

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

**7.30pm WEDNESDAY, 21 MARCH 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.

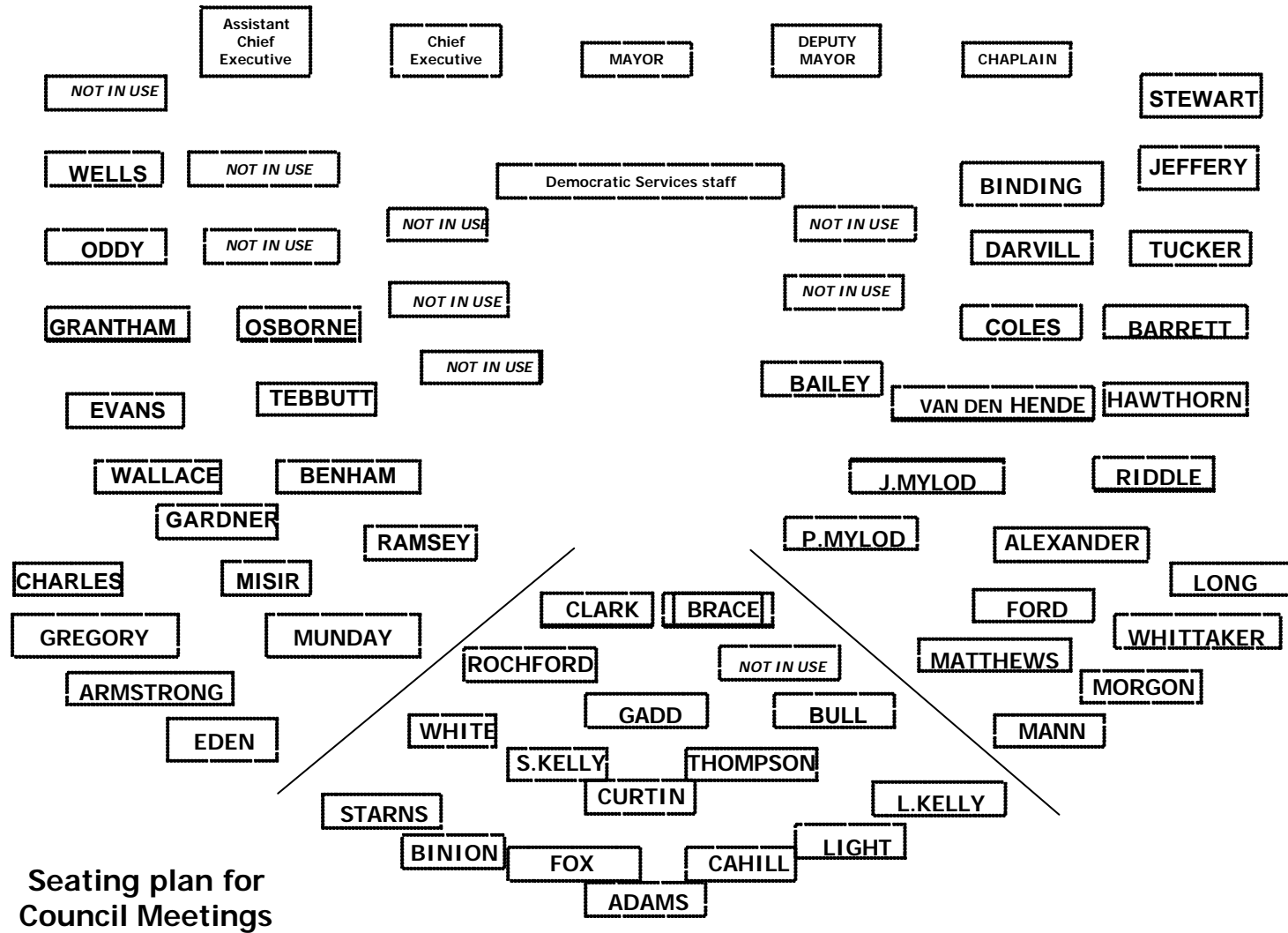
The Mayor would find it helpful, however if Members would press the **MIC ON** button to indicate that they wish:

- 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.



AGENDA

1 **PRAYERS** will be said by the Reverend Bob Love of the church of St John & St Matthew, Rainham

2 To receive apologies for absence (if any)

3 **MINUTES**

To sign as a true record the minutes of the Meeting of the Council held on 28 February 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 Jeffrey Tucker, Keith Darvill and Linda Van den Hende have each given notice of an intention to present a petition pursuant to Council Procedure Rule 24.

7 **MEMBERS' ALLOWANCES SCHEME, 2007/08**

To consider the recommendations of the Governance Committee (meeting on 20 March 2007): Chief Executive's collateral report is attached

Note: The recommendations of the Governance Committee will be open to amendment at any time prior to a vote being taken on the matter.

Council, 21 March 2007 – Agenda**8 STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION: AGREED SYLLABUS CONFERENCE AND ANNUAL REPORT**

To **receive and note** a report of the Standing Advisory Council (SACRE). This report is submitted at the request of SACRE, in compliance with a recommendation of the National Association of SACREs that such documents should be presented to Council in its role as Local Education Authority.

Note: The deadline for amendments, if any, will be midnight, Thursday 15 March.

9 REPORT OF LOCAL OMBUDSMAN ON A COMPLAINT, FINDING MALADMINISTRATION BY THE COUNCIL

To consider a report of the Monitoring Officer on the findings of the Local Government Ombudsman following a number of complaints relating to the licensing of Langtons for the solemnisation of marriages

Note: The deadline for amendments, if any, will be midnight, Thursday 15 March.

10 DATES OF COUNCIL MEETINGS

To consider the Chief Executive's report

Note: The deadline for amendments, if any, will be midnight, Thursday 15 March.

11 HAVERING LOCAL DEVELOPMENT FRAMEWORK – SAVED UDP POLICIES

To consider the Chief Executive's report

Note: The deadline for amendments, if any, will be midnight, Thursday 15 March.

12 MEMBERS' QUESTIONS

Council, 21 March 2007 – Agenda**MOTIONS FOR DEBATE****13 REVIEW OF SCRUTINY****Motion on behalf of the Labour Group**

This Council accepts the recommendation of the Audit Commission in its Corporate Assessment Report of 6 February 2007 and resolves as a matter of urgency to review the operation of scrutiny to ensure greater alignment of corporate priorities in particular to take immediate steps to articulate short, medium and long term work programmes to achieve greater involvement in the Overview & Scrutiny process from all 54 members of the Council.

13A Amendment on behalf of the Administration

This Council will consider further the recommendation of the Audit Commission in its Corporate Assessment report of 6 February 2007 in relation to Overview & Scrutiny following the outcome of the review currently being undertaken by London councils.

13B Amendment on behalf of the Residents' Group

Delete full stop after the last word 'Council', **insert** a comma and **add** "including changing the membership of the Overview & Scrutiny Liaison Committee to include all Vice Chairs as well as Chairs."

[Note: the motion would then read:

This Council accepts the recommendation of the Audit Commission in its Corporate Assessment Report of 6 February 2007 and resolves as a matter of urgency to review the operation of scrutiny to ensure greater alignment of corporate priorities in particular to take immediate steps to articulate short, medium and long term work programmes to achieve greater involvement in the Overview & Scrutiny process from all 54 members of the Council, including changing the membership of the Overview & Scrutiny Liaison Committee to include all Vice Chairs as well as Chairs.]

14 CLIMATE CHANGE**Motion on behalf of the Labour Group**

This Council:

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- believes that climate change is a major issue facing the planet and agrees with the recent Stern Review that urgent action is required to reduce carbon emissions;
- notes with concern that a number of local authorities have been prevented by Planning Inspectors from specifying higher energy efficiency standards in their local development plans than those required by Building Regulations, thereby undermining their efforts to show real leadership in the fight against climate change;
- notes, too, that the new draft Planning Policy Statement (PPS) on Planning and Climate Change will further limit Council's powers to require higher energy efficiency standards in new developments; and therefore:
 - (a) supports Martin Caton MP's Local Planning Authorities: Energy and Energy Efficiency Bill (introduced into Parliament with cross-party support on 13 December), which would allow councils, if they so choose, to include in their local development plans reasonable requirements for higher energy efficiency standards, microgeneration and the generation of renewable and low carbon energy in all developments; and
 - (b) calls for the new draft Planning Policy Statement to be changed to remove the proposed limits on the powers of local authorities to specify such standards; and
 - (c) resolves to respond accordingly to the Department of Communities and Local Government DCLG consultation on the draft PPS and to write to Martin Caton MP expressing its support for his Bill.

14A Amendment on behalf of the Administration

This Council reaffirms its policy on climate change as recently agreed by Cabinet.

15 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

Council, 21 March 2007 – Agenda**16 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.

16A Amendment on behalf of the Administration

This Council supports its officers in the diligent pursuit of their duties in keeping our roads and streets clear.

17 QUESTIONS TO THE LEADER OF THE COUNCIL AT ORDINARY MEETINGS FOLLOWING AN ANNOUNCEMENT PURSUANT TO RULE 2(V) PART 4 COUNCIL PROCEDURE RULES**Motion on behalf of the Labour Group**

This Council agrees that the Governance Committee undertake a review of the Council Rules and Standing Orders pertaining to Ordinary Council Meetings insofar as they relate to announcements made at Council Meetings by the Leader of the Council pursuant to Rule 2(v) with the intention of the Mayor permitting for a fixed period of time to the Leader of the Opposition, Leaders of Minority Groups and Back Bench Members to raise oral questions to the Leader of the Council relating solely to the subject of the announcement.”

The following motion was submitted in due time but, by inadvertence, omitted from the Revised Agenda.

18 COMMUNITY COLLEGE SUPPORT CENTRES**Motion on behalf of the Labour Group**

This Council regrets the decision of Adult Services (Social Services) to withdraw funding from the Community College Support Centres at Broxhill and Bower Park leading to the cessation of Community College Support Services on 3 August 2007 and calls upon the Lead Member for Sustainable Communities to reverse the decision and ensure these valuable and essential services continue.

Council, 21 March 2007 – Agenda

18A Amendment on behalf of the Administration

This Council notes and supports the Lead Member for Adult Services decision to relocate the Community College Support Centres from their current locations to one of its Learning Difficulties Day Centres.

Note: This motion will be open to further amendment at any time prior to a vote being taken on the matter.



**MINUTES OF A MEETING OF THE COUNCIL OF THE
LONDON BOROUGH OF HAVERING
Havering Town Hall, Romford
28 February 2007 (7.30 pm – 10.45 pm)**

Present: The Mayor (Councillor Wendy Brice-Thompson) in the Chair

Councillors Gary Adams, June Alexander, Michael Armstrong, Alan Bailey, Clarence Barrett, Robert Benham, Tom Binding, Sandra Binion, Jeff Brace, Dennis Bull, Edward Cahill, John Clark, Jonathan Coles, Andrew Curtin, Keith Darvill, Ted Eden, Roger Evans, Gillian Ford, Christine Fox, Mark Gadd, Georgina Galpin, Peter Gardner, Kevin Gregory, Linda Hawthorn, 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, Melvin Wallace, Keith Wells, Michael White and Steve Whittaker

Approximately 25 guests, and members of the public and press also attended.

Apologies for absence were received on behalf of Councillors David Charles, David Grantham, Coral Jeffery and Brenda Riddle.

The Mayor advised Members and the public of action to be taken in the event of emergency evacuation of the Town Hall becoming necessary and asked that all mobile communications devices be switched off.

The Rev Ian Bell of Romford Baptist Church opened the meeting with prayers.

81 MINUTES (Agenda Item 3)

It was **RESOLVED** that minutes of the meeting of the Council held on **7 February 2007** be signed as a true record.

82 ANNOUNCEMENTS BY THE MAYOR AND LEADER OF THE COUNCIL (Agenda Item 4)

On behalf of the Council, the Mayor congratulated Councillor Dennis Bull on celebrating today his 70th Birthday.

The Leader of the Council made an announcement concerning the outcome of the recent CPA inspection (**see Appendix 1 to these minutes**).

83 PROCEDURE (Agenda Item 5)

The Mayor referred to a procedural motion submitted by the Residents' Group at agenda item 6B. In order not to disrupt the debate on the Budget and Council Tax (agenda item 6), the Mayor had decided that the procedural motion would be dealt with at this point.

Accordingly, the procedural motion "to suspend Council Procedure Rule 13.6 to enable the amendment to the budget to be accepted and debated notwithstanding that it was only signed by one member of the Residents' Group" was put and was carried without division and it was –

RESOLVED:

To suspend Council Procedure Rule 13.6 to enable the amendment to the budget to be accepted and debated notwithstanding that it was only signed by one member of the Residents' Group.

Following the passing of this resolution, the Mayor adjourned the meeting briefly to enable the Residents' Group amendment and the associated Chief Executive's report to be distributed to Members.

84 CORPORATE PLANNING AND MEDIUM TERM FINANCIAL STRATEGY: 2007/08 BUDGET (agenda item 6)

Having regard to proposals set out in the amendments referred to in this minute:

- *all Members present declared a personal interest in that they had a financial interest in Members' Allowances;*
- *Councillors Wendy Brice-Thompson, Andrew Curtin, Linda Hawthorn, Ray Morgon, John Mylod, Roger Ramsey, Paul Rochford and Geoff Starns each declared a personal interest as a member of the Council of Management of the Hornchurch Theatre Trust appointed by the Council; and*
- *Councillor Roger Evans declared a personal interest as a*

member of the London Assembly and of the London Fire & Emergency Planning Authority

The Council considered the report and recommendations of the Cabinet from its meeting held on 14 February 2007 (including Appendix D of the report to Cabinet, the Council Tax statement).

The Administration's proposals as set out in the Cabinet's report were proposed and seconded.

Amendment by the Rainham & Wennington Independent Residents' Group (Agenda item 6A):

To amend the proposed Council Tax by:

- (a) Removing all Special Responsibility Allowances
- (b) Freezing the Basic Allowances at the current 2006/07 level.

Saving approximately £684k including the £160k growth thereby reducing the Council Tax by 0.5% on Band D to 3.3% overall (Havering only 2.74%)

Amendment by the Residents' Group (Agenda item 6B):

To amend the budget by incorporation of the items attached thereby reducing the Council Tax by 0.5% on Band D to 3.34% overall.

[Note: the "items attached" are set out in tables at **Appendix 2**]

After debate, the Rainham & Wennington Independent Residents' Group amendment was **LOST** by 40 votes to 2 (see voting division 1) and the Residents' Group amendment was **LOST** by 35 votes to 13 (see voting division 2). The Administration's proposals contained in the recommendations of Cabinet were **CARRIED** by 33 votes to 16 (see voting division 3) and it was accordingly **RESOLVED**:

1. **That the following as submitted in the report to Cabinet be approved:**
 - a) **The revenue budget for 2007/08.**
 - b) **The capital programme for 2007/08 and 2008/09.**
2. **That it be noted that under delegated powers the Chief Finance Officer has calculated the amount of 87,782 (called T in the regulations) as its Council Tax base for the year 2007/2008 in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 made under Section 33(5) of the Local Government Finance Act 1992.**

3. That the following amounts be now calculated by the Council for the year 2007/2008 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:

- a) 497,710,311 being the aggregate of the amounts which the Council estimates for the items set out in section 32(2)(a) to (e) of the Act.
- b) 349,277,880 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act.
- c) 148,432,431 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with section 32(4) of the Act, as its budget requirement of the year.

This figure is R in the regulations.

- d) 49,316,019 being the aggregate of the sums which the Council estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates, revenue support grant or additional grant (increased by the amount of the sums which the Council estimates will be transferred in the year from its collection fund to its general fund in accordance with Section 97 (3) of the Local Government Finance Act 1988) or (reduced by the amount of the sums which the Council estimates will be transferred in the year from its general fund to its collection fund in accordance with Section 97(4) of the local Government Finance Act 1988) and (increased by the amount of any sum which the Council estimates will be transferred from its collection fund to its general fund pursuant to the directions under Section 98(4) of the Local Government Finance Act 1988) or (reduced by the amount of any sum which the Council estimates will be transferred from its general fund to its

collection fund pursuant to the directions under Section 98(5) of the Local Government Finance Act 1988) and the Local Authorities (Alteration of Requisite Calculations) (England) Regulations 2007.

This figure is P in the regulations.

- e) 99,116,412 being the amount at 3(c) above less the amount at 3(d) above, which is then divided by the amount at 2 above, calculated by the Council, in accordance with Section 33(1) of the Local Government Finance Act 1992, as the basic amount of its Council Tax for the year.

f)

Valuation Bands	London Borough of Havering
	£ p
A	752.74
B	878.21
C	1,003.66
D	1,129.12
E	1,380.03
F	1,630.95
G	1,881.86
H	2,258.24

being the amount given by multiplying the amount at 3(e) above by the number which, in the proportion set out in Section 5(1) of the 1992 regulations, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36 (1) of the Local Government Finance Act 1992, as the amounts to be taken into account for the year in respect of categories of dwellings listed in differing valuation bands.

4. That it be noted for the year 2007/08 the major precepting authority (the GLA) has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of the dwellings shown below as agreed by the

Council, 28 February 2007

**Mayor and the London Assembly at its meeting on 14
February:**

Valuation Bands	Greater London Authority
	£ p
A	202.59
B	236.35
C	270.12
D	303.88
E	371.41
F	438.94
G	506.47
H	607.76

5. That, having calculated the aggregate in each case of the amounts at 3(f) and 4 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2007/08 for each of the categories of dwellings shown below:

Valuation Bands	
	£ p
A	955.33
B	1,114.56
C	1,273.78
D	1,433.00
E	1,751.44
F	2,069.89
G	2,388.33
H	2,866.00

6. That any Council Tax payer who is liable to pay an amount of Council Tax to the Authority in respect to the year ending on 31 March 2008, who is served with a demand notice under Regulation 20(2) of The Council Tax (Administration and Enforcement) Regulations 1992 and who makes payment to the Authority of the full balance of the estimated amount shown on that demand by 1 April 2007, may deduct a sum equivalent to 1.5% of and from the estimated amount and such reduced amount shall be accepted in full settlement of that estimated amount.
7. That in respect of Treasury Management and the Prudential Code the Council:

- (i) Re-affirm the Treasury Policy Statement set out in Section 2 of Appendix M of the report to the Cabinet.
 - (ii) Approve the Treasury Management Strategy set out in Section 3 of Appendix M together with the Prudential Indicators for Treasury Management and External Debt.
 - (iii) Approve the Annual Investment Strategy set out in Section 4 of Appendix M.
 - (iv) Note the Treasury Management budget for 2007/08 set out in Section 5 of Appendix M, which has been included in the overall Council budget.
 - (v) Approve the prudential indicators for capital finance set out in Section 6 of Appendix M as required under the Regulations.
8. That the Council approve the draft Corporate Plan and authorise the Chief Executive to make any necessary changes and additions prior to its publication.

85 FORTHCOMING RETIREMENT OF STEPHEN EVANS, CHIEF EXECUTIVE

With the consent of the Mayor, the Leader of the Council made an announcement in which he reminded Members that this would be the last meeting at which Stephen Evans would be present as Chief Executive. He continued:

We have been reflecting this evening on the 3 stars that the Council has been awarded so I think it's right and proper before we go that we actually say a few words about Stephen and his achievements here, because without Stephen I'm sure that we would not be in the position that we are in this evening.

When Stephen became Chief Executive, we had a Council Tax of 17% and we were a weak Council. This evening we are a 3 star Council, a good Council and we have a Council Tax of 3.5%. That is largely due to some of the work that Stephen has done behind the scenes, promoting this Council and ensuring that the processes and procedures that we have in place deliver some of the outcomes that we want. Indeed, if I look back Madam Mayor, it was Stephen that drove forward the Healthy Organisation work which has meant dramatic change in this Council. Indeed, I believe this has led to the

much improved situation with staff that I eluded to earlier in one of my presentations. He has helped us with the Single Status and much more besides. What perhaps many of you do not know, has been the tremendous amount of work that Stephen has done in an ambassadorial role outside of this place. One of the criticisms in 2002 of this organisation was that we were navel-gazing and inwardly-looking. No one can say that about the London Borough of Havering today. Stephen has helped me tremendously in the way in which we have moved forward as ambassadors throughout, not only the London scene, but also on a national level. Stephen has constantly battled for the London Borough of Havering and its to our benefit that he has done so.

On a personal note, I would say that I am going to miss him. We have become personally very good friends over the last couple of years and I have become almost dependent on his advice on many items, so we will miss him. We will say properly goodbye but I thought it would be incumbent on all of here this evening to recognise the achievements you have made for the London Borough of Havering.

Members applauded.

Note – the voting divisions are attached **as Appendix 3 to these minutes**

LEADER OF THE COUNCIL'S ANNOUNCEMENT

Madam Mayor, I have the privilege this evening to announce to the Council the continuous improvement of the London Borough of Havering. Indeed, if you look at this week's or last week's news of the CPA and what external people have been saying about this Council it has matched what some of us have known for quite some time: that Havering is improving. The great thing about the external assessment that we have just had is that it recognised the improvement that has been made, not only by us in relation to the way in which we govern this Council, but also through the services that we deliver to our residents via our officers.

If we cast our mind back to 2002 and the CPA rating of weak, what was unique about that was what they said in relation to our corporate assessment. I will remind Members of some of those things:

“Senior officers and Cabinet members are clear on what the Council's priorities are, less senior staff and members are not.”

What they were basically saying was that the Leader and the Chief Executive knew what the priorities were for the Council but nobody else.

“The Council has not been effective in responding to failure or to improve. It's a mixed picture of the Council's ability to improve. Environment and housing services have deteriorated. It doesn't turn words into action. There's lack of focus on priority. Performance management is under-developed and inconsistent. The Council is weak in this area.”

So that was the commentary on this Council back in 2002. We as Members and leaders of our community set ourselves a course to change all that. Now, in 2007, the results are in. Havering is a three star authority; and that builds on the three stars for the Corporate Assessment, the three stars for the JAR, the three stars for our Youth Service and so on and so on and so on – use of resources three out of four stars.

What does the Audit Commission say about this Council now?

“Havering Council is performing well and has clear and challenging ambitions. Staff members and partners are clear and clearly signed up to the Council's ambitions. A strong corporate culture that is moving, outwardly looking and performance driven. A new Administration with a greater confidence to achieve the wider agenda and a greater readiness to tackle difficult issues has made significant improvement to service outcomes. Working effectively with partners to improve the residents' quality of life. Strong performance management, effective partnership working and an emphasis on financial efficiency and value for money.”

What a difference a couple of years make. I am absolutely proud of what this Council has achieved. Not only the Councillors but also the officers who through the Senior Management Team have delivered this magnificent result for us. In

fact, there are only three councils in the whole of the United Kingdom that have gone from one star to three stars in one jump and we should be tremendously proud of achieving that.

What we must remember, of course, is that when we were rated Weak we were rated Weak by the old CPA; this CPA is the harder test, the benchmark has risen, the bar has risen – and we have managed to achieve three stars against a much more severe test of this Council and the way in which we do things.

In Children's Services, we are in the top five nationally: not just in London, nationally – and that gives you some indication of just how much this Council has moved on.

Some of the things we have been able to do is to concentrate our priorities, one of which was sickness absence. It was said to me that if we could get our people back to work we would then get a new entire workforce. And that is exactly what we have done. Sickness absence has declined in this borough and today we are well below both the London and the national average.

What drives us, of course, is residents and satisfaction with the Council. The residents of this borough take specific pride, and place as much importance as we do, in the Council. The Christmas parties that the Council works with its partners to deliver every year is a good example of how civic pride is coming back to this community, and long may it continue. The overall satisfaction with the Council, what people actually think about us, as measured by MORI has changed and you can see that we have actually gone up from 35 to 45%: that's against the national trend, which shows Councils' ratings actually decreasing, with people feeling unhappy about their Councils.

Havering is bucking the trend because of the services that we are delivering and the way in which we are running this Council. Two thirds of our residents are now happy with Havering. What a marvellous result that is: long may it continue, and long may we continue to serve our residents the services that they desire.

Where we have made investments in culture, in sports and leisure and other places, then you can see the most dramatic change. Satisfaction amongst those people who use our sports and leisure facilities is increasing, once again showing that the investment that we as an Administration have made into those areas is paying dividends. Again, if we look at street cleanliness, people in this borough think we are doing a much better job than we have ever done in the past: residents' satisfaction on street cleanliness has continued to grow since 2005 and it again is a good indication of the investment that we are making to deliver their priorities, i.e. the residents' priorities are the priorities of this Council.

Back in 2004, 56% of our residents were satisfied with Havering's efforts on recycling. Today in 2006/07, it's a massive 70%, behind only one other London borough; so we have made significant increases in popular satisfaction in relation to our recycling facilities.

In 2003/04, 63% of our residents were happy with the Library Service: then, after the tremendously successful library plan that this Administration has been working on for the last 3 years, we have seen that satisfaction rise to 70%. Indeed, across a whole basket of indicators, Havering is now delivering the Council's and our priorities for our residents. 76% think we are about the same or better.

What does this mean?

Well it puts us in a great position for the future. It means that a three star organisation with the support of its residents continues to deliver better financial management, better services, better outcomes and can look forward to a positive future with sound finances.

Just think of some of the things that we delivered. The Central Park Pool is now voted one of the best pools in London. Visitor numbers to the PASC have grown. We have better libraries, we have better, improved parks, people feel safer, the streets are cleaner. These are all things that have happened over the last three years. They have happened because of the way in which we run this Council, that's all 54 members, they have happened because of the determination of the community leadership of this Council and in particular its Administration. They have happened because we have listened to our residents and their priorities and they have happened because the Government have measured us on it and have decided that we are delivering.

But we could not have delivered any of this without the support of our Senior Management Team and our officers so although I take pride in what we have achieved I also take pride in what they have achieved because by and large the officers that we have today are the same officers that were delivering the weak Council three years ago. It is they who have changed, it is they who have upped the performance of this Council and have made it an excellent Council and it is them to whom we should be thankful.

So what of the future?

Well I can tell you that we are determined to continue the way in which the last three years have gone. Determined to be tight with our finances, investing in our priorities, looking at the opportunities around the Olympics and the Paralympic Games, continuing to be confident and ambitious in pursuit of our aims and our priorities. We will continue to invest in and improve Havering so that we can go that one step further and become an Excellent Council. This is an ambitious Council. You will be hearing within the next couple of months about the priorities for this Council in relation to the projects that this Administration wishes to move forward but I can assure you of this: whilst we remain the Administration then improvement will be our watchword.

**CORPORATE PLANNING AND MEDIUM TERM FINANCIAL STRATEGY:
2007/08 BUDGET – Residents' Group amendment**

**2007/08 COUNCIL TAX
PROPOSAL**

ADMINISTRATION PROPOSAL	Estimate 2007/08 £	Band D Rate 2007/08 £	
Expenditure Precepts			
London Borough of Havering	99,113,778		
Greater London Authority	26,677,828		
Contribution to NNDR Pool	60,045,635		
Cost of NNDR collection	<u>283,252</u>		
	186,120,493		
Income			
NNDR receivable	-60,328,887		% Increase
	<u> </u>		
Council Tax per Band D property	<u>125,791,606</u>	1,433.00	3.84
RA PROPOSAL	Estimate 2007/08 £		
Expenditure Precepts			
London Borough of Havering	98,502,778		
Greater London Authority	26,677,828		
Contribution to NNDR Pool	60,045,635		
Cost of NNDR collection	<u>283,252</u>		
	185,509,493		
Income			
NNDR receivable	-60,328,887		% Increase
	<u> </u>		
Council Tax per Band D property	<u>125,180,606</u>	1,426.04	3.34

<u>RA Budget Calculation</u>	
Administration LBH Budget	99,113,778
RA LBH Amendments (see summary)	-611,000
RA LBH Budget	98,502,778

Band D Rate in 2006/07	1,380.00
------------------------	----------

2007/08 RA BUDGET AMENDMENTS SUMMARY

	£'000	£'000
PUBLIC REALM		
Culture & Leisure	64	
Customer Services	-100	
Technical Services	-31	
StreetCare	<u>-84</u>	
Total		-151
CHILDREN'S SERVICES		
Education LEA	<u>40</u>	
Total		40
FINANCE & COMMERCIAL		
Financial Services	<u>-35</u>	
Total		-35
ACE		
Legal & Democratic	-25	
Human Resources	-3	
Strategy & Communication	<u>-75</u>	
Total		-103
SUSTAINABLE COMMUNITIES		
Planet Havering	<u>25</u>	
Total		25
CORPORATE		
Corporate	<u>-387</u>	
Total		-387
TOTAL AMENDMENTS		-611

2007/08 RA BUDGET AMENDMENTS

PUBLIC REALM

CULTURE & LEISURE

		<i>Council</i>		<i>P/Year</i>	<i>F/Year</i>
	<i>RA Ref</i>	<i>option</i>	<i>Amend.</i>	<i>Effect</i>	<i>Effect</i>
	<u>Description</u>	<i>ref</i>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
				<i>Net Diff.</i>	<i>£'000</i>
				<u>£'000</u>	<u>£'000</u>
Pressures	<i>RA1</i>		80	80	100
	<i>RA2</i>		25	25	30
			<u>105</u>		
Savings	<i>RA4</i>		-20	-20	-40
	<i>RA5</i>		-6	-6	-6
	<i>RA6</i>		-15	-15	-30
			<u>-41</u>		
				64	
CUSTOMER SERVICES					
Savings	<i>RA7</i>		-100	-100	-100
			<u>-100</u>		
				-100	

PUBLIC REALM *cont'd*

			<i>Council option ref</i>	<i>Amend. £'000</i>	<i>Net Diff. £'000</i>	<i>P/Year Effect £'000</i>	<i>F/Year Effect £'000</i>
TECHNICAL SERVICES							
Pressures	<i>RA8</i>	Delete Front Lane C. Park saving - maintain as free	23	<u>7</u>		7	7
				7			
Savings	<i>RA9</i>	Gaynes Park Car Park Mtce Saving (Exec. Decision 06/102)		-8		-8	-8
	<i>RA10</i>	Outsourcing Parking Enforcement Service (Street side only). Better management of human resources including single working and use of ICT.		<u>-30</u>		-30	-50
				-38			
					-31		
STREETCARE							
Pressures	<i>RA12</i>	Enlarge Road Sweeping Workforce (3 FTE)		<u>66</u>		66	75
				66			
Savings	<i>RA13</i>	Increased reduction in accidental damage through the introduction of a points system for damage to Council vehicles.	37	-10		-10	-15
	<i>RA14</i>	Increase Highways DSO surplus, based on current and previous years balances. Increased works on TfL road safety schemes which is likely to continue (see HoS packs).	42	-40		-40	-40
	<i>RA15</i>	Increased income in New Street Works Act based on increased planned utility maintenance over next five years	43	<u>-100</u>		-100	-100
				-150			
					-84		

CHILDREN'S SERVICES

Education LEA

			<i>Council option ref</i>	<i>Amend. £'000</i>	<i>Net Diff. £'000</i>	<i>P/Year Effect £'000</i>	<i>F/Year Effect £'000</i>
		<u>Description</u>					
Pressures	<i>RA16</i>	Retain School Uniform Grants		50		50	50
				50			
Savings	<i>RA17</i>	Unaccompanied minors - increase saving on 2007/08		-10		-10	-10
				-10			
					40		

FINANCE & COMMERCIAL GROUP

Financial Services

	<i>RA Ref</i>						
Savings	<i>RA19</i>	Increase in Interest earnings - based on previous years experience	76	-25		-25	-25
	<i>RA20</i>	Increase in Interest earnings - based on previous years experience	82	-10		-10	-10
				-35			
					-35		

ACE

		<u>Description</u>	<i>Council option ref</i>	<i>Amend. £'000</i>	<i>Net Diff. £'000</i>	<i>P/Year Effect £'000</i>	<i>F/Year Effect £'000</i>
ACE - Legal & Democratic Services							
Pressures	<i>RA21</i>	Increase budget for CCTV operation (1 FTE). Capital cost from the capital expansion programme.	107	<u>25</u> 25		25	30
Savings	<i>RA23</i>	Alternative Service Delivery of mobile patrols - departmental and service review		-50 <u>-50</u>		-50	-75
					-25		
ACE - Human Resources							
Savings	<i>RA24</i>	Delete pressure contract price (absorb into existing resources)	112	<u>-3</u> -3			
					-3	-3	-3
ACE - Strategy & Communications							
Pressures	<i>RA25</i>	Comms Dept Review - Invest in Communications Officer		<u>25</u> 25		-25	-30
Savings	<i>RA26</i>	Bring forward partial housekeeping review saving	117	-7		-7	-7
	<i>RA27</i>	Bring forward partial printing cost saving	120	-5		-5	-5
	<i>RA28</i>	Bring forward partial promotional activity saving	121	-5		-5	-5
	<i>RA29</i>	Bring forward partial saving on fees & charges	123	-3		-3	-3
	<i>RA30</i>	Review of Communications Dept - delete post of Head of Comms.		<u>-80</u> -100		-80	-80
					-75		

SUSTAINABLE COMMUNITIES

	<i>ref</i>	<i>Council option</i>	<i>Amend.</i>	<i>Net Diff.</i>	<i>Effect</i>	<i>P/Year Effect</i>	<i>F/Year</i>
Pressures			<u>£'000</u>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>	
	exhibitions and greater publicity			25		25	30
					25		

CORPORATE

Corporate

Savings	<u>Description</u>					
<i>RA31</i>	Bring forward partial increase in income from training courses	193	-15		-15	-160
<i>RA32</i>	Reduce Mayoral Budget	194	-10		-10	-10
<i>RA33</i>	Associated reduction in allowances by reducing Cabinet Posts from 10 to 8		-50		-50	-50
<i>RA34</i>	Associated reduction in allowances by reducing OVSC from 8 to 6 and deleting vacant post in committee support		-52		-52	-52
<i>RA35</i>	Delete 1 post from SMT and associated costs (net of exit costs)		-100		-100	-160
<i>RA36</i>	Corporate provision for review of members allowances		-160		-160	-160
			<u>-387</u>			
					-387	
					(611)	

Appendix ?
VOTING RECORD

<i>DIVISION NUMBER:</i>	1	2	3
The Mayor [Cllr. Wendy Brice-Thompson]	x	x	✓
The Deputy Mayor [Cllr. Georgina Galpin]	x	x	✓
CONSERVATIVE GROUP			
Cllr. Michael White	x	x	✓
Cllr. Gary Adams	x	x	✓
Cllr. Mike Armstrong	x	x	✓
Cllr. Robert Benham	x	x	✓
Cllr. Sandra Binion	x	x	✓
Cllr. Jeff Brace	x	x	✓
Cllr. Dennis Bull	x	x	✓
Cllr. Eddy Cahill	x	x	✓
Cllr. David Charles	A	A	A
Cllr. John Clark	x	x	✓
Cllr. Andrew Curtin	x	x	✓
Cllr. Ted Eden	x	x	✓
Cllr. Roger Evans	x	x	✓
Cllr. Christine Fox	x	x	✓
Cllr. Mark Gadd	x	x	✓
Cllr. Peter Gardner	x	x	✓
Cllr. David Grantham	A	A	A
Cllr. Kevin Gregory	x	x	✓
Cllr. Lesley Kelly	x	x	✓
Cllr. Steven Kelly	x	x	✓
Cllr. Pam Light	x	x	✓
Cllr. Robby Misir	x	x	✓
Cllr. Eric Munday	x	x	✓
Cllr. Barry Oddy	x	x	✓
Cllr. Frederick Osborne	x	x	✓
Cllr. Roger Ramsey	x	x	✓
Cllr. Paul Rochford	x	x	✓
Cllr. Geoffrey Starns	x	x	✓
Cllr. Barry Tebbutt	x	x	✓
Cllr. Frederick Thompson	x	x	✓
Cllr. Melvin Wallace	x	x	✓
Cllr. Keith Wells	x	x	✓
RESIDENTS' GROUP			
Cllr. Barbara Reith	○	✓	x
Cllr. June Alexander	○	✓	x
Cllr. Clarence Barrett	x	✓	x
Cllr. Gillian Ford	○	✓	x
Cllr. Linda Hawthorn	x	✓	x
Cllr. Len Long	○	✓	✓
Cllr. Andrew Mann	○	✓	x
Cllr. Raymond Morgon	○	✓	x
Cllr. John Mylod	x	✓	x
Cllr. Patricia Mylod	x	✓	x
Cllr. Brenda Riddle	A	A	A
Cllr. Steve Whittaker	○	✓	x
Cllr. Linda van den Hende	x	✓	x
RAINHAM & WENNINGTON INDEPENDENT RESIDENTS' GROUP			
Cllr. Jeffery Tucker	✓	○	x
Cllr. Coral Jeffrey	A	A	A
Cllr. Mark Stewart	✓	○	x
LABOUR GROUP			
Cllr. Keith Davill	x	x	x
Cllr. Tom Binding	x	x	x
British National Party Member			
Cllr. Alan Bailey	○	✓	○
Liberal Democrat Member			
Cllr. Jonathan Coles	x	x	x
TOTALS			
YES	2	13	33
NO	40	35	16
ABSTAIN/NO VOTE	8	2	1
DECLARATION OF INTEREST/NO VOTE	0	0	0
ABSENT FROM MEETING	4	4	4
	54	54	54

IN FAVOUR ✓ AGAINST X
NOT VOTING ○ ABSENT A
INTEREST DECLARED ID



**COUNCIL
21 MARCH 2007**

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THIS REPORT WILL BE CONSIDERED BY GOVERNANCE COMMITTEE AND ANY AMENDMENTS WILL BE TABLED AT COUNCIL

REPORT OF THE CHIEF EXECUTIVE

SUBJECT: MEMBERS' ALLOWANCES

SUMMARY

The Council is obliged to make a scheme annually, before the 1st of April each year.

This report sets out the proposals of the Administration for a new scheme for Members' Allowances for adoption from 1st April 2007.

RECOMMENDATION

Following consultation with the Administration, it is recommended:

1. That the report from the Independent Panel on the Remuneration of Councillors in London be noted.
2. That, having regard to the Independent Panel report, the Members' Allowance Scheme be amended to accord with the Panel's recommendations as set out in this report and as follows:
 - (a) Basic allowances are agreed as set out in the report.
 - (b) Special Responsibility allowances for the Leader, Deputy Leader and Cabinet Members are agreed as set out in the report.
 - (c) Special Responsibility allowances for the Principal Opposition Leader and Deputy Leader are agreed as set out in the report.

- (d) Special Responsibility allowances for the Minority Opposition Leader are agreed as set out in the report.
 - (e) Special Responsibility allowances for the Mayor and Deputy Mayor are agreed as set out in the report.
 - (f) Special Responsibility allowances for the Chairmen of Overview and Scrutiny and Area Committees are agreed as set out in the report.
 - (g) Special Responsibility allowances for the Chairmen of Licensing, Regulatory Services, Audit, Pensions, Governance, Appointments, Adjudication and Review Committees are agreed as set out in the report.
 - (h) Special Responsibility allowances for the Overview and Scrutiny Committee Opposition Spokesmen are agreed as set out in the report.
3. The changes in recommendation 2 agreed by Members to be effective from 1st April 2007, and the existing scheme be revoked with effect from the same date.
4. That, subject to the decision of Members with regard to recommendation 2, the total number of SRAs may exceed the recommended 50% and, in the event of exceeding the 50% level, Council endorse the justification set out in the report.
5. That any additional cost in 2007/08 will be met from the sum set aside in the budget.
6. The Group Director Finance and Commercial be authorised to amend Appendix B in accordance with the Council decision on recommendation 2 if one or more elements are not agreed.

REPORT DETAIL

1. BACKGROUND INFORMATION – THE CURRENT SCHEME

1.1 The current Allowances are as follows:

Category of Allowance	Amount Per Member £
Basic Allowance	9,255
Special Responsibility Allowances:	
Leader of the Council	39,150
Cabinet members (inc Deputy Leader)	25,110
Leader of Principal Opposition	18,000
Leader of Minority Opposition	6,390
Deputy Leader of Principal Opposition	3,825

Deputy Leader of Minority Opposition	2,250
Chairmen:	
• Area Committees	4,260
• Overview and Scrutiny Committees	11,070
• Licensing and Regulatory Services Committee	20,430
• Audit, Pension, Governance, Appointments, Adjudication and Review Committee	7,650

1.2 **Basic Allowance**

Each Member of the Council currently receives a Basic Allowance of £9,255 increased for inflation in accordance with the scheme.

If the Councillor becomes entitled to any allowance during the year, he/she is entitled to the relevant proportion of that allowance as set out in the Constitution.

The basic allowance covers all intra-Borough travel costs and subsistence.

Where a Member is suspended or partially suspended from his responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000, or Regulations made under that part, the part of basic allowance payable to him in respect of the period for which he is suspended or partially suspended could be withheld by the Authority by decree of the Standards Committee.

1.3 **Special Responsibility Allowance**

When a Councillor would otherwise be entitled to more than one special responsibility allowance, then the entitlement shall be to only one, that being the one attracting the higher rate.

This means that the maximum number of Members to receive SRAs on the existing allocation of responsibility would be 70%. The Independent Panel holds the view that there should be a clear limit (50%) on the overall proportion receiving an SRA. However, given the political make up of the Council, in the past i.e. no overall control, the number of members receiving SRAs was not considered to be unreasonable.

Where a Member is suspended or partially suspended from his responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000, or Regulations made under that part, the part of Special Responsibility allowance payable to him in respect of the period for which he/she is suspended or partially suspended could be withheld by the Authority on the decision of the Standards Committee.

The Scheme provides that only basic allowances will be increased from 1st

April in line with the annual Local Government Pay Settlement of the Joint Negotiating Committee for Chief Officers of Local Authorities.

1.3 Dependent Carers Allowance

Any costs arising from being a Dependent Carer should be met by the Basic Allowance.

1.4 Travelling and Subsistence Allowance

Subject to the conditions set out below, the Travelling and Subsistence Allowances are only payable for official Council business outside the Borough.

Travel and subsistence arrangements for key events, e.g. Town Twinning will be set in line with the above. However, taking account of the practicalities of arrangements, these will be set out and documented by the Group Director, Finance and Commercial prior to each event and be agreed with the Cabinet Member for Resources.

The rules and entitlements for reimbursement of travel expenses outside of the Borough are the same for Officers, Members and co-opted Members and, hence, are currently as follows:

1.4.1 Public Transport

The rate for travel by public transport shall not exceed the amount of the ordinary (second class) fare or any available cheap fare.

1.4.2 Private Motor Vehicle

The current rates for travel in a Member's own private motor vehicle, or one belonging to a member of their family or otherwise used by the Member based on casual user rates of up to 8,500 miles per annum are:

Cylinder capacity up to 999cc 39.7p per mile
Cylinder capacity over 1,000cc 43.1p per mile

1.4.3 Taxi/Mini-cabs

The rates for travel by taxi or mini-cab shall not exceed:

- In cases of urgency or where no public transport is reasonably available the amount of the actual fare and any reasonable gratuity paid.
- In any other case, the amount of the fare which would have been paid for travel by appropriate public transport.

1.5 Subsistence Allowance

Under the Building a Healthy Organisation, a change agreed for subsistence is “to limit the entitlement to claims for meals under the subsistence allowance arrangement for staff undertaking duties away from their normal place of work to where those duties entail an overnight stay or working outside normal office hours”.

In respect of these subsistence allowances, the amounts payable shall not exceed the following rates, other than normal inflationary increases agreed as part of pay settlements:

Breakfast Allowance – More than 4 hours away from normal place of residence before 11 a.m.	£4.48
Lunch Allowance – More than 4 hours away from normal place of Residence including lunchtime between 12.00 and 14.00 hours.	£6.17
Tea Allowance - More than 4 hours away from normal place of residence including the period 15.00 to 18.00 hours.	£2.43
Evening Meal Allowance – More than 4 hours away from normal place of residence after 19.00 hours.	£7.64

Overnight absence for the purpose of attendance at an annual conference (with or without an annual meeting) e.g. the Local Government Association or such other association of bodies as the Secretary of State may, from time to time, approve or other Professional Institute Bodies	The full cost of accommodation as arranged and agreed by the Council and the reasonable cost of meals taken at the place of accommodation (where provision for meals is available).
Other overnight absence which arises from Council business will be based on the Officer rate as detailed here. If, however, in a particular case, accommodation cannot be found then other arrangements will be approved by the Group Director Finance and Commercial prior to booking and be in line with the above.	£50.97

Allowances are payable on the basis of expenditure incurred and Members will be reimbursed actual expenditure incurred up to a maximum of the rates set out above. Receipts must be submitted to support claims for subsistence allowance and travel costs.

1.6 Co-Optees' Allowance

The standard rate of allowance for statutory co-optees who sit on the Education Overview and Scrutiny Committee and the Standards Committee will be £100 per meeting attended.

In addition, independent persons sit on other panels. They will be compensated for any financial loss based on the presentation of a claim showing the actual loss incurred up to a maximum of £100.

Statutory co-optees and other independent persons will be reimbursed for all travel costs in accordance with the above, whether the travel is within or outside the Borough, but co-optees will not be paid subsistence.

1.7 Pensions

These are not available.

1.8 Election to Forgo Allowances

A person may, by notice in writing given to the proper officer of the authority, elect to forgo his/her entitlement or any part of his/her entitlement to allowances.

1.9 Claims and Payments

A time limit of three months exists for Havering in line with the rules for Officers for the making of claims.

1.10 Other Requirements of a Scheme

There are a number of other requirements of a scheme and Havering complies with these by:

- Maintaining the scheme subject to any amendments agreed.
- Publishing the scheme once approved or amended.
- Providing that if the Council amends the scheme mid year to change the amount of any allowance, a Councillor entitled to that allowance will receive the allowance at the new level from the date the amendment takes effect.
- Ensuring a further scheme is in place before any revocation of the scheme takes place.
- Including the scheme provision to ensure that where a member is also a member of another authority, that member may not receive allowances from more than one authority in respect of the same duties.
- Maintaining records of allowances and payments made and publishing these annually.

2. INDEPENDENT PANEL ON REMUNERATION OF COUNCILLORS IN LONDON

- 2.1 In October 2001, the Council accepted the principle of aligning Havering's Member Allowance Scheme with the recommendations of the Independent Remuneration Panel.
- 2.2 There has since been a further review and the recommendations of the report are attached at Appendix A along with the recommended bands.

3. WAY FORWARD PROPOSED BY THE ADMINISTRATION

- 3.1 The Local Authorities (Members' Allowances)(England) Regulations 2003 provides that a Local Authority shall make a scheme in accordance with these Regulations in respect of each year. Regulation 10 provides that such scheme shall be made before the beginning of each year commencing on 1st April. Such a scheme may be amended during the year, but only revoked with effect from the beginning of a year.
- 3.2 The Administration proposes the following scheme is implemented from 1st April 2007.

Category of Allowance	Amount Per Member £
Basic Allowance	9,964
Special Responsibility Allowances:	
Leader of the Council	51,191
Deputy Leader of the Administration	35,705
Cabinet members	32,705
Leader of Principal Opposition	18,000
Deputy Leader of Principal Opposition	3,825
Leader of Minority Opposition	2,227
Mayor	14,418
Deputy Mayor	7,650
Area Committee Chairmen	4,260
Overview and Scrutiny Committees Chairmen	14,418
Licensing and Regulatory Services Committee Chairmen	20,430
Audit, Pension, Governance, Appointments, Adjudication and Review Committee Chairmen	7,650
Overview and Scrutiny Committee Opposition Spokesmen	2,227

Note:

1. In accordance with paragraph 4(c) of the Members' Allowance scheme, when a Councillor would otherwise be entitled to more than one special responsibility allowance, then the entitlement shall be to only one, that being the one attracting the higher rate.
 2. Group Leaders of minority opposition parties are only paid when they have a political group of six or more members.
 3. The remaining conditions remain.
- 3.3 Other than updating mileage and subsistence rates to reflect current levels, all other elements remain the same.
- 3.4 The Panel does recommend that only a maximum of 50% SRA should be paid, the proposal assuming single occupancy provides for 48 SRA's as compared to 54 Councillors (89%). This far exceeds the recommended level of 50% and the previous justification of political makeup i.e. a traditionally no overall control Council is no longer applicable. Whilst there may be some reduction in this proportion where a Member has two positions and can only receive a single SRA, this is unlikely to change the proportion so it is in line with the panel recommendation. The Administration view is that the number of SRAs is justified in view of:
- (a) The number of Committees, particularly Overview and Scrutiny and Area Committees, which exist to promote community engagement and accountability.
 - (b) The creation of Opposition Spokesmen at Overview and Scrutiny Committees to promote challenge, develop roles and improve effectiveness.
 - (c) SRAs are being set at the minimum level recommended by the Panel, unless the SRAs are already higher with the potential extra costs to the maximum levels actually being used to fund the SRAs over and above the 50% level.
- 3.5 In respect of Statutory Co-optees allowances it is proposed to adopt the recommendations of:
- (a) £117 per meeting with the exception of the independent chairman of the Standards Committee whose rate should be £240 per meeting.
 - (b) Reimbursing all travel costs whether within or outside the Borough but not paying subsistence – this is the current arrangement.
- 3.6 The Mayor and Deputy Mayor allowance covers the cost of all Mayoral activities such as clothing and personal expenses plus sundry expenses including items such as attendance at dinners and raffle tickets, sponsorship and donations. The Mayor and Deputy Mayor will be responsible for all such payments via the SRA which will be taxed. The Council will meet the cost of the Mayor's "At Home" and other Havering Civic receptions, award pins and certificates at the civic award

ceremony; the medals, certificates and frames in the event of there being any ceremony associated with Honorary Alderman/Freeman of the Borough awards, gifts given on behalf of the Council in reciprocation or gifts initiated by the Council for promotional purposes, the cost of maintaining and provisioning the beverage machine in the Parlour, postage costs and all costs associated with the Mayoral transport, robes etc.

4. PUBLICATION

The Local Authority (Members' Allowances) (England) Regulations 2003 makes provision for the publication of a new or amended scheme in a newspaper in the area and for copies to be available for inspection by the public.

Financial Implications and Risks:

A straight comparison of the existing Members Scheme and the proposed schemes shows an additional cost of £181K which, after National Insurance, is £205k. An additional cost of £160k has been provided for in the 2007/08 budget.

After allowing for:

- (a) an element of non payment of SRA's due to more than one appointment;
- (b) the creation of SRA's for the Mayor and Deputy Mayor;
- (c) the use of the budget for the Mayor and Deputy Mayor expenses (including the pressure), with the exception of £7k for a Civic Purse to cover predominantly the Mayor's "At Home" and other costs incurred in Havering Mayoral receptions.

The £160k provision should be sufficient, however any shortfall, if it arises, will be met from the Contingency.

There is a risk that the costs would increase should a non Cabinet Deputy Leader of the Administration be appointed.

Human Resource Implications and Risks:

None arising directly. Travel, subsistence and allowance increases are in line with those of Officers.

Legal Implications and Risks:

The 2003 Regulations provide for an allowance scheme to be made each year with effect from 1st April and the revocation of a scheme with effect from the same date. It is permissible to amend the scheme during a year but not to make a new scheme other than at 1st April.

The Regulations set out various detailed requirements in respect of:

- publicity

Council, 21 March 2007

- categories of special responsibility allowances
- basic allowances being the same for all members
- co-optees' allowances, etc.

In addition the Regulations provide that an Independent Remuneration Panel's report shall as soon as reasonably practicable after it is received, be made available for public inspection and the main features of the report be published in one or more newspapers circulating in its area.

Regulation 19 provides that before a local authority makes or amends a scheme, the authority shall have regard to the recommendations made to it by an independent remuneration panel. This does not mean that a local authority has to adopt only those recommendations but it does mean that if an authority is going to depart from those recommendations it should objectively justify those departures and the rationale for them so that if the decision making of the authority is called in to challenge there are both reasoned and reasonable grounds for its decision taking into account all the material factors in issue.

Payments for greater than 50% of Special Responsibility Allowances have previously been justified on the basis of "no overall control".

**Staff Contact: Rita Greenwood Title: Group Director
Finance & Commercial**

Telephone: 01708 432218

**CHERYL COPPELL
Chief Executive**

Background Papers

The Remuneration of Councillors in London: 2006 Review.

The Independent Panel

The Chair

Rodney Brooke CBE was the Chief Executive of a metropolitan county council (West Yorkshire) and a London borough (Westminster) before becoming Secretary to the Association of Metropolitan Authorities. He is Chairman of the General Social Care Council and a Deputy Lieutenant of Greater London.

Members

Professor Drew Stevenson OBE

Drew's background is in local government in London, where he was involved at Chief Executive or Chief Officer level for over twenty years including serving as Chief Executive of the London Borough of Newham (1991-95). He has advised numerous bodies, including the Government Office for London, the London Development Agency, London First and the Association of London Government and for the past five years has been seconded to work as a special advisor to the Mayor of London on the policy content and implementation of the London Plan.

Baroness (Jo) Valentine, Chief Executive, London First

Baroness Jo Valentine is Chief Executive of London First, the London business organisation; and a board member of the New West End Company and Central London Partnership. She received a non party political peerage in October 2005 and regularly sits as a Crossbench Peer in the House of Lords.

Executive summary

This report is required by law to address the questions set out in italics below. Our recommendations are in bold type.

(a) as to the responsibilities or duties in respect of which the following should be available -

- (i) special responsibility allowance;*
- (ii) travelling and subsistence allowance; and*
- (iii) co-optees' allowance;*

We recommend that:

- (1) special responsibility allowances should be paid in respect of the responsibilities set out in Appendix Three this report;**
- (2) Not more than 50% of councillors should receive a special responsibility allowance in respect of duties with an authority and should not receive more than one special responsibility allowance for responsibilities within that authority;**
- (3) the basic allowance should be treated as covering all intra-Borough travel costs and subsistence, but councils may consider that there are circumstances where it may be appropriate for a scheme to provide payment for the cost of transport, e.g. journeys home after late meetings and for people with disabilities;**
- (4) the annual allowance for co-optees should be calculated in each case with reference to the number of meetings per year, at a standard rate per meeting and such allowances**

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should be confined to co-optees on the Standards Committee, to Education co-optees and to the independent chair of an Audit Committee;

(b) as to the amount of such allowances and as to the amount of basic allowance;

- (5) special responsibility allowances should be paid on the basis of the bands and the ranges of allowance within each band, set out in Appendix Three to this report;**
- (6) Councils should make arrangements in their allowances schemes to allow the continuance of special responsibility allowances in the case of sickness, maternity and paternity leave in the same way that the Council's employees enjoy such benefits.**
- (7) where travel and subsistence allowances are payable, having regard to Recommendation (3) above, they should be in accordance with the current scheme for travel and subsistence applicable to the Borough's officers;**
- (8) travel allowances should extend to travel by bicycle;**
- (9) the standard rate of allowance for statutory co-optees should be £117 per meeting with the exception of the independent chair of the Standards Committee, whose rate should be £240 per meeting; and these amounts should be translated into an annual allowance by multiplying by the anticipated number of meetings;**
- (10) co-optees should be reimbursed for all travel costs in accordance with recommendation (5) above, whether the travel is within or outside the Borough, but co-optees should not be paid subsistence;**
- (11) the amount of the basic allowance should be £9,964;**

(c) as to whether dependants' carers' allowance should be payable to members of an authority, and as to the amount of such an allowance;

- (12) dependants' carers' allowances should be payable, and we recommend a flexible approach; in particular, boroughs should have regard, when setting appropriate levels, to the levels of reimbursement set by their authorities. The principles should be:**
 - (a) a maximum rate should be set locally to reflect local costs, in accordance with social service departments levels;**
 - (b) payment should be claimable in respect of children aged 15 or under or in respect of other dependants where there is medical or social work evidence that care is required;**
 - (c) only one weekly payment should be claimable in respect of the household of each member, except in special circumstances to be judged by the Council's Standards Committee;**
 - (d) the allowance should be paid as a reimbursement of incurred expenditure against receipts;**
 - (e) the allowance should not be payable to a member of the claimant's own household;**
 - (f) any dispute as to entitlement and any allegation of abuse should be referred to the Council's Standards Committee for adjudication;**

(d) as to whether, in the event that the scheme is amended at any time so as to affect an allowance payable for the year in which the amendment is made, payment of allowances may be backdated in accordance with regulation 10(6);

- (13) schemes should make appropriate provision to ensure that, where an amendment to the scheme results in an increase in any allowance, payment of it may, if the resolution**

effecting the amendment so provides, be backdated for a specified period, not extending beyond the beginning of the year to which the scheme applies.

(e) as to whether adjustments to the level of allowances may be determined according to an index and if so which index and how long that index should apply, subject to a maximum of four years, before its application is reviewed;

(14) schemes should provide for all allowances to be automatically updated annually with reference to the annual Local Government Pay Settlement;

(15) the LGPS index should apply for the next four years unless reviewed earlier by the Panel;

(f) as to which members of an authority are to be entitled to pensions in accordance with a scheme made under section 7 of the Superannuation Act 1972; and

(16) all Members under the age of 75 should be entitled to apply for inclusion in a pensions scheme, without satisfying any period of qualification;

(g) as to treating basic allowance or special responsibility allowance, or both, as amounts in respect of which such pensions are payable in accordance with a scheme made under section 7 of the Superannuation Act 1972.

(17) both the basic allowance and any special responsibility allowance should be pensionable.

Other matters

(18) Quasi-judicial work: London boroughs which experience a sufficiently heavy workload of quasi-judicial hearings should set up a panel of non-executive councillors who are available and willing to serve in this capacity, and should make provision for payment of a special quasi-judicial allowance to all members of that panel based on the allowances recommended for co-optees;

(19) Accountability: the current system of Members' remuneration allowances, with its principle of annualised allowances rather than attendance allowances, places a high premium on trust. We therefore regard accountability for this use of public money as being of the highest importance. We welcome the provisions in the regulations which require boroughs to keep a record of all payments made under their schemes of allowances, and for these records to be available for inspection upon request. We further welcome the requirement for a full report to be made at the end of the year, of the total sum paid by a Borough in the year under the scheme to each recipient in respect of each of the following: (a) basic allowance; (b) special responsibility allowance; (c) dependants' carers' allowance; (d) travelling and subsistence allowance; and (e) co-optees' allowance. We recommend that members themselves should go further. We believe that all members should have a job description and we expect them to be used as the basis for reporting by members on their activities on behalf of their electors and their boroughs. We set out a proposed job description for frontline councillors as Appendix 4 to this report. Councillors should see making such reports as a way of broadcasting the extensive range of tasks and duties which they undertake on behalf of the electorate. We would like them to give an account of what services they have provided to their constituents; what their objectives have been; and their success in achieving them; as well as some record of their general industry. We provide examples of good practice in Appendix 5 of this report

- (20) **Withholding allowances:** We recommend that boroughs should include in their Allowances Scheme provision for their Standards Committee to withdraw allowances in whole or in part in the event of a member being suspended or partially suspended. All allowances should be withheld for the period of total suspension, and in the case of partial suspension the basic allowance should continue to be paid (though we would expect a member voluntarily to abate their claim according to the extent to which they were able to continue to perform the functions of a non-executive member), and to the extent that the partial suspension made it impossible or impracticable for a member to undertake activities in respect of which a special responsibility allowance was payable, that allowance should be withdrawn. It is likely that this would occur in any event, because of the need to appoint another member to undertake the functions concerned, who would then becomes entitled to the allowance.
- (21) **Electing to forgo allowances:** we recommend in accordance with reg. 13 of the regulations that allowances schemes should provide that a person may by notice in writing given to the proper officer of the authority, elect to forgo his/her entitlement or any part of his/her entitlement to allowances.
- (22) **Time limit for claims and payments:** we recommend, in accordance with reg. 14 of the regulations, that schemes of allowances should impose a time of limit of six months for the making of claims for payment of: (a) dependants' carers' allowance; (b) travelling and subsistence allowance; and (c) co-optees' allowance.

Appendix Three

Special Responsibility Bands and amounts

The case for special allowances

The reasons for payment of additional special responsibility allowances should be clearly set out in local allowances schemes. Special allowances should come into play only in positions where there are significant differences in the time requirements and levels of responsibility from those generally expected of a councillor.

Categories of special allowances

The regulations specify the following categories of responsibility for which special responsibility allowances may be paid:

- Members of the executive where the authority is operating executive arrangements
- Acting as leader or deputy leader of a political group within the authority
- Presiding at meetings of a committee or sub-committee of the authority, or a joint committee of the authority and one or more other authorities, or a sub-committee of such a joint committee
- Representing the authority at meetings of, or arranged by, any other body
- Membership of a committee or sub-committee of the authority which meets with exceptional frequency or for exceptionally long periods
- Acting as spokesperson of a political group on a committee or sub-committee of the authority
- Membership of an adoption panel
- Membership of a licensing or regulatory committee
- Such other activities in relation to the discharge of the authority's functions as require of the member an amount of time and effort equal to or greater than would be required of him by any one of the activities mentioned above whether or not that activity is specified in the scheme.

Local discretion

It is for the councils locally to decide how to allocate their councillors between the different bands having regard to our recommendations. They must have regard to our recommendations. We believe these have the merits of being easy to apply, easy to adapt, easy to explain and understand, and easy to administer.

Band One

1. Role

The 60 hours a month that is reflected in our calculation of the flat rate Basic Allowance should allow an effective councillor to assume a reasonable level of additional responsibility without triggering any requirement for a special allowance.

Judgement needs to be applied in the cross-over point between this and the next band up. That band is intended primarily for councillors who chair the main service committees of the council, and whose responsibility is substantial. But we acknowledge that the weight of responsibility can vary significantly between chairs of committees or panels. Some posts, such as planning, tend to involve a lot of work outside the committee or sub-committee involved, because planning decisions can have a significant impact on local communities and excite local interest. For this reason, the position tends to be assigned to a relatively senior councillor.

We have included in Band One the Leadership of the Second or Smaller Opposition Group, but only if such a group has a minimum membership of four councillors. We have also included both the Chairs and the Deputy Chairs of area-based committees and forums. This is justified because of the significant variations in the functions and level of responsibility of area committees, and on the basis that the range of allowance we are proposing for this category allows councils to differentiate between Chairs and Deputy Chairs.

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The posts we envisage falling within Band One include:

Vice-Chair of a Service, Regulatory or Scrutiny Committee
Chair of Sub-Committee
Leader of Second or Smaller Opposition Group
Service Spokesperson for First Opposition Group
Group Secretary (or equivalent) of Majority Group
First Opposition Group Whip
Vice Chair of council business
Chairs and Vice Chairs of Area Committees or Area Forums
Cabinet Assistant
Leadership of a major strategic topic

2. Purpose

To meet the basic responsibilities of a councillor as a community representative, together with any one or more of the following additional functions:-

- a. To lead the work of a sub-committee of the authority, whether geared to the delivery or review of a service, or the discharge or review of a function of the authority
- b. To lead a second or smaller Opposition Group on the Council
- c. To lead the larger/largest Opposition Group on the main Service Committees
- d. To act as Group Secretary for the Majority Group on the Council
- e. To act as the largest Opposition Group's Whip
- f. To scrutinise and monitor the work of the council executive and the delivery of local services
- g. To assist a member of the Cabinet with his/her portfolio
- h. To take charge of a major issue, such as championing a particular community or a very major project within the borough

3. Key tasks

To undertake the functions of a Councillor, and any one or more of the following:

- a. To lead the work of a sub-committee of the authority, whether geared to the delivery or review of a service, or the discharge or review of a function of the authority. To chair that sub-committee, including (a) working with officers to determine a programme of work, of performance reviews and/or of reporting to the parent committee; and (b) representing the service or function within and outside the authority as necessary to enable it to delivery its objectives within budget and in a cost-effective way
- b. To lead the second or smaller minority group's scrutiny of the majority group's administration of the authority, and act as spokesperson for the minority group of which he/she is leader
- c. To lead a minority group's scrutiny of the majority group's administration on a Service Committee, and act as spokesperson for his/her group on that Committee
- d. To undertake such duties for the Majority Group on the Council as are required in the administration of the Group's business
- e. To co-ordinate the participation of a Minority Group in the business of the Council's committees by organising that Group's members, liaising with officers and other political groups as appropriate.
- f. Where a member of the Cabinet has a particularly extensive portfolio, to function as assistant to that Cabinet member
- g. Where a borough faces a particularly major project or has a need to establish a champion for a particular community within the borough, to take charge of that issue or champion that community

4. Remuneration

We propose that Band One special responsibility allowances should be on a sliding scale of between 20%-30% of the remuneration package for a council leader

This would be made up as follows:

Basic Allowance: £9,964

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Band 1 Allowance: £2,227 to £8,323
Total: £12,191 to £18,267

Band Two

1. Role

We see this as a principal band for senior office holders. The precise division between this and the next Band will depend upon the number of key posts in cabinet and scrutiny, and the weight of responsibility attached to them. Councils will wish to exercise broad judgement in applying our general criteria to the specific circumstances of new models of governance.

The types of office we contemplate being within Band Two are:

Lead member in scrutiny arrangements, perhaps a Chair of a Scrutiny Committee
Representative on key outside body
Chair of major regulatory committee e.g. planning
Chair of council business (Civic Mayor)
Leader of principal opposition group.

2. Purpose

To carry out the functions of a Councillor and any one or more of the following:

- a. To lead the work of a strategy/resource/service committee of the authority;
- b. To assist the Leader of the Council, as the designated Deputy Leader;
- c. To lead the principal Opposition Group on the Council;
- d. To represent the authority on a key outside body, such as a regeneration partnership, not otherwise remunerated;
- e. To lead the work of a major executive sub-committee of the authority, whether geared to the delivery of review or a service, or the discharge or review of a function of the authority
- f. To have responsibility for a major aspect of the scrutiny function of the authority, probably including the programming and direction of individual reviews, recommending the employment of professional experts, where appropriate, and assisting the assembly and presentation of reports
- g. To act as the Chief Whip assisting the business of the authority through the work of the Majority Group

3. Key Tasks

To undertake the tasks of a Councillor and any one or more of the following:

- a. To act as Chair of a strategy/resource/service committee of the authority, with specific responsibility for the development of overall or service-related strategies and plans, the proposal of the annual (service) budget and, in the case of a service committee, the delivery of the overall service, including responsibilities for policy, budget, compliance and achievement of strategic objectives by that service, and to represent the service or function within and outside the authority as necessary to enable it to deliver its objectives consistently with corporate standards
- b. To chair a major executive sub-committee of the authority, including (a) working with officers to determine a programme of work, of performance reviews and of reporting to the parent committee; and (b) representing the service or function within and outside the authority as necessary to enable it to deliver its objectives within budget and in a cost-effective way
- c. To lead an aspect of the scrutiny function, to propose to the appropriate committee a programme of work devised in consultation with senior management, to achieve a balance of service interests, to propose arrangements for the involvement of community or other non-councillor representatives, and to own and present the resulting reports
- d. To assist the Leader of the Council in the formal processes and matters of leadership of the authority, including (a) developing and proposing overall strategy, budget, policy arrangements and service reviews, and (b) representing the authority in the community and in discussions and negotiations with regional, national and international organisations and others in relation to the pursuit of matters of interest to the authority and its community.
- e. To lead the Council's formal Opposition, including scrutiny of the majority group's administration of the authority, and act as spokesperson for the Opposition group of which he/she is leader

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- f. To participate in the activities of a key outside body to which the Councillor is appointed, to liaise between that body and the relevant officers and committee of the authority's policies and practices in relation to that body and of the community's needs and aspirations in relation to that body's role and functions.
- g. To facilitate the business of the authority on behalf of the majority Group by coordinating the timing of decision making, resolving scheduling problems, liaising with officers and other political groups as appropriate.

4. Remuneration

We propose that Band Two allowances should be on a sliding scale between 40%- 60% pro rata of the remuneration package for a council leader.

This is made up as follows:

Basic Allowance	£9,964
Band four allowances:	<u>£14,4178 to £26,609</u>
Total:	£24,382 to £36,573

NB The Panel is very conscious that in some London boroughs planning proposals are of national importance and great complexity must be considered by the Planning Committee. In these cases we believe that the remuneration of the Chair of the Planning Committee should be towards the top of the Band.

Band Three

1. Role

We see this band as appropriate to the following posts:

- Cabinet Member
- Chair of the main overview or scrutiny committee
- Deputy Leader of the Council

There remains a need for judgement when applying our criteria to the specific circumstances of new models of governance. In some cases, cabinet members and chairs of scrutiny committees could fall more obviously within Band Two rather than this Band.

Where there is no overall control, and no councillor is formally designated as Leader of the Council, then, provided there is a formal partnership or coalition between the parties, the Leaders of the two largest controlling party groups should both be remunerated in this Band, so as to reflect the peculiarly onerous responsibilities of participating in the leadership of a hung council. In cases where a third party group is also significantly involved in the joint leadership, the same principle should apply. We have specifically included Deputy Leaders of the Council in this Band, although their membership of the Cabinet would qualify them anyway. The range of remuneration that we are proposing will provide councils with the opportunity, should they wish, to differentiate between the Deputy Leader and other cabinet members.

2. Purpose

To fulfil the purposes of a Councillor and any one or more of the following:

- a. To take responsibility within the cabinet, on the basis of individual or possibly collective or joint responsibility, for a service or function of the authority.
- b. To fulfil the role of Leader of the authority where it is organised into party political groups, as reflecting the party allegiance by which councillors were elected, and where no political group has an overall majority
- c. To lead one of the two largest political groups on the authority where it is organised into party political groups, as reflecting the party allegiance by which councillors were elected, where no political group has an overall majority, and where no Leader of the Council has been formally designated.
- d. To lead the Scrutiny function of the authority, probably with specific responsibility for the programming and direction of individual reviews, the employment of professional experts, where

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appropriate, and the assembly and presentation (to the Council or another Committee) of reports (including minority opinions, where necessary).

3. Key Tasks

To undertake the functions of a Councillor and any one or more of the following:

- a. To lead one of the two largest parties on the Council, where there is no formally designated Leader and no overall majority, and to assist in the formal processes of the authority, including (a) developing and proposing overall strategy, budget, policy arrangements and service reviews, and (b) representing the authority in the community and in discussions and negotiations with regional, national and international organisations and others in relation to the pursuit of matters of interest to the authority and its community.
- b. To participate in the cabinet or strategy committee and to implement agreed policies by taking responsibility, individually or collectively, for any portfolio allocated by the authority, including providing a lead on and proposing new policy, strategy, programming, budget and service standards, and leading performance review, as well as acting as spokesperson within and outside the authority for the service/function.
- c. As the Leader of a "hung" authority, to liaise with the smaller political groups and provide leadership of the authority overall in the formal processes of the authority, including (a) developing and proposing overall strategy, budget, policy arrangements and service reviews, and (b) representing the authority in the community and in discussions and negotiations with regional, national and international organisations and others in relation to the pursuit of matters of interests to the authority and its community
- d. To lead the scrutiny function, to propose to the appropriate committee a programme of work devised in consultation with senior management, to achieve a balance of service interests, to achieve broad coverage across all services over time, to propose arrangements for the involvement of community or other non-councillor representatives, and to own and present the resulting reports (to the Council or another Committee, including any minority views which might be reported separately).

4. Remuneration

Members of a Cabinet with portfolio responsibilities under a new model of governance are in a different position from the chairs of service committees under the traditional model. Under the traditional model, responsibility is shared; in this version of a new model, it is direct. Cabinet members will individually exercise delegated powers, and this carries with it an assumption of risk and responsibility which requires proper remuneration.

We propose that Band Three allowances should be between 70%-80% pro rata of the remuneration package for a council leader.

This is made up as follows:-

Basic Allowance:	£9,964
Band 3 Allowance:	<u>£32,705 to £38,801</u>
Total:	£42,669 to £48,765

Band Four

1. Role

Leader of Cabinet

2. Purpose

To provide political leadership, to propose a policy framework and budget, and to have overall responsibility for key functions within the agreed policy framework.

3. Role

To undertake the functions of a Councillor, and also:

- To provide leadership within the Council;
- To undertake executive responsibility for developing and proposing overall strategy, budget, policy arrangements and service reviews;

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- To represent the Council in the community and in discussions and negotiations with regional, national and international organisations and others in relation to the pursuit of matters of interest to the authority and its community;
- To chair the cabinet committee and to take responsibility, individually or collectively, for any specific portfolio allocated by the authority, including providing a political lead on and proposing new policy, strategy, programming, budget and service standards, as well as acting as spokesperson for the authority.

4. Remuneration

This is a full-time job, involving a high level of responsibility. It is right that it should be remunerated on a basis which compares with similar positions elsewhere in the public sector, whilst still retaining a reflection of the voluntary character of public service. There are various comparable models, such as the scale for chairmanship of a national non-departmental public body, or a regional development agency, where the level of remuneration for a full-time equivalent is now more than £120,000.

The most appropriate measure is, in our view, that of a backbench MP. The functions and responsibilities of a full-time Leader of a London borough must be at least as onerous as those of an MP, and it would be quite wrong to expect that they could be remunerated at a lower rate, even excluding (as we do) the generous expenses package to which a backbench MP is entitled.

We therefore propose that the remuneration package for a council leader under Band Four of our scheme should be £61,155.

This is made up as follows:

Basic Allowance:	£9,964
Band 4 Allowance:	<u>£51,191</u>
Total:	£61,155

Band Five

1. Role

Directly elected mayor

2. Purpose

To provide political leadership, to propose a policy framework and budget, and to have overall responsibility for key functions within the agreed policy framework.

3. Key Tasks

- To provide political and executive leadership within the Council;
- To have executive responsibility for overall policy, strategy and budget arrangements for the delivery of local services;
- To represent the Council in the community and in discussions and negotiations with regional, national and international organisations and others in relation to the pursuit of matters of interest to the authority and its community;
- To be accountable to the council's overview or scrutiny committee

4. Remuneration

A directly elected mayor is a major innovation in the political management of local government elected with the office holder taking on a new role and exercising executive responsibilities over a fixed electoral cycle.

We believe this post is significantly different to that of the council leader with cabinet model and that it is a full time job with an importance which should be reflected in the salary level.

We propose that a Band Five Directly Elected Mayor should receive a remuneration package of 25% higher than that recommended for a Council Leader and that it should be a salary set at £76,194.

Members' Allowances Scheme

Agreed at the meeting of the Council on 21 March 2007. The new Scheme is agreed with effect from 1st April 2007 and the revocation of the Members' Allowance Scheme (2005) is effective from 1st April 2007.

The Council of the London Borough of Havering in exercise of the powers conferred by the Local Authorities (Members Allowances) (England) Regulations 2003 hereby makes the following scheme:

- 1 This scheme may be cited as the Havering London Borough Council Members' Allowance Scheme. The new scheme shall have effect from 1st April 2007.
- 2 In this scheme, "councillor" means a councillor of the London Borough of Havering and "year" means the period ending on 31st March 2008 and any period of 12 months ending on 31st March in any year after 2008.
- 3 **Basic allowance (Schedule 1)**

Subject to paragraphs 7 and 12, for each year a basic allowance of £9964 shall be paid to each councillor.
- 4 **Special responsibility allowance (Schedule 1)**
 - (a) For each year a special responsibility allowance shall be paid to those councillors who hold the special responsibilities in relation to the Council that are specified in schedule 1 to this scheme.
 - (b) Subject to paragraph 7, the amount of each such allowance shall be the amount specified against that special responsibility in that schedule.
 - (c) When a councillor would otherwise be entitled under the scheme to more than one special responsibility allowance, then the entitlement shall instead be only to one of them, being the one attracting the higher rate.
 - (d) Where a member is also a Member of another Authority, that Member may not receive allowances from more than one Authority in respect of the same duties.
- 5 **Child and dependent care allowance**

These expenses are expected to be met from the Basic Allowance.
- 6 **Renunciation**

A councillor may by notice in writing given to the Group Director Finance and Commercial elect to forego any part of his/her entitlement to an allowance under this scheme.
- 7 **Part-year entitlements**
 - (a) The provisions of this paragraph shall have effect to regulate the entitlements of a councillor to basic and special responsibility where, in the course of a year, this scheme is amended or that councillor becomes, or ceases to be, a councillor, or accepts or relinquishes a special responsibility in respect of which a special responsibility allowance is payable.

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- (b) If an amendment to this scheme changes the amount to which a councillor is entitled by way of a basic allowance or a special responsibility allowance, then in relation to each of the periods:
- (i) beginning with the year and ending with the day before that on which the first amendment in that year takes effect, or
 - (ii) beginning with the day on which an amendment takes effect and ending with the day before that on which the next amendment takes effect, or (if none) with the year.

The entitlement to such an allowance shall be to the payment of such part of the amount of the allowance under this scheme as it has effect during the relevant period as bears to the whole the same proportion as the number of the days in the period bears to the number of days in the year.

- (c) Where the term of office of a councillor begins or ends otherwise than at the beginning or end of a year, the entitlement of that councillor to a basic allowance shall be to the payment of such part of the basic allowance as bears to the whole the same proportion as the number of days during which his/her terms of office subsists bears to the number of days in that year.
- (d) Where this scheme is amended as mentioned in paragraph 7(b), and the term of office of a councillor does not subsist throughout the period mentioned in paragraph 7(b)(i), the entitlement of any such councillor to a basic allowance shall be to the payment of such part of the basic allowance referable to each such period (ascertained in accordance with that paragraph) as bears to the whole the same proportion as the number of days during which his/her term of office as a councillor subsists bears to the number of days in that period.
- (e) Where a councillor has during part of, but not throughout, a year such special responsibilities as entitle him or her to a special responsibility allowance, that councillor's entitlement shall be to payment of such part of that allowance as bears to the whole the same proportion as the number of days during which he or she has such special responsibilities bears to the number of days in that year.
- (f) Where this scheme is amended as mentioned in paragraph 7(b), and a councillor has during part, but does not have throughout the whole, of any period mentioned in paragraph 7(b)(i) of that paragraph any such special responsibilities as entitle him or her to a special responsibility allowance, that councillor's entitlement shall be to payment of such part of the allowance referable to each such period (ascertained in accordance with that paragraph) as bears to the whole the same proportion as the number of days in that period during which he or she has such special responsibilities bears to the number of days in that period.

8 Travelling and Subsistence (Schedule 2)

- (a) Members can claim travelling expenses for travelling outside of the Borough on official Council business as set out in Schedule 2.
- (b) Members can claim subsistence expenses on official Council business when outside of the Borough as set out in schedule 2.

9 Claims and payments

- (a) Payments shall be made in respect of basic and special responsibility allowances, subject to paragraph 8(b), in instalments of one-twelfth of the amount specified in this scheme on the last working day of each month.

- (b) Where a payment of one-twelfth of the amount specified in this scheme in respect of a basic allowance or a special responsibility allowance would result in the councillor receiving more than the amount to which, by virtue of paragraph 7, he or she is entitled, then payment shall be restricted to such amount as will ensure that no more is paid than the amount to which he or she is entitled.
- (c) Payments in respect of Travel and Subsistence shall be made to the Councillor on receipt of a claim form with supporting receipts/vouchers. Claims must be made within three months of the claim arising.

10 Pension Scheme

No Member in the scheme is entitled to apply for inclusion in the Pension Scheme.

11 Financial Limits

The Group Director Finance and Commercial will arrange for the budget for members Allowances to be monitored to ensure that budgetary issues are reported to Members.

12 Increases in Allowances

Basic Allowances as quoted will stand for 2007/08 and subsequently be updated each year on 1st April by the % increase as agreed under the local pay agreement. The amounts so calculated are to be rounded up to be divisible for payment purposes.

The Travelling and Subsistence allowances will be increased in line with the increase in Officer rates.

13 Suspension of Basic and Special Responsibility Allowance

Where a Member is suspended or partially suspended from his responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000, or Regulations made under that part, the part of Basic and Special Responsibility allowance payable to him in respect of the period for which he is suspended or partially suspended may be withheld by the Authority if the Standards Committee so determines.

14 Mayor and Deputy

The Mayor and Deputy mayor allowance covers the cost of all Mayoral activities such as clothing and personal expenses plus sundry expenses including items such as attendance at dinners and raffle tickets, sponsorship and donations. The Mayor and Deputy Mayor will be responsible for all such payments via the SRA, which will be taxed. The Council will meet the cost of the Mayor's "At Home" and other Havering Civic receptions, award pins and certificates at the civic award ceremony; the medals, certificates and frames in the event of there being any ceremony associated with Honorary Alderman/Freeman of the Borough awards, gifts given on behalf of the Council in reciprocation or gifts initiated by the Council for promotional purposes, the cost of maintaining and provisioning the beverage machine in the Parlour, postage costs and all costs associated with the Mayoral transport, robes etc.

15 Co-Optees Allowances

The standard rate of allowance for statutory co-optees is £117 per meeting attended except for the Independent chair of the Standards Committee where the rate will be £240 per meeting.

Co-optees will be reimbursed for all travel costs in accordance with the above, whether the travel is within or outside the Borough, but co-optees should not be paid subsistence.

16 **Note**

- (a) The Council is required to keep a record of the payments made by it in accordance with this scheme.
- (b) The record is required to be available for inspection at all reasonable times free of charge by any local government elector for the borough who may make a copy of any part of it.
- (c) The Council is also required to arrange publication of the total sums paid in each year to each member in respect of basic and special responsibility allowances.
- (d) The Council is required to arrange publication of the Scheme when approved.

Schedule 1: Members' allowances

Category of Allowance	Amount Per Member £
Basic Allowance	9,964
Special Responsibility Allowances:	
Leader of the Council	51,191
Deputy Leader of the Administration	35,705
Cabinet members	32,705
Leader of Principal Opposition	18,000
Leader of Minority Opposition	2,227
Deputy Leader of Principal Opposition	3,825
Mayor	14,418
Deputy Mayor	7,650
Area Committees Chairmen	4,260
Overview and Scrutiny Committees Chairmen	14,418
Licensing and Regulatory Services Committee Chairmen	20,430
Audit, Pension, Governance, Appointments, Adjudication and Review Committee Chairmen	7,650
Overview and Scrutiny Committee Opposition Spokesmen	2,227

Schedule 2: Travel and Subsistence

Travelling expenses can only be claimed for travel outside of the borough on official Council business. The rules and entitlements for reimbursement of travel outside the Borough are the same as those for Officers

Subsistence allowances are only payable for official Council business outside the Borough where the duties entail an overnight stay or working outside 'normal office hours'. Members will be reimbursed actual expenditure incurred up to the maximum of the rates set for Officers

Allowances are payable on the basis of expenditure incurred and receipts must be submitted to support claims for subsistence allowances and travel costs

Travel and subsistence arrangements for key events, e.g. Town Twinning will be set in line with the above. However, taking account of the practicalities of arrangements, these will be set out and documented by the Group Director Finance and Commercial, prior to each event and be agreed with the Cabinet for Resources.



GOVERNANCE COMMITTEE

7

20 MARCH 2007

SUPPLEMENTARY

REPORT TO COUNCIL MEMBERS' ALLOWANCES

The Committee considered the Chief Executive's report that is before Council.

Following discussion, the Committee agreed to propose some changes to the scheme as set out in that report and the following recommendations are submitted accordingly.

The appendix to this report sets out the consequential changes to the text of the detail of the Chief Executive's report and of the Scheme.

These recommendations incorporate and supersede those set out in the Chief Executive's report. *For ease of reference, the changes are printed in italics, both in the recommendations and the appendix.*

THE COMMITTEE RECOMMENDS TO THE COUNCIL:

- 1 That the report from the Independent Panel on the Remuneration of Councillors in London be noted.
- 2 *That a "political group" be defined for the purposes of payment of a special Responsibility allowance as a group consisting of a minimum membership of two Councillors (as provided by the Local Government (Committees and Political Groups) Regulations 1990 – Regulation 8).*
- 3 That, having regard to the Independent Panel report, the Members' Allowance Scheme be amended to accord with the Panel's recommendations, as follows:
 - (a) Basic allowances be agreed as set out in the report.
 - (b) Special Responsibility allowances for the Leader, Deputy Leader and Cabinet Members be agreed as set out in the

report.

- (c) **Special Responsibility allowances for the Principal Opposition Leader and Deputy Leader be agreed as set out in the report.**
 - (d) **Special Responsibility allowances for the *Principal* Minority Opposition Leader be agreed as set out in the report.**
 - (e) ***Special Responsibility allowances for the Minority Opposition Leader be agreed as set out in the report.***
 - (f) **Special Responsibility allowances for the Mayor and Deputy Mayor be agreed as set out in the report for the new Mayoral Year.**
 - (g) **Special Responsibility allowances for the Chairmen of Overview and Scrutiny and Area Committees be agreed as set out in the report.**
 - (h) **Special Responsibility allowances for the Chairmen of Licensing, Regulatory Services, Audit, Pensions, Governance, Appointments, Adjudication and Review Committees be agreed as set out in the report.**
 - (i) **Special Responsibility allowances for the Overview and Scrutiny Committee Principal Opposition Spokespersons be agreed as set out in the report.**
 - (j) ***Statutory co-optees be paid £117 per meeting attended.***
- 4 **That the changes set out in recommendation 3 be effective from 1 April 2007 (with exception of Mayor/Deputy Mayor SRA which becomes effective from new Mayoral Year) and that the existing scheme be revoked with effect from the same date.**
- 5 **That, subject to the decision of Members with regard to recommendation 3, the total number of SRAs may exceed the recommended 50% and, in the event of exceeding the 50% level, Council endorse the justification set out in the report.**
- 6 **That any additional cost in 2007/08 be met from the sum set aside in the budget.**
- 7 **The Group Director Finance and Commercial be authorised to amend Appendix B in accordance with the Council decision.**

The consequential changes to the text of the report are as follows:

- 3.2 The Administration proposes the following scheme is implemented from 1 April 2007.

Category of Allowance	Amount Per Member £
Basic Allowance	9,964
Special Responsibility Allowances:	
Leader of the Council	51,191
Deputy Leader of the Administration	35,705
Cabinet members	32,705
Leader of Principal Opposition	18,000
Deputy Leader of Principal Opposition	3,825
<i>Leader of Principal Minority Opposition</i>	<i>6,390</i>
<i>Leader of Minority Opposition</i>	<i>2,227</i>
Mayor	14,418
Deputy Mayor	7,650
Area Committee Chairmen	4,260
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Licensing and Regulatory Services Committee Chairmen	20,430
Audit, Pension, Governance, Appointments, Adjudication and Review Committee Chairmen	7,650
Overview and Scrutiny Committee Opposition Spokesmen	2,227

Note:

1. In accordance with paragraph 4(c) of the Members' Allowance scheme, when a Councillor would otherwise be entitled to more than one special responsibility allowance, then the entitlement shall be to only one, that being the one attracting the higher rate.
2. The remaining conditions remain.

Council, 21 March 2007

3.3 *There are several definitions of what constitutes a group for the purposes of payment of a Special Responsibility Allowance. Current Havering practice is that a group consists of six members or over. The Panel, for allowance purposes, recommends a group is one consisting of a minimum membership of four Councillors, whilst under the Local Government (Committees and Political Groups) Regulations 1990 – Regulation 8, a political group is defined as being constituted where the proper Officer receives notice in writing. The Council is being asked to agree the definition that is the definition under Regulation 8.*

Existing paragraphs 3.3 to 3.6 become paragraphs 3.4 to 3.7, with:

- (i) the number of SRAs assuming single occupancy being 49 as compared to 54 Councillors (91%) in new paragraph 3.4 (old paragraph 3.3).*
- (ii) new paragraph 3.6a (old paragraph 3.5a) being amended to £117 per meeting for all statutory co-optees, pending a review.*

SCHEME

The Scheme appended to the report will be amended accordingly to agree to the recommendations and the changes above as appropriate.



STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION



21 MARCH 2007

REPORT TO COUNCIL

AGREED SYLLABUS CONFERENCE

The initial phase of the Agreed Syllabus Conference, held on 22 February last, was both highly successful and encouraging with a range of excellent recommendations being made to enhance the RE syllabus for the borough over the coming five years.

The Conference was well attended with representatives from each of the four committees and it is encouraging to report that contributions from all perspectives were positive and affirming of all faiths. This is especially relevant in today's multi-cultural society and seeks to provide a sound moral grounding for the citizens of tomorrow.

The draft Syllabus will be reviewed by SACRE in July and it is hoped to launch the new Syllabus in October this year. Schools will be encouraged to adopt the new syllabus from that point. SACRE would welcome the support of Members from all persuasions as it seeks to promote forbearance and understanding within the education system across Havering.

2006 ANNUAL REPORT

SACRE is pleased to present a report of its activities through 2006 and commends it to Council.

Council, 21 March 2007

HAVING
STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION
ANNUAL REPORT
2006



LONDON BOROUGH OF HAVERING
SACRE ANNUAL REPORT 2006

Council, 21 March 2007**Foreword**

I am pleased to present the annual report for 2006. It is an accurate reflection of the hard work and commitment of a large number of people. There has been good progress on the development of a new Agreed Syllabus for Havering. Primary and Secondary Teacher groups have been involved in shaping the syllabus and we look forward to launching it during 2007. We value the high quality professional support provided to SACRE and to the schools by Jude Passman and Janet Dyson.

We are delighted that all of the secondary schools in the borough are now entering pupils for GCSE examinations in Religious Studies. The continued good results reflect the very good teaching and show that RE is taken seriously in our schools.

At the start of the year members of SACRE took part in a self-evaluation exercise. This was a good opportunity for us to work together as a team and to highlight our strengths and areas for development. We were pleased that our strong points outweighed our weaknesses and the exercise was very useful in helping us plan our work for the future.

This year we were proud to institute the presentation of awards to schools in memory of Michael Edwards, Inspector for RE in Havering, who died in 2004. The focus this year was on primary schools. Next year the award will be open to senior schools.

Finally I would like to emphasise the importance of good Religious Education in helping to promote understanding and respect for the beliefs and life stances of others.

I commend the report.

Revd. Terry Brown (Chair of SACRE)

Council, 21 March 2007**1. Religious Education (RE)****1.1. Standards in Religious Education**

Examination results at GCSE, AS and A level are monitored as part of the Borough's overall monitoring of standards. SACRE receives an analysis of examination results in RE/RS at its Autumn Term meeting.

GCSE results

In 2006 all of the 18 schools in Havering entered students for a GCSE Religious Studies examination – two more than in the previous year. Around two thirds of Havering pupils followed a GCSE course.

At 80% (82.6% 2005) A*-C grades Havering's results for the full GCSE course are significantly higher than the national average of 68%. 12% of pupils achieved A*. 100% of pupils achieved A*-G in both the Religious Studies full and short GCSE courses. In the short course GCSE 49% (2005:53.5%) achieved A*-C grades which is slightly below the national average of 50.6%. 6.8% achieved A* grades.

Entries for the full GCSE course continue to fall, whilst entries for the short course are rising.

The slight fall in the percentage of pupils achieving A*-C in the short course may be accounted for by the fact that, of the 13 schools entering pupils for this course four achieved below 30% A* -C grades. Support for these schools has been recommended by HIAS.

For the full GCSE course three schools – Coopers' Company & Coborn, Frances Bardsley and St Edward's achieved 100% A*-C grades.

AS/A Level results

A total of 66 students (24 boys and 48 girls) took A Level Religious Studies in 2006. 55 achieved A-C grades with 19 achieving A and 20 B grades. 100% achieved A-E grades.

14 students took AS level; 8 achieved A-C and 13 A-E grades.

1.2. Agreed Syllabus

The Havering Agreed Syllabus is currently under review. Working groups of primary and secondary teachers led by Advisers have completed a first draft of the new syllabus. The new syllabus takes account of recent national developments in education and developments in Religious Education, for example the publication of the non-statutory national Framework for RE and the 'Every Child Matters' agenda. The syllabus will be published in summer 2007.

Council, 21 March 2007**1.3. Teacher Training**

Advice is provided to primary schools through the Havering Inspection and Advisory Service and there are regular, well-attended meetings for primary RE co-ordinators. A specialist consultant provides support for secondary schools. There is a secondary heads of RE group which meets termly. The meetings provide a forum for sharing practice and some sessions are led by teachers. Support from the consultant is available for new heads of department, newly qualified teachers and for schools where the head of RE is a non-specialist.

SACRE receives regular reports on these professional development opportunities.

1.4. Complaints concerning RE

No formal complaints were made about religious education under the local statutory complaints procedure during 2006.

2. Collective Worship**2.1 Monitoring**

SACRE's evaluation of its work highlighted collective worship as an area for development. As a result SACRE has begun to draw up guidance for schools on providing effective, inclusive acts of worship. A working group has been set up to take this project forward. In addition SACRE is considering ways of monitoring the effectiveness of collective worship now that Ofsted no longer reports on this aspect in detail.

2.2. Training

There has been no training on collective worship during the year.

2.3. Determinations

There were no applications for determinations (to alter the character of collective worship for all or some pupils in a particular school) during 2006.

2.4. Complaints concerning collective worship

No formal complaints were made about collective worship under the local statutory complaints procedure during 2006.

Council, 21 March 2007

3. Links with other agencies

3.1. National

Havering SACRE belongs to the National association of SACRES (NASACRE). Members attend conferences and other events and report to full SACRE meetings.

3.2. Local

SACRE has links with a range of faith and secular groups in the borough. The practice of holding some SACRE meetings in schools and different places of worship continues.

4. SACRE arrangements

4.1. Meetings

SACRE holds regular meetings during the year. There is usually one meeting each term. SACRE sets its own agenda and commissions reports and updates from the Local Authority. This year the spring term meeting was held in a secondary school and the summer term meeting at an infants' school. At the infants school members heard a presentation from three teachers about their approaches to teaching RE, illustrated with examples of work done by children. Members also spent time looking at an excellent display of children's work and resources for RE.

4.2. Self-evaluation

SACRE carried out a self-evaluation exercise, using the Ofsted Framework for SACRE self-evaluation, in the spring term. The areas covered were:

- the monitoring and improvement of standards, quality of teaching and provision in RE;
- the partnership between the SACRE, the Local Authority and other key stakeholders;
- the effectiveness of the locally agreed syllabus;
- the monitoring of the provision and quality of collective worship;
- the contribution of the SACRE to the promotion of social and racial harmony.

Members found this an extremely useful exercise which enabled the identification of strengths and areas requiring development. The outcomes are being used to plan the future work of SACRE.

Council, 21 March 2007**4.3. Budget**

SACRE has a small budget to cover the cost of its work.

4.4. Professional and administrative support

SACRE has the services of a Committee Officer from Member and Committee Support at each of its meetings, both to minute the meeting and to give procedural advice. The RE consultant attends SACRE meetings to report on work with schools, to offer advice and to assist SACRE in carrying out its role.

Council, 21 March 2007**MEMBERS OF SACRE**

The following is a list of SACRE members for the period of this report.

Mrs Lin Milton	A	New Church Movement
Mr FJ Everett	A	Roman Catholic (left June 2006)
Mr H. Geewater	A	Jewish Community
Mrs P.A. Coles (VC)	A	Methodist
Mr Peter Matthiae	A	Baptist
Mr S. Narwal	A	Sikh Community
Vacant	A	Pentecostal Churches
Miss Paulette Luff	A	Religious Society of Friends
Mr Khalid Mirza	A	Muslim Community
Mr Mohan Talwar	A	Hindu Community
Capt Richard Borrett	A	Salvation Army
Mrs Brenda Mole	A	United Reformed Church
Dr J. Lester	A	Baha'i Faith
Revd Terry Brown (C)	B	Church of England
Revd P. Brown	B	Church of England
Mr David Underwood	B	Church of England
Mrs Val Morris	B	Church of England
Ms S. Freeman	C	ATL
Ms Linda Munday	C	NUT
Ms S Peachey	C	PAT (left June 2006)
Mr Chris Pearson	C	NAS/UWT
Dr Davina Lloyd	C	ASCL
Cllr Keith Darvill	D	LEA (left May 2006)
Cllr Owen Ware	D	LEA (left May 2006)
Cllr Joe Webster	D	LEA (left May 2006)
Cllr Geoff Starns	D	LEA
Cllr Gillian Ford	D	LEA
Cllr Mark Gadd	D	LEA
Cllr David Grantham	D	LEA
Cllr Brenda Riddle	D	LEA
Mrs Christine Seymour	Co-opted	Havering and District Humanist Society



**COUNCIL
21 MARCH 2007**

9

REPORT OF THE MONITORING OFFICER

SUBJECT: REPORT OF LOCAL OMBUDSMAN ON A COMPLAINT, FINDING MALADMINISTRATION BY THE COUNCIL

The Ombudsman has investigated a complaint by a number of people, who had expressed concern about the validity of their marriages following the Council's failure to renew the license of Langtons for the solemnisation marriages.

Although the marriages have subsequently been confirmed as valid by the High Court and the Council has formally apologised to those affected for its error, the Ombudsman has carried out an investigation of the issue in the public interest. The failure to re-license the premises was recognised by the Council as maladministration from the outset and action taken to reassure those affected by it but they pressed for the certainty of a High Court declaration.

The full details of the complaint, of the issues dealt with in the Ombudsman's investigation and of his findings are set out in the investigation report appended to this report.

In order to remedy the maladministration and injustice, the Ombudsman recommends that the Council pay £150 to each of the 193 couples who were married during the period when the license had lapsed. A total of £28,950 would thus be payable.

The Council is obliged to report back to the Ombudsman its intentions in the light of his findings and recommendations. It is suggested that the Ombudsman be advised:

- 1 That the Council accepts the report; and
- 2 Agrees to pay to the affected couples the recommended compensation of £150 each.

Financial implications and risks

The cost of the compensation recommended by the Ombudsman will be met from the central contingency. There are no identified financial risks.

Legal implications and risks

There are no identified legal implications or risks, unless the Council decides (contrary to accepted policy and practice) not to accept the Ombudsman's findings or recommendation. In the event that the Council fails to do that, the Ombudsman may decide to issue a second report, further criticising the Council.

Environmental and equalities implications and risks

There are no identified implications or risks for the environment or equalities.

RECOMMENDATION

That the Council informs the Local Government Ombudsman that it:

- 1 Accepts the report; and
- 2 Agrees to pay to each of the affected couples the recommended compensation of £150 (a total of £28,950).

Staff Contact: Ian Buckmaster, Manager of Committee and Overview & Scrutiny Support
01708 432431

CHRISTINE DOOLEY
Monitoring Officer

Background Papers

Report of the Local Government Ombudsman



COUNCIL
21 MARCH 2007

10

REPORT OF THE CHIEF EXECUTIVE

DATES OF COUNCIL MEETINGS

- 1.1 In accordance with the Constitution, meetings of the Council are fixed by the Council itself.
- 1.2 It has been the practice that dates for the whole of the Municipal Year are agreed each municipal year with dates for the balance of the following calendar year being agreed on a provisional basis for the purposes of the Council Diary.
- 1.3 It is proposed that the pattern of meetings for the coming year continues to follow past practice, which would mean dates of the Council would be as follows (all Wednesdays) –

2007 (already shown in the current diary as provisional)

18	July
17	October
5	December

2008

6	February
27	February (Council tax Setting)
19	March
21	May (Annual Meeting)
23	July (provisional)
22	October (provisional)
10	December (provisional)

- 1.4 The meetings shall begin at the time agreed by the Council or by the Mayor, or at 7.30pm if no other time is agreed.

Council, 21 March 2007

Other meetings

- 2.1 In accordance with the Constitution, the Manager of Committee and Overview & Scrutiny Support is preparing the schedule of meetings for the coming year on the basis that, so far as possible and practicable:
- (i) Area Committees shall meet quarterly, in July, October, January and April
 - (ii) The Regulatory Services Committee shall meet every three weeks (except around the Christmas/New Year period)
 - (iii) The Audit, Governance, Investment and Standards Committees and the Overview & Scrutiny Committees shall generally meet once during each period between ordinary Council meetings
 - (iv) Meetings will only be arranged for Monday or Friday evenings in exceptional circumstances (currently, only two Area Committee meetings are so scheduled, both for Mondays, one in January and the other in February, at the time the budget is under consideration).

There are no identified, direct **financial, legal, Human Resources or equalities implications and risks** associated with selection of these dates.

RECOMMENDATION

That the Council fixes the date of its meetings for the Municipal Year 2007/08 and, on a provisional basis, the balance of 2008.

Staff Contact: Ian Buckmaster, Manager of Committee and Overview & Scrutiny Support
01708 432431

STEPHEN EVANS
Chief Executive

Background Papers

None.



COUNCIL

11

21 MARCH 2007

REPORT OF THE CHIEF EXECUTIVE

HAVERING LOCAL DEVELOPMENT FRAMEWORK – SAVED UDP POLICIES

SUMMARY

1. Havering is making good progress on preparing its Local Development Framework (LDF). This is a new land-use planning policy document to guide the borough's development until 2020. It replaces the Havering Unitary Development Plan (UDP) which was adopted in 1993. This report explains why the Council must request a direction from the Secretary of State to save existing UDP planning policies beyond September 2007, identifies which policies it is proposed to save and gives reasons for this.

RECOMMENDATION

2. That Council approves the list of UDP policies to be saved beyond September 2007 in the schedule attached as Appendix 2 to this report and seeks the Secretary of State's agreement to issue a direction to save them.

REPORT DETAIL

Background

3. The Planning and Compulsory Purchase Act 2004 introduced the new Local Development Framework (LDF) system of plan-making. Under the LDF system, Havering is planning to adopt the Core Strategy Development Plan Document (DPD) in December 2007 with the Romford Area Action Plan and other DPDs on a later timetable. The LDF replaces the current land use planning document for the borough called the Havering Unitary Development Plan (UDP).

4. Under the above legislation, Havering's UDP policies were automatically saved for three years from the date of commencement of the Act in September 2004. The UDP policies will be replaced by policies in the LDF but because these will not be adopted by September 2007 the Council must now consider extending the saved period for its UDP policies and, within this, which policies it wishes to save. 'Saving' the UDP policies is the means by which authorities are able to ensure that they have appropriate planning policies in place to guide and control development and the use of land whilst they are preparing their LDFs under the new planning legislation.
5. The Department for Communities and Local Government has issued a Protocol for handling proposals to save adopted Local Plan, Unitary Development Plan and Structure Plan policies beyond September 2007 (see Appendix 1). This makes clear that if Councils wish to retain UDP policies beyond September 2007 it must seek the Secretary of State's agreement to issue a direction to save them. The protocol also indicates the principles and priorities that the Government will have regard to in reaching a decision on saved policies. The Council must submit to the Secretary of State the reasons why each UDP policy should, or should not, be saved with regard to the criteria set out in Planning Policy Statement 12: 'Local Development Frameworks'.

Which Havering UDP Policies it is proposed to save

6. Given that Havering's UDP was adopted in March 1993, few, if any, of the existing policies satisfy the Government's criteria set out in PPS12. On the other hand there are some issues which continue to need to be addressed by local policies because national planning policy guidance and the London Plan whilst providing some context for determining planning applications do not cover many important local planning matters.
7. Officers have reviewed the UDP in the context of the protocol and the Council's current planning objectives. It is recommended that 7 Strategic and 58 Development Control Policies are saved (the UDP has 45 Strategic and 174 Development Control Policies). These are policies which are necessary to guide development and tend to be policies which will be carried forward in the LDF. Conversely, those policies not being saved tend also to be those that are not being taken forward into the LDF. The policies it is proposed to save address issues such as the environment (including conservation areas), green belt, employment sites, town and district centres, leisure and recreation and, typically, contain important local criteria.

Financial Implications and risks:

8. If policies are not saved, resulting in a situation where there is no statutory basis for determining planning applications other than national guidance and the London Plan, it will lead to decisions being made on an inconsistent basis. This may result in more decisions being subject to appeal with a consequent rise in costs to the Council.

[cleared by Peter Davies, Environment Finance Manager]

Legal Implications and risks:

9. This work has been undertaken to satisfy Schedule 8(1(3)) of the Planning and Compulsory Purchase Act 2004. The Planning and Compulsory Purchase Act 2004(September 2004) automatically saved UDP policies for three years. In order to ensure that statutory local planning policy remains in place by which planning applications can be determined until it is replaced by new policy in the LDF, it is necessary to request the Secretary of State to save selected UDP policies for a further period.

[cleared by Vincent Healy, Legal Manager (Regeneration Services)]

Human Resources Implications and risks:

10. No implications as this work will be delivered within existing staff resources.

[cleared by Julie Shead, Senior Human Resources Adviser]

Reasons for the decision:

11. Please see legal implications.

Alternative options considered:

12. None considered as there is no feasible alternative.

Equalities and Social Inclusion implications:

13. No adverse implications are anticipated due to the deletion of policies.

Staff Contact: Peter Hall
Designation: Senior Planner
Telephone No: 01708 432522
E-mail address: peter.hall@havering.gov.uk

**Stephen Evans
Chief Executive**



COUNCIL
21 MARCH 2007

12

QUESTIONS

1 Diversity & Equality Impact Assessments

To the Cabinet Member for Performance & Corporate
(Councillor Eric Munday)

By Councillor Keith Darvill

What proposals have the Administration to extend equality impact assessments to cover all areas of diversity and how will they ensure Councillors and relevant stakeholders are involved in formulating such assessments?

2 Community Cohesion

To the Cabinet Member for Sustainable Communities
(Councillor Steven Kelly)

By Councillor Keith Darvill

When will the Administration bring forward its proposals to develop its approach to community cohesion particularly in relation to its Homes for Havering pledge and to develop work programmes for the Older People's Board?

Council Meeting, 7 February 2007 – Questions

3 Improving accountability & transparency

To the Cabinet Member for Sustainable Communities **(Councillor Steven Kelly)**

By Councillor Keith Darvill

What proposals have the Administration to address the need for improvement recognised in the Audit Commission's Corporate Assessment Report relating to the development of greater transparency and accountability in the support and funding arrangements given to the community and voluntary sector?

4 Dealing with use of car

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

By Councillor Keith Darvill

How do the Administration propose to ensure it tackles the difficult issues involved in dealing with the use of the car to address the Governments Agenda on Transport?

5 Future of Parks in Havering

To the Leader of the Council **(Councillor Michael White)**

By Councillor Keith Darvill

In view of the reported comments of the Leader of the Council in the Romford Recorder of 2nd March 2007 will he make a statement about the future of Parks in Havering?

6 Car parks: cleaning

To the Cabinet Member for StreetCare **(Councillor Barry Tebutt)**

By Councillor Ray Morgon

Would the Cabinet Member confirm how often council owned car parks are cleared of litter and other rubbish?

Council Meeting, 7 February 2007 – Questions

7 Council vehicles: low emissions

To the Cabinet Member for Sustainable Communities **(Councillor Steven Kelly)**

By Councillor Clarence Barrett

What is the estimated cost to this Council of making its vehicles compliant with the requirements of the Low Emission Zone, as proposed by Transport for London, which is set to become effective across Greater London from 2008?

8 Tesco trolleys

To the Cabinet Member for StreetCare **(Councillor Barry Tebbutt)**

By Councillor Jeffery Tucker

Will the Council assist me and residents, in putting pressure on Tesco to remove their trolleys from our local rivers.

Or can the Council remove them and bill Tesco for this service?

9 Parks and Open Spaces

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

By Councillor Jeffery Tucker

Cllr Michael White has been reported as saying that there are too many parks and open spaces in Havering.

Can the Leader of the Council give an indication of the sites most likely to be sold off?

10 St George's Day

To the Leader of the Council **(Councillor Michael White)**

By Councillor Jeffery Tucker

When will this year's itinerary of Council plans to mark St George's Day be published?

Council Meeting, 7 February 2007 – Questions

11 Government Grant - Havering

To the Cabinet Member for Resources (Councillor Ramsey)

By Councillor Jeffery Tucker

In a Recorder article dated 9 March, Councillor Ramsey said one of the reasons for Havering's poor Government grant, is because we have a relatively small ethnic minority population.

Can Councillor Ramsey please elaborate on this and help residents understand how the "ethnic minority" criteria work?

12 Car Parks: selling off

To the Cabinet Member for StreetCare (Councillor Barry Tebutt)

By Councillor Jeffery Tucker

Are there any plans to sell off or reduce the capacity of the Cherry Tree and/or Keswick Avenue car parks?

13 Higher education

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

By Councillor Gillian Ford

Could the Cabinet Member advise this Council what measures are being taken to improve the 9% Higher Education rate, that is well below the average.



COUNCIL
21 MARCH 2007

12

QUESTIONS

CORRECTION

Question 12 should read as below, not as printed:

12 Car Parks: selling off

To the Cabinet Member for StreetCare
(Councillor Barry Tebutt)

By Councillor Jeffery Tucker

Are there any plans to sell off or reduce the capacity of the Cherry Tree and/or Keswick Avenue car parks?



COUNCIL

21 March 2007

SUPPLEMENTARY AGENDA

7 MEMBERS' ALLOWANCES SCHEME, 2007/08

The supplementary report setting out the recommendations of the Governance Committee is attached.

The Committee's recommendations are open to amendment at any time prior to a vote being taken on the matter.

The following amendment has been submitted accordingly:

7A Amendment on behalf of the Rainham & Wennington Independent Residents' Group

- 1 That the following table be substituted for that in paragraph 3.2 of the Chief Executive's Report

Category of Allowance	Amount Per Member £
Basic Allowance	9,900
Special Responsibility Allowances:	
Leader of the Council	42,900
Deputy Leader of the Administration	27,500
Cabinet members	27,500
Leader of Principal Opposition	17,500
Deputy Leader of Principal Opposition	3,900
Leader of Principal Minority Opposition	5,900

Leader of Minority Opposition	2,450
Mayor	12,590
Deputy Mayor	6,590
Area Committee Chairmen	4,490
Overview and Scrutiny Committees Chairmen	11,850
Licensing and Regulatory Services Committee Chairmen	21,050
Audit, Pension, Governance, Appointments, Adjudication and Review Committee Chairmen	7,900
Overview and Scrutiny Committee Opposition Spokesmen	2,250

2. That the Group Director, Finance and Commercial, be authorised to make all necessary amendments to give effect to the above table.

Explanatory note of Rainham & Wennington Independent Residents' Group:

The table above, if adopted, would result in an overall saving of £80,722.

The table overleaf compares the Administration's proposals with ours.

Council, 21 March 2007

	Admin proposals			RWR proposals		
Basic Allowance	9,964	54	538,056	9,900	54	534,600
Leader of the Council	51,191	1	51,191	42,900	1	42,900
Deputy Leader of the Administration	35,705	1	35,705	27,500	1	27,500
Cabinet members	32,705	8	261,640	27,500	8	220,000
Leader of Principal Opposition	18,000	1	18,000	17,500	1	17,500
Deputy Leader of Principal Opposition	3,825	1	3,825	3,900	1	3,900
Leader of Principal Minority Opposition	6,390	1	6,390	5,900	1	5,900
Leader of Minority Opposition	2,227	1	2,227	2,450	1	2,450
Mayor	14,418	1	14,418	12,590	1	12,590
Deputy Mayor	7,650	1	7,650	6,590	1	6,590
Area Committee Chairmen	4,260	9	38,340	4,490	9	40,410
Overview and Scrutiny Committees Chairmen	14,418	8	115,344	11,850	8	94,800
Licensing and Regulatory Services Committee Chairmen	20,430	2	40,860	21,050	2	42,100
Audit, Pension, Governance, Appointments, Adjudication and Review Committee Chairmen	7,650	6	45,900	7,900	6	47,400
Overview and Scrutiny Committee Opposition Spokesmen	2,227	8	17,816	2,250	8	18,000
			1,197,362			1,116,640
				Saving		£80,722

Council Meeting, 21 March 2007

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COUNCIL

21 March 2007

SECOND SUPPLEMENTARY AGENDA

7 MEMBERS' ALLOWANCES SCHEME, 2007/08

The following amendment has been submitted accordingly:

7B Amendment on behalf of Residents' Group

<i>POSITION</i>	<i>ADMINISTRATION</i>		<i>RA</i>	
	£	£	£	£
Basic Allowance	9,964 x54	538,056	9,964 x54	538,056
Leader		51,191		42,900
Deputy Leader		35,705		30,000
Cabinet Members	32,705 x8	261,640	25,110 x6	150,660
Leader Princ. Opp.		18,000		18,000
Deputy Leader Princ. Opp.		3,825		3,900
Leader of Minority Opp.		2,227		2,227
Leader of Principal Min. Opp.		6,390		3,500
Mayor		14,418		12,590
Deputy Mayor		7,650		6,590
Area Cttee Chairmen	4,260 x9	38,340	4,260 x9	38,340
OVS Chairmen	14,418 x8	115,344	11,070 x6	66,420
Licensing & Reg Serv, Chair.	20,430 x2	40,860	19,500 x2	39,000

Council Meeting, 21 March 2007

Audit, Pension, Governance,
Appointments, Adjudication &
Review Cttee Chairmen

7,650

7,650

x6 45,900

x6 45,900

OVS Opp. Spokesmen

2,227

x8 17,816

1,197,362

998,083
