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Havering
LONDON BOROUGH

COUNCIL MEETING

**7.30 pm Wednesday, 19 September 2012
At Council Chamber - Town Hall**

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

**Acting Assistant
Chief Executive**

**For information about the meeting please contact:
Ian Buckmaster Tel: 01708 432431
ian.buckmaster@havering.gov.uk**



Please note that this meeting will be webcast.

**Members of the public who do not wish to appear
in the webcast will be able to sit in the balcony,
which is not in camera range.**

AGENDA

1 PRAYERS

2 APOLOGIES FOR ABSENCE

To receive apologies for absence (if any)

3 MINUTES (Pages 1 - 26)

To sign as a true record the minutes of the Meeting of the Council held on 18 July 2012 (attached).

4 DISCLOSURE OF PECUNIARY INTERESTS

Members are invited to disclose any pecuniary interest in any of the items on the agenda at this point of the meeting.

Members may still disclose any pecuniary 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

To receive announcements (if any).

6 PETITIONS

NOTE: The deadline for giving notice of an intention to present a petition is midnight, Monday 10 September 2012

A. Councillors Linda Hawthorn and Jeffrey Tucker have given notice of intentions to present petitions

B. To receive any petition presented pursuant to Council Procedure Rule 23.

7 ANNUAL REPORTS OF COMMITTEES AND MEMBER CHAMPIONS (Pages 27 - 96)

To consider the attached annual reports

Note: The deadline for amendments (if any) is midnight, Monday, 17 September 2012

8 AMENDMENTS TO THE CONSTITUTION

To consider a report of the Governance Committee (attached)

9 MEMBER CHAMPION FOR THE NEW DIPLOMA - PROPOSED ABOLITION OF APPOINTMENT

To consider a report of the Governance Committee (attached)

10 ADJUDICATION & REVIEW - REINSTATEMENT AS FULL COMMITTEE

To consider a report of the Governance Committee (attached)

11 ESTABLISHING A HEALTH & WELLBEING BOARD

To consider a report of the Governance Committee (attached)

12 OVERVIEW AND SCRUTINY RULES - EXCEPTIONS TO THE CALL-IN (REQUISITION) PROCEDURE (Pages 97 - 100)

To consider a report of the Chief Executive

Note: The deadline for amendments (if any) is midnight, Monday, 17 September 2012

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13 MEMBERS' QUESTIONS (Pages 101 - 108)

See attached paper

14 MOTIONS FOR DEBATE (Pages 109 - 114)

See attached paper.



**MINUTES OF A MEETING OF THE COUNCIL OF THE
LONDON BOROUGH OF HAVERING
Council Chamber - Town Hall
18 July 2012 (7.30 pm - 10.55 pm)**

Present: The Mayor (Councillor Lynden Thorpe) in the Chair

Councillors Councillors June Alexander, Michael Armstrong,
Clarence Barrett, Robert Benham, Becky Bennett,
Sandra Binion, Jeffrey Brace, Denis Breading, Wendy Brice-
Thompson, Dennis Bull, Andrew Curtin, Keith Darvill,
Osman Dervish, Nic Dodin, David Durant, Brian Eagling,
Ted Eden, Roger Evans, Gillian Ford, Georgina Galpin,
Peter Gardner, Linda Hawthorn, Linda Van den Hende,
Lesley Kelly, Steven Kelly, Pam Light, Paul McGear,
Robby Misir, Ray Morgon, Eric Munday, Pat Murray,
John Mylod, Denis O'Flynn, Barry Oddy, Frederick Osborne,
Ron Ower, Garry Pain, Roger Ramsey, Paul Rochford,
Geoffrey Starns, Billy Taylor, Barry Tebbutt,
Frederick Thompson, Lynden Thorpe, Linda Trew,
Jeffrey Tucker, Melvin Wallace, Keith Wells, Damian White,
Michael White and John Wood

* for part of the meeting

6 Members' guests and members of the public and a representative of the press were also present.

Apologies were received for the absence of Councillors Michael Deon Burton, Mark Logan and Barbara Matthews.

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

Father Roderick Hingley, of the Church of St Alban, Protomartyr, Romford opened the meeting with prayers.

The meeting closed with the singing of the National Anthem.

**22 CHRISTINE J DOOLEY, FORMER ASSISTANT CHIEF EXECUTIVE
(agenda item)**

The Mayor referred to the recent death of Christine Dooley, former Assistant Chief Executive Legal & Democratic Services.

All present stood in silence as a mark of respect.

Councillors Michael White, Clarence Barrett, Keith Darvill, Jeffrey Tucker and Denis O'Flynn paid tribute to Mrs Dooley.

23 **MINUTES (agenda item 3)**

The minutes of the meeting of the Council held on 13 June 2012 were before the Council for approval.

The minutes were **AGREED** without division and it was **RESOLVED**:

That the minutes of the meeting of the Council held 13 June 2012 be signed as a correct record.

24 **DISCLOSURE OF PECUNIARY INTERESTS (agenda item 4)**

There were no disclosures of interest.

25 **ANNOUNCEMENTS BY THE MAYOR (agenda item 5)**

The Mayor's Announcements are attached as **Appendix 1** to these minutes.

26 **PETITIONS (agenda item 6)**

There were no petitions presented.

27 **ANNUAL REPORTS OF COMMITTEES (agenda item 7)**

Council received and considered the Annual Reports of the following:

Children & Learning Overview & Scrutiny Committee

Crime & Disorder Committee

Environment Overview & Scrutiny Committee

Health Overview & Scrutiny Committee

Individuals Overview & Scrutiny Committee

Partnerships Overview & Scrutiny Committee

Towns & Communities Overview & Scrutiny Committee

Value Overview & Scrutiny Committee

Audit Committee

Each Annual Report was **ADOPTED** without debate or division.

RESOLVED:

That the Annual Reports as listed be approved.

28 **CAPITAL PROGRAMME PROVISION FOR THE NEW RAINHAM LIBRARY DEVELOPMENT (agenda item 8)**

The Group Leaders and a number of Members spoke about aspects of the capital programme provision for the new Rainham Library.

At the conclusion of the debate, The Cabinet's recommendations were **ADOPTED** without division and it was **RESOLVED**:

That the Council approve the addition of £1.8m capital budget to the Council's capital programme, for the new Rainham Library development.

29 **MEMBERS' QUESTIONS (agenda item 9)**

Five questions were asked and replies given.

The texts of those questions, and their answers, together with those not asked orally, are set out in Appendix 2 to these minutes.

30 **THE COUNCIL'S CONSTITUTIONAL ARRANGEMENTS (agenda item 10)**

Motion on behalf of the Labour Group

That this Council review its constitutional arrangements to ensure that the commonly-held view that we have in the Borough an "elective dictatorship" is addressed and reversed.

Amendment on behalf of the Administration

Amend to read

That this Council recognises that its constitutional arrangements are based on the rules imposed by the last Labour Government and that these have been implemented in a fair and democratic manner.

Following debate, the amendment by the Administration was **CARRIED** by 31 votes to 17 and the Administration amendment was **AGREED** as the substantive motion without division.

[Note: For the Administration amendment – Councillors Michael Armstrong, Robert Benham, Becky Bennett, Jeff Brace, Wendy Brice-Thompson, Dennis Bull, Andrew Curtin, Osman Dervish, Ted Eden, Roger Evans, Georgina Galpin, Peter Gardner, Lesley Kelly, Steven Kelly, Pam Light, Robby Misir, Eric Munday, Barry Oddy, Frederick Osborne, Gary Pain, Roger Ramsey, Paul Rochford, Geoffrey Starns, Billy Taylor, Barry Tebbutt,

Frederick Thompson, Linda Trew, Melvin Wallace, Keith Wells, Damian White, Michael White;

Against – Councillors June Alexander, Clarence Barrett, Nic Dodin, Brian Eagling, Gillian Ford, Linda Hawthorn, Ray Morgon, Ron Ower, Linda Van den Hende, Denis Breading, Keith Darvill, Paul McGeary, Pat Murray, David Durant, Jeffrey Tucker.]

31 **MOTIONS WITHDRAWN (agenda item)**

With the agreement of the Council, the following motions were withdrawn:

Item 10B – Olympic Torch Relay – by the Independent Residents' Group

Item 10C – The Right to Buy: Review – by the Independent Residents' Group

Mayor

APPENDIX 1 (Minute 25)

MAYOR'S ANNOUNCEMENTS

Let me start by showing you Havering's Armed Forces Covenant, which we have now had framed. I'm delighted to say that, following tonight's meeting; we will be hanging the covenant here, in the Council Chamber, where it can be seen by all future visitors to the town hall.

(The covenant was than displayed to the meeting).

Havering has always proudly supported members of the Armed Forces; both those who are currently serving and also our veterans and cadets. The covenant enshrines our support for them all, and it's a great honour to put it on display here.

Our armed forces day parade was magnificent. It was brilliant to see so many residents lining the streets and cheer on the armed services personnel and cadets as they marched through.

After the parade, I was delighted to introduce the new Mayor's cadet - Lucy Croxall of the St. John ambulance c611 Harold Hill division, and the reserve cadet, flight sergeant Andrew Murphy, of the Air Training Corps 452 Hornchurch squadron.

I'm delighted to tell you that the Royal Anglian regiment will be marching through Romford later in the year, to celebrate having the freedom of the borough. This is something we can **all** look forward to.

The last few weeks have been exceptionally busy for the Mayor's office.

On the same day I attended both the Collier Row carnival and the Elm Park fiesta. It was wonderful to see these local communities, coming together, and I must say a big thank you to everyone involved in organising both events.

This was the first Collier Row carnival to be held for several years. So a big well done to everyone involved. One of the main drivers of this event was Lesley Hallett who I believe is in the gallery this evening.

I also was at the start of the star trek midnight walk, the annual ladies-only fundraising event held by St. Francis hospice.

The hospice is one of my charities for this year, it does such excellent work caring for people in our community. I was very pleased to see so many people taking part. They went off happily and unperturbed by the awful weather. It was wonderful to see their dedication to raising money for this excellent cause.

Another of my charities is the Romford Autistic Group Support, which you probably know as RAGS. I was honoured to be invited to their AGM this week. The group does excellent work to help and support families who have a child with autism.

Havering did very well in this year's Youth Games, and I felt privileged to have been invited to the finals. I've also been to many of end-of-term school events.

I enjoyed the excellent Harold Hill summer festival and also our happy hounds dog show, they were both fun days for the community and again demonstrated how much can be achieved by communities and agencies working together.

I also went to the 50th anniversary event for the RSPCA, which is based in Harold Hill, and have toured the new Myplace Centre, which I was very impressed with. Myplace is a fantastic facility which will benefit not just young people but the wider community as well.

Whilst on achievements, we have some superb news. The Council and Romford's shopping centres recently won the national award for best town team or town centre partnership, which recognised the high-profile "Love Romford" campaign.

Our banking protocol scheme, which sets out to safeguard vulnerable residents from thieves and conmen, was highly commended in a national awards scheme. Banking protocol is the first multi-agency scheme of its kind, and is a new way of working between Havering Council, local banks, the Met Police and Age Concern. It's been such a success locally that banks are now looking at how it can be rolled out nationally.

Finally, this Sunday, and as we all know, the Olympic torch will be coming to our borough.

It will pass through our historic market place in Romford, before moving on to Hornchurch and then Rainham, and I know many hundreds of people are planning to line the route and come along to witness this historic occasion. There will be celebrations at each of the main sites to celebrate this once-in-a-lifetime event. My congratulations to all those who have been involved in the preparations and I would also like to acknowledge in advance the contribution made by the volunteer marshalls, 85 of whom come from our staff.

It's a tremendous privilege for us to be hosting the torch, and it will definitely be a day to remember.

Thank you.

**APPENDIX 2
(Minute 29)**

MEMBERS' QUESTIONS

Note: Questions 1 to 4 and 9 were answered at the meeting. In accordance with Council Procedure Rule 10.6(a); the remainder were treated as if put for written answer

1 WRITING-OFF COUNCIL TAX**To the Cabinet Member for Value (Councillor Roger Ramsey)**

By Councillor Ray Morgon

Would the Cabinet Member confirm the amount of Council Tax that has been written off in each of the financial years commencing 2002/03?

Answer:

For write offs posted in a financial year regardless of the year it relates to, the figures were:

Write offs actioned regardless of year relates to

| | |
|----------------|----------------------|
| 2002/03 | £102,233.51 |
| 2003/04 | £70,323.93 |
| 2004/05 | £825,252.88 |
| 2005/06 | £196,826.89 |
| 2006/07 | £1,101,292.48 |
| 2007/08 | £887,172.69 |
| 2008/09 | £784,290.29 |
| 2009/10 | £647,154.92 |
| 2010/11 | £507,261.61 |
| 2011/12 | £1,439,204.01 |
| | £6,561,013.21 |

For write offs actioned since 2002 relating to that year of debt, the figures were:

Write offs actioned since 2002 relating to that year

| | |
|----------------|-------------|
| 2002/03 | £596,915.70 |
| 2003/04 | £709,224.99 |
| 2004/05 | £739,182.62 |
| 2005/06 | £640,455.72 |
| 2006/07 | £481,857.22 |
| 2007/08 | £411,993.87 |

| | |
|---------|----------------------|
| 2008/09 | £301,673.92 |
| 2009/10 | £173,271.34 |
| 2010/11 | £52,275.02 |
| 2011/12 | £4,114.17 |
| | <hr/> |
| | £4,110,964.57 |
| | <hr/> |

There is a £2.3m difference as some of the debts written off during this period relate to pre-2002 debt.

The 2006 figures were also high, mainly due to the work undertaken as part of a specific project.

In response to a supplementary question, the Cabinet Member declined to accept the suggestion that all outstanding debt should be written off as there was a reasonable prospect that much would yet be recovered. Some 25,400 prosecutions had been undertaken in the past three years, resulting in both custodial sentences and bankruptcies. Debt that was patently not enforceable ought to be written off but those that were enforceable (for example by charging orders) should be recovered, with interest, however aged they were.

2 **ARNOLD'S FIELD: ILLEGAL DUMPING**

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor Jeffrey Tucker

Please provide an update on what action is being taken to prevent illegal dumping on Arnold's Field and to restore the land as a green space amenity for local residents?

Answer:

Arnold's Field is an area of Rainham adjacent to the A1306 New Road access from Launder's Lane. Planning permission was first granted for land raising and use as open space on this former mineral and land-fill site in 1995/96. Over-filling of the site took place, resulting in land heights and profile differences from those approved.

Planning enforcement notices were served on that operation in 2005, requiring that the levels be lowered to comply with the approved contours. The notices were upheld at appeal but the owners of the site went into administration and activity ceased. Reports of dumping of rubbish have been received since 2010, with long periods when the site has been secure, with no activity taking place. The most recent dumping activity resumed in June.

There is an ongoing investigation by the Environment Agency into recent reports of dumping of waste taking place at evenings and weekends. The Environment Agency has the necessary powers and is best placed to deal with this matter. Residents should report any activity on the site to the Environment Agency.

The site is subject to planning enforcement notices which have not been complied with. In such circumstances, it would be normal practice to prosecute the owners in order to seek

compliance. However, this has proved problematic as previous owners were in administration and the current owner is in prison. It seems unlikely that the land will be restored in the near future.

In response to a supplementary question, the Cabinet Member reaffirmed that all possible steps had been taken to secure removal of the dumped rubbish but had been frustrated by the company going into liquidation and an individual being imprisoned. The Council would continue to co-operate with the Environment Agency to ensure the rubbish was cleared and pursue prosecution should the opportunity arise.

3 HORNCHURCH POLICE STATION: CLOSURE

To the Cabinet Member for Community Safety (Councillor Geoff Starns)

By Councillor Denis Breading

What representations have the Council made to the MPS about the proposed closure of Hornchurch Police Station?

Answer:

The Council has made initial enquiries regarding the review of assets being undertaken by the Mayor's Office for Policing and Crime (MOPAC) and the potential closure of Hornchurch Police Station as a result of this.

We are informed that the Mayor's Office for Policing & Crime (MOPAC) estate contains over 800 buildings many of which, including some police stations, are considered as providing poor working conditions for staff, and being as being inefficient for modern day policing and these are being replaced by more modern, efficient and geographically responsive facilities.

The MPS is currently reviewing the whole of its property estate to ensure that best use is being made of it and to identify efficiency savings that can be reinvested into operational policing.

As part of this the MPS are looking at Hornchurch police station and what facilities will be needed in the future to meet operational policing requirements in the borough.

To date, no proposals for this building have been put to the MOPAC, but this could provide an opportunity to improve the estate at the same time as delivering substantial savings that will allow the MPS to protect operational capability.

No decision is likely to be made by the MOPAC until later this year. In accordance with the sale of previous buildings on the borough, it is anticipated that the Metropolitan Police will provide the necessary communication with the community at the appropriate time.

We have requested further information on any firm proposal to close Hornchurch Police Station so that we can then give a considered response.

In response to a supplementary question, the Cabinet Member affirmed that, once MOPAC had indicated its intentions, they would be studied carefully and a response prepared on behalf of the Council.

4 **WESTLAND'S PLAYING FIELDS: USE FOR OLYMPICS**

To the Cabinet Member for Culture, Towns & Communities (Councillor Andrew Curtin)

By Councillor Clarence Barrett

Given that the Westland's Playing Fields 'Olympic' campsite is no longer going ahead, would the Cabinet Member now explain how the projected income figure of £50,000 was arrived at and how will this significant shortfall be compensated for in the budget?

Answer:

The projected income figure of £50,000 was a net figure, taking account of the planned expenditure associated with running the temporary camp site at Westlands Playing Fields and projected income from bookings that reflected 25% occupancy of the site over the 28 day period that the camp site was due to be open.

The Council has taken a prudent decision to cancel the camp site given the low level of bookings that had been made up to June 2012. The low level of bookings have been attributed to the fact that many people who intended to come to London to watch the Olympics did not get tickets, the weather has been poor in recent months and London has not been proactively promoted as a place to stay during the Olympics, given concerns about the impact of large numbers of people using London's transport systems.

The Cabinet decision in July 2011 means that the shortfall in the budget does not arise until the 2013/14 financial year. The Parks and Open Spaces service are currently looking at options to achieve the required £50,000 saving, which I will consider before a final decision is made later this financial year.

In response to a supplementary question, the Cabinet Member referred to, and answered, Question 9 following.

9 **WESTLAND'S PLAYING FIELDS: USE FOR OLYMPICS**

To the Cabinet Member for Culture, Towns & Communities (Councillor Andrew Curtin)

By Councillor Denis O'Flynn

Did the Administration take advice from marketing consultants/experts before they decided to promote Westland Playing Fields as a campsite for visitors attending the Olympic and Paralympic Games?

Answer:

The Council did take advice from marketing experts before deciding to provide the Westlands temporary camp site. In fact, the Council relied on national research undertaken by, and advice from, the Camping and Caravanning Club, the Council's partner and managing agent for the camp site.

The Camping and Caravanning Club produced a report on projected demand for camping and caravanning during the Olympics, which concluded there would be a "strong opportunity to fill the 400 pitches available at the site each night" given that 90% of their 12,000 members surveyed had said they would consider using a temporary camp site facility.

The Council therefore had every reason to believe that demand for the camp site would be high and proceeded on this basis.

5 RIVER INGREBOURNE: FLOOD PREVENTION MEASURES

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor David Durant

In recent years there has been a growing risk that properties in Abbey Wood Lane, Rainham will be flooded by the River Ingrebourne. This risk can be reduced by de-silting the river and by ensuring the sluice gates are fully operational to release excess water into the Thames.

What measures are being taken by the Council and interested parties to manage the southern end of the River Ingrebourne to prevent flooding?

Answer:

Joint inspections with the EA (Environment Agency) are undertaken with the most recent inspection carried out on Tuesday 10th July 2012. I can confirm that the series of balancing ponds adjacent to the A1306 and upstream have worked well and are holding an unprecedented amount of rainwater following the high volumes of rainfall this year. Further downstream from this point on the A1306 to the Thames it was noted by council officers and the EA representative that the mean water level drops significantly between each therefore indicating that further investigations are required by the EA.

It would be beneficial to de-silt from Squadrons Approach to the new A13 to ensure maximum flow can be optimised which reflects what was noted during Tuesday's inspection with the EA. As some of this run is within SSSI (site of scientific special interest) land a sensitive approach needs to be undertaken to such works.

6 SCHOOL GOVERNORS: SECRETARY OF STATE'S REMARKS

To the Cabinet Member for Children & Learning (Councillor Paul Rochford)

By Councillor Keith Darvill

Does the Cabinet Member for Children Services agree with the Secretary of State for Education that school governors are "local worthies" who undertake school governorships as a "badge of status"?

Answer:

It is my belief and understanding that the overwhelming majority of all Havering governors join school governing bodies to improve the education service for young people in Havering and we do not therefore feel that Havering governors can be described in the terms used by the Secretary of State.

The Council recognises the significant contribution school governors make to the education service in Havering. When appointing LA governors, the criteria below are applied to ensure that school governing bodies comprise of individuals with the best interests of young people in Havering as their priority.

The criteria for being an LA appointed school governor is as follows:-

- A willingness to serve as a Governor
- A commitment to raising aspirations, expectations and standards of achievement in Havering schools
- A commitment to being available to attend relevant meetings and workings of the school governing body
- A commitment to promote and support equal opportunities for all members of the school community
- A willingness to contribute specific skills, knowledge and/or experience to help the school provide the best possible education for its pupils.

Candidates will also be expected to indicate a willingness to undertake appropriate training.

7 SPRING CLEAN SURVEY: RESULTS

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor Ray Morgon

Would the Cabinet Member confirm that service requests/complaints from the "Spring Clean Survey" have been recorded on the CRM system and an analysis of the survey will be issued to all members?

Answer:

The Spring Clean survey was a tremendous success. Around 8,000 residents took the time to respond, providing a really detailed picture of public opinion about our streets, town centres and parks - right across the Borough.

It was a survey - so it's being dealt with in a different way to individual complaints or requests. We've set aside a quarter of a million pounds to spend on the local priorities highlighted in the campaign. As part of that work, we will be looking to respond to as many individual issues as possible and we're determined to tell local people what we're doing in response to the survey results in their area.

We've already collated and published some high level, Borough wide statistics - which show that around three quarters of people think their local area is very or fairly clean.

We're currently working up plans to respond to cross-borough issues, like take-away litter and dog fouling and also localised requests for things like additional seating in parks, or tackling litter hotspots.

More information will be published soon, when the data has been fully analysed and we are able to tell people not only what we've learned, but what we're going to do about it.

8 **BUILDING NEW COUNCIL HOUSES**

To the Cabinet Member for Housing (Councillor Lesley Kelly)

By Councillor Mark Logan

What changes in legislation are required that would enable and encourage local councils to build new council houses for local people?

Answer:

The Government has never actually prevented Councils from building council homes. The changing housing subsidy arrangements have made it economically disadvantageous for councils to build homes themselves, for their own use in the past. However, I am pleased to say, that some of these financial barriers have been removed, and in particular there are significant changes to funding arrangements for council housing since April 2012.

It is now possible for Councils to build new homes within the Housing Revenue Account (new Council homes on secure tenancies) without having to pool any of the surplus that we make on the rental income into a national housing subsidy system. We retain all our rental surpluses, which removed one of the financial disadvantages of building new homes ourselves.

In addition there are other changes which now make it worthwhile building new homes, if we choose to do so. When the discount ceiling on the Right to Buy was raised to £75,000 in April this year, the Government announced a new way of sharing the capital receipts from the Right to Buy.

Under the Self Financing Business Plan, there are a certain number of sales assumed to be taking place, which are based on historical trends. For Havering, this is assumed to be 13 sales a year, throughout the life of the 30-year Business Plan. In year 1, this is assumed to be 10 sales. If only 10 homes are sold under the Right to Buy, the capital receipts on these 10 sales will be shared with Government in the usual way (75% of the receipt is pooled). However, if there are a greater number of sales (and the evidence is that the increased potential discount has encouraged a larger number of sales than usual), then the receipts above the anticipated number of sales are dealt with differently. After administration costs are deducted, and the level of debt that the property carries removed, the remaining surplus can be used to build or fund new affordable homes subject to certain conditions.

I am pleased to say that we have signed a funding agreement with the Government, to undertake to use any new RTB receipts arising from sales in this way, which means that we will undertake to use this money to deliver new homes within 3 years of the receipts

being received. If we had not signed this agreement, then the money would have had to be returned to the GLA, for use on new homes elsewhere in London.

I think therefore that it is true to say that the Government has already done quite a bit, to encourage the delivery of new council homes. However, I am pleased to say that it is a matter of local policy, whether we build or not, or choose to deliver homes ourselves or in a different way. I think it will be some time before we start to use the newly available capital receipts, and in the meantime, we will be sticking to our target of delivering 250 new affordable homes a year, either directly or through partnerships with Housing Associations, which fulfils our housing strategy target to meet the housing needs of local people in this Borough.

10 PARKING ENFORCEMENT: STAFF DEPLOYMENT ON BANK HOLIDAYS

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor Clarence Barrett

In respect of Parking Enforcement, would the Cabinet Member confirm:

- a) How the Parking Enforcement Team is deployed on Bank Holidays in comparison with normal weekdays?
- b) The number of operatives on duty on a Bank Holiday compared with normal weekdays?
- c) Since 1st January 2012, the average number of tickets issued on a Bank Holiday compared with a normal weekday?

Answer:

In answer to point a), rota's are in place every week with different shifts. Bank holidays are operationally managed in the same way as any other working day (which is 7 days per week)

In answer to point b), again they are treated no differently. There will always be the issue of the availability of staff and rota commitments and of course then taking into account annual leave and sickness.

In answer to point c), in terms of PCNs issued, for CCTV the averages are equal since the beginning of the year, average of 52 issued on a Bank Holiday Monday, average of 52 issued on a 'normal' Monday. We issued 41 CCTV PCNs on Good Friday, to date this year on a 'normal' Friday we average 68 PCNs.

For CEOs on scooters who issue tickets via a hand held machine, we average 50 PCNs per 'normal' Monday, whereas we average 79 PCNs on the Bank Holiday Mondays. On Good Friday we issued 99 hand held scooters PCNs, to date this year on a 'normal' Friday we average 62 PCNs.

11 **GLA ELECTION: SPOILT BALLOT PAPERS**

To the Cabinet Member for Community Safety (Councillor Geoff Starns)

By Councillor David Durant

In the election for GLA Mayor how many ballot papers were deemed invalid and how do they compare with the previous GLA Mayoral elections?

Answer:

For 2012 Election in the Havering and Redbridge constituency, the number of rejected ballots was as follows:

Mayoral: 27,719 (first and second preference)

Constituency: 1,993

Assembly List: 1,727

This compares to an overall total of 541,882 good votes which includes both first and second preferences on the Mayoralty, the Constituency and Assembly lists.

For 2008 Election in the Havering and Redbridge constituency, the number of rejected ballots was as follows:

Mayoral: 29,000 (first and second preference)

Constituency: 3,246

Assembly List: 2,594

This compares to an overall total of 634,524 good votes which includes both first and second preferences on the Mayoralty, the Constituency and Assembly lists.

For 2004 Election in the Havering and Redbridge constituency, the number of rejected ballots was as follows:

Mayoral: 22,554 (first and second preference)

Constituency: 7,271

Assembly List: 3,638

This compares to an overall total of 508,913 good votes which includes both first and second preferences on the Mayoralty, the Constituency and Assembly lists.

12 **LOOKED AFTER CHILDREN: PLACEMENTS**

To the Cabinet Member for Children & Learning (Councillor Paul Rochford)

By Councillor Paul McGearry

How many families who have children with child protection plans have been placed in the Borough by other Councils during the last 12 months and how many such families have the Council placed outside the Borough during the same period?

Answer:**Temporary transfers into the London Borough of Havering**

The number of children made subject to child protection plans by other local authorities who have been living temporarily in the London Borough of Havering during this period is 44.

This number is fluid and is subject to change as local authorities hold review child protection conferences where a plan might be ceased or children return to live in their originating local authority area.

The current figure at 13th July 2012 is 24.

Case management responsibility for those children living temporarily in Havering remains with the originating authority.

Cases transferred permanently into the London Borough of Havering.

Where a child subject to a child protection plan from another local authority area becomes ordinarily resident in Havering, the originating local authority will request a transfer in child protection conference requesting that Havering takes case management responsibility for the child/children.

From 1st July 2011 until 13th July 2012 there have been 9 transfer in child protection conferences.

The details about these cases are as follows:

| | |
|---|----|
| Number of transfer in conferences | 9 |
| Number of children | 19 |
| Number of sibling groups | 4 |
| Number of children who remained subject to child protection plans | 12 |
| Number of children where the CP plan was ceased at the point of transfer (the children became subject to CIN plans. | 7 |

Transfer of cases out of the London Borough of Havering from 1st July 2011 until 13th July 2012.

| Case Type | Total | Sibling groups | Individual children |
|---|-------|----------------|---------------------|
| Cases transferring to other local authority areas temporarily | 7 | 1x3 1x2 | 2 |
| Cases transferred to other local authority areas permanently | 5 | 1x2 | 3 |

13 **ISSUE OF BLUE BADGES**

To the Cabinet Member for Transformation (Councillor Mike Armstrong)

By Councillor Gillian Ford

Would the Cabinet Member provide an update regarding the issuance of Blue Badges and in particular:

- a) How many applications are dealt with annually?
- b) How many applications are currently outstanding?
- c) What is the target 'turnaround' time for an application?
- d) What is the current 'turnaround' time for an application?

Answer:

- a) We dealt with the following numbers of applications annually:

| | |
|---------|-------|
| 2009/10 | 4,181 |
| 2010/11 | 4,256 |
| 2011/12 | 5,469 |

- b) At the present time there is no backlog.
- c) The target 'turnaround' time for an application is two weeks for an automatic application and 4 weeks if we need to mobility assess them (that's 4 weeks on the proviso that they call us for an appointment within 5 days of us writing to them requesting they contact us to make an appointment)
- d) The current 'turnaround' time for an application is two weeks for an automatic application and 4-6 weeks for mobility assessed applications.

14 **OLYMPIC SECURITY: MILITARY USE OF HIGHFIELD TOWERS**

To the Cabinet Member for Housing (Councillor Lesley Kelly)

By Councillor David Durant

Olympic security should not be used as an excuse for the overt and gratuitous display of weaponry. Therefore Council permission for the Ministry of Defence (MoD) to use Highfield Towers as an observation post should be qualified with a requirement for military personnel not to overtly display weapons, particularly machine guns, when entering and leaving the building.

Following the test exercise, the Head of Housing and Public Protection informed me that she would review the test exercise and discuss with the MoD whether displays of weapons have been an issue with the local residents. What was the outcome of this review?

Answer:

The test exercise took place on the weekend of 4th and 5th May. Officers reviewed the event at our regular liaison meeting with Homes in Havering. The Director of Housing Services at Homes in Havering, who has been working with the Ministry of Defence on this issue, confirmed that no concerns had been raised by any resident over the exercise. The only event of interest is that the MOD were able to prevent a gang of young men breaking into the roof space, who were intent on restoring their pirate radio signal station, which had been removed by the military.

We have accordingly signed a licence agreement with the MOD to use the roof space during the period of the Olympics, and they will occupy this space from 12th July to 30th September 2012. As you know, they are not proposing to use Highfield Towers for anything other than an observation point. No missile launchers will be used at this site. We have conveyed to our colleagues in the MOD the need to be sensitive to the views of residents, but it does not appear that the residents are unduly concerned about the proposed arrangements, and in any case I am confident that the MOD are fully aware of the need to work in co-operation with local residents.

15 DAGNAM PARK: PROTECTION OF WILDLIFE

To the Cabinet Member for Culture, Towns & Communities (Councillor Andrew Curtin)

By Councillor Pat Murray

What safeguards for the natural environment are being put in place to protect wild life (including Great Crested Newts) and important local flora in the area of Dagnam Park on which the Council propose to construct football pitches?

Answer:

The protection of the natural environment is a key objective of Havering's Parks and Open Spaces Service. In order to ensure that during the project the wildlife of Dagnam Park is protected and there is no breach of any Environmental Legislation, advice on the methodology to follow has been sought from Havering's Conservation Officer.

The advice that has been drafted by the Conservation Officer is being followed to ensure minimum disturbance to the landscape and minimal environmental impact on the formation and maintenance of the football pitches. The advice also calls for future monitoring of the wildlife in following years to review any impact.

16 **MINI-GOLF COURSE, HALL LANE UPMINSTER****To the Cabinet Member for Culture, Towns & Communities (Councillor Andrew Curtin)**

By Councillor Clarence Barrett

Given the worsening condition of the mini golf course in Hall Lane, Upminster, would the Cabinet Member please set out the planned level of investment over the next two years in order that the facility avoids further deterioration and can be enjoyed by the community?

Answer:

The Upminster Pitch and Putt course has been open to the public this year, as in previous years. The Council continues to maintain the course on a day to day basis, but there is no capital or revenue funding available to make any investments during this financial year.

The Council will consider the merits of investment at the Pitch and Putt course ahead of the start of the next financial year (i.e. prior to April 2013); but consideration of such investment will need to take in to account the investment needs of other open spaces and sporting facilities across the borough.

17 **SOCIAL CARE FEES****To the Cabinet Member for Individuals (Councillor Steven Kelly)**

By Councillor Ron Ower

Would the Cabinet Member confirm how much is currently owed in social care fees, by how many people and how far this dates back to?

Answer:

The number of people owing the council money relating to social care continues to be reduced and the total amount owed is reducing steadily. An increasing proportion of debt is secured against property; these debts will be paid off when the properties are sold. Though the overall amount is still higher than we'd like we are pleased with the direction of travel and we are confident we will collect the majority of the money owed.

| | |
|------------------------------------|---------------|
| Current debt secured by property - | £1,236,886.16 |
| Total unsecured debt - | £2,664,501.30 |

Position at 31/3/2010**Res Care**

Total owed - £4,523,154.86
 Secured debt - 1,145,108.88
 Total debtors - 994
 Oldest invoice - 31/10/97

Non-res care

Total owed - £600,021.19

Total debtors - 1063
Oldest invoice - May 2003

Total

Total owed - £5,123,175.96
Total unsecured debt - £3,978,067.10
Total debtors - 2057
Oldest invoice - 31/10/97

Position as of 11/7/2012

Res Care

Total owed - £3,361,061.90
Total debtors - 515
Oldest invoice - 17/5/99

Non-res care

Total owed - £540,325.52
Total debtors - 857
Oldest invoice - July 2008

Total

Total owed - £3,901,387.42
Total debtors - 1372

18 DESIGNATION OF CONSERVATION AREAS

To the Cabinet Member for Culture, Towns & Communities (Councillor Andrew Curtin)

By Councillor Linda Hawthorn

While noting the good news that the two areas in Hornchurch are, quite rightly, to be designated as conservation areas, would the Cabinet Member please consider the area in Upminster encompassing the Windmill, Old Chapel, Convent, St Laurence Church and Rectory (all listed buildings) for inclusion next time?

Answer:

Conservation Areas are only designated in areas which have a distinct character and appearance which is of historic and/or architectural interest. Within the area of Upminster to which the question refers, whilst the five listed buildings are all very valuable, the quality of the remaining buildings is variable and most of the infill buildings are not of architectural or historical interest. As such, officers do not consider that designation of a conservation area would be justified and, based on preliminary discussions, the English Heritage Area Advisor agrees with this assessment. Designation of a conservation area would not provide any additional planning controls or benefits for the listed buildings.

19 **COMPETITTON IN THE BILLBOARD MARKET**

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor John Mylod

Given that Clear Channel and JC Decaux have agreed with the Office of Fair Trading to open up competition for billboard space, would the Cabinet Member confirm what effect this will have on Havering Council?

Answer:

Answer: JC Decaux have agreed in a letter to the Chief Executive that they will not restrict competition for billboard space and therefore in the future if and when billboard space becomes available it will be open to competition.

20 **EARLY RETIREMENT AND REDUNDANCY OF STAFF**

To the Cabinet Member for Value (Councillor Roger Ramsey)

By Councillor Ray Morgon

Would the Cabinet Member confirm the number of employees who have taken early retirement during the past five financial years, together with any costs to the Council. Can the same information be provided for those who have been made redundant?

Answer:

Before 2010/11 the level of redundancies within the Council was not significant

Over the past 2 years with the implementation of the Transformation agenda this situation has unfortunately changed. Numbers of redundancies and associated costs have been: -

| | | |
|---------|------------------|---------|
| 2010/11 | 17 Redundancies | £195k |
| 2011/12 | 108 Redundancies | £1,217k |

These redundancy figures will include individuals, who because they were aged 55 or over and due to their length of service, were entitled to their pension

In 2011/12 additional costs relating to pension strain, plusages etc. for the 108 employees made redundant were £1.1m

During this period a number of employees will have additionally left the organisation through flexible retirement, ill health retirement, early retirement - with or without reduced benefits. All early retirement requests are reviewed taking into account individual circumstances and a financial business case.

21 **NOTIFYING REPAIR OF PAVEMENTS: COST OF POSTAGE**

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor Linda Van den Hende

Would the Cabinet Member set out the annual cost of postage where residents have been personally advised by him that their pavements have been repaired?

Answer:

Letters are hand delivered by officers to residents affected by major footway works prior to works commencing. At this point we ask if residents are interested in applying for a vehicle crossover to be constructed in conjunction with the works. The letters go out in the Highways Managers name and the Leader of the council.

It is difficult to put a cost on this operation as it is carried out by council officers in conjunction with other works.

22 **USE OF COUNCIL PURCHASE CARDS**

To the Cabinet Member for Value (Councillor Roger Ramsey)

By Councillor John Wood

The Public Accounts Committee at the House of Commons have reported their concerns about the inappropriate use of procurement cards by users and not having to produce receipts. Would the Cabinet Member confirm what procedures are in place to ensure that this would not happen in Havering?

Answer:

Within the Council, the issuing of cards, limits and categories of spend they can be used for is tightly controlled. Claims are made through the Oracle system, requiring management authorisation with a review of all receipts.

23 **COUNCIL TAX BENEFIT: NUMBER OF CLAIMANTS**

To the Cabinet Member for Value (Councillor Roger Ramsey)

By Councillor Brian Eagling

Would the Cabinet Member confirm the number of claimants of council tax benefit during the last financial year per ward?

Answer:

| No. of CTB Claims | Ward Name |
|--------------------------|------------------------|
| 1,424 | Brooklands |
| 544 | Cranham |
| 1,165 | Elm Park |
| 409 | Emerson Park |
| 2,270 | Gooshays |
| 605 | Hacton |
| 1,099 | Harold Wood |
| 1,233 | Havering Park |
| 1,936 | Heaton |
| 688 | Hylands |
| 1,090 | Mawneys |
| 647 | Pettits |
| 1,036 | Rainham and Wennington |
| 1,439 | Romford Town |
| 985 | St Andrew's |
| 1,282 | South Hornchurch |
| 763 | Squirrel's Heath |
| 274 | Upminster |
| 18,889 | |

24 SAVINGS IN 2011/12

To the Cabinet Member for Value (Councillor Roger Ramsey)
By Councillor Ray Morgon

Would the Cabinet Member confirm that all agreed savings for the last financial year were met, and if they were not, what savings targets were missed and why?

Answer:

The Council's budget for 2011/12 included an overall savings target of £11.4m, as set out in the report to Council in February 2011. The largest element of this, some £9.7m, was part of the savings items set out in the report to Cabinet in July 2010, as part of the Council's strategic approach to meeting the challenges faced by the broader financial climate, and in response to the Coalition Government's austerity measures.

Of these savings, other than a minor shortfall in the target for the Customer Services transformation programme, not only was this target delivered, but some of the savings agreed by Cabinet were delivered earlier than scheduled. The overall savings figure achieved against the July 2010 target of £9.7m was around £9.9m.

The small shortfall on Customer Services was due to the fact that this is a highly complex programme impacting on services right across the Council, and it was not possible to fully extract the savings target during the year.

The over-performance on savings contributed to an overall under-spend for the financial year.

25 USE OF EMAIL FOR NOTIFYING EVENTS

To the Cabinet Member for Transformation (Councillor Michael Armstrong)

By Councillor Ray Morgon

In May I received two letters in the courier, one about the Armed Forces Day 2012 and the other about a presentation from Network Rail. In an effort to save on paper and printing costs, why were these not sent to members by e-mail?

Answer:

Increasingly it is the case that more and more of council business is being dealt with electronically. Often Members are advised of matters via email, however there remains a number of members who refuse to use computers and email which means that for officers to ensure the effective dissemination of their message they are required to use more traditional means unfortunately.

Calendar Brief is regularly used for the promotion of messages to Members, however it is not always possible for information to be included in it if it falls around a deadline period for example.

I would be very happy to see all council communications to members to be dealt with via email as that would see a considerable reduction in costs both in postage and printing.

Officers are in the process of setting up a trial for members who no longer wish to receive physical mail deliveries to have all mail scanned and sent electronically. We would welcome additional Members to join the trial.

26 MONITORING OF STREETCARE ACTIVITY

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor Nic Dodin

Would the Cabinet Member confirm how this Council monitors productivity, quality and outputs of its staff and contractors in respect of StreetCare services?

Answer:

The productivity of our own staff are monitored by Performance Development Reviews (PDR's) and One to One meetings with managers. The quality and outputs of staff are measured differently depending on the work carried out, for example StreetCare cleaning operatives are measured by the NI195 surveys. We have a robust set of performance

measures that are monitored by Members regarding StreetCare activities, further monitoring takes place at Environment Overview and Scrutiny Committee and by the Group director and Head of Service (HOS) on a monthly basis.

Regarding contractors, StreetCare officers meet with the various contractors on a regular basis to discuss issues that either party may have, and develop strategies for dealing with these, in line with the current procurement policy regarding contract monitoring.

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**ANNUAL REPORTS
OF COMMITTEES AND MEMBER
CHAMPIONS 2011-12**



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Diplomas in Havering

Given the change in direction for vocational education since the Wolf Recommendations were in large part adopted by the coalition government, the continuation of diploma activity in Havering is winding down or has ceased in its entirety in some curriculum areas. In the next academic year (2012-2013) there will be no offer of Diploma programmes in Havering schools or post 16 providers. All year 11 diploma students in Havering will complete this year, but unfortunately due to the lack of support available, all post 16 diploma programme learners will not complete the diploma. However, they are switching to a better resourced and established suite of qualifications to enable them to progress successfully.

The efforts that were made to lay foundations for diplomas to work in Havering were not futile. The relationships between schools, colleges, other providers of education and training, work experience providers, providers of Information Advice and Guidance etc have been developed further and collaboration is still strong. As a result, we have significant cross working between institutions in teaching, community projects, staff expertise and resources, all of which ensure learners have the best learning experience available.

Due to the changes and lack of support in the delivery of diplomas as a grouping of qualifications and indeed as individual elements there is unlikely to be any scope for further delivery and therefore the role of Diploma Champion has come to an end.

ANNUAL REPORT 2011/12

A PLATFORM FOR PROGRESS:

THE WORK OF THE DIVERSITY PROGRAMME TEAM AND THE CULTURE AND LEISURE TEAM 2011 - 2012

Introduction

It is with pleasure that I present this report as the Member Champion for Diversity.

The past year was very challenging for the public sector in general and the London Borough of Havering in particular. Just to set up the context:

1. Throughout the past year the economic environment continued to be the greatest challenge for us and our Living Ambition. In order to remain resilient in the face of the economic challenges and continue to ensure the best outcomes for local people, we implemented an innovative and robust plan called **Havering 2014 Transformation Programme**. This programme started in 2010 and its purpose is to bridge a funding gap of £40 million over five years and help us become more innovative and adaptive to change, whilst ensuring we continue to deliver high quality, value for money and fair services.
2. During the past year the legal context changed tremendously with the enforcement of such major pieces of legislation as the Equality Act 2010, the Localism Act 2011, the Health and Social Care Act 2012. As a result of the enforcement of the Equality Act 2010, the single piece of legislation replacing previous equality and anti-discrimination legislation, a new Public Sector Equality Duty (PSED) came into force on 6th April 2011.

3. PSED replaces the old Race, Disability and Gender Equality Duties and requires that public bodies, in carrying out their functions, pay due regard to the need to:
 - eliminate unlawful discrimination, harassment and victimisation;
 - advance equality of opportunity between different groups, and
 - foster good relations between different groups.

4. As part of PSED, the Council has specific duties to:
 - publish **equality information** about our workforce and customers (by 31st January 2012, then annually), and
 - publish **equality objectives** informed by the evidence and data we have published (by 6th April 2012, then at least every 4 years).

5. In order to be seen as a borough where people are proud to live, we need to go beyond our legal duties and demonstrate best practice in terms of equality and diversity. This is why we decided to implement and benchmark against the Equality Framework for Local Government (EFLG). In November 2010 we were awarded the 'Achieving' level of EFLG and are committed to continue our journey towards Excellence.

Internally, there was another major challenge for the organisation and its Diversity Standard Unit (DSU) following the departure of Fitzroy Andrew and Olu Smith in early 2011. Fortunately, the leadership of the DSU (currently known as the Diversity Programme Team) was soon taken over by Martha Goodhill, a highly-experienced professional with extensive experience of the corporate environment, local government, central government and higher education sector. She is ably supported by the Diversity Adviser Andreyana Ivanova and their Support Officer Moira White. I would like to place on record my appreciation for the team's professionalism in embedding the Equality Act 2010 (including the Public Sector Equality Duty) into all core processes of business and for their diligence in supporting Council officers and Members in a range of areas during this challenging year.

Main Equality and Diversity Achievements 2011/12

The hard work of the Diversity Programme Team (DPT) over the past year has been valuable in embedding the Equality Act 2010 provisions into all core processes of business, but also in providing a benchmark against which future policies and successes can be measured.

Some of the team's main achievements are:

1. Implemented the Public Sector Equality Duty

DPT has implemented the Public Sector Equality Duty (PSED) in all core processes of business, ensuring that the Council is compliant with the Equality Act 2010 provisions. This required cross-department work between DPT and Procurement, People and Change and Internal Shared Services to update equality and diversity procurement procedures, to lawfully collect Workforce Equality data and to update the Oracle system so that we are able report equality information as required by PSED.

2. Developed a new corporate programme for embedding the Equality and Diversity agenda and facilitating our journey to excellence

One of the first priorities of DPT was to update the Single Equality Scheme (SES) in light with new legislation and develop an Action Plan based on the Equality Framework for Local Government (EFLG) requirements, to aid the Council in our journey to excellence. As the life of the current SES is coming to its end, one of the top priorities of DPT during next year will be the development of a new SES and Action Plan.

3. Developed and implemented a corporate E&D training programme

A major focus for the DPT in the past year has been the development and delivery of Equality and Diversity training for staff members, ensuring that all employees are aware of new legislation, how to complete Equality Analysis and respond to different customer and workforce issues.

Due to the huge number of staff members requiring Equality and Diversity training, a well thought of training provider, Equality Works, was contracted in January 2012 following a tough procurement exercise. This training was financed by £40,000 in funds secured from CMT and received excellent feedback for the way in which it was devised and delivered.

A total number of 400 employees attended that training between January and July 2012. Due to the large number of employees still asking to attend this course, a further twelve sessions have been commissioned between September 2012 and February 2013 – meaning that 240 further employees will have attended the training by the end of the current financial year.

Bespoke Training for front line employees was also offered and very well accepted. Following the success of the core training course, The Garnett Foundation – a leading behavioural change agent that uses interactive drama-based training techniques – was commissioned to train seventy employees in the Gardening Maintenance Team. Further theatre-based training will be provided to Streetcare employees and other front line services.

4. Engagement with ‘Hard to reach’ groups

The Council has also adjusted its approach to community engagement and community cohesion to ensure that we are fair and inclusive of ‘hard to reach’ groups, such as young people, ethnic minority groups, disabled people and those living in deprived areas. To this end DPT has advised the development of consultation guidance and draft community engagement strategy; developed a corporate equalities template and data collection guidelines, managed our translation and interpreting contract with the Language Shop.

5. Supported the Diversity Management Groups

During the past year both the Corporate and Directorate Diversity Management Groups meetings have been well attended and with the help of DPT continued to drive the Council’s equality agenda and Equalities Analysis process.

Priorities for the coming year:

Over the next year we wish to further build upon these firm foundations to ensure the Council's continued compliance and commitment to Equality and Diversity and to progress further upon our journey to excellence. In order to achieve this, we have identified the following priorities (non-exhaustive list):

1. Develop and implement a new Single Equality Scheme to ensure the Council's continued compliance with the Public Sector Equality Duty. This will entail extensive consultation and engagement of staff and external stakeholders to inform the development of our new scheme, equality objectives and corporate actions.
2. Devise and deliver tailored Members' training on Equality and Diversity, Hate Crime, Equality Risks and Implications in Reports.
3. Continue to provide guidance on committee reports in terms of equality implications and risks, and support managers and their staff in completing Equality Analyses.
4. Continue to offer expert advice to corporate services on responding to equality related customer queries and complaints.
5. Continue to deliver tailored training and coaching training to services and advise them on the equality and diversity sections of their Service Plans.
6. Continue to work closely with the Corporate Policy and Partnerships, Community Engagement, Communications, People and Change and Internal Shared Services teams so as to ensure compliance with legislation and mainstreaming of the equality and diversity agenda.
7. Continue to manage the Language Shop translation and interpreting service for Havering and attend quarterly Steering Groups and Performance Monitoring meetings of East London Solutions Partnership.

Main Culture and Leisure Achievements 2011/12

Libraries:

- The Disability Award from HAD was given to Rainham Library for their Listening Group - a "reading group" which uses audio material instead of print.
- Young people from PACT visited 3 of our libraries to deliver autism awareness training for staff. Following this the young people have also come on additional visits to our libraries and helped identify strengths and weaknesses in service provision.
- Libraries Disability Workshop - following feedback from service providers, libraries ran a disability workshop aimed at consulting users of our services (as opposed to the service providers themselves). Taking advice from providers, it was decided that the first workshop would focus on people with Learning Disabilities. This year the focus will be on mental health.
- The Libraries continue to employ 8 people through the Rose Programme, and has been a very positive experience for all involved.
- The Library Housebound Service is provided for people who are permanently or temporarily housebound. They are visited on a regular basis with items chosen specifically to their requirements.
- Library staff have received specialist training to offer Bag Book story sessions to adults and children with special needs across the borough. This has led to them working within specialist care settings for adults in addition to the regular school work.
- Ravensbourne School are participating in the Summer Reading Challenge again this year, using Bag Books to complete the Challenge.
- Havering Libraries have signed up to the RNIB 6 step programme run by RNIB (Royal National Institute of Blind People) and Society of Chief Librarians. The programme outlines a number of actions which libraries can take to make their services accessible to blind and partially sighted people. These include having a dedicated "Champion" providing access to large print and audio books and having a strategy in place for provision of access technology.

- Libraries recently invested in 'Dolphin software' which means the public computers are accessible via screen magnification and audio output.
- Many staff completed the DisabledGo training earlier this year and all staff will have completed the Corporate "Introduction to Equality and Diversity" training by the end of the year.
- The development of Community Profiles for all of our Libraries this year, provides us with new valuable information to allow us to understand and respond to the diverse needs of our communities.
- 9 of our 10 libraries are DDA compliant. Rainham, the remaining library, is being re-provided and will be DDA compliant.
- Libraries work with Mind and Havering Adult College to provide the 'Six Book Challenge' and celebrate the successes each year. The Six Book Challenge encourages people with low literacy skills to participate and improve their skills.
- First Click and ICT volunteers - to ensure our community is not technologically disadvantaged we offer First Click classes and also provide volunteers to support customers using the public computers.
- Accessibility from home - Havering now have an excellent 24 hour service. We provide downloadable audio and e-books, access to the library catalogue (which includes the catalogues of the other consortium members), there is facility to renew and reserve items online. In addition to these, we now have a wide range of online resources, courses and materials - these include, encyclopaedias, magazines and newspapers, business resources, legal information and online language, business, educational and leisure courses.
- The Library Service is currently leading on the development of a borough-wide, multi-agency Literacy Strategy.

Paralympics:

- The Paralympic Flame Celebration was held at the Havering Show on Sunday 26 August. Our Paralympic Flame Ambassador, Nicole Evans, collected the flame from Trafalgar Square on behalf of Havering, and was presented on the stage at Havering Show by the Leader of the Council and Peter Bruce, head coach for Havering Tennis Club. This event was

- Amy Marren, a Hall Mead pupil (aged 13) who trains with the Romford Town Swimming Club, has been selected by the GB Paralympic Team to compete in the Games this year.
- On the eve of the London 2012 Olympics and Paralympics, Mike Brace CBE, a former Paralympian and Chairman of Paralympics GB, gave an inspirational talk about his life and Paralympic experiences at Romford Central Library.

Parks & Open Spaces:

- After consultation with partners, the Parks team installed a number of pieces of equipment suitable for disabled children in four of our play areas.
- After consultation with Positive Parents, the Parks team have plans to install the first adult changing facility in one of Havering's Parks (which will make Havering one of the first Councils in the country to do so).

Arts Service:

- The Arts Service provided support for this year's Havering Mela, including event management and provision of event facilities, supplying marketing materials and live music and dance programming.
- The Arts Service organised a week long programme of drama, digital media and creative writing workshops over Spring half term for children with Autism and Aspergers Syndrome, building towards a public performance attended by 100 family members, carers and friends.
- Fairkytes Arts Centre have run regular pottery and craft sessions (3 a week) for adults with learning disabilities.
- The Revellers dance group (for young people with learning disabilities that is based at the Robert Beard Youth Centre and supported by the arts service) continues to thrive, with public performances at this year's Big Dance and Havering Show as part of the Paralympic Flame Celebration.

I remain proud to be the Havering's Diversity Champion at Member level and look forward to following its progress in future.

I have divided this year's Historic Environment Report into 5 parts and one appendix;

1. Policy context.
2. Objects, documents and learning.
3. Olympics and Paralympics.
4. Environment.
5. Recommendations.

Appendix 1. Havering Local Studies and Family History Centre 2011/2012. Report prepared by Havering Library Service Local History Librarian.

The first of these will cover the local and national policy context for the conservation and study of local history and the local historic environment. The second will look at objects and documents of a local historic significance which have been discovered, conserved, interpreted or had work done on them over the last year, and work done to enable people to learn about local history and to stimulate interest in it. The third section will look briefly at projects developed to examine the history of sport in Havering launched to coincide with the London 2012 Olympics and Paralympics. The fourth section will look at projects to conserve, restore or improve the setting of the historic environment throughout the borough. Recommendations arising from the report are contained in the fifth section.

The appendix gives a brief resume of the work of the Havering Library Service Local Studies and Family History Centre, including their contribution to regeneration and planning policy work, and has been prepared by the Library Service's Local History Librarian.

I am very grateful to Jacqui Barr for her help and advice throughout the year, to the staff of the Local Studies and Family History Centre, Council officers in Culture, Regeneration, Planning, Streetcare and Communications, and to the Board and staff of Havering Museum Ltd.

1:Policy context.

National policy.

The National Planning Policy Framework (NPPF) has been published. The document contains a chapter on "Conserving and enhancing the historic environment". The document emphasises that local planning authorities should set out in the Local Plan a positive strategy for the conservation and enjoyment of the historic environment" and should take into account the "wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring".

The Government consulted on the NPPF in draft form in summer and autumn 2011. Havering Council responded to the consultation in October 2011 (Cabinet Report 26th October 2011).

In terms of the relationship of NPPF to the conservation and restoration of the historic environment in Havering, the Council's response expressed concern that the generalist approach of NPPF to heritage conservation matters may lead to disparate approaches

to the issue through the nation, may have significant resource implications for Councils, and may be counterproductive in relation to the Framework's stated goal of simplifying and streamlining the planning system.

It is generally felt within the heritage sector that concerns about the operation the NPPF in relation to conservation of the historic environment expressed in responses to the draft document were responded to positively in the policy when it was published.

The Penfold Review of non-planning consents was published in July 2010, with significant potential implications for listed building, archaeological and conservation area processes. Concern has been expressed at the impact which it may have on the well-informed conservation of the historic environment, including a meeting arranged between the Minister and relevant authorities at which I represented local authority elected member interest. Development of the recommendations of the Penfold Review are ongoing.

The Government published and responded to an independent review of Cultural Education in England by Darren Henley in early 2012. This included archaeology, archives, heritage and museums as well as other forms of Culture.

The Review made 24 recommendations including that there should be a minimum level of Cultural Education that a child should expect to receive during his or her schooling as a whole (Recommendation 1), there should be new guidance and work from OFSTED (Recommendations 13 & 14), new training for teachers (Recommendation 16) and new qualifications for cultural practitioners (Recommendation 17). In its response the Government outlined measures which it would take in relation to a number of the Review recommendations.

Local policy.

Locally, Havering Council approved and published the new Culture Strategy for the borough in Spring 2012, after consultation with local groups, organisations and residents.

The strategy covers museums, heritage, archaeology and archives as well as other aspects of Culture, and establishes the intrinsic and instrumental value of Culture in Havering - particularly focussing on the importance of the sector to health and wellbeing, learning and development, and towns and communities in its instrumental applications. It established four principles for work in the sector in the future; community empowerment, working in partnership, inclusion and cohesion, and good value services. A Heritage and History sub-strategy of the Culture Strategy is being consulted on at the time of writing and will be presented to Cabinet later in 2012.

The Council has published a new vision for young people in the borough (Cabinet 11th July 2012) prior to currently ongoing consultation on the development of a new strategy for young people.

The vision emphasises the central role of Culture - as defined in the Havering Culture Strategy 2012-14 - in achieving the themes and values which it suggest should underpin the future Youth Strategy.

The clarity and focus given by the Culture Strategy are intended to ensure that maximum benefit is gained from Culture, including all those things which we can subsume under the heading of local history and heritage, by the Shadow Health and Wellbeing Board, those working in Education, broader regeneration and economic development programmes, work with older people, in volunteering and social care and other areas of life.

2: Objects, documents and learning.

Havering Museum have displayed many objects loaned by residents for exhibitions on a wide range of subjects relating to the history of the borough.

In addition to its permanent collection and displays, the museum has shown items illustrating the history of sport in the borough, memorabilia and items relating to visits by members of the royal family to the borough and items associated with this subject collected by residents. It has shown objects illustrating the life of the Artist Rifles at the Hare Hall camp in Squirrels Heath and the construction of Romford Garden Suburb. The museum has also shown objects relating to the history of law enforcement and crime in Havering and adjoining areas.



Publicity for the Crime & Punishment Exhibition at Havering Museum

Havering Local Studies and Family History Centre has received a number of documents which accord with its collections policy and have been donated by local people to add to its collection over the last year. Items relating to postal services in Romford and Romford Football Club's trip to the 1949 FA Amateur Cup Final were donated by Mr. L. J. Johnson, author of the 1969 publication "The Posts of Essex". Diaries, papers, newscuttings and photograph albums belonging to Miss Ethel L Cooper (1907-1994) have been donated to the Centre. Miss Cooper taught at Chase Cross School and Pettits Senior Girls School, and was the first headmistress of Harrowfield Girls School, which opened at Harold Hill in 1954.

A watercolour of Suttons Farm, giving a rare view of the house where the Royal Flying Corps Suttons Farm (later RAF Hornchurch), has been donated to the Local Studies Library by relatives of Tom Crawford who lived in the house in the 1920s.

Copies of photographs from the Aldborough family album have been added to the

collection. The Aldborough, Dawkins and Ray families have lived in the Romford area for at least 150 years, and the photographs add unique views of houses, residents, churches and streetscenes. Copies of pictures of Collier Row from the collection of Mr. Jackman of Collier Row have also entered the collection, significantly enriching visual material relating to the history of Collier Row in the Local Studies collection.

A number of new books relating to community history in Havering have been purchased to add to the stock of the Local Studies Library.

The Local Studies Library has held a number of exhibitions showing documents and images from its collection, including an exhibition examining Gidea Park before 1911, held to mark the centenary of Romford Garden Suburb in 2011, a touring exhibition celebrating 75 years of public libraries in Hornchurch, Rainham and Upminster, and the final exhibition of the "Working Lives of the Thames Gateway" project.



Publicity for the exhibition celebrating 75 years of public libraries in Hornchurch, Rainham & Upminster

The Centre has also contributed material and images to exhibitions at Havering Museum, including their exhibition about Romford Garden Suburb post 1911 and others.

A number of items have been discovered during restoration of the Old Chapel in Upminster, including an undated clay pipe and an undated hymn sheet. Mr. Harry Cross kindly lent the Plymouth Brethren Assembly Roll Book for the Old Chapel to those working on the restoration project at the chapel.

Havering Museum has successfully piloted a schools educational programme and now receives regular visits from schools. Feedback from teachers and pupils has been very positive and has resulted in return visits. The museum held a focus group for primary school teachers in November 2011 and has also worked with a number of senior schools to develop the support which its collections can give to teaching a number of subject areas in the curriculum, including history and geography.

The Local History Librarian has worked with a number of schools and educational establishments to support the use of archive material in teaching, including with Whybridge Junior School, Mead School, Royal Liberty School, St. Peter's School,

Havering 6th Form College and Havering Adult College.

Havering Museum have organised a series of talks and events on local history for the general public to support their broader programme and exhibitions. Topics covered have included Haunted Havering, Wartime Havering, Crime and Punishment, Royalty in Havering, Essex Murders, Military Ghosts, Old Toys and Games, World War II Day and others.

The Museum also runs a Reminiscence Group attended by about 30 people each session on average, intended for people aged 50-90 and with important health and wellbeing benefits for older people including supporting mental health and preventing poor mental health and overcoming isolation and loneliness (a key cause of ill health among older people).

The Local Studies and Family History Library now receives referrals from Havering Council's Adoption Team to assist individuals wishing to trace existing family members or learn more about their origins. This has important social and wellbeing benefits.

The Library has also run 3 charged for "Family History for Beginners" courses lasting 12 weeks each, followed by two shorter 5 week courses. 29 Ancestry workshops attended by 102 people have been held in libraries across the borough, and the Local Studies Library has made a number of presentations and talks about the collection and aspects of it, including to Havering-atte-Bower Conservation Society and East of London Family History Society Havering Branch.

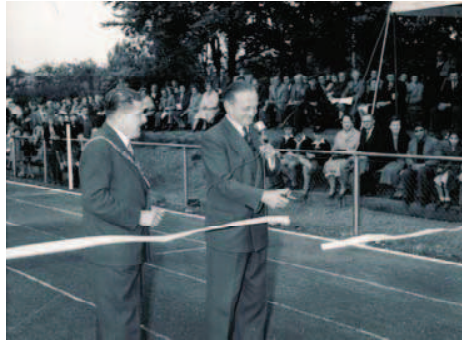
The Local Studies Library is open 36 hours per week and is well used by residents researching aspects of local history through archive, microfiche and other sources.

The Council's Regeneration Department has launched a series of a further 3 walks covering Gidea Park, Harold Hill and Hornchurch, developed and researched by local residents and funded by Heritage Lottery Fund, to complement three previous walks in Romford, Rainham and Havering-atte-Bower developed by residents earlier and also funded by Heritage Lottery Fund.

The Romford Recorder has continued it's valuable series of articles written by local people taking a variety of approaches to the examination of local history.

3:Olympics and Paralympics.

Both Havering Library Service and Havering Museum have run projects to increase material available relating to the history of sport in Havering associated with the London 2012 Olympic and Paralympic Games.



*Opening of the cinder track in Hornchurch 1950's
Featured in the "Sporting Memories" exhibition*

The Library Service has run the "Sporting Memories" project, capturing and archiving residents' memories of taking part in sport and sporting events in the borough and elsewhere. As well as records of memories, the project has also collected documents relating to the history of sport in the borough to enrich the collection of the Local Studies and Family History Centre. The results of some of this work can be seen in an exhibition prepared by the Local Studies Library, which is currently being toured around libraries in the borough.

Central Library has been showing pictures of Olympic and Paralympic events sent in by residents on a big screen in the library. The photographs are submitted electronically by residents, and will help form an invaluable visual archive of residents' experience of the Olympics and Paralympics for future generations.

Havering Museum organised its very popular "Havering's Sporting Heroes" exhibition to coincide with the Torch Relay in Havering and with the Games themselves. The exhibition showed objects loaned by residents to illustrate the history of sport and sports people in the borough. The museum opened when the Torch Relay passed through Romford to enable people to enjoy the exhibition. The event was hugely popular, and it seems that attendance at the exhibition was very high. Visitor figures will be reported in due course.

4:Environment.

Upminster.

In partnership with Upminster Windmill Preservation Trust, the Council is to lead on a bid to Heritage Lottery Fund for restoration of the mill. Friends of Upminster Windmill have organised a number of popular local events to raise funds and promote the mill.



Upminster Windmill and St Andrew's Church

Sacred Heart of Mary School has been successful in a bid to Heritage Lottery Fund to restore this important building. The project involves education and community outreach work and is an important opportunity to study the history of Non-Conformism in Havering as well as social and religious history in Upminster.

Friends of Clockhouse Gardens continue to do excellent work raising funds to make important improvements to the environment of the Gardens and to ensure their restoration. A York stone bird feeding area and new planting in the adjacent border have been installed.

Further repairs have been made to the thatch at Upminster Barn.

Havering Asian Women's Association held an evening of traditional music from the Indian sub-continent at New Windmill Hall.

An exhibition to mark the 75th anniversary of the public library service in Upminster has been held at Upminster Library. Information about Gaynes Park and the bridge at The Grove has been gathered from the Local Studies and Family History Centre by the local Ramblers Association.

The 400th anniversary of the King James Bible was marked in 2011. An exhibition about the work prepared by Havering Library Service was displayed at Upminster Library to mark the event.

Friends of Upminster Park have continued to make a vital contribution to the setting of five listed buildings in the vicinity of the park through their work to ensure a high-quality and visually attractive environment in the park. Friends of Parklands Park continue to work towards the restoration of the eighteenth-century bridge and landscape around it. Research has been carried out on the life of Upminster resident, Suffragette Henria Williams (1867-1911) in connection with a bid to have a Blue Plaque installed on the house she lived in.

CRANHAM.

Material relating to society, agriculture and landownership in Cranham has been of great use in evidencing a picture of Havering and adjoining areas during the eleventh, fifteenth and early-nineteenth centuries in articles published by the Romford Recorder.

HORNCHURCH.

Working with Friends of Langtons Gardens, the Council has been successful in gaining round one funding from Heritage Lottery Fund (HLF) for the restoration of Langtons Gardens. HLF have a two-stage process. Round one funding will allow further work to be done on preparing a detailed restoration proposal. If successful in round 2, the restored park would form part of an outstanding ensemble of historic buildings and landscapes, including Langtons House and Fairkytes, which the Council has restored.

New covers are to be fitted to air conditioning units in Langtons House. Repairs to the weathervane on the Stable Block are in progress.

The Council-funded restoration of Fairkytes was completed earlier this year. New decorative chimney pots have been commissioned to replace the missing ones.

Conservation Area Appraisals and Management Plans for Langtons and St. Andrew's Conservation Areas have been approved for public consultation. The conservation areas were adopted in early 2010.

The Community Cultural Event, showcasing and enabling learning and inspiration from a variety of arts and traditional crafts from cultures throughout the world was held at the Queen's Theatre in Autumn 2011.



African dancers at the Community Cultural Event, Autumn 2011

Havering Theatre Trust have begun work on projects to mark the 60th anniversary of the Queen's Theatre in 2013. The 2012 Community Musical "Lighting Up the Lane" told the story of the early history of the theatre and was excellently received by audiences.

Written by local writers, the production was made by local amateur actors and performers of all ages. An HLF- funded exhibition of material relating to the history of the theatre has been made in partnership with Havering Museum, also using material from the Local Studies and Family History Centre. The exhibition has been displayed in the foyer at the Queen's Theatre and at Havering Museum. The theatre also attracted funding for a "Guerilla Poetry" event in Hornchurch High Street and elsewhere in Hornchurch earlier in the year. As a result of the project poems taking local themes and issues as their subjects were commissioned and performed in the High Street.



Digging Up Stories, part of the 60th anniversary events at the Queen's Theatre

Promotion of Hornchurch as part of the Council's "Shop Local" campaign included promotion of the historic environment of Hornchurch. The Arts Service "Music for a Winter's Night" Chamber Music series at Langtons House continued to make a very popular and sympathetic use of the restored historic building, enabling more people to enjoy it.

Hornchurch Library has displayed an exhibition to mark the 400th anniversary of the King James Bible in 2011 prepared by Havering Library Service. Hornchurch Library also showed an exhibition to mark the 75th anniversary of public library services in Hornchurch prepared by the Local Studies and Family History Centre.

Hornchurch and District Historical Society has continued to be a focal point for local interest in the history of Hornchurch.

SOUTH HORNCHURCH.

Work has continued to protect the fabric of the listed building at Bretons Manor House and to better understand the significant broader historic and natural landscape in which it sits. The Library Service exhibition to mark the 400th anniversary of the King James Bible was shown in South Hornchurch Library.

ELM PARK.

A walk around the former site of RAF Hornchurch at Hornchurch Country Park was organised. Information about the development of Elm Park and the southern end of Harrow Lodge Park has been included in an article looking at social changes associated

with the development of municipal parks in the Havering area in the 1920s and 1930s published by the Romford Recorder. The community of Benhurst Primary School curated an excellent exhibition examining the history of the school, bringing ex-pupils together with current pupils and drawing on community memories and personal archives to celebrate the 75th anniversary of the school. The Council's Historic Buildings and Landscapes Officer has spoken at Elm Park Library on the hidden history of the borough.

ROMFORD.

Progress has been impressive on the restoration and conservation of Romford Conservation Area and its setting.

The Council's Regulatory Services Committee has approved excellently-grounded proposals for the restoration of the former Woolpack public house building in the High Street, the restoration of one of the shop front opposite it, the restoration of the Market facade of Quadrant Arcade and the restoration of the facade of the former Post Office building in South Street.

A concerted effort has been made to improve the quality and visual appeal of shop fronts at various locations in the conservation area and its immediate setting in order to improve the quality of the environment of the town. If owners wish to change their shop front, then advice is available to enable them to spend whatever money they were intending to invest in a way which lifts the historic and general environment of the town centre. New planning policies have been adopted to establish standards for the furniture used for street cafes in the centre of the town including Romford Conservation Area (Romford Town Centre Cafes Local Development Order). Work has been undertaken with telecommunications companies to reduce the negative visual impact of their service boxes and facilities in Romford Conservation Area, including the removal of advertising from phone boxes.

Plans have been agreed with St. Edward's Church of England Church to restore St. Edward's Churchyard behind the church as a better setting for the church as a listed building and to improve nature conservation and provide reflective space in the town.

St. Edward's Music Society has continued to animate the historic environment of St. Edward's C. of E Church in the Market with a fine series of concerts throughout the year, which add much to the enjoyment which people can gain from the building.

The Royal British Legion marked their 90th anniversary in Romford in 2011, and Romford United Reformed Church are marking their 350th anniversary this year. It is the 150th anniversary of the building of St. Andrew's Church, Romford, in 2012.

The Council has installed large-scale picture of Romford Market at various stages of its history along one side of the Market near Nayland Court.



Historical market pictures were installed upon the North side development hoarding

Artists have examined local attitudes and responses to sense of place in Romford Contemporary Arts Programme.

Friends of Cottons Park have researched and published a history of the park and events which have happened in it.

Havering Museum in Romford High Street have organised a series of exhibitions and activities for all ages to promote interest in local history over the year, as has the Local Studies and Family History Centre in Central Library, Romford. Frances Bardsley, Crowlands School and others have undertaken projects on local history and made use of the museum. The Council's Historic Buildings and Landscapes Officer has spoken at Central Library about the hidden history of the borough.

Romford and District Historical Society has continued to be a focal point for study of and interest in local history in the town. Romford Civic Society has continued to develop over the period, and residents in early Victorian parts of the town are interested in conserving and improving the particular character of these parts of the town.

GIDEA PARK.

A number of events were held to mark the centenary of Romford Garden Suburb in Gidea Park in 2011, including exhibitions in Havering Museum and the Local Studies Library.

Work has been ongoing between Gidea Park and District Civic Society and the Council's Planning staff to ensure planning policy operates as effectively as possible for the benefit of the distinctive town planning character of the area as a whole.

The Civic Society has installed interpretative boards showing a map of Romford Garden Suburb near Gidea Park Station and in the Main Road.

Concerns continue to be expressed as to the relationship between proposed Crossrail work at Gidea Park station and the distinctive environmental character of the area.

Working together with Friends of Raphael and Lodge Farm Parks, the Council has succeeded in attracting substantial funding from Heritage Lottery Fund and Veolia Trust

for the restoration of Raphael Park. Work will commence this Autumn.

Gidea Park Bowls Club at Gallows Corner marked their centenary in 2012 with the publication of a history of the club and an event involving Chelsea Pensioners. Royal Liberty School gained lottery funding for a project looking at Romford and Gidea Park, and also use local history material to teach parts of the school curriculum.

Romford Summer Theatre marked their fiftieth Shakespeare production in Raphael Park in 2011. An exhibition was displayed in the Local Studies Library and Havering Museum to help mark the event.

MAWNEYS.

Concern has been expressed at proposals to place Mawneys in Dagenham Parliamentary constituency. Mawney's Manor House was for many centuries Romford Manor House, and so the idea of taking it out of Romford seems regrettable at best. The role of Mawneys in the broader history of the area has been of great value in illustrating issues relative to the development of the area in various historical phases in article published by the Romford Recorder.

Friends of King George's Playing Fields continue to do very valuable work to promote a high-quality environment at this important local site.

COLLIER ROW.

Material relating to the development of the Nash Estate in Collier Row has been of great benefit in illustrating broader social changes in the area in the inter-war years in an article published by the Romford Recorder. Visual material giving a better understanding of the history of Collier Row has entered the collection of the Local Studies and Family History Centre. The Historic Buildings and Landscapes projects Officer has spoken on the hidden history of the borough at Collier Row Library.

HAVING-ATTE-BOWER.

Having-atte-Bower Conservation Society have published a guided walk around the very significant historic environment of the village. Working together with Friends of Bedfords Park and Clear Village, funding has been secured to make further improvements to the historic environment at Bedfords Park.



Friends of Bedford Park Working Party

Havering-atte-Bower Conservation Society once again held their very popular "Horsemen's" Sunday event, which is excellently attended and helps many people to enjoy the environment and history of the village. Railings and pillars from Havering Park House in Elmer Avenue are being repainted in historic colours including green colour following paint analysis.

HAROLD HILL.

A book on the historic landscapes of Harold Hill is being prepared, using material from the Local Studies Centre among other sources. Work is ongoing to ensure that welcome new football pitches at Dagnam Park are in accord with the significant historical and natural landscape at the park. Information about the history of major houses and landscapes in the area now known as Harold Hill have been of great use in illustrating the social and economic history of Havering in articles published by the Romford Recorder. The Library Service exhibition to mark the 400th anniversary of the King James Bible was displayed at Harold Hill Library, and the Local Studies Librarian has worked with Harold Hill school children at Harold Hill Library.



Jubilee talk at Harold Hill Library with the Local Studies Librarian, Mr Don Tait and local school children

NOAK HILL.

Heritage of London Trust have made a grant towards restoration of the stonework and spire at St. Thomas' Church, Noak Hill.

HAROLD WOOD.

Friends of Harold Wood Parks have carried out research in to the history of the area to suggest names for roads on the new estate where Harold Wood Hospital stood. Friends of Harold Wood Parks have raised funds and installed a statue of King Harold in the park. The Historic Buildings and Landscapes Officer has spoken about the historic landscapes of the borough at Harold Wood library.

RAINHAM.

Progress continues to be very strong in conserving and enhancing the historic environment of Rainham Village Conservation Area.

A traditional village sign has been unveiled on the approach to Rainham.



Rainham: Walk into History Leaflet

The National Trust are progressing further plans for the restoration of Rainham Hall, including gaining a greater understanding of the historic fabric of the building. A leaflet outlining the history of Rainham Village from Saxon times to the modern age has been published to help promote visits to the area. A series of bronze tokens have been designed by artists working with local residents to be suitably placed in the historic environment of the village and enhance it.



Bronze token designed by artists and local residents for the Rainham Art Trail

It seems likely that the outstanding new Rainham Library building will soon be started in earnest. Local people will be involved in a art project drawing in local historical themes to make a series of blinds for the windows of the new library building. A local historian

is preparing a new book on the history of Rainham of the last couple of centuries, and has made a presentation on this work to the Havering Historic Environment Forum.

Rainham Village Primary School continue to make excellent use of the rich local historic environment to support teaching in the schools, studying the area in Victorian times, visiting the local church, looking at World War II in the area, the sort of homes people used to live in and visiting the War Memorial for Remembrance Day. Chafford School also maintains a strong interest in using the history of Rainham to support teaching of the curriculum, particularly in relation to the Roman and medieval periods, Tudors and Stuarts, 19th and 20th centuries.

WENNINGTON.

Examples from the history of Wennington have been excellent sources to illustrate issues surrounding the broader development of Havering and adjoining areas from the 11th to the nineteenth centuries in articles published by the Romford Recorder.

HERITAGE CRIME INITIATIVE

The Council is working with English Heritage to develop this scheme, which aims to ensure that evidence related to vandalism of the historic environment is used to give maximum weight to prosecutions of individuals who damage buildings and landscapes of historic significance.

HISTORIC ENVIRONMENT FORUM.

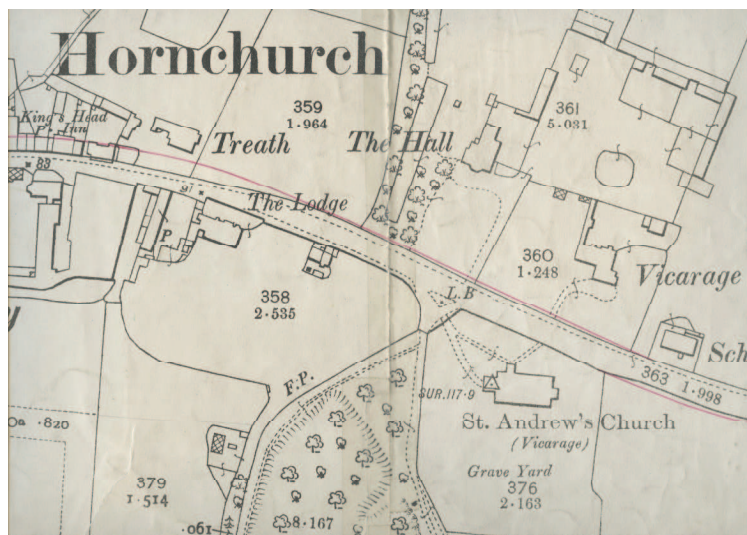
This has continued to be a very valuable and well-attended means of ensuring coherent joint working to common goals between all those involved in conservation and study of all aspects of heritage in the borough. The Forum has received presentations on a wide variety of subjects over the last year, and has greatly benefited from expert co-ordination by the Historic Buildings and Landscapes Officer.

5:RECOMMENDATIONS.

- 1; That the local authority should continue to prioritise the collection, high-quality preservation and interpretation of objects and documents relating to the history of the borough, society and communities within it.
- 2; That the borough should continue to use it's planning policies to encourage scholarly and well-informed restorations and enhancements of the local historic environment.
- 3; That the borough should focus clearly on the instrumental uses of local history, most particularly in relation to education and the personal development of children and young people, as an important means of ensuring a high quality of life for older people, in terms of public health and well-being, and as an important contributor to the future economic vitality of the borough.

HAVERING LOCAL STUDIES & FAMILY HISTORY CENTRE 2011/2012

Havering's Local Studies and Family History Centre has two staff, a Local History Librarian and a Family History Senior Library Assistant. The service is open to the public 36 hours per week including Saturdays and one late evening.



Various maps and images from the collection were used in the **St Andrews Conservation Area, Hornchurch, consultation document** including this from 1912, an example of the diverse uses the Local Studies collection has.

Visitors to the library are able to browse a collection of key books about the Borough as well as a range of local history journals and an extensive collection of books dealing with specialist aspects of family history. Local newspapers back to 1866 and copies of parish registers for the area are available on microfilm.

A subscription to **Ancestry.com** and new from **2011/2012** a subscription to **FindMy Past** offers free access to a wide range of records of great interest to family and local historians, in particular Census returns between 1841 and the newly released **1911 Census** and indexes to the General Registrar's record of births, marriages and deaths since 1837. Access to these online resources is also available at Hornchurch and Upminster Library.

Appointments are available for those requiring assistance with their family history and for access to unique material relating to the history and development of Havering, including rare books, Council Minutes since 1819, Rate Books covering the period 1839 through to the 1950s, maps including Edward Gotto's 1853 map of Romford and copies of nineteenth century tithe maps for Hornchurch and Upminster as well as an extensive collection of historic illustrations.

Enquiries are accepted in person, by telephone, letter or e-mail.

In addition, Local Studies staff offer support and outreach services to groups and individuals through courses, talks, group research sessions and project work with partner organisations. The Local History Librarian assists other Council departments with information, research and copies of items and images in the Local Studies collection.

LOCAL STUDIES COLLECTION

The Local Studies collection policy is to collect material about the Havering area, to organise and exploit the material and make it available to users. In addition the service is responsible for ensuring safe storage of material to serve the immediate and long term needs of users and to conserve items keeping them free from damage and possible destruction. Local Studies also serves as a repository for historic Council records e.g. minute books and rate books. The service concentrates on paper based two dimensional items e.g., books, documents, ephemera, photographs, newspapers and pamphlets.

During 2010/11 new books added to stock included **Voices of Hornchurch** by **Patricia Pound** which includes a number of photographs from the Local Studies collection. **World War II London Blitz Diary Volume One September 1 1939 – December 31st 1940** based on the diary of Ruby Side Thompson who lived in Romford during the Second World War. Two interlinked biographies of particular interest are Matthew Hollis's book **Now All Roads Lead To France: the last years of Edward Thomas**, the poet who was based at the Hare Hall training camp for the Artists Rifles during the First World War and **Portraits of Women: Gwen John and her forgotten contemporaries** by Alice Thomas, a book which focuses heavily on the life of Edna Clarke Hall the artist who lived at Great House at Upminster Common. Edward Thomas and Edna Clarke Hall had a close friendship during the poet's time nearby, which is detailed in the book by Matthew Hollis. (image) **The Dapper Little Banker: the life of Rowland Stephenson** by Paul Bangay includes a number of images from our collection and details the life of Stephenson who was one of the Romford Paving and Lighting Commissioners in 1819 and owned Marshalls House in Romford. In January 1829 he fled the country for America pursued in the aftermath of his bank's collapse. **Hornchurch Photographic Society 1936-2011** is an interesting and well illustrated booklet produced to celebrate the society's 75th anniversary. The Local Studies collection has several dissertations from the 1960s and 1970s where individuals have carried out local history research for academic qualifications, it is hoped that more students who have used our collection for research will follow the example of Thomas Ritchie who donated a copy of his dissertation ***A study to show the extent to which traditional memory models are flawed: setting a precedent using temporal evidence from RAF Hornchurch in the context of Britain, to demonstrate the necessity for a holistic re-evaluation of causal transitions.*** Among several family history titles added to the library stock, **The A-Z Of Edwardian London** has proved particularly helpful to family history researchers and compliments earlier eras in the series.

A number of organisations and individuals have donated items to Havering Local Studies during the 2011/2012 year. Significant highlights include

- The opportunity to copy photographs from the Alborough family album has enabled the library to add unique views of houses, residents, churches and street scenes in the Romford area capturing something of the lives of the Alborough, Dawkins and Ray families who have lived in the area for at least 150 years |





Capron Cottages in Collier Row

- Mr Jackman of Collier Row also allowed us to copy views of Collier Row in the early twentieth century. He has long family roots in Collier Row and has improved the range of images in our collection for Collier Row.

- Mr L. J. Johnson the author of *The Posts of Essex* published in 1969, donated several items relating to postal services in the Romford district as well as memorabilia from Romford Football Club's trip to the 1949 FA Amateur Cup Final
- The Diaries, papers, newscuttings and photograph albums of **Miss Ethel L Cooper (1907-1994)** whose long career as a teacher and headteacher in Essex included periods at Chase Cross School, Pettit's Senior Girls School and as the first headmistress of Harrowfield Girls School which opened at Harold Hill in 1954.



Pettits School pupils signatures c 1948

- The Local Studies collection includes a small number of paintings. The donation this year of a watercolour of **Suttons Farm** is a particularly welcome as it makes available a rare view of the house for Suttons Farm, where Royal Flying Corps Suttons Farm, later RAF Hornchurch began its illustrious history.

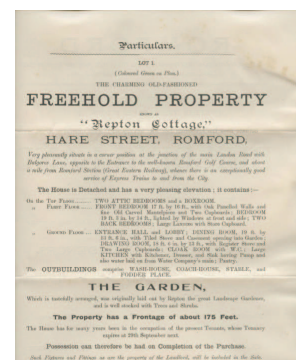


Suttons Farm in Hornchurch, painted in the early twentieth century when the donors' ancestor Tom Crawford lived there

EXHIBITIONS

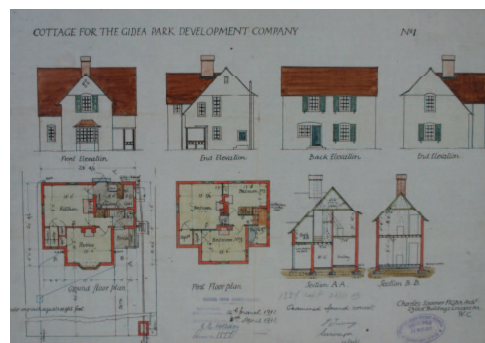
The Local Studies and Family History Centre continues to display and support exhibitions celebrating the rich history of Havering. During 2011/2012 these have included

- **Romford Garden Suburb, Gidea Park Centenary 1911-2011** this was the service's major exhibition during the year covered by this report and was created in conjunction with the Havering Museum and the Gidea Park and District Conservation Society. The content was primarily assembled from items in the Local Studies collection and from the Civic Society's collection. The exhibition, which explored the history of the Gidea Park district, was divided into two sections with the history of Gidea Park pre-1911 displayed in Local Studies.



The second part looking at the development of the Romford Garden Suburb from 1991 displayed in the Museum. The exhibition was officially opened at the Havering Museum in June 2011 by Leslie Newens the Chairman of the Gidea Park and District Civic Society

The exhibition and has been displayed in two parts at Gidea Park Library. An extract from the exhibition about the landscape gardener Humphry Repton has been prepared for display in Lloyds Bank, the site of Repton's cottage. The exhibition encouraged many new visitors to the Museum and to Local Studies.



One of the unique house plans displayed in the Romford Garden Suburb exhibition from the Havering Local Studies collection

London Borough of Havering Library Service
Local Studies and Family History Centre

75 Years of Public Libraries in Hornchurch, Upminster and Rainham

On 12th October 1936 public libraries opened in Hornchurch, Upminster and Rainham for the first time. As part of the celebrations for their 75th anniversary, each of the libraries will be displaying an exhibition telling their story from the following dates:
HORNCHURCH LIBRARY from 12th October Tel 01708 434903
RAINHAM LIBRARY from 20th October Tel 01708 434907
UPMINSTER LIBRARY from 26th October Tel 01708 434933
 During normal opening hours

Havering
LONDON BOROUGH

- **75 Years of Hornchurch Libraries** – this exhibition was completed in three parts to mark the 75th anniversary of Hornchurch Libraries which started in 1936 with a library in Hornchurch, Upminster and Rainham. The three branch libraries all received an exhibition pertinent to their library in October 2011 and a combined exhibition telling the story of all three branches was displayed in Local Studies in 2012.

- **Working Lives of the Thames Gateway** – the final exhibition celebrating the Working Lives project was displayed in Local Studies during October and December 2011
- During August and September 2011 the exhibition to celebrate **50 Years of the Romford Summer Theatre** created by Norma Jennings, author of the theatre's history was displayed in Local Studies.
- The successful Havering Museum exhibition "**Art and War: The Artists Rifles and Romford, 1915 to 1918**" transferred to Local Studies in December 2011.

ENQUIRIES AND USERS

In addition to visitors carrying out their own research using the material available on the shelves in the Local Studies Room or arriving without appointments and receiving assistance, there have been in excess of 400 appointments for more detailed specialist assistance with family history and local history and access to unique material in our collection between April 1st 2011 and March 31st 2012.

There have been 246 microfilm reader bookings to view historic local newspapers, parish registers and other material.

The department responds to a wide range of enquiries via letter, e-mail and telephone. A generic Local Studies email address has been instigated this year to aid with managing and quantifying electronic enquiries. Between October 2011 and the end of March 2012 approximately 90 enquiries were

responded to from this e-mail address whilst individual staff continue to receive and respond to the bulk of the department's enquiries through their personal e-mail addresses.

Typical responses to the enquiry service include

In response to tracing a newspaper article by the enquirer's mother in the 1960s

Thanks so much for this - it's hilarious that she got Paul McCartney's name wrong! She must be the only one in the world to have done that! She told me she wrote a jazz column for the paper at that time. Thanks again - it's brilliant to see her words, if not her picture. Ta for looking!

In response to tracing the details of a table tennis match for an enquirer in Sussex

The information you have been able to locate is perfect for me. As you say, at least now we have the opponent if not the scores. Your help is very, very much appreciated – thank you.

In response to sourcing information etc for a schoolchild's local history project

Thank you, as this was much more than I expected.

This has really given (my daughter's) work and understanding of the local area a massive boost. Again thank you for your time on this.

In response to sourcing details of a football match played by a Chelsea side at Romford in 1937 for the club's historian

That is absolutely wonderful.....and the reason I am such a great supporter of local archives and libraries.

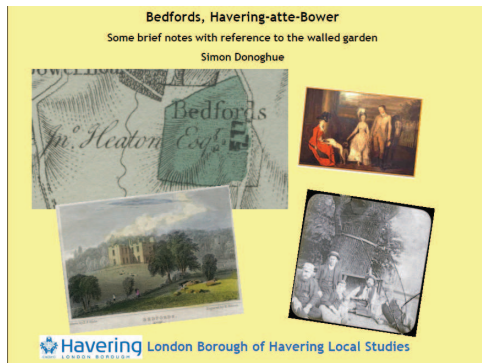
PROMOTION AND PARTNERSHIPS

The Family History Senior Library Assistant has offered a range of courses and taster sessions for groups or individuals wishing to learn about tracing their family history.

A charged for **Family History for Beginners** course lasting 12 weeks ran three times followed by two shorter 5 week courses. The course introduces those attending to all aspects of family history. The 12 week course included a visit to the Local Studies and Family History Centre for a session on Local History resources for family historians and an opportunity to see original archive material. 40 people enrolled for the courses. 29 **Ancestry workshops** were held across the network of Libraries in the Borough attended by 102 people. A number of participants have made verbal and written comments praising the courses and the assistance available to enquirers, typified below

I would very much like to thank you for the Ancestry course on Wednesday morning but even more so for the time you spent with me explaining it in far more detail Friday afternoon. Your introduction to findmypast opened a whole new research area for me.

The Family History Senior Library Assistant has also delivered 8 talks about family history in libraries across the Borough. The Local History Librarian gave a talk and slideshow to an audience of 40 at the Central Library about **Victorian and Edwardian Romford**.



During 2011/12 the department has endeavoured to promote the service to groups and organisations outside the Library Service network. These have included a talk to the East Of London Family History Society - Havering Branch about the **Local Studies Collection** by the Family History Assistant attended by around 100 people.

T

The Local History Librarian has also given talks to The Havering-atte-Bower Conservation Society at their Annual General meeting **Bedfords, Havering-atte-Bower -Some brief notes with reference to the walled garden** (attendance approximately 40), the Hornchurch Photographic Society, **An Introduction to the London Borough of Havering Local Studies and Family History Centre** (attendance approximately 35), **An Introduction to the London Borough of Havering Local Studies and Family History Centre** (attendance approximately 30) for the Friends of Havering Museum.

The Local Studies and Family History Centre also assisted schools and other educational bodies in the teaching and understanding of history. This has included the preparation of image slideshows for **Whybridge Junior School** in South Hornchurch and **Mead School** in Harold Hill who wanted information as part of their 60th anniversary celebrations. 12 year 7 pupils from **Royal Liberty School** visited to research ideas for their English course and a year 3 class of 30 pupils from **St Peter's School** in Romford visited for an introduction to the Local Studies collection. An introduction to our collection and research techniques was given for 18 **Havering Vith Form College** Archaeology AS level students and 2 staff who visited Local Studies in November 2011. In March 2012, a class of 30 children with staff from **St Peter's School** in Romford repeated their visit of 2011 to research Romford during World War II. Local Studies also assembled copies of material to assist **Havering Adult College's** Family Learning course due to begin in April 2012.

We continue to work with the **Havering Museum** and the conclusion of the loan agreement between Havering Council and The Havering Museum covering artefacts, primarily from the Library Service collection, but also from other parts of Havering Council, was a significant milestone. Apart from the very successful collaboration on the **Romford Garden Suburb, Gidea Park Centenary** exhibition Local Studies has supported Museum projects throughout the year, hosting research sessions with Museum volunteers and assisting with images and information for several of their projects. Images from the Local Studies collection have been used in their exhibitions including **"Art and War: The Artists Rifles and Romford, 1915 to 1918"** and **"Crime and Punishment"** and for the Hornchurch project in early 2012.

The specialist skills of the Family History Assistant means she now takes referrals from **Havering Council's Adoption Team** to assist individuals wishing to trace existing family members or learn more about their origins.

Havering Heritage Walks three research sessions were held with volunteers involved in the second stage of the Heritage Walks project covering Harold Hill, Gidea Park and Hornchurch. Local Studies supported those involved in

researching the walks and supplied historic images for inclusion in the final brochures.

London's Screen Archives Digitisation. This project, funded by the British Film Institute and UK Film Council's Screen Heritage UK programme through Film London, is almost complete and the first DVDs were received at the end of 2011. VHS recordings are being digitised and will be available later in 2012. Once the complete collection of film has been digitised we will organise a films event in the library. The partnership developed during the course of this project is bidding to the Heritage Lottery Fund for a new project **London-a bigger picture** which among other things will aim to find out more about film in and relating to Havering. It will also work with volunteers and assist with training for staff.

As part of the preliminary research for the HLF supported Diamond on the Green project about the history of the **Queens Theatre**, a research session was organised for the writers of the linked Community Play in July 2011. The project and play will begin in the 2012/2013 year.

Public Catalogue Foundation an initiative by this organisation saw the small number of oil paintings in the Local Studies collection professionally photographed. The funding for this came from the PCF and we have received a high resolution digital photograph. The images are displayed via the BBC Your Paintings website www.bbc.co.uk/arts/yourpaintings

The original paintings are viewable by appointment in Local Studies or in the Havering Museum where some are displayed.



Romford Market c 1881

The most important painting in our collection, depicting Romford Market in the 1880s is on display in the Local Studies and Family History Centre and can be viewed during normal opening hours.



MEMBER DEVELOPMENT GROUP

SUMMARY

This report is the annual report of the Member Development Group, summarising the Group's activities during the past Council year.

It is planned for the report to stand as a public record of achievement for the year and enable Members and others to note the Group's activities and performance.

There are no direct equalities, environmental or financial implications attached to this report.

RECOMMENDATION

1. That the Council note the 2011/12 Annual Report of the Member Development Group.

REPORT DETAIL

1. MEMBERSHIP AND GROUP DEVELOPMENT

- 1.1 While training and development for Members has been a priority of the Council for some years, a feeling has developed among Members that these areas required a more structured and planned approach if they were to be as effective as possible. To this end, the Member Development Group was relaunched in mid-2011 with the overall objective of ensuring that every Member of the Council has an equal opportunity to access training and development relevant to their role.
- 1.2 The group is facilitated by officers from Democratic Services with assistance from Human Resources. The group is chaired by Councillor Dennis Bull with the other Members currently being Councillors Osman Dervish, Pam Light and Barbara Mathews. Places on the group are also available to the Independent Residents' and Labour Groups in order to ensure as broad a

consensus is reached as possible as regards options for Member development.

2. TERMS OF REFERENCE

- 2.1 The first task facing the Group was to establish its terms of reference. These were agreed by the Group covering a number of key issues including membership, frequency of meetings, chairing arrangements and management of the Group's budget. The Terms of Reference were circulated to Group Leaders for comment and have been in operation since November 2011. A revised application form for Members who wished to attend external training courses was also designed and agreed by the Group.

3. EVENTS ORGANISED BY THE GROUP

- 3.1 **Ageing Well Conference** – In January, a conference was arranged using support from the Centre for Public Scrutiny to consider issues relating to the ageing population in Havering. A variety of speakers presented on various aspects of work relating to older people including Havering Police, The Council's Culture and Leisure Services, Homes in Havering and Havering Local Involvement Network. The conference was well attended and covered a wide range of issues, some of which have been selected for further investigation by the Overview and Scrutiny Committees. Learning points in terms of the structure of the event included the need to build in more time for questions to the various speakers and that the format for the break-out sessions, set by an external facilitator, was not sufficiently effective to pick up all the feedback given.
- 3.2 **Scrutiny at the House of Commons** – In March, the Group was pleased to welcome Glenn McKee, the clerk of the House of Commons Select Committee covering the Department of Communities and Local Government to give a presentation of how scrutiny worked in this environment. The event was well-attended and Members enjoyed an interesting presentation and video on the role of Select Committees and how they carry out their inquiries.
- 3.3 **Scrutiny at the Greater London Authority (GLA)** – In April, Members received a presentation on how scrutiny is undertaken at the GLA from the head of scrutiny at the Authority. This explained how scrutiny is undertaken within the organisation and the techniques used by GLA members during their reviews. Although attendance was lower on this occasion, an interesting discussion followed the presentation particularly around how the various forms of social media could be used to produce more effective and inclusive scrutiny.
- 3.4 **The Impact of the new NHS Structures** – The group has also recently arranged for an external facilitator to run a day session for Members to

consider in more detail how the current changes in NHS structures will impact on the Council, with particular reference to the role of health scrutiny. The session was well received by Members overall who felt they were now more knowledgeable about the NHS in the local area and how it will be structured in the future.

4. FUTURE PLANS

- 4.1 The Member Development Group has a number of events planned for the 2012/13 year including a briefing by a well-known QC on the implications of the Equalities Act and training organised by Age Concern Havering to raise awareness of dementia and associated issues.

5. COMMENTS FROM THE MEMBER DEVELOPMENT GROUP

- 5.1 This report details a number of events for Members that, in the view of the group have been extremely positive development opportunities. The Group would however like to record its disappointment that several of these events had extremely low numbers of Members attending. As stated above, further events are planned for the new municipal year and the Group would urge all Members to try to prioritise attending these events in the future.
- 5.2 It is of course accepted that Members have many other commitments and officers make every effort to arrange development events at dates and times when known clashes of commitments are avoided or at least kept to an absolute minimum. Nonetheless, the attendance at some of the recent events has been disappointing and the Member Development Group would therefore appeal to all Members, regardless of political group, to give a higher priority to attendance at forthcoming events. The development programme is regularly advertised via Calendar Brief and officers will be pleased to give Members further details at any time, should these be required.

Report of the Champion for the Over 50's

A whole year has passed since I wrote my last report and what a year it has been. Budget restrictions have made everyone re-think provisions and procedures making changes without damaging or reducing services not only in this Council but across the voluntary sector throughout the Borough.

I hope you will take the time to read it in full so you will see that despite all the challenges not only Social care but Culture and Leisure as well as the Voluntary Sector have improved and extended their services. This does not happen on it's own but is the result of some very hard work which results in the enhancement of the lives of our elderly residents.

Madam Mayor, I submit my Annual report. Thank you.

Social Care

Despite pressures on budgets, The London Borough of Havering remains determined to improve services for over 50's over the last year, here are a few examples:

Better Information and Advice – Care Point

Care Point is a new, free independent advice service located High Street in Romford Town Centre. The service provides a whole range of advice about how to stay active, how to access services to keep older people informed of their options so they can make more informed choices.

Care Point has so far helped over 300 Havering residents since its doors were officially opened in February by the Secretary of State for Health Andrew Lansley. Information and advice can be provided either by face-to-face, over the phone or by email. The Care Point team can be contacted on 01708 752435, visited at High Street, Romford.

Better Services for People with Dementia – Singing for the Brain

Singing for the Brain sessions run by Alzheimer's Society are now available for residents of Havering.

Evidence shows that singing stimulates the brain, helping to improve memory, as well as being a positive social activity. The sessions will be held once a week and are aimed at residents who are at the early to moderate stage of dementia.

Additional Support for Carers

The London Borough of Havering has worked with Crossroads Care Havering to increase opportunities for respite.

Crossroads Care Havering have extended services to relieve the main carers of residents with moderate to advanced dementia. Crossroads Care is a

registered charity, part funded by the Council to deliver the service until April 2013, with a charge of £7.50 per hour to individuals.

Many residents suffering from dementia are housebound and wholly reliant upon family carers who often find their own independence and opportunities to socialise greatly diminished in the fulfilment of their roles. The service offers home-based respite support to carers for up to 6 hours per 4 weeks, enabling them to take a break on a flexible basis from Monday to Friday 8am – 8pm. Since the needs of residents vary with the severity of their disability, the service provides an individual care plan tailored for each person and, where appropriate, encourages their independence with trips outside the family home and by helping them manage their own personal care. The Crossroads Care Havering team accept direct referrals and can be contacted on 01708 757242.

Falls prevention exercise classes

A Free Community Exercise Programme is now available via GP referral for all Havering residents at risk of falls. For further information or for copies of the community exercise programme leaflet, please contact julie.weir@haverling.nhs.uk

Also Falls Prevention and Management training has commenced in care homes in May and 11 sessions have been delivered so far. The training has been well received by the staff and the trainer has noticed a difference in the homes she has revisited. Initial training will be delivered in all of the borough's 38 care homes by the end of January 2013 and refresher training will be delivered thereafter.

A New Peer Support Service

This service will provide support for people with dementia and their carers by recruiting and matching volunteers, and matching people with dementia and their carers to others on the basis of shared needs and preferences. The service is being delivered by the Alzheimer's Society and the first peer support sessions are taking place this month in Romford and Upminster.

New for This Year

The "Get Active" programme includes free swimming for older people as well as Gym time at two Sports Centres, Harrow Lodge and Central Park as a way to encourage them to keep active.

The Havering Circle is a new innovation to get older people to share their skills and knowledge in a safe environment. This is in addition to Handyman Service which does minor repairs as well as checks for possible hazards such as worn carpets and loose rails.

Culture & Leisure

Culture & Leisure continue to provide a huge range of services and activities which appeal to, and/or are targeted at older people, and contribute to their health and wellbeing and quality of life. A few examples of activity this year includes:

- The Havering 60+ Artist of the year 2012 competition received a record entry with nearly 80 artists submitting their work.
- The Arts Service have run three live music performances at Parkside Residential Centre in Romford, with professional musicians performing to an audience of 25-30 (mixed Alzheimer sufferers/non sufferers) on each occasion.
- Over 50s attendances at Fairkytes Arts Centre continue at their usual high level, enjoying music, singing, painting, drawing, pottery and a host of other activities, including specially targeted sessions for visiting groups from residential centres and sheltered housing units.
- The Health & Sports Development Team continued to deliver their sport and physical activity programme for adults, many of which proved popular with those aged 50+, including yoga, dance, armchair exercise, tai chi and healthy walks programme. The team has also worked with partner organisations such as Homes in Havering to provide activities such as chair based exercise for less mobile residents.
- The Health & Sports Development Team introduced 'Zumba Gold' a more moderate intensity version of the popular activity, which has been very positively received by older people, and the team have subsequently organised two additional sessions in partnership with Age Concern.
- The Health and Sports Development delivered 'Just For Him' events in partnership with Age Concern and Romford YMCA. The events helped raise awareness of a healthy lifestyle and offer sport and physical activity and social networking opportunities to men aged 50+.
- The Health and Sports Development organised the 'Summer of Sport' physical activity programme, which included popular sports such as tennis and archery. The programme had a significant amount of people aged over 50. Due to the popularity of the programme, additional archery sessions were organised and tennis participants continued to play at local clubs.
- The Havering 'Walking the Way to Health' programme, which offers an excellent way to exercise and socialise particularly for older residents, continues to go from strength to strength. 2011-12 saw 786 registered walkers make 11423 attendances across 19 walking venues.
- Latin American and Ballroom Dancing continues to be one of the larger and popular programmes that the team operates. The annual programme which is held over 30 weeks had 90% of the 180 participants amongst the 50+ age group. This year, participants from this programme were also involved in a hugely successful intergenerational dance session with Newtons School, held at Queens Theatre in the lead up to the 2012 Big Dance event.

- The Parks Service continues to develop and maintain high quality parks and open spaces in the borough, providing a much valued resource for enjoyment and relaxation. Our over 50s residents have been making good use of the recent installation of additional benches and picnic tables, new interpretative signage on local history and ecology, the new outdoor gyms, and improvements to allotments. The Friends of Parks groups, supported by many volunteers in their 50+s, also continue to do great work in their local community.
- Our Libraries continue to provide a valued service for our residents, with a number of events and activities particularly popular with older residents, including 'Young At Heart' groups, basic IT courses, authors talks, 'knit and natter', poetry, creative writing, reading and 'gratitude' groups. The Reader Development team also does outreach and promotional work with over 50s groups, such as the Perky Pensioners and Harold Wood over 60s group.

Age Concern

Age Concern continues to support some of the most vulnerable residents with Day Centres, Days Out, Entertainment, Befriending and Advice. Losing a large part of their outside funding they had a complete rethink and are now offering some new services while keeping up with the old. A new Magazine called "the Second Half" has been very successful being informative as well as entertaining. Their new subsidiary company Pomolo which provides Home Care to the housebound is proving a success for its users.

Havering Over 50s Forum (HOFF)

HOFF is not a social club but a means of keeping our older residents up to date with current trends, services available to them and changes in legislation both locally and nationally. The Forum has increased its membership again this year so the format must be to the members' satisfaction. There is a wide range of speakers each month, including the current Mayor, The Leader, Cllr Michael White, who dragged himself away from the dentists to speak to the Forum, Trading Standards and CAB. Some are entertaining, all are very informative. The Forum members are often asked for their help or opinions on forthcoming changes in Social Care or Council Services. Having at least 80 members at every meeting, all of which have family and friends, is a good way for Council Officers to access public opinion. A tour round the Houses of Parliament and the Chelsea Hospital, a summer Picnic and a Christmas Lunch complete the year's activities. HOFF has had a stand at the Havering Show for the past few years, but this last one has been the most successful with over twice the number of visitors to the stand stopping for a chat and an information pack. Other venues where HOFF has had a stand are the Queens Theatre on their community days as well as the Harold Hill Festival. The Newsletter is published quarterly and is distributed across the Borough

through the Libraries, Doctors Surgeries, the Queens Hospital as well as members who often take them to their clubs and associations. The Caring Neighbours Scheme is in its third year and is run jointly with the Age Concern and the Forum's sponsors, Pinney, Talford and Rivetts. The awards will be presented by Angela Watkinson MP again this October. Every meeting there are updates from Age Concern, LINK and our Transport Representative Joan Grant plus updates and a Question and Answer session with the President.

I hope this report gives an insight into what is available for our older residents. Being better informed you will be able to direct them to the services and social activities that will enhance their lifestyles

Cllr Pam Light
Champion for the Over Fifties



Havering

LONDON BOROUGH

HAVERING PENSION FUND

**BUSINESS PLAN/REPORT ON THE WORK
OF THE
PENSIONS COMMITTEE
DURING
2011/12**

INTRODUCTION

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

The Business Plan looks forward over the next three years and will be reviewed and updated annually.

This report also covers the period 1st April 2011 to 31st March 2012 and outlines:

- The work of the Pensions Committee
- Key issues arising during the course of the year

The financial position and the performance of the Havering Pension Fund for 2011/12 is featured as part of the formal Annual Report of the Fund itself and not included here. The Annual Report is prepared later in the year when the pension fund accounts have been finalised.

BACKGROUND TO THE PENSION FUND

The Council is an Administering Authority under the Local Government Pension Scheme Regulations and as such invests employee and employer contributions into a Fund in order to pay pension benefits to scheme members. The Fund is financed by contributions from employees, employers and from profit, interest and dividends from investments.

The Council had delegated the responsibility for investment strategy and performance monitoring to the Pensions Committee.

The Havering Pension Fund has adopted a benchmark for the overall fund of Gilts + 2.9% (net of fees). The Fund had five different fund managers (who have specific mandates) during 2011/12 and performance is monitored against an agreed benchmark. The Pensions Committee appointed a new global Equity Manager (Baillie Gifford) in December 2011 but they did not start trading until April 2012.

The positioning of the fund as at March 2012 follows:

| Manager and target percentage of total Fund awarded | Mandate | Tactical Benchmark (what managers are measured against) | Out performance Target |
|--|-------------------------------|---|-------------------------------|
| Standard Life 20% | UK Equities | FTSE All Share Index | 2% |
| State Street (SSgA) (Account 1) 15% | UK/ Global Equities - Passive | UK – FTSE All Share Index Global (ExUK) – FTSE All World Ex UK Index MSCI All World Index | To track the benchmark |
| State Street (SSgA) (Account 2) 25% | UK/ Global Equities - Passive | UK – FTSE All Share Index Global (ExUK) – FTSE All World Ex UK Index MSCI All World Index | To track the benchmark |
| Royal London Asset Management (RLAM) 25% | Investment Grade Bonds | <ul style="list-style-type: none"> • 50% iBoxx Sterling Non Gilt Over 10 Year Index • 16.7% FTSE Actuaries UK Gilt Over 15 Years Index • 33.3% FTSE Actuaries Index-Linked Over 5 Year Index | 0.75% |
| UBS 10% | Property | IPD (previously called HSBC/AREF) All Balanced Funds Median Index | To outperform the benchmark |
| Ruffer 5% | Multi Asset | Not measured against any market index – for illustrative purposes LIBOR (3months) +4% | To outperform the benchmark |

Fund Managers present performance updates on a quarterly basis. They report every 6 months at the Pensions Committee and on alternate quarters meet with officers for an informal meeting, with the exception of Ruffer and State Street who will attend two meetings per year (one with officers and one with the committee).

The Fund also uses the services of WM Performance Measurers to independently report on fund manager performance.

FUND MANAGEMENT STRUCTURE

Day to day management of the fund is delegated to the Group Director of Finance and Commerce. The Committee also obtains and considers advice from the authority's officers, and as necessary from the Fund's appointed professional adviser, actuary and performance measurers who attend meetings as and when required.

The membership of the Pensions Committee reflects the political balance of the Council and the structure of the Pensions Committee during the period April 2011 to March 2012 was as follows:

Cllr Eric Munday (Chair) – Conservative Group
Cllr Damian White (Vice-Chair) – Conservative Group
Cllr Roger Ramsey – Conservative Group
Cllr Melvin Wallace – Conservative Group
Cllr Ron Ower – Residents Group
Cllr Denis Breeding – Labour Group
Cllr Jeffrey Tucker - Independent Local Residents Group

Non voting Union Members:

John Giles (Unison)
Andy Hamsphire (GMB) from January 2012

Non voting Admitted/Scheduled Body Representative:

David Holmes – Havering College of Further and Higher Education

There were some changes made to the elected members of the committee in May 2012 and the current structure as at the date of the report publication is as follows:

Cllr Melvin Wallace (Chair) – Conservative Group
Cllr Rebecca Bennett (Vice-Chair) – Conservative Group
Cllr Roger Ramsey – Conservative Group
Cllr Eric Munday – Conservative Group
Cllr Ron Ower – Residents Group
Cllr Pat Murray – Labour Group
Cllr Jeffrey Tucker - Independent Local Residents Group

| | |
|-------------------------|--|
| Fund Administrator | London Borough of Havering |
| Actuary | Hymans Robertson |
| Auditors | PricewaterhouseCoopers LLP (PWC) |
| Performance Measurement | WM Company |
| Custodians | State Street Global Services |
| Investment Managers | Standard Life Investments (UK Equities) Royal London Asset Management (Investment Bonds) Alliance Bernstein Institutional Investors until February 2011(Global Equities) UBS (Property) State Street Global Assets from September 2010 (UK/Global Equities – passive) Ruffer LLP from September 2010 (Multi Asset) Baillie Gifford (Global Equities) from April 2012 |
| Investment Advisers | Hymans Robertson |
| Legal Advisers | London Borough of Havering Legal Services provide legal advice as necessary (specialist advice is procured as necessary) |

The terms of reference for the committee are:

- To consider and agree the investment strategy and statement of investment principles (SIP) for the pension fund and subsequently monitor and review performance
- Approve to recommend staff to invite tenders and to award contracts for actuaries, advisers and fund managers or other related investment matters
- To appoint and review the performance of advisers and investment managers for pension fund investments
- To take decisions on those matters not to be the responsibility of the Cabinet under the Local Authorities (Functions and Responsibilities)(England) Regulations 2000 relating to those matters concerning pensions made under Regulations set out in Sections 7, 12 or 24 of the Superannuation Act 1972

PENSION COMMITTEE MEETINGS 2011/12

The Committee met a number of times during 2011/12 and Annex A sets out the coverage but the key issues that arose in the period or since the last business plan was produced are shown below:

Key issues arising in the period

- **Investment Strategy**

Interviewed Global Equities manager from the framework and appointed Baillie Gifford.

- **Investment Advisor**

Interviewed potential investment fund advisors and re appointed the current funds' advisors Hymans Robertson

- **Agreed 2010/11 Pension Fund Accounts**

- **Annual Report**

The Pension Fund Annual Report 31 March 2011 was produced and agreed in line with the LGPS (Administration) regulations.

- **Governance Policy**

In line with the 2008 Local Government Pension Scheme (LGPS) the committee undertook an annual review of the Pension Fund's Governance Compliance Statement and agreed to recommend to Governance Committee a change to the constitution with regard to training arrangements.

- **Statement of Investment Principles**

In line with the 2009 Local Government Pension Scheme (LGPS) the committee undertook a review and updated the Statement of Investment Principle.

- **Whistleblowing Requirements of the Pensions Act**

An annual review was undertaken and no issues were reported.

- **Business Plan**

The Pension Fund Business Plan for 2010/11 was agreed incorporating the work of the pension committee members.

- **Reviewed Fund Managers quarterly performance**

- **Reviewed performance of Custodians**

- **Funding Strategy Statement**

This was reviewed and updated following revisions made during the outcomes of the 2010 Valuation.

PENSION COMMITTEE MEETINGS 2012/13 AND ONWARDS

In addition to the annual cyclical work programme as shown in Annex C there are a number of issues that are likely to be considered by the Pensions Committee in the coming year and beyond:

- The new LGPS scheme being introduced from April 2014
- Further Investment Strategy Review.
- Topical issues discussed as appropriate.

INTERNAL & EXTERNAL RESOURCES

The Pensions Committee is supported by the administering authorities' finance and administration services and the associated costs are therefore reimbursed to the administering authority by the Fund. The costs for these services form part of the Administrative and Investment Management expenses as reported in the Pension Fund Statement of Accounts. Estimates for the medium term on Administration and Investment Management expenses follow in this report.

The Pensions Administration service consists of an establishment of 9.6 full time equivalent posts (1 post currently vacant).

The Finance service that supports the pension fund consists of an establishment of 1.5 full time equivalent posts.

FINANCIAL ESTIMATES

Administrative Expenses

| | 2010/11 Actual £000's | 2011/12 Actual £000's | 2012/13 Estimate £000's | 2013/14 Estimate £000's | 2014/15 Estimate £000's |
|-----------------------------|--------------------------------------|--------------------------------------|--|--|--|
| Administration & Processing | 499 | 522 | 530 | 530 | 530 |
| Actuarial Fees | 63 | 9 | 30 | 30 | 30 |
| Audit Fees | 35 | 35 | 35 | 35 | 35 |
| Other Fees | 6 | 5 | 6 | 6 | 6 |
| Other Costs | 10 | 15 | 10 | 10 | 10 |
| TOTAL | 613 | 586 | 611 | 611 | 611 |

Investment Management expenses

| | 2010/11 Actual £000's | 2011/12 Actual £000's | 2012/13 Estimate £000's | 2013/14 Estimate £000's | 2014/15 Estimate £000's |
|--------------------------------------|--------------------------------------|--------------------------------------|--|--|--|
| Administration, Management & custody | 1,224 | 1,053 | 1,200 | 1,200 | 1,200 |
| Performance Measurement services | 11 | 12 | 10 | 10 | 10 |
| Other Advisory Fees | 47 | 73 | 60 | 60 | 60 |
| TOTAL | 1,282 | 1,138 | 1,270 | 1,270 | 1,270 |

Please note the following regarding the above figures

- Takes no account of any inflationary increases
- Management and custody fees are charged according to the fund value; therefore an average figure has been applied for 2012/13 onwards.
- Based on 2011/12 fund and staffing structures.
- Actuary fees were higher in 2010/11 due to the work carried out on 2010 valuation.

Long membership of the committee is encouraged in order to ensure that expertise is developed and maintained within. The Council recommend that the membership of the Pension Committee remain static for the life of the term in Council, unless exceptional circumstances require a change.

CIPFA's knowledge and Skills self assessment training questionnaire was distributed to members in January 2011. Training will be targeted as appropriate.

Training and development took place during 2011/12 to ensure that Members of the Committee were fully briefed in the decisions they were taking.

Training logs are maintained and attendance and coverage can be found in Annex B.

The Fund uses the three day training courses offered by the Local Government Employers (LGE) which is specially targeted at elected members with Pension Fund responsibilities. All new members are encouraged and given the opportunity to attend.

Members receive briefings and advice from the Funds Investment adviser at each committee meeting.

The Fund is a member of the CIPFA Pensions network which gives access to an extensive programme of events, training/workshops, weekly newsletters and documentation, including briefing notes on the latest topical issues.

The Pension Fund Accountant also attends quarterly forum meetings with peers from other London Boroughs; this gives access to extensive opportunities of knowledge sharing and benchmarking data.

TRAINING PLAN FOR 2012/13 and ONWARDS

Associated training will be given when required which will be linked to the Pension Fund meeting coverage for 2012/13 as shown in Annex C.

Training will be targeted as appropriate.

PENSIONS COMMITTEE MEETINGS HELD DURING 2011/12

ANNEX A

| MONTH | TOPIC | ATTENDED BY |
|----------------------------|---|--|
| June 2011 | <ul style="list-style-type: none"> Agreed Business Plan/ Report on the work of the Pensions Committee 2010/11 Pension Fund Performance Monitoring for the quarter ending 31 March 2011 Reviewed and updated the Funding Strategy Statement as revised during the Valuation results. | Cllr Eric Munday (chair) Cllr Damian White (vice chair) Cllr Roger Ramsey Cllr Fred Thompson (sub for Melvin Wallace) Cllr Ron Ower Cllr Denis Breading John Giles (UNISON) |
| September 2011 | <ul style="list-style-type: none"> Pension Fund Performance Monitoring for the quarter ending 30 June 2011 Agreed Pension Fund Accounts 2010/11 | Cllr Eric Munday (chair) Cllr Damian White (vice chair) Cllr Roger Ramsey Cllr Melvin Wallace Cllr Clarence Barrett (sub for Ron Ower) Cllr Denis Breading |
| November 2011 | <ul style="list-style-type: none"> Reviewed Pension Fund's Governance Compliance Statement 2011 Noted Whistleblowing Report Reviewed the services of the Pension Fund Custodian Agreed Pension Fund Annual Report – Year ended 31 March 2011 Reviewed and updated the Statement of Investment Principles Interviewed Global Equities Manager from Framework and appointed Baillie Gifford | Cllr Eric Munday (chair) Cllr Georgina Galpin (sub for Damian White) Cllr Roger Ramsey Cllr Melvin Wallace Cllr Ron Ower |
| December 2011 (SPECIAL) | <ul style="list-style-type: none"> Interviewed Global Equities Manager from Framework and appointed Baillie Gifford | Cllr Eric Munday (chair) Cllr Fred Thompson (sub for Damian White) Cllr Melvin Wallace |
| December 2011 (SPECIAL) | <ul style="list-style-type: none"> Interviewed potential new Investment Fund Advisors and appointed Hymans Robertson | Cllr Eric Munday (chair) Cllr Fred Thompson (sub for Damian White) Cllr Melvin Wallace Cllr Ray Morgan (sub for Ron Ower) |
| December 2011 | <ul style="list-style-type: none"> Pension Fund Performance Monitoring for the quarter ending 31 September 2011 Admitted Volker as an Admitted Body in the Pension Fund | Cllr Melvin Wallace (chaired the meeting) Cllr Fred Thompson (sub for Eric Munday) Cllr Fred Osborne (sub for Damian White) Cllr Roger Ramsey Cllr Ron Ower John Giles (UNISON) |

PENSIONS COMMITTEE MEETINGS HELD DURING 2011/12

ANNEX A

| MONTH | TOPIC | ATTENDED BY |
|------------|---|--|
| March 2012 | <ul style="list-style-type: none"> Pension Fund Performance Monitoring for the quarter ending 31 December 2011 | Cllr Eric Munday (chair) Cllr Damian White (vice chair) Cllr Roger Ramsey Cllr Georgina Galpin (sub for Melvin Wallace) Cllr Ron Ower Cllr Jeffrey Tucker Cllr Pat Murray John Giles (UNISON) Andy Hampshire (GMB) |

- Please note that three members constitute a quorum.
- Target dates for issuing agendas were met.

PENSIONS COMMITTEE MEMBER TRAINING 2011/12

| DATE | TOPIC COVERED | LOCATION | COST | ATTENDED BY |
|------------------|---|-----------------------|--------------------|--|
| 26 May 2011 | RLAM Keynote Briefing "Tougher Times Ahead – The continuing case for active management" –delivered by royal London the fund's Bond Manager | London Stock Exchange | Free | Cllr Munday Cllr Tucker |
| 9 February 2012 | LAPF Strategic Investment forum Presentation | London | Free | Cllr Munday |
| 14 February 2012 | CIPFA and Hymans jointly delivered training covering topics in the Knowledge and Skills framework: <ul style="list-style-type: none"> o Background to LGPS o Governance Framework o Actuarial methods, standards & Practices o Pension accounting & Audit standards o Financial markets & product knowledge o Investment Strategy | Pewterer's Hall | £250.00 per person | Cllr Munday Cllr Ramsey Cllr D. White Cllr Ron Ower Marshajane Thompson (sub for John Giles)(UNISON) Debbie ford |

ANNEX B

INDICATIVE PENSIONS COMMITTEE CYCLICAL MEETINGS AND COVERAGE 2012/13

ANNEX C

| | JUNE 2012 | SEPTEMBER/OCTOBER 2012 | NOVEMBER 2012 | DECEMBER 2012 | MARCH 2013 |
|---------------------------------------|---|--|---|--|--|
| Formal Committees with Members | <ul style="list-style-type: none"> ▪ Overall Monitoring Report on Pension Fund to end of March: <ul style="list-style-type: none"> a) Property Manager b) Multi Asset Manager ▪ External Audit Plan 2011/12 ▪ Internal Cash Management Policy | <ul style="list-style-type: none"> ▪ Overall Monitoring Report on Pension Fund to end of June: <ul style="list-style-type: none"> a) UK Equities Manager b) UK Bonds Manager ▪ Pension Fund Accounts 11/12 ▪ Business Plan and Work Plan inc work of the committee ▪ Annual report on activity of Pensions Administration | <ul style="list-style-type: none"> ▪ Annual review of Custodian ▪ Annual review of Adviser ▪ Annual review of Actuary ▪ Review of Communications Policy ▪ Review of Governance Policy ▪ Whistleblowing Annual Assessment ▪ Administration Strategy (regs change) if necessary ▪ Pension Fund Annual Report ▪ Stakeholder/ Regs review on pensions as required Activity; IDRPs policy; discretions – 100 weeks only – 100 weeks done verbally?? TBC | <ul style="list-style-type: none"> ▪ Overall Monitoring Report on Pension Fund to end of September: <ul style="list-style-type: none"> a) Property Manager b) Passive Equity Manager c) Global Equity | <ul style="list-style-type: none"> ▪ Overall Monitoring Report on Pension Fund to end of December: <ul style="list-style-type: none"> a) UK Equities Manager b) UK Bonds Manager |
| Officer Meeting | Meeting: 15 May 12 <ul style="list-style-type: none"> ▪ UK Equities ▪ UK Bonds ▪ Passive Equity Manager | Meeting: 02 Aug 12 (am) <ul style="list-style-type: none"> ▪ Property ▪ Global Equity ▪ WM presentation Meeting • Advisor Review (TBC) | No meeting | Meeting: 14 Nov 12 (am) <ul style="list-style-type: none"> ▪ UK Equities ▪ UK Bonds Manager | Meeting: 13 Feb 13 (am) <ul style="list-style-type: none"> ▪ Property ▪ Multi Asset Manager ▪ Global Equities |
| Training | Associated Training | Associated Training | Associated training | Associated Training | Associated training |

STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

SUBJECT: ANNUAL REPORT 2011/12

Members will not need reminding that the most important role of the Standing Advisory Council on Religious Education (SACRE) is to oversee the provision of sound teaching in RE through all the borough's schools for all ages and abilities of pupils. At this point in time, education – in all its many aspects – is a focus of national and local interest. The rise of the Academy; the debate about public examinations; the pressures being felt at the reception end of the education process, to name but a few are very much in the public consciousness. During these times of change it is vitally important for children to have some stability and the work of SACRE (through the Agreed Syllabus) and its influence on the teaching of RE goes some way to provide that.

Good RE teaching is not just about facts and information - though in our country's multi-faith society of today it will help to dispel some of the myths surrounding the beliefs of some of the faith groups - but, SACRE believes it is also instrumental in helping pupils (soon to be tomorrow's citizens) to learn from different religions, beliefs, values and traditions while exploring their own beliefs and questions of meaning. Teaching pupils respect for all faiths and providing them with information on what members of the different religions have contributed towards our nation should also help to combat faith-related bullying.

You will see from the Annual Report, which you have before you that Havering's SACRE has worked hard to build on those principles. The Agreed Syllabus, 'Pathways', in place since the end of 2007, continues to be a most effective tool in both Primary and Secondary schools across the borough - and beyond as other education providers have requested it for their schools.

In the current economic climate, SACRE members are heartened to learn that even though HIAS has ceased to be, the Council has generously continued to set aside sufficient funds to provide training and to support SACRE's work. SACRE's termly meetings continue to have lively discussions on the topics brought before them and its record of attendance confirms that the busy individuals who make up its numbers feel passionately enough about its value to turn up and contribute to its work. The members of SACRE have worked hard this year to keep abreast of the ever-changing educational landscape. One important development for RE professionals is the Religious Education Council review of national Religious Education, SACRE are looking forward to making a contribution to this process, and ensuring that it is ready to respond to the recommendations.

As usual, SACRE's practice to hold its summer meeting in either a school or a place of worship continues. During 2011, the visit was to St Mary's Church and Primary School in Hornchurch. These visits not only provide members with an enjoyable change of venue, but contribute positively to its understanding of how education and faith is being expressed today in Havering – and with a possible review of the Agreed Syllabus becoming ever more likely, this ensures that any changes remain relevant and firmly grounded in reality.

I cannot conclude without reference to the inspirational work of the late Michael Edwards who is rightly remembered through an annual award to the school in which the principles he championed are best reflected. To date the award has alternated between senior and primary schools, but SACRE considers that it would be more fitting if it were offered more widely and so, to remain in the forefront of innovation in this time of change, whilst holding fast to the principles of respect and understanding between faiths and cultures, SACRE proposes to extend the scope of the competition to other faith schools, to schools specifically for pupils with special educational needs, to non-Community schools and to Pupil Referral Units, so that many more in the community can participate in what has become an annual expression of positive values in society.

It therefore gives me great pleasure to commend SACRE's Annual Report to Council.



**HAVING
STANDING ADVISORY COUNCIL
ON RELIGIOUS EDUCATION**

ANNUAL REPORT 2011 / 12



Chair's Foreword

Once again it gives me great pleasure to present the annual report from SACRE for 2011 / 12.

SACRE members decided to take on the great task of constructing a Constitution, setting down terms of reference for Havering's SACRE, as it was agreed by the group that such a document was long overdue. This has involved researching the Terms of Reference of other SACREs and a great deal of discussion. We thank Cllr Wendy Brice-Thompson, a co-opted member of SACRE, for arranging our thoughts coherently on paper. In addition, SACRE members gave serious thought to the manner in which its Chair and Vice-Chairs are selected and to the length of their terms of office in these roles.

During the past year a new Advisor for the teaching of RE at secondary-age level was appointed. He is Daniel Hugill of the Coopers' Company and Coborn School in Upminster who has already represented our SACRE at a conference in Warwick. Through his work with NATRE he is very actively engaged in addressing several important issues which have arisen following the introduction of the English Baccalaureate (Ebacc) measure in secondary school league tables which is aimed at increasing the uptake of Geography, History and Modern Foreign Languages at GCSE level. Many within the RE community feel that the Ebacc will have unforeseen negative consequences on the delivery of RE at Key Stage Four. This is something that we have agreed to monitor as the local and national picture develops.

For its summer term meeting SACRE was welcomed by the staff and pupils of St Mary's Catholic Primary School in Hornchurch, where the Year 6 pupils gave us a very polished and moving performance of their Easter Assembly before proudly showing us round their school. It was extremely interesting to see the evidence of good RE teaching on display in classrooms and in the pupils' books. After this, SACRE member Kevin Walsh took us on a tour of the adjoining St Mary's Church before we received splendid hospitality in the presbytery, prior to getting down to our business meeting. It is always good to maintain our practice of continuing to learn more about each other and this annual tradition serves to foster this.

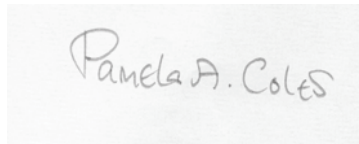
Hacton Primary School, which prides itself "on being a "Sharing and Caring" school, was honoured with the Michael Edwards Award for 2011. The children there learn about tolerance and acceptance of others' similarities and differences but actively engage in putting these qualities into practice. During the Academic Year 2010 - 11 Hacton pupils successfully raised over £2,300 for various appeals, including the Royal British Legion Poppy Appeal and Red Nose Day and charities such as Help the Heroes, Little Havens Children's Hospice and Hearing Dogs for the Deaf, all chosen by the school council. In addition, the choir visits residential homes each Christmas to sing carols to the people there and harvest produce is distributed to the elderly in Hornchurch. Following our Agreed Syllabus, which continues to be much-acclaimed, has enabled the pupils to study the lives of famous people and learn about key figures and stories from the Christian, Islamic, Sikh and Hindu Faiths, which, in turn, has encouraged the children to consider how such examples can be applied to their own lives.

SACRE continues to believe that sound RE teaching is invaluable in setting both moral and theological parameters for today's children, our citizens of tomorrow. Teaching pupils respect for all faiths and providing them with information on what members of the different religions have contributed towards our nation can only help

to combat faith-related bullying and work towards dispelling some of the myths surrounding the beliefs of some of the faith groups.

As you will see in the tables contained within the following pages, Havering pupils continue to do well academically and RE remains an important element. All in all, I think that 2011 has been another productive and successful year. My thanks go to all members of SACRE who continue to give their time so generously and to the teaching staff of the borough's schools who continue to deliver such high quality education to Havering's children.

I commend this report.

A rectangular box containing a handwritten signature in black ink that reads "Pamela A. Coles".

(Chair of SACRE)

House-team Leaders at Hacton Primary School with their Michael Edwards Award



Observations from the Secondary RE Advisor

Recently the National Association of Teachers of RE (NATRE) compiled some quotes from pupils that give a flavour of their perceptions of Religious Education, this is what some of them said:

“I think in RE it is always very interesting to learn about different beliefs while still believing in my religion”

“I have found out that many people live in ways that to you are unthinkable but to them are normal”

“I like RE because we can ask questions and talk about what we think”

“We discuss issues that make me look inside myself and think very deeply about the world, behaviour, my personality, my beliefs”

“In RE I like it that there is not just one right answer. I like the debates. I like getting people to respond and I like to understand other peoples’ decisions”

(from NATRE: www.natre.org)

It is important that we come back to the experience of Havering’s young people when we consider the Religious Education taught here. Across Havering there is a great deal of excellent RE being taught. The lessons themselves would amaze many adults. The discussions and topics covered are varied and of huge contemporary importance and as the above comments aim to illustrate: it is a subject that is highly valued by our young people.

In Havering’s RE classrooms you will find innovative teaching methods, interactive lessons and a real passion for the study of religion and beliefs. Many of the borough’s schools embark on regular trips to places of worship, and other relevant places to put in context the classroom learning and to expose their students to other views and ways of living. Attendance at our local inter-faith forum is strong and attracts people old and young from a range of religious traditions. The Michael Edwards Award was this year awarded to Hacton Primary School for the excellent work that they are doing and which reinforces the claim that RE is still a significant factor in children’s lives.

Havering has a thriving network meeting for primary RE colleagues and a recently revived network meeting for secondary RE teachers. Recent meetings have covered such topics as assessment, auditing of department plans, use of art in Religious Education and a session looking at examples of outstanding RE.

All RE teachers and their students know the value of good quality Religious Education, and SACRE members agree with them. SACRE has spent a great deal of time this year thinking about the national developments within education that are having an impact on Religious Education across the nation. Many of these developments have been recognized by the RE community as having potentially negative effects on our subject.

SACRE has been paying particular attention to the National Curriculum Review that is being conducted and which decided **not** to include RE (which is part of the Basic

Curriculum) within it. The Minister of State for Schools invited the RE Council to conduct its own review, and SACREs across the country wait with interest to the launch of this review and hope to make a contribution to the review.

The exclusion of RE GCSE from the English Baccalaureate (EBacc) led to a national campaign for its inclusion. While the Minister of State for Education did not reverse the decision, the campaign can be seen as successfully raising the profile of RE nationally. The RE community, including our own SACRE, is closely monitoring the effect of the EBacc performance measure on RE teaching. We have also written to all secondary Headteachers to remind them of their legal responsibility to provide RE to their students. We know that students value the subject and they deserve the chance to study it. One of the national impacts of the EBacc campaign was the establishing of an All Party Parliamentary Group for RE within Westminster and we hope that this group will continue to promote the importance of RE within the curriculum.

Havering SACRE has agreed to monitor the many developments happening within education, and particularly those that effect the teaching of RE and the work currently done by SACRE. The members of SACRE are committed to ensuring that the young people in the Borough experience outstanding RE throughout their time in our schools.

1. Religious Education (RE)

1.1. Standards in Religious Education

Examination results at GCSE are monitored as part of the Borough's overall monitoring of standards.

The results for 2011 GCSE courses:

GCSE full course

The proportion of Havering students achieving an A*- C and A*- G grade in the full GCSE dropped in 2011 (see table below), taking the Local Authority's figure to below the national average for A*- C

GCSE short course

In the short course GCSE, the proportion of students achieving an A*- C and A*- G grade also dropped slightly in 2011. However, the drop in the national figure was even greater, leaving Havering's position relatively improved (see table below).

Both locally and nationally, there was an increase in the number of students taking the full course and fewer taking the short course.

| | | Full Course | | Short Course | |
|-----------|------|-------------|--------|--------------|--------|
| | | A*-C % | A*-G % | A*-C % | A*-G % |
| LA | 2011 | 70.3% | 98.7% | 61.3% | 97.4% |
| | 2010 | 80.0% | 99.5% | 62.3% | 97.9% |
| | Diff | -9.6% | -0.8% | -1.1% | -0.5% |
| National | 2011 | 72.1% | 98.4% | 50.6% | 94.9% |
| | 2010 | 72.1% | 98.7% | 52.3% | 96.1% |
| | Diff | 0.0% | -0.3% | -1.7% | -1.2% |
| LA vs. NA | 2011 | -1.8% | 0.3% | 10.7% | 2.5% |
| | 2010 | 7.9% | 0.8% | 10.0% | 1.8% |

1.2. Agreed Syllabus

Schools implemented the Havering Agreed Syllabus 'Pathways', (published in November 2007) in September 2008. The vast majority of Primary schools are using the new schemes of work as the basis for delivering the Agreed Syllabus. These were updated and shared with schools in September 2010. Most Secondary schools have developed their own schemes of work.

1.3. Teacher Training

Advice is provided to Primary schools through the Havering School Improvement Service (HSIS) and there are regular, well-attended meetings for Primary RE co-ordinators. In 2010/2011 this consisted of:

- Teaching and learning about and from Judaism: creation, revelation and redemption
- Teaching of Christianity with specific reference to the Havering schemes of work
- Good practice in Primary RE

The subject of the Summer Term session was updating the Schemes of Work and adding cross-curricular links. All RE co-ordinators were able to contribute their comments via fax back or email template. The updated Schemes of Work were shared with all schools and the independent sector through CDs in September 2010

Attendance at the RE Co-ordinators conferences remains high, varying between 25 and 35 schools represented. Where RE co-ordinators are unable to attend, all materials are electronically forwarded to those schools along with explanatory letters. This includes Independent and Special schools.

The secondary RE teachers' network has recently been revived and it is hoped that it will develop into a forum where secondary RE teachers can support one another and learn from the best practice happening within the borough,

1.4. Complaints concerning RE

No formal complaints were made about religious education under the local statutory complaints procedure during 2011.

2. Collective Worship

2.1. Monitoring

Collective worship is a major focus for the work of SACRE in 2010/2011 pending the review of Circular 1/94. New guidance will be produced for schools as soon as possible.

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 2011.

2.4. Complaints concerning collective worship

No formal complaints were made about collective worship under the local statutory complaints procedure during 2011.

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. The meetings are well attended with good representation from the faith groups and the local Humanist Association. There is usually one meeting each term. SACRE sets its own agenda and commissions reports and updates from the Local Authority Adviser and Consultant. SACRE has met three times during 2010/2011. In the spring and autumn terms the meeting was held at the

Town Hall. The Summer Term meeting was held at St Mary's RC Church Hornchurch Road after SACRE members were given to a tour of the Church and an exposition of Roman Catholic worship practice, which was followed by a visit to St Mary's Primary School next door where they were saw a presentation of the Easter story by children and had then been shown around the school by those children.

SACRE has received regular reports on local and national developments in RE. Topics discussed include: the National Curriculum Review currently underway, the relationship between autonomous academies and the Local Agreed Syllabus, and the effect of the English Baccalaureate on the teaching of Religious Education in secondary schools.

4.2. Budget

SACRE has a small annual budget to cover the cost of its work which is administered by the Education Service.

4.3. Professional and administrative support

SACRE has the services of a Committee Officer from Committee Administration at each of its meetings, both to minute the meeting and to give procedural advice. The Secondary and Primary Advisers attend SACRE meetings to report on work with schools, to offer advice and to assist SACRE in carrying out its role.

4.4. Monitoring

SACRE continues to monitor standards and quality in RE, the quality of provision for collective worship and for pupils' spiritual development from any information included in the most recent OfSTED reports for primary, secondary and special schools. In addition, examination results at GCSE and A/S and A level are monitored as part of the Borough's overall monitoring and evaluation of standards.

5. The Michael Edwards Award

This annual award is presented in commemoration of the life and work of Michael Edwards, Adviser/Inspector for Religious Education in Havering, who died in 2004.

The award is made to schools which demonstrate good practice in multi-faith RE. The award alternates between primary and secondary schools and this year was open to Primary schools. The successful school was Hacton Primary and was awarded for its pupils' excellent fundraising for charity, which was clearly linked to RE teaching. In the future, the ME Award may well include other schools including the borough's pupil referral units and other Faith Schools to broaden its scope and be more inclusive – the way Michael Edwards would have wanted it.

MEMBERS OF SACRE

The following is a list of SACRE members and officers in attendance for the period covered by this report.

| Name | Group | Representing | Joined | Left |
|-----------------------|-------|--|------------|----------|
| Mr Kevin Walsh | A | Roman Catholic | 22/02/2007 | |
| Revd. Lee Sunderland | A | Jewish Community | 05/03/2009 | |
| Mrs Pamela Coles | A | Methodist | Pre 2004 | |
| Mr Sansar Narwal | A | Sikh Community | Pre 2004 | |
| Miss Joan Watson | A | Religious Society of Friends | 26/11/2009 | |
| Mr Kamal Siddiqui | A | Muslim Community | 05/03/2008 | |
| Mr M Saleem | A | Muslim Community | 21/10/2010 | |
| Mr Om Dhir | A | Hindu Community | 06/06/2007 | |
| Mrs Brenda Mole | A | United Reformed Church | 10/11/2004 | 22/02/12 |
| Dr John Lester | A | Baha'i Faith | 10/11/2004 | |
| Mrs Christine Seymour | A | Havering and District Humanist Society | 26/11/2009 | |
| VACANT | A | New Church Movement | 9 | |
| VACANT | A | Baptist | | |
| VACANT | A | Pentecostal Churches | | |
| VACANT | A | Salvation Army | | |
| Mrs Susan Freeman | B | Church of England | 05/03/2009 | |
| Mrs Alison Seaman | B | Church of England | 07/11/2007 | |
| VACANT | B | Church of England | | |
| VACANT | B | Church of England | | |
| Mrs Anne Masters | C | ATL | 28/01/2009 | |
| Mr Nick Hills | C | NUT - Seniors | 26/11/2009 | |
| Ms Linda Munday | C | NUT - Primary | 11/01/2010 | |
| Mr Chris Pearson | C | NASUWT | 30/06/2004 | |
| Mr Keith Shurlock | C | ASCL | 05/03/2009 | |
| VACANT | C | PAT | 9 | |
| Cllr Paul Rochford | D | Local Authority | 09/06/2010 | |
| Cllr Paul McGeary | D | Local Authority | 09/06/2010 | |
| Cllr Linda Trew | D | Local Authority | 09/06/2010 | |
| Cllr Damian White | D | Local Authority | 09/06/2010 | |
| Cllr Gillian Ford | D | Local Authority | 11/07/2004 | |

Cllr Wendy Brice-Thompson

Co-opted

07/06/201
0

Advisors:

Judith Payne, Primary and Daniel Hugill, Secondary

Report of the Standards Champion, 2011/12

As Members will be aware, the previous Standards regime has now been abolished nationally. The 2011/12 period was in any case a quiet one for Standards activity in Havering with only one initial hearing, two consideration hearings and one review being heard. Havering is now required to develop its own Standards regime, rather than follow any national template and this is currently being developed by the Governance Committee with the assistance of officers. I hope in a year's time to be able to update Council on the new regime's implementation and how successful this has been.

Councillor Wendy Brice-Thompson
Standards Champion

I have divided this year's Voluntary Sector Compact report in to three sections;

1. Policy and strategy context.
2. Community activity.
3. Recommendations.

The first deals with the national and local policy context for the charitable/ voluntary/ third sector, the second gives a brief overview of work in the sector of the last year, and the third offers some recommendations arising from the above.

1 Policy and strategy context.

National

The Government has published it's "Giving" White Paper, also known as "The Big Society White Paper". The White Paper aims to make it easier and more attractive for people to give time and money to good causes.

It proposes a number of changes including;

- people making donations to charities while using ATM machines.
- Various funding streams to support innovation in volunteer social action in "priority areas".
- Lottery funding to strengthen infrastructure organisations supporting front-line third sector organisations.
- Measures to maximise major philanthropic giving.
- Proposals to maximise the efficiency of web-based resources in supporting the voluntary sector.

The Big Society Capital Fund was launched by the Government in Spring 2012.

The Government proposes that this should have £600 million in total at it's disposal, one third from UK banks and two thirds from dormant accounts held by these banks.

The Fund will be able to invest in intermediary organisations which in turn provide affordable finance and support to third sector organisations.

It is proposed that the money should be available to promote third sector work around the following areas among others;

- Ageing
- Children and families
- Disability
- Education
- Employment
- Healthy living
- Mental health

It seems that expressions of interest for work in these and other areas must be made by the intermediary organisations rather than front-line groups, and bids for less than £500,000 will not be considered.

The Small Charitable Donations Bill was published this summer and seeks to allow charities to reclaim Gift Aid on donations of less than £20.

The Government has launched a number of web-based sources through which people can gain more information about the legal and funding frameworks within which policies such as “Community Right to Buy” and “Community Right to Bid to run services” operate.

Local.

Consultation has been undertaken on voluntary sector involvement in the Health and Wellbeing Board in Havering.

The new vision for services for young people in Havering, includes work in partnership with the voluntary sector as a cross-cutting value. The vision is the basis for consultation with voluntary sector organisations and others on a strategy for services for young people in Havering, which is currently ongoing.

The new Culture Strategy for Havering also includes work in partnership with the voluntary sector as a cross-cutting value. The strategy was developed in consultation with voluntary sector organisations among others, and forms the basis for more detailed sub-strategies in the arts, sport and physical activity, libraries, parks, heritage and play which are currently being consulted upon and will further develop shared approaches between the local authority and the voluntary sector.

The voluntary sector has been closely involved in consultation on a Literacy Strategy in the borough, which will focus on the social and cultural implications of literacy.

2 Community activity.

Olympics and Paralympics

The London 2012 Games have stimulated a wave of volunteering within the borough. Some 100 people have volunteered through HAVCO to assist with Olympics and Paralympics related events in the borough and took an active part in helping with the path of the Olympic torch through the borough on 22nd July 2012. Work has been done to ensure that these volunteers are able to carry on working on community projects in the borough if they wish to.

Many Havering residents volunteered to assist with the Olympic and Paralympic Games themselves at various venues in London during the course of the Games during the summer.

As part of a comprehensive programme to ensure a high-quality and enjoyable sporting

legacy for all from the London 2012 Games, the Council has produced a list of places in Havering or nearby where residents can take part in all the sports included in the Olympics, many of these opportunities are provided by voluntary and community sports clubs.

Health and Social Care

A consortium of local voluntary organisations, led by Age Concern Havering, Citizens Advice Bureau Havering and Crossroads Care Havering have been commissioned by the Council to run Care Point, a new one stop shop for people looking for information relating to adult health and social care in the borough. The centre offers web-based, telephone and face to face information.

The local authority is working with Participle on the development of a community volunteering scheme enabling residents to help others in the community along the lines of similar schemes such as "Southwark Circle" which have been implemented elsewhere.

Havering Link has produced it's annual report and a report focussing on hospital discharge in the borough.

Activate Havering is a new partnership between the Local Authority, the voluntary sector and the community. Activate Havering has several new initiatives, the first of which, Free Swimming for Over 50's went live in August. The key aims of Activate Havering are to reduce loneliness by increasing opportunities for people to stay active and connected to their community and also to be increase opportunities to contribute in their community. This will include a new membership club for people aged 50+, increased befriending, a more sustainable handy person service, stengthening links with the faith sector and increasing a rolling programme of volunteering opportunities.

Environment

The Council has agreed to enter in to an agreement with an organisation which will provide a points-based rewards scheme to encourage residents to reduce household waste levels and increase recycling. Residents will be able to donate points accrued to charitable organisations if they wish.

New models of community engagement to reduce vandalism, litter and anti-social behaviour have been successfully piloted on the Briar Road Estate in Harold Hill. It is hoped to apply this model to other localities in the borough.

Education

Havering Museum Ltd have run an event for primary school teachers in the borough and have worked with senior school teachers to ensure that their collections and materials support enquiry, and the teaching of a number of areas of the curriculum as effectively as possible.

Havering Theatre Trust have worked with schools in the borough on a number of projects to support teaching and strengthen the personal development of children in the borough. The Trust and the Council are considering the establishment of an Arts Trust to deliver music education hub goals in the borough as well. Such a trust would have huge potential to use performing arts to foster parental involvement in education and enrich the personal development of children and young people, as well as providing an excellent music education and opportunities in related art forms.

Culture

Friends of Parks groups continue to make a greatly appreciated contribution to the quality of parks and green spaces throughout the borough. Each Friends group takes a distinctive approach to its work, activities range from work with young people, community events, fund-raising for the historic and natural environment and other aspects. Havering is unique in having formal agreements with some Friends of Parks groups which enable the borough to devolve small amounts of funding to the groups for prioritisation, pioneering the sort of approach subsequently successfully developed on a larger scale by the Council in broader environmental work on Briar Road.

The work of Essex Wildlife Trust, Thames Chase and the RSPB continue to have a very positive impact on the lives of residents throughout the borough.

Havering Library Service has worked with Merton Library Service and the Mayor of London on an aspect of the Mayor's "Team London" programme piloting new approaches the volunteering in libraries. Havering Library Service has a very strong base of community volunteers who assist with a number of key projects in the borough, including the Summer Reading Challenge and Reading Buddies scheme. Residents with specialist areas of knowledge have also generously given their time to assist in social issues through the library service. For example, one local recently-retired OFSTED inspector and primary head teacher volunteered to help advise parents and carers on ways to support literacy, vocabulary and language development among early years children.

Havering Sports Council continues to be an efficient and effective co-ordinator for the voice of the significant voluntary sports sector in the borough. Groups within the sector have taken advantage of a number of funding and free training schemes to strengthen and enhance their structures, capacity and activities over the year. Havering Arts Council continues to renew and reform it's work to ensure that it reflects the artistic life of the borough in the modern age. Romford Artists Cooperative has been established working in partnership with the Council, bringing together people working in the visual arts in the Romford area.

A number of amenity societies and others continue to work for high standards in architecture and the design of public space. Among newer organisations in this field, Romford Civic Society continues to seek to develop it's work, and interest has been expressed in establishing an organisation to deal specifically with the Victorian and Edwardian character of Romford.

The National Trust has been proactive in seeking to maximise the benefit which it can bring to residents in Rainham and the borough as a whole.

3 Recommendations.

- 1 To continue to monitor changing national policies and programmes to ensure that third sector organisations in the are able to benefit from any opportunities arising.
- 2 To continue to work with the third sector of policy and strategy development.
- 3 To continue to seek partnership with the third sector to foster new ideas on third sector led responses to shared Community Strategy aims.

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COUNCIL, 19 SEPTEMBER 2012

REPORT OF THE CHIEF EXECUTIVE

**SUBJECT: OVERVIEW AND SCRUTINY RULES – EXCEPTIONS TO
THE CALL-IN (REQUISITION) PROCEDURE**

SUMMARY

Under paragraph 18e of the Overview and Scrutiny Procedure Rules, the Leader of the Council is required to submit quarterly reports to Council on decisions taken by himself, Cabinet or individual Cabinet members, or key decision made by a member of staff in the circumstances set out in Rule 18 (exemption to the call-in (requisition) procedure) in the preceding three months.

This report deals with 3 such decisions:

- 1) Department for Communities and Local Government Weekly Collection Support Scheme;
- 2).The use of Section 106 commuted sums for the provision of affordable housing; and
- 3) Building works to Hilldene Primary School.

RECOMMENDATIONS

That the report be noted.

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|----------------------|
| REPORT DETAIL |
|----------------------|

1 Rule 18 of the Overview and Scrutiny Committee Rules provides that:

- (a) **The call-in procedure shall not apply where a decision being taken by Cabinet or an individual Cabinet member, or a key decision made by a member of staff is urgent. A decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public interests. The record of the decision and notice by which it is made shall state whether in the opinion of the decision making person or body, the decision is an urgent one, and therefore not subject to call-in.**
- (b) **The decision making person or body can only take an urgent decision and avoid call-in procedures after obtaining agreement from the Chairman or in the absence of the Chairman, the Vice Chairman of the relevant overview and scrutiny committee that the decision be treated as urgent.**

2 Department for Communities and Local Government Weekly Collection Support Scheme

2.1 On behalf of Cabinet, Cynthia Griffin, Group Director Culture & Community sought the agreement of the Chairman of the Environment Overview & Scrutiny Committee to exempt from call-in a Cabinet decision concerning the submission of two bids for the Department for Communities and Local Government's (DCLG) Weekly Collection Support Scheme.

2.2 The Chairman of the Environment Overview and Scrutiny Committee, Councillor Jeff Brace, gave his agreement to the exemption from call-in for the following reason:

2.2.1 Feedback had been received from the DCLG on the Council's outline bids on 22 June; the deadline for submission of the final bids had been set for 17 August 2012. The DCLG prospectus identified the time in-between these dates for Authorities to prepare their final bids and to complete the internal approval process. The Cabinet timetable of meetings did not allow for a report to be submitted between these two dates and a report could therefore not have been added to the Forward Plan..

3 The use of Section 106 commuted sums for the provision of affordable housing.

3.1 On behalf of Cabinet, Cynthia Griffin, Group Director Culture & Communities sought the agreement of the Chairmen of the Value and Towns & Communities Overview & Scrutiny Committees to exempt from call-in an Executive decision concerning the use of Section 106 commuted sums for the provision of affordable housing.

3.2 The Chairman of the Value Overview and Scrutiny Committee, Councillor Robby Misir, and the Chairman of the Towns & Communities Overview and Scrutiny, Councillor Damian White, gave their agreement to the exemption from call-in as the availability for the use of Section 106 funds for the acquisition of houses on the market, as approved by Cabinet on 16 May 2012, was time limited with a requirement to commit expenditure of £281,800 by 4 July 2012 with the remaining sum (£650,800) being committed by 8 August 2012. Failure to commit funds by 4 July would result in the first tranche of money being repaid to Barrett Homes Ltd.

4 Building works to Hilldene Primary School

4.1. On behalf of Cabinet, Andrew Blake-Herbert, Group Director Finance & Commerce sought the agreement of the Chairman of the Children & Learning Overview & Scrutiny Committees to exempt from call-in an Executive decision concerning the construction of a new Learning Support Unit, rebuilding the existing staff facilities and associated remodelling works to provide appropriate reception facilities at Hilldene Primary School totalling £626,024.66.

4.2. The Chairman of the Children & Learning Overview and Scrutiny Committee, Councillor Sandra Binion, gave her agreement to the exemption from call-in as the works proposed had to commenced with immediate effect in order that they be completed in time for the start of the new academic year.

5. Financial Implications and Risks:

While there were financial implications around the decisions described in this report, there are none directly associated with this report.

6. Legal Implications and Risks:

There are none directly associated with this report.

7. Human Resource Implications and Risks:

There are none directly associated with this report.

7. **Equalities and Social Inclusion Implications and Risks:**

There are none directly associated with this report.

| | |
|----------------|--|
| Staff Contact: | Andrew Beesley |
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Background paper List

1. Cabinet report **dated** 15 August **2012**. Department for Communities and Local Government Weekly Collection Support Scheme
2. **Executive Decision relating to** the use of Section 106 commuted sums for the provision of affordable housing **Signed by Councillors** Lesley Kelly, Cabinet Member **for Housing and Public Protection** and Roger Ramsey, Cabinet Member **for Value**, dated 2 July 2012.
3. **Executive Decision relating to Hilldene Primary School. Signed By Andrew Blake-Herbert, Group Director Finance and Commerce**, dated 26 July 2012.



COUNCIL, 19 SEPTEMBER 2012

MEMBERS' QUESTIONS

1 WEED SPRAYING CONTRACT

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor Ray Morgon

Would the Cabinet Member confirm why the weed spraying contract was not agreed until May which meant that that the first spray was months behind schedule making many of the roads in Havering look very poor for most of the summer?

2 MOTHBALLED SCHOOL CLASSROOMS

To the Cabinet Member for Children & Learning (Councillor Paul Rochford)

By Councillor Keith Darvill

How many mothballed classrooms are there in primary and secondary schools in Havering and in which schools are they?

3 IMPACT OF WELFARE ALLOWANCES ON PROVISION OF COUNCIL SERVICES

To the Cabinet Member for Value (Councillor Roger Ramsey)

By Councillor Jeffrey Tucker

Along with other Group Leaders and Members, I recently received an e-mail urging me to write to the Prime Minister as refugees and immigrants to this country allegedly received a £250 weekly allowance, a £225 spouse allowance and a £100 additional weekly hardship allowance. The e-mail went on to state that this contrasted with an Old Age Pensioner who received only £106 weekly allowance, £25 spouse allowance and no weekly hardship allowance. If these claims are true, could the Cabinet Member advise what he feels will be the impact on future Council services?

4 **LICENSING: EFFECT OF SATURATION POLICY**

To the Cabinet Member for Community Safety (Councillor Geoff Starns)

By Councillor John Mylod

In respect of licensing applications, would the Cabinet Member confirm that the Saturation Policy is fully considered when dealing with applications and are there any examples where this policy is overridden by other factors?

5 **LONG GRASS MEADOWS IN PARKS**

To the Cabinet Member for Culture, Towns & Communities (Councillor Andrew Curtin)

By Councillor Denis O'Flynn

What is the average area left uncut as Long Grass Meadow in our parks?

6 **USE OF SECTION 106 AGREEMENTS**

To the Cabinet Member for Individuals (Councillor Steven Kelly)

By Councillor Michael Deon Burton

Following an article in the media where it is stated a couple who wanted to build their own home were presented with a £44,000 charge for a Section 106 agreement by Rutland Council, are our hard pressed Havering residents in danger of the same insensitive demands of monies being made upon them in these economically challenging times?

I would appreciate the Cabinet's comments in relation to these matters.

7 **REDUCTION IN CABINET POSITIONS**

To the Leader of the Council (Councillor Michael White)

By Councillor Brian Eagling

The Leader is to be congratulated for recognising the need to reduce the number of Cabinet positions, as consistently suggested by the Residents' Association in their budget proposals. However would he agree to bring forward the plan to cut three Cabinet Posts as he would be saving the council tax payers of Havering some £150,000 in allowances over the remainder of this Administration?

8 RELAXATION OF PLANNING REGULATIONS

To the Leader of the Council (Councillor Michael White)

By Councillor Paul McGeary

Does the Leader of the Council welcome the recent Coalition Governments announcement relaxing the planning regulations to allow larger extensions to be built as permitted development?

9 EFFECT OF IMMIGRATION ON HAVERING

To the Leader of the Council (Councillor Michael White)

By Councillor David Durant

Does the Council Leader agree with Government plans to reduce immigration to 'the 10s of thousands' and what consequences does he foresee for Havering if this Conservative election promise is not fulfilled?

10 REQUEST FOR AN UPMINSTER CONSERVATION AREA

To the Cabinet Member for Culture, Towns & Communities (Councillor Andrew Curtin)

By Councillor Linda Hawthorn

In answer to my question at last Council requesting a Conservation Area around the St Laurence Church area of Upminster, the reply stated that 'while the five listed buildings are all very valuable, the quality of the remaining buildings is variable, and most of the infill buildings are not of architectural or historic interest.....and the designation of a conservation area would not provide any additional planning controls or benefits for the listed buildings'. Would the Cabinet Member explain:

- a) Which infill buildings are being referred to?
- b) The NPPF advises that every new build in Conservation Areas should be of sufficient quality to complement the area – why is this advice seemingly being ignored?

11 CHILDREN IN HOMELESS PERSONS HOSTELS

To the Cabinet Member for Housing & Public Protection (Councillor Lesley Kelly)

By Councillor Pat Murray

How many children under the age of 16 years of age are currently resident with their parents in Havering Homeless Persons Hostels?

12 **NEW RAINHAM LIBRARY: PROGRESS**

To the Cabinet Member for Culture, Towns & Communities (Councillor Andrew Curtin)

By Councillor Jeffrey Tucker

Can the Council please advise on the latest development regarding the building of Rainham Library next door to the station and the bus interchange station with a timescale of how long it will be before completion.

13 **REDEVELOPMENT OF ST GEORGE'S HOSPITAL, HORNCHURCH**

To the Cabinet Member for Individuals (Councillor Steven Kelly)

By Councillor Ray Morgon

Would the Cabinet Member please confirm:

- a) The services that are currently been provided at St George's Hospital in Hornchurch and where these will be provided when the hospital is redeveloped?
- b) Any additional services that will be provided on site after the hospital has been redeveloped?

14 **PARK HOMES - PRIVATE MEMBERS BILL**

To the Cabinet Member for Housing & Public Protection (Councillor Lesley Kelly)

By Councillor Keith Darvill

Will the Council support the change in the law proposed in the Park Homes Bill to be laid in Parliament by Peter Aldous MP and will it write to Havering Members of Parliament to urge them to support the Bill and attend sessions in Parliament to ensure that it becomes law?

15 **ON-STREET PARKING IN RAINHAM VILLAGE**

To the Cabinet Member for Community Empowerment (Councillor Robert Benham)

By Councillor David Durant

An important attraction of the Rainham one-way system was the increase in parking spaces this would facilitate by the local shops in Rainham Village.

The latest proposals involve 'pay and display' parking bays, but make other parking restrictions more severe, when they could be eased. For example, 8.30am - 6.30pm restrictions are being replaced with 'anytime', rather than one hour restrictions!

Council 19 September 2012

Ward councillors have had meetings with Officers about this, but can the Cabinet Member for Community Empowerment review the proposals to ensure that more parking spaces are provided by the shops in Rainham Village?

16 DOG FOULING: FINES

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor Ray Morgon

Would the Cabinet Member confirm how many fines have been issued since the last Cabinet report dealing with dog fouling?

17 RIVER INGREBOURNE FLOODING – DE-SILTING

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor David Durant

In response to an earlier question about flooding and the River Ingrebourne, I was informed that 'it would be beneficial to de-silt from Squadrons Approach to the new A13 to ensure maximum flow can be optimised which reflects what was noted during the 10th July inspection with the Environment Agency'. And 'as some of this run is within a Site of Scientific Special Interest, a sensitive approach needs to be undertaken to such works'.

What progress has been made regarding this matter?

18 VISITORS' CENTRE AND PRODUCTION OF MAGAZINE

To the Leader of the Council (Councillor Michael White)

By Councillor Ray Morgon

Would the Leader confirm why in times of reducing funds available to the council, money has been spent on a fully staffed Visitors Centre and the full cost of the 72-page glossy magazine?

19 USE OF REGULATION OF INVESTIGATORY POWERS ACT

To the Cabinet Member for Community Safety (Councillor Geoff Starns)

By Councillor Clarence Barrett

Would the Cabinet Member state if powers available under Regulation of Investigatory Powers Act (RIPA) have been used in any surveillance operations on any residents in Havering over the past two years and, if so, how many and under what circumstances?

20 **RENEWAL OF FOOTWAYS AND CARRIAGEWAYS**

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor John Mylod

Would the Cabinet Member provide a list of roads (by ward) that have had their footway or carriageway completely renewed since 2006?

21 **OLYMPICS 2012: COUNCIL EXPENDITURE**

To the Cabinet Member for Value (Councillor Roger Ramsey)

By Councillor Ron Ower

Would the Cabinet Member confirm how much each Directorate spent on events directly or indirectly connected with the 2012 Olympics?

22 **CONTRACTS**

To the Cabinet Member for Value (Councillor Roger Ramsey)

By Councillor Ray Morgon

Would the Cabinet Member provide a list of all contracts with in-house and external providers and the date the current contracts are due to expire?

23 **CLOSURE OF WAITROSE STORE, HORNCHURCH**

To the Cabinet Member for Community Empowerment (Councillor Robert Benham)

By Councillor John Mylod

Given the decision by Waitrose to close their store in Hornchurch High Street, would the Cabinet Member set out what measures were pursued in order to support the ongoing viability of the business and whether the Council was aware that car parking charges of the adjacent car park increased from 20p to £1 on the day the store opened?

24 **COMMUNITY BUDGET**

To the Cabinet Member for Value (Councillor Roger Ramsey)

By Councillor Ray Morgon

Would the Leader confirm whether this Council is pressing for this Authority to operate a community budget?

25 **OUT OF COURT DISPOSALS**

To the Cabinet Member for Community Safety (Councillor Geoff Starns)

By Councillor John Wood

Would the Cabinet Member confirm whether the local Police use what are known as 'Out of Court Disposals'?

26 **FUTURE OF NHS MEDICAL FACILITIES**

To the Cabinet Member for Individuals (Councillor Steven Kelly)

By Councillor Nic Dodin

Would the Cabinet Member confirm what steps, if any, are being taken to retain medical facilities buildings under local control to avoid them being removed in April 2013 and vested in the NHS Property Services Company?

27 **PRUNING OF STREET TREES**

To the Cabinet Member for Environment (Councillor Barry Tebbutt)

By Councillor Gillian Ford

Would the Cabinet Member confirm what additional sum would be required in the tree budget to ensure all street trees were pruned every 3 years?

28 **COSTS OF SOCIAL CARE ASSESSMENTS**

To the Cabinet Member for Individuals (Councillor Steven Kelly)

By Councillor Linda Van den Hende

Would the Cabinet Member confirm the average cost per social care assessment and review and how this compares with other London boroughs?

29 **EXTERNAL PERFORMANCE INSPECTIONS**

To the Leader of the Council (Councillor Michael White)

By Councillor June Alexander

Would the Leader provide a list of external performance inspections carried out on the council over the past three years and indicate if any are scheduled for the future?

30 CLAIMS AGAINST THE COUNCIL

To the Cabinet Member for Value (Councillor Roger Ramsey)

By Councillor John Wood

Would the Cabinet Member confirm for each of the past 6 years the number and value of claims that have been paid, via local authority or external insurers, for:

- a) Tripping injuries on the footway or carriageway?
- b) Damage to vehicles caused by defective carriageways?
- c) Damages to property from highway trees?



COUNCIL, 19 SEPTEMBER 2012

MOTIONS FOR DEBATE

A REVENUE BUDGET MONITORING

Motion on behalf the Residents' Group

Following the reported £6.7 million under-spend in the revenue budget for 2011/12, this Council agrees to consider the following actions in order to establish a robust, transparent and accountable monitoring regime at member level:

- a) a quarterly statement is reported to Cabinet setting out progress against each saving target
- b) where there are projected variations, the items are automatically referred to the relevant Overview & Scrutiny Committee for further consideration
- c) that a full bi-annual budget statement is provided to each Overview and Scrutiny Committee tailored to the remit of that committee

A1: Amendment on behalf of the Administration

Amend to read

This Council noting that the provisional reported under-spend of £6.7 million in the revenue budget for 2011/2012 will be reduced to nil following the planned transfer to transformation/strategic reserves and that the use of such reserves has been important in achieving very difficult savings targets reaffirms its support for:

- a) the posting quarterly on the Intranet of the revenue monitoring reports
- b) the inclusion of detailed analysis in Cabinet financial reports as part of the Financial Framework
- c) the Constitutional freedom of Overview and Scrutiny Committees to set their own agendas.

B OLYMPIC TORCH RELAY

Motion on behalf the Independent Residents' Group

With reference to the Olympic Torch Relay passing through our borough, this Council supports the whole of the route, including the town centres on that route, equally

B1: Amendment on behalf of the Administration

Amend to read

With reference to the Olympic Torch Relay passing through our borough, this Council commends its officers for their efforts and the large number of local residents, estimated at 150,000, for their enthusiastic support, which ensured a magnificent outcome.

C HOUSING POLICIES

Motion on behalf the Independent Residents' Group

This Council believes the housing policies of successive governments led to the neglect of council housing and a collapse in social house building.

And welcomes the modest but encouraging new housing rules that enable Councils to once again provide accountable and value for money council housing for local people.

C1: Amendment on behalf of the Labour Group

Delete the words from "believes" in the first line to the end of the motion **and insert** the following:

"welcomes the policy change introduced by the previous Labour Government and continued by the Coalition Government enabling local councils to provided affordable Council housing and urges the current administration to bring forward plans to commence building Council houses."

Note: the motion would then read:

This Council welcomes the policy change introduced by the previous Labour Government and continued by the Coalition Government enabling local councils to provided affordable Council housing and urges the current administration to bring forward plans to commence building Council houses.]

C2: Amendment on behalf of the Administration

Amend to read

This Council, acknowledging the extensive public support for Right to Buy policies maintained by successive governments, commends the Administration for its record of procuring new affordable housing and notes its intention to take up additional funds to be made available from new Right to Buy receipts.

D POLITICAL AND CONSTITUTIONAL REFORM

Motion on behalf of the Conservative Group

This Council:

1. Recognises the stated aim of Government is to decentralise powers and increase local democratic accountability.
2. Recognises there is an appetite for more opportunities for local decision-making and greater freedom from centralised control.
3. Welcomes:
 - a) the joint campaign between the Local Government Association (LGA) and Political and Constitutional Reform Select Committee (PCRSC) to stimulate debate about the relationship between central and local government.
 - b) the opportunity, through the Select Committee's inquiry on the Prospects for codifying the relationship between central and local government, to comment on these issues.
4. Resolves to write to local Members of Parliament supporting the joint LGA and PCRSC campaign and outlining local ambitions for the central-local government relationship.
5. Urges all political parties and central government to engage with the Select Committee and the LGA to consider whether an entrenched statutory codification of the independence of local government should be part of our constitutional settlement.

D1: Amendment on behalf of the Labour Group

Delete the following:

"1. Recognises the stated aim of Government is to decentralise powers and increase local democratic accountability"

and insert in its place the following:

Council, 19 September 2012

- "1. Is disappointed at the Government localisation initiatives including its recent planning policy proposals but notwithstanding its disappointment urges Government to decentralise powers and increase local democratic accountability"

Note: the motion would then read:

This Council:

1. Is disappointed at the Government localisation initiatives including its recent planning policy proposals but notwithstanding its disappointment urges Government to decentralise powers and increase local democratic accountability
2. Recognises there is an appetite for more opportunities for local decision-making and greater freedom from centralised control.
3. Welcomes:
 - a) the joint campaign between the Local Government Association (LGA) and Political and Constitutional Reform Select Committee (PCRSC) to stimulate debate about the relationship between central and local government.
 - b) the opportunity, through the Select Committee's inquiry on the Prospects for codifying the relationship between central and local government, to comment on these issues.
4. Resolves to write to local Members of Parliament supporting the joint LGA and PCRSC campaign and outlining local ambitions for the central-local government relationship.
5. Urges all political parties and central government to engage with the Select Committee and the LGA to consider whether an entrenched statutory codification of the independence of local government should be part of our constitutional settlement.]

E FREE CAR PARKING IN THE PRE-CHRISTMAS PERIOD

Motion on behalf the Residents' Group

Following on from the initiative to open up the Angel Way Multi-Storey Car Park on Sundays to provide free car parking prior to Christmas 2011, and in order to boost business and promote our local economies over the coming Christmas/New Year period, this Council agrees to extend free parking for the first two hours in all council managed car parks across the borough, covering the weekends of 15th/16th December, 22nd/23rd December and from 24th December through to 1st January inclusive.

F HOSPITAL A&E SERVICES IN NORTH EAST LONDON

Motion on behalf the Labour Group

This Council notes with concern the recent report of the BHRUT presented to the Joint Health Overview & Scrutiny Committee and in particular:-

- 1) That the timetable for the proposed improvements to the A&E Department at Queens Hospital will not be met;
- 2) That the required developments in community health to enable improvements to be delivered has been delayed; and
- 3) The consequent adverse financial impact identified in the report and its negative affect on the local health economy.

This Council calls upon the NE London & City NHS Trust to reconsider its decision to close the A&E services at King George Hospital and develop policies to provide full A&E services at both Queens and King George Hospitals to meet the needs of residents in the outer north east London Boroughs of Havering, Redbridge and Baking & Dagenham.

F1: Amendment on behalf of the Conservative Group

Amend to read:

This Council reaffirms its position that A & E Services should not be withdrawn from King Georges Hospital until Queens Hospital is able to deliver the required alternative provision

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