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Havering
LONDON BOROUGH

COUNCIL MEETING

**7.30 pm Wednesday, 26 March 2014
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:
Anthony Clements**



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 - 6)

To sign as a true record the minutes of the Meeting of the Council held on 26 February 2014 (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

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

7 THE COUNCIL'S PAY POLICY 2014/15 (Pages 7 - 30)

To receive a report of the Chief Executive on the Council's Pay Policy 2014/15 (attached).

Note: The deadline for amendments is midnight, Monday 24 March 2014.

8 THE COUNCIL'S LICENSING STRATEGY (Pages 31 - 56)

To consider a report of the Chief Executive on the Council's Licensing Strategy (attached).

Note: The deadline for amendments is midnight, Monday, 24 March 2014.

9 SCHEDULE OF COUNCIL MEETINGS 2014/15 (Pages 57 - 58)

To consider a report of the Chief Executive on the Schedule of Council Meetings 2014/15 (attached).

Note: The deadline for amendments is midnight, Monday 24 March 2014.

10 ANNUAL REPORTS OF COMMITTEES AND MEMBER CHAMPIONS (Pages 59 - 238)

To consider the annual reports of Committees and Member Champions (attached, report of the champion for the over-50s to follow).

Note: The deadline for amendments (if any) is midnight, Monday 24 March 2014.

11 COLLECTIVE INVESTMENT VEHICLE (Pages 239 - 242)

To consider a report of the Chief Executive on the Collective Investment Vehicle.

Note: The deadline for amendments is midnight, Monday 24 March 2014.

12 MEMBERS' QUESTIONS (Pages 243 - 248)

See attached paper.

13 MOTIONS FOR DEBATE (Pages 249 - 252)

See attached paper.

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**MINUTES OF A MEETING OF THE COUNCIL OF THE
LONDON BOROUGH OF HAVERING
Havering Town Hall, Romford
26 February 2014 (7.30pm – 10.20pm)**

Present: The Mayor (Councillor Eric Munday) in the Chair.

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

* - For part of the meeting.

Approximately ten Members' guests and one representative of the press were also present.

Apologies were received for the absence of Councillors Michael Deon Burton, David Durant, Linda Trew, Jeffrey Tucker and Linda Van den Hende.

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

The meeting closed with the singing of the national anthem.

85 MINUTES (agenda item 3)

The minutes of the extraordinary and main Council meetings held on 29 January 2014 were before the Council for approval.

RESOLVED:

That the minutes of the meetings of the Council held on 29 January 2014 be signed as a correct record.

86 DISCLOSURE OF PECUNIARY INTERESTS (agenda item 4)

Each Member disclosed a pecuniary interest as a Council Tax payer or member of a household for which Council Tax was paid (agenda items 7 and 8/minutes 88 and 89).

87 PROCEDURAL MOTIONS (agenda item 6)

The following procedural motion was agreed without division:

- 1. That agenda items 7 and 8 be debated together; and**
- 2. That Council Procedure Rule 13.4 be suspended so as to allow 30 minutes each for the speeches of the proposers of the two reports and the amendments to them.**

88 THE COUNCIL'S BUDGET 2014/15 (agenda item 7)

Council had before it a report of the Cabinet (incorporating the budget proposals for 2013/14).

Amendment to budget proposals by the Residents' Group

That the adjustments set out in the accompanying table 7A* be made in the budget.

[*See **Appendix 1** to these minutes]

Amendment to budget proposals by the Labour Group

Members Special Responsibility Allowances

Reduction to allowances for Cabinet and Overview & Scrutiny positions by reviewing structure and streamlining the number of positions through the reduction in the number of Cabinet posts, Overview & Scrutiny Committees and other Committees.

Saving - £150,000.00 on the budget for 2013/14.
The saving to remain in the contingency reserve.

Following debate, the Residents' Group amendment was **LOST** by 16 votes to 27 (see voting division 1) and the Labour Group amendment was **LOST** by 6 votes to 29 (see division 2). The recommendations of Cabinet were **ADOPTED** by 39 votes to 4 (see division 3) and it was **RESOLVED**:

1. **That the following as submitted in the report to Cabinet be approved:**
 - a) **The General Fund revenue budget for 2014/15, as set out in the revised Appendix E attached to this report.**
 - b) **The delegated schools' budget for 2014/15, as set out in Appendix E of the report to Cabinet.**
 - c) **The Capital Programme for 2014/15, as set out in Annexes 2, 3 and 4 of Appendix I of the report to Cabinet.**
2. **That, in accepting recommendation 1, Council is mindful of the advice of the Chief Finance Officer as set out in Appendix H of the report to Cabinet.**
3. **That it be noted that under delegated powers the Chief Finance Officer has calculated the amount of 80,183 (called T in the Act and Regulations) as its Council Tax base for the year 2014/15 in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended) made under Section 31B of the Local Government Finance Act 1992 as amended.**
4. **That the amount of £95,833,118 be now calculated as the Council Tax requirement for the Council's own purposes for 2014/15.**
5. **That the following amounts be now calculated by the Council for the year 2014/15 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 as amended:**

(a)	£448,784,486	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act.
(b)	(£352,951,368)	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
(c)	£95,833,118	being the amount by which the aggregate at 5(a) above exceeds the aggregate at 5(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
(d)	£1,195.18	being the amount at 5(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year.

6. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the amounts shown in the table below as the amounts of Council Tax for 2014/15 for each of the categories of dwellings.

Valuation Bands London Borough of Havering	
	£ p
A	796.78
B	929.59
C	1,062.38
D	1,195.18
E	1,460.77
F	1,726.37
G	1,991.97
H	2,390.36

7. That it be noted for the year 2014/15 the major precepting authority (the GLA) has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of the dwellings shown below as proposed by the Mayor and as due to be considered by the London Assembly at its meeting on 14th February 2014.

Valuation Bands Greater London Authority	
	£ p
A	199.33
B	232.56
C	265.78
D	299.00
E	365.44
F	431.89
G	498.33
H	598.00

8. That, having calculated the aggregate in each case of the amounts at 6 and 7 above, the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2014/15 for each of the categories of dwellings shown below:

Valuation Bands	£ p
A	996.11
B	1,162.15
C	1,328.16
D	1,494.18
E	1,826.21
F	2,158.26

G	2,490.30
H	2,988.36

The effect of adopting this resolution would be to set the Council Tax for a Band D property at £1,494.18

8. That Council having considered the principles approved under the Local Government Finance Act 1992 by the Secretary of State concludes that the Council's basic relevant amount of Council Tax for 2014/15 is not excessive.
9. That any Council Tax payer who is liable to pay an amount of Council Tax to the Authority in respect to the year ending on 31st March 2015, who is served with a demand notice under Regulation 20(2) of the Council Tax (Administration and Enforcement) Regulations 1992 as amended and who makes payment to the Authority of the full balance of the estimated amount shown on that demand by 1st April 2014, may deduct a sum equivalent to 1.5% of and from the estimated amount and such reduced amount shall be accepted in full settlement of that estimated amount.
10. That Council agrees that the Capital Programme be expanded for schemes during the year which are funded via additional external funding under the authority of the Cabinet Member Value and the relevant service area Cabinet Members.
11. That Council approves the Treasury Management Strategy Statement, Prudential Indicators, and the Minimum Revenue Provision Statement for 2014/15.
12. **89 MEMBERS ALLOWANCES SCHEME 2014/15 (agenda item 8)**

Council received the report of the Chief Executive.

Amendment by the Residents' Group

That the following adjustments be made to the Members' Allowances Scheme:

Category of Allowance	Amount Per Member £
Cabinet Members	25,000
Leader of Principal Opposition	16,200
Overview and Scrutiny Committees Chairmen	10,000

Amendment by the Labour Group

That the following adjustments be made to the Members' Allowances Scheme:

Add a new column in Schedule 1 to the right of the existing column headed 'amount per member' headed 'Independent Review Panel recommended rate'.

Insert the relevant rate from the current recommended range of rates published by London Councils'.

Following debate, the Residents' Group amendment was **LOST** by 16 votes to 27 (see division 4) and the Labour Group amendment was **LOST** by 5 votes to 38 (see division 5). The recommendations in the report were **ADOPTED** by 40 votes to 2 (see division 6) and it was **RESOLVED**:

1. **That the Members' Allowances scheme (as set out in appendix 2 to these minutes) becomes effective from 1st April 2014 and the existing scheme be revoked with effect from the same date.**
2. **That the total number of SRAs will be reduced to 27 which is in line with the Governments recommendations for the proportion of SRA's.**

90 **VOTING RECORD**

The record of voting divisions is attached as **Appendix 3**.

Mayor
26 February 2014

REPORT OF THE CHIEF EXECUTIVE

PAY POLICY STATEMENT 2014/15

The Localism Act 2011 requires the Council to prepare a pay policy statement by the 31 March each year before it comes into force. The pay policy statement must be approved by a full meeting of the Council and published on the Council's website.

The Council's pay policy statement must set out:

- The remuneration of its Chief Officers
- The remuneration of its lowest-paid employees
- The relationship between the remuneration of its Chief Officers and its other employees

Under the Localism Act 2011, Chief Officers in Havering are defined as those remunerated on the following grades:

- HG1 (Chief Executive)
- HG2/HG2S (Group Director)
- HG3 (Assistant Chief Executive/ Director)
- HS 1/2/3 (Head of Service/Assistant Director)
- NHS Consultant (Director for Public Health)

The Council's draft Pay Policy Statement 2014/15 is appended.

The Chief Executive RECOMMENDS to Council that the Pay Policy Statement, 2014/15 be approved.

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London Borough of Havering

Pay Policy Statement 2014/15

1. Introduction

2. This pay policy statement is produced in accordance with Chapter 8 of the Localism Act 2011 which requires the Council to prepare a pay policy statement by the 31 March each year before it comes into force.
3. This pay policy statement was approved by a meeting of full Council on 26 March 2013. It is made available on the Council's website which also includes separately published data on salary information relating to the Council's senior management team.
4. Under the Localism Act 2011, the Council's pay policy statement must set out:
 1. the remuneration of its chief officers
 2. the remuneration of its lowest-paid employees
 3. the relationship between:
 - i. the remuneration of its chief officers and
 - ii. the remuneration of its employees who are not chief officers
5. Under the Localism Act 2011, Chief Officers in Havering are defined as those remunerated on the following grades:
 1. HG1 (Chief Executive)
 2. HG2/HG2S (Group Director)
 3. HG3 (Assistant Chief Executive/Director)
 4. HS1/2/3 (Head of Service/Assistant Director)
 5. NHS Consultant (Director of Public Health)
6. This pay policy statement excludes staff in schools.
7. The Council's next pay policy statement will be for the year 2015/16 and will be submitted to a meeting of full Council for approval by 31 March 2015.

8. Remuneration of Chief Officers

9. Chief Executive

10. The Chief Executive role is the Council's Head of Paid Service.
11. The Chief Executive role is paid on the HG1 grade on a spot salary. As at 31 March 2014, the annual Full Time Equivalent spot salary is £163,920pa. The value of the spot salary is increased in accordance with the Joint Negotiating

Committee for Chief Executives of Local Authorities with effect from 1st April each year (any increase for effect from 1st April 2014 has not yet been determined).

12. The Chief Executive role is entitled to receive a separate Returning Officer fee in respect of elections. The approach to the setting of these fees is set out in Appendix 1.
13. The Chief Executive role receives no other bonuses, overtime or any other additional salary payments.
14. Group Director
15. Group Director roles are paid on one of the following 2 grades comprising the following spinal points and annual Full Time Equivalent salary, as at 31 March 2014:

HG2

1. £113,750
2. £117,000
3. £120,250
4. £123,500
5. £126,750
6. £130,000

HG2S

1. £126,875
2. £130,500
3. £134,125
4. £137,750
5. £141,375
6. £145,000

16. The values of the spinal points are increased in accordance with the Joint Negotiating Committee for Chief Officers of Local Authorities with effect from 1st April each year (any increase for effect from 1st April 2014 has not yet been determined).
17. Progression through the spinal points is subject to annual incremental progression.
18. The Council's statutory chief officer roles currently undertaken by Group Directors are detailed below. No additional payments are made in respect of these roles:

- Section 151 (Finance) - Group Director: Resources
 - Children's Services and Adults Social Services - Group Director: Children, Adults & Housing Services
19. The Group Director: Children, Adults & Housing role receives an additional Market Supplement payment equivalent to £5,000pa.
 20. Group Director roles are entitled if appointed for an election to receive a separate Deputy Returning Officer fee in respect of elections. The approach to the setting of these fees is set out in Appendix 1.
 21. Group Director roles receive no other bonuses, overtime or any other additional salary payments.
 22. Assistant Chief Executive/Director
 23. Assistant Chief Executive/Director roles are paid on the following grade comprising the following spinal points and annual Full Time Equivalent salaries, as at 31 March 2014:

<u>HG3</u>	
1.	£91,875
2.	£94,500
3.	£97,125
4.	£99,750
5.	£102,375
6.	£105,000
 24. The values of the spinal points are increased in accordance with the Joint Negotiating Committee for Chief Officers of Local Authorities with effect from 1 April each year (any increase for effect from 1st April 2014 has not yet been determined).
 25. Progression through the spinal points of the grade is subject to annual incremental progression.
 26. The Assistant Chief Executive: Legal & Democratic Services role is the Council's Statutory Monitoring Officer. No additional payments are made in respect of this role.
 27. The Assistant Chief Executive: Legal & Democratic Services role is entitled if appointed for an election to receive a separate Deputy Returning Officer fee in respect of elections. The approach to the setting of these fees is set out in Appendix 1.

28. Assistant Chief Executive/Director roles receive no other bonuses, overtime or any other additional salary payments.

29. Head of Service/Assistant Director

30. Head of Service/Assistant Director roles are paid on one of the following 3 grades comprising the following spinal points and annual Full Time Equivalent salaries, as at 31 March 2014:

HS3

1. £70,125
2. £72,720
3. £75,318
4. £77,919

HS2

1. £75,354
2. £78,147
3. £80,934
4. £83,724

HS1

1. £82,947
2. £86,022
3. £89,085
4. £92,160

31. The values of the spinal points are increased in accordance with the Joint Negotiating Committee for Chief Officers of Local Authorities with effect from 1 April each year (any increase for effect from 1st April 2014 has not yet been determined).

32. Progression through the spinal points is subject to annual incremental progression.

33. The Head of Finance & Procurement role receives an additional annual allowance of £5,000 in respect of Deputy Statutory Section 151 (Finance) responsibilities.

34. The Head of Legal Services role receives an additional annual allowance of £5,000 in respect of Deputy Statutory Monitoring Officer responsibilities.

35. Heads of Service roles are entitled if appointed for an election to receive a separate Deputy Returning Officer fee in respect of elections. The approach to the setting of these fees is set out in Appendix 1.

36. The Head of Economic Development role receives an additional Market Supplement payment equivalent to £8,000pa
37. Head of Service/Assistant Director roles receive no other bonuses, overtime or any other additional salary payments.
38. Director of Public Health
39. The Director of Public Health role is paid on the NHS Consultant Contract Terms with an annual Full Time Equivalent salary, as at 31 March 2014, of between £84,667 and £101,451. London Weighting is paid in addition of £2,162. Other pay supplements include Recruitment & Retention premia (up to a maximum of 30% of basic salary) and an allowance based on the population size in the zone covered.
40. The values of the spinal points are increased in accordance with the NHS Pay and Conditions of Service for hospital medical and dental staff, doctors and dentists in public health, the community health service and salaried primary dental care with effect from 1st April each year (a rise of 1% under NHS terms and conditions will take effect from 1st April 2014).
41. The Director of Public Health role is eligible to be considered for a range of professional allowances and premiums including an award for Clinical Excellence, and call-out allowances under the national NHS Consultant pay scheme.
42. The Director of Public Health post is currently filled with an employee that transferred into the Council on NHS Terms & Conditions under TUPE in April 2013. This post will become vacant in May 2014. Following this, the Director of Public Health post (or its equivalent) will be remunerated under one of the relevant Chief Officer grade bands shown in paragraph 5 of this document.
43. **Other Remuneration for Chief Officers**
44. On appointment, Chief Officers will be placed on the appropriate spinal point within the appropriate grade and paid any other allowance/payment as set out in this pay policy statement, having regard to the knowledge, skills and competencies of the individual as well as their current and previous salary levels.
45. Where it is proposed, on appointment, to place a Chief Officer on a spinal point/grade or pay an allowance/payment outside of those set out in this pay policy statement, full Council will be given the opportunity to vote on the application of any salary package that exceeds £100,000pa.

46. The Council does not operate a performance related pay scheme or other bonus schemes for Chief Officers.
47. Chief Officers are not entitled to payment for any other charges, fees or allowances.
48. Chief Officers are not entitled to any benefits in kind as a result of their office or employment.
49. **Other Remuneration for Chief Officers and the Council's Other Employees**
50. All employees who are within 3 years of retirement and have completed 25 years service within Local Government by the date of their retirement and have been continuously employed by the Council since 24 September 1997 are entitled to receive a salary plusage payment during their final 3 years employment with the Council. The payment is based on 0.2% and 0.3% of substantive salary for each year of Local Government service and each year of continuous service with the Council respectively.
51. The Council's policies regarding how the Council exercises the various employer discretions provided by the Local Government Pension Scheme (LGPS) are set out at Appendix 2. These discretions are applied equally to all employees. All employees are not entitled to any other increase in or enhancement of pension entitlement as a result of a resolution of the authority. As a result of the introduction of the new LGPS 2014 scheme all employer and Administering Authority discretions are under review. It is proposed to bring the new draft employer discretions to the Pensions Committee for noting in March 2014 and will then bring the final discretion policies to Cabinet thereafter.
52. On ceasing to be employed by the Council, all employees will only receive compensation:
- in circumstances that are relevant (eg redundancy) and
 - that is in accordance with the Council's published policies regarding the various employer discretions provided by the LGPS and/or
 - that complies with the specific terms of any compromise agreement
53. Any severance package in excess of £100,000 (excluding annual pension/pension lump sum payments) will be subject of a vote by full Council.
54. All directly employed staff, whether permanent or fixed term, will be paid via the Council's payroll system and subject to deduction of tax and national insurance in accordance with PAYE regulations.

55. Remuneration of the Council's Other Employees and the Council's Lowest Paid Employees

56. The Council uses the following grading structures to pay its other employees:

- NJC for Local Government Employees
- Soulbury Committee
- JNC for Youth & Community Workers
- School Teachers Pay & Conditions
- NHS Terms & Conditions of Service

57. The grades, incremental points and annual Full Time Equivalent salaries, as at 31 March 2014, associated with these grading structures are detailed at Appendix 3 (any increases due with effect between 1st April 2014 – 31st March 2015 have not yet been determined).

58. The remuneration of the Council's other employees also includes the payments/allowances detailed at Appendix 4.

59. For the purpose of this pay policy statement the Council's lowest paid employees are defined as those paid at Youth Support Worker 11, spinal point 2 of the JNC for Youth & Community Workers for which the annual Full Time Equivalent salary, as at 31 March 2014 is £14,880. The Council currently has 1 employee at this level.

60. For the purposes of this pay policy statement the Council's median paid employee is paid at Scale 6, spinal column point 26 of the NJC for Local Government Employees for which the annual Full Time Equivalent salary, as at 31 March 2014 is £24,210.

61. Relationship between the remuneration of the Council's top earner, its lowest paid employees and other employees

62. Although the Council does not have a policy regarding the ratio between the remuneration of its top earner, its lowest paid employees and other employees, the current ratios (based upon the part-year to February 2014) are detailed below.

Top earner : Lowest Paid Employee 1 : 11.0
Top earner: Median Paid Employee 1 : 6.8

Approach to the Setting of Returning Officer/Deputy Returning Officer Fees

Local Elections

Returning Officer fees are paid in accordance with the scale of fees agreed by the Leaders Committee of London Councils. The fees are funded by the Council which provides a budget every fourth year for running local elections. Fees for Deputy Returning Officer roles are paid by the Returning Officer from a budget allocated for clerical assistance and vary in accordance with duties and responsibilities undertaken.

Greater London Authority Elections

Returning Officer fees are set by the Greater London Returning Officer. The fees are funded by the Greater London Authority. Fees for Deputy Returning Officer roles are paid by the Returning Officer from a budget allocated for clerical assistance and vary in accordance with duties and responsibilities undertaken.

European Parliamentary and Parliamentary Elections and National Referenda

Returning Officer fees are set by the Central Government usually through the publication of a Statutory Instrument. The fees are funded by Central Government. Fees for Deputy Returning Officer roles are paid by the Returning Officer from a budget allocated for clerical assistance and vary in accordance with duties and responsibilities undertaken.



LOCAL GOVERNMENT PENSION SCHEME

DISCRETIONS POLICY

(April 2010)

(as amended)

Note: As a result of the introduction of the new LGPS 2014 scheme all employer and Administering Authority discretions are under review. It is proposed to bring the new draft employer discretions to the Pensions Committee for noting in March 2014 and will then bring the final discretion policies to Cabinet thereafter.

Statement of Policy

This statement outlines the Council's policies in relation to a number of discretions that may be exercised relating to pension and compensation matters. The Council's policies as detailed here will be operated in normal circumstances. However, each case will be considered on its own merits and exceptional circumstances may merit a move from the policies as outlined in this statement.

Regulation 31

Consent to the immediate payment of pension benefits between the ages of 55 and 60

Consent to the early payment of deferred pension benefits on compassionate grounds on or after the age of 55 and the waiving of an actuarial reduction to pension benefits on compassionate grounds.

The Local Government Pension Scheme allows a scheme member to retire voluntarily (or to receive payment of deferred benefits in the case of employees who have already left) at any point from age 60. Depending on their accrued scheme membership service at that point, they may suffer a reduction in the value of their pension and lump sum. The Pension Regulations provide that employers may permit scheme members to retire (or receive payment of deferred benefits) before age 60 (as long as they have attained age 55). As with retirement after age 60, they may suffer a reduction to the value of their accrued pension and lump sum.

The Council's current policy, as determined at Investment Committee 2001, is to exercise its discretion under this Regulation after careful consideration of the merits of each individual election taking into account the Council's financial position at the time of the election.

Regulation 35

Power of the Employing Authority to enable an employee who reduces their hours or grade either by their request or action by the employer, and is over 55 and under 65 to take their pension benefits with employer consent and remain in employment.

Changes have been made to the rules of the local Government Pension Scheme allowing scheme members (and employers) to consider the option of flexible retirement. This regulation allows employees over 55 who have reduced their grade or hours to receive immediate pension benefits whilst still working.

The Council has decided to allow flexible retirement in cases where there is no or minimal cost to the Council subject to careful consideration of the detailed merits of each individual case taking into account the Council's financial position at the time.

Regulation 52

Power of the Employing Authority to award an additional period of scheme membership to a scheme member.

This provision permits an employing authority to award an additional period of scheme membership to a scheme member (commonly referred to as "augmentation"). Subject to some other statutory limitations, the maximum that can be awarded is 10 years. The period can be awarded at any time as long as the employee who is to receive the award is still an active member of the Local Government Pension Scheme. The cost of granting the additional period of scheme membership falls entirely on the employing authority. It is also possible to use the augmentation provision within the Local Government Pension Scheme to provide a scheme member with the alternative of augmentation rather than receiving lump sum compensation upon redundancy or grounds of efficiency under the regulations.

The Council has decided not to exercise its power of discretion under this regulation.

Regulation 53

Power of the Employing Authority to increase total membership of new employees.

This Regulation allows the Council to resolve to increase a new employee's pension membership within 6 months of them joining the Local Government Pension Scheme. The Council has decided that in general this discretion will not be exercised, having regard to the likely cost.

The Council has resolved, as determined at Investment Committee 2001, only to exercise its discretion under this Regulation after careful consideration of the merits of each individual case taking into account the Council's financial position.

Regulations 67 and 71

Power of the Employing Authority to establish shared cost AVC schemes and Transfer of former assignable rights from a scheme as a result of re-employment.

This Regulation allows the Council to resolve to establish a SCAVC scheme whereby the Council contributes as well as the member. The Council has

decided not to exercise this discretion on cost grounds.

The Council has resolved, as determined at Investment Committee 2001, at this time not to establish a shared cost AVC scheme under Regulation 67 and transfers of former assignable rights (Regulation 71) will not be accepted.

Regulation 109

Power of the Employing Authority to reduce or suspend a pension payment where a scheme member who is in receipt of a pension from the Council's Fund enters a local government employment where they are again eligible to join the scheme.

This Regulation requires the Council to formulate and keep under review their policy concerning abatement (that is, the extent, if any, to which the amount of retirement pension payable to a member should be reduced (or whether it should be extinguished) where the member has entered a new employment with a Scheme employer, other than one in which he is eligible to belong to a teachers scheme).

The Council has decided that where this Regulation applies the retirement pension will be abated or reduced.

**The Local Government (Early Termination Of Employment)
(Discretionary Compensation) (England And Wales)
Regulations 2006**

Note: As a result of the introduction of the new LGPS 2014 scheme all employer and Administering Authority discretions are under review. It is proposed to bring the new draft employer discretions to the Pensions Committee for noting in March 2014 and will then bring the final discretion policies to Cabinet thereafter.

Statement of Policy

(as amended)

(Published March 2010, effective from 1st April 2010)

*The Council has made decisions under the above Regulations, which have resulted in the following policies being adopted. (Please note the above Regulations only apply to employees of the Council who are eligible to be members of the Local Government Pension Scheme (LGPS) and who have been employed for 2 years or more – **they do not apply to teachers**). All awards are subject to the Pension Scheme Regulations.*

Increase of Statutory Redundancy Payments

All redundancy payments will be based on an employee's actual weekly rate of pay.

Compensation for Redundancy: General

Employees whose employment is terminated by reason of redundancy will be paid according to the statutory redundancy table based on actual pay. Those who receive immediate pension benefits will have their redundancy payment capped at a maximum of £40,946.40 (current figure, this increases annually in line with JNC pay awards).

Added Pension Years Award for those aged 55 and over

Employees aged 55 or over who are members of the LGPS and whose employment is terminated by reason of redundancy or in the interests of the efficient exercise of the authority's functions will be eligible for immediate payment of pension benefits. The Local Government (Early Termination Of Employment) (Discretionary Compensation) (England And Wales) Regulations 2006 do not provide for the award of compensatory added years.

Grading Structures for the Council's Other Employees

NJC for Local Government Employees

Spinal Point Pay			
£			
		Administrative, Professional, Technical & Clerical Staff	
		Grade	Spinal Point Range
5	14961		
6	15090	APTC 1	4 -11
7	15369	APTC 2	11-13
8	15771	APTC 3	14-17
9	16164	APTC 4	18-21
10	16452	APTC 5	22-25
11	16647	APTC 6	26-28
12	16962	SO1	29-31
13	17367	SO2	32-34
14	17658		
15	17985	Principal Officers	
		Grade	Spinal Point Range
16	18378		
17	18768	PO1	33-36
18	19104	PO2	35-38
19	19758	PO3	38-41
20	20406	PO4	41-44
21	21087	PO5	44-47
22	21588	PO6	46-49
23	22170	LP07(a)	49-52
24	22833	LP07(b)	50-53
25	23511	LP07(c)	51-54
26	24210	LP08(a)	55-58
27	24957	LP08(b)	56-59

28	25710	LP08(c)	57-60
29	26664	LP08(d)	58-61
30	27498	LP08(e)	59-62
31	28311	LP08(f)	60-63
32	29088	LP08(g)	61-64
33	29898	LP08(h)	62-65
34	30693	LP08(i)	66-70

35 31296

36 32079 **Residential Workers ** - see below**

37	32934	Grade	Spinal Point Range
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38	33846	Grade 1/2	5-19
39	34887	Grade 3	18-23
40	35772	Grade 4	22-27
41	36669	Grade 5	25-30
42	37551	Grade 6	28-31
43	38451	Grade 7	31-34
44	39351	Grade 8	34-37
45	40188	Grade 9	37-40

46 41124

47 42027 **Residential Home Workers**

48	42924	Grade	Spinal Point Range
----	-------	--------------	---------------------------

49	43803	1	6 & 8
50	44706	2	10-12
51	45606	3	13-15
52	46512	NRHW 4	16-17
53	47433	Cook's Grade	11-13

54 48387

55 49,365

Day Centre Officers
(for people with learning disabilities)

56 50334

Grade **Spinal Point Range**

57 51297

Level 1 16-24

58 52257

Level 2 20-26

59 53232

60 54192

Social Workers Spinal Point Range

61 55155

22-36

62 56127

Minimum entry point for social worker (unqualified) is scp 22

63 57093

Minimum entry point for social worker (qualified) is scp 24

64 58053

Review point for social worker (unqualified) is scp 27

65 59025

Review point for social worker (qualified) is scp 29

66 60264

Maximum point for social worker (unqualified) is scp 35

67 61524

68 62808

69 64134

70 65475

** Residential Workers (W)

(inc weekend enhancement)

1/2 (W) SP 6-19 / BAR / 21

3 (W) SP 20-23 / BAR / 25

4 (W) SP 24-27 / BAR / 29

5 (W) SP 27-30 / BAR / 32

6 (W) SP 30-33

7 (W) SP 33-36

8 (W) SP 36-39

9 (W) 39-42

Residential Benchmark: Grade SP22-26 / BAR / 28

Soulbury Committee

Educational Improvement Professionals

<u>Spine Point</u>	<u>£</u>	<u>Spine Point</u>	<u>£</u>	<u>Spine Point</u>	<u>£</u>
1	32,677	18	52,355	35	69,920
2	33,847	19	53,499	36	71,040
3	34,952	20	54,090	37	72,141
4	36,071	21	55,226	38	73,254
5	37,185	22	56,215	39	74,352
6	38,299	23	57,305	40	75,449
7	39,470	24	58,282	41	76,553
8	40,594	25	59,328	42	77,654
9	41,906	26	60,346	43	78,755
10	43,075	27	61,389	44	79,862
11	44,230	28	62,445	45	80,966
12	45,348	29	63,505	46	82,070
13	46,614	30	64,563	47	83,180
14	47,742	31	65,611	48	84,280
15	48,988	32	66,676	49	85,384
16	50,116	33	67,742	50	86,488
17	51,246	34	68,833		

Educational Psychologists – Scale A

<u>Spine Point</u>	<u>£</u>	<u>Spine Point</u>	<u>£</u>
1	34,273	7	44,607
2	36,013	8	46,244
3	37,752	9	47,778
4	39,491	10	49,313
5	41,230	11	50,745
6	42,969		

Senior & Principal Educational Psychologists

<u>Spine Point</u>	<u>£</u>	<u>Spine Point</u>	<u>£</u>
1	42,969	10	54,626
2	44,607	11	55,711
3	46,244	12	56,818
4	47,778	13	57,944
5	49,313	14	59,031
6	50,745	15	60,171
7	51,333	16	61,300
8	52,431	17	62,436
9	53,519	18	63,571

Trainee Educational Psychologists

Spine Point £

1	22,019
2	23,631
3	25,241
4	26,853
5	28,464
6	30,075

Assistant Educational Psychologists

Spine Point £

1	27,067
2	28,172
3	29,278
4	30,377

Young People's Community Service Managers

<u>Spine Point</u>	<u>£</u>	<u>Spine Point</u>	<u>£</u>
1	33,891	13	47,099
2	35,000	14	48,208
3	36,109	15	49,319
4	37,240	16	50,432
5	38,389	17	51,552
6	39,511	18	52,663
7	40,659	19	53,769
8	41,962	20	54,899
9	42,681	21	56,051
10	43,791	22	57,228
11	44,895	23	58,430
12	46,001	24	59,657

JNC for Youth & Community Workers

Support Worker Level

<u>Spine Point</u>	<u>£</u>	<u>Spine Point</u>	<u>£</u>
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1	14,283	10	19,833
2	14,880	11	20,796
3	15,477	12	21,741
4	16,077	13	22,713
5	16,674	14	23,721
6	17,271	15	24,408
7	17,874	16	25,125
8	18,474	17	25,830
9	19,236		

<u>Grade</u>	<u>Spine Points</u>	<u>Grade</u>	<u>Spine Points</u>	<u>Grade</u>	<u>Spine Points</u>
--------------	---------------------	--------------	---------------------	--------------	---------------------

First Level		Second Level		Second Level (Contd.)	
YSW 11	1-4	YSW 21	7-10	YSW 25	11-14
YSW 12	2-5	YSW 22	8-11	YSW 26	12-15
YSW 13	3-6	YSW 23	9-12	YSW 27	13-16
		YSW 24	10-13	YSW 28	14-17

Professional Level

<u>Spine Point</u>	<u>£</u>	<u>Spine Point</u>	<u>£</u>
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11	20,796	21	28,746
12	21,741	22	29,646
13	22,713	23	30,522
14	23,721	24	31,401
15	24,408	25	32,289
16	25,125	26	33,174
17	25,830	27	34,062
18	26,541	28	34,959
19	27,246	29	35,850
20	27,951	30	36,741

<u>Grade</u>	<u>Spine Points</u>	<u>Grade</u>	<u>Spine Points</u>
--------------	---------------------	--------------	---------------------

YPR 1	11-14	YPR 10	20-23
YPR 2	12-15	YPR 11	21-24
YPR 3	13-16	YPR 12	22-25
YPR 4	14-17	YPR 13	23-26
YPR 5	15-18	YPR 14	24-27
YPR 6	16-19	YPR 15	25-28
YPR 7	17-20	YPR 16	26-29
YPR 8	18-21	YPR 17	27-30
YPR 9	19-22		

School Teachers Pay & Conditions

Main Pay Scale £

M1	25,369
M2	26,941
M3	28,609
M4	30,381
M5	32,957
M6	35,468

Upper Pay Scale £

U1	37,975
U2	39,381
U3	40,838

Additional Payments for Class Teachers £

TLR 2 min	2,561
TLR 2 max	6,259
TLR 1 min	7,397
TLR 1 max	12,517
SEN min	2,022
SEN max	3,994

Unqualified Teachers £

1	18,977
2	20,836
3	22,695
4	24,555
5	26,412
6	28,272

Excellent Teachers £

Min	43,668
Max	56,061

Leadership Scale £

L1	40,838
L2	41,787
L3	42,752
L4	43,748
L5	44,762
L6	45,805
L7	46,961
L8	47,974
L9	49,096
L10	50,282
L11	51,503
L12	52,628
L13	53,869
L14	55,129
L15	56,428

Leadership Scale £

L16	57,850
L17	59,112
L18	60,525
L19	61,952
L20	63,412
L21	64,907
L22	66,440
L23	68,012
L24	69,624
L25	71,281
L26	72,970
L27	74,702
L28	76,483
L29	78,301
L30	80,175

Leadership Scale £

L31	82,087
L32	84,048
L33	86,066
L34	88,119
L35	90,231
L36	92,388
L37	94,616
L38	96,881
L39	99,167
L40	101,571
L41	104,034
L42	106,558
L43	109,151

NHS (re Public Health)

Point	£	Point	£	Point	£	Point	£
1	14294	15	21265	29	34530	43	59016
2	14653	16	21388	30	35536	44	61779
3	15013	17	22016	31	36666	45	65922
4	15432	18	22903	32	37921	46	67805
5	15851	19	23825	33	39239	47	70631
6	16271	20	24799	34	40558	48	74084
7	16811	21	25783	35	42190	49	77850
8	17425	22	26822	36	43822	50	81618
9	17794	23	27901	37	45707	51	85535
10	18285	24	28755	38	47088	52	89640
11	18838	25	29759	39	49473	53	93944
12	19268	26	30764	40	52235	54	98453
13	19947	27	31768	41	54998		
14	20638	28	32898	42	56504		

Band 1 : Points 1-3

Band 2 : Points 1-8

Band 3 : Points 6-12

Band 4 : Points 11-17

Band 5 : Points 16-23

Band 6 : Points 21-29

Band 7 : Points 26-34

Band 8A : Points 33-38

Band 8B : Points 37-42

Band 8C : Points 41-46

Band 8D : Points 45-50

Band 9 : Points 49-54

Appendix 4

Additional Payments/Allowances for Other Employees

The following additional payments/allowances are paid to employees other than Chief Officers.

Accelerated Increments
Additional Allowance
Additional Hours
Additional Pension
Additional Programmed Activity
Additional Statutory Paternity Pay Birth
Advance of Pay
Agreed Programme Activity (NHS)
Bank Holiday Enhanced
Callout Allowance
Casual Pay
Change of work base (NHS)
Childcare Allowance
Civil Weddings
Contractual overtime
Dog money
Electoral registration
Enhanced payments
Essential Car Lump Sum
Excess Leave
FE Lecturer Pay
Fee
First Aid
GTC Payment
Gritting Allowance
High Cost Area Supplement (NHS)
Holiday Pay
Honorarium
Invigilation
Keep In Touch Days Payment
Laundry Allowance
Leave Not Taken
Lettings
London Allowance
Market Supplement
New Starter Arrears
Night rates
Noise abatement
Occupational Adoption Pay

Occupational Maternity Pay
Occupational Sick Pay
Oncall allowance
Out of school activity
Overtime
Pay adjustment
Pay In Lieu Of Notice
Protected rate
Recruitment & Retention Allowance (NHS)
Redeployment payment
Relocation expenses
Session payment
Shift payment
Sleep in allowance
Special Needs Allowance
Split duty
Standby allowance
Statutory Adoption Pay
Statutory. Maternity Pay
Statutory. Paternity Pay
Statutory. Sick Pay
Sperannuation Compensation
Supply
Three year plusage
TLR2
TLR7
Tool allowance
Unsocial hours

COUNCIL, 26 March 2014

REPORT OF THE CHIEF EXECUTIVE

LICENSING STRATEGY

A Licensing Strategy has been the subject of wide consultation within both residential and business communities within Havering. A small number of representations were received and the strategy has been amended in light of the comments made, recent guidance and emerging best practice.

Main Aims of the Licensing Strategy

- Reduce irresponsible alcohol sales and consumption in our town centres
- Reduce alcohol-related crime in Romford
- Promote responsible drinking and tackle binge drinking
- Reduce availability of alcohol in the vicinity of schools during school hours
- Reduce the level of drug use in licensed premises
- Maintain thriving and viable daytime and night-time economies which create the right balance between business and residential communities
- Comprehensive strategy to assist Licensing Sub-Committees' decision-making

This will be achieved by:

- Reducing age-restricted sales, particularly in the vicinity of schools and colleges
- Controlling the availability of alcohol after pubs close to reduce anti-social behaviour
- Controlling street drinking
- Controlling cumulative impacts
- Reducing the level of drug use on licensed on premises
- Bringing a more co-ordinated approach to the licensing and planning regimes
- Having well informed Licensing Sub-Committees
- Using data effectively to inform interventions

- Having a Licensing Policy that is fit for purpose
- Reducing littering and urinating in the streets

Following consultation with the Leader and the Licensing Committee, it is recommended that:

1. The Licensing Strategy, as appended to this report, be adopted.



Havering
LONDON BOROUGH

Licensing Strategy 2014

March 2014

Havering Licensing Strategy 2014

Custodian

John Wade, Public Protection Manager

Version Control

<i>Rev</i>	<i>Date</i>	<i>Prepared</i>	<i>Description</i>
1.0 – 4.0		JTW	Amendments during the consultation stage
5.0	10/10/13	JTW	Draft
6.0	26/03/14	JTW	Final

Note

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Havering Licensing Strategy 2014

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Havering Licensing Strategy 2014

The Council's aspirations for its town centres

Havering's residents should enjoy the highest possible quality of life, making the most of our links to the heart of the Capital, without ever losing the natural environment, historic identity and local way of life that makes Havering unique.

Havering's town, district and local centres will be the focus of community life, offering a diverse mix of shops, services, housing and cultural and community facilities which meet the needs of the communities they serve. They will enjoy good public transport access and will be places to, and in which, more people choose to walk and cycle

Romford Town Centre will maintain its retail offer in the face of competition from Stratford City, Lakeside and Bluewater. It will build upon its traditional character, and have a safe, diverse, culturally rich and well managed night and day time economy, offering a wide range of activities and entertainment facilities for people of all ages.

Upminster and Hornchurch will continue to be thriving centres, providing a diverse mix of uses with a high quality retail offer and convenient local services. Hornchurch will be the sub-regionally important cultural centre anchored around the Queens Theatre and Fairkytes Arts Centre in attractive settings that complement their role.

Food and drink and the evening economy uses (including restaurants, cafes, pubs nightclubs, wine bars, cinemas and galleries) can contribute to the vitality and viability of shopping centres. We wish to encourage a diverse range of complementary day and evening uses in Town Centres that meet the needs of businesses and differing social groups in the community, whilst protecting and respecting the interests of residents. This strategy provides the framework for achieving these ends

Councillor Steven Kelly
Leader of the Council

Havering Licensing Strategy 2014

Introduction

The London Borough of Havering is situated in the North East of London and is home to around 240,000 people (Census 2011). At around 40 square miles, it is one of the largest boroughs in Greater London. To the north and east the borough is bordered by the Essex countryside, to the south by a three mile River Thames frontage, and to the west by the neighbouring boroughs of Redbridge and Barking & Dagenham.

Romford is the largest town, as well as the administrative and commercial heart of the borough with four shopping centres, a historical market three days a week, occasional speciality markets and a number of restaurants, pubs and nightclubs. Other urban and commercial centres include Hornchurch, Upminster and Rainham. The borough is also extremely well connected to central London via rail, road and underground services as well as being easily accessible from the M25.

Havering has a lively cultural scene, centred on the Queen's Theatre and the Fairkytes Arts Centre. There is a Museum in Romford town centre. Leisure facilities are second to none, with three leisure centres with state-of-the-art equipment and facilities. The borough is also a great place to shop. In addition to Romford there are small local shopping centres in Harold Hill, Collier Row, Hornchurch, Cranham, Upminster, Elm Park and Rainham.

As well as being well connected and maintaining thriving town centres, there are also plenty of green spaces in Havering – around half of the borough is greenbelt land, which includes two country parks. Havering also has the highest population of older people in the Capital, which is projected to grow further in the future, as well as one of the lowest overall crime rates.

Havering has premises with 534 Premises Licences and 51 Club Premises Certificates (Private Members' Clubs), made up of:

	Premises Licences	Club Premises Certificates
Licensed to sell or supply alcohol (On-sales only)	119	38
Licensed to sell or supply alcohol (Off-sales only)	208	
Both on and off sales or supply alcohol	123	13
Total	534	51

Havering Licensing Strategy 2014

The aim of this strategy

To reduce crime and public disorder through the creation of a thriving, more family-focussed night-time economy and the reduction in youth-focussed alcohol licensed activities within our town centres.

Havering's night-time economy – the challenges and issues

Romford's night time economy has one of the highest concentrations of bars and nightclubs anywhere in Greater London outside the West End. The pubs and clubs in Romford Town Centre can attract some 11,000 to 14,000 people every Thursday, Friday and Saturday evening. This provides employment for a number of people in the leisure industry.

The Council works in partnership with licensees, the Police, health agencies and organisations such as the Street Pastors and Deeper Lounge to develop and co-ordinate projects that effectively manage the challenges of the night time economy, particularly those that are alcohol related.

Emerging Trends

- There has been an increase in convenience store off-licences in Hornchurch, Romford and Upminster
- There has been a creep in licensed opening hours of pubs and clubs in Hornchurch and Upminster
- There has been a creep in licensed opening hours of off-licences in Romford and to a lesser extent, Hornchurch and Upminster
- There has been a creep in hours in late night refreshment licences where pubs and clubs have later opening
- Applications are being received seeking extended hours following grant to competitors

Issues Associated with Excessive Alcohol Consumption

The vast majority of people enjoy alcohol without causing harm to themselves or to others. Moderate alcohol consumption may provide both social and health benefits, whereas, over-consumption of alcohol can be detrimental to the health of both individuals and society.

Issues associated with excessive alcohol consumption are summarised below and covered in more detail in *Appendix 1*.

Impact on the public health of the community

In 2010/11 there were an estimated 5,088 alcohol related hospital admissions in Havering; of these, 767 were estimated to be for health problems wholly attributable to alcohol and 4,321 for health problems partially attributable to alcohol. Of the 5,088 inpatient admissions, 190 were 16-24 year olds.

In the Council's 2013 young people's survey of drug, alcohol and tobacco use, 43.3% of young people reported that it is 'very easy' to purchase alcohol with 20.1% reporting that it was 'fairly easy'. Young people reported buying alcohol from off licences (25.5%) supermarkets (21.1%), friends (13%), pub or club (13%) and parents (8.7%).

Havering Licensing Strategy 2014

There is a lack of information from the emergency services (and others) to indicate where harmful sales of alcohol are taking place

There is a strong association between people smoking tobacco and drinking alcohol concurrently. The combined health risks of somebody smoking and drinking are greater than somebody just drinking or smoking.

Young people reported purchasing cigarettes from off licences (44.8%), small local Shop (29.9%), supermarket (27.6%), and member of the public (11.9%).

12% of people accessing the Havering Stop Smoking Service were under 25, the cohort who cause the most alcohol-related anti-social behaviour.

In order to reduce harm from alcohol, drinking behaviours need to be addressed.

Noise and antisocial behaviour

Through the planning and licensing process, the Council seeks to protect reasonable residential amenity in all of our town centres. Notwithstanding this, the current form of Havering's night-time economy results in residents living near to pubs and clubs being disturbed by noise from amplified music, people congregating outside licensed premises, patrons leaving these premises in the early hours of the morning and other antisocial behaviour associated with excessive alcohol consumption, often over a large geographical area around our town centres.

Behaviour towards emergency services' personnel

People under the severe influence of alcohol cause significant problems to emergency services' personnel, often verbally and/or physically abusing ambulance staff trying to help them, causing delays in police investigations and taking up valuable custody cell space.

Crime and fear of crime

The rate of alcohol-related recorded crimes in Havering of 8.41 per 1000 crimes is higher than the England average of 7.02 per 1,000 crimes for England but significantly lower than the London rate of 11.1 per 1,000 crimes, making Havering the 9th lowest borough for this crime type in London.

15% of all crime in Havering takes place in Romford Town Centre between the hours of 22.00 and 05.00.

Havering saw a 0.9% increase in violence against the person offences in 2012/13. If it is assumed that all violence against the person between the hours of 22.00 and 05.00 is alcohol-related, then 29% of all offences take place in Romford Town Centre

Strong links have been found between alcohol use and domestic violence

Safe and Sound partnerships are running in both Hornchurch and Romford. These groups bring together licensees, the police, council staff and other agencies to address crime and disorder in our town centres.

The *Banned from One Banned from All* scheme (which bans the most blatant offenders) is running in Romford and will be rolled out in Hornchurch in late 2013. To date, some 114 people are banned from Romford's shopping malls during the daytime and 439 from the

Havering Licensing Strategy 2014

clubs and pubs at night, some are for as long as five years. OffWatch was recently introduced as a local initiative for sharing intelligence and best practice amongst off-license proprietors.

Age-restricted products

The purchase of age-restricted products such as alcohol and tobacco invariably go hand in hand. Selling alcohol to persons under age is a criminal offence. Despite test purchases and training offered by Trading Standards for businesses, some traders continue to make direct sales to young people. Young people are also able to obtain alcohol through devious routes, including proxy sales, where an adult purchases products on behalf of an under-age person and through the use of fake ID's.

Despite all the work Trading Standards and others do on restricting the sales of tobacco and tobacco products to under-age persons, there are still many who manage to get hold of cigarettes and take up smoking.

In addition, some business operators (such as off-licences) are subjected to intimidating tactics by young people wanting to buy age-restricted products.

Availability of cheap drinks

The number of cheap drinks promotions at night time venues has increased as operators are forced to compete with supermarkets. This results in (i) a number of people buying cheap drinks and pre-loading before visiting a pub or club and/or (ii) binge drinking once inside during the hours in which cheap drinks are offered.

Havering Licensing Strategy 2014

Contribution to Havering's Living Ambition

Living Ambition	How the Strategy contributes
<p>Environment <i>To ensure a clean, safe and green borough</i></p>	<p>A more family-focussed night-time economy within our town centres may result in a reduction in crime and public disorder, meaning that Police resources can be used to target criminality more uniformly throughout the borough.</p> <p>The reduction in youth-focussed alcohol licensed activities will mean that residents will feel more comfortable walking around our town centres when it is dark and result in less litter, less graffiti and less damage to property.</p>
<p>Towns and Communities <i>To provide economic, social and cultural opportunities in thriving towns and villages</i></p>	<p>We believe that our residents deserve to live in a community which is thriving, well run, well connected, well served, well designed and built, environmentally sensitive, inclusive, safe, and fair to all.</p> <p>The strategy will facilitate a continuing, but more family orientated, viable night-time economy.</p>
<p>Individuals <i>To value and enhance the lives of our residents</i></p>	<p>The reduction in public disorder, disturbance and envirocrime will help enhance the quality of life of our town centre residents.</p> <p>Individuals should receive better information on safe and sensible drinking, in order that they can make informed choices in respect of their health.</p> <p>Children and young people should be protected from both under-age drinking and the wider ill effects of alcohol misuse, including domestic violence and abuse.</p> <p>Individuals should know that they have a part to play in making their neighbourhoods and town centres a safe environment that is free from alcohol-induced violence and crime, and be knowledgeable and confident to report under-age sales, and licensing issues.</p>
<p>Learning <i>To champion education and learning for all</i></p>	<p>Learning is a lifelong activity. Behavioural change through responsible alcohol consumption which leads to less self-harm and reduced anti-social behaviour is a learning process.</p> <p>The misuse of age restricted products especially alcohol affects all areas of young people's development and prevents them achieving their full potential.</p>
<p>Value <i>To deliver high customer satisfaction and a stable council tax</i></p>	<p>The changes in town centre night life will improve residents' satisfaction with Havering as place in which to live.</p> <p>The reduction in litter and other envirocrimes will reduce Council expenditure on street cleansing and maintenance in the town centres.</p>

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Some tools available

Relevant planning policies

The planning policies for Havering are set out in the Borough's Local Development Framework (LDF), a portfolio of documents which together guide the future development of the Borough. Havering adopted its key LDF documents in 2008:

- *Core Strategy* – sets out the Council's vision for how the Borough will look in 2020
- *Development Control Policies* – provides detailed guidance on the criteria against which borough-wide planning applications will be determined
- *Romford Area Action Plan* – provides the planning framework for the future development and regeneration of Romford town centre, including specific policies against which planning applications will be determined

Key development control policies

Development Policy DC23 (Food, drink and the evening economy) states that the Council will (i) encourage a range of complimentary day and evening uses in the town centres, (ii) seek to manage the evening and night time economy and its impact on town centres and residents and (iii) discourage proposals that will result in a concentration of similar evening uses.

Policy ROM8 (Day and evening economy) seeks to diversify the day and evening economy of Romford town centre, in particular, by encouraging more restaurants and seeking to reduce the concentration of licensed premises in South Street.

Romford town centre pavement cafés Local Development Order (LDO)

The Romford Town Centre Pavement Cafés LDO was adopted in January 2012 and allows pavement cafes within specified areas of the town centre where the lawful use of the premises is A3 (restaurants and cafés) or A4 (drinking establishments). The LDO cannot influence the mix, or distribution, of these uses within Romford

The LDO will serve to encourage local businesses to establish well-designed pavement cafés to support a coherent street scene while concentrating the regulatory responsibility for pavements cafés within the Council's Licensing team. A Street Trading Licence will need to be obtained prior to the establishment of a pavement café which will regulate, among other things, the hours during which each pavement café will be permitted to operate.

It should be noted that there are a number of historic pubs/clubs where there are no planning controls.

Statement of Licensing Policy

The Statement of Licensing Policy sets out how the Licensing Authority encourages licensees and applicants to adopt the highest standards of management in their licensed premises.

The purpose of the policy is:

- To inform licence applicants of the way in which the Licensing Authority will make licensing decisions and how licensed premises are likely to be permitted to operate

Havering Licensing Strategy 2014

- To inform residents and businesses of the way in which the Licensing Authority will make licensing decisions and how their needs and concerns will be dealt with

in order to promote the following four licensing objectives:

- Prevention of crime and disorder
- Public safety
- Prevention of public nuisance
- Protection of children from harm

The policy has to be consulted on and reviewed every 5 years at a maximum.

The current **Licensing Policy vision** is:

We want to make sure that Havering offers a wide choice of quality and well managed entertainment and cultural venues within a safe and attractive environment, valued by those who live, work and visit here.

The policy will be reviewed in 2013/14 to reflect the aims of this strategy and legislative and policy changes.

Support from Other Relevant Council Strategies

Alcohol misuse can have a significant impact on communities, including crime, health, social and financial costs. It is essential that the respective actions of the *Licensing Strategy, Statement of Licensing Policy* and other relevant Council strategies support each other.

Police Reform and Social Responsibility Act 2011

The Police Reform and Social Responsibility Act 2011 introduced a number of new licensing provisions aimed at giving Licensing Authorities greater powers to deal with irresponsibly run premises. Full details are given in *Appendix 2*, but the main provisions are:

- The evidential threshold which licensing authorities must meet when making licensing decisions has been lowered by requiring that decisions that are made are 'appropriate' rather than 'necessary' for the promotion of the licensing objectives.
- Responsible Authorities have been increased to include the Licensing Authority and Health.
- The vicinity test for making representations has been removed, increasing the number of people able to make representations against a premises licence application.
- Environmental Health becomes a consultee on Temporary Event Notices (TEN)
- The penalties for persistent under age sales have increased. The maximum fine is £20,000 and the voluntary closure period has been increased.
- Additional offences have been added to the disclosure for Personal Licence applications which closes some of the loopholes in the initial regulations.
- Early Morning Restriction Orders (EMROs) allow Licensing Authorities to restrict sales of alcohol in the whole or a part of their areas for any specified period between

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midnight and 6am if they consider this appropriate for dealing with general problems associated with the night time economy in an area.

- A Late Night Levy allows licensing authorities to introduce a charge for premises that have a late alcohol licence for the extra enforcement costs that the night-time economy generates for Police and local authorities

Government deregulation

The Government has introduced two pieces of secondary legislation as part of its drive to reduce regulatory burdens on businesses.

Live Music Act 2012

The Live Music Act 2012 removes the licensing requirement for:

- unamplified live music taking place between 8 am and 11pm in all venues
- amplified music taking place between 8am and 11pm before audiences of less than 200 persons
- amplified live music taking place before audiences of less than 200 people in workplaces between 8am and 11pm
- the provision of entertainment facilities

Licensing Authorities can impose conditions about live music following a review of a premises licence or club premises certificate, should it be necessary.

The Licensing Act 2003 (Descriptions of Entertainment) (Amendment) Order 2013

Deregulates plays and dance for up to 500 strong audiences between 08:00-23:00 (save for dancing covered under the Local Government (Miscellaneous Provisions) Act 1982).

- Deregulates indoor sport for up to 1000 strong audiences between 08:00-23:00
- Clarifies that, as now, Combined Fighting Sport (Mixed Martial Arts etc.) will continue to be regulated

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Licensing Strategy for Havering

General Aims

- To maximise the opportunities afforded by the Council's Licensing Policy and Police Reform and Social Responsibility Act 2011 to realise the regeneration and town planning aspirations for Romford and Havering's other town centres, whilst maintaining a viable and thriving night-time economy.
- Reduce irresponsible alcohol sales and consumption in our town centres
- Reduce alcohol-related crime in Romford
- Promote responsible drinking
- Tackle binge drinking
- Reduce availability of alcohol in the vicinity of schools during school hours
- Reduce the level of drug use in licensed premises
- Use the new powers the Council has from October 2012 to control late night opening hours, where appropriate
- Maintain thriving and viable daytime and night-time economies which create the right balance between business and residential communities
- Comprehensive strategy to assist Licensing Sub-Committees' decision-making

The Council cannot tackle these issues alone and will need buy-in from our key partners to deliver them

Specific aims and how are we going to achieve them

Aim	How	Steps/Mean s
Reduce age-restricted sales, particularly in the vicinity of schools and colleges	Limit the sales of alcohol from premises within 400 metres of schools and colleges and along prime routes for walking school children	Licence condition
	Control the products offered for sale and on display in windows at premises in the close proximity of schools and colleges	Licence condition
	Focus on those premises that persistently fail under-age test purchases carried out by Trading Standards	Intelligence-led test purchase exercises, informed by Police information and complaints

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	Prohibit the sale of alcohol before 11.00 from premises within 400 metres of schools and colleges	Licence condition
Licensing and planning regimes to be more joined-up	Licence applications should only be granted within extant planning permission, unless exceptional circumstances prevail	Licensing Sub-committee will have information on planning status as part of committee report
Control the availability of alcohol after pubs close to reduce anti-social behaviour	Prohibit off-sales after 23.00 hours for new applications	Licence condition
	Encourage existing off-licences to pull closing hours back to 23.00	Communications campaign
Control street drinking	Community Safety Partnership to review crime and disorder hot spots bi-monthly and apply for Designated Public Place Orders, when appropriate	Designated Public Place Orders introduced, where appropriate
Control cumulative impacts	<p>The special policy will apply to all licensed premises in the existing areas of Romford and Hornchurch where a Cumulative Impact Zone currently exists for just on-sales.</p> <p>Applications in these areas will presume to be refused unless exceptional circumstances prevail</p> <p>The special policy to be extended to other areas where there are demonstrable alcohol-related problems</p>	Number/type of licensed premises in Romford and Hornchurch provided to the Licensing Sub-committee as part of committee report
Reduce the level of drug use on licensed on premises	Increase the number of drug itemiser tests per premises and carry out random drug dog searches	DAAT and Police to co-ordinate increased intelligence-led drug testing activities
	Review DPS' drug policies	DAAT to review DPS' drug policies
	Provide drug awareness training for staff in pubs and clubs	DAAT, Police and Licensing Authority to ensure staff in pubs and clubs receive drug awareness training

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	Link the town centre banning scheme with substance misuse services by encouraging users to engage with services leading to a reduction in length of their ban	Community Safety and DAAT to work closely together to provide support to banned drug users
Well informed Licensing Sub-Committees	General briefing on licensing as part of Members' induction	Licensing Authority to provide briefing as part of Members' induction
	Mandatory training of all Licensing Committee members and a pool of reserves on the Licensing Strategy, Licensing Policy, statutory guidance and other relevant matters	Licensing Authority and Legal Services to train all Licensing Committee members
	Licensing Committee members keep up to date with developments in legislation and policies via diarised update meetings	Licensing Committee Chair and Licensing Lead Member to provide regular update briefings for Licensing Committee members and to allow the airing of issues
	Responsible Authorities to provide evidence of their reasoning behind making a representation using a template	Template provided for Responsible Authorities for their representations
	Licensing Sub-Committee to be provided with mapping and other information showing the correlation between (i) the number of licensed premises in the applicant premises' area with various offences and (ii) excessive alcohol consumption and crime	Licensing Authority & Community Safety to provide necessary information in reports to Licensing Sub-Committee
	Licensing Sub-Committee to take appropriate time to assess the merits (or otherwise) of granting a licence and to carefully consider the controls that need to be imposed by way of Conditions to control the impacts on the community	Timetable hearings to (i) allow for sufficient time on the day of the hearing and (ii) additional time on a further day (if required) to consider Conditions

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Effective use of data to inform interventions	Community Safety Partnership to monitor crime statistics and their correlation with areas where there are licensed premises	Community Safety to gather data and submit to Community Safety Partnership
	Community Safety Partnership to devise and implement interventions if crime levels around licensed premises increase	Community Safety Partnership to include this as standard agenda item
Consistency in approach to tackling problems associated with licensed premises	Licensing Strategy, Licensing Policy and Drug and Alcohol Strategy to be consistent	Director of Public Health and Licensing Team to ensure consistency across appropriate strategies and policies
Have a Licensing Policy that is fit for purpose	Revise the Licensing Policy to take advantage of the strategic objectives and new powers provided by both the Licensing Act 2003 and The Police Reform and Social Responsibility Act 2011	Licensing Policy revised accordingly, having regard to local strategies and policies
Reduce littering and urinating in the streets	Seek to achieve more with self-regulation – Safe & Sound partnership to have a key role	Streetcare, Public Protection (Food Safety) and Safe & Sound partnership to develop a co-ordinated programme to maximise self-regulation
	Carry out a detailed analysis of causes and pattern of littering in Romford and Hornchurch town centres and look at pop up bins and urinals as possible solutions. Key into current campaigns	Streetcare and Community Safety to prepare options appraisal
	Seek more funding for specific issues from the Community Safety Partnership	Streetcare to prepare funding bids to Community Safety Partnership
	Part of a business-funded scheme to generally improve Romford town centre amenity	Engagement with the licensed trade and other appropriate businesses to introduce a Business Improvement District (BID)

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Resources

It is recognised that the delivery of this strategy depends upon the buy-in from all appropriate Council departments, police and other agencies and the necessary resources being made available

In conclusion

The Licensing Strategy and work of the alcohol prevention agenda will promote responsible drinking, raise awareness of the problems associated with alcohol misuse and promote initiatives aimed at reducing alcohol consumption. Work will be done to address issues such as problem drinking, A&E attendance, longer term health problems (such as cancers and liver disease), domestic violence, and other associated risk-taking behaviours (such as poor sexual health).

Appendix 1

Alcohol and Health – an overview

The vast majority of people enjoy alcohol without causing harm to themselves or to others. Moderate alcohol consumption may provide both social and health benefits, with lower levels of consumption being reported to protect against cardiovascular disease¹. One unit of alcohol is defined as 10ml or 8g of pure alcohol. Current government recommendations are that men should not drink more than 3-4 units (24-32g) of alcohol a day, and women 2-3 units (16-24g) a day².

Over-consumption of alcohol can be detrimental to the health of both individuals and society. Alcohol misuse by individuals can result in illness or injury due to alcohol intoxication/poisoning and to liver disease. Alcohol consumption accounts for 4% of all cancer cases in the UK (approximately 12,500 cases)³; it is associated with cancers of the mouth, breast, bowel, oesophagus and liver.

In 2010/11 there were an estimated 5,088 alcohol related hospital admissions in Havering; of these, 767 were estimated to be for health problems wholly attributable to alcohol and 4,321 for health problems partially attributable to alcohol⁴. Of the 5,088 inpatient admissions, 190 were 16-24 year olds⁴. This not only affects local health services' capacity to deal with other urgent admissions, but is also financially burdensome, the estimated cost in Havering (£85 per adult) being above the London average (£83 per adult)⁴.

In order to reduce harm from alcohol, drinking behaviours need to be addressed. According to estimates from the Alcohol Concern Alcohol Harm Map, 44,292 (29%) of adults in Havering are drinking above the recommended levels which increases the risk of damaging their health⁴. Alcohol consumption, particularly amongst teenagers, is also associated with increased risk-taking behaviours and teenage pregnancy⁵.

The work of the alcohol prevention agenda and Licensing Strategy will promote responsible drinking, raise awareness of the problems associated with alcohol misuse and promote initiatives aimed at reducing alcohol consumption. Work will be done to address issues such as problem drinking, A&E attendance, longer term health problems (such as cancers and liver disease), domestic violence, and other associated risk-taking behaviours (such as poor sexual health).

Crime and fear of crime

- The rate of alcohol-related recorded crimes in Havering of 8.41 per 1000 crimes is higher than the England average of 7.02 per 1,000 crimes for England⁶.
- Havering's rate of alcohol-related recorded crimes is significantly lower than the London rate of 11.1 per 1,000 crimes, which makes Havering the 9th lowest borough for this crime type in London⁷.
- Havering saw a 0.9% increase in violence against the person offences in 2012/13. However, where actual force was involved Havering has seen a 6% reduction.
- 15% of all crime in Havering takes place in Romford Town Centre between the hours of 22.00 and 05.00
- If it is assumed that all violence against the person between the hours of 22.00 and 05.00 is alcohol-related, then 29% of all offences take place in Romford Town

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Centre

- Strong links have been found between alcohol use and domestic violence⁸

The importance of the town centre has been recognised by the police in its recent restructure (the Local Policing Model) and the police team specifically for policing Romford has been retained. All projects implemented in the town centre are reported back to the Location Groups set up last year – one group for the north of the borough, one for the central area and a third for the south.

In July 2012 the town centre received the national award for Best Town Team or Town Centre Partnership at the Association for Town Centre Management Awards.

Havering has continued to share its best practice experiences on a national level but still continues to develop local initiatives to reduce both crime and the fear of crime.

Public health of the community

The key public health issues in Havering are:

- The health impact of both individual lifestyles and the environment in which we live, and
- The inequalities in health outcomes experienced by different parts of the Borough.

More specifically,

- There are both short (acute) and longer term (chronic) effects of alcohol and alcohol misuse. Acute effects include severe intoxication which can lead to depression of consciousness and of the respiratory and cardiac centres, hypoglycaemia (with or without convulsions) and cardiac arrhythmias. Chronic conditions include cirrhosis of the liver or alcoholic hepatitis, gastrointestinal problems, stroke, sleep apnoea and cognitive deterioration⁹.
- The health risks of excessive and prolonged use of alcohol usually begin in adolescence¹⁰. According to a recent survey it was slightly more common for young people in Havering to have ever had an alcoholic drink and to have been drunk once in the last month than was the case nationally. 45% in Havering had drunk an alcoholic drink compared to 42% nationally, and 7% in Havering had been drunk once in the last month compared to 6% nationally¹¹.
- Across Havering, the age of 13 marks the beginning of a steep increase in the use of alcohol with an estimated 1,000 young people aged 15 drinking during the last week¹². In the 2011 local school surveys, 7% of pupils reported drinking alcohol “1 or 2 times a week”, equating to around 1,050 pupils. 3% reporting drinking “most days” which equates to 450 pupils¹².
- In addition to reducing problems with irresponsible ‘binge-drinking’ in younger adults, much of the alcohol attributable harm occurs in middle or older age groups as a result of years of drinking above the lower-risk guidelines.
- Alcohol consumption by adults (16+) in the UK currently runs at approximately 54 billion units per year. Reducing this by 1bn units per year would equate to a drop in consumption of around 2%, which should have significant public health benefits¹³.

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- Lack of information from the emergency services (and others) that indicates where harmful sale of alcohol is taking place
- Regular smoking is more likely amongst people who drink alcohol or take drugs¹⁴.
- There is a strong association between people smoking tobacco and drinking alcohol concurrently¹⁵. According to epidemiological studies the health risks of combining smoking and drinking are multiplicative¹⁶. However, many people perceive that when one substance is consumed at a higher level the consumption of the other substance is estimated to have a minor incremental effect on their health¹⁷.
- There is a crucial need to address the issue of drinking and smoking, especially at high levels, not only in terms of the effects of each individual substance, but also about their summative effects when combined.
- 12% of people accessing the Havering Stop Smoking Service were under 25, the cohort who cause the most alcohol-related anti-social behaviour.

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Appendix 2

Police Reform and Social Responsibility Act 2011

The Police Reform and Social Responsibility Act 2011 introduced new licensing provisions:

- The evidential threshold which licensing authorities must meet when making licensing decisions has been lowered by requiring that decisions that are made are 'appropriate' rather than 'necessary' for the promotion of the licensing objectives. This will give licensing authorities greater power to tackle irresponsibly run premises.
- Licensing authorities are responsible authorities under the Licensing Act, empowering them to refuse, remove or review licences themselves without first having had to receive a representation from one of the other responsible authorities.
- Primary Care Trusts (and their successors) are responsible authorities, enabling them to make representations to the local licensing authorities regarding concerns about the impact of new licensed premises on the local NHS (primarily A&E departments and ambulance services) or more generally the safety of the public within the night-time economy.
- The vicinity test has been removed so that persons who live or are involved in a business within Havering can make representations and the Local Authority must advertise applications. This increases the number of people able to make representations against a premises licence application.
- There are a number of changes to the Temporary Event Notice (TEN) regime including increasing the number of TENS a person can have, extending the length of time that a TEN can apply and allowing late TENS (i.e. giving less than 10 working days notice). However, to balance the additional freedoms, Environmental Health becomes a consultee in addition to the Police for TENS and they can object on grounds relating to all of the licensing objectives, not just on crime and disorder.
- The penalties for persistent under age sales have increased. The maximum fine is £20,000 and the voluntary closure period has been increased.
- The Local Authority can suspend the premises licence for the non payment of the annual fee.
- Additional offences have been added to the disclosure for Personal Licence applications which closes some of the loopholes in the initial regulations.
- The Local Authority will only have to update their Licensing policy statement every 5 years instead of every 3 years.

The above were implemented on 25th April 2012.

Early Morning Restriction Orders

Early Morning Restriction Orders (EMROs) are an un-commenced power within the Licensing Act 2003. The current provisions have been amended to allow Licensing Authorities to restrict sales of alcohol in the whole or a part of their areas for any specified period between midnight and 6am if they consider this appropriate for the promotion of the

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licensing objectives. This applies to premises licences, club premises certificates and temporary event notices.

An EMRO can be used to deal with generalised problems associated with the night time economy in an area which cannot be attributed to an individual premise. However the Licensing Authority needs robust, firm and solid evidence that directly relates to the proposed area and the licensing objectives if it wants to implement an EMRO. The measures are draconian and would have a severe impact on businesses, if implemented. The local authority will have to consult for 42 days on the proposal to introduce an EMRO(s).

The revised provisions were implemented on 31st October 2012.

Late Night Levy

A Late Night Levy has been introduced to allow licensing authorities to introduce a charge for premises that have a late alcohol licence for the extra enforcement costs that the night-time economy generates for Police and local authorities. It will be up to the licensing authorities to decide the time at which the levy applies throughout their area, although it will be restricted to applying between the hours of midnight and 6am. The local authority will have to consult on the proposal to introduce the levy. The income generated by the levy has to be split between the Police and the Local Authority. The Local Authority can keep the administration costs of implementing and collecting the levy and the remaining income is split 70% to the Police and 30% to the Local Authority.

The new provisions were implemented on 31st October 2012.

Smaller Measures

Smaller measures of wine, spirits and beer/cider are to be available and customers are to be made aware that this is so.

This new provision was implemented on 1st October 2012.

Verification of Age

An age verification policy needs to be in place in relation to the sale or supply of alcohol.

This new provision was implemented on 1st October 2012.



COUNCIL, 26 MARCH 2014

REPORT OF THE CHIEF EXECUTIVE

SUBJECT: DATES OF COUNCIL MEETINGS, 2014/15

In accordance with the Constitution, meetings of the Council are fixed by the Council itself.

It has been the practice that dates for the whole of the Municipal Year are agreed each municipal year with dates for the balance of the following calendar year being agreed on a provisional basis for the purposes of the Council Diary.

It is proposed that the pattern of meetings for the coming year continues to follow past practice, which would mean dates of the Council would be as follows (all Wednesdays) –

2014

- 11 June (Annual Meeting following elections on 22 May)
- 16 July
- 17 September
- 26 November

2015

- 28 January
- 25 February (Council tax Setting)
- 25 March
- 20 May (Annual Meeting)
- 15 July (provisional)
- 23 September (provisional)
- 25 November (provisional)

These dates are subject to any change that may subsequently be agreed.

It should be noted that with both the Municipal and European Parliamentary Elections taking place on 22 May, the latest possible date for the Annual Meeting of Council will be 11 June 2014.

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

Dates of Cabinet and Committee meetings will be notified in due course.

Council, 26 March 2014

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

RECOMMENDATIONS

That the Council fixes the date of its meetings for the Municipal Year 2014/15 and, on a provisional basis, the balance of 2015.

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Cheryl Coppel
Chief Executive

Background paper List

There are no background papers.



**ANNUAL REPORTS OF COMMITTEES
and MEMBER CHAMPIONS**



Havering
LONDON BOROUGH

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AUDIT COMMITTEE

PENSIONS COMMITTEE

STANDING ADVISORY COMMITTEE ON RELIGIOUS EDUCATION

MEMBER DEVELOPMENT GROUP

CHILDREN & LEARNING OVERVIEW & SCRUTINY COMMITTEE

CRIME & DISORDER OVERVIEW & SCRUTINY COMMITTEE

ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE

HEALTH OVERVIEW & SCRUTINY COMMITTEE

INDIVIDUALS OVERVIEW & SCRUTINY COMMITTEE

TOWNS & COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

VALUE OVERVIEW & SCRUTINY COMMITTEE

MEMBER CHAMPION FOR THE ARMED FORCES

MEMBER CHAMPION FOR EQUALITIES AND DIVERSITY

MEMBER CHAMPION FOR THE HISTORIC ENVIRONMENT

MEMBER CHAMPION FOR THE OVER 50'S

MEMBER CHAMPION FOR THE VOLUNTARY SECTOR

MEMBER CHAMPION FOR YOUNGER PERSONS

**ANNUAL REPORT ON THE
WORK OF
THE AUDIT COMMITTEE**

March 2014

1. Introduction

1.1 This report covers the period April 2013 to March 2014 and outlines:-

- Information relating to the Audit Committee;
- The coverage of work undertaken by the Audit Committee;
- Key issues arising;
- Actions taken during the year, including training, to ensure the effectiveness of the Audit Committee; and
- Future planned work and challenges.

2. Background

2.1 The Audit Committee has been in place for a number of years. The Committee's terms of reference list the responsibilities and authorities delegated in the Council's Constitution, which comprise:

Internal control

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

External audit

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

Internal audit

- To support the Group Director Resources with his or her delegated responsibility of ensuring arrangements for the provision of an adequate and effective internal audit.
- To monitor the adequacy and effectiveness of the internal audit service and to receive and monitor an annual internal audit plan from the audit manager.
- To approve the Annual Statement of Accounts, including the Annual Governance Statement, and to recommend as necessary to the Governance Committee regarding the committee's responsibilities to monitor corporate governance matters generally.
- To monitor proactive fraud and corruption arrangements.

3. The Audit Structure

Audit Committee Cllr Georgina Galpin (Chair from May 2010)
 Cllr Roger Ramsey
 Cllr Frederick Thompson
 Cllr Clarence Barrett
 Cllr Denis Breading
 Cllr Osborne (part year)

Internal Auditors Internal Service

External Auditors PricewaterhouseCoopers (PwC)

4. Audit Committee coverage

4.1 The Audit Committee has received the reports as set out in Appendix A. The coverage can broadly be categorised as regular and specific. More information on both is set out below.

4.2 Regular Work

The Committee has regularly reviewed:

- Progress against the audit plan and performance;
- Key findings/issues arising from each audit undertaken;
- Progress against implementation of the recommendations;
- Anti-fraud and corruption activity, including frauds investigated and outcomes;
- Treasury Management activity; and
- The Accounts closedown timetable and progress reports.

4.3 Specific Review / Reports

There were several during the year including a review and approval of:

- the Statement of Accounts;
- the Annual Governance Statement; and
- the Annual Audit Plan.

The Committee also received assurances via:

- Annual Report from Internal Audit that includes the Annual Assurance Statement; and
- The work of External Audit (PwC).

5. **Key issues arising**

5.1 The Committee have been updated on progress with regards One Oracle and oneSource and received assurances from the Group Director of Resources as these both impact the system of internal control.

5.2 The Committee have also continued to receive updates on a longstanding issue linked to a resident's objection to the council's statement of accounts.

6. **Work to ensure effectiveness of Committee**

6.1 The Committee has received dedicated training and awareness sessions on Risk Management, Fraud and Accounts.

7. **Priorities and work plan for the forthcoming year**

7.1 After the election the membership of the Committee will be confirmed and the new members and their substitutes will be inducted to their role and a training plan devised and implemented.

7.2 The Committee will continue to oversee the effectiveness of the audit team and wider fraud resources as they become part of oneSource and in accordance with Public Sector Audit Standards and other relevant legislation.

**AUDIT COMMITTEE AGENDA ITEMS
FROM APRIL 2013 TO DATE**

April 2013

- Update on Surtees Contract
- External Audit 2013/14 Fee Letter
- Accounting Policies
- Internal Audit Progress Report
- Fraud Progress Report
- Internal Audit Charter and Terms of Reference
- Annual Report of the Committee
- Urgent Business

June 2013

- Closure of Accounts Timetable
- External Audit Plan 2013/14
- Pension Fund Audit
- External Audit Progress Report
- Internal Audit Interim Progress Report
- Outstanding Audit Recommendations
- Annual Audit Report
- Annual Governance Statement
- Annual Treasury Report
- Annual Review of Risk Management
- Member Training Plan
- Urgent Business

September 2013

- Annual Statement of Accounts
- Report to those charged with Governance
- Response to Auditors
- Internal Audit Progress Report
- Outstanding Recommendations Report
- Fraud Progress Report
- Treasury Update
- Annual Review of Audit Committee Training
- Urgent Business

December 2013

- Annual Audit Letter
- Internal Audit Progress Report
- Closure of Accounts Timetable
- Internal Audit Progress Report
- Summaries of Internal Audit Reports issued
- Summaries of Audit Reports issued
- Governance Update
- Fraud Progress Report
- Treasury Management Report
- Urgent Business

February 2014

- 2012/2013 Audit Report of Grant Claims and Returns
- Accounting Policies
- Closure of Accounts Timetable
- Internal Audit Draft plan
- Internal Audit progress report
- Audit System Report Summaries
- Audit School Report Summaries
- Fraud Progress Report
- Draft Anti-Fraud Work Plan
- Urgent Business

AUDIT COMMITTEE MEMBERS TRAINING / AWARENESS

Timescale	Session	Coverage	Attendance
June	Fraud	Secondment to DWP & Single Fraud Investigation Service	Cllr Galpin Cllr Clarence Barrett Cllr Hawthorn Cllr O'Flynn Cllr Ramsey Cllr Thompson
September	Finance	Accounts	Cllr Galpin Cllr Barrett Cllr Breading Cllr Ramsey Cllr Thompson Cllr Hawthorn
December	Risk Management	Corporate Risk	Cllr Galpin Cllr Barrett Cllr Ramsey Cllr Thompson

AUDIT COMMITTEE – FORWARD PLAN / TRAINING

FORWARD PLAN	AGENDA ITEM	PLANNED TRAINING
April 2014	<ul style="list-style-type: none"> • Audit Progress Report (interim report) • Fraud Update • Closure of Accounts Update • Bribery Policy • Corporate Risk Update • Annual Report inc Head of Internal Audit Opinion • Annual Governance Statement 	N/a
TBC - July 2014	<ul style="list-style-type: none"> • Internal Audit Charter and Terms of Reference • Audit Strategy • Closure of Accounts Timetable • External Audit Plan • Pension Fund Audit • External Audit Progress Report • Audit Progress Report • Annual Governance Statement • Annual Treasury Report • Member Training Plan 	TBC – based on skills analysis of new members
TBC - September 2014	<ul style="list-style-type: none"> • Annual Statement of Accounts • Report to those charged with Governance • Response to Auditors • Audit Progress Report • Fraud Progress Report • Treasury Update • Annual Review of Risk Management • Annual Review of Fraud 	TBC – separate plan to July Committee
TBC - December 2014	<ul style="list-style-type: none"> • Annual Audit Letter • Closure of Accounts Timetable • Internal Audit Progress Report • Governance Update • Fraud Progress Report • Treasury Management Report 	TBC
TBC - February 2015	<ul style="list-style-type: none"> • 2013/2014 Audit Report of Grant Claims and Returns • External Audit Plan • Internal Audit Draft plan and strategy. • Internal Audit progress report • Fraud Progress Report 	TBC

	<ul style="list-style-type: none">• Annual Review of Audit Committee Effectiveness• Treasury Management Report• Annual Report of Audit Committee• Close down Accounts timetable• External Audit Pensions Plan	
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Havering

LONDON BOROUGH

HAVERING PENSION FUND

**BUSINESS PLAN/REPORT ON THE WORK
OF THE
PENSIONS COMMITTEE
DURING
2013/14**

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 2013 to 28th February 2014 and outlines:

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

The financial position and details of the performance of the Havering Pension Fund for 2013/14 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 Pension Fund has a total of 28 employers, of which the London Borough of Havering is the largest. The other employers in the fund are made up of 20 Scheduled bodies (Academies and Further Education bodies) and 7 Admitted bodies (outsourced contracts).

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

The Fund's Actuary (Hymans Robertson) carried out a triennial valuation during 2013/14 based on data as at 31 March 2013. The main purpose of the valuation is to calculate the funding position within the Fund and set employer contribution rates for 2014 to 2017. The last valuation was undertaken at 31 March 2010 and a comparison of funding levels can be seen below:

Summary

Valuation date	31 March 2010	31 March 2013
Total Liabilities	£588.6m	£752.1m
Market Value of Assets	£360.9m	£460.9m
Surplus/(deficit)	£227.7m	£291.2m
Funding Level	61.3%	61.2%

The table shows that whilst the funding level has not changed the value of the deficit has increased. This is primarily driven by the change in the value of the liabilities which has been calculated on a set of assumptions used by the Fund's Actuary. The asset returns were higher than expected but not enough to offset the growth in liabilities.

The Havering Pension Fund has adopted a benchmark for the overall fund of Gilts + 1.8% (net of fees). The Fund now has seven fund managers (who have specific mandates) and performance is monitored against an agreed benchmark.

In 2013/14, as at the end of December quarter, the rolling 12 month return on the fund's investments was 15.8% (10.5% at the same period in 2012/13). This represented an over performance of 2.3% against the tactical benchmark (1.3% at the same period in 2012/13) and an over performance of 19.2% against the strategic benchmark (4.4% at the same period in 2012/13).

The long term strategy of the fund was to reduce exposure to equities and invest in Multi Asset strategies. During 2013/14 the implementation of the Fund's restructure was completed, in line with the March 2013 Statement of Investment Principles, following the appointments of the Multi Asset mandates in September 2013. The two managers who were appointed commenced trading in December 2013. The following table reflects the asset allocation split and targets against their benchmarks:

Manager and % of target fund allocation	Mandate	Tactical Benchmark	Out performance Target
State Street (SSgA) 8%	UK/Global Equities - passive	UK- FTSE All Share Index Global (Ex UK) – FTSE All World ex UK Index	To track the benchmark
Baillie Gifford Street 17%	Global Equities - Active	MSCI AC World Index	1.5 – 2.5% over rolling 5 year period
Royal London Asset Management 20%	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 5%	Property	IPD (previously called HSBC/AREF) All Balanced Funds Median Index	To outperform the benchmark
Ruffer 15%	Multi Asset	Not measured against any market index – for illustrative purposes LIBOR (3 months) + 4%.	To outperform the benchmark
Barings – Dynamic Asset Allocation Fund 20%	Multi Asset	Sterling LIBOR (3 months) +4%	To outperform the benchmark

Manager and % of target fund allocation	Mandate	Tactical Benchmark	Out performance Target
Baillie Gifford – Diversified Growth Fund 15%	Multi Asset	UK Base Rate +3.5%	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, State Street and Barings 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 GOVERNANCE STRUCTURE

Day to day management of the Fund is delegated to the Group Director of Resources. Investment strategy and performance monitoring of the Fund is a matter for the Pensions Committee which 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 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
- Authorise staff to invite tenders and to award contracts to actuaries, advisers and fund managers and in respect of 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

The membership of the Pensions Committee reflects the political balance of the Council and the structure of the Pensions Committee during the period April 2013 to May 2013 was 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 Residents Group
Union Members (Non-voting) - John Giles (Unison), Andy Hampshire (GMB)
Admitted/Scheduled Body Representative (voting) – Marilyn Clay – Champion Academy (appointed from December 12)

There were some changes made to the elected members of the committee due to Councillor Munday taking on the role of Mayor. From May 2013 to September 2013 the voting Committee members were as follows:

Cllr Rebecca Bennett (Chair) – Conservative Group
Cllr Melvin Wallace (Vice Chair) – Conservative Group
Cllr Roger Ramsey – Conservative Group
Cllr Steven Kelly - Conservative Group
Cllr Ron Ower – Residents Group
Cllr Pat Murray – Labour Group
Cllr Jeffrey Tucker – Independent Residents Group
Heather Foster-Byron – Employer Representative

Following the resignation of the Independent Residents Group from the Pensions Committee and changes to the political balance of the Council, the voting Committee members were changed as follows from September 2013:

- Cllr Rebecca Bennett (Chair) – Conservative Group
- Cllr Melvin Wallace (Vice Chair) – Conservative Group
- Cllr Roger Ramsey– Conservative Group
- Cllr Steven Kelly - Conservative Group
- Cllr Ron Ower – Residents Group
- Cllr Pat Murray – Labour Group
- Cllr Fred Osborne – UK Independence Party
- Heather Foster-Byron – Employer Representative

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) until December 2013 Royal London Asset Management (Investment Bonds) UBS (Property) State Street Global Assets (UK/Global Equities – passive) Ruffer LLP (Multi Asset) Baillie Gifford (Global Equities) from April 2012 Baillie Gifford (Multi Asset diversified Growth Fund) from December 2013. Barings (Multi Asset Dynamic Asset Allocation Fund) from December 2013.
Investment Advisers	Hymans Robertson
Legal Advisers	London Borough of Havering Legal Services provide legal advice as necessary (specialist advice is procured as necessary)

PENSION COMMITTEE MEETINGS 2013/14

The Committee met a number of times during 2013/14 and **Annex A** sets out the coverage of matters considered, but the key issues that arose in the period are shown below:

Key issues arising in the period

- **Investment Strategy Implementation**

In line with the March 2013 Statement of Investment Principles, implementation of the Investment Strategy was completed after two Multi Asset managers were appointed in September 2013 and started trading in December 2013.

The Investment Strategy was later revised in July 2013 to include an allocation to Local Infrastructure. Local infrastructure projects are currently being investigated.

- **Agreed 2012/13 Pension Fund Accounts**

Also noted the external auditors report on the accounts for 2012/13

- **Annual Report**

The Pension Fund Annual Report 31 March 2013 was produced and agreed in line with the LGPS (Administration) regulations.

- **Governance Compliance Statement**

In line with the 2008 Local Government Pension Scheme (LGPS) the Committee undertook an annual review of the Pension Fund's Governance Compliance Statement.

- **Statement of Investment Principles**

In line with the 2009 Local Government Pension Scheme (LGPS) and following the investment strategy review, the committee updated the Statement of Investment Principles in July 2013.

- **Whistleblowing Requirements of the Pensions Act**

An annual review was undertaken and no issues were reported.

- **Business Plan**

The Pension Fund Business Plan for 2012/13 was agreed incorporating the work of the pension committee members.

- **Reviewed Fund Managers quarterly performance**

- **Reviewed performance of the Pension Fund's Custodians, Investment Advisor and Actuaries**

- **New Admitted bodies**

Noted the admittance of two new employers into the Fund

- **Collective Investment Fund**

The Committee considered proposals for a Collective Investment Fund/Vehicle and considered the consultation for potential Pension Fund mergers.

- **Changes to LGPS Regulations**

Noted and received a number of reports on changes to the LGPS 2014 scheme, Fair Deal Policy and LGPS (Miscellaneous) Regulations 2012 and pooling of Academies.

PENSION COMMITTEE MEETINGS 2014/15 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:

- Review of the Discretions policy in relation to the LGPS 2014 scheme
- Implications of the 2014 LGPS as and when further guidance is released
- Guidance manual for officers on requirements & actions necessary to admit new employers into the fund.
- Consideration of any outcomes of the 2013 Valuation.
- Progression of the introduction of a Collective Investment Vehicle
- Potential Fund mergers
- New Governance arrangements planned for 2015.
- 2014 is an election year so there is a possibility of member changes and training of new committee members.
- Topical issues discussed as appropriate.

INTERNAL & EXTERNAL RESOURCES

The Pensions Committee is supported by the Administrating Authorities' Finance and Administration services and the associated costs are therefore reimbursed to the Administrating 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 9.8 full time equivalent posts.

The Finance service that supports the pension fund consists of an establishment of 2 full time equivalent posts.

FINANCIAL ESTIMATES

Administrative Expenses

	2011/12 Actual £000's	2012/13 Actual £000's	2013/14 Revised Estimate £000's	2014/15 Estimate £000's	2015/16 Estimate £000's
Administration & Processing	522	566	814	630	630
Actuarial Fees	9	30	35	10	10
Audit Fees	35	21	21	21	21
Other Fees	5	5	5	5	5
Other Costs	15	10	10	10	10
TOTAL	586	632	802	696	696

This report is being produced earlier than usual so the actual costs for 2013/14 have not yet been finalised. The 2013/14 estimates have been revised using latest costs available at the time of writing this report.

The Administration and Processing costs will increase from 2013/14 due to the purchase of an upgraded pension Administration system called ALTAIR from Heywood Limited. The contract is for five years but the 1st year costs include the implementation costs and an upfront licensing fee.

Investment Management expenses

	2011/12 Actual £000's	2012/13 Actual £000's	2013/14 Revised Estimate £000's	2014/15 Estimate £000's	2015/16 Estimate £000's
Administration, Management & custody	1,053	1,063	1,100	1,100	1,100
Performance Measurement services	12	12	12	12	12
Other Advisory Fees	73	72	95	25	25
TOTAL	1,138	1,147	1,182	1,182	1,182

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 2013/14 onwards.
- Based on 2013/14 fund and staffing structures.
- No adjustments have been made to allow for the impact of oneSource

TRAINING AND DEVELOPMENT STRATEGY

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.

The majority of training and development is cyclical in nature, spanning the four year membership of the committee. For members, 2013/14 is their last term of office, so the majority of development has been undertaken therefore training during 2013/14 has been tailored to cover specific decisions required.

Training and development took place during 2013/14 to ensure that Members of the Committee were fully briefed in the decisions they were taking.

CIPFA's Knowledge and Skills self-assessment training questionnaire was distributed to members in January 2011 and the common training requirements identified from these questionnaires covered the following areas:

- Investment Strategy – more awareness of the limits placed by regulations on investments within the LGPS
- Outsourcing – pension considerations in relation to outsourcing and Bulk transfers.
- Scheme specific legislation – more knowledge on the features covering the main features of the benefit side of the LGPS.

The Investment Strategy and Outsourcing training took place during 2012/13 and members were given an overview of the new 2014 LGPS in December 2013. Further consideration of the impact and implications of the new 2014 LGPS will be reported to the Committee when further guidance is release.

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 2014/15 and ONWARDS

Local elections are being held in May 2014 and could result in a change in membership to the Pensions Committee.

It is anticipated that new Governance arrangements for the Local Government Pension Scheme (LGPS) will be introduced during 2015. This could result in a change to the Committee structure. Regardless of the Committee structure the new Code of Practice will include a legal requirement for members of the Pension Committee/Board to demonstrate that they have an appropriate degree of knowledge and understanding to enable them to properly exercise their functions as a member of the Committee.

The Fund will continue to use the CIPFA's Knowledge and Skills self-assessment training questionnaire to identify and evidence the knowledge and skills of the members. In addition to the cyclical training and development that the Committee will have over the lifetime of their membership, training will be provided in the areas where it has been specifically requested or has been identified as required.

The cyclical training that is already being provided will be reviewed against the requirements in the new Code of Practice once it is finalised. The training programme will incorporate any areas not currently covered.

The Pensions Regulator is planning to launch an e-learning programme from autumn 2014 and this would be made available for members to use.

Associated training and development will be given when required which will be linked to the Pension Fund meeting cyclical coverage for 2014/15 as shown in **Annex C**.

In addition to the cyclical meeting as shown in Annex C, special pension committee meetings will be arranged from time to time to discuss matters that fall outside of the cyclical meetings.

Training will be targeted as appropriate.

PENSIONS COMMITTEE MEETINGS HELD DURING 2013/14

ANNEX A

MONTH	TOPIC	ATTENDED BY
30 April 2013 (SPECIAL)	<ul style="list-style-type: none"> • Considered proposals for participation in a Collective Investment Fund. • Supported the proposed consultation response to changes in legislation on auto-enrolment • Members considered the consultation and draft response on legislation covering the Local Government Pension Scheme (LGPS) 2014. • Considered options for investing in Local Infrastructure Assets and received a report from PricewaterhouseCoopers including Governance & Operational Processes'. 	Cllr Melvin Wallace (chair) Cllr Frederick Thompson (sub for Cllr Bennett) Cllr Roger Ramsey Cllr Clarence Barrett (sub for Ron Ower) Cllr Pat Murray John Giles (UNISON)
26 June 2013	<ul style="list-style-type: none"> • Noted the External 2012/13 Audit Plan for the Pension Fund, including matters relating to fraud. • Pension Fund Performance Monitoring for the quarter ending 31 March 2013, received presentations from the Property Manager, Multi Asset Absolute Return Manager and Global Equity Manager. 	Cllr Rebecca Bennett (chair) Cllr Melvin Wallace (vice-chair) Cllr Steven Kelly Cllr Roger Ramsey Cllr Ron Ower John Giles (UNISON) Marilyn Clay (employer representative)
24 July 2013 (SPECIAL)	<ul style="list-style-type: none"> • Considered and approved the Governance arrangements for Investing in Local Infrastructure. • Considered and agreed amendments to the Statement of Investment Principles to include Local Infrastructure investments. • Considered the discussion paper on proposed new Governance arrangements for the LGPS. 	Cllr Rebecca Bennett (chair) Cllr Melvin Wallace (vice- chair) Cllr Roger Ramsey Cllr Steven Kelly Cllr Ron Ower Marilyn Clay (employer representative)
12 September 2013 (SPECIAL)	<ul style="list-style-type: none"> • Multi Asset Manager Selection Interviews- all day event. 	Cllr Rebecca Bennett (chair) Cllr Melvin Wallace (vice chair) Cllr Steven Kelly Cllr Roger Ramsey Cllr Fred Osborne
24 September 2013	<ul style="list-style-type: none"> • Noted Pension Fund Accounts for the year ending 31 March 2013. • Noted the external auditor's report (ISA260) for the Pension Fund and Officers response to issues raised. • Business Plan/Annual Report on the Work of the Pensions Committee 2012/13. 	Cllr Rebecca Bennett (chair) Cllr Melvin Wallace (vice chair) Cllr Steven Kelly Cllr Roger Ramsey Cllr Ron Ower Cllr Denis Breadding (sub for Cllr

PENSIONS COMMITTEE MEETINGS HELD DURING 2013/14

ANNEX A

MONTH	TOPIC	ATTENDED BY
30 October 2013	<ul style="list-style-type: none"> • Pension Fund Performance Monitoring for the quarter ending 31 March 2013, received presentations from the UK Equities Manager and the Funds Investment Grade Bonds Manager. • Noted the views of officers on the performance of the Fund's Actuary for the period 1 April 2012 to 31 March 2013. • Noted the views of officers on the performance of the Fund's Investment Advisor for the period September 2012 and September 2013. • Noted the views of officers on the performance of the Fund's Custodian for the period April 2012 to September 2013. • Considered and agreed changes as necessary to the Governance Compliance Statement. • Noted the results of the Whistle Blowing Annual review and that no breaches had been reported. • Agreed the 2012-2013 Pension Fund Annual Report. • Verbal update on proposed Pension Fund merger and advised that an external organisation will be appointed by the DCLG to review options. 	<p>Murray)</p> <p>Cllr Ted Eden (sub Cllr Osborne)</p> <p>John Giles (UNISON)</p> <p>Cllr Rebecca Bennett (chair)</p> <p>Cllr Melvin Wallace (vice chair)</p> <p>Cllr Steven Kelly</p> <p>Cllr Roger Ramsey</p> <p>Cllr Ron Ower</p> <p>Cllr Pat Murray</p> <p>Cllr Fred Osborne</p> <p>John Giles (UNISON)</p>
17 December 2013	<ul style="list-style-type: none"> • Pension Fund Performance Monitoring for the quarter ending 31 September 2013, received presentation from the Fund's Property Manager, the UK/Global Equities Passive Manager and the Fund's Global Equity Manager. • Considered the risks and impact of Ill Health insurance for the whole fund. • Noted the admission of Sodexo UK and Ireland and Breyer Group PLC as Transferee Admission Bodies into the Fund. • Noted the ministerial statement regarding Academies and pooling and agreed that there will be no changes to the current arrangements for assessing academy employer contribution rates. • Noted the new guidance setting out a reformed Fair Deal Policy. • Noted the changes to the Local Government Pension Scheme (Miscellaneous) Regulations 2012. • Noted the brief overview of the new Local Government Pension Scheme (LGPS) 2014 	<p>Cllr Rebecca Bennett (chair)</p> <p>Cllr Melvin Wallace (vice chair)</p> <p>Cllr Steven Kelly</p> <p>Cllr Roger Ramsey</p> <p>Cllr Ron Ower</p> <p>Cllr Pat Murray</p> <p>Cllr Fred Osborne</p> <p>Andy Hampshire (GMB)</p> <p>Heather Foster-Byron (employer representative)</p>

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

PENSIONS COMMITTEE MEMBER TRAINING 2013/14

ANNEX B

DATE	TOPIC COVERED	LOCATION	COST	ATTENDED BY
30 April 2013	PricewaterhouseCoopers delivered briefing as part of the special committee meeting report on Infrastructure, covering: <ul style="list-style-type: none"> o Objectives of LBH Pension Fund o Governance & Operational Processes o High Level Implementation Plan 	Town Hall	Part of the project cost	Cllr Melvin Wallace Cllr Frederick Thompson (sub for Cllr Bennett) Cllr Roger Ramsey Cllr Clarence Barrett (sub for Ron Ower) Cllr Pat Murray John Giles (UNISON)
12 Sept 2013	Hymans – Fund Investment Adviser delivered pre-interview training for Multi Asset Manager appointments, covering: <ul style="list-style-type: none"> o Reminder of Investment Strategy o Reminder of mandate brief o What are Multi Assets and different types of mandates o Tools of the Multi Asset Manager and explained High Yield Bonds, Insurance Linked securities and Hedge Funds. 	Town Hall – Prior to Special all day Committee meeting	Included as part of the multi asset search fees	Cllr Rebecca Bennett Cllr Melvin Wallace Cllr Roger Ramsey Cllr Steven Kelly Cllr Fred Osborne
24 Oct 2013	Pensions Overview delivered by Pension fund Accountant	Central Library	Officer time	Cllr Fred Osborne Cllr Ted Eden
02 Dec 2013	Pensions Overview delivered by Pension fund Accountant	Central Library	Officer time	Heather Foster-Byron (employer representative)
14 Jan 2014	CIPFA Conference – Actuarial Conference 2014	Canary Wharf	Free - Included as part of subscription	Heather Foster-Byron (employer representative)

DATE	TOPIC COVERED	LOCATION	COST	ATTENDED BY
20 Feb 2014	<p>Hymans – Fund’s Actuary delivered training on the 2013 Valuation results, covered:</p> <ul style="list-style-type: none"> ○ How the valuation was undertaken ○ Assumptions used ○ What’s happened since 2010 and 2013 valuations ○ Impact of 2014 scheme 	Town Hall	Included as part of Fee schedule	Cllr Rebecca Bennett Cllr Melvin Wallace Cllr Roger Ramsey Cllr Fred Osborne Heather Foster- Byron

INDICATIVE PENSIONS COMMITTEE CYCLICAL MEETINGS AND COVERAGE 2014/15

ANNEX C					
	JUNE 2014	SEPTEMBER 2014	NOVEMBER 2014	DECEMBER 2014	MARCH 2015
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) Multi Asset Manager - Diversified Fund a) Pooled Global Equity Manager b) Multi Asset Manager – Absolute Return ▪ External Audit Plan 	<ul style="list-style-type: none"> ▪ Overall Monitoring Report on Pension Fund to end of June: <ul style="list-style-type: none"> a) UK Bonds Manager b) Property Manager Pension Fund ▪ Pension Fund Accounts 12/13 	<ul style="list-style-type: none"> ▪ Annual review of Custodian ▪ Annual review of Adviser ▪ Annual review of Actuary ▪ Review of Governance Policy ▪ Whistleblowing ▪ Annual Assessment ▪ Administration Strategy (regs change) if necessary ▪ Pension Fund Annual Report 	<ul style="list-style-type: none"> ▪ Overall Monitoring Report on Pension Fund to end of September: <ul style="list-style-type: none"> a) Pooled Global Equity Manager b) Multi Asset Manager - Diversified Fund ▪ Multi Asset Manager – Dynamic Asset Allocation 	<ul style="list-style-type: none"> ▪ Overall Monitoring Report on Pension Fund to end of December: <ul style="list-style-type: none"> a) UK Bonds Manager: Property Manager b) Property Manager c) Passive Global Equity Manager
Officer Meeting	Meeting: May 14 (date TBC) <ul style="list-style-type: none"> ▪ UK Bonds Manager ▪ Passive Equity Manager ▪ Multi Asset Dynamic Asset Allocation Manager 	Meeting: Aug 14 (date TBC) <ul style="list-style-type: none"> ▪ Global Equity Manager ▪ Multi Asset Manager - Diversified Fund ▪ WM presentation Meeting ▪ Advisor Review 	No officer meeting	Meeting: Nov 14 (date TBC) <ul style="list-style-type: none"> ▪ Property Manager ▪ UK Bonds Manager 	Meeting: Feb 15 (date TBC) <ul style="list-style-type: none"> ▪ Multi Asset Manager – Diversified Growth ▪ Global Equity Manager ▪ Multi Asset Manager – Absolute Return
Training	Associated Training	Associated Training	Associated Training	Associated Training	Associated Training

**ANNUAL REPORT OF
THE STANDING ADVISORY
COUNCIL ON RELIGIOUS
EDUCATION**

STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

SUBJECT: ANNUAL REPORT 2013/14

Introduction by Councillor Paul Rochford - Cabinet Member: Children & Learning

I need hardly remind Members that the most important role of the Standing Advisory Council on Religious Education (SACRE) is the oversight of the provision of sound teaching in RE through all the borough's schools for all ages and abilities of pupils. As I have said before, Members will know that education continues to be at the major source of debate both nationally and locally. Academies are now well established and today "Free Schools" have become very much part of the education landscape. The debate about public examinations; the pressures being felt at the reception end of the education process and the examination grades continues to prove divisive and the speculation across the Media ensures the debate is never far from the surface of our consciousness. So, with all the continued debate at all levels, it remains vitally important for children to retain some stability and the work of SACRE (through the Agreed Syllabus) and its influence on the teaching of RE goes some way to provide this.

What I said last year about good RE teaching not just being about facts and information – but being instrumental in helping pupils to learn **from** different religions, values and traditions while exploring their own beliefs and questions of meaning, remains true. Nowadays it would seem that teaching pupils respect for all faiths, belief systems and philosophies and providing them with information on what members of the different religions have contributed towards our nation should also help to combat sectarian conflict and bigoted extremism in the wider society.

You will see from the Annual Report which follows, that Havering's SACRE has worked hard to build on those principles. You will also note that Havering's SACRE has joined with Redbridge's and the Joint Agreed Syllabus Conference has already commenced. It is hoped that the resulting RE Syllabus will be in every way as robust as its predecessor "Pathways" and that it will stand both boroughs in good stead to the end of the decade.

The Report also contains reassuring news that Havering pupils remain high achievers in RE (and other subjects as well) and this is in no small measure a glowing reflection on the commitment and imagination of RE heads and staff in both Primary and Secondary schools across the borough. The work of supporting those dedicated teachers comes from equally dedicated and hard-working staff within Learning and Achievement as they translate SACRE's vision to be worked out in the classroom. For the Council's continued support – and the generous provision of sufficient funds from which training and its work is provided, SACRE thanks you.

SACRE's termly meetings continue to have lively discussions and there continues to be change and growth in its membership which reinforces the fact that membership of SACRE is still considered to be important in the twenty-first century. If nothing else, it should give Council the confidence to continue to place its trust in the genuine cultural and spiritual contribution SACRE has for today and tomorrow for the community of Havering and far beyond.

As I have reported in past Councils, SACRE's practice is to hold its summer meeting in either a school or a place of worship. During 2013, the visit was to Nelmes Church Hall and hosted by the Humanist Society. Though not a faith or religion, Humanism has much to contribute to the debate on how to present spiritual arguments to an increasingly secular society. At its meeting in October, Mrs Pamela Coles stepped down as Chairman after many years of service to SACRE, both as Chairman and in many other roles, making way for Dr John Lester – the first Chairman of Havering's SACRE not to come from one of the Christian denominations.

As previously, I conclude with a reference to the Michael Edwards Award, given – as Members will recall – annually to the school in which the principles he championed are best reflected. Whilst the award has alternated between senior and primary schools, SACRE considered that it would be appropriate for it to be offered more

widely and so, whilst holding fast to the principles of respect and understanding between faiths and cultures, the scope of the competition has been widened to include other faith schools, schools specifically for pupils with special educational needs, non-Community schools and Pupil Referral Units so that many more young people in the community can participate in what has become an annual expression of positive values in society. In 2013 it was awarded to the Sacred Heart of Mary Senior School for ‘a hugely exciting range of RE activities which included the work of students in online discussions, blogging and classroom based learning. As part of this online presence Andy Lewis (Second in Charge of RE) “tweets and blogs” and this has been an excellent source of CPD (continuous professional development) for other RE teachers – which only goes to show how relevant and contemporary “religious studies” really are.

SACRE’s ambition for the future continues to be able to re-engage with the borough’s senior schools and persuade the academies to take advantage of not only its RE syllabus – which for the foreseeable future will embrace not only schools in this borough but across Redbridge and – as with “Pathways” - hopefully with schools across the country; and with the tireless input of the borough’s skilled and vastly experienced team of professional support, continue to provide a foundation of tolerance and understanding within our increasingly multi-faith, multi-cultural borough and nation.

It therefore gives me great pleasure to commend SACRE’s Annual Report for 2013/14 to Council.



**HAVING
STANDING ADVISORY COUNCIL
ON RELIGIOUS EDUCATION**

ANNUAL REPORT 2013 / 14



Chair's Foreword

My first foreword to Havering SACRE's Annual Report could only begin with a vote of thanks to Mrs Pamela Coles who, since the retirement of the Revd. Terry Brown in 2009, has faithfully and diligently discharged the role of Chairman. Since those days of long occupation of the chair by the same person, SACRE has adopted a new constitution which means that chairs and vice-chairs change bi-annually. Pamela has been a member of SACRE for many years and has been active in many projects both within it and outside in the wider community. She is an exemplar to us all and her energy and commitment have been – and continue to be – truly inspiring. She has set the bar high indeed and I look forward to the opportunity of aspiring to her achievements.

Six years ago we were, I feel, justly proud of the Pathways Approved Syllabus that we produced after much discussion and consideration. It was launched at a suitable official function attended by the Mayor at Romford Central Library and the inclusive nature of its Essential Information section at the end was indicated by the presence there of all the nine main religions in the UK recognised by the Government together with one or two others. It has, I think, served schools well over these years and feedback received during this time has been positive. Meetings are now under way in partnership with Redbridge to produce its successor, which we hope will serve the schools of both boroughs just as successfully.

One secular organisation appearing in the Essential Information section is the Humanists, who hosted SACRE's 2013 summer meeting at Nelmes United Reformed Church in Hornchurch. It was good to find out more about Humanism and they were excellent hosts and keen supporters of SACRE.

This year's winner of the Michael Edwards award was the Sacred Heart of Mary Girls' School in Upminster and both myself and Mrs Coles (as the current and previous chairs) were present to present the award to the Head Girl in the presence of the Deputy-Head, the Head of RE and the School Chaplain. A tour of the Old Chapel - for so long derelict and in disrepair but now acquired by the school and renovated - followed, much to our delight.

In her foreword to the 2013 Annual Report Mrs Coles spoke of concerns regarding the decline in RE teaching across the country and commented that: *'SACRE continues to believe that sound RE teaching is invaluable in setting both moral and spiritual parameters for today's children to equip them to be our citizens of tomorrow.'* How important that statement was can be illustrated by the atrocity at Woolwich which indicated clearly the vital importance not only of acquiring an accurate and respectful understanding of other religions, but also an accurate understanding of one's own.

At an interfaith meeting in London, the Bishop of Woolwich spoke of how well the community had pulled together after that event but that when he made a friendly visit to the Imam at the mosque he found the media camped outside, seemingly disappointed that he had come as a dove of peace and not as a hawk of conflict.

Some of our citizens of tomorrow will be our reporters, hopefully equipped in the way my predecessor looked for.

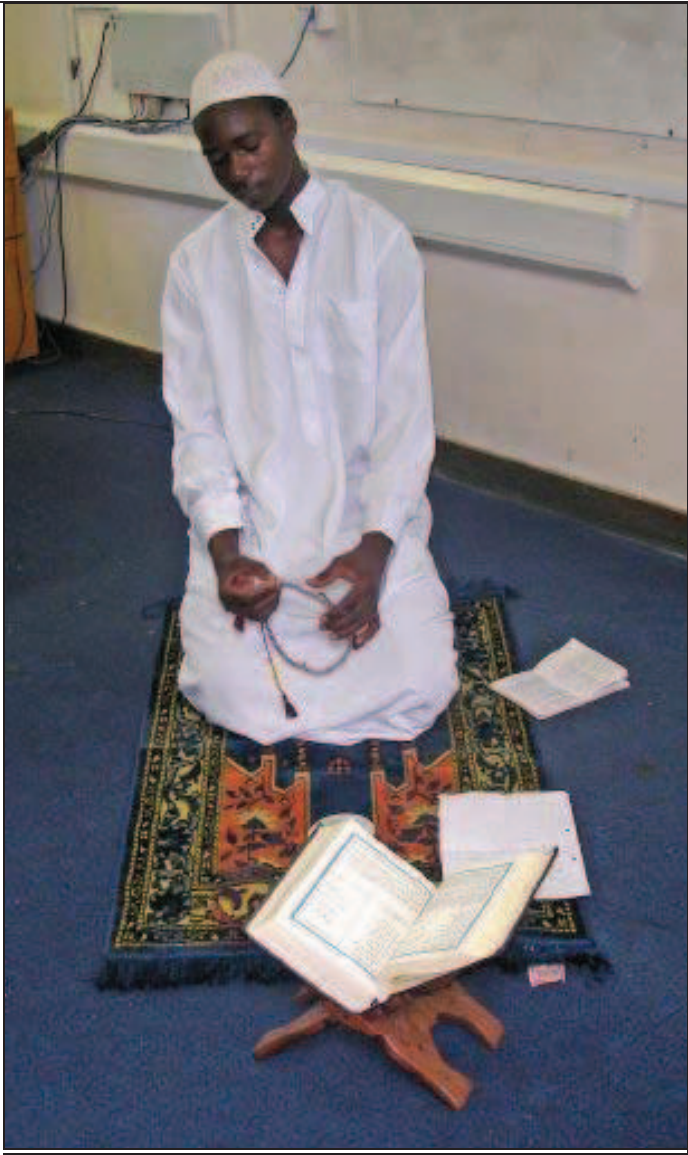
A more recent document issued by the Department of Education contains a foreword by the Minister revealing that Religious Education was an unintended victim of previous pronouncements and giving assurances that its future was secure. That sounds more heartening than at this stage last year and we can but hope that the good work going on in the borough (summarised within) can now continue unabated and unthreatened.

My thanks to all those who labour so diligently in this crucial field.

I am pleased to commend this report.

John Lester

(Chair of SACRE)



Preparation for a Hindu Arti festival

Muslim boy in traditional robes at prayer

Learning about different faiths at Redden Court School

Observations from the Secondary RE Advisor

The work of SACRE this year has been conducted against the backdrop of continuing national educational reforms. These reforms continue to affect Religious Education locally in a variety of ways. In the face of these challenges the national Religious Education community has been galvanized to try to ensure that every child, in every school, experiences excellent Religious Education. We have seen the Religious Education Council work on, and publish, a review of Religious Education. This outlines the issues we face, previous weaknesses within the subject, and provides recommendations on how the subject should move forward. Most importantly it includes a non-statutory framework for the subject that will go on to inform curriculum design nationally. We have also seen the All Party Parliamentary Group (APPG) for RE report on teacher supply, the training of teachers, and on-going Continuous Professional Development.

At a local level, Havering SACRE has been working hard to consider how best to face up to the challenges that RE faces in our schools. The joint working with Redbridge SACRE on our new Agreed Syllabus will ensure that we make the best use of the financial and professional resources available to us. I am very pleased to report that this work is being led and directed by a core group of teachers of Religious Education from both boroughs, from across the various phases of schooling and from a range of different types of schools.

This Agreed Syllabus Review offers us an opportunity to produce a syllabus for local schools that is lively, honest and rigorous. We also want to ensure that it reflects contemporary research in Religious Studies. The Review group is also doing a great deal of thinking about how we can renew our approach to assessment so that it fits our subject more appropriately and serves children better. The conversations and work done so far have all been tremendously exciting and all the teachers involved are committed to working together to ensure the best possible outcome for all Havering and Redbridge students.

The collaborative working between our local teachers of Religious Education extends beyond the work of the Agreed Syllabus Review though. We are looking forward to hosting a *Respect for All Conference* in July that will involve Year 5 and Year 8 students from across a great number of Havering schools. This will include meeting teenage representatives from various religious and belief communities who serve as 'Ambassadors of Faith and Belief'. These teenage representatives come from a range of secondary schools from across Havering, Redbridge, and Thurrock.

Alongside the pupil conference, a group of primary and secondary teachers from Havering and Redbridge are also planning a conference for teachers of Religious Education. This will take place in the autumn term of 2014 and will involve teacher led "Teach / Meet" sessions, visits to places of worship, some keynote presentations and provide an opportunity for networking.

It has been a busy year for Religious Education in Havering and next year looks even busier! It is certainly an exciting time to be involved in Religious Education here in Havering.

Daniel Hugill
Secondary Adviser to SACRE
Teacher of Religious Education at the Coopers' Company and Coborn School

REPORT ON RE IN EDUCATION FOR THE YEAR 2013:

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 2013 GCSE courses:

		Full Course		Short Course	
		A*-C %	A*-G %	A*-C %	A*-G %
LA	2013	70.6%	98.6%	51.2%	96.9%
	2012	74.1%	99.0%	49.1%	95.9%
	Diff	-3.5%	-0.4%	2.1%	1.0%
National	2013	72.2%	98.4%	51.1%	94.7%
	2012	72.6%	98.5%	50.4%	94.7%
	Diff	-0.4%	-0.1%	0.7%	0.0%
LA vs. NA	2013	-1.6%	0.2%	0.1%	2.2%
	2012	1.5%	0.5%	-1.3%	1.2%

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.

A review of syllabus is being undertaken in 2013-2014 supported by national RE advisers from RE Today Services which includes workshops with representative RE leaders from all phases of education and a conference for representative students.

1.3. Teacher Training

Advice is provided to Primary schools through the Havering School Improvement Service (HSIS) and there are regular meetings for Primary RE co-ordinators. In 2013 this consisted of:

- An experienced national trainer from RE Today Services Team, explored the teaching of Islam and Judaism with reference to the Havering Schemes of Work. Recommended activities were creative, visual, active and involved enquiry based learning;
- An update on the HMI national review of the teaching of RE and recommendations for improvement;
- A workshop to hear representative RE leaders to contribute to the review of the Havering syllabus led by RE Today advisers.

Attendance at the RE Co-ordinators conferences remains high, varying between 25 and 30 schools represented. Attendance at the termly network meetings is not as strong and varies between eight and twelve representatives. 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.

1.4. Complaints concerning RE

No formal complaints were made about religious education under the local statutory complaints procedure during 2013.

2. Collective Worship

2.1. Monitoring

Monitoring from Hsis during the academic year has taken the form of spiritual, moral, social and cultural health checks which include formal written reports to Primary school head-teachers and Chairs of Governors. This is a traded service and therefore is only offered to those schools who buy into the service.

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 2012. There were a number of Freedom of Information requests throughout the year which were a nil return on applications to change the character of schools in Havering.

2.4. Complaints concerning collective worship

No formal complaints were made about collective worship under the local statutory complaints procedure during 2012.

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. SACRE were delighted to have the HMI who completed the national review of the teaching of RE address members at the Summer term meeting.

4. SACRE arrangements

4.1. Meetings

SACRE holds regular meetings during the year. The meetings are usually well attended with good representation from the faith groups and the local Humanist Association. There tends to be one meeting each term. SACRE sets its own agenda and commissions reports and updates from the Local Authority Advisers. Since the last Annual Report, SACRE has met three times during 2013.

The first of these took place in May – rather later than the planned March date, but this was to accommodate the hectic schedule of Mr Alan Brine, a senior Inspector for OfSTED who was the key-note speaker. His assessment of the position of RE within the curriculum was sobering and while his overall message suggested there were grounds for optimism (in that there were pockets of excellence and enthusiasm driven by RE teachers and responded to by groups of pupils), there was a good deal of caution as well due in part by the changes in direction in government policies in the Secondary phase.

SACRE met again in June, this time at Nelmes Church Hall which provided the external venue for a fascinating presentation by Mrs Christine Seymour on behalf of the Humanist Society and in particular, how Humanism had a valid perspective alongside faith groups and religions. It was at this meeting that Mr Hugill suggested that the forthcoming Agreed Syllabus Conference could be jointly conducted with Redbridge's SACRE as Redbridge had the support of some eminent educationalists and whilst Havering's current syllabus – "Pathways" – had been acknowledged as an excellent work, the cultural and educational landscape had changed

significantly since its launch and Havering's demography was changing. Redbridge already had experience in multiculturalism and that expertise could translate into a joint venture which would support and enhance the teaching of RE throughout the schools of both boroughs for the foreseeable future.

In September, SACRE met to elect its first Chair and Vice-Chair under the terms of reference adopted in 2012. Mrs Pamela Coles was succeeded by Dr John Lester and SACRE elected Mrs Christine Seymour to the position of Vice-Chair, the first time Havering's SACRE had appointed a Humanist to office. During the meeting, Mr Hugill informed SACRE that Redbridge had welcomed the idea of holding a combined ASC and Mrs Payne announced that Havering would be contributing £5,000 towards the Conference (Redbridge's contribution was £10,000), Members were invited to agree to the ASC being a combined one and this was unanimously agreed. At the conclusion of the meeting, several members along with Mr Hugill and Mrs Payne, remained behind for the inaugural meeting of the Havering arm of the Joint Agreed Syllabus Conference. This meeting was to plan the next combined meetings and set the process in motion.

SACRE continues to receive 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, Special and PRU schools. The successful school was Sacred Heart of Mary Girls' School. The ME Award has been opened to other schools such as 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. .



Mrs Pamela Coles accompanied by Dr John Lester presenting the Michael Edwards Award 2013 to Mrs Bernadette Williams, Head Teacher Sacred Heart of Mary, Roman Catholic Secondary School who received it on behalf of the school. Elizabeth Oliver, the school's Head Girl was present as representative of the pupils.

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	30/06/2004	
Mr Sansar Narwal	A	Sikh Community	Pre 2004	
Pastor Aloysius Peter	A	Pentecostal Churches	24/09/2013	
Mr Mark Adams	A	Religious Society of Friends	24/09/2013	14/01/2014
Mr Kamal Siddiqui	A	Muslim Community	05/03/2008	
Mr Tariq Mahmood	A	Havering Islamic Cultural Centre	11/03/2014	
Mr Nasir Mubashar	A	Ahmadiyya Muslim Community	14/01/2014	
Mr Om Dhir	A	Hindu Community	06/06/2007	
Mrs Jenny Fox	A	Salvation Army	24/09/2013	
Dr John Lester	A	Baha'i Faith	10/11/2004	
Saddhabhaya (Dr David Weston)	A	Buddhist	09/05/2013	
Mr John Smailes	A	Evangelical Free Church (shared)	01/12/2013	
Mrs Dawn Ladbrook	A	Evangelical Free Church (shared)	01/12/2013	
Cllr Wendy Brice-Thompson	A	Local Authority	11/10/2011	
Mrs Christine Seymour		Havering and District Humanist Society	26/11/2009	
Mrs Stephanie Ellner	B	Church of England	01/12/2013	
Mrs Susan Freeman	B	Church of England	05/03/2009	
Mrs Alison Seaman	B	Church of England	07/11/2007	20/12/2013
Revd Adrian McConnaughie	B	Church of England	01/12/2013	
Mrs Anne Masters	C	ATL	28/01/2009	
Mr Nick Hills	C	NUT - Secondary	26/11/2009	
Ms Linda Munday	C	NUT - Primary	11/03/2010	
Cllr Paul Rochford	D	Local Authority	09/06/2010	
Cllr Gillian Ford	D	Local Authority	11/07/2004	
Cllr Paul McGeary	D	Local Authority	09/06/2010	
Cllr Pam Light	D	Local Authority	25/05/2011	
Cllr Damian White	D	Local Authority	09/06/2010	

Advisors:

Judith Payne, Primary and Daniel Hugill, Secondary

**ANNUAL REPORT OF
THE MEMBER DEVELOPMENT
GROUP**



MEMBER DEVELOPMENT GROUP ANNUAL REPORT 2013-14

SUMMARY

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

RECOMMENDATIONS

1. That the Council note the 2013/14 Annual Report of the Member Development Group.

REPORT DETAIL

1. MEMBERSHIP

- 1.1 The group is chaired by Councillor Pam Light and other Members are Councillors Osman Dervish, Barbara Matthews, Paul McGeary and Melvin Wallace. Places on the group are also available to all other Council groups in order to ensure as broad a consensus is reached as possible as regards options for Member development. The group is facilitated by officers from Democratic Services with assistance from Human Resources.

2. EVENTS ORGANISED BY THE MEMBER DEVELOPMENT GROUP

- 2.1 **Anti-Terrorism Briefing** – The group arranged a briefing by a specialist anti-terrorism officer from Havering Police who discussed with Members the signs to look out for as regards terrorist incidents and their planning. The Group has recommended that this briefing be repeated in the new Council term although perhaps with more emphasis on the position in Havering itself.
- 2.2 **Dementia Awareness** – It was arranged in September for an officer from Age Concern Havering to update Members on the issue of dementia and its impact on Havering. Members attending found the briefing to be both wide-ranging and informative, particularly given the age profile of Havering residents. It is considered that this issue will only increase in importance for Havering in the coming years and the Group has therefore recommended that an updated session on dementia issues is arranged for Members of the new Council.
- 2.3 **Streetcare Issues** – A briefing was arranged for Members in December covering key issues related to Streetcare. Given by the Head of Streetcare, the presentation covered a number of areas of relevance to Members including enforcement policies, waste and recycling services and parking issues. Members present found the session extremely useful and a valuable opportunity to discuss latest developments in these areas.

3. NEW COUNCILLOR INDUCTION

- 3.1 The Group considers one of its key roles is to input into the induction programme for new Councillors that will be running from May 2014. The group has held a number of discussions with officers and other Members concerning the induction programme and has agreed an outline programme including a full induction day shortly after the election and a weekly programme of training events for new Councillors as the new municipal term begins. The group wishes to place on record its hope that these and other events it organises in 2014/15 are supported and attended by Members of all Council Groups.

**ANNUAL REPORT OF
THE CHILDREN & LEARNING
OVERVIEW & SCRUTINY
COMMITTEE**

CHILDREN AND LEARNING OVERVIEW & SCRUTINY COMMITTEE – ANNUAL REPORT 2013-2014

SUMMARY

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

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

There are no direct equalities or environmental implications attached to this covering report. Any financial implications from reviews and work undertaken will be advised as part of the specific reviews.

RECOMMENDATIONS

That the Council note the 2013/2014 Children & Learning Overview and Scrutiny Committee Annual Report and the 2013/2014 Corporate Parenting Panel Annual Report.

REPORT DETAILS

During the year under review, the Committee met on 8 occasions and dealt with the following issues:

1. New OFSTED Education Inspection Framework

- 1.1 The Committee considered the item on three occasions during 2013/2014. A report was initially presented to the Committee in June 2013 which detailed the OFSTED inspection framework that came into effect on 1 June 2013. The framework explained the basis for the inspection of Local Authority arrangements for supporting school improvements and the education of children and young people. The aim was to assist Local Authorities in their duty to promote high standards in schools and academies and included training and other education providers (including colleges) so that all children and young people received a good education. It was a legal requirement of all Local Authorities to promote high standards of education and that their statutory duties also included the following:

- To provide fair access to opportunity of education and training.
 - To promote the fulfilment of learning potential for very person under 20 years and under 25 years who were subject to a learning difficulty assessment.
 - To work with education partners including all head teachers and governors.
 - To promote prevention, early intervention, and narrow the gaps, and ensure the wider wellbeing of children and young people.
 - To promote the interests of children, young people, parents and families and to stimulate and support a diversity of school, early years and 16-19 provision.
 - To promote educational excellence for all children and young people including tackling underperformance.
- 1.2 OFSTED inspections would not be universal as OFSTED would only inspect where there were concerns about performance, or at the request of the Secretary of State. Following a provision of five days' notice, an inspection process would commence where a number of key judgements would be applied.
- 1.3 The inspection process would involve meetings with Local Authority officers including the Chief Executive and the Director of Children's Services. There would be further meetings with the Lead Member as well as with Overview and Scrutiny members. OFSTED would also meet with Head Teachers and Governors and would interview representatives from other groups such the Children's Trust, Schools Funding Forum, Local Safeguarding Children's Board and the Education Strategic Partnership. In addition, OFSTED would talk to representatives in all school categories including academies and free schools to determine what Local Authority support they receive.
- 1.4 The Authority would also be judged on the following:-
- The provision of effective and strategic leadership to education providers.
 - The clarity and transparency of policy.
 - The knowledge of education providers, their performance and practice.
 - Effective identification of underperforming providers and intervention.
 - Improving education providers and narrowing geographical and pupil performance gaps.
- 1.5 Other areas that would be inspected are promotion of support between governing bodies and how the use of funds effect improvements in areas of greatest need. There would be a written report that would be published resulting in the Authority being judged effective or not effective.
- 1.6 Members were informed that the Authority's relevant processes and documentation were currently being reviewed and included Havering's Strategic Education Policy and the Havering Self Evaluation Form.
- 1.7 In December 2013 the Committee held a special meeting to participate in a practical training exercise relating to the Self Evaluation Form for OFSTED inspections. Members were given certain tasks where there were a number of

possible aspects that OFSTED may investigate and had to provide their suggestions for an Evidence Base. The Committee found the exercise very informative. The Committee noted that an action plan would be in place by January 2014 and that a final draft would be forwarded to all education providers in early 2014. The Committee requested sight of the final Self Evaluation Document at the March 2014 meeting.

2. Children and Young People's Plan

2.1 In June 2013, the Committee received a detailed update on the Children's and Young People Plan 2011-2014. The paper was presented as an overview of the final year of the current plan and a new plan would be formulated for a further three years from 2014. Partner agencies, including those from the Police, Health, Education and voluntary sectors had collaborated well to deliver against the shared priorities. The Committee noted that progress had been made in six key priority areas which were:

- (i) Ensuring children and young people are protected from abuse and neglect. A number of processes were in place to ensure the safety and wellbeing of children and young people which included strengthening multi-agency working practices, improved participation of families and professionals utilising the right tools and procedures for the specific needs of the child.
- (ii) Increase breastfeeding. Havering's initiation and continuation rates remained below London and national averages although they were now in line with statistical neighbours. At the last 6-8 week check, continuation rates had increased from 39% to 43 %. It was hoped that the initiatives introduced would result in an increase to 47% which was the national average.
- (iii) Reduce child poverty. Nearly one in five Havering children less than 16 years of age lived in poverty which was lower than many London Boroughs but higher than the Council's statistical neighbours. Child poverty had fallen in the last year however this was due to the decrease in median wage. A range of activities was underway in collaboration with partners to address the causes of poverty which included:
 - a) developing a network of integrated services for families focusing on Foundation Years
 - b) reducing barriers to employment
 - c) improving financial wellbeing
 - d) addressing health inequalities
- (iv) Reduce teenage conceptions and termination rates

Before the introduction of the current prevention strategy in 2010, Havering's local conception figures were worryingly high with 190 conceptions in 2009. In 2011, this had fallen to 131 conceptions which were below the national and regional rates. This was due to the effectiveness of the co-ordinated partnership working to achieve this result. Initiatives that remained in place were access to contraceptive

and sexual health services including the Condom Card, targeted work with vulnerable groups and workforce development.

(v) Support complex families

Havering had already designed a project (Top 100 families) to help meet this objective which placed the borough in a good position when the Government launched its Troubled Families programme. Troubled Families has had a positive impact in driving closer collaboration between partners including schools, health, CAMHS and Job Centre Plus to ensure that the needs of the family were met as a whole rather than piecemeal. The Troubled Families programme is now informing development of early help services. Representatives from the Department for Communities and Local Government had visited the borough in January 2013 and had noted the progress made by Havering.

(vi) Improve access to high quality therapies

Access to effective therapies had been a concern for all and the activity for this priority has included re-design of services, improved commissioning and collaboration with partners. One good example of this has been the new wheelchair contract with NELFT which has made a huge difference to the speed in which disabled children get the wheelchairs they need to fully participate in school and family and community life. The committee was also advised about the newly introduced CAMHs triage service which has reduced waiting times for children and families and makes sure that those working with children have access to timely advice.

3. Annual Cabinet Performance Report 2012-2013

3.1 In September 2013, the Committee considered the sections relating to Children and Learning in the Annual Cabinet Performance Report for 2012-2013. The Committee expressed their concerns over the method of target setting and questioned whether these were always sufficiently stretching.

3.2 Early Years

The Early Years provision of good or better (as evaluated by Ofsted) settings was 76.4% which was 3% above target and an improvement on last year. The Committee were advised that there were private companies/individuals providing early year care and although they were subject to robust quality assurance, they were not Local Authority maintained and therefore the Authority had no control. A Quality Assurance team had been retained by the Local Authority to check on their provision. It was noted that there would be an increase of 500 places for this year.

3.3 Apprenticeships

The 14-19 Partnership had set a target of 500 apprentices to be recruited as part of a three year programme and that 242 had already been recruited in the first quarter.

3.4 Children's placement stability

The council had set a target 75% in 2012-2013 for long term placement stability. Although this was not reached, the 63% outturn was a significant improvement on the previous year's outturn of 49.1%. Members were advised that improvements were continuing to be made in placement stability.

3.5 Learning

It was noted that performance at Key Stage 4, pupils achieving 5 or more A* - C grades had improved significantly with current annual performance at 65.2%.

3.6 NEET

The Committee were advised that the government had changed the processes in calculating NEET. Every young person who counts as unknown is marked as being NEET. It was noted that performance was better than target although slightly worse than last year. A target of 4.9% had been set for 2013/14 which was allowing for 3000 additional 17 year olds to be factored in.

3.7 Child Protection Plans

It was noted that there had been an increase in Child Protection Plans however the duration of these had remained relatively short. In the current financial year, there had only been one child who became subject of a Child Protection Plan for the second or subsequent time within two years. The Authority's performance was better than target for 2012/2013.

3.8 Teenage Pregnancies

Teenage pregnancies have continued to fall and were standing at 27.9 per 1000 at the time of the latest available data (2011) Steps taken to reduce pregnancies included practical services, most notably advice services available across the borough along with the very successful Condom Card Scheme. The Committee was concerned that efforts towards further reductions in teenage pregnancy and improvements in sexual health should continue to have high priority.

3.9 Adoption

It was noted that the Authority had not performed well in 2011 -2012 but performance overall was improving. Members were assured that adoption improvement, especially in respect of better timescales are and will continue to be an area of priority.

4. School Places Strategy

4.1 The Committee raised questions for clarification regarding the perception about the number of schools that had been approached to take "bulge

classes” and questioned forecasting procedures. The Committee also enquired what steps were being taken to ensure applications for Havering Schools were from legitimate Havering residents.

- 4.2 It was noted that Authority paid for a system that carried out checks on residency. There was a pan London admissions system operated within the primary and secondary sector. Forecasting was not an exact science and had to use birth data and housing data which was not always 100% accurate in terms of the numbers of children a 1 or 2 bedroom flat would “generate”. The Authority had been aware that there had been an influx of families moving into the borough and therefore had to act in order to provide extra capacity in school places for September 2013.

5. OFSTED Arrangements for the protection of children

- 5.1 In the September meeting, the Committee considered the OFSTED Report on the borough’s arrangements for the protection of children. Members expressed their concerns that the OFSTED inspection had rated the Authority as adequate and that not all the recommendations had been met. It was agreed that the improvement plan would be discussed at a special meeting.

- 5.2 The special meeting was held in November 2013 where the Committee were advised that all the actions had been included in the Service Plan which was now on the website under the Council’s Service Planning Process. Most actions had been fully or partially implemented and that only two remained incomplete. There were two actions which were still at the planning stage:

- Ensure the development of a workforce action plan in line with the transformation agenda and workforce strategy that can be monitored, reviewed and evaluated.
- Feedback from children, young people, parents and carers are used to plan and improve service delivery. This includes implementing a system for the analysis of service user feedback in early help and preventative services.

- 5.5 The Committee requested that the action plan be amended to provide a progress report that was more visual and measurable. A RAG rating system was agreed and the Committee requested regular updates at each meeting. The Committee were advised that Havering was striving to improve on the adequate rating, and despite budgetary pressures and issues around workforce, the ambition of managers and members was to get the service to a consistently good standard.

6. Local Safeguarding Children’s Board

- 6.1 At the September meeting, the Committee were advised of the recent appointment of the new independent Chairman of the Local Safeguarding Children’s Board (LSCB) and it was agreed to invite the Chairman to address the Committee.

- 6.2 The Committee met with the Chairman of the Local Children’s Safeguarding Board (LCSB) at the meeting in January 2014.

- 6.4 The Havering LCSB like other London Boards is a member of the London wide London Safeguarding Children Board and agencies follow the London Safeguarding Children procedures. This includes ensuring that partner organisations have essential training in place, that there is suitable emphasis on good recruitment and staff supervision, DBS checks are carried out to ensure that any allegations against those working with children are thoroughly investigated. The Board is also responsible for overseeing safe and effective child protection practice,
- 6.5 CSBs are now subject to Ofsted inspection and review. 6.6 .
- 6.7 The Committee reviewed the Local Safeguarding Children's Annual Report for 2012/2013 and noted the next LSCB Annual Report would be presented in June/July 2014.

7 Joint Topic Group – Children & Learning Overview and Scrutiny Committee with Health Overview and Scrutiny Committee

- 7.1 Following discussions with the Health Overview and Scrutiny Committee, it was agreed to establish a joint Children's Health Topic Group which was chaired by Councillor Pam Light and comprised of members from both Committees. In addition, two representatives from the Havering Clinical Commissioning Group were also invited attend meetings. The Group met on five occasions during 2013/2014 to scrutinise the work being undertaken by the Council and its partners in the following areas:
- The relationship and joint working arrangements between children's health services and Children's Social Care at the Council to deliver the changes to services for SEND under the Children and Families Bill.
 - The introduction of personal budgets for children's health services.
 - Review and re-provision of the Child and Adolescent Mental Health Services (CAMHS) contract for 2014/15 onwards.
 - The current lack of a dedicated children's commissioner at the CCG.

8. School Transport

- 8.1 The Committee requested that the Authority investigate the transport arrangements to and from Dycourts School following receipt of several complaints. The complaints stated that the transport would often arrive late at the school following journey times that could range from 75 minutes up to 2 hours. If this was correct, it would have a significant effect on pupil behaviour as well as reducing the time spent in lessons. It was noted there appeared to be similar difficulties in transport to and from Corbets Tey School.
- 8.2 At a later meeting, members of the Committee were advised that, following the complaints, there had been a review of the routes, cluster points and taxi journeys. It was, however, decided not to change the cluster points and to encourage parents to bring the children to the cluster points. The Authority concluded that providing an additional bus would not solve the problem but were looking at the introduction of additional forms of travel in time for January 2014. It was regretted that the number of children in wheelchairs was adding

to travel time and complicating the journeys. Dycourts School had five to six coaches providing transport and there were no further funds to provide another.

- 8.3 Committee members expressed their disappointment that this was the second occasion the matter had been brought to the Committee and that children were still arriving late for school. The Committee also voiced concerns about users having difficulty in contacting colleagues in the Passenger Transport Team. The Committee requested a briefing on what further action would be taken to resolve the problem.

9. Mash Update

- 9.1 The Committee requested an update on the MASH operation following the OFSTED inspection. Progress had been made in addressing MASH timescales, reviewing the LSCB and its links to Overview and Scrutiny, the establishment of the Children's Society service for advocacy and for following up on Missing Children.

- 9.2 Following the visits made by members of the Corporate Parenting Panel to MASH, there had been a number of concerns about a backlog of cases that had not met with timescales. Members were assured that timescales and response times were now being met.

- 9.3 The Committee recognised MASH had only been in place for 6 months at the time of inspection and there had been issues around the new IT systems although overall the Inspectors were happy with the arrangements.

- 9.4 MASH would have a full complement of permanent staff following a recruitment drive. It was important to retain good permanent staff but the department also used temporary staff. The standard of newly qualified staff was high but they did not have the experience and therefore management oversight had to be in place. The Committee was advised that there was likely to be an overspend on staffing for the year so as to ensure that statutory responsibilities were carried out.

10. Special Education Needs and changes arising from the Children and Family Bill 2013

- 10.1 The Committee were informed that the Statement of Educational Needs will be replaced by a new plan for every child who has special needs up to the age of 25 years if they remain in education. This had arisen out of the government Green Paper – Support and Aspiration published in March 2011 and would become law in February/March 2014 for implementation in September 2014. The aim was to create a more family friendly SEND process which draws together support across education, health and care (EHC).

- 10.2 A SEND Project team with representatives from education, children's, adults and parents health services had been set up with working groups to cover all major changes. In addition there would be a Parents/Carers Forum and an advocacy group gathering the views of children and young people.

10.3 There were four major areas of change and development:

The Local Offer

- Requirement to publish a local offer of services for children with SEND on its website.
- To show parents how services can be accessed and include health, education, social care, schools and the voluntary sector.
- Over 50 parents have been consulted about how the offer should look and how they would wish to access it.
- Working groups producing content.
- Model site now up and running.
- Discussion about how to incorporate into other Council websites.
- Local Authorities will have to introduce a system of mediation.

10.4 Education Health and Care Plans from 0-25

- Local Authorities must ensure the integration of services for education, health and social care for children and young people with SEND up to the age of 25.
- Single assessment procedure (involving parents and children) so that families do not have to repeat their story a number of times.
- Work has begun with a view to creating a simpler system with a single point of access if possible.
- A pilot programme will start with the very youngest children in December.

10.5 Joint Commissioning

- Clause 26 of the Draft Bill says there must be joint commissioning arrangements between education, health and social care.
- Must ensure that there are resources are provided to assess children and then provide for their needs.
- Formal mechanism for resolving complaints and difficulties between the agencies.
- Discussions have begun with colleagues in the CCG and a working group has been set up.

10.6 Personal Budgets

- Clause 26 of the Draft Bill says there must be joint commissioning arrangements between education, health and social care.
- Must ensure that there are resources are provided to assess children and then provide for their needs.
- Formal mechanism for resolving complaints and difficulties between the agencies.

10.7 Eventually over the next two to three years, all children would have had their statements changed to EHC plans following consultation with their parents. The Committee were advised that Havering was well placed to achieve timescales however it was noted that there was a need to take care around

commissioning future health services. With regards to education, an EHC plan would name a school or education provider with the appropriate facilities. If there were to be a disagreement between parties, the mediation service would then be asked to resolve the issue. No additional government funding had been made available for the scheme.

The Committee noted the report and requested a further update on the new scheme at the end of 2014.

11. Teenagers Sexual Health and Substance Abuse Report 2010/2011

11.1 The Committee were presented with the report collated by the Children's Trust with data provided by the Office of National Statistics.

11.2 Teenagers Sexual Health

The Committee learnt that it was an absolute priority of the council to reduce teenage pregnancy in Havering. It was, however, disappointing that the borough continued to experience a relatively higher rate of under 16 conceptions although overall there had been a steady reduction in the rate since 2010. . .

11.3 Officers reassured the Committee that all options were discussed and every support given to teenage mothers whether they chose to terminate or proceed with the pregnancy.

11.4 Members expressed concern about a survey finding that one in six young people stated that they knew of someone who had been sexually exploited. Members were advised that there were processes in all schools where young people could safely report about themselves or others being exploited. In addition, the police were also involved in discussion. The Authority was planning a survey on the matter for 2014 in addition to an LSCB sub group who were carrying out work on the subject. The Committee requested sight of their findings on completion. .

11.5 Substance Misuse

The Committee was advised that the second part of the report provided an insight into how services are performing as well as identifying trends/patterns so that services could be reprioritised if necessary. The local findings were based on an on line survey. 324 people between the ages of 16 years and 17 years took part.

The report was summarised as follows:

- Across England in 2012, the prevalence of illegal drug use was at its lowest since 2001 and alcohol use also continues a downward trend since 2001.
- In Havering, the majority of teenagers who responded to the survey have never tried a drug. In contrast, the majority of teenagers have tried alcohol and half had tried smoking.
- 60% of the respondents had been offered a drug in the last 12 months.

- 40% teenagers had reported trying drugs. Cannabis, ecstasy, legal highs and cocaine were the preferred drugs.
- The number of young people referred into the local (Young Addiction) service remains stable at just over 125 in 2012-13.
- In 2012-13, the overwhelming majority of young people were seeking support for their cannabis and alcohol misuse.
- Almost half of young people referred into the service in 2012-13 were aged 15-16 and lived in Harold Hill, Rainham and Romford.
- Clients receiving early interventions in 2012-13 were more likely to report being drug free whilst specialist clients were more likely to report reduced use.
- 100% of professionals surveyed reported that they would recommend the service to other professionals and parents/carers.

11.6 The Committee were advised that there had been a decrease in young people using drugs and alcohol in Havering. The number of young people referred to services for drug or alcohol abuse had remained stable at 125 for 2012/13. These services were free of charge and young people were referred by schools or other agencies.

12. Children and Young Peoples Services Complaints Report 2012/2013

12.1 The Committee received the report on service complaints handled by Children and Young People's Services during the period 1 April 2012 to 31 March 2013. In addition, it also showed the compliments received.

12.2 Complaints about Children and Young People's Services were reported separately because they were handled under specific regulations that individually defined the statutory process into 3 formal stages (Stage 1, 2 and 3). Havering introduced an informal Pre Stage 1 process in 2005 to support a better complaints practice and avoid complaints escalating to statutory processes.

12.3 Some of the key messages within the report during 2012/13 were:

- The overall number of complaints were around 180 and within this figure 46 matters were raised by MP's and Councillors.
- The overall number of Stage 1 complaints had decreased slightly.
- The number of Stage 1 complaints, that escalated to a Stage 2 complaints had increased in 2012/13 by 1.
- There was one Stage 3 complaint for the financial year 2012/13 This Stage 3 complaint would roll over into 2013/14.
- For 2012/13, 43 Compliments were received, these were in relation to the good work Children and Young People's Services have carried out.
- 5 complaints were submitted to the Local Government Ombudsman (LGO).
- The outcomes from these complaints were: 2 referred back as a premature complaint and investigated locally as a statutory Stage 1 complaint. 1 outside LGO jurisdiction, 1 informal enquiry, and 1 complaint was investigated by the LGO with local settlement.

- Most complaints were initiated by parents rather than children and young people and the majority related to the quality of service, alleged behaviour of staff or disputed decision.

13. Review of Complaints Annual Report – Children and Learning

13.1 The Committee was asked to note that the report excluded Pupil Services - School Admissions and Exclusions Appeals, which are a statutory requirement and are dealt with by Committee Administration within Legal & Democratic Services.

13.2 In 2012/13 there were 8 complaints, compared to the previous year 2011/12 where the number was 20. The reasons for the complaints related to quality of service, challenge of Council decision, dispute decision, Council being unreasonable and policy issue. The number of enquiries received from MPs and Councillors amounted to 50, 17 of which related to school appeals decisions.

14. Review of attendance data for Schools/Academies for the school years 2009-2010 to 2012/2013 and attendance support in Havering

14.1 The Committee received a report setting out the attendance data for schools and academies. It was noted that the information was from 2009/10 to 2012/13 (autumn and spring term only). There was a national issue in getting attendance figures which were up to date.

14.2 The Committee were advised that it was the parents' responsibility to ensure that their children of compulsory school age received efficient full-time education. This could be by regular attendance at school, alternative provision or by education elsewhere.

14.3 Local Authorities were responsible for identifying children missing education (CME) and ensuring they are not at risk of becoming CME. Schools also monitor pupil's attendance through their daily register, and inform the Local Authority of the details of pupils who are regularly absent from school or have missed 10 school days or more without permission. All irregular attendance of pupils is referred to the Local Authority to investigate as part of their safeguarding duties.

14.4 The report set out the rates of attendance and the persistent absence rates of primary, secondary and special schools in Havering compared with England, Inner London, Outer London and our statistical neighbours. It was noted that there were robust approaches taken with parents and policies for schools. Head teachers had expectations for attendance and there was a policy of no term-time absence. The absence at secondary schools overall was not a big issue, and the academies were buying into the attendance monitoring to ensure continuity throughout the education system.

14.5 The Committee was informed that special schools had good attendance, as pupils were, in the main, collected and supported practically in attending school. There were however health issues that could impact upon attendance figures in special schools.

14.6 Officers were working on detailed analysis and breakdowns of equalities to find out which was the most vulnerable group to experience lower levels of attendance. The results of this analysis would be reported to the Committee.

15. Council's Continuous Improvement Model

15.1 The Committee agreed to review the 2013 report on Commissioning School Places at the appropriate time in the New Year.

16. Corporate Parenting Panel Annual Report

The Committee approved the Annual Report for the Corporate Parenting Panel 2013/2014.

CORPORATE PARENTING PANEL

SUMMARY

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

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

There are no direct equalities or environmental implications attached to this covering report. Any financial implications from reviews and work undertaken will be advised as part of the specific reviews.

The Corporate Parenting Panel is a sub-committee of the Children and Learning Overview and Scrutiny Committee and is constituted from the elected members of the Committee. The role of the Panel is to monitor services and care provided to Looked After Children in the care of the Authority.

REPORT DETAIL

During the year under review, the Panel met on 6 occasions and dealt with the following issues:

1. Viewpoint Feedback – Looked After Children

1.1 The Panel received the first Viewpoint report for the period November 2012 to May 2013 summarising the views of 27 children of various ages currently living in foster/residential care in Havering.

- 1.2 Viewpoint is an on-line secure system consisting of a series of questionnaires that children and young people complete either with the help of a responsible adult or alone. Viewpoint enables young people to share personal views in a way that they may not always feel comfortable doing face-to-face. Although the response had not been huge, the age of respondents ranged from 5 years to 16 plus years.
- 1.3 It was noted at the time that Viewpoint was disproportionately used by children placed with in-house foster carers (16/27) and who have a full care order (15/27). Children who cannot read or who have difficulty in reading would be assisted by their mentor/befriender to complete the survey. It was acknowledged that more needed to be done to support children with less established permanency arrangements and those in other types of placement to use Viewpoint as well as developing an accessible version of Viewpoint for children with disabilities.
- 1.4 A number of key issues were identified from the survey:
- Children who used Viewpoint liked it and found it easy to use
 - The most common issue was that children wanted to review their contact arrangements with their family. The location of the review and their familiarity with other attendees was also important to them. Most children wanted to have their review held in school.
 - Children using Viewpoint had high levels of aspiration for themselves. The majority of children felt they were getting the right help with their education (16/20) and they were happy in school, although this decreased for secondary school-age children.
 - Most children liked living with their carers, knew why they are living there and were clear about how long they would stay. Older children were less likely to feel able to talk to their carer or about things that were important to them and were less likely to feel very safe in the placement.
 - Younger children had high levels of self-reported well-being; this tapered off for older children who were more likely to report feeling sad on a regular basis.
 - Almost all children who responded generally felt safe.
- 1.5 The Panel heard that the on-line survey was building and it was hoped more children would participate in the future. The collation of data would be referred to the Children in Care Council which in turn would prove helpful in directing future services. Any child who had difficulties completing the questionnaire at home or at school would be able to discuss this with the Social Worker and help would be offered.
- 1.6 The Panel were advised that the questions were designed with reference to local indicators as set by the Department for Education, the Good Childhood Index developed by the Children's Society, draft NICE Quality Standards as well as feedback from children and young people. The installation costs were £13,000 and the system had been used in Australia and Canada.
- 1.7 A further report covering the period the period October to December 2013 was received at the January 2014 meeting. The report was positive overall

although the response rate was disappointing. The key messages from children were as follows:

- Viewpoint was used by children for 19% of reviews over Oct-Dec 13 (completed returns = 25). Children using Viewpoint were most likely to complete the age 5-8, age 9-11 or age 12-15 survey.
- Children most often used Viewpoint by themselves, without support from an adult.
- Children using Viewpoint overwhelmingly want to attend their reviews, and want to either talk for themselves, or have someone talk on their behalf. Generally they want reviews to be held at school or in their placement, and would like refreshments to help the review be more enjoyable.
- Children using Viewpoint generally are happy at school, think they are getting the right help and feel safe at school. Their carers help them with schoolwork when they need it. They have high aspirations for themselves; with careers in teaching, policing and football the most frequently cited ambitions.
- Most children using Viewpoint think they get the right amount of help from adults, although of the 23 children who answered the question 'does your social worker visit you as often as you need, five said 'not really' or 'not at all'. Children generally say their social workers listen to them and that their social worker helps them in a number of different ways.
- Of the children that have used Viewpoint so far this year, 58% said they have had a change of social worker over the last term¹, although when asked how they felt about this, the most popular answer was 'happy'.
- Children using Viewpoint generally report that they feel safe, both in their local area and in their placement. Overall they are happy in their placements.

1.9 It was noted that the Viewpoint year-end report would incorporate additional datasets regarding children's participation in their assessments and plans. This would include quarterly contract monitoring information on the advocacy service, including the number of referrals received, number of new cases and the number of cases closed, and data on how children are contributing to their reviews, including the proportion of children attending in person and the proportion of children in care who have been supported by a children's society advocate at a review.

2. Total Respect Training

2.1 During July and August 2013, several members of the Panel attended the Total Respect training event. The training provided a thorough understanding of children's rights and included the following topics:

Exploration of assumptions about children and young people

Listening to young people

The experience of being a child in care

Involving young people within care planning

Young people's involvement in policy development and effective advocacy

3. Multi-Agency Safeguarding Hub

- 3.1 The Corporate Parenting Panel agreed that MASH should be a regular agenda item throughout 2013/2014 and requested regular updates and MASH data from officers.
- 3.2 All Panel members visited the premises of the Multi-Agency Safeguarding Hub during October 2013. Following the visit, a number of queries were raised by members including relationships with other agencies, the backlog of cases and problems with the IT system. The Panel were advised that the backlog had been caused by delays in classification and inputting reports onto the police system. All children who came to the attention or contact with the police were given a RAG rating. Reassurance was given that children considered to be in danger were dealt with immediately. The IT system was new and was undergoing testing.
- 3.3 Members were advised that MASH was well resourced with regards to staffing levels. Officers advised that they were about to re-commission the Out of Hours Children's Service starting in April 2014. This would be run by the Emergency Duty Team which would cover after 5.00 pm in the evening until 9.00 am and also on weekends.
- 3.4 MASH were aware of foster care placements from other boroughs and that LAC children and children on a Child Protection Plan would be highlighted by officers to their counterparts in Havering, however, Assessments were not always easily available although information could always be obtained from the police. The movement of people into the borough posed further risks of importing problem families or problems with gangs into the area. Panel members were reassured that there were good communications between boroughs.
- 3.5 The Panel received an update at the meeting in January 2014 on a recent internal audit that had been carried out by Children's Services. A total of 20 cases, some live and some past, were subject to scrutiny and the findings were as follows:-
- Most referrals were MASH appropriate.
 - Appropriate decision making by key Managers in cases to be forwarded onto other agencies/social workers.
 - The appropriate RAG ratings had been applied to cases, Red for 4 hours, Amber for 1 day and Green for 3 days.
 - An issue around obtaining consent in referrals, (not Child Protection) had been highlighted and was being addressed.
 - All cases were properly recorded onto the system.
 - There were several cases where delays occurred owing to partners – ie GP/School and the issue has been raised with the Local Safeguarding Children's Board.
 - Appropriate decision making and clear instruction from managers.
 - Referrals were of good quality.
 - Communications with Police were very good.
- 3.6 Panel Members were advised that communications with NELFT had improved. There was currently no case backlog. All child protection cases were picked up immediately and assessed straight away.

3.7 Staff vacancies were in the process of being filled and there was now managerial stability.

3.8 Overall, officers were reassured that operations were running smoothly and that a formal Audit Report would be made available at a later date.

4. LAC Manager and LAC Nurse

4.1 The Panel received a report from the LAC Associate Director and LAC Specialist Nurse. The Associate Director for Safeguarding and LAC had management responsibility for 6 named Nurses and their teams and the Specialist LAC Nurses were members of these teams. Each Local Authority had a dedicated Band 7 Specialist Nurse for LAC. Most of the work done for LAC was statutory and lead by the Local Authority within their role as a corporate parent.

4.2 The LAC Nurses had agreed a foster carer training package and this would be delivered to groups of foster carers going forward. The LAC Nurses were also finalising the standardisation of LAC training across the Trust. The training would be delivered to all universal practitioners as initial or update training to support the provision of a bespoke service to Looked After Children and Young People.

4.3 The NCB Policy Briefing published in January 2013 looked at how the reformed health system would meet the needs of Looked After children and young people after April 2013. The policy specified that Looked After Children had:

- An initial Health Assessment within 28 days provided by a GP or Paediatrician.
- Children under 5 would receive a health review 6 monthly. This was provided by the Health Visitor in all boroughs.
- Children over 5 would receive a health review 12 monthly. This was provided by the School Nurse in all boroughs.

4.4 The key issues which would impact on the ability to deliver within the agreed timeframes included a delay in notification to health that the child or young person was now looked after and failure to provide the health team with the required documentation. In addition, the issue of Looked after Children and Young People out of area increased the likelihood of delay in receiving their health assessments.

4.5 The LAC Team advised that Sex Health Advisors would speak to a Looked After young person if pregnant and encourage them to access available services, and if necessary, accompany them to hospital. They would also be available to advise on options anytime and anywhere. The LAC Nurse and School Nurse (who was trained to deal with LAC Children) would also play a supportive role.

4.6 With regards to contraception, the Panel were advised that the LAC Nurse would ensure when completing the assessment, that they were Frazer

Guideline specific to Sexual Health i.e. that the young person would make the decision; that the young person was safe; that the partner was named.

5. Case Studies

- 5.1 The Panel were presented with two example Pathway Plans, one good and one bad, for young people in care. It was noted that Pathway Plans were intended to support young people from 16 years until their 18th birthday. The example of the good pathway plan was where there was a summary of the assessment of the young person's needs and abilities. Arrangements to complete the needs assessment required for the pathway plan and a timetable for this assessment would be discussed and agreed at the young person's statutory review meeting prior to their sixteenth birthday. Young people would be actively involved in the assessment process, and additional assistance to fully involve them would be offered if required. Assessments would take account of any needs that resulted from the young person's ethnicity, language, religion, culture, sexuality or any disability or impairment. Unless there were exceptional reasons not to do so, other individuals/organisations would also be consulted including:
- The young person's parents, and/or others with parental responsibility.
 - Other family members who are important to the young person.
 - Anyone caring for the young person – relatives, their foster carer or staff in residential homes.
 - The young person's school or college.
 - Any provider of health care or treatment for the young person.
 - Any independent visitor, mentor or Connexions personal advisor offering support to the young person.
- 5.2 The Pathway Plan would also take account of any existing Assessments and plans relating to the young person such as Assessment and Progress records, Care Plans, Personal Health and Education Plans and Placement Information Records. A copy of the plan would be given to all young people as part of the assessment and planning process.
- 5.3 The Panel noted the example of the bad pathway plan which had no forward planning for the subject on leaving care. The Panel were advised that there was no dedicated team to support young people leaving care at the present time. Plans were underway to recruit an officer who wanted to work with adolescents.
- 5.4 The Committee questioned whether Care Plans and Pathway Plans were regularly checked or subject to an audit. The Panel were informed that an audit had commenced two weeks ago and it was agreed that the results of the audit would be made available to the Panel. The Panel were assured that Care Plans that are presented to Court are signed off by the Service Manager of Children's Services and that all Care Plans and Pathway Plans were reviewed regularly.

6. Visit to Heather Court

6.1 Several members of the Panel visited Heather Court which serves as an accommodation unit for young people leaving care.

7. Sufficiency Statement & Looked After Children Statistics 2012

7.1 The Panel were presented with the Sufficiency Statement and the LAC Statistics for 2012. The sufficiency duty required Local Authorities to improve outcomes for Looked After Children in order that secure sufficient accommodation would be found to meet the needs of the children.

7.2 It was noted that Havering performs less well in comparison to other Local Authorities in Looked After Children stability measures. Following a recent restructuring, however, some improvements had been made and whilst the figures themselves were within acceptable parameters, improvements would continue in this area.

7.3 Panel members enquired about the current level of Social Worker recruitment and were advised that 34% were agency staff. Officers explained that this was a national problem and that Social Worker vacancies were difficult to fill. Newly qualified Social Workers would go straight to work for the agencies. It was noted that the over 12's team were well staffed.

7.4 Foster Carers

The paper noted that Foster Carers needed more support and assistance, particularly at the outset of fostering a difficult child. Actions currently being progressed included the improvement of training and Foster Carer skills as well as having more freedom to operate. There were plans for a new Head of Fostering and Adoption who would be looking at more co-operation and linking services with Redbridge and Barking & Dagenham who had good fostering services.

7.5 In relation to Young Peoples Accommodation, an emergency placement unit situated at Lombard Court was in the process of development. This facility would be for 16/17 year olds who are not yet ready for independence but cannot live in a family environment. Heather Court was another facility but would only take fully assessed teenagers and not emergency placements.

7.6 At a later meeting, the LAC statistics for 2013 were made available. The panel noted the draft LAC Benchmarking report which compared data with other participating authorities. The report indicated that Havering's performance was much in line with other boroughs.

7.7 Officers advised that there were some concerns regarding settled communities in the borough and that it was difficult to find appropriate foster carers from these groups. In cases where there were language difficulties, the service would seek carers through the private sector.

7.8 The panel were advised that a new Adoption Manager was in place and was looking at fostering recruitment for teenagers and sibling groups.

7.9 Concern was expressed over the cost of residential care which in Havering stood at £847.00 per week for each child. Officers confirmed that out of the

total 196 Looked After Children, 10 were in residential care. In some cases, they were disabled children who needed 24 hour care and others were young people who are difficult to look after.

8. Court Case Project Update

- 8.1 The Panel received an update on the project which aims to reduce delay and improve decision making for children subject to care proceedings, in particular, those who had been abused or neglected. Delayed decisions owing to mismatched time frames between the courts, the Local Authority and the needs of the child meant that children could experience longer exposure to abuse and neglect, disruption of attachments with temporary carers, unstable placements at home or in care and prolonged uncertainty about their future.
- 8.2 The Family Justice Review (2011) identified systemic issues that were causing unnecessary delays in care proceedings. The system had become more reliant on external expert witnesses rather than social workers' own recommendations. The Munro Report recommended that social workers be re-focused as the expert in the child's life.
- 8.3 The Panel were advised that delays were primarily being caused by inadequate pre-proceedings work, organising family group conferences and not identifying possible carers among the extended family. In the courts, delays were caused by waiting for expert reports and independent assessments as well as immigration and language issues.
- 8.4 The Children and Families Bill 2013 introduced a 26 week limit for completing all care and supervision proceedings. Applications to extend would be considered if purposeful to the child. It was noted that the following benefits would be:
- Children spend less time in interim care.
 - Decision making is focussed on children's developmental timescales.
 - Clear planning helps avoid prolonged uncertainty for children in interim care, and permanency decisions within their timescales.
 - The focus on decision making in proceedings emphasises the need for early help during the pre-proceedings phase.
 - Focuses social workers as the experts in the child's life; opportunity for professional development.
- 8.5 Havering was part of the "East London Court Work Project", working with Barking and Dagenham, Newham, Redbridge and Waltham Forest to resolve issues that caused delays in proceedings. Havering was also working with CAFCASS, the courts, and service providers to reduce delays. Standard document templates had been developed and used across the five boroughs. There was also a Working Group looking at how external assessments are commissioned. The project commenced on 1 July 2013 across the 5 boroughs.
- 8.6 The Committee were advised that at the time, there were four on-going cases awaiting legal proceedings in Havering.

9. Local Authority Provision For Young People On Remand in Custodial Establishments

- 9.1 The Panel were advised that any young person remanded by the Criminal Court was a Looked After Child automatically and became the responsibility of the Local Authority. They would be sent to either a Young Offenders Institution or a Special Training Centre. There were currently two on remand in Havering. It was noted that once sentenced, the offender would no longer be the responsibility of the Local Authority and the Ministry of Justice would be responsible for costs.
- 9.2 Officers advised the Panel that when offenders leave prison, they go home and are no longer considered a LAC but may come back into care as sometimes parents reject them. The Panel were also informed that children had to be moved out of Havering, sometimes with their families, because of links with gangs and drugs.

10. Placement Stability Study

- 10.1 In February, the panel received the Placement Stability data for Looked After Children covering the period April to October 2013. The key points were as follows:

Placement Stability 1

Percentage of Looked After Children with 3 or more placements during the year.

During April to October 2013, 12 LAC (6.1%) had more than 3 or more placements in comparison to 20 (10.6%) for the same period. The national average was 11%.

Placement Stability 2

Percentage of Looked After Children aged under 16 who had been looked after continuously for 2.5 years and living in the same placement for at least 2 years.

From April to October 2013 69.8% of eligible LAC aged under 16 years had been in the same placement for at least 2 years and that performance was in line with the 70% target for 2013/2014. The national average was 68%.

Placement Stability 3

Percentage of Looked After Children placed outside Local Authority boundary and more than 20 miles.

- 10.2 Performance was currently below the target for 2013/2014 of 15% (lower is better). Officers advised that the rise in numbers for August was due to young people transferring from education to independent living.
- 10.3 The Committee were advised that the quality of the fostering team had improved and that this process was continuing. The placement statistics

showed that placement breakdowns were occurring less and that in cases where problems had arisen, carers were seeking help at an earlier stage.

12. LAC Training For Carers

- 12.1 The panel noted the list of courses available to prospective foster carers. Officers advised that several courses were compulsory however carers could attend more courses and receive increased payments.

13. Virtual Head

- 13.1 Officers advised that the Virtual Head had left and an officer from Learning and Achievement was covering the role for both Junior and Secondary sectors. It was also planned to appoint a LAC Co-ordinator to oversee all administrative matters.

14. Local Safeguarding Children's Board

- 14.1 During the period under review, the Panel received and noted the minutes from the Local Safeguarding Children's Board meetings. The newly appointed Chairman of the Local Safeguarding Children's Board was invited to address the Children and Learning Overview and Scrutiny meeting in January 2014.

**ANNUAL REPORT OF
THE CRIME & DISORDER
COMMITTEE**



CRIME AND DISORDER COMMITTEE - ANNUAL REPORT, 2013/14

SUMMARY

This report is the annual report of the Committee, summarising our activities during the past Council year.. The year has seen change following a shift in the political balance in the Council in September resulting in three members being removed from the Committee. The service of all three members, Councillors Rebecca Bennett, Denis Breading and Frederick Thompson was acknowledged by the Committee.

This report will stand as a public record of achievement for the year and enable members and others to compare performance year to year.

There are no direct equalities or environmental implications attached to this report. Any financial implications from reviews and work undertaken will be advised as part of the specific reviews.

RECOMMENDATIONS

That the Council note the 2013/2014 Annual Report of the Crime and Disorder Committee..

REPORT DETAIL

During the year under review, we have met as a Committee on 5 occasions. Every meeting of the Committee was well attended and the standard of involvement of all members exemplary. We have reviewed the activities of a number of the Council's partners on the Havering Community Safety Partnership. Our findings are outlined below:

1. LONDON PROBATION TRUST

1.1 Transforming Rehabilitation

- 1.1.1 Back in February 2013 we received a presentation from Lucy Satchell-Day from the London Probation Trust on the

Government's proposals to transform the Probation Services. When the Government published their response to the consultation we invited Lucy back to update us on how this might impact on probation services in Havering.

1.1.2 The government proposed the creation of a New National Public Probation Service to replace the existing Probation Trusts. The new National Probation Service will be responsible for:

1. All cases assessed as high risk;
2. All case and parole reports;
3. Initial Risk Assessments;
4. All MAPPA cases in the Community;
5. A small number of public interest cases;
6. Cases where risk of harm has escalated to 'high';
7. Breach and Recall decisions;
8. Victim Liaison Unit and Approved Premises; and
9. Commissioning interventions for high risk offenders.

1.1.3 The country would be divided into 21 Contract Package Areas (CPAs). London would be one CPA with approximately 33,000 cases.

Each CPA would include the following business:

1. Management of all medium risk and low risk cases, in Custody and the Community, with the development of 'through the gate' services;
2. Currently envisaged that most interventions, including Community Payback, Accredited Programmes and Specified Activity requirements would be included; and
3. The management of 'high risk of harm' and MAPPA cases while in custody.

1.1.4 There was potential for existing Trusts to spin off into staff-led 'Mutuals' and bid for business. The London Probation Trust was considering establishing a 'Mutual' to deal with interventions.

1.1.5 All work and resources identified as being in the 21 CPAs would be established as 21 'going concerns'. These would be called Community Rehabilitation Companies (CRCs). CRCs would be established as private entities which would be overseen by the Ministry of Justice until the CPA were awarded to the new providers. At this point the CRCs would be sold to the successful bidders. The Government would retain a small stake in the CRCs.

1.1.6 The Government was also proposing to:

1. Reconfigure the prison estate to establish 'resettlement prisons' in local areas;
2. Establish a Professional Body for Probation Officers, although there was no guarantee new providers would

subscribe.

3. Make arrangements for Her Majesty's Inspector of Prisons to oversee quality across the whole provider network, and
4. Include Community Payback in the CPAs with the exception of London which would be considered separately.

1.1.7 We expressed concern that the companies who were likely to be bidding for the work could be the same companies which had recently received bad press for their mishandling of the electronic tagging contracts.

1.1.8 At our last meeting on 5 February, 2014 we received an update from Lucy Satchell-Day on how the changes were progressing. We were advised that in the London Probation Trust all staff had been allocated to either the National Probation Service or the new CRC. The good news for Havering was that Lucy Satchell-Day would be the lead officer in the CRC and her predecessor Carina Heckroodt the Lead Officer for the National Probation Service in this area. Both these officers had worked closely with the Council.

1.1.9 There was a slight complication in that the new CRC would serve Barking & Dagenham and Havering, whereas the local branch of the National Probation Service would serve, Barking & Dagenham, Havering and Newham. It had proven impossible to align the areas because of caseloads.

1.1.10 Potential bidders had been identified to assume the role of CRC.

1.1.11 The new bodies faced two distinct challenges, the first was to maintain staff morale at a time of change and uncertainty and the second to form new partnerships with relevant agencies.

1.2 Community Payback

1.2.1 The provision of the Community Payback Service had been removed from the London Probation Service and contracted out to SERCO in London. This had led to difficulties in arranging for the use of the Community Payback Scheme as it had proven difficult to contact the appropriate SERCO officer.

1.2.2 However, the Head of StreetCare has since met with SERCO and put in place a formal agreement to utilise Community Payback to the best effect in the borough.

2. METROPOLITAN POLICE

2.1 The Borough Commander, Chief Superintendent Jason Gwillim had been a regular attendee at all the committee's meetings, and responded to questions from Members on performance and other territorial policing issues.

2.2 Safer Neighbourhood Teams

- 2.2.1 The structure of Safer Neighbourhood Teams were scrutinised in relation to the new Local Policing Model. Back in July, 2013 Members were given an assurance by the Borough Commander that within each ward there would be three named officers, a Sergeant, a PC and a PCSO. This core of officers would receive additional support as and when required.
- 2.2.2 Overall within the borough the total number of officers available for the Safer Neighbourhood Teams remained the same with those not fixed within a particular neighbourhood being available to all wards and 'flexed' to provide the most efficient use of resources.
- 2.2.3 By October 2015 the number of officers available to the Safer Neighbourhood Teams will increase, with an extra 54 officers being available on the streets. There was still some work to be done on shift patterns to ensure areas were covered at the time of most need. Overall the new proposals were working well.

2.3 MOPAC Targets

- 2.3.1 We have received regular reports on crime within the borough. The borough's targets, in seven priority crime types, had been set by the Mayor of London, these were
- Burglary,
 - Criminal damage,
 - Robbery,
 - Theft from motor vehicle,
 - Theft/taking of a motor vehicle,
 - Theft from a person, and violence with injury.
- 2.3.2 By October the borough was showing a reduction in crime in all but two areas. The first was robbery where the increase was down to one event, the 'One Love Festival', where a spate of theft from persons had occurred. Work was on-going to refine those figures as on investigation some of the reported losses of mobile phones may not have been robberies. Lessons had been learnt by the police who for future events treated them as crime prevention operation rather than public safety operations.
- 2.3.3 The other area of concern was Domestic Violence were numbers were up slightly. This might have been caused by a change in the definition of the indicator used by the Metropolitan Police, or it could also be due to an increase in reporting, which is to be viewed positively. The definition of DV was now:

'Any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family

members regardless of gender or sexuality. This can encompass but is not limited to the following types of abuse:

- psychological
- physical
- sexual
- financial
- emotional'

2.3.4 The good news was that in Havering the detection rate for Domestic Violence is very good.

2.4 **Burglary**

2.4.1 Burglary continued to be an area of concern for local residents. The Borough Commander provided an update on the level of burglary in the borough at the Committee's meeting in October.

2.4.2 Members were provided with details of the various initiatives being undertaken by the Police and partners to tackle the problem and raise public awareness. The good news was that these initiatives appeared to be paying off, as burglary across the borough was down on last year.

2.4.3 For a rolling 12 month period the figures were:

- Burglary was down by 9.2%
- Residential burglary down by 4.9%
- Non-residential burglary down by 21.6%.
- Detection rates were at 12.4% the second best in London.

2.4.4 Bexley was the force with a better detection rate and the Borough commander indicated he was speaking to that force to see if there were additional steps which could be taken to improve further what was already a reasonably good situation.

2.4.5 We were pleased to hear that when burglars were sentenced they generally received a custodial sentence. Unfortunately the same was not the case with those found guilty of theft from motor vehicles.

3. **NHS ENGLAND**

3.1 Back in October we invited NHS England to make a presentation on how Prisoners and Ex-Offenders with mental health Issues were provided with services. Hong Tan, Head of Health in the Justice System attended and delivered a very thought provoking presentation.

- 3.2 He directed the Committee's attention to the need to take preventative measures with offenders rather than tackling the problems at too late a stage. He highlighted the disparity in the percentage of both female and male offenders with mental health issues compared to the general population.
- 3.3 Since 1990 there had been a number of changes to the way health services for people in prison and other places were commissioned. Under the current regime the NHS Commissioning Board is responsible for the 'Commissioning of Health Services for people in prison, etc.'
- 3.4 Clinical Commissioning Groups were responsible for 'Commissioning the majority of health services for offenders managed in the community or released from custody'.
- 3.5 The third group responsible for commissioning services are local authorities who are responsible for 'Commissioning public health and care services for offenders managed in the community or released from Custody.' These included drug and alcohol treatment services for offenders not in prison or places of detention.
- 3.6 This multiplicity of commissioning bodies sometimes makes it easy for offenders to slip through the cracks and emphasised the need for close co-operation between the three agencies.

4. LOCAL AUTHORITY

4.1 Alcohol and Drugs Strategy

- 4.1.1 We were advised by the Director of Public Health, Dr Mary Black, that a new Alcohol and Drug Strategy was being drawn up. In the past the two problems had been treated separately. The new strategy would incorporate both the health and community safety aspects of both drug and alcohol misuse.
- 4.1.2 The aim of the strategy was 'To prevent harm caused by substance misuse in Havering.' It was key to ensure that money spent on drug and alcohol misuse was being spent as effectively as possible.
- 4.1.3 Details of the scale of the problem were provided:
- Estimated 870 Opiate & crack users,
 - Highest proportion of powder cocaine users entering treatment, and
 - Estimated 3,320 'dependent drinkers'.
- 4.1.4 Dr Black suggested two areas not covered in the draft strategy that she would like to see reflected in future drafts, which were the

emerging issue of 'legal highs' and abuse of prescription drugs. We recommended that the strategy should include reference to these problems and provide for educational programmes in schools on the use of legal highs.

- 4.1.5 The Borough Commander did advise that the police do not have much information on legal highs, but evidence of their use was being seen in the discarded canisters on the street.

4.2 **Anti-Social Behaviour and Hate Crime Policy**

- 4.2.1 Officers were in the process of reviewing the Council's Anti-Social Behaviour and Hate Crime Policy. This was to ensure that across the council there was a consistent approach to tackling and preventing anti-social behaviour. A further driver behind the need to review the policy was the changes proposed by the government to the way authorities tackle anti-social behaviour in the ASB Crime and Policing Bill 2013/14..

Officers would bring back further reports to the Committee as work on the review progressed as the new Bill passed through Parliament.

4.3 **MOPAC Funding**

- 4.3.1 We were advised that for 2013/14 the Havering Community Partnership had received £213,400 in funding from MOPAC. In a departure from previous years funding was now linked to the delivery of particular projects. The following projects had been funded:

1. Street Triage - £30,000;
2. Substance Misuse and Young People - £40,000;
3. Domestic Abuse Perpetrators - £20,000;
4. Improving Support for Domestic Abuse - £35,000;
5. Rent Deposit Scheme for offenders - £32,400; and
6. Drugs and Alcohol Service Provision - £56,000.

- 4.3.2 However, in August MOPAC announced that they reserved the right to reduce the level of funding by up to £20,000 for any borough which did not voluntarily provide this level of support to the maintenance of the Rape Crisis Centre.

- 4.3.3 Havering did not provide this support because there were relatively a low number of referrals to the North East London Rape Crisis Centre, which was based in Hackney. We were advised that the Havering Community Safety Partner was challenging this decision on the basis that this charge should be pro-rata according to demand for the service across the East London boroughs.

4.3.4 If the funding was reduced by £20,000 the adjustment of the budgets was left to the HCSP to decide which project this should be top sliced from.

4.4 Locality Groups Model

4.4.1 In 2012/13 the Havering Community Safety Partnership had introduced a new operating model for tackling longer-term community safety issues that required a multi-agency approach. The new model replaced the previous 'type of crime' working groups with three cluster location groups (north, south and central) which means that partners could concentrate on a variety of issues affecting the area.

4.4.2 These location groups correspond with the clusters the police use to deploy safer neighbourhood teams. Details of the work of the groups were provided which included concentrated work to tackle the issue of burglary in two high priority areas in each cluster. Partners worked together to visit every property in these areas providing advice, handing out time switches, etc.

4.4.3 This was an opportunity for us to comment on how successful the new model was. We expressed concern that ward councillors were not being notified when these activities were taking place and also questioned how ward priorities were being fed into the process. We were advised that matters would be formalised when the new Safer Neighbourhood Boards were introduced.

4.5 Troubled Families Project

4.5.1 We have received an update on the work of the Troubled Families Project.

- 386 families have been identified to date
- Of these 275 meet ASB/Crime criteria
- 33 (representing 75% of known gang members) meet the gang nominal
- 46 fall within housing/welfare reforms/debt problems nominal
- 3 have Child Protection Plans
- 5 were known to MARAC
- 15 attended the PRU
- 5 top post codes are RM3 – 86, RM 5 – 32, RM7 – 30, RM13 – 30, RM12 – 25

4.5.2 As work proceeded an increase in child to adult domestic violence had been identified. Similarly a problem had been identified in identifying networks used by young people. One unforeseen network had been identified with potential young offenders getting together at the PRU.

4.5.3 We were given an assurance that the Council would be able to meet its target of assisting 415 families over the four years of the initial programme.

4.6 Youth Offending Service

4.6.1 Back in 2011 the Council's Youth Offending Service had received a critical report following a Core Case Inspection. The Council's response was to undertake a review of the service which culminated in a re-organisation and a sharing of services with the London Borough of Barking and Dagenham.

4.6.2 We decided to keep under review the Council's progress in responding to the Inspection and the steps taken to turn around the service. The latest Youth Justice Board performance report showed that Havering YOS was 'Not a Priority.' This was a positive report and showed that the Youth justice Board had gained confidence in local systems.

4.6.3 The Youth Justice Board had met regularly with the YOS Management Team to discuss how the Council was moving forward on the HMIP recommendations and the Council's systemic approach in general and they were reassured that the service was moving in the right direction.

4.6.4 Over the twelve month period ending March 2013 121 fewer young people had entered the Youth Justice System compared to the previous 12 months. This was a better performance than the London average.

4.6.5 However, comparative data indicated an increase in the frequency of re-offending and therefore we were not seeing an improvement in this area. This data tracked a cohort of young offenders from 2011-12, and was seen as a product of better partnership working with the police, but also a trend of the number of offenders being transferred in to the borough.

4.6.6 The latest data showed a reduction in the number of young people placed in custody.

4.6.7 Generally we felt that we could have assurance that the changes had resulted in a better service to the young people in the borough.

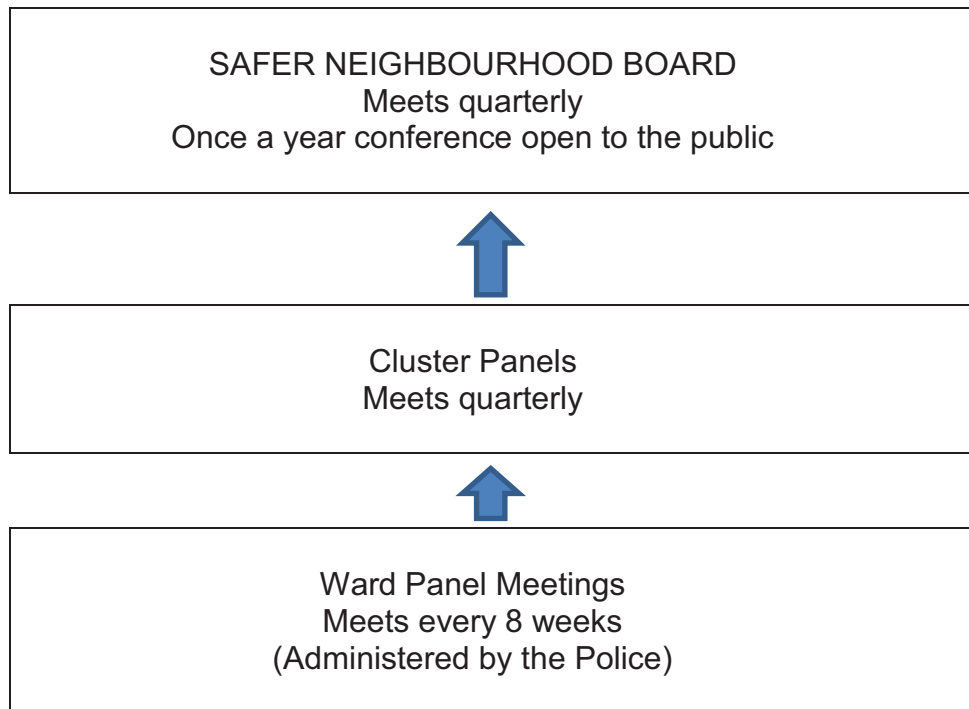
4.7 Safer Neighbourhood Boards

4.7.1 The Mayor of London was introducing Safer Neighbourhood Boards to replace the Community Police Consultative Groups across London. We were pleased to note that Havering would be one of the first boroughs to have the new Board in place.

4.7.2 MOPAC had set the following aims for all Safer Neighbourhood Boards:

- To have a broad remit to reflect MOPAC's broader responsibilities, respecting the view that local people will know best what is needed at the local level
- To ensure communities are more closely involved in problem solving and crime prevention
- To have greater reach and ensures a more frequent refresh of ideas and views;
- To achieve greater coherence between different engagement mechanisms, e.g. Independent Advisory Groups and Stop and Search Community Monitoring Groups, so as to provide greater public accountability in policing and crime reduction
- To make more efficient use of resources to deliver value for money and target funds at tackling issues of local concern and crime prevention.

4.7.3 We noted the roles of the proposed Board and the suggested membership. The proposed delivery structure was as follows:



4.7.4 We expressed concern that the guidance from MOPAC suggested that the Board meetings be held in private. It is our view that they should be held in public and we have asked the shadow Board to consider this at their first meeting.

5. CRIMINAL JUSTICE MANAGEMENT CONFERENCE 2013

5.1 In September the Vice-Chairman of the Committee attended the Annual Criminal Justice Management Conference in Central London. Contributors at the conference included:

- Antonia Romeo, Director General, Transforming Justice, Ministry of Justice;
- Sir Bernard Hogan-Howe, Metropolitan Police Commissioner;
- Ian Blakeman, Director, Commissioning and Commercial, National Offender Management Service; Ian Pilling, Assistant Chief Constable, Merseyside Police; and
- Jeremy Wright, MP, Parliamentary Undersecretary of State for Justice.

**ANNUAL REPORT OF
THE ENVIRONMENT OVERVIEW &
SCRUTINY COMMITTEE**



ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

SUMMARY

This report is the annual report of the Committee, summarising the Committee's activities during the past eight months.

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

There are no direct equalities or environmental implications attached to this covering report. Any financial implications from review and work undertaken will be advised as part of the specific reviews.

RECOMMENDATIONS

1. That the Council note the 2013/14 report of the Environment Overview and Scrutiny Committee.

REPORT DETAIL

During the period under review, the Committee met on four occasions and dealt with the following issues:

1. ROMFORD MARKET

At its meeting in June 2013, the Committee received a presentation on Romford Market. The Committee noted that according to the conditions of their license some traders were expected to turn up every Wednesday, Friday and Saturday. There were casual traders who paid a higher rate, but were not tied to appear every week. The rental costs included the removal of rubbish at the end of the day.

The Committee raised concerns about the drop in licensed traders in the last 5 years. A number of initiatives and options were discussed about how the market could be better utilised, including speciality markets, promotions and events. The Committee was informed that marketing and advertising were carried out at different location and through different group, including the visitor

centre, Living magazine, visitors guide to Havering as well as other websites and newspaper articles.

At its meeting in October 2013, the Committee received a progress update on the initiatives that had been carried out. The Committee were pleased that the specialist market and one-off European Market had been successful, but felt that if they had been held on market days, the traders would have benefitted from the additional footfall.

2. WASTE STRATEGY

The Committee received a briefing on the Waste Prevention and Reward Campaign at its meeting in June 2013. Through the Department of Communities and Local Government (DCLG) Weekly Collection Support Scheme, Havering had been awarded £1 million for a reward and incentive scheme and £350,000 for a waste prevention campaign. The prevention activities that were in place, included the Home Composting Bins, Love Food Hate Waste campaign, Real Nappy campaign as well as Give and Take days which took place once a month at Central Library.

A specification had been written for a reward and incentive scheme. The key objective was to encourage residents to reduce their waste, primarily by increasing recycling. Residents would be asked to sign up to the scheme and would be awarded points on a loyalty card, which dependant on the tonnage of recycling produced, would be converted into points which could then potentially either be donated to local charities, schools or used as discounts in local retailers.

3. FOOTWAY PARKING BAYS

At its meeting in June 2013, the Committee received a briefing on the footway parking bays. It was explained that not all footways and carriageways were suitable for parking bays. There were some bays in place where there was no programmed regime for re-lining. Streetcare were looking at getting a regular programme in place which would be a 4-5 year rolling programme. This would not only be the checking of the markings, but also that the time plates were in place and accurate.

There were only four officers who dealt with requests or enquiry for footway parking. Every request was logged, inspected, a report drawn up and if necessary, a drawing put together, before any instructions could be passed to the contractor to carry out the works. Therefore the timescale for each request from start to finish was approximately three months.

4. RIVER INGREBOURNE UPDATE

At its meeting in October 2013, the Committee was provided with details of the environmental improvement works which had been completed over the previous year. This included the stretch of the River Ingrebourne between Hacton Lane and Squadrons Approach. It involved the installation of flow deflectors to protect banks, introduction of wetland shelves to encourage ecology and improve flow. Back waters had been installed to assist ecology and flood storage.

The next stage was similar works from Squadrons Approach to the River Thames. This was a very large project and required discussions with the Environment Agency and Natural England as it had been agreed in principle that silt removal would be necessary to alleviate flooding upstream at Squadrons Approach and Hacton Lane. This was a very sensitive area of river and including Sites of Special Scientific Interest (SSSI) which required many approvals prior to the commencement of work.

5. FINANCIAL STRATEGY

At its meeting in October 2013, a brief overview of the current financial position for those services that fall under the committee's remit was provided. By period four, Trading Standards and Environmental Health were looking at an over spend of £40k. The position for Streetcare in period four was an under spend of £100k. However, by the beginning of period six this had been reduced.

The Committee noted that winter was the most difficult time for Streetcare. Expenditure was increased with gritting, call-out fees and overtime, however excessive snow reduced the parking income as people stayed at home, rather than go out shopping. From November onwards, it was not possible to carry out yellow lining or road repairs, unless it was an emergency.

6. UPDATE ON TRACKER SYSTEM OF FLEET VEHICLES

At its meeting in January 2014, the Committee received a demonstration of the GPS tracker system, Baktrak, which was installed on all fleet owned by Havering, this included PSV buses, freight vehicles and Streetcare vehicles.

The Baktrak system was a web-based system which updated every 30 seconds and was therefore “real-time” data. The system was used to ensure that routes are being carried out correctly and if vehicles are needed urgently, officers can see where the nearest vehicle is. It was able to be utilised for any claims of damage, where operators can look back at old data to see if a vehicles was in the vicinity. It was also invaluable for if a vehicle was stolen as the tracker would trace it.

7. SCOPE FOR VARIABLE SPEED LIMITS

The Committee receive a report on the variable speed limits at its meeting in January 2014. The officer explained that the main operation of variable speed limits was on motorways, where conditions create an increased safety risk in the event of poor visibility or congestion.

Members raised concerns about the 20mph zones, which were in operation around schools and other areas of the borough. They felt that these should revert back to 30mph zones outside of school hours and during the early hours of the morning. Officers explained that that the zones that were in place were generally in smaller side roads where traffic calming measure had also been put in place. Variable signs would be very costly and would need Government approval, which was unlikely to be granted.

After further discussions, officers agreed that they would look at the costs of variable signs, road markings and other signage together with a possible pilot location, which they would bring back to the committee in the future.

8. OTHER ITEMS

At its meeting in October 2013, the Committee were provided with the Annual Corporate Performance indicators for 2012/13. It was also informed that a report would be submitted to Cabinet seeking approval for expenditure to replace existing sodium street lights with LED street lights. This was part of the Council’s commitment to reducing its carbon footprint.

**ANNUAL REPORT OF
THE HEALTH OVERVIEW &
SCRUTINY COMMITTEE**



HEALTH OVERVIEW AND SCRUTINY COMMITTEE – ANNUAL REPORT 2013-14

SUMMARY

This report is the annual report of the Committee, summarising the Committee'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 Committee's activities and performance.

There are no direct equalities or environment implications attached to this report. Any financial implications from reviews and work undertaken will be advised as part of the specific reviews.

RECOMMENDATIONS

1. That the Council note the 2013/14 Annual Report of the Health Overview and Scrutiny Committee.

REPORT DETAIL

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

1. QUEEN'S HOSPITAL ISSUES

- 1.1 A priority for the Committee throughout the year has been to scrutinise issues at Queen's Hospital, given the ongoing problems in parts of the facility, some of which had received national publicity. The Committee has continued to receive regular updates from senior officers at Barking, Havering and Redbridge University Hospitals NHS Trust (BHRUT). Work

has focussed particularly on areas such as the continuing issues in the A&E department at Queen's. The Committee also scrutinised in October the commissioners' perspective on Queen's Hospital with senior officers from Havering Clinical Commissioning Group (CCG). This gave a valuable opportunity to Members to consider how local commissioners are seeking to secure improvement in the operation of the hospital.

- 1.2 Patient Experience – The Committee looked in detail, with the assistance of the Deputy Director of Nursing at BHRUT, at patient experience at the Trust and at Queen's Hospital in particular. This included considering recent patient feedback on hospital services (both good and bad) and taking updates on how the Trust sought to survey the views of its patients. Members were impressed with the work the Trust had undertaken in this areas as they were with the recent launching by the Trust of a bereavement questionnaire for relatives of patients who had sadly died in Queen's Hospital.

2. HAVERING CLINICAL COMMISSIONING GROUP (CCG)

- 2.1 The Committee has continued to receive regular updates from the CCG and wishes to place on record its thanks to the Chief Operating Officer for his regular attendance at meetings. The Committee continues to seek further clarification over the CCG's plans for the commissioning of healthcare for the borough as a whole and to this end, a presentation on the CCG's commissioning intentions was arranged for the Committee's final meeting of the year.

3. ST. GEORGE'S HOSPITAL, HORNCHURCH

- 3.1 A key element of the Committee's work during the year has been to scrutinise plans for developments with the St George's Hospital site. The CCG Chief Operating Officer has twice addressed the Committee on plans for the St George's site and the current position. The Committee has expressed its views that a significant medical facility must remain on the site for the benefit of local residents.
- 3.2 The Committee has discussed in detail with the CCG Chief Operating Officer proposals for the site which may include a GP led primary care facility and planned & unplanned care services for older people. The Committee is now more aware of the lengthy decision making process for the project but remains concerned that there remains no specific timescale for the project. Members also feel that more detail is needed of the CCG's plans for services in Havering as a whole and how the proposals for the St George's site would fit into this.
- 3.3 Following concerns raised about security and other issues at the site, the Committee visited St George's in June and toured the site in conjunction with officers from NHS Property Services who have responsibility for maintaining the area. This gave Members a useful opportunity to discuss the

security measures in use on the site and also the work to remove all fixtures and fittings from the current building.

4. NORTH EAST LONDON COMMUNITY SERVICES (NELCS)

- 4.1 At its October meeting, the Committee received a detailed presentation from NELCS officers on their current work. This focussed on areas such as the new Community Treatment Team that supplied crisis intervention for patients with health needs in their own home or if they had presented at Queen's Hospital. Members appreciated that the service was available seven days a week.
- 4.2 A system of Integrated Case Management had also been introduced by NELCS working in partnership with both primary care and the Council's adult social care directorate. This aimed to manage patients at the highest risk of requiring hospital admission in order to deliver more services in patients' homes.
- 4.3 The Committee also noted that NELCS was working on more proactive discharge planning and that it had now implemented the butterfly system to identify patients with memory problems.

5. NORTH EAST LONDON NHS FOUNDATION TRUST (NELFT)

- 5.1 The Committee has taken a close interest in the new site NELFT is developing in London Road, Romford. The Committee is keen to establish the precise range of facilities on the site and has worked with NELFT officers to try to establish, as far as possible at this stage, what services will be provided and the timescale for this. Engagement by NELFT with the Committee on these proposals is ongoing.

6. HAROLD WOOD WALK-IN CLINIC

- 6.1 An important issue scrutinised by the Committee during the period under review has been the operation and performance of the walk-in clinic (formerly polyclinic) in Harold Wood. Members have received numerous reports of problems at the clinic including lack of availability of a GP and members of the public being turned away well before the scheduled clinic closing time. In light of this, representatives of the walk-in clinic commissioners (the CCG) and service providers (Hurley Group) attended the February meeting of the Committee in order that these issues could be scrutinised. This led to useful discussions with Councillors and confirmation that a GP was available to walk-in patients, if required, throughout the opening hours of the clinic. A clear referral policy for patients presenting at the end of the day was also in operation. The Committee also plans to

undertake a visit to the polyclinic before the end of the municipal year in order to observe the clinic in operation.

7. SITE VISITS

- 7.1 In addition to those visits outlined earlier in this report, Members of the Committee also visited the opening of the Sunflowers chemotherapy unit at Queen's where the operation of this new facility for cancer sufferers was explained. The centre also included a resource room for patients and their families that was run by Macmillan volunteers.

8. JOINT HEALTH SCRUTINY

- 8.1 The Chairman and other Members have continued to play a full part during the year in the Outer North East London Joint Health Overview and Scrutiny Committee which continues to look at a range of health issues relevant to the sector as a whole. All Members receive agendas and minutes of the Joint Committee as well as updates between meetings. Key issues scrutinised by the Joint Committee during the year have included:
- 8.2 Changes to Cancer and Cardiac Services – The Joint Committee undertook during the year a major scrutiny of proposals for changes to cancer and cardiac services across the whole of North and East London. The Joint Committee examined the proposals in detail and ultimately concluded that, while some concerns did remain, the plans did not constitute a sufficiently substantial change to services to warrant full formal consultation. Engagement with health officers will continue as the proposals move towards implementation.
- 8.3 Emergency Planning – At its January meeting, the Joint Committee scrutinised emergency planning at both Acute Trusts within its area – BHRUT and Barts Health. Officers from both Trusts explained plans for how their hospitals would cope with a terrorist incident or for example a major transport disaster. The Committee also scrutinised plans the Trusts had for how they would ensure their hospitals would continue to operate during e.g. periods of extreme weather.
- 8.4 Maternity Services – The Joint Committee received a detailed presentation in July from the Head of Midwifery at BHRUT. This covered issues such as the position now deliveries had ceased at King George Hospital and the opening of the new birthing centre at Queen's Hospital.
- 8.5 NHS 111 – The Joint Committee has closely monitored the impact of the introduction of the NHS 111 telephone service covering all local boroughs. The Committee has received several updates from the service manager and also held a successful visit to the service's offices in order to discuss in more detail the types of medical advice callers could expect to be given.

9. HEALTHWATCH HAVERING

- 9.1 The Committee has continued throughout the year to work closely with Healthwatch Havering and receive updates on the work of this organisation. Healthwatch Members have been present at each meeting of the Committee during the year and Members have valued this input.
- 9.2 Healthwatch Havering – At the Committee’s December meeting, a senior officer from Healthwatch Havering explained the role of the organisation and its current work. This included dealing with a number of emerging public concerns about standards of care in both health and social care settings. Healthwatch representations had also ensured clearer signage to the Harold Wood walk-in clinic and Healthwatch was also involved in engagement work concerning the St George’s Hospital redevelopment.

9. TOPIC GROUP WORK

- 9.1 Patient Discharge – The Committee has run two meetings during the year of its patient discharge topic group. These have proved useful events in bringing together representatives of all local stakeholders involved in the hospital discharge process. Meeting relatively informally, Councillors and officers from both the Council and local Health Trusts have been able to discuss the current position with patient discharge and how any problems or obstacles can be addressed.
- 9.2 Children’s Health – In conjunction with the Children & Learning Overview and Scrutiny Committee, the Committee has run a review this year of services for children’s health. This has looked at the health services currently available for children in Havering as well as issues such as the forthcoming introduction of personal budgets for health and the review of the contract for Child and Adolescent Mental Health Services.

10. OTHER ISSUES SCRUTINISED

- 10.1 Health and Wellbeing Strategy – Under the Council Continuous Improvement Model, the Committee received in February an update from senior Council officers on the Council’s Health and Wellbeing Strategy. This covered a number of developments and initiatives being introduced, with partners, to improve the health of Havering residents. This included the Community Assessment Teams and Joint Assessment & Discharge Teams which had both recently been introduced into Havering
- 10.2 Low Vision Strategy – At its December meeting, the Committee received a presentation on the Low Vision Strategy for Havering. This highlighted the issue of sight loss and many such cases could be improved or prevented through early diagnosis. Members were advised local services for sight loss

were patchy although the Low Vision service representative was now in the process of discussing these issues with the Director of Public Health.

- 10.3 Hospital Patients with Learning Disabilities – The Committee also scrutinised, with the Deputy Director of Nursing at BHRUT, facilities at Queen’s Hospital for patients with learning disabilities. Patients with learning disabilities were covered by the Trust’s safeguarding structure to ensure that appropriate and timely care was received. Specific measures taken included establishing a link worker for each ward, allowing family to visit out of hours and the appointment of a specialist learning disabilities nurse.

**ANNUAL REPORT OF
THE INDIVIDUALS OVERVIEW &
SCRUTINY COMMITTEE**



INDIVIDUALS OVERVIEW AND SCRUTINY COMMITTEE

SUMMARY

This report is the annual report of the Committee, summarising the Committee's activities during the past eight months.

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

There are no direct equalities or environmental implications attached to this covering report. Any financial implications from review and work undertaken will be advised as part of the specific reviews.

RECOMMENDATIONS

1. That the Council note the 2013/14 Annual Report of the Individuals Overview and Scrutiny Committee.

REPORT DETAIL

During the period under review, the Committee met on four occasions and dealt with the following issues:

1. DIAL A RIDE

At its meeting in July 2013 the Chairman read a statement prepared by officers on the current situation with Dial a Ride. The Chairman stated that a useful meeting was held with senior representatives of Transport for London where a number of options were discussed on how the provision of Dial a Ride for Havering residents could be improved.

In February 2014, the Committee received an update on the current situation with Dial a Ride. The Chairman stated that TfL had commissioned consultants

Individuals Overview & Scrutiny Committee

to carry out a review of Social Needs Transport which included Dial a Ride, Community Transport and Taxicard. The review being carried out would consider the following:

- How demand might be affected in the future;
- How well the sector meets user needs;
- How well the sector currently works together; and
- Whether closer working could produce benefits for users.

Representatives had already visited the Central Depot and it was hoped that a report would be published in May 2014. A date would be arranged for the consultants to meet with both Councillors and local user representatives.

2. LEARNING DISABILITY EMPLOYMENT

At its meeting in October 2013, the Committee received an interesting presentation on Learning Disability Employment. The national and local factors about disabled people in employment were explained. The Committee noted that the term "Learning Disability" can vary in meaning, depending on the source. A campaign in May 2007 showed that of those people with a learning disability, 22% had a paid job and 66% would like a paid job. That position had not changed significantly in six years.

There were a number of barriers and challenges in getting people with learning difficulties into employment, the largest being parental attitude and the education of employers. However there was a good business case for employing people with learning disabilities since they were a valuable resource, reliable, committed and highly motivated to get a job done.

Locally, the Council had recruited 29 people with learning disabilities into paid position in various departments across the council. An employment champion was identified in Human Resources so that activity could be coordinated. The Council also worked closely with the local Supported Employment services i.e. ROSE Programme. The Committee noted the successful case studies of people, whom through the various support and organisations that the Council work with, had moved into paid employment.

3. WINTERBOURNE VIEW HOSPITAL

The Committee received a presentation at its meeting in October 2013, on the Winterbourne View Hospital which was exposed on the BBC Panorama programme in May 2013 as having a catalogue of bad practices and abuse of residents.

A number of safeguarding boards were established following the broadcast of the programme. Reviews of the hospital were carried out, and criminal proceedings taken against the care workers in the hospital. The Committee noted that all the staff employed at Winterbourne View was qualified to carry out the care of people with learning disabilities, however the hospital itself was an in-patients service for assessment and treatment which should have been a

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short term/ respite care facility. It was found that some of the patients had been living in the hospital for over 3 years.

The Committee noted that all providers of care should be welcoming, open and engage with families so that there is transparency and these issues are avoided. Winterbourne View was not like this and families were ushered into a communal lounge when visiting.

Havering had 27 homes for adults with learning disabilities situated around the borough, with a large cluster in the north and fewer in the south. The Committee was informed of the Whistleblowing procedure which was in place and the actions taken in the event of a "whistle-blower".

4. DREYWOOD COURT/ EXTRA CARE UPDATE

The Committee, at its meeting in October 2013, received an update report on the progress of Dreywood Court, the new extra care scheme which had been developed in the borough. The scheme opened and was handed over to the Council in July 2013. East Thames Housing, who built the development, also retained landlord responsibility, and Sanctuary Home Care (Ltd) was awarded the contract for the personalised care and support service for the residents of Dreywood Court.

The scheme had its own allocation panel, which assessed all applications. The Committee was informed that there was 100% allocation of the socially rented flats and there had been deposits put down on 15 of the 20 shared ownership flats. It was noted that Age Concern Havering had been commissioned to support people to move, so there were no barriers. The level of support required was tailored to people's circumstance.

In December 2013, a number of members of the Committee visited the scheme and spoke with some of the residents. The Committee was very impressed with the newly opened scheme.

5. CORPORATE PERFORMANCE INFORMATION

At its meeting in October 2013, the Committee were provided with details of the Annual Corporate Performance Indicators for 2012/13.

6. DEMENTIA STRATEGY REVIEW

At its meeting in February 2014, the Committee received a report on the Dementia Strategy. Following the establishment of the Dementia Partnership Board in 2012, the Board had agreed two additional sub-groups; Dementia User Engagement sub-group and the Dementia Training and Education sub-group.

The Dementia User Engagement sub-group enabled members of the Board to engage with and hear directly from users and carers about their experiences of

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the service. The Dementia Training and Education sub-group played a key role in coordinating all dementia training provided within the borough.

The Committee noted that the local pathway had been streamlined and had four stages: Prevention and Identification, Assessment and Diagnosis, Living Well with Dementia and End of Life Care.

The Committee requested that minutes from the Dementia Partnership Board be brought to the committee on a regular basis.

7. SERVICE AND STRUCTURE DELIVERY PRESENTATION

At its meeting in February 2014, the Committee received a presentation on the Service and Structure Delivery of Adult Social Care. The Committee was informed of the structure and how services are provided to customers and carers. The Committee discussed how the demographics of the borough would be an on-going challenge. It was informed that there were more residential beds in Havering than were needed, therefore other boroughs would use this provision, placing the financial pressure on Havering.

The new Care Bill would be introducing “user accounts” that move with customers. There would be more dialogue between local authorities, so that the receiving authority will have the opportunity to assess the person before they move to the new borough.

The Committee asked that statistical information on the number of people coming into the borough and those going out, which contributed to the financial pressures put on Adult Social Care, be brought to the Committee in the future.

8. HEALTHWATCH HAVERING PROGRESS REPORT

At its meeting in February 2014, the Committee received the Healthwatch Havering Progress Report. It was noted that Healthwatch had developed very rapidly and was very different to the former LINK functions. Healthwatch Havering was very different from those in other parts of the country, and had been held up as exemplary at a national level for both its main areas of concern. These included adverse CQC and other reports about care in Queens Hospital and in several care homes. Correspondence with both the Chief Executive of BHRUT and with several care home proprietors about these concerns, were met with very positive response.

The Committee noted that Healthwatch Havering carried out public consultation and participation through community events and workshops. A series of events were being held around the Borough, inviting the public to comment on the health and social care services for people who have dementia

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or a learning disability. These events were open to all but Healthwatch wanted to hear especially from people directly affected and their carer's.

The Chairman stated that the report was very encouraging, and noted that previous community events had been well received and attended.

9. SAFEGUARDING REVIEW UPDATE

In February 2014, the Committee received a presentation on Safeguarding Adults in Havering. There were two strands of keeping adults safe from abuse:

- Independent Audit of Safeguarding Adults functions
- Appropriate Safeguarding Governance arrangements

The first strand included identifying areas that needed to be addressed or improved. These included a better awareness of Safeguarding Adults policy and procedures, clarity of roles and responsibilities, ensuring that IT systems effectively support Safeguarding Adults practices, and that there is strategic direction including in the partnership working.

The second strand included clear multi-agency policy and procedures setting out expectations, partner protocols between key statutory partners e.g. Police, BHRUT, CCG, NELFT etc. There needed to be clear terms of reference for the Safeguarding Adults Board and information sharing, reporting and problem solving of the Board and its partners.

The Committee agreed that this was a work in progress and that this item should be considered again by this committee in 6-8 months.

10 OTHER ITEMS

At its meeting in July 2013, the Committee discussed the Silver Surfing Week. This event ran from 1 October to 6 October 2013 and included a presentation of awards for the services of older people. Nomination categories included Older Poet, Older Musician and Older Writer as well as a Caring Neighbour award.

**ANNUAL REPORT OF
THE TOWNS & COMMUNITIES
OVERVIEW & SCRUTINY COMMITTEE**



Havering

LONDON BOROUGH

TOWNS AND COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE ANNUAL REPORT 2013/14

SUMMARY

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

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

There are no direct equalities or environmental implications attached to this report. Any financial implications from reviews and work undertaken will be advised as part of the specific review.

RECOMMENDATIONS

1. That the Council note the 2013/14 Annual Report of the Towns and Communities Overview and Scrutiny Committee.

REPORT DETAIL

During the year under review, the Committee met on five occasions and dealt with the following issues:

1. REQUISITION OF EXECUTIVE DECISIONS

The Committee considered the following requisition during the year.

APPROPRIATION OF LAND FOR PLANNING PURPOSES & OPEN SPACES PROCESSES RELATING TO THE SITE OF THE OLD WINDMILL HALL AND ADJACENT CAR PARK

In September 2013, the Committee considered a requisition of an Executive Decision on the site of the Old Windmill Hall and the adjacent car park in connection with the proposed disposal and appropriation of land for planning purposes.

The Committee was informed by the requisitioners that the potential sale of the site had an economic benefit to the Council but that this needed to be offset against the loss of amenity for the residents of Upminster.

In reply the Committee was informed that the potential sale would prove to be of an economic benefit to the Council but would also meet the social target of providing new housing and the environment would benefit from the heritage aspects of the proposal.

It was added that the capital receipts generated would allow the Council to invest in highways, parks and other areas that would improve the quality of life for the borough's residents.

Members were advised that any income generated would be split across the borough as with all other capital receipts that were generated.

The Committee was also informed that the Council would control very tightly any development that was proposed for the site. The sale document would detail the five listed buildings that were located close to the proposed site and the Council would make it very clear to prospective developers what planning permission would be suitable for the area.

The Committee voted not to uphold the requisition by a majority of four votes to three.

2. PRESENTATION ON THE LICENSING ACT 2003

At its meeting on 4 July 2013, the Committee received a presentation on the Licensing Act 2003 and recent changes.

The Committee was informed by the Licensing Specialist that the Licensing Act came in to operation in November 2005 consolidating alcohol, public entertainment and late night refreshment licensing into one regime all under the Local Authority.

The Committee was advised that since the introduction of the Licensing Act 2003, a rebalancing of the Licensing Act consultation had taken place resulting in

new legislation. The new legislation titled The Police Reform and Social Responsibility Act 2011 introduced the following changes to the Licensing Act:

- The Licensing Authority was now included as a responsible authority.
- Advertising of applications on the Council website.
- Anyone can now make a representation for or against an application, (thus removing the vicinity test).
- Lowering of the evidential burden from necessary to appropriate.
- Statements of licensing policy are valid for 5 years instead of 3 years.
- Late night levy
- Introduction of Early Morning Restriction Orders (EMRO).

Other changes introduced included the Live Music Act 2012 which removed live music for audiences less than 200 and before 11pm from the licensing regime.

The Committee was informed that as from the 28 June 2013, regulated entertainment for audiences of less than 500 and before 11pm was no longer licensable apart from a few exceptions.

The Committee noted the presentation.

3. PRESENTATION ON DEVELOPMENT AND BUILDING CONTROL

At the request of the Committee, the Head of Regulatory Services delivered a presentation on how the service plans for new infrastructure.

The Committee was informed of how Havering was expected to grow over the next 10-20 years, identifying where the growth would take place in the borough and what this meant for Havering. In addition how the costs of the infrastructure needed for this would be met.

The Committee was informed that the housing target agreed with the London Mayor for Havering was to deliver 970 new homes every year. It was noted that the total population in Havering by 2027 was likely to be around 275,000 (based on data from the GLA).

Havering was moving towards a Community Infrastructure Levy (CIL), CIL was introduced in 2010 through planning legislation to raise money from new developments.

The Committee was informed how the service was taking forward its CIL with the support of specialist consultants and a CIL Project Group for officers. The process had also included cross-directorate working to develop the costs to be charged.

The Committee noted the presentation.

4. PRESENTATION ON HOUSING SERVICES

At its meeting on 4 July 2013, the Committee received a presentation on the Estate Management Policy.

The Committee was informed that the current council housing stock stood at about 9,734 tenancies of which 2,251 were leasehold properties. That Homes & Housing staff main office remained in Chippenham Road and customers also had access via the Contact Centre. There were currently 16 tenancy and neighborhood management officers.

The current top messages to council tenants included:

- Tenancies are people's homes
- Encouraging people to take care of them
- Encouraging people to do as much as possible for themselves
- Housing Revenue Account – self-financing implications

The Committee was informed that the new Tenancy Strategy under the Localism Act 2011 introduced some changes on new types of tenancy and a process of introductory tenancy for new tenants. These changes included changes to secure lifetime tenancies. A new secure fixed term tenancies for between 3 or 5 years had been introduced.

The presentation on the policy promoted good tenancy whilst living in council homes.

Following the presentation the Committee agreed to set up a Topic group on Estate Management.

The Committee noted the presentation.

5. CABINET REPORT REVIEW - COMMUNITY HALLS MANAGED BY CULTURE AND LEISURE SERVICES

As a follow-up to a Cabinet decision and in accordance with the Council's overview and scrutiny arrangements, the Committee received an update briefing on progress in implementing the recommendations to the above Cabinet report.

The report provided Members a detailed update on progress on all the recommendations.

The Committee noted the report.

6. PRESENTATION ON HERITAGE BUILDINGS IN THE BOROUGH

At its meeting on 10 October 2013, the Committee received a presentation on Heritage listed buildings and sites that were owned and managed by the Council.

The Committee was informed that Havering had a wealth of historic buildings and landscapes and it was most important that these buildings were properly looked after and well maintained.

Members learnt that many significant buildings have been lost over the years such as:

Bedfords Park Mansion – Demolished in 1959

Dagnam Park Mansion - Demolished in 1948

Gidea Hall Mansion – Demolished in 1930

Stubbers House – Demolished in 1960

The Committee was also informed of the full refurbishment that had taken place at Langtons House & Gardens. This also enabled the exterior of the building to be painted and some fittings to be carried out with the support of the Friends of Langtons group during the restoration.

The following buildings were also being restored gradually:

Fairkytes House

The Clockhouse & Gardens

Langtons Gazebo

The Bridge at the Grove

The Committee heard that the Council was in the process of helping the Friends of Upminster Windmill group develop and submit a stage two lottery grant application to restore the windmill.

The Committee noted the presentation.

7. PRESENTATION ON FRIENDS OF PARKS GROUPS IN THE BOROUGH

At the request of the Committee, Members received a presentation on Friends of the Park GROUPS in the borough.

Members were informed that these groups performed a range of tasks that added value to the work carried out by Parks Services.

Havering had 16 Park Friends groups. These groups carried out a range of activities in the Parks. They functioned in different ways and varied in numbers of members.

Havering's Parks Service and Community Regeneration Team had helped to set up many Friends Groups and provided them with a limited amount of financial support.

Members were informed that the Parks Service defined the objective of the official Friends programme as to improve the way in which we work with the Friends Groups across Havering. The service also felt that working together to an agreed plan for the parks would improve the standards, get more people using the parks and allow the seeking more awards such as Green Flags.

The Committee noted the presentation.

8. CABINET REPORT REVIEW - DRAFT NATIONAL PLANNING POLICY FRAMEWORK

In accordance with the Council's overview and scrutiny arrangements, the Committee received an update briefing from the Head of Regulatory Services on the draft National Planning Policy Framework.

The briefing informed the Committee that the Government had published its draft National Planning Policy Framework (NPPF) setting out its intended planning policies to deliver economic growth and new homes. The Cabinet report welcomed the overall approach set out in the draft NPPF, agreed the submission of comments in response to the consultation and recommended to Regulatory Services Committee that the NPPF be afforded weight, in particular when schemes do not accord with Havering's Local Development Framework.

The NPPF had since been formally introduced by Government so it formed part of the planning decision-making process and was taken into account by Havering's Regulatory Services Committee when making its planning decisions.

The Committee noted the update briefing.

9. CABINET REPORT REVIEW - PROPOSED PROVISION OF A SHARED CIVIL CONTINGENCY SERVICE FOR BARKING & DAGENHAM, WALTHAM FOREST AND HAVERING

In accordance with the Council Continuous Improvement Model, the Committee received an update briefing on the proposed provision of a Shared Civil Contingency Service for Barking & Dagenham, Waltham Forest and Havering that was considered by Cabinet on 16 November 2011.

The report informed the Committee that the proposal for the Shared Civil Contingency was brought forward within the East London Solutions initiative for efficiency opportunities arising through partnership working. The report proposed that Havering joined on a pilot basis an existing joint civil contingency arrangement operated by Barking & Dagenham and Waltham Forest.

In essence the Civil Contingencies Act 2004 placed duties on local authorities to deal with risk identification, planning, training, exercising and responding including in conjunction with Category One responders such as the Police etc.

The pilot was to test whether there would be material benefits in Havering joining the existing partnership arrangement between Barking & Dagenham and Waltham Forest. The pilot was initiated but several factors affected its progress. Notably these included the preparation and emergency planning arrangements put in place by each of the boroughs in the lead up to and during the Olympics and economic changes affecting the budgets of local authorities.

Attempts were made to reactivate scope for joint working arrangements during 2013 but to no avail. Accordingly, as an alternative to deliver identified MTFS efficiency savings a restructure was put in place within Havering's Emergency Planning & Business Continuity Team. The restructure had been successfully implemented.

The service would continue to monitor the potential benefits in joint working with other authorities but at this point in time no such opportunities had been identified.

The Committee noted the update briefing.

10. CABINET REPORT REVIEW - HAVERING LOCAL DEVELOPMENT FRAMEWORK (ADOPTION OF JOINT WASTE DEVELOPMENT PLAN)

At its meeting in November 2013, the Committee received an update briefing on the Havering Local Development Framework – Adoption of Joint Waste Development Plan.

The report informed the Committee that the London Boroughs of Barking & Dagenham, Havering, Newham and Redbridge had prepared a joint waste development plan document (known as a DPD) to be part of the Local Development Framework for the respective Boroughs. Preparation of the joint waste DPD built on the strong partnership agreement which the four Councils already had within the East London Waste Authority for managing municipal solid waste and which covered the geographical extent of the four boroughs. The main purpose of the Joint Waste DPD was to ensure there was sufficient waste management capacity across the four boroughs to manage the apportionment set by the London Plan for municipal commercial and industrial waste.

The DPD has since been adopted and forms part of Havering's planning decision-making processes.

The Committee noted the update briefing.

11. CABINET REPORT REVIEW - REVIEW OF BEAM PARK DEVELOPMENT OPPORTUNITY

The Committee received an update presentation on the development opportunity at the Beam Park site in Rainham and South Dagenham, in the light of market interest in the comprehensive redevelopment of the site for a strategic leisure-led project, instead of the residential-led approach contained in the existing planning policies for the site.

The Committee was informed that the original report dealt with a potential change in development focus on the GLA owned Beam Park site. The site was designated for residential led mixed use development. No proposals had however come forward for such development and the site had been vacant for ten years. A number of proposals had come forward for an alternative large scale leisure use, which had the potential create a large number of local jobs and stimulate development within the London Riverside. Havering and LB Barking and Dagenham had produced a planning prospectus to respond to this opportunity which was the subject of the report. In the event the leisure use proposals did not materialise. The preferred use for the site was residential led mixed use and Havering, LBBD and the GLA were working together to secure such a development.

The Committee noted the verbal update.

12. CABINET REPORT REVIEW - NEW PLYMOUTH HOUSE AND NAPIER HOUSE (REFURBISHMENT SCHEMES)

At its meeting in November 2013, the Committee received an update report detailing the refurbishment works to New Plymouth & Napier Houses to install winter gardens to both tower blocks, carry out full stock condition improvements, beyond the minimum Decent Homes requirements, upgrade the communal areas and lifts, and carry out any additional external refurbishments required.

The report informed the Committee of the works that had been undertaken and the feasibility of the winter garden approach and proposals for the refurbishment of New Plymouth & Napier Houses.

The Committee requested and had received further information and picture examples of the distinction between a winter garden and an existing glazed balcony/garden.

The Committee noted the report.

13. CABINET REPORT UPDATE - RAINHAM TRAFFIC MANAGEMENT SCHEME - OPEN SPACE APPROPRIATION

At its meeting in February 2014, the Committee received an update briefing on the previous Cabinet decision re the appropriation of land for highway purposes in order to construct an extension to Viking Way and facilitate a one-way system in Rainham Village.

The Committee was informed that following a consultation exercise, no objections or representations had been received by the Council from local residents or shop keepers. On this basis Cabinet decided to implement the scheme which had since been delivered and was now operational.

The Committee noted the update.

14. PRESENTATION ON PARKING AND GARAGES PROJECTS

At the request of the Committee, Members received a briefing on the parking and garages projects from the Housing Services Manager - Homes & Housing and Project Officer - Parking & Garages.

The briefing informed the Committee that the project was established to focus on areas that affected Housing Revenue Account (HRA) land; in particular (i) access to the land (ii) the effects of parking provision from new developments on residents and Homes & Housing Estates / land generally and (iii) maximising garage income.

In relation to maximising garage income the project identified best practice in Lambeth Council, where a voids rate of as low as 2% was seen which they attributed to the following factors:

- Establishing a dedicated internal repairs team
- A small number of officers taking ownership of garage lets
- Refurbishing of 'moth-balled' sites

The Committee was informed that the project continues to address parking issues in order of priority. The plan was to issue access licences to all residents who require one and ensure invoicing of all those that should be paying.

The overall aims of the projects were to tackle longstanding parking issues on HRA land and reduce the void percentage of garage sites by managing them effectively whilst increasing revenue.

The Committee noted the presentation.

15. PRESENTATION ON THE CURRENT HOUSING BUSINESS PLAN AND THE IMPACT ON THE GOVERNMENT 'S PROPOSED CHANGES TO THE POLICY ON RENT

At the request of the Committee, Members received a briefing from the Head of Homes and Housing on the Government's proposed changes to the policy on rent and its impact on the Council.

The briefing detailed that the current rent restructuring regime that started in 2002 provided that each property had a target or formula rent based on capital values and local incomes. The current formula was originally designed to bring Council and Housing Association rent levels nearer to each other.

The Committee was informed that under the current formula, the HRA had not yet met up with target rent levels. The Government's new proposal intended to end rent restructuring from 2015/16. This new proposal would therefore be a problem in Havering as Havering's rents were yet to reach target rent levels.

The Committee noted the following impact on the HRA:

1. That identical properties side by side would have different rents as the Council was now offering new tenancies at the target rent whilst older tenants were catching up.
2. That following the closure of the consultation in December 2013, Havering was seeking an exemption from the new policy, to allow the Council to continue with the old regime as current tenants would never reach target

- rents on the basis of the restructuring. A response was still awaited from central Government.
3. That if the Council was to move to the new proposed scheme, it could potentially incur a very high loss in revenue.

The Committee noted the presentation.

16. SERVICE PERFORMANCE INFORMATION

At its meeting in October and November 2013 the Committee received details of service performance information. The report provided Members with specific performance indicators that related to the work area of the committee.

The Head of Regulatory Services attended the meetings to brief Members on the performance indicators that related to Planning Services applications that did not meet its target.

The Committee was informed that legislative changes as well as case officer turnover and higher than normal case officer sickness absence during this period had affected continuity of application handling and decision-making speed this quarter. Additional resources had now been put in place to in order to get performance back on track.

17. THE COUNCIL'S FINANCIAL STRATEGY

In January 2014, the Committee met jointly with the other Overview and Scrutiny Committees in order to scrutinise aspects of the Council's Financial Strategy for the coming year. The meeting, chaired by Councillor Pam Light, Chairman of the Health Overview and Scrutiny Committee allowed Members to raise a number of questions on aspects of the proposed Council budget and to discuss these issues with Cabinet members and senior Council officers.

**ANNUAL REPORT OF
THE VALUE OVERVIEW & SCRUTINY
COMMITTEE**



VALUE OVERVIEW AND SCRUTINY COMMITTEE – ANNUAL REPORT 2013-14

SUMMARY

This report is the annual report of the Committee, summarising the Committee'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 Committee's activities and performance.

There are no direct equalities or environment implications attached to this report. Any financial implications from reviews and work undertaken will be advised as part of the specific reviews.

RECOMMENDATIONS

1. That the Council note the 2013/14 Annual Report of the Value Overview and Scrutiny Committee.

REPORT DETAIL

During the year under review, the Committee met on four occasions and dealt with the following issues:

1. IT ISSUES FOR HAVERING

The Committee received a presentation from IT Services on the main IT issues affecting Havering in the future. An overview was given on sharing services and technologies with other boroughs, improving the customer experience, provision of multi-agency information in relation to vulnerable people and reducing costs. The following issues were detailed:

(a) One Oracle

Seven London boroughs including Havering would be working together and sharing the same technology and processes which would act as an incentive for future shared services.

(b) Customer Services

There was a strategy to encourage people to use the website with the development of a web portal for reporting faults in order to stop duplicate reporting. The vision was to provide a more joined up 24 hour service for residents and customers providing a satisfactory end to end process. Developments were also being made in the automation of the contact centre and the provision of a Business portal.

(c) Troubled Families

The experience of vulnerable people/families would be improved through technology sharing across the council and other agencies so as to provide a single view.

(d) Reducing Costs

There was a need to deliver a cost effective service for Havering whilst decreasing costs and increasing expectations. A number of initiatives had been identified to achieve this and were outlined as follows:

- Data Centre, Capital to Revenue
- Sharing with Newham
- Wider sharing, ELS and pan London
- Self-service take up
- Thin Client
- BYOD and CYOD – flexible use of different types of technology
- Reviewing contracts
- Open Source?
- Public Health – discussions were currently being held on how this area would be managed.
- Open Data – in line with the Freedom of Information Act, the possibility of self-service access to data and whether data would be valuable to business.
- Crowdsourcing – this would fit in with Social Enterprise and would be less about providing services as to enabling services.
- Social Media – how the council would interact in future with residents
- Smart Cities Agenda – looking at the provision of more information about the Havering region.

The Committee received assurance around matters of security and were advised that austerity had forced a number of local authorities to adopt a more flexible approach in working together regardless of political affiliation.

2. COUNCIL TAX TOPIC GROUP REPORT

The Committee noted the Topic Group Report on Council Tax arrears and agreed to accept the recommendations therein:

- (i) To formally bring the Topic Group review to an end.
- (ii) To have as an agenda item regular updates to the Value Overview and Scrutiny Committee on council tax collections and arrears.

3. REQUISITION OF CABINET DECISION - APPROPRIATION OF LAND FOR PLANNING PURPOSES & OPEN SPACE PROCESSES RELATING TO THE SITE OF THE OLD WINDMILL HALL AND THE ADJACENT CAR PARK

- 3.1 At the meeting of the Committee held in September 2013 the Committee considered a requisition of a Cabinet decision.

In accordance with paragraph 17 of the Overview & Scrutiny Committee Rules, a requisition signed by two members representing more than one Group (Councillors Gillian Ford and Keith Darvill) had called in the decision of the Cabinet member dated 14 August 2013.

The reasons for the requisition were detailed on the formal notification and were as follows:

1. Paragraph 3.8 of the report stated that the Council should only propose to appropriate land for planning purposes if it promotes or improves the economic, social or environmental wellbeing of the area. The report provides no justification to support any of these conditions and therefore does not meet the test.
2. The issue of car parking space was not considered in enough depth. The existing 'Old Windmill' car park is well used and the impact on reducing the number of spaces was not adequately dealt with.
3. The application for Lottery funding for the Upminster Windmill states that any development opposite the site could adversely affect the success of the application. This was not considered in any depth.
4. The potential negative impact on the adjoining New Windmill Hall Association was not given consideration.
5. Given a response of 400 letters and a petition in excess of 2,500 objecting to the appropriation, the level of objections was not given enough weight in the report.
6. Pre-determination correspondence should be considered.

Following debate, the Committee agreed not to uphold the requisition.

4. CORPORATE PERFORMANCE INFORMATION

The report before members detailed the Annual Corporate Performance Report which had been before Cabinet in July 2013.

Members were also given a copy of the Quarter 2 performance information that been before Cabinet on 20 November 2013.

Members studied both reports and a number of issues were raised during the debate.

It was highlighted that the statistical information provided did not have any "actual" numbers in the reports showing caseloads that officers were working with. Members felt that a more graphical illustration showing trends and trend data showing a direction of travel would be more useful.

Officers replied that provision of additional data would prove difficult to collate against all of the performance indicators but could be looked at regarding specific pre-identified indicators.

In reply to a question regarding the low level of Council Tax collection in the borough, members were advised that the figure shown was only for a six month period and therefore was quite high and showed that Havering was in the top half of all London boroughs in Council Tax collection rates. Members were given an update paper that showed the current position regarding Council Tax arrears collection rates in the borough

Members noted that the indicator relating to MP/Councillor enquiries had previously dropped, in reply officers confirmed that a couple of the Council's service areas had undergone re-structures and the introduction of new IT and had struggled to keep to the agreed deadlines for replies to MP/Councillor enquiries, a matter that had now been addressed.

In reply to a question regarding the increase in the employee sickness absence rate officers confirmed that staff still carried out return to work interviews and received continual training to manage sickness absence.

The Committee felt that it would be beneficial for the Head of Human Resources to provide a written update to the next meeting to give members an update on the current situation regarding sickness management.

Members also suggested that it would be prudent for other Overview and Scrutiny Committees (OSCs) to look at performance indicators with “actual” figures in mind and asked that the other OSCs be advised of this. Examples of this were the number of refuse collections that were missed and the actual number of fly tipping incidents that took place within the borough and what action was taken against perpetrators.

5. WORK PROGRAMME

In November 2013 following discussions members agreed that written reports on the following subjects be brought before the Committee at the next meeting.

- An update on sickness absence monitoring
- Update on MP/Councillors enquiries (each member agreed to forward on two examples of enquiries that had not been dealt with within the specified time allowed)
- A full breakdown of the Council’s partnership with the London Borough of Newham in providing shared back office services and how savings would be achieved
- Planning performance and a breakdown of Section 106/Mayoral CIL monies (how the contributions were raised and how the monies were spent)

6. CORPORATE PERFORMANCE INDICATORS

In February 2014 the Committee received a report containing an graphical illustration of trends over 2012/13 and 2013/14 for the Council’s corporate performance indicators that related to the Value Goal in the Corporate Plan.

At Value Overview & Scrutiny Committee on 28 November 2013, Members received the Quarter 1 and Quarter 2 Corporate Performance Reports, which had been to Cabinet in September and November 2013. These reports provided a snapshot of performance in time. Members asked if more detail could be provided for the Value corporate performance indicators, in the form of actual numbers, trend and benchmarking data.

Benchmarking data

All benchmarking data had been sourced from London Authority Performance Solution (LAPS) data. Facilitated by London Councils, the LAPS project aimed to share, compare and analyse local performance data collected by London Boroughs on a quarterly basis. This data was provided on a voluntarily basis, with a proviso that the data was made available for INTERNAL USE ONLY and was not published. To ensure the

benchmarking data was as meaningful as possible, our statistical nearest neighbour according to ONS (Bexley) and our geographical nearest neighbours (Redbridge, Barking & Dagenham and Newham) had been highlighted.

The latest benchmarking data for Quarter 2 2013/14 had been used, except for the Council Tax and NNDR collection rates where Q4 2012/13 provided a more meaningful end-of-year comparison; and speed of processing new Housing Benefit only claimants and speed of processing changes in circumstances of Housing Benefit only claimants where Q1 2013/14 was the latest comparative data (as it was always a quarter behind).

It was important to note that since the abolition of the National Indicator Set in 2010, most performance indicators were collected on a local basis and therefore methodologies may have differed slightly.

7. MANAGING SICKNESS ABSENCE

In February 2014 the Committee received a report which provided members with an update on sickness levels following the previous Overview and Scrutiny data provided on levels of absence and reiterated the work being undertaken to reduce the number of days off work. It also highlighted the wellbeing measures the Council were putting in place to help prevent ill health and encourage a healthier workforce.

8. PLANNING PERFORMANCE

In February 2014 the Committee received an in depth presentation from both the Council's Head of Regulatory Services and Planning Manager.

The presentation covered the following areas

- Planning's performance indicators (PIs)
- Targets and trends
- Recent Government changes/designations
- Workload patterns
- Staffing

The report gave members a comprehensive understanding of planning principles including how the planning process from application submission to eventual granting of planning permission was achieved.

**ANNUAL REPORT OF
THE CHAMPION FOR ARMED
FORCES**

ANNUAL REPORT FOR THE MEMBER CHAMPION FOR ARMED FORCES 2013/14

Armed Forces Day

On Monday, 24 June, Havering Council raised the Armed Forces Day flag outside the Town Hall in honour of the contribution servicemen and women make ahead of the actual day and parade. As Armed Forces Champion, I had the honour of raising the flag.



Armed Forces Day, June 2013

Havering's Armed Forces Day parade took place through Romford on Saturday 29 June. Thousands of people lined the centre of Romford to show their support for servicemen and women of the Armed Forces community. Over 250 veterans, cadets and uniformed youth took part in the parade which went along South Street, through Romford Market, before ending at the Town Hall.



Armed Forces Day Parade, South Street

At the Town Hall, members of the public were treated to a fantastic display by the Royal British Legion Band and Corps of Drums, Romford.

Remembrance Sunday and Armistice Day



This year's Remembrance Sunday and Armistice Day services across the borough saw thousands of people come together to honour the nation's servicemen and women. Services took place in Romford, Hornchurch, Elm Park, Collier Row, Upminster, Harold Hill, Harold Wood and Rainham.

Shortly before Remembrance Sunday, we heard the sad news that Warrant Officer Class 2 Ian Fisher from 3rd Battalion, The Mercian Regiment (Staffords) was killed in Afghanistan by a suicide bomb. As a mark of respect to WO2 Fisher, who lived in Elm Park, the Union Flag at the Town Hall was flown at half-mast.

First World War Centenary



From 2014 to 2018, across the world, nations, communities and individuals of all ages will come together to mark, commemorate and remember the lives of those who lived, fought and died in the First World War.

Throughout Havering, many events, exhibitions and projects are planned to mark the Centenary locally. These include an exhibition at Havering Museum and Central Library, an online diary, an intergenerational community musical on the story of William Leefe Robinson VC, numerous talks and presentations throughout the borough and much more.

Rainham War Memorial

Havering Council has secured £86,200 from Veolia North Thames Trust to restore all five of the borough's war memorials in Harold Hill, Romford, Rainham, Upminster and Hornchurch.

Restoration will include careful repair and maintenance, including cleaning and repainting where appropriate.

In January, the Council hosted two WW1 Centenary presentations for local stakeholders, providing information about what projects and events are planned, and asking attendees if they had any ideas or projects they wished to contribute. The presentations also highlighted opportunities for groups to collaborate and work with the Council to develop ideas, submit funding bids and establish partnerships. More information is available on the Council's First World War Centenary webpage: www.havering.gov.uk/ww1

Spring Meeting of the Lord Lieutenant's Award Ceremony

I was delighted to attend the Spring Meeting of the Lord Lieutenant's Awards Ceremony in March at Kensington Town and was impressed by the very high standard of the recipients.



Haverling
LONDON BOROUGH

**ANNUAL REPORT OF
THE CHAMPION FOR EQUALITIES &
DIVERSITY**

London Borough of Havering's Main Equality and Diversity Achievements 2013/14

This document highlights services' key equality and diversity related projects and Achievements during 2013 / 2014.

Corporate Policy and Diversity Team (CPD)

Equality and Diversity (E&D) is part of the remit of the Corporate Policy and Diversity Team that is responsible for:

- Advising on Council's statutory duties under the Equality Act 2010 and other relevant legislation
- Ensuring the Council is compliant with legislation and follows best practice
- Advising on any E&D related queries and issues regarding both service users and staff members
- Producing and overseeing the Council's Single Equality Scheme and Action Plan
- Designing, delivering and commissioning E&D related training
- Supporting Equality Analysis and report writers to assess the equality implications and risks of their decisions so as to enable decision-makers to make informed and evidence-based decisions
- Supporting the Corporate Diversity Management Group and the Directorate Diversity Management Groups
- Managing the Language Shop translation and interpreting service for Havering and attending quarterly Steering Groups and Performance Monitoring meetings of East London Solutions Partnership.

Over the past year the CPD team has been focusing on mainstreaming the E&D agenda into all core processes of business while maintaining a high-profile Corporate E&D function that meets the needs of services and employees.

Some of the team's main areas of work are:

1. Compliance with the Equality Act 2010 and Council's equality duties

The team has been working hard to ensure Council's compliance with its Public Sector Equality Duty and the Duty to provide Reasonable Adjustments.

In order to ensure compliance and minimise any potential negative impact on service users and employees with protected characteristics, the team supports and advises decision-makers on equality analyses, equalities implications and risks of key decisions such as service cuts and changes, commissioning and procurement intentions and organisational restructures. The team also provides clearance of Cabinet and Committee reports, Executive decisions and other key decisions such as service changes and restructures.

2. Council's new Single Equality Scheme

In 2013-14 one of the main priorities of our team was to implement Council's new Single Equality Scheme (SES) and action plan. SES is the key overarching strategic document which sets out the Council's aims and objectives for achieving and demonstrating compliance with the Equality Act, and for putting into practice the Council's commitment to being fair to all. The 2013 - 2016 Single Equality Scheme, Action Plan and supporting Appendices can be found on the [Council's Equality and Diversity web pages](#).

The team is currently in the process of producing an annual report on the progress of SES action plan which will be available on the [Council's Equality and Diversity web pages](#) shortly.

3. Corporate Equality and Diversity training programme

A major focus for CPD team in the past year has been the delivery of blended Equality and Diversity (E&D) training programme for staff members, ensuring that all employees are aware of Council's equality duties, know their rights and responsibilities and better understand the needs of service users and colleagues.

Face to Face Equality and Diversity Sessions

Due to the huge number of staff members requiring Equality and Diversity (E&D) training, a well thought of training provider, Equality Works, was contracted in 2013 to deliver face-to-face E&D, Reasonable Adjustments and Equality Analysis sessions. 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 356 employees attended face-to-face training by January 2014, with further 150 employees expected to attend training by the end of 2013/14 financial year.

Bespoke Training for Front Line Employees

The Garnett Foundation – a leading behavioural change agent that uses interactive drama-based training techniques in culture change, – have been contracted to train Streetcare and Transport Depot staff members, following the success of previous year's training of 70 staff members in the Gardening Maintenance team. Feedback from many of these employees was that they would not easily identify with classroom-based teaching, and some of the teams also have learning difficulties. It was therefore felt that an interactive, tailored training event would make it much more accessible and enjoyable for delegates.

A total of number of 182 Streetcare and Transport depot staff members attended the theatre-based training.

In-house training

Apart from the training we have commissioned, the team is also providing E&D workshops tailored to services' specific needs. The E&D workshops we have delivered in-house in 2013-14, just to name but a few are: E&D sessions at staff Corporate Induction, E&D training for volunteers at Children's Centres, E&D in service planning, E&D Considerations within reports, Briefings on the demographic, diversity and socio-economic profile of Havering's population, etc

Online modules

Three Online Modules on Equality and Diversity, Bullying and Harassment, Disability Awareness and Equality Analysis are available to employees and members. A total of 257 employees completed one or more online training modules in 2013-14.

4. Worked with other services to improve access to Council's services/facilities and information about those services/facilities

LBH has a legal duty under the Equality Act 2010 to provide reasonable adjustments for disabled workers and service upon request, for example by providing documents in Easy Read, large print, audio or Braille, or by providing a British Sign Language interpreter. CPD has actively worked with other services to improve access to Council's services/facilities and information about those services/facilities, and minimise disadvantage that some customers experience due to disabilities or language barriers.

The team provides information and advice on the [diversity profile of Havering's population](#), on document and website accessibility, on translation, interpreting and alternative format services, etc. The team has also produced an [Easy Read version of its Equality in Service Provision policy](#) to ensure that all employee and service users are aware of Council's obligations and commitment to Equality and Diversity, understand their rights and responsibilities, and know where to seek support and advice.

5. Contributed to the community engagement and cohesion agenda

The Council has also adjusted its approach to community engagement and community cohesion to ensure that we are fair and inclusive of vulnerable and disadvantaged groups such as young people, disabled people, deaf residents, ethnic minority groups and other vulnerable or disadvantaged groups. To this end CPD has advised the development of consultation guidance and draft community engagement strategy; developed a corporate equalities template and data collection guidelines; produced a Corporate Translation and Interpreting policy and manages our translation and interpreting contract with the Language Shop.

We have also piloted a focus group with deaf residents that was very successful, and are planning to deliver targeted focus groups with other equality groups in the new financial year.

The Equalities Achievements of other service areas are summarised below.

Human Resources

- Implemented a new Sickness policy in April 2013 and supporting toolkit which includes useful guides for managers and template letters. All line managers are expected to attend mandatory training to ensure they are fully conversant with it.
- Further enhanced the Flexible Working (Location) and the Flexible Working (Hours) policies
 - The Flexible Working (Location) policy was designed to provide greater opportunity for modern and innovative approaches to the way that work is carried out. It recognises the business case for adopting different models for delivering services to meet customers' needs. It also recognises and supports the need for staff to maintain a work-life balance, combining caring responsibilities and other personal interests with work.
 - The Flexible Working (Hours) policy is concerned with various flexible working patterns that can be used to complement the types of flexible working locations. This policy supports the Councils commitment to supporting working parents and carers of adults and ensures that the Council fulfils its statutory duties.
- Carried out the Staff Survey in September and October 2013 the results of this are currently being analysed and will be communicated to staff members shortly.
- New Employee Assistance Provider (WSM) recently procured with a promotional awareness campaign to staff covering areas impacting on personal and workplace issues.
- Introduced a new Management Development Programme in Feb 2014 to support managers become more effective and confident in their work and management of their staff members, and to foster a coaching culture.
- Finalising the Workforce Diversity Profile Data report which will be published shortly.

Health and Safety

- Installed Evacuation lifts for Mercury House, the new Rainham Library and Harold Hill library (upon completion) that will ensure disabled staff members are evacuated quickly and safely in a fire situation.
- The Health and Safety team have also secured the funds for the Romford Library fire evacuation lift.

Community Engagement Team

- Established Havering BME Forum.
- Established Havering Interfaith Forum.
- Secured external funding for : Havering Over 50's Forum, BME Forum and Interfaith Forum.
- Work in partnership with the BME Forum to host the Community Cultural Celebration Event.
- Work in partnership with Havering College for Further and Higher Education and voluntary sector organisations to host the International Women's Day event.
- Activate Living:
 - Since October 2013, the volunteering arm of this programme is now run by the Citizen's Advice Bureau.
- Provide appropriate governance to community groups/organisations ie Equal Opportunities Policy.
- The Central Park consultation directly consulted with children (via schools), youth (Myplace youth groups including their youth board) and older people's groups (over 50s forum and older people's group at MyPlace) as well as with Havering Association for people with Disabilities (HAD). It also used a variety of consultation methods including boxes at a variety of venues, drop-in sessions, and public events, face to face and online to allow a diverse range of people as possible to contribute. In addition, the consultation was available in larger print format.

Culture and Leisure

Havering Libraries

- The Library Service has 8 people in supported employment via Rose Program (Realistic Opportunities for Supported Employment). These are people with learning difficulties who are in paid employment with us. They work with a job coach initially, then gradually move to working as a member of staff. Libraries has recently taken on two interns as part of a new initiative with ROSE, they work with us for one day and are at college for one day.
- Libraries work with PACT (Parents of Autistic Children and Teenagers) to provide staff training across our libraries. We also have two PACT teens on work experience with us at the moment and will look to taking on more soon.
-
- A member of the Reader Development team works with the Romford Autistic Group Support to offer better access to our services for the young people and their parents and carers.
- 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.
- The Library Service has a reading group for Deaf people and teens, which runs monthly in Romford Library. At the moment, this has primarily been attended by pupils from Sanders Draper Hearing Impaired Unit, but the service is actively promoting it to the Romford Deaf Club. In addition, we have been able to offer work experience to a Deaf teen and our ROSE person for Romford is Deaf. Libraries have staff learning BSL at South Hornchurch and Romford, with staff qualified at BSL Level One at Romford and South Hornchurch. A member of staff at South Hornchurch is training at Level 2. The service also has a Deaf Champion.
- Havering Libraries have committed to achieving the Royal National Institute of Blind People (RNIB) and Society of Chief Librarians (SCL) Six Steps programme. This outlines a number of steps which need to be achieved to offer a quality service to visually impaired and blind people. As part of this the service has:
 - A nominated champion for visually impaired people.
 - A "listening" group - a reading group which uses spoken word resources.
 - Downloadable spoken word books via our website and apps.
 - Large print and spoken word items in our libraries.
 - Ebooks which are very accessible to the visually impaired as they can enlarge the print size.
 - Accessible software on at least one public access computer in each library.

- "Celebrates" Make A Noise in Libraries Fortnight annually, last year we used Bag Books and had noisy storytimes!
- Staff which are receiving training on websites which can be used to assist reading choices for visually impaired people.
- The Reader Development Team work with special schools and playgroups in the same way that they would with mainstream schools. The team has a dedicated member of staff who offers schemes of work which are differentiated to enable meaningful engagement and a number of staff are trained to deliver Bag Book storytimes. The team has also been the subject of a video case study by the Reading Agency for our delivery of the Summer Reading Challenge within Ravensbourne School in the summer.
- The Library Service has recently taken delivery of our first Smart Table - this is an interactive touch table which can be used with apps, packages we can create and the web. There is also a 3D functionality. The table can be used to support special educational needs if appropriate. It can provide haptic feedback via an additional box and packages can be developed to make it particularly relevant to libraries and literacy.
- 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 recently invested in 'Dolphin software' which means the public computers are accessible via screen magnification and audio output.
- The Library Service has developed a borough-wide, multi-agency Literacy Strategy, which was approved by Cabinet in July 2013. The strategy aims to improve partnership working and deliver a more effective and joined-up service for raising the literacy levels of children and adults in the borough. The strategy, includes recommendations for improvement and an action plan for its implementation over the next few years.
- Research shows that poor literacy skills can be part of a vicious cycle of factors that lead to disadvantage and poverty of opportunity, therefore investment in literacy development will help to promote greater equality of opportunity and narrow the gap in attainment.

Sports Development

- The Culture Disability Forum was held in November 2013 led by the Sports Development Team, which brought together organisations across the borough who work with disabled people. The event provided an opportunity to network and share best practice.
- 'Be Inclusive and Active' online training was rolled out to Health and Sports Development Staff and individuals from YMCA, School Sport Collective, SLM, Havering Adult College and the integrated Youth Service

- The 'Inclusive and Active' Steering Group , involving LBH, SLM, YMCA, School Sport Collective and Havering Sports Council has met and undertaken an ongoing audit of sports provision for disabled people and progressed the Borough's 'Inclusive and Active 2' action plan.
- Full teams have taken part in the Panathlon (inter borough multi sport competition for Disabled Young People) and London Youth Games disability events.
- 'Sportivate' funding has been brought in to run sports courses for disabled young people.
- A new adult Disability Multi Sport session has been introduced as a partnership between C&L, SLM and Havering Tennis Club.
- A series of women and girls events and activities are planned for March 2014.
- In Partnership with the School Sports Collective, a partnership of both primary and secondary schools, and the Council's Sports Development Team a number of events have been run aimed at disabled Children and Young People. The last year has seen a marked increase in interest by and within schools and participation in borough and inter-borough events. Events delivered have included primary and secondary Panathlon and Boccia Competitions, Disability Swimming Gala, Disability Athletics Competition and Adaptive Indoor Rowing Competition. These are supported by Young Leaders who volunteer their time and skills to help run the various events
- The School Sports Collective also supports schools to develop disability sports clubs and disability sport is becoming more embedded in school PE programmes. For example, there is now a Disability Multi Sport Club at Redden Court School, a Boccia Club at Cockhouse Primary School, and Blind Football and Sitting Volleyball at the Royal Liberty School.
- Participation in London Youth Games Learning Disability Tennis project through Dycorts School and Havering Tennis Club.
- Amy Marren, a Hall Mead pupil (aged 15) who trains with Romford Town Swimming Club and competed in the London Paralympics, won 4 golds and 2 silvers in the World Para Swimming Championships. Amy has now agreed to act as a student champion for the School Sports Collective, providing an inspiring role model for disabled young people in the borough.

Raphael park

- After consultation with partners, the Parks team installed a number of pieces of equipment suitable for disabled children in four of our play areas.

- The Positive Parents Group, a parent forum for parents and carers of children and young people with disabilities and / or additional needs volunteered their time to help the Parks Team with the design for the restoration of Raphael Park. Following the forum's feedback the park now includes special play equipment suitable for disabled children and a 'Changing Places' toilet facility suitable for both disabled children and adults.

Arts

- 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.
- A new partnership between Fairkytes Arts Centre and HAVCO saw the recruitment of four 'ambassadors' for Fairkytes Open Day in June. This partnership is likely to continue and grow in the future. Fairkytes Arts Centre is the hub of voluntary and community arts activity in the borough with over 6,000 people per month visiting to take part in group, club and society activities, ranging from painting to singing, model railways, amateur radio, quilting and flower arranging. Some activities are specifically aimed at disabled people and often run in partnership with voluntary organisations such as PACT (Parents of Autistic Children and Teenagers).
- Soundscapes is a partnership project between LBH Arts Service and Eastern Roots, who together have secured ACE funding to stage and promote a series of eight World Music concerts at the Queens Theatre, featuring musicians from a widely-diverse background including Spanish, African, Asian

Youth Facilitation Service

- 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.
- The Youth Facilitation Service continues to work with other Culture and Leisure Services to deliver a programme of activities for young people that is inclusive to all.

Children and Young People

Havering Youth Council

- Havering Youth Council attended the International Women's Day Event at Havering College, focusing on inspirational women. We discussed with the public who has been inspirational in their lives and created a 'wall' of inspiration women.
- The Youth Council also linked up with an Over 50s Group to help bridge the gap between the younger and the older generations with the aim of improving the image of young people in Havering.
- The Youth Council contributed to the content of the 'Pick Your Priorities' survey for young people in gaining their views on 'Living in Havering' to help inform the Children and Young People's Plan 2014-2017. This helps the Council, NHS and other services decide what types of services are needed to make sure growing up in Havering is a good experience for all children and young people. Over the summer members of the Youth Council targeted specific groups of young people, including children with disabilities, to support them in letting the Council know what they think about growing up in Havering.
- The Youth Council were involved in consultation on a new Havering complaints leaflet for young people, and formed an interview group to meet with the teenage pregnancy research team, and therefore influencing the Council's teenage pregnancy strategy.
- The Youth Council initiated a quarterly Youth Congress Meeting in the Council Chambers as a platform for youth groups in the local area to share their achievements, outcomes and future plans.
- They also held a Christmas social for young people attending youth service provision across the borough in recognition of the contribution they have made within their club or project. Young people attended from a wide variety of provision including Revellers, Team Cottons, myplace, Robert Beard Youth club, youth inspections and looked-after children.

Members of Youth Parliament

- Havering Youth MPs participated in the British Youth Council 'Make Your Mark' campaign, gaining the views of 2,183 young people on which issues are most important to them. The top 5 issues nationally were then debated in the House of Commons with the issues with the most votes being carried forward as the campaign for 2014.
- Council staff opened up borough wide elections for the roles of Members of Youth Parliament to enable all young people to have the opportunity to participate in standing as a candidate.

- Council staff supported the Youth Parliament candidates with their campaigns by arranging visits to schools, colleges and youth centres to raise awareness of the elections and the role of Members of Youth Parliament. Work is underway to engage schools and colleges in the Youth Parliament elections with a projected 6000+ young people taking part in the voting over the next two weeks.

Children in Care Council (CiCC)

- Young people delivered 'Total Respect' training to a range of professionals, including Councillors, Education Psychologists and Youth Workers to help them to understand the experiences of children in care.
- The CiCC formed a young people's interview panel for the post of Children's Advocacy worker, and took part in discussions to help plan the foster carer's campaign.

Young Inspectors

- The young inspectors have carried out monthly inspections of a wide range of youth provision, highlighting their strengths and areas for development. This is helping to shape provision and enabling young people to have an opportunity to influence how services for youth people are run.

Children's commissioning

- Children's commissioning have reviewed the commissioning cycle to make sure service user views are integral to quality assurance. Opportunities have been created for children and young people to help shape contracts and services; for example:
 - The collation of case studies and outcomes for young people, who have attended our contracted short break and young carer services is helping us to evaluate/improve the services and to also direct our funding to those services that can make a bigger difference
 - The involvement of young people in the recruitment of advocates and our missing/runaway support worker has helped us to deliver a service focussed on the needs of service users.
- In addition, commissioned providers are now asked to collate data on the protected characteristics of their service users; the Council is using this data to promote equal access and reduce inequalities through contract monitoring.

Troubled Families

- The Troubled Families (TF) programme is a national initiative that recognises that there are households with complex and multiple needs that require significant resources from central and local government to address them.

- Families that receive targeted support as part of the TF cohort are those with a combination of risk factors, including children with a high level of school absence, children who have been excluded from school or who attend a pupil referral unit, families showing anti-social or offensive behaviour, and those with unemployed parents.
- In addition, councils are allowed to add local criteria based on local issues, and in Havering these include domestic violence, substance abuse and mental health issues.
- Although housing issues and the impact of the Welfare Reform Act 2012 do not form part of the national suite of the Government's TF criteria, 159 (51%) of households who meet TF criteria reside in some form of social housing.
- For this reason, Havering's Family Intervention Project has been working closely with housing services and the housing benefit team to ensure that they have early intelligence of the build-up of arrears, and through working together, the teams have been able to effectively intervene to prevent debt and the risk of eviction and / or homelessness.
- The TF team led a process mapping exercise to help identify system blockages that were hampering tenancy management. By identifying the issues, the TF team and housing services worked together to develop new streamlined processes that help local people accessing social housing to more effectively manage their tenancy.
- The Troubled Families programme has also been working closely with local voluntary sector providers, including those tackling mental health issues, supporting children with special needs or women and their children who are victims of domestic violence. These agencies have each received 'payment by results' funding, via the Troubled Families Programme, as a direct result of improving outcomes for multiply disadvantaged children.

Supporting children in care

- The Council recognises a range of religious festivals; children in care are asked which festival they celebrate and the Council recognises the main annual celebration with a small financial gift.
- In 2012-13, the council increased by 25% the amount of money provided to care leavers to help them set up their permanent home when they leave care. At the same time,
- The 12+ children's social care team invited children using their services to complete an anonymous online survey to provide them with feedback about how children experience the services they receive.
- The transition process between children in care and adult services was reviewed to improve access

- Working in partnership with Havering Child and Adolescent Mental Health Services, children's social care recruited a dedicated worker to help improve the mental health of children in care, especially those placed far from home. Social care also negotiated access to relationship counselling to help children in care and their families work through their difficulties.

Listening to children receiving social care services

- Havering purchased a 3 year licence for an interactive software programme designed to consult children and young people about decisions and issues that affect them. We use the system to help children aged 5-17 give us their views about the help and support they receive whilst in care or on a child protection plan.
- So far over 2013-14, there have been 83 submissions from children in care or subject to a child protection plan. The information they give us is used to inform plans about their care and safety, and themes are analysed every quarter. Thematic reports are scrutinised by the Corporate Parenting Panel and children's services senior management.

Children with disabilities

- Forthcoming legislation will reform the provision of services to children with special educational need.
- The introduction of Personal Budgets will support families of children who are disabled to have greater choice and control over the services that they receive. The Council is working with local parents and voluntary sector providers to plan for the reforms, so parents and providers are able to manage the transition smoothly.
- The Council has been working with Positive Parents, a local community forest and a nationally recognised programme that support people with disabilities to access cycling. Together they are developing a cycle outreach project which gives the opportunity for ALL family members, disabled and non-disabled to enjoy a cycle experience together
- The short breaks team have been improving their contract monitoring to make sure that children and their families receive an equitable service.

Befriending service for children with disabilities, additional needs or who are in care

- Havering's befriending service provides befrienders for children with disabilities, additional needs, or who are in care. Befrienders are aged 16-25 and are recruited from the local 6th form, Further Education College and local community groups. Befriendees are age 11-18 and are referred to the program by professionals who are working with them.

- As at January 2014, 16 young people were being supported through the program to socialise with other young people to socialise; this reduces social isolation and helps build confidence.

Social care workforce

- The Assessed and Supported Year in Employment (ASYE) for Newly Qualified Social Workers (NQSWs) in Havering is a programme which ensures that all NQSWs receive recognition and support during their first year in employment in order that they pass this programme.
- Historically, NQSWs in general have not received the level of support they are entitled to and one of the areas of recent social work reform has been the focus on ensuring that NQSWs have the opportunity to reflect on their practice in a supportive environment.
- The ASYE programme is targeted at all NQSWs so that they complete the year and gain recognition by the College of Social Work for their achievement. Successful NQSWs can then progress on to Post Qualifying training.

Adult College

- Equality and diversity is embedded throughout the Adult College, driven robustly throughout all the College's process and in delivery.
- The FE framework audit is used as the starting point which has been reviewed this year with only four areas being graded a three out of twenty three and the rest are a two or better.
- The action plan for 2011-13 has been completed with the following outcomes:
 - Gaps in male success rates eliminated from 9% to 1% and in some areas males are now outperforming females
 - All learners who have declared an additional need are contacted prior to their class starting and reasonable adjustments put in where needed, this has included purchasing of specialist equipment, ensuring resources are produced on a specific colour, counselling for a learner and also learning support assistants within the classroom environment. All learners who have declared, whether they have accessed support or not get a follow up call to see how things are or if support is needed after a certain amount of time on their course.
 - Website is fully operational and has been market tested by a range of users to ensure it is accessible, this includes visual and skills for life needs
 - The college population reflects fully the diversity change within the borough. BME learners accounted for 20% of all enrolments for 2012/13.
- With the meeting of these outcomes a new plan has been set for 2013-15 and the following outcomes:
 - To increase the take up of support by males
 - To ensure that all staff have an awareness and suitable knowledge to assist those with mental health issues as this is where the largest need has been identified
 - To have a fully accessible Virtual Learning Environment for all students to access whether in college or not.
- 100% of staff have completed the online equality and diversity training and all teachers have had a follow up embedding equality handbook.
- A monthly equality and diversity briefing is sent out to all staff, not only highlighting important dates/events but looking at specific topics that staff can use within their work.
- All managers have had mental health training and a member of the team is being trained to be a facilitator which will then be rolled out to all staff.

- Staff have accessed reasonable adjustments training and used this for discussion at meetings.
- Learning and Skills Manager: Inclusion has gained a Level 4 certificate in Managing Equality and Diversity in an Organisation.
- Regular lesson plan audits are carried out specifically focusing on equality and diversity and ensuring inclusivity within the learning environments. Feedback meetings are held with managers who then implement any findings including the sharing of good practice. This extends to not only the college's direct delivery but also where work has been commissioned/sub-contracted out to again ensure robust standards are being kept in line with the college's ethos

Customer Services

Visitor Centre

- The Visitor Centre was opened in 2012 and continues to be a great success. It promotes local businesses and events and has been popular with customers in terms of signposting and advice.

Contact Centre

- A timetable for more services to be delivered from the Contact Centre is in place, ensuring one point of access for customers and first contact resolution as much as possible. New services that have migrated in to the Contact Centre in 2013/14 include Business Rates, the Housing Contact Centre and Planning and Building Control.
- Prior to the Summer of 2013, the opening hours of all the services being delivered from the Contact Centre was varied which was confusing for customers. Therefore, following a consultation exercise, opening hours were aligned to 9-5 from July 2013. This has had a positive impact and improved our performance and service to customers.

Surveys

- Customer satisfaction surveys are offered to each customer at the end of each transaction. This is an automated feedback facility for customers to give us their views on service delivery. This gives us valuable information to inform service improvements.
- We have also undertaken a staff survey in September 2013 which has provided excellent information and feedback from staff. We intend to repeat the survey in 2014.

Public Advice and Service Centre (PASC)

- In 2013 we celebrated 10 years of the PASC being open. The PASC, which is based in Romford Town Centre, was introduced by the Council in 2003 with the sole aim of making its services more accessible under one roof for local residents.
- Over the years the PASC has updated the way it serves residents, in line with the Council's work towards modernising its services and making Council services and information about more accessible.
- Self-serve pods are now available for customers to access some Council services without having to wait in a queue to speak to an Advisor. A member of the Customer Services team is always on hand to assist customers.

Customer Web Portal

- In December 2013 the Customer Web Portal was launched. By signing up and creating an account, customers can quickly report a problem 24/7 such as fly tipping without having to enter their personal details each time. They can also track the progress of any service request. Some service requests were raised via the portal on Christmas Day and Boxing Day! Customers can also apply for services and pay for services online.

Homes and Housing and Public Protection

- Equality Impact Analyses completed for a number of strategies and policies impacting on customers (e.g. Tenancy strategy/policy, Allocations scheme).
- Improved the way we match people with disabilities to new build and re-let properties, to ensure a more transparent and effective approach in allocating scarce resources to those most in need.
- With the use of the Homelessness Prevention Grant funding the Find Your Own scheme devised, enabled us to provide essential and timely support to a number of vulnerable people at risk of homelessness to exercise choice in finding accommodation in the private rented sector. Through the scheme 17 households were assisted with an incentive to secure longer term accommodation.

We also used the prevention funds to assist applicants whom the Council had no statutory duty to provide accommodation. By providing the financial means to secure accommodation, these single people with some support needs were able to access the private rented sector to maintain independent living.

- Developed the Keys for Change scheme, which is aimed at people from 18-34 who have been unemployed for up to 9 months. They join a programme providing support to find work, together with help with accommodation. The programme therefore helps people from an often disadvantaged socio-economic group both in terms of sustainable employment and boosts their chances of getting a Council or housing association home of their own. It is envisaged that we will assist a total of 137 people to raise their aspirations and future prospects.
- High level of customer data maintained of nearly 85% collected overall, with plans to facilitate/support collection and recording of diversity information across H&H.

Public Health

- 10,400 of Havering's residents between the ages of 40 and 74 have been offered an NHS Health Check between April and December 2013.
- 140 of Havering's residents have started the Physical Activity Referral Scheme between April and December 2013.
- With Corporate Policy and Diversity Team, we developed the demography chapter of the JSNA which gives a much improved understanding of the composition the Havering population.
- Public Health influenced the CCG in commissioning a new sickle cell and thalassaemia service, which will be of significant benefit to Black and Minority Ethnic groups who are at particularly high risk of these conditions.
- 125 Havering residents over the age of 65 started on the falls community exercise programme from April 2012 to December 2013 (3 x 12 week programme).
- Falls Prevention training was offered to all staff in 39 care homes in Havering between May 2012 and May 2013 and 545 staff were trained.
- 130 residents at high risk of falls in 39 care homes received cognition and environmental screening between February 2012 and April 2013.
- Moving Forward is a physical activity referral scheme for residents of Havering aged 16+ who have had a diagnosis of cancer within the last 5 years.
 - After an initial assessment by suitably trained and qualified exercise practitioners, clients will receive a personalised programme that may include gym work/classes, arm chair exercises, yoga, pilates, walking for health scheme.
 - The scheme aims to improve the health, fitness and quality of life of people who have had a diagnosis of cancer in the last 5 years, to increase their potential to live independently, actively and well and decrease clinical dependency.
- Public health contracts include a clause that takes into account equity of access, and equality. Furthermore, equality and diversity is taken into account when requesting any changes to existing contract's
- Chlamydia Screening: Terrence Higgins Trust is commissioned to provide to provide Chlamydia screening for hard to reach young people, therefore have outreach in deprived communities and work closely with Youth Offenders team. They also offer a follow-up partner notification for Chlamydia positive Young People.

- HIV infection disproportionately affects MSM and Black African people, therefore Widows and Orphans International (WOI) and Positive East provide targeted service to these groups.
- Positive East target MSM group and discharge the following duties:
 - Provide information and Sexual health advice/information including distribution of condoms in specific locations in the borough
 - Support people with HIV
 - Receive referrals from sexual health services and MSM can also self-refer
 - Provide group work and peer group support
 - Support service users with benefits claim and back to work issues.
- WOI provides similar service as above but primarily Black African (but not exclusively so). They provide outreach in identified locations (areas of high footfall of target population etc.)

StreetCare

- E&D forum theatre training for a large number of manual workers (over 100) engaged in front line services
- We are in the process of installing 6000 new white lights to our street lamps that provides for better visual context during hours of darkness, compared to the old style orange sodium lamp, contributing to a reduced fear of crime
- Construction of additional footway ramps (pimple style) for both residents accessibility and sight issues
- Provided assisted waste collection services to several elderly residents in need
- Engaged with SEN schools to prepare "Sensory Gardens" for submission to London in Bloom
- Undertook community clean up event in various parts of the borough
- Undertook a range of E&D online staff training courses

**ANNUAL REPORT OF
THE CHAMPION FOR THE HISTORIC
ENVIRONMENT**

HISTORIC ENVIRONMENT CHAMPION'S REPORT 2013-2014.

INTRODUCTION.

I have used my Cabinet position to lead the restoration of the historic built and natural environment in Havering, to promote the study of and learning about the histories of the communities of this borough and to work with others to establish Havering Museum and to provide the Local Studies and Family History Centre with dedicated space as part of the refurbishment of Central Library. I have ensured that the local authority has the necessary officer skills to enable buildings, landscapes and documents to be properly conserved, shaped local planning policy to give clear focus to the historic environment, and worked with bodies as diverse as the National Trust, Essex Wildlife Trust, Havering Museum, Thames Chase, Sacred Heart of Mary School and Upminster Windmill Preservation Trust to secure funding from outside sources for restoration, conservation and study projects.

Over this time, Havering has come to be seen as a national example of best practice in conservation and as a result I sit on the National Heritage Protection Plan Advisory Group and the English Heritage London Historic Environment Forum.

This period has seen the Council fund the restoration and conservation of buildings, landscapes and documents, including the Grade II listed Fairkytes and Langtons houses in Hornchurch.



Langtons House and gardens

We have used planning policy and Council and English Heritage funding to improve shop fronts in Romford and Rainham Village Conservation Areas.

Artists impression of Romford shopfronts



Objects telling the story of the history of the borough have been donated to, collected by and conserved by Havering Museum and documents have been collected catalogued and conserved by Havering Library Service Local Studies and Family History Centre. New conservation areas have been declared at St. Andrew's and Langtons in Hornchurch.

Working with Friends of Parks groups the Council has been successful in attracting millions of pounds of funding from Heritage Lottery Fund and Veolia Trust to restore Raphael Park and Langtons Gardens and I have been able to offer constructive support to the National Trust, Sacred Heart of Mary School, Essex Wildlife Trust and others for successful bids to attract further millions for the restoration of Rainham Hall and Rainham Hall Gardens, Old Chapel in Upminster and for a new visitor centre at Hornchurch Country Park.



Friends of Raphael Park



Rainham Hall



Old Chapel, Upminster

The idea that the historic patina of old buildings and historic landscapes has a distinctive and valuable part to play in the broader environment is, however, a relatively new one, and so I have devoted the first part of this year's Historic Environment Champion's Report ("An Eclectic Aesthetic") to examining this aspect of contemporary thought, placing it in a historic context in Havering. The second part ("A Sense of Freedom") offers a view as to why the study of, and learning about, local history is so popular with local people.

1: AN ECLECTIC AESTHETIC.

A: ARRANGING SPACE.

Architecture is as much about arranging space as it is about the particular qualities of different buildings. Our environment is created as much by the quality of the spaces that buildings create between each other, the landscape around them and the

relationships between buildings, as it is about the materials, shape and massing of each individual building. In this respect a well-constructed environment is much like a well-constructed sentence. It requires proper punctuation and focus to be legible, and to be pleasurable for the mind and the eye.

Architects and landscape gardeners in Havering have devoted much time and thought to the arrangement of space in the borough since at least the early eighteenth-century, when Charles Bridgeman and Henry Flitcroft worked together at Bower House in Havering-atte-Bower.

Thought on the issue has changed over time, from the grand sweep of the vistas at Bower House in the 1720s to Humphry Repton's contrast between domestic gardens and broader landscapes in the late eighteenth and early-nineteenth centuries. New ideas were introduced in Romford in the Victorian and Edwardian periods - at Laurie Town and around the Market in the middle of the town, and at Romford Garden Suburb on its edge. The theme was returned to at Elm Park and Harold Hill in the aftermaths of the First and Second World Wars and continues to be developed today in work in Angel Way in Romford, in the new library and flats in Rainham Village and at the Myplace centre in Harold Hill.

Ideas about how space is arranged in the local environment in many ways reflect broader interest in the depiction of space in the arts, which have been a defining feature of European culture from the rejection of the naturalistic treatment of space for religious reasons in fifteenth-century Russian icon painting to depiction of the illusion of space using the rules of perspective developed in Italy at the same time.

Andrei Rublev's "Old Testament Trinity"



Paolo Uccello's "Hunt in the Forest", c 1470

It stretches from the soaring spatial illusions of seventeenth-century ceiling paintings such as those by Rubens at the Banqueting House in London, to the symbolic use of space to suggest moral qualities by artists such as Alexander Ivanov in the nineteenth century and the eventual rejection of the depiction of the illusion of space in art by the Cubists and other avant-garde artists in the late-nineteenth and early twentieth centuries.

Whitehall banqueting House ceiling, painted by Rubens



Violin and Candlestick, Georges Braque, 1910

In terms of architecture, modern thought emphasises the positive role of the well-maintained historic environment, the genuine patina of age and the passing of time, encapsulated by buildings, features, landscapes, conservation areas and townscapes in an eclectic approach to the aspects which can be arranged into interesting spaces and places, including contemporary buildings, the green and the natural environment, and ascribes to this environment positive social, cultural and economic effects, as well as aesthetic and environmental ones.

B: THE PATINA OF AGE IN THE ECLECTIC AESTHETIC.

Havering's Heritage Supplementary Planning Document (adopted in 2011) says that the local historic environment "enhances the quality of daily life for residents through its enriching aesthetic value" and goes on to argue that it "makes a positive contribution to the economic viability, environmental sustainability and regeneration of Havering". This position is reinforced by the borough's planning document, the Local Development Framework (adopted in 2006) which observes that the constituent parts of the local historic environment are; "important for the positive contribution they make to the character of an area. They are appreciated and valued by the public as established and tangible evidence of the past, providing a sense of permanence and belonging and a historic perspective with which to approach today's development opportunities". It goes on to explain that as well as the contribution which a well-maintained historic environment makes to the environment in general it "can help foster the attainment of key social objectives, most particularly economic development, but also public health, community safety, better educational attainment, and community cohesion".

In this, the historic environment is seen as part of an aesthetic balanced with the natural and green environments (which are not necessarily the same thing) and new build. Havering's Local Development Framework argues that good modern design is about function as well as style, and observes that; "Good design is not just about the architecture of individual buildings, but also the functionality and impact of the development on the overall character, beauty, quality and sustainability of an area including resource efficiency. It is pivotal in improving livability and quality of life. Successful, thriving and prosperous communities are characterised by streets, parks and open spaces that are safe, clean and attractive 'livable' spaces". The covering Cabinet report for the borough's recent Nature Conservation and Biodiversity Strategy (approved January 2014) recognises that nature conservation and biodiversity have an "important role in "generating a high quality of life for Havering residents". The strategy recognises that nature and access to the natural environment are important to "people's health, wellbeing and development".

The historic environment therefore plays its part in what we will refer to as an "eclectic aesthetic" in relation to the environment around us. An aesthetic which balances new and old, green and natural, and which ascribes social and cultural benefits to this approach as well as environmental and aesthetic ones.

C: A CONSCIOUSLY ECLECTIC AESTHETIC.



Rainham Church with Rainham Hall

An eclectic mix has existed in the landscape of Havering and nearby villages for a number of centuries; for example, in the contrast between the weighty, monumental Romanesque of Rainham church, and the consciously elegant Rainham Hall sitting right next to it, reflecting very different attitudes to life and society, built over 500 years later. Arguably, however, a conscious belief that an eclectic approach to design and to landscape was an ideal to be aimed at only developed in Havering in the late-eighteenth and early-nineteenth centuries with the arrival of Humphry Repton (1752-1818) in the area. Prior to that, Bridgeman and Flitcroft's work at Bower House, for example, emphasised the harmony and unity between the aspects of architecture and landscape, rather than the combination of often contrasting elements which Repton introduced.

Repton moved to a cottage in Hare Street, now Gidea Park, at the junction of what are now Balgores Lane and Main Road (where a bank building now stands) in 1788 and remained there until his death. His work reflected the sumptuous style of the late Georgian and Regency periods and marked a break from the approach of previous generations.



Repton's Cottage in Hare Street before it was improved



Repton's Cottage in Hare Street after it was improved

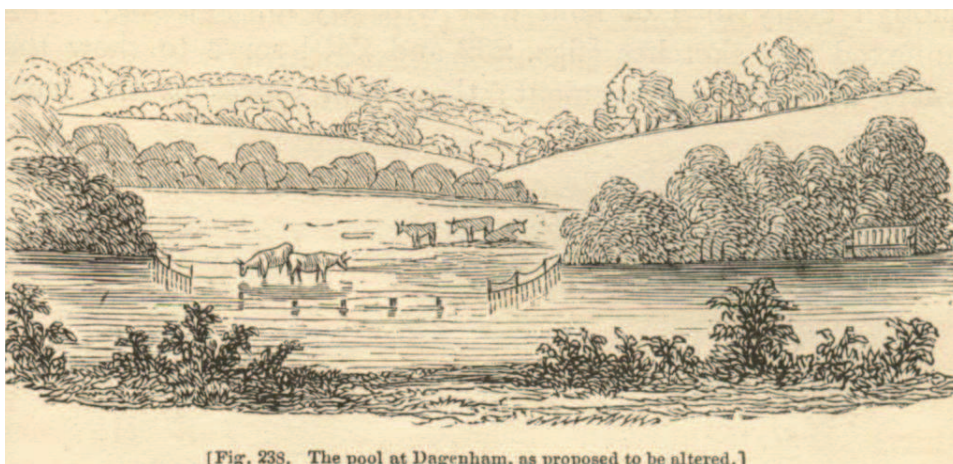
He introduced what he referred to as "Hindoo" architectural motifs into his landscapes,

breaking from the more purely classical references of the past, and also a sharper divide between more intimate planted areas next to houses he was working at and the broader picturesque parkland around them. This broke from Bridgeman's more geometrical approach at Bower House (which emphasised the impression of a continuum of space between the house and the landscape which it was set in) and the work of gardeners such as "Capability" Brown.



Repton's Hindu motifs, which he adapted into landscape gardening

Locally, Repton worked at Dagnams and Stubbers and produced drawings of Hare Hall and Gidea Hall (both near where he lived in Romford) and of Langtons. Experts conclude that he made a contribution to the design of the landscape at both Gidea Hall (now Raphael Park) and Langtons, though we do not currently have documentary evidence to sit alongside scholarly attribution. Repton insisted that his work was an art form and not craft or manual labour, and in 1806 while living in Romford, published his "Enquiry into the Changes of Taste in Landscape Gardening" in which he wrote; "After tracing the various changes in Taste in Gardening and Architecture, I cannot suppress my opinion that we are on the eve of some great future change in both these arts, in consequence of our having lately become acquainted with Scenery and Buildings in the interior provinces of India".

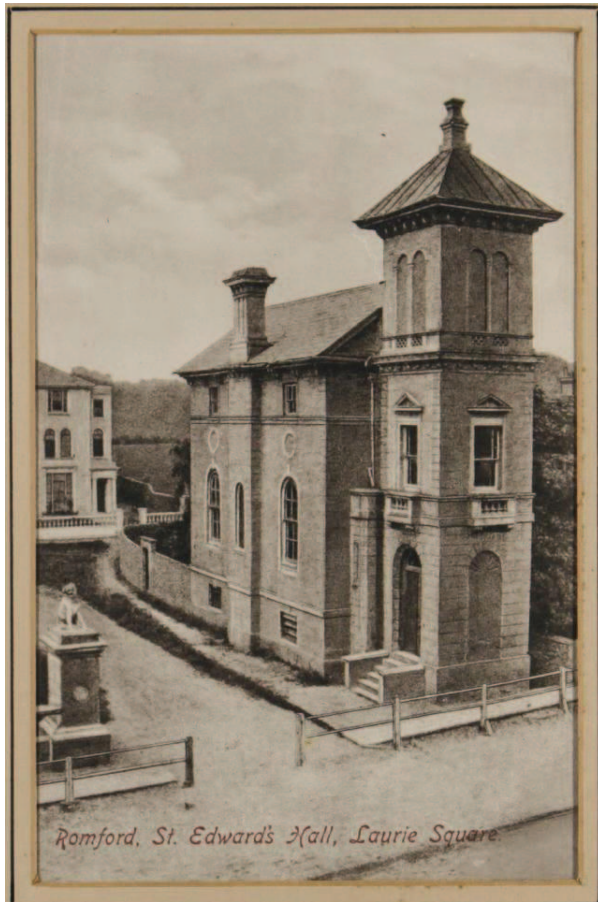


This eclectic approach was continued in new circumstances in the middle of Romford in the mid-nineteenth century, when the results of the Industrial Revolution began to dramatically change the nature of the town from being a centre of agricultural trade to being a residential and a sub-urban centre.



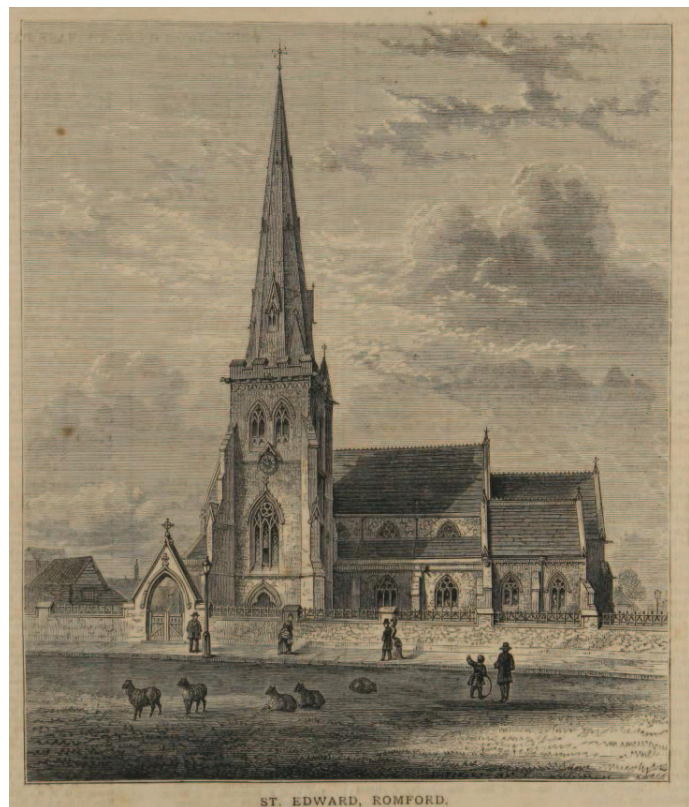
Laurie Hall Romford

The development of Laurie Town and the new St. Edward's Anglican Church around the Market Place brought together a consciously eclectic mix of historicist styles, from the Neo-Classicism of Laurie Hall, to the Renaissance Revival of St. Edward's Hall and the Gothic Revival of the new church.



St Edward's Hall (left) and St Edward's Church (below)

Historical authenticity was not a concern for the builders of the town in the mid-nineteenth century. In order to build the Gothic Revival St. Edward's Church by the Market they knocked down the genuine 1410 Gothic church which had stood on the site before. An eclectic mix of different styles of building clearly was important to them though, and so they brought together buildings based on styles from a variety of different countries and centuries to try to make a coherent whole in the centre of a rapidly changing and expanding town characterised by new industries, new residential streets and new social concerns.

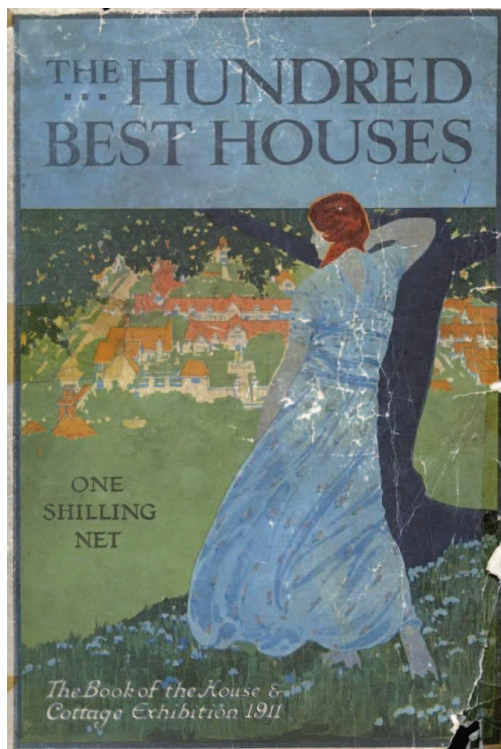


D: AUTHENTICITY.

Ironically, however, the building of the new St. Edward's Church did see the beginning of a concern for historical authenticity and the value of old buildings for their own sake in the borough. This concern was to grow over the next century or so. One Romford resident, Mr. J. R. Prior, who lived in Como Cottages, wrote with regret at the loss of the 1410 church;

"A long farewell! May Memory's quickening power
Recall the past in joy's or sorrow's hour,
One smile, or sigh, of pleasure or regret:
Though thou wilt only live with 'byegones'....."

At the start of the twentieth century a concern for authentic materials, construction and manufacturing processes was important to the "Arts and Crafts" ideas behind the development of Romford Garden Suburb by Raphael Park.



In part a reaction against the industrialisation and standardisation of manufacturing in the nineteenth century, the "Hundred Best Houses" catalogue of the exhibition of houses at Romford Garden Suburb in 1911 emphasised; "There are to be seen at Gidea Park houses and cottages of every kind of external material - brickwork in greys, reds and soft purples - thin bricks such as were used by builders of two centuries ago, soft sand-faced tiles that time will mellow, and lichen-tinted tiles that have been carefully preserved when some old cottage was pulled down" and described how the setting of the exhibition was "rich in historic traditions and natural beauty".

Over the next fifty years, ideas on the role of the authentic historic environment within the environmental aesthetics of the borough changed and developed. In the 1930s a development of avowedly modern homes was built next to the Arts and Crafts estate in Romford, the catalogue for that exhibition established that one of the aims

for the development was "to demonstrate the most recent developments in all that pertains to British architecture, building materials, housing and garden accessories" and Maxwell Fry - a member of the Royal Institute of British Architects - said that the exhibition was "revolutionary in every respect".

During the 1950s and 1960s debates raged over the balance between maintaining the historic environment and introducing the new infrastructure to enable the economy and modern life to develop, with successful campaigns launched to save the Clockhouse in Upminster and Fairkytes in Hornchurch, while campaigns relating to other features such as much of eastern end of the Market in Romford and Hornchurch High Street were not

successful. As late as the 1990s debate raged on how much of the former Brewery buildings and then the old hospital buildings at the former Oldchurch Hospital site could and should be converted to new purposes rather than being demolished. One local resident argued unsuccessfully that a greater proportion of existing buildings on the Brewery site than were ultimately conserved could be adapted to new uses, and that this would be an “added attraction, providing continuity at the same time shortening construction time and minimising the use of costly resources” (Patrick Curtin, “Strategic Centres in Greater London”, University of Greenwich, September 1994).

At the same time as these debates were raging, statutory protection for the historic environment was growing, with central government passing an increasing number of laws to protect both the national historic environment and to give local authorities powers to protect the local historic environment, including powers to declare conservation areas in the 1960s. These changes reflected the contention that the historic environment in all its various forms plays a positive role in a broader eclectic environment in general, and provide the grounding for our current aesthetic of mixing old and new, green and natural in coherent and well thought-out townscapes and landscapes.

2: A SENSE OF FREEDOM.

The popularity of studying and learning about the histories of Havering among Havering residents is huge



Induction training for volunteers involved in the Heritage Lottery funded Romford: the birth and death of a Victorian Town

When consultants examined the idea of a local history museum being established in Romford for the whole of Havering, they reported that the levels of support for the

project which existed among Havering residents was enormous and unprecedented on a national level. Indeed, the success of Havering Museum in Romford High Street, run by a large team of volunteers, who are themselves co-ordinated by volunteers is testament to the commitment which local people have to local history.

The role which volunteers play in the work of the National Trust at Rainham Hall, in Upminster Windmill Preservation Trust contributing tens of thousands of pounds worth of volunteer time to the current bid to Heritage Lottery Fund to restore the mill further emphasise the point. So do the popularity of Havering Historic Environment Forum, sessions organised by the Council earlier this year to examine how the centenary of World War 1 in the borough will be marked over 2014-2018, the large memberships of Gidea Park and District Civic Society and Havering-atte-Bower Conservation Society, and the attention which Friends of Parks groups pay to the history of the landscape of the park which they are interested in throughout the borough. And that is to name but a few of the manifestations of the enormous interest which Havering residents have in the histories of society and landscape in this borough. The Romford Recorder reports that their local history pages are among the most consistently popular parts of the paper.

Surveys of Havering residents show high levels of agreement with positive statements about local history. When asked which facilities people did not currently use, but would be interested in using in the future, museums and galleries came out top in the 2010 Cultural Services survey carried out by Leisure-Net Solutions Ltd for Havering Council, with 30% of respondents identifying these as the things they would be most interested in using. In addition to this "Heritage and History" were identified separately in second place with 27% of respondents interested in doing more associated with this activity. When asked specifically about heritage, 70% of respondents gave a score of more than 8 out of 10 to the statement "Heritage in Havering is a valuable asset to the borough" and 74% gave a mark of 8 out of 10 or more to the statement that visiting local heritage facilities and sites was "fun and enjoyable". 72% of respondents said they wanted to learn more about heritage in Havering.

There is wide-ranging recognition that local history facilities can contribute strongly and very cost-effectively to a wide range of other social agendas.

An interest in local history can help to maintain active minds and promote mental and physical health among older people. It can help to bring people together and tackle the causes of isolation and loneliness, with the depression and poor physical health which go with them among older people.



Havering Museum staff work with care home residents

Objects and documents in museums and archives can be used to foster a sense of enquiry among pupils and students in school and thus to not only support the curriculum in history and geography, but also to support learning in general, as the desire to enquire, to explore, and hence to learn, is central to the education process in general, whether applied to Science, Mathematics, English Literature, languages or the arts.

Equally, heritage and the historic environment are important supports to the economy, creating an attractive and interesting environment in which people want to come and shop, and also as a means of attracting footfall to a town centre.

But, important though they are, these may not be the essential reason why people are so interested in the histories of the places where they live.

In the mid nineteenth-century, one painter thanked God for revealing to him what he believed to be the underlying purposes at work in history. Though couched in terms which we would now no doubt feel uncomfortable with, the painter's view does express the sense of freedom, liberation and control which his belief that he has "understood" history brought him. In a modern context, this may well be the same reason why local history is so very popular with so many people in Havering today. It brings a sense of some sort of order and worth to the processes in the world around us, and in this respect it is liberating and gives us a sense of freedom because it leaves us feeling that we do have some sort of control over the world around us. Whether these feelings are justified or not is debatable, but it should be suggested that in a contemporary context, they are perhaps the most powerful reason why local history is so very popular.

Writing the the mid-nineteenth century, Rev'd Anthony Grant of St. Edward's C. of E.

Church in Romford expressed regret at the sale of the rights to the Royal Liberty of Havering by the Crown in the 1820s. Equally, in 1880, George Terry (the first historian of Romford) regretted the enclosure of common land in the Liberty of Havering in the early years of the nineteenth century, writing that because of this;

“the people, notwithstanding, were deprived of a benefit which they had long enjoyed; their liberty within the so-called Liberty was curtailed without adequate compensation, thus, doubtless, suggesting to the minds of some the sentiment expressed in the lines -

‘The fault is great in man or woman,
Who steals a goose from off a common;
But who can plead that man’s excuse,
Who steals the common from the goose.’ “

Both Terry and Grant’s views do seem to me to illustrate that a sense of freedom, of personal liberty, is important to people. Though they relate only tangentially to local history itself, I suggest that study of and learning about local history have a similar effect on the modern resident which the areas of concern that Grant and Terry had on the individual sense of freedom in the nineteenth century. An understanding of local history is felt to boost our sense of self-worth, our believe that we have some control over the world around us, and thus to increase the sense of freedom and liberty which are an important part of our culture.

The Following Images are reproduced courtesy of Havering Library Service-Local Studies:

Rainham Church & Rainham Hall

Repton’s Cottage, before and after improvements

Hindu motifs, extract from Loudon’s nineteenth century reprint of some of Repton’s work.

Repton’s drawing of Dagnam Park

Laurie Hall, Romford

St Edward’s Hall, Romford

St Edward’s Church Romford

Cover of the “One Hundred Best Houses” Exhibition at Gidea Park, 1911

Induction training for Volunteers

**ANNUAL REPORT OF
THE CHAMPION FOR the OVER 50'S**

Champion for the Over 50's – Councillor Pam Light

I would like to congratulate all staff and volunteers who by their hard work and dedication make such a difference to the lives of the older residents of this Borough.

As you will see this, report is a brief summary of the services and opportunities for older people in Havering which continue to be provided and grow despite continuing budget restraints.

I have decided not to read it all to you, but recommend that you all do in order to keep your older residents informed and ensure that they can all live as long, healthy and active life as possible.

I recommend this report to the Chamber.

It is quite well known that Havering has the highest proportion of people over retirement age than anywhere else in London. With this in mind, the Council is doing a great deal, in partnership with the voluntary and community sectors, to help older people live healthier, independent lives for as long as possible. This report provides a brief summary of just some of the activity that has taken place this year.

Active Living

The last year has seen a lot of activity going into supporting Havering's older residents as part of our new "*Active Living*" programme for the over fifties. This five-year project is being delivered in partnership with a host of voluntary sector organisations including the Over fifties Forum, HAVCO, Citizens Advice Bureau, Age Concern and the Havering Museum.

The four aims of Active Living are:

1. Social
 - Helping to improve social opportunities for older adults, meeting new friends and trying out new activities.
2. Healthy
 - Expanding the opportunities to get fit and active, from gentle exercise classes, and walks, to the provision of free swimming for the over 50s at off peak times.
3. Supported
 - Making sure that everyone has someone they can turn to for a chat, advice or help around the house. This includes befriending, providing training and support for volunteers to visit isolated people; and supporting a trustworthy handyman service to carry out minor household repairs and adaptations for residents.
4. Involved
 - This will provide local people with many more opportunities to volunteer and get involved in their local communities.

Active Living Week

A number of events and activities were held for older residents throughout the borough, including at libraries and at Fairkytes Arts Centre during 'Active Living Week' which started on September 29, leading up to Silver Sunday on October 6. The events were aimed at helping people over 50 stay independent, have fun, make new friends and share interests.

Havering Circle

The Havering Circle was launched just over a year ago. During that time, it recruited many members and held several social occasions. I was very disappointed to hear that due to the current financial climate all the Circles across London have had to close. I hope that the members of The Circle will be able to take over the scheme with the Council's support. In the meantime, all the members will receive a letter informing them of all the other events across the Borough. Several coffee mornings will be held at the Queen's Theatre to help all members access local opportunities.

Free Swimming

Also part of Active Living is the hugely popular free swimming offer which the council has negotiated with SLM to continue to offer free swimming to people over the age of 50 at off peak times, at Hornchurch and Central Park leisure centres as well as Chafford Sports complex. Free swimming is another important initiative in helping to keep people fit and active for longer.

Other Active Living activities

There are a range of on-going activities as part of Active Living being delivered in partnership with the voluntary sector including:

- The variety 'reminiscence' clubs for older people at Havering Museum, run by local volunteers
- The continuation of the hugely popular 'Perky Pensioners' and Pub Clubs with Age Concern, where older people have the chance to meet each other and socialise



Volunteering

This year the Council is working with Citizens Advice Bureau (CAB) to recruit older people as volunteers, to support a range of activities including inter-generational work with young people, community clean-ups and another phase of the 2011 successful 'Over 65s consultation' project, where trained volunteers visited over 650 older people in their homes to provide information on all the support and social opportunities available to them locally.

Cold Weather Befrienders

The Energy strategy team has been working hard this year on the Council's fuel poverty programme, and one element of this is some specific befriending support for isolated older people, the Cold Weather Befrienders scheme.

Working in partnership with HAVCO, who have recruited and trained 50 volunteers to check in on 50 vulnerable older people, many who are living alone, during the winter months so that in times of bad weather they are still able to keep warm in their homes. The volunteers do an excellent job in making sure they have enough food, picking up prescriptions and just spending some time to have a chat with people who might otherwise not see anyone for days. The programme has been nominated for an Association of Public Service Award and I hope to see it continue and grow in future years.

Faith Sector

Faith organisations have the potential to, and do, provide support to older and isolated residents. However, they generally lack the capacity to participate in traditional local government structures or to run large scale volunteer programmes without funding, training and other professional support. They may not be aware of how to refer people to public services, or indeed what services are available for people in need.

Last year, a faith outreach survey was undertaken which demonstrated the type of activities currently provided and areas where the faith groups would benefit from additional guidance and training. An action plan was developed to address the issues identified. The survey highlighted that the faith community required support in understanding and development within four areas:

- mentoring,
- befriending,
- cultural awareness
- dementia awareness.

Training around mentoring, befriending and cultural awareness was provided for the Faith groups during May – July. In addition a Dementia & Alzheimer's Awareness event was held at the Salvation Army Centre for all residents on 19th June, 2013.

Arts Service

Older people continue to enjoy an enhanced offer of arts and culture in Havering, with this age group making up over 60% of attendees at both the Queens Theatre and Fairkytes Arts Centre.

Concerts, shows and activities at both centres are consistently programmed with older people in mind, and Fairkytes hosts a wide range of community and voluntary groups such as the music appreciation society and the Dawn Chorus.

Special events such as this year's outdoor performance of the Mikado in Fairkytes Garden have also been staged with an older audience in mind.

The Over 60s Artist of the year competition and the Over 60s Musician of the year competition have and will surely prove as successful and popular as ever, while this year's Short Story Competition also features a section purely for Over 60s writers.

Fairkytes

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.

Health & Sports Development

The Health & Sports Development Team continue 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.

Libraries

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.

Queen's Theatre

Many foyer events are especially enjoyed by older people, a full programme of which can be obtained from the theatre as well as details of the over fifties musical theatre dance work out every Tuesday 11am to 12pm until 11th April. A coffee and a chat or a light lunch can also be enjoyed in the cafeteria.

Havering Over 50's Forum

Havering Over 50's Forum has had another successful year. The success can be measured by the popularity of the monthly forums which are attended to full capacity. In addition to dispensing advice, acting as a sounding board for new services, the forum has arranged a number of visits outside the borough which have been extremely popular. The regular newsletter is widely distributed and provides key telephone numbers and information about campaigns that are happening in the locality. Two campaigns are being run at this time concerning a Minister for Older People and training for mobility scooter users.

**ANNUAL REPORT OF
THE CHAMPION FOR THE
VOLUNTARY SECTOR**

VOLUNTARY SECTOR REPORT 2013-2014.

I have divided this year's Voluntary Sector Report into 3 sections;

1. Health and Social Care.
2. Education.
3. Culture.

1 HEALTH AND SOCIAL CARE.

North East London Foundation Trust are to begin establishing the basis for co-production of health services for disabled children with Havering voluntary groups representing parents, carers and vulnerable and disabled children. The local authority and Havering Clinical Commissioning Group (CCG) will also be part of this work following a meeting between interested parties which I facilitated in February this year.

The work will enable provider, service users and commissioners to consider how to make best use of diminishing resources to achieve positive health and care results for all concerned.

"Healthwatch", representing patients in Havering, plays an active part in the Havering Health and Wellbeing Board, contributing to discussion on inspections of healthcare provision in the borough, hospital provision in the borough, proposed changes in a number of areas of care affecting residents of the borough including cancer care, and working with healthcare providers including the local CCG, the local authority, national, regional and local health bodies.

Voluntary sector groups continue to an important part in the health and social care infrastructure of the borough, representing and providing services for carers, people with specific long-term conditions, children's and older people's health and social care provision.

As further steep public-sector funding reductions are introduced over the next few years, a new relationship between the community and professional health and social care sectors will be of great benefit to enable services to be commissioned and produced in new ways and minimise the negative effect of funding reductions within the community. This will, no doubt, require new ways of working on both sides to achieve an effective shift of power from the local government and state sector to the community and voluntary sector, while at the same time ensuring efficiency, efficacy and accountability of the use of public resources by the voluntary and community sector.

2 EDUCATION.

New ways of providing a number of educational services including work with the voluntary and community sector are proving effective and helping to ensure that community facilities for learning are used to the maximum benefit.

Havering Music Education Hub Advisory Group brings together charitable arts

organisations such as Havering Theatre Trust (Queen's Theatre) and London Symphony Orchestra with music education professionals from Havering Music School and advisors from Culture and Education within the local authority to oversee the development of and advocate for schools' music and performance in Havering.

The Hub has reinforced and introduced new links between music teachers and pupils in Havering and charitable professional arts organisations to ensure high-quality experience of making and hearing music for Havering pupils.

Alongside this, Havering Music School has piloted new ways of delivering music education for Havering pupils in a variety of schools, including those in areas of higher deprivation, and across the piece the results show an increase in the numbers of children studying music, an increase the numbers studying instruments, and an increase in the amount of time that children spend with teachers.

Havering School Sports Collective provides a cost-effective way of promoting high-quality sport and physical activity in schools, contributing strongly to educational and health goals for children and young people. The Collective also seeks to maximise links to the voluntary and community sports sector in the borough, both to ensure maximum benefit for young people from existing facilities and to help to ensure the long-term sustainability of this very important part of the sports infrastructure in the borough.

So far, the work of the Havering School Sports Collective seems to be showing an increase in the range of sports that Havering pupils can take part in, and an increase in the number of pupils taking part in sport and physical activity and Key Stage 2.

Havering is one of only a handful of local authority areas in the country to have an organisation similar to this. The Collective is led by Emerson Park and Coopers Coburn Schools, who work in partnership with the Council's Sports Development section.

Romford Contemporary Arts Programme (RCAP) brings together the increasing community of artists and people working in creative industries in Romford with local further education providers and volunteers in a range of disciplines including property and legal skills to locate venues for artists and students to work in.

RCAP facilitates new ways for local education providers to work with artists in community settings, using the arts to examine a range of environmental and social issues, as well as exposing art student and Havering College and Havering Sixth Form College to the realities of working in artistic practice and enabling them to gain greater experience before moving into employment or self-employment in the arts.

In a recent project in early 2014 RCAP worked with 170 students and pupils from a variety of Havering schools and colleges.

Objects and artefacts which can help support the teaching of the new National Curriculum for history in Havering schools are held by the voluntary charitable organisation Havering Museum Ltd. the new National Curriculum places greater emphasis of the study of local history and local examples of national trends, and the museum holds objects relating to all periods of historical development which can be

used to illustrate and explore historical change in a stimulating way. The museum enjoys a strong relationship with local schools and also with the Havering Library Service Local Studies and Family History Centre. Schools are able to purchase services which the museum offers to enrich the teaching of the curriculum locally.

3 CULTURE.

Innovative, successful and sustainable approaches to using volunteers to deliver services have been developed by Havering Library Service.

Over the last year, 323 people of all ages volunteered in Havering Libraries, which equates to three volunteers for every one member of staff. This has enabled the delivery of a number of important projects such as the Summer Reading Challenge for 3,868 Havering school pupils, Reading Buddies who support reading development among people with weaker literacy of all ages, the digitisation of archive material relating to Rainham and Victorian Romford held by the Local Studies and Family History Centre in Central Library and the provision of IT Support to local residents to increase confidence with IT and help with computer-based tasks.

This approach, which is opening up a wide range of volunteering opportunities for local people is done in a way which is so successful because it enables savings to be made and resources to be re-focussed on areas of library service which are less popular with volunteers, thus contributing to the unique success of Havering Library Service in significantly increasing membership, reducing costs and protecting the availability of library services at a time of very significant public spending reductions.

Friends of Parks groups continue to make a very valuable contribution to the quality of the natural and green environment in the borough. Each Friends group has a different area of focus depending upon the park and local community, varying between work with young people, active conservation work, fund-raising and bidding for funds, organising events and helping with maintenance. Over the last year Friends of Parks groups have also contributed financially to projects and programmes in Havering parks, adding to the £7,809,056 capital that Havering Council has made available and £2,292,000 sourced by the local authority in partnership with Friends groups from bodies such as Heritage Lottery Fund and Veolia North Thames Trust.

Thames Chase, Essex Wildlife Trust and the RSPB also make a very important contribution to the enjoyment which residents can get from the local natural environment, running visitor centres and events and also, in the case of Thames Chase and RSPB, maintaining the landscapes that they are responsible for.

Havering Theatre Trust, who run the Queen's Theatre, are one of the most successful, largest and longest-established charities in the borough. The Trust continue to make new works of theatre for residents to enjoy and to play an important part in the nation's theatrical tradition by doing they. By making new productions locally the Trust also contributes significantly to a number of other key social agendas as well as cultural and artistic priorities. Productions offer older people a chance to socialise and see high-quality and enjoyable shows locally, thus contributing strongly to ensuring older people's health in the borough, tackling isolation and the mental and physical health problems which arise from this in older people. The work of the charity's education

programme also plays an active role in promoting education in the borough by contributing material which teachers can use to improve teaching of a number of aspects of the curriculum in a wide range of subjects. The theatre's youth groups are among the largest youth groups anywhere in the borough, contributing strongly to the shared objectives of the borough's Youth Vision.

I have already referred to the strength of Havering Museum Ltd. in relation to the development of education in the borough.

**ANNUAL REPORT OF
THE CHAMPION FOR YOUNGER
PERSONS**

Champion for Young People - Cllr Rebecca Bennett

Encouraging Young People to use Libraries

Libraries run lots of projects with young people to encourage them to use local libraries more often and develop literacy skills. One example is the visual literacy project that is run each year and is linked to the Kate Greenaway Award, an annual award for an outstanding book in terms of illustration for children and young people. The Library Service work with two schools and 4 Chatterbooks reading groups (library reading groups) to shadow the award by asking children to post contributions on the website and champion their favourite book; they then see if their chosen book wins the award. The project encourages children to understand visual literacy and provides a way to access books for those with lower literacy levels.

In addition, Havering Libraries were selected as one of the authorities whose children help the Reading Agency to put together a collection of books for the Summer Reading Challenge in 2013. This was run in Gidea Park Library and involved 15 children viewing the nominated books to come to a final decision about which ones would go through from Havering.



Councillor Andrew Curtin a volunteer on the Summer Reading Challenge

In 2013, Havering Libraries joined part of a pilot project across London to link the popular Arts Award which helps young people learn to work independently and helps them to prepare for further education and employment, to the Summer Reading Challenge. The project is managed by Trinity College London in association with Arts Council England. The pilot was a success and 15 children successfully gained their Arts Award over the summer.

The Library Service also encourages young people to use libraries for IT and other activities. The popular 'Geek Week', which includes a number of events, has been run twice this year from Romford Library. These included Raspberry Pi Programming, Film Showings, Minecraft sessions and the opportunity to have an interactive photo taken.

Poetry by Heart County competition

On the 5th February Romford Library hosted the annual Poetry by Heart Competition final for the 2nd year running. Young people from East London Schools and Colleges battled it out to win a place in the regional and national finals to be held at the National Portrait Gallery in March. Over 60 people watched the students recite their poem choices. It was a tense time waiting for the judges to decide on the winner, but after much deliberation, Fey Popoola from Havering 6th Form College was declared the winner. Councillor Andrew Curtin presented prizes to all the participants

YAB! Youth Advisory Board

The Library Service are putting together a Youth Advisory Board to inform current and future services for young people. Roles for those on the board will include running meetings, devising and running consultation, contributing to social networks and website and generally providing an opinion. Voluntary and training opportunities will also be provided for the young people to add to CVs or personal statements.

Library Smart tables

The Library Service has become one of the first in the country to invest in the new SMART table technology. With one table already located at Romford Library, its the first 42" HD, LCD multi-touch, multi-user interactive learning technology of its kind that promises to get people excited about learning.

The SMART table allows up to eight people to use it at one time and comes with 1,500 ready-made activity packs, which encourage shared learning. It is also compatible with 3D multi-media content and has applications that are specifically designed to support children and young people with Autism, as it helps them to predict and control their environment with games that include repetition, pattern and similarity.



SMART table technology in Romford Central Library

More tables have been ordered for the new library in Rainham due to open in May and the new Harold Hill Library which will be completed by the end of the year.

Youth Forum

In January the first Youth Forum took place at the myplace centre in Harold Hill. The forum provided an opportunity for Council Services, partners and young people to come together and discuss how the Youth Vision and Assets Framework, which was approved by Cabinet in 2013, can be rolled out.

Young people at the Forum also gave a useful and honest insight into what it is like to be a young person in Havering. Feedback from the event was positive and there are plans to hold another forum in the spring.



Members of Havering's Youth Forum

RCAP REACT Project

Following the success of the NICHE project which stands for 'Non-Institute of Collaborative Happenings and Endeavours' in May 2013, RCAP launched 'REACT' early in 2014. The project, which was located in the old Gojis restaurant near Romford Train Station, was based around socially engaged art. The aim was to demonstrate to further education students that whilst art can be a 'product' it can also be used as a vehicle for social change and to raise awareness of the moral/ethical dilemmas attached to work of this nature.

Another aspect of the REACT Project was an outreach project focusing on introducing pupils from local schools to the art community in and around Romford. During a 3 hour program school pupils looked at the work produced by local artists and art students during the REACT project, giving the classes a unique insight into art practices in the local area, and how this can be used to work with the community. During the time on the outreach project pupils from schools produced a collective piece of original artwork with the students at REACT, in response to the work on display.

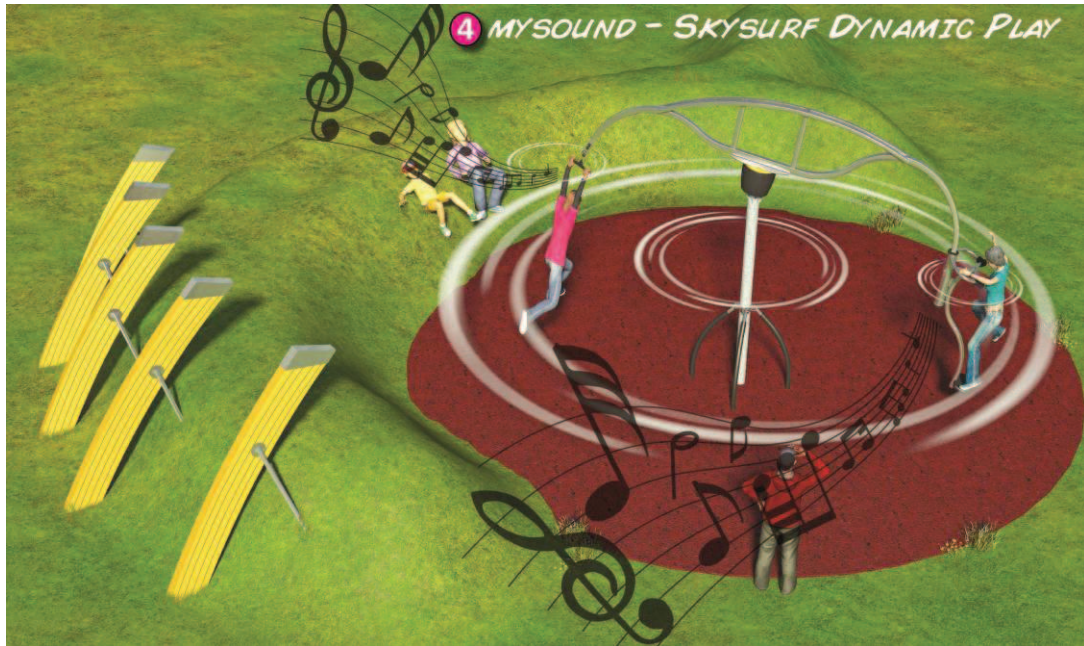
New Park facilities in Harold Hill



Artist impression of the natural play area, part of the proposed new park facilities

A £1.5million improvement programme for Central Park in Harold Hill began in October which will include new facilities for children and young people, including a new state-of-the-art skate park, a multi-use games area, a new children's play area, and a BMX track.

The scheme forms part of the Harold Hill Ambitions programme, which aims to improve cultural facilities and revitalise the area. More than 1,500 local people were consulted with to ensure the design of the park met their needs, including young people who regularly visit the nearby myplace centre, which will be linked to the park through a new pedestrian bridge alongside Dagnam Park Drive.



Artist impression of skysurf dynamic play area, part of the proposed new park facilities

The improvements at Central Park form part of large scale investment throughout Harold Hill's parks, with work currently underway at Bosworth Field and the Broxhill Centre where there are plans for a new high-quality sports park.

Sports Development and the School Sports Collective

In Partnership with the School Sports Collective, a partnership of both primary and secondary schools, and the Council's Sports Development Team a number of events have been run aimed at disabled Children and Young People. The last year has seen a marked increase in interest by and within schools and participation in borough and inter-borough events. Events delivered have included primary and secondary Panathlon and Boccia Competitions, Disability Swimming Gala, Disability Athletics Competition and Adaptive Indoor Rowing Competition. These are supported by Young Leaders who volunteer their time and skills to help run the various events.

The School Sports Collective also supports schools to develop disability sports clubs and disability sport is becoming more embedded in school PE programmes. For example, there is now a Disability Multi Sport Club at Redden Court School, a Boccia Club at Cockhouse Primary School, and Blind Football and Sitting Volleyball at the Royal Liberty School.

Amy Marren, a Hall Mead pupil (aged 15) who trains with Romford Town Swimming Club and competed in the London Paralympics, winning 4 golds and 2 silvers in the World Para Swimming Championships, has now agreed to

act as a student champion for the School Sports Collective. Amy provides an inspiring role model for disabled young people in the borough.

Music School's 'Remix the Mix'

Young Musicians are getting the chance to enhance their musical skills and try something new through the 'Remix the Mix' project, which aims to help pupils to bridge the gap between traditional orchestral performances with more urban youth music.

The project began in August with a visit to the Urban Prom at the Royal Albert Hall, followed by an open mic 'Push' event in November at the Broadway Theatre. Workshops have also been held throughout the Autumn term and will continue into the Spring.

The Project, which Havering Music School has run in partnership with neighbouring Barking and Dagenham Community Music Service and the urban arts organisation Bigga Fish, has seen the Remix the Mix Youth Orchestra join forces with local urban musicians. Together they have remixed and refixed well known classical pieces, creating brand new tracks that explore the best of both worlds. The resulting finale concert, to be held at the Broadway Theatre, Barking on Sunday 2nd March, promises to be a compelling marriage of musical genres.

Take Five summer school - Royal Opera House

Havering is one of five areas working with the Royal Opera House from 2012-15. In July, the first summer school, titled Take Five (to reflect the five partner areas), took place at Palmer's College, Thurrock, near the Opera House's production park in Purfleet. Seventeen young instrumentalists and six young singers from Havering took part (out of a total of 75 young people). They worked with a professional conductor, director and workshop leader from the Opera House and two professional principals to re-imagine Bizet's *Carmen* and after just three exhilarating days to perform a semi-staged version of numbers from the opera.

In December the entire Take Five company were invited to the schools' matinée performance of the full production of *Carmen* at the Royal Opera House in Covent Garden. After the performance they met a member of the chorus and orchestra for a question and answer session.

Applications are now open for the 2014 Take Five summer school.

TRY Orchestra

The Thames Reach Youth (TRY) Orchestra is a partnership between Havering Music School, Barking & Dagenham Community Music Services and Thurrock Music Services, which aims to provide members with unique musical experiences. Students from all three areas enjoyed a short workshop and informal concert to parents in July, focusing on popular film music including excerpts from *The Phantom Menace*. They met again for two days in the October half-term for a course playing ballet music, including Tchaikovsky's *Swan Lake* suite and the *Galop* from *Tales of Hoffmann*, better known as the CanCan.

In the February half-term, the Orchestra is working with award-winning composer Thomas Hewitt-Jones, in a brand new piece commissioned especially for them and will also play music from the Viennese tradition.

Youth Messiah

In December, pupils from Havering schools and choirs formed part of 1200 young people who came together with the English Festival Orchestra and soloists, Daisy Brown, Rosemary Clifford, Oliver Johnston and Gareth Brynmor John, all under the direction of Suzi Digby OBE, to perform Handel's *Messiah* at the Royal Albert Hall.

The concert was an extension of the annual *Messiah from Scratch* which has been at the Royal Albert Hall each Christmas since 1974. The project encouraged young people to perform Handel's *Messiah* in its full SATB (soprano, alto, tenor, bass) version. Mentors from the National Youth Choirs of Great Britain and the London Youth Choirs were on hand to provide vocal support to encourage the least experience singers, providing a great opportunity for young people to develop their vocal skills.

Noye's Fludde – St Edwards Church

In July, after much research, mask making and rehearsals, over three hundred four to eleven year olds from St Edward's School took their parts as animals in the community production of Benjamin Britten's opera, 'Noye's Fludde' in July at St Edwards Church in Romford. The orchestra for the production also included a dozen Havering Music School students and a number of their instrumental teachers. The event provided an opportunity to introduce young people to opera, as well as develop and diversify their skills and abilities. The performance went well and all children were congratulated on their excellent behaviour throughout the rehearsals and final production.



COUNCIL, 26 MARCH 2014

REPORT OF THE CHIEF EXECUTIVE

SUBJECT: COLLECTIVE INVESTMENT VEHICLE

On the 11 February 2014 the Leaders Committee of London Council's approved a report and the underlying business case supporting the creation of a Collective Investment Vehicle (CIV) across London. All London Boroughs have been invited to join on a voluntary basis.

The Leaders Committee have endorsed the following in order to establish the CIV.

- a) A private company limited by shares be incorporated to be the Authorised Contractual Scheme Operator (ACS Operator)
- b) Local Authorities wishing to participate will :
 - o become shareholders in the ACS Operator
 - o contribute £1 to the ACS Operator as initial share capital.
 - o Appoint an elected Councillor to act for the Local authority in exercising its rights as a shareholder of the ACS Operator.
- c) A new Joint Committee (The Pensions CIV Joint Committee) will be established to act as the representative body for those London Boroughs wishing to participate in the arrangement.

The following overarching principles were adopted during the development of the proposed structure.

- Investment in the ACS should be voluntary. A borough should be able to decide they do not wish to participate, or to the extent they initially decided to participate, to choose to withdraw their investment.
- If a borough chose to invest, it will be able to choose which asset classes to invest into, and how much they might invest into each asset class.
- The boroughs should have sufficient control over the ACS Operator, in order to be assured that it will be acting in their best interests.
- The ACS Operator would provide regular information to participating boroughs regarding the performance of managers, investment options,

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and other areas, so that information continues to be available to the same extent it is currently in order for boroughs to make investment decisions.

- Authorities seeking to invest in the ACS will also take a shareholding interest in the Operator (and have membership of the Pensions Joint committee).
- The ACS will not increase the overall investment risk faced by boroughs.

The Pensions Committee will consider the proposals at its meeting on the 25th March. If the Committee supports the Council's involvement in the Collective investment Vehicle, then the Council will be requested to formally approve involvement in the CIV, becoming a shareholder in the Authorised Contractual Scheme Operator and participation in the Pensions CIV Joint Committee.

Financial Implications and risks:

The Council will contribute £1 in initial share capital. However, further contributions will be required to meet the initial set up costs.

Initial financial implications presented to London Councils suggest that savings will be achieved in management fees. These are expected to outweigh the costs of administration and still produce a net gain for member authorities. The exact position will be dependent upon a number of factors including the number of participating Councils and the sums invested in the ACS.

Whilst the Government is expected to support this form of partnership arrangement there remains a risk that it will produce alternative proposals to merge Local Authority Pension funds. This matter has been the subject of extensive consultation by the Government although there are no plans to bring forward legislation on this matter at present

Legal Implications and risks:

A decision to enter into the agreement for the ACS and to become a shareholder in the ACS operator company (which will be a company wholly owned by the member Councils) has limited legal implications for the Council as it gives the Council the opportunity to invest via the ACS, but not a legal commitment to do so. However it is clear that the intention is that members would make some use of the facility, and it is probable that it would be in the financial interest of the pension scheme to place some funds with the ACS, particularly if its size enables it to obtain better deals with active pension fund managers. However its existence will not absolve the pension committee from reviewing performance of the fund, it would switch from fund managers to the ACS. There will also be a need to ensure that there isn't a conflict of interest for whichever councillor is the

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Council's representative on the proposed joint committee, but that can be addressed when selection occurs.

Human Resources Implications and risks:

None arising directly from the consultation.

Equalities implications and risks:

None arising directly from the consultation.

RECOMMENDATIONS

That in the event that the Pensions Committee recommends that this Council participates in the proposed London Collective Investment Vehicle:

1. That the Council participate in the London Collective Investment Vehicle
2. That the Council will become a shareholder with a share capital contribution of £1 in the proposed Authorised Contractual Scheme Operator - a private company limited by shares
3. That the Council will become a member of the proposed Pensions CIV Joint Committee.
4. That the Monitoring Officer make the necessary amendments to the Constitution to reflect these decisions

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**Cheryl Coppel
Chief Executive**

Background paper List

There are no background papers.

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MEMBERS' QUESTIONS

1 Measures to actively deter the rise in betting shops, amusement arcades, pay-day loan shops and pawnbrokers.

To The Leader of the Council, Cllr Steven Kelly

By Councillor Cllr John Mylod

Question:

Would the Cabinet Member advise what measures are being taken by this Authority to actively deter the proliferation of betting shops, amusement arcades, pay-day loan shops and pawnbrokers across the borough?

2 Briar Road Estate Developments

To the Cabinet Member for Housing, Cllr Lesley Kelly

By Councillor Paul McGeary

Question:

What arrangements are being made to ensure that contractor's obligations are being complied with during the construction stages of the Briar Road Developments currently taking place and how are those obligations being enforced?

3 Spring Edition of Living

To the Cabinet Member for Transformation, Cllr Michael Armstrong

By Councillor Jeffrey Tucker

Question:

The Spring-edition of Living includes a belated article on Page 8 about the merger with Newham that is not clear or accurate.

For example,

It is not clear from the headline 'joined up thinking' that this involves the merger of **all** Havering's back-office administrative services with Newham, particularly when the answer to Q1 only refers to **some** back-office services!

Also the answer to Q5 is wrong too, because it asks, "How much will this really save the council", but the answer only gives a combined forecast saving for both councils! In view of this does the Council Leader regret **not** proof reading the article before publication and does he agree an accurate article informing residents of the Conservative Administration's merger plans should have appeared in Living prior to Members voting on the matter?

4 Air Quality Management

To the Cabinet Member for Housing, Cllr Lesley Kelly

By Councillor Lawrence Webb

Question:

In September 2006 it was declared that the whole of Havering would become an 'Air Quality Management Area' AQMA because of the increasing number of Heath issues arising due to pollution principally from transport. Since that time what if any have been the improvements in the boroughs air quality given that traffic has increased in that time?

5 No of claims submitted to Streetcare due to pavement or road defects

To the Cabinet Member for Client Services, Cllr Barry Tebbutt

By Councillor Ray Morgon

Question:

Would the Cabinet Member confirm the number of claims submitted in 2010, 2011, 2012, 2013 for:

- a) Damage to vehicles from potholes or other road defects?
- b) Injuries or other claims from residents as a result of pavement or road defects?

6 Infrastructure Improvements

To The Leader of the Council, Cllr Steven Kelly

By Councillor Pat Murray

Question:

What is the projected increase in the population in the Harold Hill area when the residential developments approved in the past 4 years have been completed and fully occupied and what plans are there to use part of the capital receipts from land sales and Section 106 Agreements to improve public services and infrastructure that will be needed as a consequence of the inevitable population increase?

7 Green Belt Policy

To The Leader of the Council, Cllr Steven Kelly

By Councillor David Durant

Question:

On 6th March the planning committee approved P1474.13 by 8 votes to 2 with 1 abstention. This green belt application involved replacing a dilapidated 'shed and skip' by the A127 with a large roofed 3 bedroom bungalow.

The application was recommended for refusal as being contrary to green belt policy, particularly due to size, but was presented to committee for a decision because the applicant is a councillor.

Cllr Steven Kelly, please explain why you think this application was approved and whether this has undermined the Conservative Administration's commitment to defend the Green Belt?

8 Inside Havering

To the Cabinet Member for Transformation, Cllr Michael Armstrong

By Councillor Fred Osborne

Question:

Can the Cabinet Member provide details of the cost and circulation of Havering Council's staff magazine 'Inside Havering'?

9 Mini Golf Course, Upminster

To the Cabinet Member for Towns & Communities, Cllr Andrew Curtin

By Councillor Clarence Barrett

Question:

In respect of the mini-golf course in Hall Lane, Upminster, would the Cabinet Member please advise:

- a) what plans there are for the future management of this facility?
- b) when can we expect some investment to improve the facility?
- c) and give an assurance that the facility will always remain as green, open space for recreational purposes?

10 A1306 Heavy Vehicle Movements

To The Leader of the Council, Cllr Steven Kelly

By Councillor Denis Breeding

Question:

What are the expected number heavy vehicle movements in the Rainham & Wennington sections of the A1306 as a consequence of the recent and proposed travel extraction activities and subsequent land fill operations?

11 Streetcare compensation paid out

To the Cabinet Member for Client Services, Cllr Barry Tebbutt

By Councillor Linda Hawthorn

Question:

Would the Cabinet Member confirm the total amount of compensation paid out arising from claims against StreetCare in 2010, 2011, 2012, 2013?

12 Compromise Agreements

To the Cabinet Member for Transformation, Cllr Michael Armstrong

By Councillor Linda Van den Hende

Question:

Would the Leader confirm for each of the past six years the following information:-

- a) The number of staff who have signed compromise agreements?
- b) The total amount paid out under such agreements?

13 Public Health Grant 2013/14

To The Leader of the Council, Cllr Steven Kelly

By Councillor Nic Dodin

Question:

This Authority received a public health grant of £8.8 million for 2013/14, would the Cabinet Member advise members how much has been spent to date, what is the projected expenditure at year-end and if the agreed priorities are being met?

14 Publishing expenditure data over £500

To the Cabinet Member for Community Safety, Cllr Geoffrey Starns

By Councillor GillianFord

Question:

While the publication of all expenditure items over £500 is up to January 2014 on the council website, October, November and December are currently missing. Would the Cabinet Member explain why there seems to be an on-going problem in publishing this data?

15 Street Cleaning

To the Cabinet Member for Client Services, Cllr Barry Tebbutt

By Councillor John Wood

Question:

Would the Cabinet Member confirm:

- a) What steps are in place to ensure that each road (including any adjacent public alleyways) is swept in accordance with the cleaning schedule, including the removal of dog faeces?
- b) Where can members see performance information to see how often targets are met?
- c) How street cleaning is monitored by managers?

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MOTIONS FOR DEBATE

A POTHOLES AND ROAD DEFECTS

Motion on behalf of the Residents' Group

This Council notes the proliferation of potholes and road defects appearing on our roads and agrees to adopt a long term solution through:

- a) releasing enough resources to equip the StreetCare department with sufficient funding to undertake the necessary works
- b) establishing a full audit of all roads which is open to public inspection
- c) introduce a performance indicator that gives a timescale from when a pothole is reported to when it should be repaired
- d) introduce a quarterly monitoring report which becomes a standing item on the Environment Overview & Scrutiny Committee

A1: Amendment by the Administration

This Council notes with approval the substantial and additional funds allocated by the Administration to dealing with potholes and road defects appearing on our roads.

B SHARED SERVICES

Motion on behalf of the Independent Residents' Group

The Council regrets that the Administration did not advise the Council of the possible change of leadership and the former Leader's potential new employment when the shared services presentation was given to the Council meeting held on 27th November.

B1: Amendment by the Administration

The Council notes that the former Leader's potential new employment had no bearing on or connection with the Shared Services presentation given to the Council meeting held on 27th November.

C PUBLIC INFRASTRUCTURE IMPROVEMENTS

Motion on behalf of the Labour Group

This Council believes there is a need for new affordable housing in the Borough to address the lack of supply and the high demand for homes, however, recognises the need to address the consequential demands on public services and therefore proposes, with its partners in the public and private sectors, to plan and implement improvements in the Borough's infrastructure to address the needs of all residents.

C1: Amendment by the Administration

This Council notes with approval the new affordable housing in the Borough procured by the Administration, often in the face of opposition from the Labour Group, to address the high demand for homes and, recognising the need to address the consequential demand on public services, supports the work done to progress the community infrastructure levy.

D REGULATORY SERVICES COMMITTEE

Motion on behalf of the Independent Residents' Group

This Council reminds Members and substitutes on the Regulatory Services Committee that they must not undermine public confidence in the planning process by completely disregarding officer advice and the Council's Green Belt planning policy when voting on planning applications.

D1: Amendment by the Administration

This Council supports the code of conduct in dealing with planning applications and the provision of training for those Members who need it.

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