral presentation from the Cabinet Member for the Public Realm outlining ways the Council promoted Financial Efficiency and Value For Money on services.

The GLA and Olympics were identified as London pressures on the Council tax and it was explained that the Council had no control over them. Local pressures were also highlighted. It was explained that the Council were to receive a proposed increase of £1.2m in grant from Central Government. This left the Council with minimal funds to cover services. £13.9 million savings was made over the last three years and £16.1m savings was planned over the next three years, which were efficiencies through better ways of working while still investing in local priorities.

1.2 The Cabinet Member for then discussed specific matters relating to Cultural and Leisure Services. Members raised a number of queries regarding budgets pressures and savings options to which Officers responded.

There were no specific comments made on the budget proposals.

2. SCRUTINY TOPIC GROUPS

Review of Council's influence on Public Transport Operators Topic Group

The Members of the Public Transport Operators Topic Group met four times this last municipal year to discuss the Transport issues pertaining to Havering. The Members of this Topic Group were Councillor Mark Gadd – Chairman, Councillor Linda Hawthorn, Cllr Ray Morgon, Cllr Andrew Mann, Cllr John Clark, Cllr Lesley Kelly and Councillor Sandra Binion – Co-opted Member. It is planned for the group to conclude its review and report to the Committee in mid-2007.

Issues discussed by the group included the following:

Havering Council has recently re-affirmed its commitment to promoting sustainable transport. Recent improvements in local public transport have influenced a reduction in

overall traffic volumes. The Queens Hospital is now served by a number of different bus routes, including the 175, 193, 365 and the 496. This not only makes the new Hospital accessible from other parts of the borough such as Harold Wood, Gidea Park and Hornchurch, but also provides access to neighbouring boroughs such as Barking and Dagenham which the 175 bus serves.

Crossrail is a scheme being jointly promoted by Transport for London (TfL) and the Department for Transport (DfT) to provide a continuous link across London allowing people to travel from as far east as Shenfield in Essex, all the way through to Maidenhead and Heathrow Airport west of London. As a scheme, it has strong support from stakeholders and businesses in Greater London.

The Council was successful in its lobbying for greater access to Gidea Park and Harold Wood, when the promoter announced in late 2006 that both of these stations would be provided with lifts directly to the platforms to enable them to be fully accessible to persons with restricted mobility. As part of the Crossrail proposals were for platform extensions at Romford, Gidea Park and Harold Wood stations to cater for longer Crossrail trains (which will be 10 cars long).

The Local Implementation Plan was approved in consultation draft by Cabinet in March 2005 and is currently in final draft stage, prior to formal approval by the Mayor of London, sets out a series of proposals to improve local public transport in Havering. Such measures include a rolling programme of bus stop accessibility schemes and other schemes to enhance railway station access. The emerging Local Development Framework also includes policies designed to increase the shift in favour of public and other more sustainable forms of transport.

Crime: Havering is now the eighth lowest borough in London for station crime and Havering the lowest third of London for bus crime.

Community Safety: A taxi marshal scheme had been introduced at the Eastern Road taxi rank in order to disperse people more quickly.

CCTV – Nearly all areas of the Town Centre were covered by the Council's CCTV system on a 24:7 basis.

Gating Scheme - The alleyways running off Victoria Road had attracted anti-social behaviour and these had recently been gated off. The gates were locked in the evening and only residents had keys. Anti-social behaviour in the area had reduced as a result.

18 new Police Community Support Officers (PCSOs) were being deployed, mainly on buses.

3. OTHER MATTERS CONSIDERED

3.1 Havering Library Strategy - On the 26th June, Members were informed that Cabinet had considered a report concerning the Havering Library Strategy for 2006-2009. The strategy set out the Library Service vision and ambitious targets for the next three years. A review of the preceding three years had indicated significant improvement in the service. The Library Service plays an innovative and exciting role in developing and

supporting cultural activity in the borough. It also plays an important role in supporting lifelong learning and providing information on better health and welfare. The Members of the Scrutiny Commission commented that the Library Service played an important role in the community and were keen to ensure that the service provided reflected the needs of its users and were, therefore, fully supportive of the proposals set out in the Strategy.

3.2 Hornchurch Urban Strategy - Members were informed that Cabinet had considered at its meeting on 12 June, a report which set out progress with the development of an Urban Strategy for Hornchurch Town Centre. The Strategy was approved and is to be used as a basis for preparing a draft Planning Guidance for Hornchurch. Also a Hornchurch Town Centre Partnership is to be established to involve representatives of the Council, local community, businesses, police, Queens Theatre and other local organisations to guide and support the implementation and development of the Hornchurch Urban Strategy.

3.3 Capital Programme Revision - Members were informed at its meeting on 19 July; Council had considered a report on the revision to the Capital Programme to incorporate a programme of works on the Council's leisure facilities. Council resolved to refer this matter for consideration by the Culture and Regeneration Overview and Scrutiny Committee. The Committee's views on the issues would be considered by an Extraordinary Meeting of Council on 9 August. After a Members enquiry in to the cost of the works The Committee was advised that prudential borrowing was the most cost effective way of funding the programme of works. If Council failed to approve prudential borrowing then the Council could be liable for a loss of revenue claim by the contractor. The borrowing would be at a relatively fixed rate, though the vast majority of the borrowing would take place in the first year of the programme of works. VAT exemption would be extinguished at the end of the first year of borrowing.

3.4 Mobile Library Service - The Committee received a presentation from the Head of Customer Services regarding the Council's Mobile Library Service on the 13th September. The presentation focussed on the Housebound Library Service. The Service delivered to 300 housebound customers was operating to capacity. Members were advised that the Service was cost effective and provided a valuable resource to those residents who were unable to visit one of the Council's static libraries.



ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE

11F

ANNUAL REPORT, 2006/07

During the year under review, we have met as a Committee on 6 occasions and dealt with the following issues:

1. BUDGETARY ISSUES

1.1 The Committee met in January and considered the aspects of the Council's budget that fall within its remit. Pressures on the level of Council tax were considered – both locally and on a national basis, such as the low grant settlement received from central Government.

1.2 Specific budget areas considered by the Committee included the successful "Better Havering" campaign and the introduction of the Green Waste scheme. Other budget pressures discussed included recycling rates, the use of the crematorium and trade waste disposal costs.

2. SCRUTINY TOPIC GROUPS

As many Members were new to Overview & Scrutiny, the Committee opted to defer finalising its work programme until September 2006 in order that Members could, with the assistance of officers, become more familiar with both the remit of the Committee and with the role of Overview and Scrutiny itself. The work of the topic groups that have been established is summarised below.

2.1. RENEWABLE ENERGY

2.1.1 This Group was chaired by Councillor Gary Adams and comprised Councillors Sandra Binion, Roger Evans and Andrew Mann.

2.1.2 The scope of the Group was to scrutinise the policy and performance of renewable energy in Havering with a particular focus on establishing current use of renewable energy in the Borough and ways in which this use can be improved and encouraged.

2.1.3 The Group met on four occasions and the Chairman also visited City Hall in order to discuss how environmental scrutiny was undertaken at the Greater London Authority.

2.1.4 The group's report was adopted by the Committee at its meeting in March and the report and its recommendations were accepted by Cabinet in May 2007.

2.2. TRADE WASTE

2.2.1 This Group was chaired by Councillor Sandra Binion and comprised Councillors Gary Adams, Dennis Bull, Andrew Mann and Steve Whittaker.

2.2.2 The scope of the Group was to scrutinise the policy and performance surrounding trade waste collection and storage in Havering. This included the financial impact of trade waste charges and the role of enforcement action on trade waste dumped illegally.

2.2.3 The group met on five occasions to hold discussions and take evidence from Council officers working in this area.

2.2.4 The group's report was adopted by the Committee at its meeting in May and is due to be considered by Cabinet in July.

3. OTHER MATTERS CONSIDERED

3.1. Policy on Contaminated Land – In November, the Committee considered a report detailing the Council's strategy for dealing with contaminated land. This detailed the approach taken in dealing with possibly contaminated land areas within Havering. The Committee also considered the potential costs of any phase two land investigations that would be needed as well as plans for disseminating information to the public.

3.2. Requisition: Imposition of Charges at Front Lane Car Park – The Committee considered in November a requisition of a decision by Cabinet to introduce charges to park in Front Lane car park, Cranham. Aspects of the decision were considered by the Committee including the effect on local shops, the availability of alternative parking and the possible implications for charging in other Havering car parks. By a majority vote, the requisition was not upheld.

3.3 Performance Information – Aspects of performance information considered by the Committee during the year have included the impact of the Judicial Review regarding parking charges, the procurement of two closed circuit television vehicles and acquisition of a system to monitor the location of parking attendants.

3.4 Performance Management – Housing and Environmental Health Service – In March, the Committee considered a report on how the Housing and Environmental Health service was able to measure its own performance. The Committee considered the range of statutory and non-statutory performance indicators used by the service and how these were used to procure improvements to Council functions via monthly management meetings.



HEALTH OVERVIEW & SCRUTINY COMMITTEE

11G

ANNUAL REPORT, 2006/07

SUMMARY

This report is the first annual report of the Committee, summarising the Committee's activities during the year ended May 2007.

It is planned for this report to stand as a public record of achievement for the year and enable Members and others to compare performance year on year.

RECOMMENDATION

That the Council accept the Annual Report.

REPORT DETAIL

During the year under review, we have met as a Committee on 8 occasions (including 2 special meetings) and dealt with the following issues:

1. ROLE OF THE COMMITTEE

1.1 When the Committee was formed in June 2006, a high proportion of Members were new to Local Government and hence to the role of health scrutiny. For this reason, a major focus of the Committee's work this year has been to ensure Members are fully briefed on both the structure of local health services and the extent of their health scrutiny powers.

1.2 To this end, Members have, with the assistance of officers, received information on the local health services from all the local Health Trusts. Additionally, a training session was organised in July where a consultant in the health scrutiny area explained the powers of the Committee and how these could be most effectively put to use when scrutinising local health services.

2. CORRESPONDENCE

2.1 A key part of the Committee's work this year has been the use of correspondence with Health Trusts in order to scrutinise issues of concern to the Committee. Since December 2006 alone, in excess of 30 letters have been written on behalf of the Committee covering subjects including issues related to the Queen's Hospital (see below) financial aspects of the Trusts' performance and an ongoing correspondence concerning Havering Primary Care Trust's prescriptions policy.

2.2 Responses to the Committee's requests for information have been variable, both as regards the quality of information received and in terms of the time taken for replies to be received from the Health Trusts. Members have nevertheless found this method of working to be extremely useful in allowing them to be more knowledgeable regarding key local health issues. The Committee feels that Health Trusts are now more aware of the Committee's work. It remains however a key priority for the Committee to ensure that full and timely responses to its information requests are received from the appropriate Trust officers. It is the view of the Committee that the three local Health Trusts are not used to being asked questions in this way and that they should take into account that they have a legal requirement to respond to any such enquires by the Committee. The Committee's aim is to produce a change in the culture of these organisations whereby a "level playing field" is achieved between the Health Trusts and the Committee for the benefit of all concerned.

3. QUEEN'S HOSPITAL

3.1 A major development in local health services this year has been the opening in December 2006 of the new Queen's Hospital in Romford, replacing Oldchurch Hospital and much of the facilities at Harold Wood Hospital. The Committee have taken a close interest in the development and opening of the hospital. Members of the Committee visited the site while it was under construction in July 2006 and again in February when the facility was fully open. Shown overleaf are Members and officers on their visit to the construction site in July:



(Left to right: Angela Watkinson MP, Wendy Gough, Democratic Services, Anthony Clements, Democratic Services, Councillor Linda Hawthorn, Councillor Ted Eden, Councillor Steven Kelly, Cabinet Member – Sustainable Communities, Councillor Fred Osborne and Councillor Jeff Brace).

3.2 These visits have given the Committee an invaluable opportunity to discuss issues related to the new hospital with key officers including the hospital director and head nurse. All these operational staff with whom the Committee have met during their scrutiny of the new hospital have proved extremely open and prepared to answer Members' questions to the best of their ability.

3.3 Since opening in December, the hospital has encountered a number of problems and the Committee has made it a major priority to scrutinise these issues which included serious difficulties with the hospital switchboard, issues around the portering service and the lack of a public staircase in the main hospital building. Regular correspondence has been undertaken with BHRT Hospitals' Trust on all these issues. Additionally, the Trust chief executive has briefed the Committee on the key issues and also met informally with the Committee Chairman in order to discuss matters in more detail. The Committee continues to monitor developments at the new hospital and will continue this area of scrutiny in the new municipal year.

4. FIT FOR THE FUTURE

4.1. All Health Trusts in North East London are currently involved in the Fit for the Future programme of reprovision of health services in this region. The Committee, in common with Health Scrutiny Councillors from Barking & Dagenham, Redbridge and Waltham Forest, has been involved for much of this year in preparations for the joint scrutiny of these matters.

4.2. A joint Overview and Scrutiny Committee has been formed comprising Members from Havering and from the three London Boroughs listed above. Additional observer Members represent Epping Forest District and Essex County Councils and two co-optees have joined as representatives of patient organisations. Although the Committee cannot meet formally until the start of the public consultation period, four informal meetings have been held this year. These have allowed useful discussions of the proposals for change to health services and for agreement to be reached on joint ways of working in advance of the formal scrutiny starting.

4.3 In March, the joint Committee held a day event where it discussed in detail the background to the Fit for the Future proposals. It was also able to visit the three local hospitals most likely to be affected by the Fit for the Future proposals – King George, Queen’s and Whipps Cross. This gave Members an invaluable insight into the facilities that may be under threat and will inform their scrutiny of the Fit for the Future proposals. Shown below are Members of the Joint Committee on their visit to Whipps Cross Hospital:



(Left to right: Councillor Robert Church, Epping Forest, Councillor Marie West, Barking & Dagenham, Councillor John Beanse, Waltham Forest, Councillor Richard Sweden, Waltham Forest, Councillor Chris Pond, Essex, Brian Wilders, co-opted member, Councillor Charles Elliman, Redbridge, Councillor Linda Hawthorn, Pam Kaur – Democratic Services, Councillor Ted Eden, Tony Fuller, co-opted member, Anthony Clements, Democratic Services, Councillor Fred Osborne).

4.4 The Committee have recently been informed that the public consultation period on Fit for the Future, and hence the formal scrutiny of these proposals will not now commence until October 2007. Preparatory work in this regard will continue in the new municipal year as will work towards joint scrutiny of related changes in mental health services.

5. ST. GEORGE'S HOSPITAL

5.1 The Committee received from Havering Primary Care Trust (PCT) presentations on future plans for St. George's Hospital in both September and January. This allowed Members to keep up to date with latest plans for this site. Additionally, Members paid a site visit to St. George's in June where they were able to tour the site and hold discussions with senior PCT officers including both the Chairman and Chief Executive of the Trust.

5.2 In February, the Committee formally responded to the PCT's consultation on the St. George's proposals. Whilst concerns remained over the quality of the community care facilities proposed to replace part of St. George's work, the Committee was pleased that the PCT had committed to locating a 60 bed unit on the current St. George's site. This was a marked change from earlier versions of the plans which had indicated that virtually all medical facilities would be removed from the site. The Committee also asked the Trust to present their plans for the hospital at each Havering Area Committee, a process that was completed in May 2007.

6. OTHER MATTERS CONSIDERED

6.1 Requisition: Inspection of Mental Health Services in Havering – Report and Action Plan – In July, the Committee considered a requisition of a Cabinet decision to implement an action plan in response to criticisms made in a recent inspection of mental health services in Havering. The action plan was discussed at length and, following an undertaking by the Cabinet Member – Sustainable Communities to provide an update on progress against the action plan, the requisition was withdrawn.

6.2 London Strategic Health Authority – In November, the Committee discussed an exchange of correspondence between the Health Scrutiny Chairman in Kensington & Chelsea and the London Strategic Health Authority. Members noted that the Chairman of the Strategic Health Authority had initially refused to meet with individual London boroughs, claiming there was no legal obligation on the Strategic Health Authority to do so. Members noted that this stance had recently changed but nevertheless agreed to write

to the Strategic Health Authority seeking a specific commitment that they would cooperate with the joint scrutiny of the Fit for the Future proposals. This letter was copied to health scrutiny chairmen in all London boroughs.

6.3 London Councils – Members and officers have during the year attended several health scrutiny events facilitated by London Councils (formerly the Association of London Government). These have included discussions on the future of healthcare in London and a recent meeting with the chairman and chief executive of the London Strategic Health Authority.

6.4 Primary Care Trust Local Delivery Plan – In January, the Committee received a presentation from the PCT's director of public health on how delivery of local health services was being improved by the Trust. These included a referral centre that GPs could access and the placing of a GP on a rota basis in the A & E Department of Queen's Hospital.

6.5 Standards for Better Health Annual Healthcheck – In April, the Committee received presentations from all three local Health Trusts (BHRT Hospitals Trust, Havering PCT and North East London Mental Health Trust) on each Trust's self-assessment for the Healthcare Commission's annual healthcheck process. The Committee noted progress made by each Trust and areas where they admitted they had not met the healthcheck criteria. This allowed the Committee to formulate comments on the performance of each Trust which must, by law, be included in the Trusts' returns to the Healthcare Commission.

6.6 Prescriptions Policy – In May, the Committee held discussions with the Chief Executive and Medical Director of Havering Primary Care Trust concerning the Trust's prescription policy. The Committee discussed in detail with Trust officers the recent change of policy to limit the issuing of prescriptions to a 28-day period. The Committee is likely to undertake further work in this area in the new municipal year.



HOUSING OVERVIEW & SCRUTINY COMMITTEE

11H

ANNUAL REPORT, 2006/07

During the year under review, we have met as a Committee on six occasions and dealt with the following issues:

1. BUDGETARY ISSUES

- 1.1 The Committee met in January and considered the aspects of the Council's budget that fell within its remit.
- 1.2 The Committee received an oral presentation from the Cabinet Member for Housing and Regeneration outlining ways the Council promoted Financial Efficiency and Value For Money on services. The GLA and Olympics were identified as London pressures on the Council Tax and it was explained that the Council had no control over them. Local pressures were also highlighted.
- 1.3 It was explained that the Council were to receive a proposed increase of £1.2m in grant from Central Government. This left the Council with minimal funds to cover services. £13.9 million savings had been made over the last three years and £16.1m savings were planned over the next three years, which were efficiencies through better ways of working while still investing in local priorities.
- 1.4 The Homeless Prevention Grant in London was geared at reducing homelessness in the area. In the past LB Havering had used the money to improve Housing Advice and introduce new initiatives that were targeted at preventing homelessness. The borough had very low incidents of rough sleepers.

2. SCRUTINY TOPIC GROUPS

2.1. Review of the Affordable Housing and Letting Scheme Topic Group

2.1.1 This Group is chaired by Councillor Barry Oddy and comprises Councillors June Alexander, Councillor Len Long and Councillor Melvin Wallace.

2.1.2 The scope of the Group is to review the current procedure for affordable housing and the letting scheme. The Topic Group met on four occasions and reviewed the current procedure for affordable housing and the letting scheme. The group also considered the legal framework and where appropriate amending the Council's Letting Scheme in relation to the Bands and Choice Based Lettings while looking at any access issues for the vulnerable on accessing Choice Based Lettings.

2.1.3 The review also sought to understand how homeless legislation sits alongside the Lettings Scheme and how supply is accessible to people on the register.

2.1.4 The review also looked at how the Council expands the supply of affordable housing for rent and the relationship Havering takes inside the East London Housing Partnership with respect to the impacts on supply whilst considering the potential impact on the Council's supply and its Letting Scheme of the Mayor of London.

2.1.5 The Topic Group sought examples of good practice to include in the review. Housing officers produced a comparison of the Council's lettings scheme with some of the other schemes in East London and showed that Havering was in line with best practice. There is, however, perceived confusion across the community about the policy for Council tenants moving between boroughs. There was only a very limited ability for Council tenants to move into or out of Havering. London Councils were in fact campaigning for further restrictions on these types of moves. Research has shown that people on lower incomes tended to be more conservative in where they moved to and they were often reluctant to leave established communities.

2.1.6. There is good evidence to suggest that Havering is working well with its partners to ensure affordable housing for all residents of the borough. The Council's letting scheme is now fit for purpose and is obtaining full cooperation from its Registered Social Landlords and the Private Sector Housing Suppliers. The Housing Letting Scheme has been shown to be in line with best practice with other East London boroughs.

2.1.7 It is planned that the group's report is to be considered by the Committee at its May meeting.

2.2 Review of the Estate Services Topic Group

2.2.1 Following the 2006 Council elections, the group was reconstituted with Councillor June Alexander as chairman and new members – Councillor Sandra Binion and Councillor Melvin Wallace. The group met on several occasions and reviewed all aspects of Estate Services in Havering including the identification very early on that the caretaking service overlaps significantly with both the concierge and grounds maintenance service and so they are not considered in isolation.

2.2.2. Following the Audit Commission Inspection of Landlord Services in February 2005, the Committee established a special topic group to look at caretaking services to housing revenue account properties, to scrutinise service levels, proposals for improvements and to consider officer recommendations to Cabinet for approval to address the issues identified by the Audit Commission and by tenants.

2.2.3 An independent consultant reviewed caretaking and concierge services; updating the Overview & Scrutiny Topic Group regularly. The Recommendations were made to Cabinet in November 2005.

2.2.4 With the establishment of the ALMO from July 2006, officers of London Borough of Havering and Homes in Havering have continued to work with the Overview & Scrutiny Topic Group to develop a comprehensive approach to service delivery on estates covering the caretaking, concierge and grounds maintenance services. These recommendations are based on the work of the topic group, to Cabinet or Homes in Havering as appropriate, to introduce an enhanced range of services. These include:

- 1) A fully scoped caretaking service provided in the main by mobile caretakers, working to published service standards monitored by electronic means to produce meaningful reports to the Board of Homes in Havering and residents.**
- 2) To resolve the issues of inequality surrounding the cleaning of internal block areas across the Borough and from the summer of 2007 to introduce a new block cleaning service to all internal areas not being cleaned prior to the review.**
- 3) A revised set of estate service standards for cleanliness, grass cutting outcomes and grounds maintenance.**
- 4) An enhanced shrub management programme.**
- 5) The introduction of an effective weed management and spraying programme.**
- 6) The completion of comprehensive mapping of the ownership of all land between the general fund and housing revenue account mapped on to the GIS (geographical information system).**
- 7) The implementation of a new service charge for the removal of fly tips and bulk rubbish from housing revenue account land, introduced by London Borough of Havering from the summer of 2007.**
- 8) The introduction of a Neighbourhood Warden Service across housing estates to be introduced from summer 2007. This to be paid for by newly introduced service charge to tenants and leaseholders from the summer of 2007.**

2.2.5 In conclusion, the Estate Services Topic Group has been a key consultative device throughout the service reviews and for proposals to Members for the introduction of services and charges including enhanced service standards for the caretaking, grounds maintenance and concierge services.

3. OTHER MATTERS CONSIDERED

3.1 The Committee looked at the process that led to the approval of the social housing grant from the Council to enable Swan Housing Association to develop new housing for rent at Medora Road, Romford and received a report updating the position on the

Council's bids for (a) a place on the Department for Communities and Local Government's sixth and final round of the Arm's Length Management organisation (ALMO) programme and (b) a place on the stock transfer programme for the Mardyke Estate.

3.2 In regard to Supporting People Re- Inspection the Committee scrutinised a report giving the result of an Audit Commission re-inspection of the Supporting People Service, published in August 2006. The service had been rated 0* by the Audit Commission following their inspection in February 2005 but, since appointing a permanent manager in May 2005, a permanent team had been recruited and all service reviews were completed by the Government deadline of 31 March 2006. The latest Audit Commission report had rated the Service as a 1* Fair Service with promising prospects for improvement.

3.3 The Committee considered a report which provided an analysis of the of the Council's property lettings in comparison with the Black and Minority Ethnic (BME), community representation in the Borough. The information collected showed that the percentage of people from BME backgrounds, registered with the Council for housing, was slightly greater than the proportion of people from BME backgrounds living in the Borough.

3.4 With regard to heating and hot water charges for council tenants the Committee were made aware of that the Cabinet had received two reports on the Housing Revenue Account (HRA) in February 2006 and July 2006 which showed that the 2007-2008 HRA would be in deficit and the 2008-2009 HRA would have a deficit of over £1 million if the deficit for 2007-2008 was not dealt with. The Committee was advised that the Council to carry on subsidising the heating and hot water charges could no longer be justified. Also that energy costs had increased, the affected tenants therefore needed to pay the current prices. Officers were faced with two options, either to raise the charge to the economic level or, raise it to the economic level with a supplement on top to reduce the current deficit within the HRA.

3.5 The Committee received a report outlining the methodologies used to measure the performance of the Housing Service and the Council's Arms Length Management Organisation (ALMO), Homes in Havering (HiH). The report also outlined the improvement targets that had been set. In addition to this Local Authorities were also rated on their performance through Comprehensive Performance Assessment (CPA).



AUDIT COMMITTEE ANNUAL REPORT, 2006/07

12

1. **Annual Report 2006/07**

In accordance with good practice, the Committee now submits its Annual Report to the Council.

The Report contains the following:

- Terms of Reference of the Committee.
- Key issues considered by the Audit Committee in the period under review.

2. **Work Plan 2007/08**

The Audit Committee is currently planned to meet on five occasions over the next municipal year. There are specific reports planned throughout the year, commencing with the statement of accounts and running through a mix of quarterly progress reports and annual reviews of specific strategies and policies within the remit of the Committee, together with progress reports from the Council's external auditor, the Audit Commission.

As indicated in the plan, there are a range of reports that the Committee will receive. Members may identify other areas or topics that they wish covered that arise from the information/reports elsewhere on the agenda, and are therefore asked to identify any at this stage for inclusion in the plan.

3. **Member Training Programme**

A training programme has been drawn up, building on the extensive training undertaken in 2006.



**REPORT ON THE WORK
of the
AUDIT COMMITTEE
TO ALL COUNCIL MEMBERS**

2006 / 2007

Financial Services
Town Hall
Main Road
Romford, Essex, RM1 3BB

Tel: 01708 432217
Fax: 01708 432162

1. Introduction

This report covers the period May 2006 to March 2007 and outlines:-

- The work of the Audit Committee
- The performance of the authority in key audit matters.

2. Background to an Audit Committee

The Audit Committee has been in place for a number of years and has as its terms of reference:

Internal Control

- *To consider and monitor the adequacy and effectiveness of the authority's risk management and internal control environment and to make recommendations to full Council where necessary.*

External Audit

- *To monitor the adequacy and effectiveness of the External Audit Service and respond to its findings.*

Internal Audit

- *To support the Group Director Finance & Commercial with his or her delegated responsibility of ensuring arrangements for the provision of an adequate and effective internal audit.*
- *To monitor the adequacy and effectiveness of the internal audit service and to receive and monitor a annual internal audit plan from the audit manager.*
- *To receive and approve the Annual Statement of Accounts.*
- *To monitor proactive fraud and corruption arrangements.*

3. The Management Structure

Audit Committee Cllr David Grantham
 Cllr Frederick Thompson
 Cllr Michael Armstrong
 Cllr Eddie Cahill
 Cllr David Charles
 Cllr Clarence Barrett
 Cllr Barbara Matthews
 Cllr Mark Stewart

Internal Auditors Internal Service

External Auditors Audit Commission

4. Audit Committee Coverage

4.1 The Audit Committee has received the reports as set out in Annex A. The

coverage can broadly be categorised as regular and specific. More information on both is set out below.

4.2 Regular Work

The Committee has regularly reviewed:

- progress against the audit plan;
- key findings/issues arising from each audit undertaken;
- progress against implementation of the recommendations;
- anti fraud and corruption activity, including frauds identified;
- progress against Audit Commission Audit and Inspection Plan;
- regular reviews of progress against the variance action plans, including the Annual Letter and Statement of Internal Control.

4.3 Specific Review/Reports

There were several during the year including:

- undertook a full review of the Risk Management Strategy;
- undertook a full review of the Anti Fraud and Corruption Strategy;
- agreed clear Terms of Reference for Internal Audit;
- reviewed and approved the annual accounts as well as the findings of the external audit;
- approved the Statement of Internal Control having regard to the work of the Committee;
- agreed the strategy to use for developing the Audit Plan; considered and agreed the Audit Plan;
- reviewed the main information systems;
- received the annual report from Internal Audit;
- reviewed schools audit activity and findings;
- reviewed and discussed the role of the Audit Committee against Best Practice;
- considered options for the Internal Audit Service provision and agreed to maintain an in-house service.

5. **Key Issues arising**

Generally there is good satisfaction with the Internal Audit Service. However the Audit Commission has specifically made recommendations to strengthen internal audit and this has been taken on board in considering future service provision and working methods.

The implementation of recommendations continues to improve and the Committee Members active involvement in requiring explanations of delays has contributed to this.

During the recent Comprehensive Performance Assessment (CPA), the Inspectors were quoted to have said that: "The Council has a well established Audit Committee which receives a good level of officer support".

6. **Specific training undertaken**

The Committee has received dedicated training and awareness as set out in Annex B.

7. **Priorities and Plan for the forthcoming year**

A detailed Work Plan has been agreed and will be progressed.

**AUDIT COMMITTEE COVERAGE
FROM MAY 2006 TO DATE**

29th June 2006

- Annual Statement of Accounts 2005/2006
- Statement of Internal Control 2005/2006
- Annual Head of Internal Audit Report 2005/2006
- External Audit – Audit and Inspection Plan 2006/2007
- Internal Audit Report
- Client Manager Internal Audit Report
- Audit Committee Work Plan Including Training Programme

28th September 2006

- Results of External Audit of Accounts 2005/06
- Audit Commission Annual Governance Report
- Role of the Audit Committee/Compliance Report
- Terms of Reference for Internal Audit
- Internal Audit Report
- ISA Report
- Client Manager Internal Audit Report
- Audit & Inspection Annual Letter 2004/05 Progress
- Annual Review of School's Internal Audit 2005/06

12th December 2006

- Audit Commission Progress Report December 2006
- Internal Audit Progress Report 1st July 2006 – 30th September 2006
- Internal Audit Strategy & Plan for Years 2007/08 – 2009/10
- Client Manager Internal Audit Report
- Annual Review of Fraud and Corruption
- Internal Audit Service Provider
- Audit and Inspection Annual Letter 2004/05 – Action Plan
- Annual Review of Risk Management Arrangements

1st March 2007

- Audit Commission Progress Report February 2007
- Internal Audit Progress Report 1st October 2006 – 31st December 2006
- Client Manager's Report 1st October 2006 – 31st December 2006
- Internal Audit Plan 2007/10
- Audit and Inspection Annual Letter 2004/05
- Establishment of a Joint Panel to Consider Reports on Cultural and Leisure Services Capital Projects

AUDIT COMMITTEE MEMBERS TRAINING/AWARENESS

Timescale	Session	Coverage
May/June 2006	Session 1	Statement of Accounts <ul style="list-style-type: none"> • What they are • Purpose • Key Matters that arise • Member's role and responsibility
May/June 2006	Session 2	Assurance Framework <ul style="list-style-type: none"> • What is it • Audit Committee's role • The Statement of Internal Control
August 2006	Session 3	Risk Management <ul style="list-style-type: none"> • An introduction • Risk Management in Havering • Identification of Corporate risk • Audit Committee's role
August 2006	Session 4	Internal Audit <ul style="list-style-type: none"> • Roles • Reporting • Planning • Audit Committee's role
August 2006	Session 5	External Audit <ul style="list-style-type: none"> • Role • Reporting • Planning • Audit Committee's role
September 2006	Session 6	Fraud and Corruption <ul style="list-style-type: none"> • What, why, who • Types of areas • Preventing/detecting • Investigating • Internal control • Havering position

Council, 18 July 2007

Timescale	Session	Coverage
		<ul style="list-style-type: none"><li data-bbox="758 264 1005 297">• Case example<li data-bbox="758 315 1125 349">• Audit Committee's role

AUDIT COMMITTEE – FORWARD PLAN/TRAINING

FORWARD PLAN	TOPIC	TRAINING
24 th April 2007 (12 th April 2007) Check annual review of ongoing recs in place	<ul style="list-style-type: none"> • As per Agenda 	
27 th June 2007	<ul style="list-style-type: none"> • Annual Accounts • Audit Commission Progress/Work • Audit Commission Annual Plan • Annual Report of Internal Audit • IA Client Report – including ongoing recs • Internal Audit Work • Annual Letter Progress 2005/06 • Statement of Internal control 	Session on Annual Accounts
27 th September 2007	<ul style="list-style-type: none"> • Audit Commission Progress/Work • IA Client Report • Internal Audit Work • Annual Letter Progress • Annual School Report • Audit Commission Audit of Accounts etc. • Internal Audit Terms of Reference and Code Compliance Check 	Session on Impact of Control Weaknesses
11 th December 2007	<ul style="list-style-type: none"> • Annual Review of Anti Fraud and Corruption Arrangements • Audit Commission Progress • IA Client Report, inc school recs • Internal Audit work • Annual Letter Progress • Audit Plan Strategy • Annual Review of Risk Management Arrangements • Provision of Audit Service 	Session on Risk Management and Current Register
4 th March 2008	<ul style="list-style-type: none"> • Agree Audit Plan • Annual Letter Progress • Annual Grants Performance/Co-ordinator effectiveness • Audit Commission Progress/work • Review of Committee against Best Practice and Toolkit 	Session on Ensuring an Effective Audit Committee

Council, 18 July 2007



PENSIONS COMMITTEE
ANNUAL REPORT, 2006/07

13

Each year, the Council receives information on the London Borough of Havering Pension Fund through a Report on the work of the Pensions Committee.

The attached Report contains the following information:

- Performance of the Havering Pension Fund.
- A summary of the accounts of the Pension Fund as at 31 March 2007.
- Key issues considered by the Pensions Committee in the period under review.



HAVERING PENSION FUND

REPORT ON THE WORK Of the PENSIONS COMMITTEE

MARCH 2007

Financial Services
Town hall
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Romford, Essex, RM1 3BB

Tel: 01708 432217
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INTRODUCTION

The Havering Pension Fund provides benefits to Council employees (except teachers). The performance of the Fund impacts on the cost of Council services through the cost of employer contributions. It is therefore beneficial to issue an Annual Report to all Council Members on the Havering Pension Fund and the work of the Pensions Committee.

This report covers the period 1st April 2006 to 31st March 2007 and outlines:

- The work of the Pensions Committee
- The financial position of the Havering Pension Fund
- The performance of the Pension Fund investments
- Key issues arising during the course of the year

BACKGROUND TO THE PENSION FUND

The Council is an administering Authority under the Local Government Pension Scheme Regulations and as such invests employee and employer contributions into a Fund in order to pay pension benefits to scheme members. The Fund is called the Havering Pension Fund.

The value of the Fund as at 31st March 2007 was £366m. This was invested in equities in listed companies both in the UK and overseas, fixed interest securities, property funds and cash.

The Council sets the overall investment strategy of the Fund and monitors performance of five different managers (who have specific mandates) against an agreed performance in relation to an agreed benchmark. The Council had delegated this responsibility to the Pensions Committee.

THE MANAGEMENT STRUCTURE

Pensions Committee during 2006/07

Cllr Melvin Wallace (Chairman)
Cllr Roger Ramsey (Vice Chairman)
Cllr David Charles
Cllr Robby Misir
Cllr Clarence Barrett
Cllr Linda van den Hende

Non voting Union Members:
Brian Long (Unison)
Michael Parker (TGWU)

NB: During the period under review, Cllr Misir was appointed to the Committee to replace Cllr Gadd.

The terms of reference are:

- To consider and agree the investment strategy and statement of investment principles for the pension fund
- To authorise the invitation of tenders and the award of contracts for actuaries, advisers and fund managers or other related investment matters (where not covered by existing delegation arrangements)
- To appoint and review the performance of advisers and investment managers for Council and pension fund investments
- To take decisions on those matters not to be the responsibility of the Cabinet under the Local Authorities (Functions and Responsibilities)(England) Regulations 2000 relating to those matters concerning pensions made under Regulations set out in Sections 7, 12 or 24 of the Superannuation Act 1972

Fund Actuary	Hewitt Bacon & Woodrow
Auditors	Audit Commission
Custodians	State Street Global Assets
Investment Managers	Standard Life Investments (UK Equities) Royal London Asset Management (Investment Bonds) Western/Citigroup (Global High Yield Bonds) Alliance Bernstein Institutional Investors (Global Equities) UBS (Property)
Investment Advisers	PSolve
Legal Advisers	London Borough of Havering Legal Services provide legal advice as necessary (specialist advice is procured as necessary)
Performance Measurement	WM Company

PENSION COMMITTEE DATES

The Committee met a number of times and Appendix A sets out the coverage.

TRAINING AND DEVELOPMENT

As a new Committee, a significant amount of training took place and this is set out in Appendix B.

For 2007/08 it is intended:

- (a) To organise three formal training sessions in respect of:
- The tri annual actuarial valuation on which the Committee will be deciding in December 2007
 - Implications of changes in service delivery and options for the Pension Fund

- Fundamental review of investment strategy taking on board the results of the Actuarial Valuation 2007

(b) Advisers and Officers on hand for open question and answer sessions plus updates an your before each Committee.

PERFORMANCE OF THE FUND FOR THE FINANCIAL YEAR 2006/07

For 2006/07 the investment strategy of the Fund Managers and their performance were reported on a quarterly basis to the Pensions Committee.

The Fund Manager(s) are obliged to submit reports and valuations for this purpose and attend Officer and Pensions Committee meetings to make oral presentations and answer Members' and Officers' questions.

Historically, the Fund Managers performance has been measured against the WM Local Authority Weighted Average (including Property), that assesses the rate of return achieved by the Fund and provides comparisons to 88 local authority funds with a combined value of £124 billion.

Since the major restructure, this benchmark bears no resemblance to the asset allocation of the Havering fund, and hence each manager is measured against a specific benchmark or index best befitting their mandates and to which they have agreed. The WM benchmark continues however to be used to compare the Havering Fund overall with its peers.

The performance of the fund is also measured against a tactical and a strategic benchmark. The tactical benchmark is the combination of all the individual benchmarks for each manager. For the year to 31st March 2007, the Fund return was 6.3%. This represents an outperformance of 0.8% against the tactical benchmark...

The strategic benchmark for the overall fund is a liability benchmark of UK Over 15 year Gilts + 3.6% gross (3% net) per annum. The outperformance against the strategic benchmark was 4.4%.

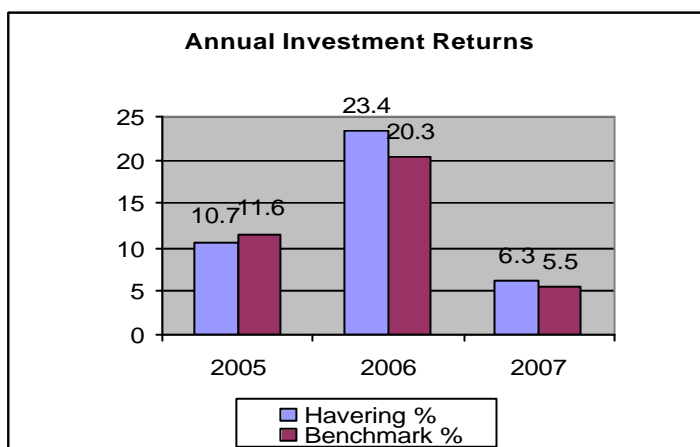
The table below details the performance of each Fund Manager against their annual benchmark and target. Please note that the UK Equities manager exceeded their annual target, whilst the Global Equities, Investment Grade Bonds, Global High Yield and Property managers failed to do so. It must however be taken into consideration that the annual targets are based on a three year rolling programme.

	%	Standard Life (UK Equities)	Royal London (Investment Grade bonds)	Alliance Bernstein (Global Equities)	Western Asset* (Global High Yield Bond)	UBS (Property)	Total
Return		14.40	1.30	0.85	(1.12)	14.20	6.3
Benchmark		11.10	0.70	2.48	(1.08)	16.70	5.5
Performance vs Benchmark		2.97	0.60	(1.63)	(0.04)	(2.14)	0.8
TARGET		13.10	1.45	4.98	1.92	n/a	1.9
Performance vs Target		1.15	(0.15)	(4.13)	(3.04)	n/a	4.4

The following graphs and table have been prepared to illustrate the performance of the Fund as at 31st March 2007:

• **Annual Investment Returns**

The graph shows the relative performance of the Havering Pension fund compared to the tactical benchmark for three years to 31st March 2007.



• **Portfolio Distribution**

The table on the right shows the asset allocation. The change in the investment strategy of the Fund has resulted in the split of assets being decided based on the liability profile of the Fund.

Portfolio Distribution

**Mar-05
Mar-06
Mar-07**

UK Fixed Interest

%
%
%

4.1
3.2
0

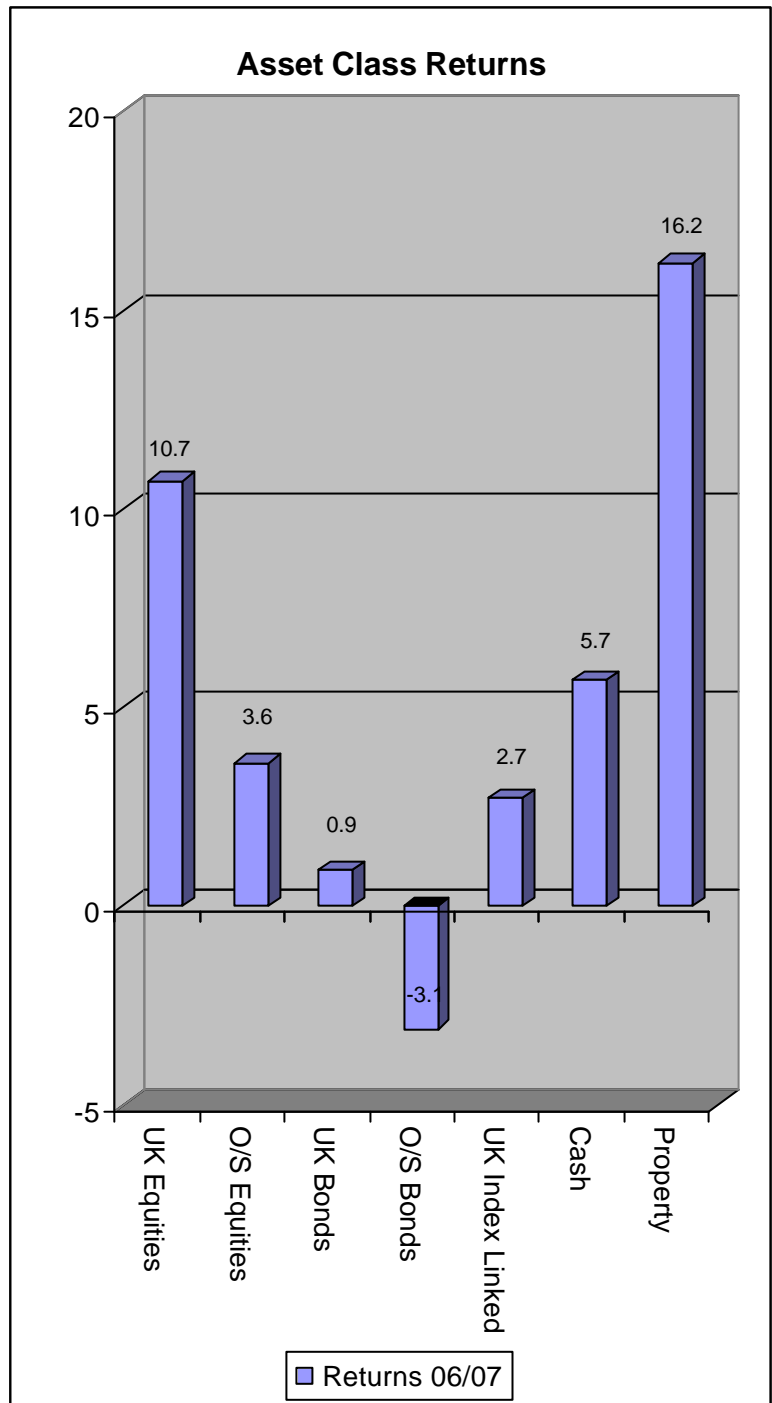
UK Index linked

9.1

	8.2
	6.16
Overseas Fixed Interest	
	0.0
	9.0
	8.26
UK Corporate Bonds	
	15.9
	15.4
	20.03
UK Equities	
	31.2
	32.5
	35.31
Overseas Equities	
	18.1
	22.8
	19.15
Property Unit Trusts	
	9.4
	8.8
	8.92
Cash and Other	
	12.2
	0.1
	2.17
	100.00
	100.00
	100.00

- **Asset Class Returns**

The table on the right shows the returns by asset class.



STATEMENT OF ACCOUNTS

The Pension Fund accounts for 2006/07 are included in the London Borough of Havering Statement of Accounts. This has been submitted to the Audit Committee for approval. The full Pension Fund accounts, which are subject to audit, will also be included in the agenda of the September Pensions Committee.

- Membership of the Fund

Scheme membership at the end of the year	31.3.2006	31.3.2007
Contributors	5,613	5,761
Deferred Pensioners*	2,580	2,762
Pensioners & Dependants	4,391	4,466

* Deferred pensioners are former employees who have chosen not to transfer their pension rights.

FINANCIAL REVIEW

	Year to 31.3.2006 £'000	Year to 31.3.2007 £'000
Contributions inflow	25,284	27,240
Benefits outflow	<u>(24,194)</u>	<u>(23,806)</u>
Net outflow / inflow	1,090	3,434
Returns on investments	<u>63,779</u>	<u>21,880</u>
Net (decrease)/increase in the Fund for the year	64,869	25,314
Opening net assets of the Fund	<u>275,967</u>	<u>340,836</u>
Closing net assets of the Fund	<u>340,836</u>	<u>366,150</u>

1. The value of the Pension Fund as at 31st March 2007 (unaudited) was £366m.

2. The changes to the value of Pension Fund assets during the year to 31st March 2007, was in line with the market conditions throughout the year.

Contributions

Contributions are the sums receivable from Havering as employer, participating bodies and from employees. The Fund Actuary at the triennial valuations of the Fund determines the employer's contributions. Employees' contributions are paid at the rates required by the 2006 regulations: officers and new manual workers pay 6% of earnings but manual workers who began contributing before 1st April 1998 pay 5%.

The corresponding contributions of the participating bodies including their employees are as follows:

<i>Payments to the Pension Fund</i>	2005/2006 £'000	2006/2007 £'000
<i>Admitted Body</i>		
Havering Citizens Advice Bureau	17	18
ACIT Ltd	133	(9)
Morrisons (Formally AWG)	418	413
PPIES	2	0
May Gurney	11	11
Sports & Leisure Management Ltd	0	148

Scheduled Bodies

London Borough of Havering	19,856	21,326
Abbs Cross School	75	0*
Havering College of Further and Higher Education	787	847
Havering Sixth Form College	170	205
Sacred Heart of Mary Girls' School	84	0*
The Coopers' Company and Coburn School	120	0*
The Frances Bardsley School for Girls	107	0*
Homes in Havering	0	707**
	<hr/>	<hr/>
	21,780	23,666

* Abbs Cross School, Coopers Company & Coburn School, The Frances Bardsley School for girls and Sacred Heart of Mary Girls School ceased to be Scheduled Bodies to the fund due to an amendment in The Local Government Pension Scheme Regulations 1997 (As Amended) regarding change of bodies within Schedule 2.

**Homes in Havering, a company limited by guarantee were formed on 1st July 2007. The company became a scheduled body with effect from this date.

Actuarial Valuation

The Council is required under Regulation 77 of the Local Government Pension Scheme Regulations to obtain triennial actuarial valuations of the Pension Fund. Bacon & Woodrow completed this as at 31 March 2004. The next triennial valuation will therefore be prepared as at 31 March 2007.

The results of that valuation showed a service deficit of £137.7 million that corresponds to a funding ratio of 65.3%. The long-term rate of employer contributions for all employers combined, disregarding the Fund deficit is 12.3% of Members pay.

In light of the past service deficit the Actuary recommended that the Council contributes at the following rates of scheme members pay:

- 19.1% from 1 April 2005
- 20.3% from 1 April 2006
- 21.5% from 1 April 2007

This increase has been allowed for in the 2007/08 budget. The Council will continue the existing policy of special contributions for all early retirements.

KEY ISSUES ARISING IN THE PERIOD

- **Communication Strategy and Governance Policy**

In line with the 1997 Local Government Pension Scheme (LGPS) regulations the London Borough of Havering as an administering authority has undertaken an annual review of the Pension Fund's Communication Strategy and Governance Policy. This report sets out how the review was undertaken and highlights where changes were required.

This report also includes an overview of the draft Administration Regulations issued by the Department of Communities and Local Government (DCLG).

- **Whistleblowing Requirements of the Pensions Act**

An annual review was undertaken.

- **Review of costs of Administrating LG Pension Funds**

The Committee considered an Audit Commission report.

- **Annual Review of Statement of Investment Principles and Funding Strategy Statement**

A number of changes were made to reflect issues identified during the review and consultation with relevant parties. This included:

- * Clarity of responsibilities
- * A review of compliance against the Myners principles

- **Annual Report for Members of the Fund**

This was reviewed and approved for distribution.

- **Admission Agreements**

Considered and agreed admission of KGM cleaners and Sports & Leisure Management Ltd.

- **Early Termination Policy**

The report considers the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 and reviews the Council's discretionary policy on early termination payments where employment is terminated:

- * By reason of redundancy or
- * In the interests of the efficient exercise of the employing authority's functions

It was recommended:

1. To note that the Council has to review its current policy on early termination of employment because of changes to the legislation governing such compensation.
2. To consider, agree and publish the Council's Policy on Early Termination of Employment to effect the following changes from 1st February 2007 (Appendix B):

- * For staff aged under 50: payment according to the statutory redundancy entitlement based upon actual earnings
 - * For staff aged over 50 who are not in the Local Government Pension Scheme: payment according to the statutory redundancy entitlement based upon actual earnings
 - * For temporary staff: payment according to the statutory redundancy entitlement based upon actual earnings
 - * For staff aged over 50 who are in the Local Government Pension Scheme: payment according to the statutory redundancy entitlement based upon actual earnings and payment of immediate pension benefits. For those receiving immediate pension benefits, the redundancy payment is subject to the current cap of £37,399.71. This cap to be updated each year in accordance with the JNC pay award; and
 - * That staff retired on efficiency grounds who are in the Local Government Pension Scheme and over 50 can be offered payment of immediate pension benefits
 - * That the discretionary award of compensatory added years for employees over 50 in the Local Government Pension Scheme be withdrawn
- **Reviewed performance of Advisers, Custodians and Actuary**
 - **Awarded a new contract for Investment Advice**
 - **Considered and commented on proposed changes to the LG Pension Scheme**
 - **Considered performance of Pensions Administration Service**

PLAN FOR 2007/08

THE Committee is due to meet on five occasions. The Work Plan is set out in Appendix C.

APPENDIX A

JULY 2007

- Pension fund Performance Monitoring for the Quarter Ended 31st March 2007
- Circulation of Report on the Work of the Pensions Committee
- Annual Plan and Training Programme
- Statement of Accounts – Year Ended 31st March 2007
- Performance of the Pensions Administration Service 2006/07
- Local government Pensions Scheme Regulation Changes

SEPTEMBER 2007

- Annual Presentation from WM
- Pension fund Performance Monitoring for the Quarter Ended 30th June 2007
- Review of the Statement of Investment Principles and the Funding Strategy Statement
- Government Consultations on Proposed Changes to the Local Government Pensions Scheme (LGPS)
- Review of the Pension Fund Custodian

DECEMBER 2007

- Pension Fund Performance Monitoring – Quarter Ending 30th September 2007
- Annual Review of the Statement of Investment Principles and the Funding Strategy
- 2006/2007 Annual Report for the Members of the Pension Fund
- Notice of Annual Review of the Pension Fund's Communication and Governance Policies
- The Admission of KGB Clearers to Havering's Pensions Fund
- Early Termination of Employment
- Review of the Actuary
- Appointment of the Investment Adviser to the Pension Fund
- Review of Investment Advisor

MARCH 2008

- Annual Review of the Pension Fund's Communication Strategy and Governance Policy
- Pension Fund Performance Monitoring for the Quarter Ending 31st December 2006
- Annual Plan and Training Programme 2007/08
- Whistleblowing Requirements of the Pensions Act

APPENDIX B

PENSIONS COMMITTEE MEMBER TRAINING PLAN 2006

DATE	TOPIC COVERED	LOCATION	ATTENDED BY
3rd July 06	Investment Advisor (PSolve) doing: <ul style="list-style-type: none"> • Introduction to Investment 	Before Committee at the Town Hall	Cllr Charles Cllr Gadd Cllr Wallace Cllr Ramsey Cllr Barrett
17 July 06	Investment Advisor (PSolve) doing: <ul style="list-style-type: none"> • Fund Managers • Setting the Benchmark 	Town Hall	Cllr Charles Cllr Wallace Cllr Ramsey Cllr Barrett
28 July 06 (see note 1)	Actuary (Hewitt Bacon & Woodrow) doing: <ul style="list-style-type: none"> • LGPS – Responsibilities & Regulations • Pension fund Valuations • Other Matters 	HBW offices - London	Cllr Wallace Cllr Van den Hende
21 September 06 (see note 2)	Investment Advisor (PSolve) doing: <ul style="list-style-type: none"> • Refresher Training • Fund Strategy Statements/ Statement of Investing Principles (SIP) 	Before Committee at the Town Hall (5pm- 7pm) (N.B. PSolve did not arrive until 6pm).	Cllr Wallace Cllr Ramsey
26 October 06 14 November 06 06 December 06 (This is a 3 Day Course)	Local Government Employers doing in depth training: <ul style="list-style-type: none"> • Day 1 <ul style="list-style-type: none"> ○ LGPS Framework ○ Investment Framework ○ Corporate Governance ○ Asset classes 	London (Layden House)	Cllr Wallace Cllr Van den Hende Cllr Ramsey Cllr Misir Cllr Barrett

	<ul style="list-style-type: none"> • Day 2 <ul style="list-style-type: none"> ○ Valuations ○ Funding Strategy Statements ○ Setting the benchmark and asset/liability modelling ○ Communication strategies/Polices 	London (Layden House)	Cllr Wallace Cllr Misir Cllr Van den Hende Cllr Ramsey Cllr Barrett
	<ul style="list-style-type: none"> • Day 3 <ul style="list-style-type: none"> ○ Duties & Responsibilities of Committee Members ○ Established Alternative Investments ○ The future for the LGPS ○ Managers and Manager Selection ○ Bringing it all together 	London (Layden House)	Cllr Wallace Cllr Misir Cllr Van den Hende Cllr Ramsey Cllr Barrett
12 December 06 – Training supplement	<ul style="list-style-type: none"> • Members were emailed a copy of the paper produced by Royal London on Bond Markets 	Training supplement via email	Cllr Wallace Cllr Misir Cllr Van den Hende Cllr Ramsey Cllr Barrett Cllr Charles Cllr Kelly (sub for Charles)

Note 1 – For those members who did not attend (Cllrs Barrett, Charles, Gadd and Ramsey) were sent copies of the training material.

Note 2 – For those members who did not attend (Cllrs Barrett, Gadd, Van den Hende and Kelly (sub for Charles)) were sent copies of the training material.

APPENDIX C

PENSION FUND INVESTMENT MANAGERS MEETINGS AND COVERAGE

MAY/JUNE 2007	LATE AUG/SEPT 2007	NOVEMBER 2007	DECEMBER 2007	LATE FEB/MARCH 2008
<ul style="list-style-type: none"> • Overall Monitoring Report on Pension Fund to March inc. <li style="padding-left: 20px;">a) Global Equities Manager <li style="padding-left: 20px;">b) Global Higher Yielding Bonds Manager • Agree Annual Report of Committee for reporting to Council • Stakeholder/ Regs review on pensions • Annual Report on activity of Pensions Admin 	<ul style="list-style-type: none"> • Overall Monitoring Report on Pension Fund to end of June: <li style="padding-left: 20px;">a) UK Equities Manager <li style="padding-left: 20px;">b) UK Bonds Manager • Pension Fund Accounts 	<ul style="list-style-type: none"> • Investment Strategy & FSS Review • Annual review of Custodian • Pensions and outsourcing • Pension Fund leaflet • Annual review of Adviser • Annual review of Actuary • Review of Communications/ Governance Policies • General report on Panel Activity • IDRP policy; discretions • Whistleblowing Annual Assessment 	<ul style="list-style-type: none"> • Results of Actuarial review • Overall Monitoring Report on Pension Fund to end of September inc. <li style="padding-left: 20px;">a) Global Equities Manager <li style="padding-left: 20px;">b) Global Higher Yielding Bonds Manager <p>It is proposed this meeting commences at 6.00 pm</p>	<ul style="list-style-type: none"> • Overall Monitoring Report on Pension Fund to end of December: <li style="padding-left: 20px;">a) UK Equities Manager <li style="padding-left: 20px;">b) UK Bonds Manager <li style="padding-left: 20px;">c) Property



COUNCIL

18 JULY 2007

14A

ANNUAL REPORT OF THE CHAMPION FOR DIVERSITY, 2006/07

Councillor Chris Fox

1 Introduction

- 1.1 All elected Members and Officers of the London Borough of Havering are committed to promoting equality of opportunity by valuing and celebrating diversity and combating unfair treatment whether it be witting or unwitting.
- 1.2 Equality of opportunity and freedom from discrimination in any of its manifestations is a fundamental right for all of those who visit, work, live or learn within our Borough and we will through our leadership and commitment, work to ensure this is promoted
- 1.3 Havering has been working towards the implementation of the Disability Equality Scheme, an Equality and Diversity Strategy containing a five year action plan. We are also successfully working towards the next level of the Equality Standard for Local Authorities. In October last year we held black history month which was enjoyed by all members of our communities.

2 Disability Equality Scheme

- 2.1 Diversity is a strength that we recognise and value. We will ensure that this is harnessed throughout the entire organisation to the benefit of all service users and employees.
- 2.2 We are committed to ensuring that our current and potential service users, employees and job applicants will not be discriminated against on the basis of their background, sex, race, colour, and ethnic origin, disability - known or assumed, sexual orientation, gender reassignment, age or faith.
- 2.3 We believe that the principles of tolerance and understanding and respecting others are fundamental to us and our aim is to be a service provider and employer of choice.

Council, 18 July 2007

- 2.4 *Our approach:* Havering intends to develop structures for involving disabled people at a corporate level and at a service level in key service areas, as well as adapting existing consultation and involvement practices where appropriate.
- 2.5 Each Directorate Equality and Diversity Group is responsible for co-ordinating the impact assessment of their Directorates functions and the policies connected to each function. The completed impact assessments will be placed in the public domain.
- 2.6 Each service area has produced an action plan, identifying the work it will carry out to move towards disability equality over the next three years.
- 2.7 Service areas will put in place systems to monitor the effectiveness of the actions laid out in the action plans.
- 2.8 Systems will be put in place to deal with barriers to equality that requires action by partner agencies and government departments.
- 2.9 *Ensuring success:* Monitoring is a large part to ensure continuing success and to this end the action plan has been designed to make the following information explicit:
- Which officer/service is responsible for auctioning a commitment?
 - When is the commitment expected to be auctioned?
 - What arrangements are or will be in place to measure the success of the action in delivering equality?
- 2.10 The range of meeting groups have been formulated to ensure there is good operational coordination and strong strategic overview. All of the groups will inform one another in ongoing process of clear information exchange.

3. The Equalities Standard

- 3.1 The Equalities Standard has been developed to ensure that no one can be discriminated against on the grounds of age, disability, gender, race, religion or belief or sexual orientations and is a common approach for dealing with all equality standards to guard against the 'hierarchy' of discrimination.
- 3.2 The standard is a systematic approach for local authorities to identify disadvantage in the organisation. At a certain stage in the process there

is an external assessment to ensure that the authority is following the required levels of consistency with the process.

- 3.3 The Standard builds on the principles of quality, leadership and community engagement which are seen as central features of modern local government and success depends on the strength of partnership between the Council and the community.
- 3.4 We have reached level 2 in the process, confident that we will achieve level 3 in the very near future.
- 3.5 As for the way forward, Havering will make greater use of the Equality Standard in our planning and assessments of performance. It will also further assist us in addressing all aspects of our three roles while adding extra focus on the demands for democracy informing local service provision.
- 3.6 We will begin to re-shape our equality and diversity related action plans. This will involve identifying 'SMART' targets against four areas of focus:
- Leadership and corporate commitment
 - Service delivery and customer care
 - Employment and training
 - Consultation, community development and scrutiny
- 3.7 The action plan will make greater use of:
- Review; assessing what needs to be done
 - Deliver; SMART actions based on evidence
 - Celebrate; identifying and rewarding our relevant success.

4 Corporate Diversity Strategy Summary – 5 Year Plan

- 4.1 This year we have devised our Corporate Diversity Strategy which contains details of our commitment to improving service provision for the population of the borough; engage the community in the planning and delivery of services and to improve employment opportunities to all sections in our communities.
- 4.2 With regard to Diversity and Havering's pursuit of excellence, it's good news. At the end of 2006, the Audit Commission undertook its latest audit of the Council and its overall performance. The Corporate Assessment inspectors judged the Council to be performing well and gave us a score of 3 out of 4. The assessment identified areas of improvement and Havering have now established a structure to manage all aspects of diversity.

- 4.3 The Corporate Diversity Strategy is the first of what will be our 5 year diversity related planning cycles. We are aware however that we need to remain flexible, adapting to the changes in society keeping the pursuit for excellence our ongoing commitment. Whilst this Strategy defines our clear route it shouldn't be forgotten that we have built in ongoing reviews to change it as necessary at the end of the five year timeframe.

5 Black History Month

- 5.1 Black History Month was celebrated last October affording all of us the opportunity to learn more about the history and culture of our different communities who live and work in the borough and this culminated in a one day festival.
- 5.2 There was an assortment of music from hip hop, rap and other forms of popular music and Havering's BME drama group 'Essential' performed as well as including a number of craft activities such as hair braiding, henna tattoos and head massages. Yoga was on offer and the promotion of a healthier lifestyle and there was a wide variety of cuisine to keep everyone going throughout an eventful day.



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18 JULY 2007

ANNUAL REPORT OF THE ELDERLY PERSON'S CHAMPION, 2006/07

Councillor Pam Light

- 1.1 I came late to the position of Champion for the Elderly and tried to hit the ground running. I was quickly introduced to the Elderly Persons' Forum and Adult Social Services at a time when the budgets were being set.
- 1.2 I was lucky enough to be at the official opening of Painsbrook Centre which we all hope is the pattern of care of the elderly for the future.
- 1.3 I have visited both private and Council care homes and have been impressed with the standard of care which is available for those unfortunate enough to need it.
- 1.4 I was introduced to Age Concern Havering, the biggest supplier of services to the elderly outside of the Council and toured many of the facilities which they provide including neighbourhood lunch clubs, legal services etc.
- 1.5 I am part of the group with the local Primary Care Trust, Age Concern and Havering Social Services to ensure our senior residents get adequate medical services as well as promoting healthy living.
- 1.6 The Community Safety Event at the Queens last autumn was a great success with many community groups manning stalls in the foyer including the Police and the Fire Services and also a play in the Theatre put on by Community Safety. Lunch was served to all participants. Due to the popularity of this event many residents were unable to get tickets so this year two sessions are planned, one in the morning and one in the afternoon for this coming autumn.
- 1.7 The Forum has increased its membership three fold in the last year and we hope to take it out Borough wide, establishing local groups in the not too distant future. Members now have an official membership card and are starting a lunch club with the co-operation of local clubs, pubs and restaurants. Some members have attended national conferences and

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events reported back to the membership enabling more people to be aware of national trends.

- 1.8 I was lucky enough to be able to persuade Chris Warway, the editor of Living in Havering to devote a full centre page spread to the more senior population of Havering including articles on their achievements as well as some of the services, clubs and recreational facilities available to them. It is hoped this will run in the autumn and spring.
- 1.9 There are dozens of opportunities available to our senior residents in recreation and culture from painting competitions, craft workshops and a matinee club at the Queens Theatre to 50+ games and the library service for the housebound. The list is long and varied.
- 1.10 We are in the process of setting up a database of just what is out there such as clubs, leisure opportunities and numerous other activities throughout the borough because there is no way we can supply this information in a printed format.
- 1.11 The biggest impact this past year has had on me is the diversity of the so called elderly of Havering. It is generally stated that elderly refers to the over fifties. How can you span a period of over forty years and lump them all together?
- 1.12 I have met a man over eighty who works on his allotment most days irrespective of the weather and in between times works for a local charity. Talking of charities, most of the people who work in local charity shops are our senior residents of over seventy. There are avid members of line dancing clubs and keep fit groups all in their late sixties, seventies and eighties. In my ward, there is a so called elderly gentleman who walks more in a day than most under fifties walk in a year. Sadly, some are housebound and in need of care while some spend most of their day in a chair watching TV with many variations in between.
- 1.13 I would like to take this opportunity of thanking Jerry Halley for steering me through the complexities which often arose and putting up with my impatience when things didn't move fast enough and more recently Cindy Laherty for her youthful enthusiasm.
- 1.14 If I achieve anything at all it will be to change people's attitude to the so called elderly, to stop them all being lumped together and hopefully change the name of the position I hold.



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ANNUAL REPORT OF THE YOUNG PERSONS' CHAMPION, 2006/07

Councillor Gary Adams

Preface

I am delighted to present to Council my first annual report as Member Champion for Young People. The role of a Champion is diverse, covering an extensive range challenges and responsibilities. This document reviews my activities during the last Municipal Year and looks ahead to my objectives for 2007/08.

Havering's provision for Young People is strong. Education standards are high and have been recognised for their excellence. Over the last three years, inspections have consistently rated our schools at the best grade. Havering's combined Children's Services has also been judged at the strongest level possible, an achievement of which only 10 out of 150 other local authorities can claim.

I am a firm believer that success is driven by focus and that is why I have chosen two key projects which I will be concentrating on this year. I am delighted to have been recently appointed to serve on the Children's Services Overview and Scrutiny Committee, which will be of great assistance in my role.

I trust that you will enjoy reading the attached report and look forward to receiving your comments.

Best Regards,

A handwritten signature in black ink that reads 'Gary'.

Cllr Gary Adams

Member Champion for Younger Persons

Municipal Year 2006/07

I have detailed a selection of the activities that I have undertaken during this Municipal Year in my role as Champion for Younger Persons:

Literacy is an subject that I have a particular interest in, specifically the standard of reading and writing exhibited by new year 7 pupils. I wrote to all Secondary School Headteachers about this issue and having visited three of them on their invitation, there is



strong evidence that this is an issue that is recognised and approached in a positive and robust manner. I would like to take this opportunity to particularly commend Marshalls Park and Chafford Schools where I was very impressed with a great deal of the work being done in this area.

I have been involved with the Havering Business and Education Partnership business referral service whereby through schools, local employers engage with children, offering guidance, advice and work experience.

I have attended regular updates with the Head of the Youth Service, Steve Power. On his invitation, I had a fantastic experience at the Havering Central Youth Council Launch Party last year.

The modernisation of Havering's Primary Schools has some exciting proposals which will go a long way to improve education for our Borough's Children even further. I am looking forward to visiting Ingrebourne School to discuss these plans with Headteacher and parent representatives.

Sport is a key element to the success of our young people. Romford Town Swimming Club have recently approached me for assistance and I intend to work with them to find a practical solution that enables them to continue to provide essential facilities to younger and older people alike.

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At the time of submitting this report for the Agenda, I look forward to visiting Slough Unitary Authority with the Chief Executive, members of the Cabinet and Senior Staff. We will tour a number of flagship young people's centres, with a view to sharing best practices between our organisations.



Harold Hill is an area where my focus has been and will continue to be in future years. As a Councillor for Heaton Ward, I am acutely aware of the difficulties Younger People face there and the direct consequences of 40 years of neglect. The launch of the Harold Hill Ambitions has given me and those on the Hill optimism that things are and really will change for the better.

The success of this project fundamentally depends on the young people of the Hill. If we can create a safe environment in which they can thrive, then this community will be left with a legacy of improvement for years to come. The true success of this project can only be achieved with the input of local people and I am encouraging as many of the citizens of Harold Hill to take part as possible.

It would be a great disservice to not feature those who are not already making a difference in the community. Special mention should go to PCSO Toni Harris of the Heaton Ward SNT who has recently set up the Harold Hill Youth Forum, a group which meets to discuss issues affecting younger people in Gooshays and Heaton Wards. I was delighted to be able to attend their launch earlier this year which was well attended. In addition, the Team at the Betty Strathern Centre have done a fantastic job getting young people off the streets and into a variety of Youth Clubs and activities. Their work faces many new challenges each day and I am committed to working with them in both the immediate and long terms, helping them to deliver truly excellent community resources.

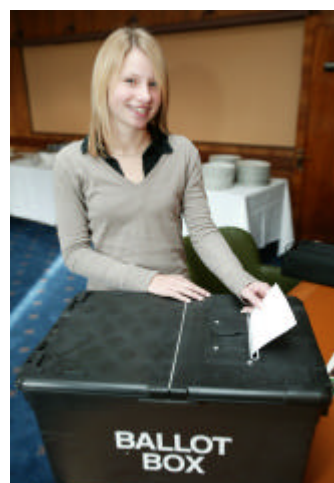


Objective 1 : Local Democracy Week 2007

(Monday 15 - Sunday 21 October 2007)

Politics has always been my passion and I am keen to work with our young people in such a way that sparks interest in Local Government and promotes better understanding of Democracy. Officers are already working extremely hard planning for Local Democracy Week 2007 (LDW).

The purpose of LDW is to engage young people in local democracy and provide an opportunity for two-way dialogue between Councillors and young people. Havering will be involving youth centres and schools, and hope to arrange a number of interesting and fun events where Councillors and young people can interact.



During the week Havering will aim to:

- make the council more relevant and useful to young people
- encourage young people to take part in LDW events
- make LDW bigger and better than before
- increase councillor involvement in citizenship teaching in schools
- celebrate democracy and highlight the successes of Havering

I intend to work closely with officers to deliver a truly excellent LDW 07. I will be calling on all members to get as involved as possible with the variety of events and activities taking place that week.

Objective 2 : Havering Young People's Network

Our staff are one of our greatest assets. Recruitment and retention of Young Employees within the Council is essential to generate new ideas, enthusiasm and to create a continuously renewing legacy of success.

The Young People's Network (YPN) is envisaged as supporting the authority in the retention and attraction of young employees to the London Borough of Havering. The YPN will aid in the development of the status, capacity, capability, integration and socialisation of younger employees in the Council.



Building on the concept of groups for other minority employees, the YPN will confirm LBH's commitment as a strong supporter of employing younger people and attracting younger job applicants. With a range of benefits for both the organisation and younger people, the YPN will be a mix of careers development, mentoring and greater social interaction between younger employees.

I intend to work closely with Officers to implement and deliver this proposal, and at the invitation of their Committee act as a bridge between those staff attending and Members of this Council.



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SUPPLEMENTARY AGENDA

1 PRAYERS

Prayers will be said by Father Hingley of St Alban's Church, Elm Park

6 PETITIONS

- 1 Councillor John Mylod has withdrawn his notice of intention to present a petition.

Accordingly, those Members presenting petitions as previously notified will be Councillors Linda Hawthorn, Clarence Barrett, Gillian Ford, Andrew Mann and Barbara Matthews.

- 2 The Mayor has agreed that Councillor Jeffrey Tucker may also present a petition. The circumstances giving rise to the petition occurred too late for Councillor Tucker to give notice pursuant to Council Procedure Rule 24 but the Mayor accepts that the matter should be treated as urgent.

14 ANNUAL REPORTS OF THE MEMBER CHAMPIONS

D The Historic Environment

At the request of Councillor Andrew Curtin, a revised version of his report, superseding that issued with the agenda papers, is attached.

Council Meeting, 18 July 2007



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18 JULY 2007

**ANNUAL REPORT OF THE HAVERING HISTORIC ENVIRONMENT CHAMPION,
2006/07.**

Councillor Andrew Curtin

This report outlines progress in promoting and preserving the historic environment of Havering during the period 2006-2007. It is divided into three parts; 1)Projects, 2)Policy, 3) Recommendations for future action.

1) PROJECTS 2006/07.

Rainham. Proposals to include a purpose-built archive to house the whole Havering archive (including material currently held at Essex Records Office) have been included in the bid to the Big Lottery for funding to build a new library in Rainham in addition to the £500,000 already allocated by the Council. The Council intends to work with the National Trust and potential funders on the preservation and enhancement of Rainham Hall and gardens. The Trust have restored the mural on the staircase and taken samples to check the original state of the ceiling of the staircase. The Conservation Area Appraisal and Management Proposals for Rainham Village Conservation Area were signed off in March 2007 following consultation.

Hornchurch. The Historic Buildings and Landscapes Projects Officer has led on the conservation and refurbishment of Langtons House. Friends of Langtons Gardens have an excellent brief history of the house and gardens on their website. Hornchurch Urban Strategy commits the Council to protecting the historic environment in Hornchurch through a Conservation Area. The Conservation Area Appraisal and Management Proposals for St. Leonard's were signed off in March after consultation in February 2007.

Hornchurch Country Park. Essex Wildlife Trust are working with the Council to develop plans for a Heritage Centre interpreting the History of Hornchurch Airfield to be included in a Visitor Centre at the site. Supported by the Council, English Heritage have successfully lobbied DEFRA to include the former airfield site as one of those eligible for funding under the Aggregates Levy Sustainability Fund Programme, and £40,000 has been awarded to work on the historic environment at the site as a first tranche of funding.

Romford. Negotiations to pass the Heritage Centre in the High Street over to Havering Museum Ltd. have progressed successfully, the leases have been signed and the handover is expected shortly. The Council has prioritised the refurbishment of Central Library, a significant 1960s building, in the Culture Strategy and allocated £1.9 million to progress the work. Work on implementing the recent Cabinet Report on Romford Market has focussed on protecting and interpreting the history of the Market. The forecourt of the Town Hall has been restored on conservation principles. Friends of

Raphael Park have an excellent section on the history of the landscape and area around the park on their website.

Upminster. The Council has allocated £100,000 over two years to restore the late-eighteenth century Parklands Bridge and landscape. Negotiations to finalise the lease on Upminster Windmill have progressed successfully and it is expected that the lease will be finalised soon. The Council is awaiting scheduled monument consent in order to undertake work on the thatching of the Barn.

Harold Hill. The Council has committed to protect and interpret the history of the area of Harold Hill as part of the regeneration scheme for the area.

Collier Row. School children from Crownfields and Bower Park Schools drew on the history of Collier Row to provide motifs for the mosaic project that was part of the Collier Row Library Refurbishment.

Elm Park. Local residents are working on a book to outline the history of Elm Park as part of the building of a new library in Elm Park.

Havering-atte-Bower. The Conservation Area Appraisal and Management Proposals for Havering-atte-Bower were signed off in March 2007, after consultation in February 2007.

Cranham. The Conservation Area Appraisal and Management Proposals for Cranham were signed off in March 2007 after consultation in February 2007.

Archaeology. There have been four archeological reports received in Havering between April 2006 and April 2007.

- Summary of an Archaeological Evaluation at Oldchurch Hospital, Romford, by Pre-Construct Archaeology - August 2006.
- An Archaeological Watching Brief at Deyncourt Gardens, Upminster, (March-April 2006) on behalf of Rydon Homes. Colchester Archaeological Trust - July 2006.
- An Archaeological Evaluation of land at 222 Crow Lane, Romford, by Pre-Construct Archaeology - July 2006.
- An Archaeological Evaluation at 155-163 New Road, Rainham, by Pre-Construct Archaeology - January 2007.

Archaeological sub-surface scanning. Havering has been one of a group of test cases for this interesting but as yet unproven new technology. If it meets English Heritage standards it could be used to look for Havering's important but elusive relics such as the royal palaces at Havering-atte-Bower, the Roman Road, and Roman Romford, then called Durolitum.

"From Ice Age to Essex". This popular account of the archaeology of the area by Greenwood, Perring and Rowsome, published by the Museum of London, was published in 2006. It puts Havering into its pre-historic context. In addition to being available through Havering libraries and for sale in Upminster, the publishers kindly provided sample copies for public display at Upminster Windmill, Upminster Hall 'Tithe' Barn, Essex Wildlife Trust Visitor Centre at Bedford's Park and Thames Chase Visitor Centre. It was also covered in the "Sustainable Times" publication for Havering schools.

Allotments. The Local Studies Librarian produced a very popular exhibition on the “roots” of allotments in Havering in partnership with the Royal Horticultural Society Lindley Library and Havering Allotment societies.

Festivals Review. The forthcoming review of festivals in Havering will establish a rolling five-year forward plan of local anniversaries and significant dates, which can be marked in events and celebrations.

Children and Young People. The Council hopes to pilot “Hands on History” schemes for children and young people during the summer holidays 2007.

Community Cohesion. Local heritage-based societies and pressure groups play an active role in Havering Culture Forum, which brings together the professional and voluntary local Culture sector and other key bodies such as the PCT, police, education, regeneration and housing.

Design Training. Training workshops/ masterclasses in urban design and conservation issues run by London Open House, Urban Design London and the Royal Town Planning Institute (Eastern and London Regions) have been publicised to both Members and staff. The Historic Buildings and Landscapes Officer has attended a specialist course on historic windmills.

London Open House. Twenty properties in Havering were open as part of the 2006 annual London architecture weekend organised by London Open House at the end of September, they attracted 1,783 visitors in total. London Open House architecture programmes including the London Exemplar project and “It’s My City Too” aimed specifically at children and young people have continued to be very successful in 2006/07.

2) POLICY 2006/07.

Culture Strategy. 2007 saw the approval of Havering’s Culture Strategy, which commits to placing our Culture, including heritage, at the heart of our towns, the lives of children and young people, cohesive communities and our future. The Strategy commits to improving the management of heritage buildings in Council ownership through the production of management plans and reviewing the register of heritage buildings and landscapes, establishing the baseline number of visitors to historic buildings in Havering and events which promote the historic environment.

Historic Buildings and Landscapes Strategy. The pivotal role of heritage and the historic environment within the Culture Strategy is emphasised by this sub-strategy which is subsumed within it. This strategy observes that; “the London Borough of Havering has a rich and diverse heritage, ranging from archeological remains to twentieth-century suburb developments” (p.4). It particularly notes the importance of a sense of history to quality of life and the economy, arguing that; “Heritage is a major part of what makes local places distinct from one another. At a time when developments and high streets progressively look the same throughout the country, communities are looking more and more to their history to provide clues that make a difference”, and that “distinctiveness in appearance and in community support can provide a useful advantage in attracting investment” and that “this will support a wide

range of improvements from increased commercial floorspace and better buildings to new jobs and educational opportunities” (p.6). The Strategy commits to actions over a one year, three year and longer timescale. Actions to be completed within a year include the establishment of a Havering Historic Environment Forum with agreed terms of reference and membership, the establishment of a register of heritage assets in Council ownership that will record adopted repair standards, inspection cycles, maintenance regimes and alterations with a lead officer for each site, the introduction of a phased programme for the development of Conservation Plans for major sites of historic interest, the development of a training plan to ensure staff have the necessary skills to maintain the historic environment. In its first year the Strategy also commits to the development of a Funding Strategy for historic buildings and landscapes including known repairs required and identified by Appendix 3 of the strategy, the development of a Marketing Plan for historic buildings and landscapes in the borough to include a specific section on the Council’s website, producing an overall publication on the heritage of Havering, producing site specific leaflets, installing on-site interpretation, providing topic-based guidance, the development of specific educational programmes related to historic buildings and landscapes to celebrate historic themes, characters and anniversaries.

Local Development Framework. The Core Strategy and Development Control Policies Submission for the Local Development Framework were approved in November 2006. The document notes that; “The historic environment can help foster the attainment of key social objectives, most particularly economic development, but also public health, community safety, better educational attainment, and community cohesion” (p. 159). It proposes policies to protect the borough’s historic environment, including its archaeology. Policies DC 68-71 relate to Conservation Areas , other areas of special townscape or landscape character, archaeology and ancient monuments and other historic landscapes. The Council will monitor the number of historic buildings on the historic buildings at risk register in Havering per annum. It will ensure that all Conservation Areas have Conservation Area Appraisals and Management Plans (Romford, Gidea Park, North Ockenden, Corbets Tey and RAF Hornchurch are currently undergoing consultation), and ensure that the possibility of establishing new Conservation Areas is catered for through review of the need for Conservation Areas borough wide. A Heritage Strategy Special Policy Document will be produced to implement the LDF in Heritage.

Corporate Plan. Havering’s Corporate Plan 2006-09 notes that the borough “has a long history of which it is justly proud” and that “its cultural... roots are strong” (p.4). The Plan commits the Council to work to ensure that Havering is a place “which has a strong cultural life with the excellence of its cultural facilities recognised” and “where heritage is valued” (p.6). It commits the authority to completing the development of the Havering Museum in Romford High Street, developing proposals for the refurbishment of the Council’s Heritage assets, to securing funding for the refurbishment of Langtons and making better use of Langtons House and Gardens.

Housing Strategy Update 2007-2010. The Cabinet approved a revised set of objectives for the Housing Strategy in June 2007. These ensure that the new Housing Strategy will ensure that the ambition and direction for Culture in Havering and the significant emphasis placed on Culture within the Local Development Framework and the key role of Culture in turning houses into homes and streets into communities are reflected in the new strategy.

Homes in Havering Business Plan. Homes in Havering have recognised the central role of history to quality of life of Council tenants and lease holders. The organisation's Business Plan 2007-2010 recognises that; "a sense of history.. sits at the heart of turning houses into homes and streets into communities. It engenders a sense of belonging and is at the heart of responding to residents' concerns that there should be positive activities for young people and action to reduce anti-social behaviour" (p.12). The organisation commits to developing closer links with the heritage sector and to using its "At the Heart" newsletter to reflect the histories of the communities of Havering.

Recommended actions for 2007/08.

1. Ensure that the importance of heritage is fully reflected in the next iteration of the Children and Young People's Plan. A sense of history and tradition is important in giving children and young people a sense of security and belonging and is pivotal to achieving the goals of the "Every Child Matters" agenda.
2. Ensure that heritage sits at the heart of the Council's forthcoming Community Cohesion Strategy. It is difficult to foster community cohesion or social inclusion unless there is clarity around what people, with our diverse traditions and backgrounds, are being included in. History and tradition is an important aspect of defining society, community and identity.
3. Encourage Members of Regulatory Services Committee to make more use of training opportunities in conservation policy.
4. Implement the year one actions contained in the Historic Buildings and Landscapes Strategy.
5. Include information on the heritage of each ward on the Council website.
6. Take greater advantage of London Open House training programmes, particularly the London Exemplar Scheme for elected members and "It's My City Too" for children and Young People.

Council, 18 July 2007



COUNCIL
18 JULY 2007

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REPORT OF THE CHIEF EXECUTIVE

POLITICAL BALANCE, 2007/08 – further report

- 1.1 At the Annual Meeting, the Council established political balance, and appointed the Committees with the sizes and distributions of seats, according to the Council's membership at that time. A vacancy then existed in St Andrew's Ward, which was filled by the election on 14 June of Councillor Mike Winter (who has subsequently become a Member of the Residents' Group).
- 1.2 On 26 June, Councillor David Charles gave notice of his resignation from the Conservative Group. He will now sit as an independent Member.
- 1.3 Councillor Winter's election and group membership and Councillor Charles' resignation from the Conservative Group both affect the overall political balance of the Council, in comparison with that agreed at the Annual Council, although that effect is marginal. The two tables appended to this report indicate where the changes occur.
- 1.4 The changes do not, however, materially affect the distribution of Committee seats, which remains as agreed.

There are no identified, direct **financial, legal, Human Resources or equalities implications and risks** associated with this change in political balance.

RECOMMENDATION

That the Council notes that the changes of political balance consequent on the election of Councillor Mike Winter and resignation of Councillor David Charles from the Conservative Group do not materially affect the overall distribution of Committee seats and that, accordingly, no change is needed.

Council, 18 July 2007

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**CHERYL COPPELL
Chief Executive**

Background Papers

- 1 Notification of Councillor Winter's membership of the Residents' Group
- 2 Notification of Councillor Charles' resignation from the Conservative Group

Council, 18 July 2007

1. Political balance as agreed at Annual Council, 23 May 2007

COMMITTEE and size		CONSERVATIVE		RESIDENTS		RAINHAM & WENNINGTON IND. RESIDENTS		LABOUR	
		<i>Entitlements</i>							
		<i>%age</i>	<i>Rounded</i>	<i>%age</i>	<i>Rounded</i>	<i>%age</i>	<i>Rounded</i>	<i>%age</i>	<i>Rounded</i>
Governance	10	6.42	6	2.26	2	0.57	1	0.38	1
Licensing	10	6.42	6	2.26	2	0.57	1	0.38	1
Regulatory Services	10	6.42	6	2.26	2	0.57	1	0.38	1
Adjudication & Review	9	5.77	6	2.04	2	0.51	1	0.34	0
Audit	8	5.13	5	1.81	2	0.34	1	0.30	0
Appointments	6	3.85	4	1.36	2	0.34	0	0.23	0
Pensions	6	3.85	4	1.36	2	0.34	0	0.23	0
Standards	6	3.85	3	1.36	1	0.34	1	0.23	1
Adult Services OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Children's OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Corporate OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Culture &c OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Environment OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Health OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Housing OSC	6	3.85	4	1.36	2	0.34	0	0.23	0
Crime & Disorder	6	3.85	4	1.36	2	0.34	0	0.23	0
Actual seats allocated	113		72		31		6		4
Overall proportional entitlement	<i>%age</i>	62.96%	74	24.07%	26	5.56%	7	3.70%	4
Number of seats differing from entitlement			-2		5		-1		0

Council, 18 July 2007**2. Political balance as applicable from Council, 18 July 2007**

COMMITTEE and size		CONSERVATIVE		RESIDENTS		RAINHAM & WENNINGTON IND. RESIDENTS		LABOUR	
		<i>Entitlements</i>							
		<i>%age</i>	<i>Rounde d</i>	<i>%age</i>	<i>Rounde d</i>	<i>%age</i>	<i>Rounde d</i>	<i>%age</i>	<i>Rounded</i>
Governance	10	6.11	6	2.41	2	0.56	1	0.37	1
Licensing	10	6.11	6	2.41	2	0.56	1	0.37	1
Regulatory Services	10	6.11	6	2.41	2	0.56	1	0.37	1
Adjudication & Review	9	5.50	6	2.17	2	0.50	1	0.33	0
Audit	8	4.89	5	1.93	2	0.44	1	0.22	0
Appointments	6	3.67	4	1.44	2	0.33	0	0.22	0
Pensions	6	3.67	4	1.44	2	0.33	0	0.22	0
Standards	6	3.67	3	1.44	1	0.33	1	0.22	1
Adult Services OSC	6	3.67	4	1.44	2	0.33	0	0.22	0
Children's OSC	6	3.67	4	1.44	2	0.33	0	0.22	0
Corporate OSC	6	3.67	4	1.44	2	0.33	0	0.22	0
Culture &c OSC	6	3.67	4	1.44	2	0.33	0	0.22	0
Environment OSC	6	3.67	4	1.44	2	0.33	0	0.22	0
Health OSC	6	3.67	4	1.44	2	0.33	0	0.22	0
Housing OSC	6	3.67	4	1.44	2	0.33	0	0.22	0
Crime & Disorder	6	3.67	4	1.44	2	0.33	0	0.22	0
Actual seats allocated	113		72		31		6		4
Overall proportional entitlement	<i>%age</i>	61.11%	70	24.07%	28	5.56%	6	3.70%	4
Number of seats differing from entitlement			2		3		0		0



COUNCIL
18 JULY 2007

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REPORT OF THE CHIEF EXECUTIVE

SUBJECT: BEST VALUE PERFORMANCE PLAN (BVPP) 2007-10

Since June 2000 Havering has been required under the Local Government Act 1999 to produce a Best Value Performance Plan (BVPP). This plan has to be agreed by the Full Council subsequent to it being agreed by Cabinet. Cabinet agreed the plan on 20 June 2007.

The plan, which accompanies the corporate plan, provides details of how our services have performed over the past year, and has to include:

- Outturn data for Best Value Performance Indicators (BVPIs)
- Targets for BVPIs in the current year and subsequent 2 years
- Confirmation that we are adopting the Code of Practice in our approach to workforce matters and contracting

BVPIs are a set of statutory indicators, determined by central government. They help the public and local and central government to monitor, analyse and compare the achievements of local authorities, and they also facilitate the continuous improvement in efficiency and effectiveness of services.

BVPIs complement the idea of 'Best Value' which aims to establish a culture within local government that encourages good management practices delivering efficient, effective and economic services that meet users' needs.

The latest BVPP confirms what residents and external inspectors have been saying; Council services are improving.

Since 2001, year on year the Council's performance has been improving. 'The harder test' carried out by the Audit Commission in October 2006 indicated that we are 'performing well', and we were awarded 3 stars (out of a possible 4) to reflect this.

Performance can be measured by looking at a) how much the Council has improved year on year, b) whether it has met its targets and c) how it compares to other authorities, both locally and nationally through quartiles. BVPIs are also used in conjunction with other things to determine the Comprehensive Performance Assessment (CPA) score.

Progress in 2006/07:

Approximately 67% of the BVPIs monitored either improved or remained the same as last year.

Council, 18 July 2007

Overall the Council met, or exceeded, 52% of the performance targets set in 2005/06. Where some BVPIs did not meet the target, on many occasions they were only missed marginally.

Overall our performance has been good and is a result of maintaining a top level of performance in many PIs and improving significantly in our others.

This means the Council is on track to meeting its commitment of addressing underperformance and ensuring that no more than 10% of its BVPIs are bottom performing by 2010.

Areas for improvement 2006/07:

Whilst it has to be recognised that there are areas which need improvement, many bottom quartile PIs saw a boost in performance in 2006/07.

In any case, many PIs that are in the bottom quartile are circumstantial, and reflect the composition of Havering's population, e.g. percentage of staff with disabilities and percentage of staff from ethnic minorities and when Measured differently our performance is better. For example, 5.77% of staff are from ethnic minorities, which reflects Havering ethnic population of approximately 5%. Expressed as staff from ethnic minorities as a % of working age population from ethnic communities this figure is 113%, illustrating that we are far better represented by ethnic minorities than the first figure indicates.

RECOMMENDATION

That the Council notes this report and approves the content of the Best Value Performance Plan 2007-10.

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Cheryl Coppel
Chief Executive

Background Papers List

There are no background papers

London Borough of Havering

BEST VALUE PERFORMANCE PLAN

2007 -2010



INVESTOR IN PEOPLE



www.havering.gov.uk

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1. INTRODUCTION

Havering Council's vision is:

"To create a safe, welcoming, healthier and more prosperous place where people choose to live, work and visit."

The vision is the driving force behind the delivery of its priorities:

- Promote financial efficiency and value for money
- Improve the quality of our services
- Make Havering a better place in which to live and work.

Each year we review and update the key policy priorities in our Corporate Plan, and this sets the direction for the three years ahead. Havering Council's Corporate Plan 2007 - 2010, shapes our action and spending until 2010.

This Best Value Performance Plan is a statutory document, which works as a companion to the Corporate Plan. It focuses primarily on how the Council's services have performed over the past year, and what service levels we aim to achieve in the next three years.

2. HOW THE COUNCIL HAS PERFORMED

The Council monitors and measures its performance in order to know how well it is doing and to identify opportunities for improvement, in order to improve the quality of life of residents.

The Performance Plan (section 6) shows all of the performance indicators we are required to keep. These will be independently audited by the Audit Commission. They enable meaningful comparisons with other councils to establish performance levels, and determine improvement areas. The table shows:

- The Council's performance for 2005/6
- Improvement targets we set last year and the outturn for 2006/07
- Targets for the next three years: 2007 - 2010

AVAILABLE LANGUAGES & FORMATS

The Plan is available, on request, in translation and other formats including large prints, audio tape and Braille.

If you have any questions or issues about this plan, please let us know by emailing us at:

corporateperformance@havering.gov.uk or telephone 01708432103

Summary of our 2005/06 Performance

In the first year of best value 2001/02, 24% of our indicators were among the best in London. This improved from 35% in 2003/04 to 42% in 2005/2006. A total of 58% of our indicators in 2005/06 were above average as the table below shows. This is an improvement of 18% since 2001/02 section (See graph below).

Quartile	BVPI%	BVPI%	BVPI%	BVPI%	BVPI%
	2001/02	2002/03	2003/04	2004/05	2005/06
1 (Top)	24	28	35	39	42
2	16	26	20	17	16
3	21	21	23	24	19
4	39	25	22	20	23

The number of BVPIs changes each year. We express the number of BVPIs in each quartile as a percentage of the total of that year's BVPIs; this makes it easier to make a comparison and to track progress.

Performance indicators for 2006/07 are yet to be audited, and the quartile positions will be available in due course. Details of the unaudited out-turn figures for 2006/2007 is shown under the Performance Plan at section 6.

Corporate Assessment

The Corporate Assessment, carried out in October 2006, evaluates how well the Council is working to deliver improved services and outcomes for local people. The inspectors measure:

- how well a council understands its local communities
- how this shapes its ambitions and priorities
- its capacity to deliver these; and
- what the Council is achieving.

The outcome was a **3 out of 4** score, which means 'performing well'. Our previous score was 2 out of 4 and the new score is based on the government's 'harder test' methodology so this represents a significant improvement.

<i>Theme</i>	<i>2006 Score</i>
Ambition	3
Prioritisation	2
Capacity	2
Performance Management	3
Achievement	3
Overall Score	3

Use of resources

This evaluates how the Council manages its finances and provides value for money. The report details are as follows:

This use of resources judgement is drawn from five individual judgements provided by the Council's appointed auditor:

Auditor judgements	2006
Financial reporting	3
Financial management	3
Financial standing	3
Internal control	3
Value for money	3

Service Assessments - Summary Score

There are three service blocks within the annual comprehensive performance assessment measured partly through a basket of performance indicators (statutory and non-statutory). These contributed to the overall 'three star' assessment rating by the Audit Commission in December 2006.

The Audit Commission scores the service blocks through the setting of upper and lower performance thresholds, and looking at the 'mix' each authority achieves against a set of rules. For example, any service block where 35% or more of the indicators are at or below the lower threshold will score 1, whilst any with no indicators below and 35% or more at or above the upper will score 4. In 2006, the service scores were as follows:

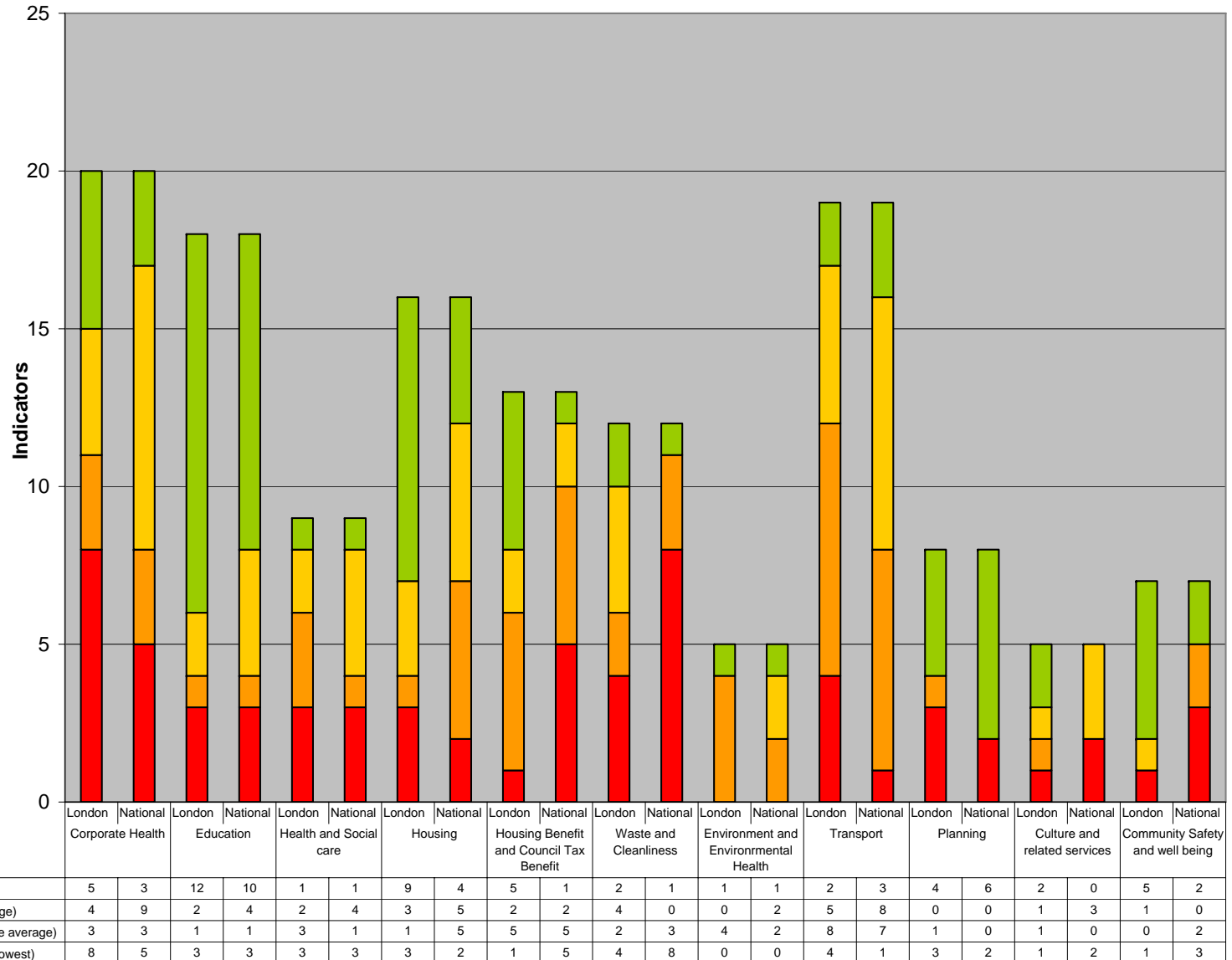
* Scores are on a scale of 1 to 4, with 1 being the lowest and 4 being the highest

Core Service Area	Score in 2005	Score in 2006	What it means
Children & Young People: The Council's performance in providing children's services, such as children's education and social care. The joint assessment is made by the Commission for Social Care Inspection and OFSTED following a review of the Council's overall performance and key indicators.	4	3	Performing well
Social Care Adult: The Council's performance in adult social care services. The assessment is made by the Commission for Social Care Inspection following a review of the Council's overall performance and key indicators.	2	2	Performing adequately
Environment: The Council's performance in services, such as transport, planning and waste, as assessed by the Audit Commission.	2	3	Performing well
Housing: The Council's performance in community housing and, where applicable, housing management services, as assessed by the Audit Commission.	1	2	Performing adequately
Benefits: The Council's performance in providing housing and council tax benefit services. The assessment is made by the Benefit Fraud Inspectorate and is based primarily on achievement against the 2005 housing benefits/council tax benefits performance standards.	3	3	Performing well
Culture: The Council's performance in services, such as libraries and leisure, as assessed by the Audit Commission.	2	2	Performing adequately

3. HOW WE PERFORMED AGAINST OTHER LONDON COUNCILS - QUARTILE POSITIONS FOR 2005/06

The council uses a variety of statutory (best value) performance indicators to help make its judgement. The complete set of BVPIs enables Councils to compare their performance with each other.

This graph shows Havering quartile positions for London and nationally. The Council has set robust targets to, sustain good performance (top quartile) and reduce the number of BVPIs in the bottom quartile. For full details of BVPI performance see section 7.



4. ESTIMATE OF OUR UNAUDITED 2006/07 PERFORMANCE

Whilst this year's figures have not yet been audited (this is not expected to be completed until September), early indications suggest that there has been continuous improvement with 67% of our BVPIs either improved or sustained performance and 52% of our set targets were either met or exceeded (as shown below).

BVPI Improvement – 05/06 to 06/07

Description	No	%age
BVPIs improved	68	57
BVPIs remained the same	12	10
BVPIs declined	39	33
Totals	119	100

2006/07 Performance against 2005/06 Set Targets

Description	No	%age
Targets Exceeded	33	33
Targets achieved	19	19
Targets unmet	49	48
Totals	101	100

5. ANNUAL EFFICIENCY GAINS

As part of the local government efficiency agenda, all local authorities in England are required to submit Annual Efficiency Statements to Communities and Local Government, which are formed of two parts; the Forward and Backward look statements.

The Forward Look is for authorities to set out their strategy for making efficiency gains during the Spending Review period (to the end of March 2008); an estimate of the value of gains expected to be achieved during the forthcoming financial year; and the key actions planned to realise them.

The Backward Look is for authorities to set out the value of efficiency gains actually achieved during that financial year and the activities that were undertaken to release them.

At least half of the efficiencies identified should be *cashable* in the form of lower costs. The remainder of the gains are *non-cashable*; where gains may not lead to lower costs, but result in improved services.

In response to this requirement, the efficiencies achieved for 2005/06 were submitted in the June 2006 Annual Efficiency Statement Backward Look returns.

6. CONTRACTS STATEMENT

All contracts let in 2006/7 that involved the The Transfer of Undertakings (Protection of Employment) Regulations (TUPE) of staff were let in accordance with the requirements in the Code of Practice on Workforce Matters in Local Authority Service.

A list of contracts can be on obtained by contacting the Business Development Section on 01708 432 541

7. Statutory and Non-statutory Performance Indicators: 2006/07 Outturns

PERFORMANCE INDICATOR		Past Performance			Current Performance/Progress				Targets		
		2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
Corporate Health											
BV2	a) Equality Standard for Local Government (Level)	2	***	***	2	3			3	4	5
	b) Duty to promote race equality: score against checklist score	78.95%	**	***	100.00%	100.00%			100.00%	100.00%	100.00%
BV3	Citizens satisfied with the overall service provided by the authority (satisfaction survey) ²	38.00%	**	*	45.00%						
BV4	Satisfaction with complaint handling (satisfaction survey)	25.00%	**	*	26.00%						
BV8	% of invoices paid on time (within 30 days of goods received)	93.64%	*****	***	94.22%	95.00%			96.00%	97.00%	98.00%
BV9	% of Council Tax collected	96.88%	*****	**	97.59%	97.50%			97.80%	98.00%	98.10%
BV10	% of non-domestic rates collected	97.54%	*	*	99.16%	98.50%			99.20%	99.25%	99.30%
BV11	The top 5% of earners:										
	a) who are women	34.28%	*	***	40.71%	35.95%			42.00%	44.00%	46.00%
	b) that are from ethnic minorities	5.02%	*	*****	7.02%	5.85%			9.00%	11.00%	12.00%
	11b/17b) from ethnic minorities expressed as % of working age population from ethnic minorities ³	98.62%	*****	*****	137.92%						
c) with a disability	1.67%	*	**	1.75%	2.51%			3.00%	4.00%	4.00%	

¹ Outturns taken from 2005/06 BVPI results, unless otherwise stated

² The results from BVPIs marked 'satisfaction survey' are taken from the MORI residents survey, carried out once every three years, therefore this years results, i.e. 2006/07 have been compared with the 2003/04 results

³ This ratio does not form part of the audit commission's suite of statutory indicators but is felt to be a more contextual, meaningful measure

PERFORMANCE INDICATOR	Past Performance			Current Performance/Progress				Targets		
	2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
	11c/16c) with a disability expressed as a % of working age population with disability ⁴	13.15%	*	***	13.78%					
BV12	Working days lost due to sickness absence	7.61	*****	*****	7.29	7.53		7.22	7.15	7.08
BV14	% of Early retirements / staff	0.23%	***	***	0.35%	0.17%		0.34%	0.33%	0.32%
BV15	% of Ill health retirements / staff	0.17%	*****	***	0.20%	0.15%		0.18%	0.17%	0.15%
BV16	Percentage of :									
	a) Staff with disabilities	1.40%	*	*	1.30%	1.58%		1.46%	1.61%	1.77%
	b) the Working age (18-65) population with disabilities ⁵	12.70%			12.70%					
	16a/16b) Staff with disabilities expressed as a % of working age population with disabilities ⁵	11.02%	*	*	10.24%	12.44%		11.50%	12.68%	13.94%
BV17	Percentage of :									
	a) Staff from ethnic minorities	4.75%	*	***	5.77%	4.85%		5.93%	6.08%	6.24%
	b) Working age (18-65) people from ethnic minorities ⁷	5.09%			5.09%					
	17a/17b) Staff from ethnic minorities expressed as a % of working age population from ethnic communities ⁸	93.32%	***	***	113.36%	95.28%		116.50%	119.45%	122.59%
BV156	Buildings accessible to people with a disability	54.55%	***	**	66.67%	60.00%		70.00%	90.00%	90.00%
Local	Percentage of Non domestic rates paid by direct debit	53.96%			50.05%	55.00%		52.50%	55.00%	57.50%
Local	Percentage of Council Tax paid by direct debit	59.02%			62.81%	60.00%		63.50%	65.00%	70.00%

⁴ ibid

⁵ The Working age (18-65) population with disabilities is taken from the 2001 census, provided by the Office for National Statistics

⁶ This ratio does not form part of the audit commission's suite of statutory indicators but is felt to be a more contextual, meaningful measure

⁷ The Working age (18-65) population from ethnic minorities is taken from the 2001 census, provided by the Office for National Statistics

⁸ This ratio does not form part of the audit commission's suite of statutory indicators but is felt to be a more contextual, meaningful measure

PERFORMANCE INDICATOR		Past Performance			Current Performance/Progress				Targets		
		2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
Local	Payment of invoices within 30 days	93.64%			94.22%	95.00%			96.00%	97.00%	98.00%
Education											
BV38	GCSE performance, 5 A*-C grades	61.20%	*****	*****	63.30%	68.00%			68.60%		
BV39	GCSE performance, 5+ A*-G grades (incl. maths & English)	92.50%	*****	*****	93.80%						
BV40	KS2 Mathematics performance	81.00%	*****	*****	80.00%	85.00%			86.00%		
BV41	KS2 English performance	85.00%	*****	*****	84.00%	86.00%			87.00%		
BV43	a) Statements of Special Educational Needs: excluding exceptions	100.00%	*****	*****	100.00%	100.00%			100.00%	100.00%	100.00%
	b) Statements of Special Educational Needs: including exceptions	100.00%	*****	*****	100.00%	98.00%			98.00%	98.00%	98.00%
BV45	Absence in secondary schools	7.92%	**	**	7.98%	6.88%			6.57%		
BV46	Absence in primary schools	5.86%	***	***	5.95%	6.43%			4.68%		
BV181	a) Level 5 or above in KS3: English	80.00%	*****	*****	79.00%	84.00%			79.00%		
	b) Level 5 or above in KS3: Mathematics	80.00%	*****	*****	81.00%	83.00%			81.00%		
	c) Level 5 or above in KS3: Science	76.00%	*****	***	74.00%	80.00%			74.00%		
	d) Level 5 or above in KS3: ICT assessment	73.00%	*****	***	70.50%	79.00%			70.50%		
BV221	Participation in and outcomes from youth work:										
	a) recorded outcomes	7.00%	*	*	41.88%	29.00%			45.00%	50.00%	60.00%
	b) accredited outcomes	1.00%	*	*	8.30%	9.00%			15.00%	20.00%	90.00%
BV222	% of integrated early education & childcare settings funded or part-funded by the local authority:										
	a) with leaders with a qualification at L4 or above	6.00%	*	*	11.00%						
	b) which have input from staff with graduate or post graduate training in teaching or child development	92.00%	***	***	100.00%						

PERFORMANCE INDICATOR		Past Performance			Current Performance/Progress				Targets		
		2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
BV194	a) Level 5 or above in KS2: English	29.00%	*****	*****	36.00%						
	b) Level 5 or above in KS2: Maths	34.00%	*****	*****	37.00%						
Local	The number of exclusions during the year from all schools per 1000 pupils	1.09%			1.43%						
Local	Percentage of:										
	a) Primary schools with 25% or more of their places unfilled	7.70%			12.30%						
	b) Secondary schools with 25% or more of their places unfilled	11.11%			5.56%						
Health & Social care											
BV49	Children with 3+ placements - PAF A1	15.70%	*	*	10.80%	14.00%			12.00%	10.00%	9.00%
BV50	Children leaving care - 1 or more A*-G GCSE's - PAF A2	44.00%	**	**	62.00%	63.00%			65.00%	68.00%	70.00%
BV53	Intensive home care - PAF C28	10.50	*	**	12.40	12.50			13.00	13.50	14.00
BV54	Older people helped to live at home - PAF C32	90.17	**	***	90.52	95.00			95.00	97.00	100.00
BV56	Equipments delivered within 7 working days PAF D54	89.36%	***	***	90.68%	92.00%			92.00%	92.50%	93.00%
BV161	Care leavers in education/training/employment - PAF A4	57.00%	*	*	71.00%	65.00%			72.00%	75.00%	77.00%
BV162	Reviews of CPR cases - PAF C20	100.00%	*****	*****	100.00%	100.00%			100.00%	100.00%	100.00%
BV163	Adoptions of looked after children - PAF C23	4.20%	*	*	9.40%	7.00%			9.00%	9.50%	10.00%
BV195	Acceptable waiting time for assessment PAF D55	80.25%	**	***	83.97%	85.00%			86.50%	88%	90%
BV196	Clients receiving all services in care packages in 4 weeks of comp. of assessment PAF D56	80.50%	*	*	85.88%	85.00%			86.00%	87.00%	88.00%
BV197	Change in rate of conceptions to females aged under 18	-13.90%	***	***	-17.90%	-20.00%			-25.00%	-30.00%	-35.00%
BV201	No. of adults & older people receiving direct payments at 31 march per 1,000 pop aged 18 or over.	58.58	*	*	102.12	92.20			120.00	135.00	150.00

PERFORMANCE INDICATOR		Past Performance			Current Performance/Progress				Targets		
		2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
Local	LPI- Client's receiving a review	43.50%			64.60%	50.00%			72.00%	73.00%	75.00%
Local	PAF Indicator D39 - Clients receiving a statement of their needs & how these will be met.	96.56%			97.97%	98.00%			99.00%	100.00%	100.00%
Housing											
BV63	Average SAP rating of local authority owned dwellings	66.48	**	**	69.20	68.00			70.00	75.50	78.00
BV64	Private dwellings - returned to occupation	189			282	25			258	258	258
BV66	a) Rent collection (combined)	98.10%	*****	***	97.80%	98.20%			98.00%	98.10%	98.20%
	Homes in Havering				97.90%				98.00%	98.10%	98.20%
	Mardyke				94.30%				94.5%	Anticipated stock transfer to Old Ford	
	b) % of tenants with more than 7 weeks rent arrears (combined)	3.39%	*****	*****	4.04%	3.38%			3.90%	3.79%	3.78%
	Homes in Havering				3.86%				3.80%	3.79%	3.78%
	Mardyke				8.07%				8.00%	Anticipated stock transfer to Old Ford	
	c) % of tenants in arrears with Notices Seeking Possession (combined)	16.92%	*****	***	14.96%	16.70%			16.00%	16.40%	16.30%
	Homes in Havering				15.08%				16.50%	16.40%	16.30%
	Mardyke				12.35%				11.00%	Anticipated stock transfer to Old Ford	
	d) % of tenants evicted as a result of rent arrears (combined)	0.15%	*****	*****	0.07%	0.11%			0.05%	0.103%	0.102%
	Homes in Havering				0.05%				0.104%	0.103%	0.102%
	Mardyke				0.45%				0.40%	Anticipated stock transfer to Old Ford	
BV74	The satisfaction of tenants in council housing with the overall service provided by their landlord:										
	a) all tenants	74.07%	*****	**	76.00%	78.00%			80.00%	81.00%	82.00%
	b) black & minority ethnic tenants	60.00%			68.00%	68.00%			70.00%	71.00%	72.00%

PERFORMANCE INDICATOR	Past Performance			Current Performance/Progress				Targets		
	2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
	c) non-black & minority ethnic tenants	74.43%						80.00%	81.00%	82.00%
BV75	The satisfaction of tenants in council housing with the opportunities for participation in management & decision making:									
	a) all tenants	66.00%	*****	**	61.00%	66.00%		68.00%	69.00%	70.00%
	b) black & minority ethnic tenants	45.00%			54.00%	54.00%		56.00%	57.00%	58.00%
	c) non-black & minority ethnic tenants	66.67%			60.00%	68.00%		68.50%	69.00%	70.00%
BV164	CRE code of practice & Good Practice Standards – harassment	Yes			Yes	Yes		Yes	Yes	Yes
BV183	The average length of stay (in weeks) of households which include dependent children or a pregnant woman & which are unintentionally homeless & in priority need, in:									
	a) bed & breakfast accommodation	0.00	*****	*****	0.00	0.25				
	b) hostel accommodation (info not available yet)	12.00	***	**	17.00	11.50		9.00	9.00	9.00
BV184	Decent Homes:									
	a) LA homes which were non-decent at beginning of the year	29.53%	***	***	32.00%	33.30%		32.00%	32.00%	34.00%
	b) Change in proportion of non-decent homes in the year	-7.30%	*	*	2.61%	-6.39%		0.00%	0.00%	25.00%
BV202	Number of people sleeping rough on a single night within the LA area	1	*****	***	1	1		1	1	1
BV203	% change in the number of families in temp accommodation compared with average for previous year	-1.54%	***	***	-0.45%	0.00%				
BV212	Average time (in calendar days) taken to re-let local authority housing	42.00	*	**	26.00	28.00		25.00	24.00	23.00
BV213	The no. of households who considered themselves as homeless & for whom housing advice casework intervention resolved the situation	0	*	*	1	1		1	1	1

PERFORMANCE INDICATOR		Past Performance		
		2005/06 Outturn ¹	Quartile position London	Quartile position England
BV214	Proportion of households accepted as statutorily homeless who were accepted as statutorily homeless by the same authority within the last two years	0.32%	****	****
Local	Percentage of Priority 1 repairs done by target completion date (Morrison contract only)	94.80%		
Local	Percentage of Priority 2 repairs done by target completion date (Morrison contract only)	85.00%		
Local	Percentage of Priority 3 repairs done by target completion date (Morrison contract only)	92.60%		
Local	Percentage of Emergency Out of Hours repairs done by target completion date (Morrison contract only)	96.10%		
Local	Customer satisfaction (Morrison contract only) - responsive repairs	97.30%		
Housing Benefit & Council Tax Benefit				
BV76	Effective controls & procedures to prevent, detect & investigate fraud & error:			
	a) Number of claimants visited/1000 caseload	26.68	*	*
	b) Number of fraud investigators/1000 caseload	0.16	*	*
	c) Number of fraud investigations/1000 caseload	20.60	**	*
BV78	d) No. of prosecutions & sanctions/1000 caseload	3.01	***	*
	a) Average time for new claims	31.23	***	***
BV79	b) Average time change in circumstances	15.29	***	**
	The percentage of:			
	a) Case processed correctly	95.60%	*	*
	b) Recovery of overpaid benefit			
	bi) HB o/payments recovered as a % of that deemed recoverable	61.11%	**	**

Current Performance/Progress			
2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target
0.38%	1.10%		
98.90%			
96.11%			
98.11%			
99.95%			
96.55%			

Targets		
2007/08 Target	2008/09 Target	2009/10 Target
98.00%	98.00%	98.00%
95.00%	95.00%	95.00%
95.00%	95.00%	95.00%
98.50%	98.50%	98.50%
98.00%	98.10%	98.20%

187.86			
0.33	0.35		
29.17	50		
3.76	6		
27.42	29		
13.24	14		

0.35	0.35	0.35
34	35	36
4.3	4.4	4.5
26	22	20
12	9	8

95.60%	96.50%		
52.88%	63.00%		

97%	98%	99%
52%	54%	56%

PERFORMANCE INDICATOR		Past Performance			Current Performance/Progress				Targets		
		2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
	bii) HB o/payments recovered as a % of the debt outstanding at start of period	24.84%	**	*	24.61%	26.00%			27%	28%	30%
	biii) HB o/payments w/o as % of HB o/payment debt	1.87%	*****	*****	4.11%	3.00%			4	4	4
BV80	Satisfaction with the service:										
	a) The contact & access facilities at the benefit office	73%	*****	**	73%	85%					
	b) The service in the benefit office	75%	*****	**	81%	85%					
	c) The telephone service	59%	*****	*	56%	77%					
	d) Staff in the benefit office	77%	*****	**	78%	85%					
	e) Clarity, etc. of the forms & leaflets	64%	**	***	61%	67%					
	f) Time taken for a decision	63%	**	*	70%	76%					
g) Overall satisfaction	72%	**	*	74%	83%						
Local	The Percentage of the number of new claims determined within 14 days of receiving all the relevant information	77%			73%	85%			80%	85%	88%
Waste & Cleanliness											
BV82	Of the tonnage of household waste arising:										
	a) Recycling	11.85%	*	*	13.51%	15.00%			18.00%	20.00%	24.00%
	aii) tonnage of waste sent for recycling	13107.72			15786.00	17200.00			21674.59	24444.12	29772.94
	b) Composting	5.96%	***	**	6.97%	7.00%			9.00%	10.00%	11.00%
	bii) tonnage of waste sent for composting	6594.00			8142.50	8000.00			10837.30	12222.06	13645.93
BV84	Household waste collected:										
	a) KG collected per head of population	491.70	*	*	516.40	499.00			524.10	532.00	540.00
	b) Year on year percentage change	-4.52%			5.02%	1.50%			1.50%	1.50%	1.50%
BV86	Cost waste collection	£26.68	*****	*****	£22.10	£30.25			£26.80	£27.60	£28.40

PERFORMANCE INDICATOR		Past Performance			Current Performance/Progress				Targets		
		2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
BV89	People satisfied with cleanliness standard in their area (satisfaction survey)	43.00%	*	*	63.00%						
BV90	a) People satisfied with household waste collection (satisfaction survey)	78.00%	***	*	80.00%						
	b) People satisfied with waste recycling (satisfaction survey)	56.00%	*****	*	70.00%						
	c) People satisfied with waste disposal (local tips) (satisfaction survey)	68.00%	***	*	82.00%						
BV91	Pop served by a kerbside collection of:										
	a) one recyclable	95.49%	**	**	100.00%	100.00%			100.00%	100.00%	100.00%
	b) at least two recyclables	95.49%			100.00%	100.00%			100.00%	100.00%	100.00%
BV199	a) local street and environmental cleanliness	44.00%	*	*	38.00%	38.00%			30.00%	25.00%	22.00%
	b) Unacceptable levels of graffiti	14.00%	**	*	14.00%	12.00%			10.00%	9.00%	8.00%
	c) unacceptable levels of fly-posting	2.00%	***	**	2.00%	2.00%			1.00%	1.00%	1.00%
Local	Fly tips - average time taken to remove	0.88			0.75	1.00			1.00	1.00	1.00
Local	Percentage of missed waste collections put right the same day (reported am, or by noon, next day of reported pm)	84.00%			87.00%	90.00%			90.00%	95.00%	98.00%
Environment & Environmental Health											
BV166	a) Environmental Health checklist	95.42%	**	***	100.00%	100.00%			100.00%	100.00%	100.00%
BV166	b) Trading Standards checklist	100.00%	*****	*****	100.00%	100.00%			100.00%	100.00%	100.00%
BV216	No. of sites of potential concern:										
	a) with respect to land contamination	340			340				340	340	340
	b) for which sufficient inf. is available to decide if remediation is necessary	1.00%			2.35%	2.35%			2.35%	2.35%	2.35%
BV217	Percentage of pollution control improvements completed on time	96.77%	**	***	100.00%	100.00%			100.00%	100.00%	100.00%

PERFORMANCE INDICATOR		Past Performance			Current Performance/Progress				Targets		
		2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
BV218	Percentage of: a) new reports of abandoned vehicles investigated within 24 hours	86.31%	**	**	96.83%	90.00%			98.00%	99.00%	99.00%
	b) abandoned vehicles removed within 24 hours from the point at which the LA is entitled to remove the vehicle	78.09%	**	**	90.47%	80.00%			93.00%	95.00%	97.00%
Transport											
BV223	Condition: principal roads	7.74%	*****	***	6.02%	7.00%			5.47%	4.92%	4.37%
BV224	Percentage of the classified road network where maintenance should be considered										
	a) Condition classified non-principal roads	5.56%	*****	*****	7.19%	5.11%			6.52%	5.84%	5.19%
	b) Condition unclassified non-principal roads	14.10%	***	**	21.99%	13.88%			20.98%	19.97%	18.95%
BV99 ⁹	Road accident casualties (compares figures from 2005 with figures from 2004):										
	ai) Road accidents - all killed/serious injury	130	***	**	83	158			119	137	127
	aii) Change in casualties from previous year - all killed/seriously injured	-23.97%	***	*****	-36.2%				43.37%	15.13%	-7.30%
	aiii) Change in casualties from 94-98 average - all killed/seriously injured	-38.56%	***	***	-60.78%				-43.76%	-35.26%	-39.98%
	1994/98 average				211.6						
	bi) Road accidents - children killed/seriously injured	19	**	**	11	25			19	20	18
	bi) Change in casualties from previous year - children killed/seriously injured	-5.00%	**	***	-42.1%				72.73%	5.26%	-10.00%

⁹ Road accident data is reported 18 months in arrears as well as being in calendar as opposed to financial years. This means we are reporting the figures for the calendar year 2005. The published road casualties targets for 2007 and 2008 are based upon a projection from the baseline years (1994-98) to achieve the national target (reducing those killed or seriously injured by 50%, slight injured by 25% and children killed or injured by 60%) by 2010. The 2006 target is based on the provisional out turn figures which although available are not validated, rather than the predetermined targets to achieve the 2010 targets. As you will note road accident casualties increased in 2006 over the 2005 figure which is due to the unpredictable nature of these events. However, over a ten year period the trend is down and we should achieve the 2010 target.

PERFORMANCE INDICATOR		Past Performance			Current Performance/Progress				Targets		
		2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
	biii) Change in casualties from 94-98 average - children killed/seriously injured	-46.62%	**	***	-69.10%				46.76%	-43.82%	-49.44%
	1994/98 average				35.60						
	ci) Road accidents - all slight injuries	953	**	***	879	958			853	903	876
	cii) Change in casualties from previous year - all slight injuries	0.21%	*	**	-7.80%				-2.96%	-5.86%	-2.99%
	ciii) Change in casualties from 94-98 average - all slight injuries	-13.03%	*	***	-19.78%				-22.16%	-17.59%	-20.06%
	1994/98 average				1095.80						
BV100	Days traffic controls in place	0.38	**	***	1.55	0.52			1.55	1.55	1.55
BV165	Pedestrian crossings with disabled facilities	95.00%	**	**	95.00%	100.00%			97.00%	100.00%	100.00%
BV178	Footpaths easy to use	92.00%	***	****	94.00%	93.00%			95.00%	95.00%	TBC
BV187	Condition of footways - cat's1, 1a & 2	50.56%	*	*	33.83%	48.56%			38.90%	36.90%	34.90%
	The average:										
BV215	a) no. of days taken to repair a street light, under the control of the LA	6.90	*	**	7.40	6.00			6.42	5.92	5.42
	b) time taken to repair a street lighting fault where under the control of a DNO	25.95	**	**	22.01	21.00			21.00	20.00	19.00
	Vehicle crossovers - average time to:										
Local	a) provide an estimate to a customer	5.92			12.85	6.00			13.00	13.00	13.00
	b) complete on site from customer's authorisation	24.70			22.91	25.00			25.00	25.00	25.00
Planning											
BV106	New homes on brown field sites	96.79%	*	****	94.49%	100.00%			95%	95%	95%
BV109	The percentage of planning applications determined in line with the government's new development control targets to determine:										
	a) Planning major apps in 13 weeks	82.76%	****	****	86.84%	65.00%					

PERFORMANCE INDICATOR		Past Performance			Current Performance/Progress				Targets		
		2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
	b) Planning minor apps in 8 weeks	94.52%	*****	*****	94.31%	70.00%					
	c) Planning other apps in 8 weeks	97.42%	*****	*****	97.35%	90.00%					
BV111	The percentage of planning applicants satisfied with the service (satisfaction survey)	71.00%	*****	****	67.00%						
BV200	a) LDS submitted by 28 March 2005 & thereafter maintained by 3-year programme	Yes			Yes	Yes			Yes	Yes	Yes
	b) Has the LA met the milestones?	Yes			Yes	Yes			Yes	Yes	Yes
	c) Did the LA publish an annual monitoring report by December '05?	Yes			Yes	Yes			Yes	Yes	Yes
BV204	% of appeals allowed against the authority's decision to refuse planning permission	34.48%	**	**	39.72%	33.00%					
BV205	Quality of service checklist	100.00%	**	*****	100.00%	100.00%			100.00%	100.00%	100.00%
BV219	Conservation areas:										
	a) total number	9	*	*	9						
	b) % with up to date character appraisals	0.00%	*	*	44.40%	100.00%			100.00%	100.00%	100.00%
	c) % with published management proposals	0.00%	*	*	44.40%	100.00%			100.00%	100.00%	100.00%
Local	Percentage of high risk food hygiene inspections that are no later than 28 days after the relevant date	86.00%			79.72%	60.00%			100.00%	100.00%	100.00%
Local	Percentage of other risk food hygiene inspections that are no later than 28 days after the relevant date	87.00%			59.97%	50.00%				100.00%	100.00%
Culture & related services											
BV118¹⁰	Library users who:										
	a) found a book to borrow	73.40%			73.40%						
	b) found the information they wanted	72.50%			72.50%						

¹⁰ The last survey was carried out in 2005/06, so there are no new figures to report

PERFORMANCE INDICATOR	Past Performance			Current Performance/Progress				Targets		
	2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
	c) were satisfied with the service	90.40%								
BV119	The percentage of residents satisfied with (satisfaction survey):									
	a) Satisfaction with - sports/leisure facilities	41.00%	**	*	53.00%					
	b) Satisfaction with – libraries	63.00%	*****	****	70.00%					
	d) Satisfaction with - theatres/concert halls	51.00%	*****	****	52.00%					
	e) Satisfaction with - parks & open spaces	60.00%	*	*	67.00%					
BV220	Public Library Service Standard checklist ¹¹	3	***	***	2	3				
PLS1	Proportion of households living within a specified distance of a static library	85.40%			85.40%	85.40%		85.40%	85.40%	85.40%
PLS2	Aggregate scheduled opening hours per 1000 population in all Libraries	107.92			97.70	110.00		110.00	120.00	128.00
PLS3	% of Static Libraries providing internet access	100.00%			100.00%	100.00%		100.00%	100.00%	100.00%
PLS4	Total number of electronic work stations available to users per 10,000 population	6			5.4	6		6	6.5	7
PLS5	Requests supply time met in:									
	a) 7 days	61.00%			54.35%	50.00%		50.00%	50.00%	50.00%
	b) 15 days	77.00%			79.27%	70.00%		70.00%	70.00%	70.00%
	c) 30 days	88.00%			90.87%	85.00%		85.00%	85.00%	85.00%
PLS6	Number of Library visits per 1000 population	8681			6772	8600				
PLS7	% of library users 16 & over who view their library service as very good or good:	94.4%			94.4%			94.00%		
PLS8	% of library users under 16 who view their library service as good: ¹²	99.40%			99.40%			77.00%		
PLS9	Annual items added through purchase	242.50			219.71	216		216	216	216

¹¹ All PLS targets are set nationally, with the exception of PLS1 which is set locally

¹² These figures are taken from the 2002/03 survey, taken every * years, the national target of 77% is being reviewed

PERFORMANCE INDICATOR		Past Performance			Current Performance/Progress				Targets		
		2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
PLS 10	Time taken (in years) to replenish the lending stock on open access or available on loan	5.35			5.74	6.70			<6.70	<6.70	<6.70
SE¹³	Active peoples Survey (new for 06/07) ¹⁴										
	a) Number of adults participating in at least 30 minutes moderate intensity sport and active recreation on 3+ days a week				21.08%						22.90%
	% of population volunteering in sport and active recreation for at least 1 hour per week				5.64%						4.90%
SE	% of population within 20 Min. of 3 different sports facility types of which one has achieved a QA standard				0.67%				20.00%	25.00%	25.00%
Community Safety & well being											
BV126	Burglaries	11.25	*****	**	12.18	10.01			11.82	11.46	11.12
BV127	Violent crimes per 1000 households										
	a) all Violent crimes	21.53	***	**	20.01	20.88			19.01	18.05	17.15
	b) Robberies (only for authorities in designated police force areas)	2.04	*****	*	2.5	1.91			2.43	2.35	2.28
BV128	Vehicle crimes per 1000 population	18.75	*****	*	16.35	18.75			15.54	14.76	14.02
BV174	Racial incidents involving the local authority	11.11	**	*	12.38	11.11			12.38	12.38	12.38
BV175	Racial incidents resulting in further action	100.00%	*****	*****	100.00%	100.00%			100.00%	100.00%	
BV225	Checklist of actions taken designed to help victims of DV	90.91%	*****	*****	90.91%	90.91%			90.91%	100.00%	100.00%
BV226	Advice & guidance services:										
	a) total amount spent on external organisations	£334,142			£303,457	£339,153.75			£312,561	£321,938	£331,596
	b) % of that spent on QM orgs	51.17%	*	*	51.17%	51.17%			51.17%	51.17%	51.17%

¹³ SE stands for a Sport England indicator, these are new for 06/07

¹⁴ These figures are adjusted to take into consideration deprivation and other factors

PERFORMANCE INDICATOR	Past Performance			Current Performance/Progress				Targets		
	2005/06 Outturn ¹	Quartile position London	Quartile position England	2006/07 Outturn	2006/07 Target set in 2006	2006/07 Outturn Vs 2005/06	2006/07 Outturn Vs Target	2007/08 Target	2008/09 Target	2009/10 Target
c) total amount spent on LA services	£680,382			£906,972	£642,485.79			£934,000	£962,000	991,00

DELIVERING BETTER SERVICES

The Council is committed to improving the quality of services it provides. Central to this is making sure that it plans sensibly for the future, monitors performance, and uses its resources effectively.

To ensure this happens, the Council has adopted a robust three-year financial and strategic planning process:

- The Corporate Plan – sets out the Council's vision and priorities and where its improvement will be focussed;
- The Performance Plan – set out what the Council has achieved, targets for service improvement;
- The Medium Term Financial Strategy – sets out how resources will be deployed in support of the vision and priorities and to deliver the service improvement targets set.

These drive service plans across all directorates and, through Personal Development and Performance Appraisals, identify how individual members of staff will be contributing to improving services in the borough.

Community Safety & well being
Community Safety & well being
Community Safety & well being
Corporate Health
Corporate Health
Corporate Health
Corporate Health
Corporate Health
Corporate Health
Corporate Health
Education
Health & Social care
Housing

Housing
Housing Benefit & Council Tax
Benefit
Housing Benefit & Council Tax
Benefit
Housing Benefit & Council Tax
Benefit
Housing Benefit & Council Tax
Benefit
Housing Benefit & Council Tax
Benefit
Planning

Planning
Transport

Transport
Transport
Waste & Cleanliness
Waste & Cleanliness

Waste & Cleanliness
Waste & Cleanliness
Waste & Cleanliness
Waste & Cleanliness

BVPI	Description	Performance From last year	Target met?	Bottom Quartile London	Bottom Quartile National	CPA Sensitive
BV127	b) Robberies (only for authorities in designated police force areas)	↓	No		✓	
BV128	Vehicle crimes per 1000 population	↑	Yes		✓	
BV226	b) % of that spent on QM orgs	↔	Yes	✓	✓	
BV3	Citizens satisfied with the overall service provided by the authority (satisfaction survey)	↑	N/A		✓	
BV4	Satisfaction with complaint handling (satisfaction survey)	↑	N/A		✓	
BV11	c) with a disability	↑	No	✓		
BV11	11c/16c) with a disability expressed as a % of working age population with disability[4]	↑	N/A	✓		
BV16	a) Staff with disabilities	↓	No	✓	✓	
BV16	16a/16b) Staff with disabilities expressed as a % of working age population with disabilities[6]	↓	No	✓	✓	
BV17	a) Staff from ethnic minorities	↑	Yes	✓		
BV222	a) with leaders with a qualification at L4 or above	↑	N/A	✓	✓	
BV53	Intensive home care - PAF C28	↑	No	✓		
BV184	b) Change in proportion of non-decent homes in the year	↑	Yes	✓	✓	✓
BV213	The no. of households who considered themselves as homeless & for whom housing advice casework intervention resolved the situation	↑	Yes	✓	✓	
BV79	a) Case processed correctly	↔	No	✓	✓	
BV79	b) HB o/payments recovered as a % of that deemed recoverable	↓	No	✓	✓	
BV79	bii) HB o/payments recovered as a % of the debt outstanding at start of period	↓	No		✓	
BV80	c) The telephone service	↓	No		✓	
BV80	e) Clarity, etc. of the forms & leaflets	↓	No	✓		
BV106	New homes on brown field sites	↓	No	✓		✓
BV111	The percentage of planning applicants satisfied with the service (satisfaction survey)	↓	N/A		✓	✓
BV100	Days traffic controls in place	↓	No	✓		
BV215	a) no. of days taken to repair a street light, under the control of the LA	↓	No	✓	✓	
BV224	b) Condition unclassified non-principal roads	↓	No		✓	✓
BV82	ai) Recycling	↑	No		✓	✓
BV84	a) KG collected per head of population	↓	No	✓	✓	✓
BV90	a) People satisfied with household waste collection (satisfaction survey)	↑	N/A		✓	✓
BV199	a) local street and environmental cleanliness	↑	Yes		✓	✓
BV199	b) Unacceptable levels of graffiti	↔	No		✓	
BV199	c) unacceptable levels of fly-posting	↔	Yes		✓	



COUNCIL
18 JULY 2007

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QUESTIONS

1 Upminster Windmill

To the Cabinet Member for Public Realm
(Councillor Andrew Curtin)

By Councillor Linda Hawthorn

It is now 6 months since Upminster Windmill was damaged by a storm. Can I be advised of details of how the repairs are progressing and when the new sail will be fitted.

2 'Friends of Parks'

To the Cabinet Member for Environmental & Technical Services
(Councillor Paul Rochford)

By Councillor Linda Hawthorn

Can I be advised of the number of funding applications which have been made by 'Friends of Parks' Groups and the results of these.

3 Capital allocations to Secondary Schools

To the Cabinet Member for Children's Services
(Councillor Geoffrey Starns)

By Councillor Ray Morgon

Would the Leader Member for Children Services confirm the amount of capital allocated to each secondary school since the financial year beginning April 2002?

Council Meeting, 18 July 2007 – Questions

4 Self Service system in Libraries

To the Cabinet Member for Public Realm (Councillor Andrew Curtin)

By Councillor Gillian Ford

Can the Cabinet Member provide costings for the new self-service system in Upminster library and the total cost for implementation across the borough.

5 Green Waste Collection

To the Cabinet Member for StreetCare & Parking (Councillor Barry Tebbutt)

By Councillor Clarence Barrett

Whilst the roll out of the green wheelie bins has been met with general approval, there are still households (eg terraced houses) that may still prefer to use green waste bags (£5 for 5) as a convenient alternative.

As the green bags are currently collected with general refuse, with the contents of both being sent to landfill, and in order to achieve improved composting rates, can the green bags be collected at the same time as the fortnightly green wheelie bin collections?

6 Library Fines

To the Cabinet Member for Public Realm (Councillor Andrew Curtin)

By Councillor Clarence Barrett

Over each of the last three years, what is the level of Library fines imposed and the subsequent collection rate?