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Havering
LONDON BOROUGH

ANNUAL MEETING OF THE COUNCIL

**7.30 pm Wednesday, 11 June 2014
At Council Chamber - Town Hall**

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

Monitoring Officer

For information about the meeting please contact:

Anthony Clements

Tel: 01708 433065

Email: anthony.clements@oneSource.co.uk



Please note that this meeting will be webcast.

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

AGENDA

1 PRAYERS

2 APOLOGIES FOR ABSENCE

To receive apologies for absence (if any).

3 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.

4 PRESENTATION TO MAYOR'S CADET

The Mayor will make a presentation to the Mayor's Cadet for 2013/14.

5 MAYORALTY (Pages 1 - 2)

(a) To elect the Mayor of the Borough for the Municipal Year 2014/15 (see attached motions paper).

(b) To receive notice of the appointment of the Deputy Mayor of the Borough for the Municipal Year 2014/15.

6 MINUTES (Pages 3 - 78)

To sign as a true record the minutes of the Meeting of the Council held on 26 March 2014 (attached) and to authorise the Mayor to sign them.

7 ANNOUNCEMENTS BY THE MAYOR

To receive announcements (if any).

8 TO ELECT THE LEADER OF THE COUNCIL (Pages 79 - 80)

In accordance with the Local Government Act 2000, as amended, the Leader is elected for a term of four years ending at the Annual Meeting of the Council following the borough elections in 2018.

At the meeting, the Council will consider nominations for the appointment and the candidate obtaining the most votes will be elected (see attached motions paper).

9 TO RECEIVE NOTICE OF THE APPOINTMENTS BY THE LEADER OF THE MEMBERS OF THE CABINET, INCLUDING THE DEPUTY LEADER

In accordance with the Local Government Act 2000, as amended, the Leader may appoint up to nine other Members of the Cabinet, one of whom must be appointed as Deputy Leader. The Council's Constitution requires that the Leader must announce the names of the Deputy and other Cabinet Members at this meeting.

The Deputy Leader may be removed from office by the Leader at any time, and replaced. Notice of any such removal and replacement will be given to Council at its next convenient meeting after such an event.

The other Cabinet Members may be removed from office by the Leader at any time, and a replacement appointment may be made. Notice of any such removal and replacement will be given to Council at its next convenient meeting after such an event.

10 ESTABLISHING THE COMMITTEES OF THE COUNCIL (Pages 81 - 90)

To consider the report of the Monitoring Officer (attached) about establishing Committees within the Council's Constitution and about the political balance requirements and any other relevant issues, and then to establish:

(a) The following statutory Committees:

- (i) Overview & Scrutiny Committees
- (ii) The Licensing Committee
- (iii) The Health and Wellbeing Board

(b) Other, non-statutory Committees to deal with matters which are neither reserved to the Council nor are executive functions, as set out within the Council's Constitution.

11 APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES
(Pages 91 - 104)

The Council, having appointed Committees, to appoint their Chairmen and Vice-Chairmen.

It is customary for each Committee to have one Vice-Chairman, apart from the Adjudication & Review Committee (two Vice-Chairmen) and Licensing Committee (three Vice-Chairmen) both of which have more than one Vice-Chairman in order to facilitate the chairing of Initial Assessment Panels and Licensing Sub-Committees.

It is customary for Groups to put forward their preferred nomination by motion (or, once a motion has been proposed, by amendment) listing the offices sought and the name(s) of Members who are the candidates. At the meeting, the Council will consider nominations for the various appointments and the candidates obtaining most votes will be elected (see motions paper attached).

12 SPECIAL RESPONSIBILITY ALLOWANCES (Pages 105 - 106)

Report attached.

13 APPOINTMENT OF THE STATUTORY LEAD MEMBER FOR CHILDREN'S SERVICES (Pages 107 - 108)

The Council has a legal obligation to appoint one of its Members to be the statutory Lead Member for Children's Services.

Having regard to the duties of that office, it is usual for the Cabinet Member whose portfolio includes responsibility for Children's Services to be appointed to it, but there is no obligation to do so.

It is customary for Groups to put forward their preferred nominations by motion (or, once a motion has been proposed, by amendment) giving the name of the Member who is the candidate. At the meeting, the Council will consider the nomination(s) for the appointment and the candidate obtaining most votes will be elected (see motions paper attached).

14 APPOINTMENT OF A MONITORING OFFICER (Pages 109 - 110)

The Council has a legal obligation to appoint a monitoring officer (report attached).

15 APPOINTMENT OF THE MEMBER CHAMPIONS (Pages 111 - 114)

To appoint Member Champions for the following roles:

- (i) The Armed Forces
- (ii) Equalities and Diversity
- (iii) The Historic Environment
- (iv) The Over Fifties
- (v) The Voluntary Sector
- (vi) Younger Persons

It is customary for Groups to put forward their preferred nominations by motion (or, once a motion has been proposed) by amendment, listing the offices sought and the name(s) of Members who are the candidates. At the meeting, the Council will consider nominations for the various appointments and the candidates obtaining most votes will be elected (see motions paper attached).

16 TO DEAL WITH ANY CONSEQUENTIAL OR OTHER MATTERS THAT MAY ONLY BE DETERMINED BY THE COUNCIL

To be listed, as required, in a supplementary agenda.

17 TO CONSIDER ANY OTHER BUSINESS IN RELATION TO POLICY OR BUDGETARY MATTERS

To be listed, as required, in a supplementary agenda.

18 TO RECEIVE A STATEMENT BY THE LEADER OF THE COUNCIL

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ANNUAL COUNCIL, 11 JUNE 2014

MAYORALTY

MOTIONS

Motion on behalf of the Conservative Group

That Councillor Linda Trew be elected Mayor for the Municipal Year 2014/15.

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**MINUTES OF A MEETING OF THE COUNCIL OF THE
LONDON BOROUGH OF HAVERING
Havering Town Hall, Romford
26 March 2014 (7.30pm – 10.50pm)**

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 Breathing, Wendy Brice-Thompson, Andrew Curtin, Keith Darvill, Michael Deon Burton, Osman Dervish, Nic Dodin, David Durant, Brian Eagling, Ted Eden, Roger Evans, Gillian Ford, Georgina Galpin, Peter Gardner, Linda Hawthorn, Linda Van den Hende, Lesley Kelly, Steven Kelly, Pam Light, 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, Barry Tebbutt, Frederick Thompson, Lynden Thorpe, Linda Trew, Jeffrey Tucker, Melvin Wallace, Lawrence Webb, Keith Wells, Damian White, Michael White and John Wood.

Approximately thirty Members' guests and members of the public were present. One representative of the press were also present.

Apologies were received for the absence of Councillor Billy Taylor.

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

Reverend Amanda Keighley of St Nicholas Church Elm Park opened the meeting with prayers.

The meeting closed with the singing of the national anthem.

91 MINUTES (agenda item 3)

The minutes of the meeting of the Council held on 26 February 2014 were before the Council for approval.

RESOLVED:

That the minutes of the meeting of the Council held on 26 February 2014 be signed as a correct record.

92 DISCLOSURE OF PECUNIARY INTERESTS (agenda item 4)

There were no disclosures of interest.

93 PETITIONS (agenda item 6)

Pursuant to Council Procedure Rule 23, the following petitions were presented:

From Councillor Pat Murray concerning road safety measures outside Brookside School.

From Councillor Pat Murray concerning security arrangements at Central Park, Harold Hill.

It was **NOTED** that the petitions would be passed to Committee Administration for attention in accordance with the Council's Petitions Scheme.

94 THE COUNCIL'S PAY POLICY 2014/15 (agenda item 7)

The Localism Act 2011 required the Council to prepare a pay policy statement by the 31 March each year before it came into force. The pay policy statement was required to 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 the 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/Assistant Director)
- HS 1/2/3 (Head of Service)
- NHS VSM (Director for Public Health)

The recommendations of the Chief executive were **APPROVED** without division and it was **RESOLVED** that:

The Pay Policy statement 2014/15 as shown in Appendix 1 of the minutes be approved.

95 **THE COUNCIL'S LICENSING STRATEGY (agenda item 8)**

A report of the Chief Executive invited Council to consider adoption of the Council's licensing strategy. The strategy sought to reduce alcohol related crime and irresponsible alcohol sales or consumption in Havering's town centres. The strategy also sought to reduce the level of drug use in licensed premises and to maintain thriving and viable daytime and night-time economies.

This would be achieved by measures such as reducing age-restricted sales, controlling street drinking and bringing a more coordinated approach to the licensing and planning regimes.

The recommendation of the Chief Executive was **APPROVED** without division and it was **RESOLVED** that:

That the Licensing Strategy, as shown in appendix 2 to these minutes, be adopted.

96 **SCHEDULE OF COUNCIL MEETINGS 2014/15 (agenda item 9)**

The Council was invited to agree the dates of its meetings in the municipal year 2014/15. It was 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 would be 11 June 2014.

It was **RESOLVED** without division:

That the Council fixes the dates of its meetings for the Municipal Year 2014/15 and, on a provisional basis, the balance of 2015 as follows:

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)

97 **ANNUAL REPORTS OF COMMITTEES AND MEMBER CHAMPIONS
(agenda item 10)**

Council received and considered the Annual Reports of the following:

Audit Committee
Pensions Committee
Standing Advisory Council on Religious Education
Member Development Group
Children & Learning Overview and Scrutiny Committee
Crime & Disorder Overview and Scrutiny Committee
Environment Overview and Scrutiny Committee
Health Overview and Scrutiny Committee
Individual Overview and Scrutiny Committee
Towns & Communities Overview and Scrutiny Committee
Value Overview and 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 50s
Member Champion for the Voluntary Sector
Member Champion for Younger Persons

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

RESOLVED:

That the Annual Reports as listed be approved.

98 **COLLECTIVE INVESTMENT VEHICLE (agenda item 11)**

A report of the Chief Executive asked Council, in the event that Pensions Committee recommended that the council took part, to approve participation in a Collective Investment Vehicle – a body comprising boroughs across London that would assist with the investment of some of the Council's pension funds.

Council noted that Pensions Committee had recommended to Council that a decision on joining the proposed Collective Investment Vehicle be deferred in order that more clarity be obtained on the financial cost and governance issues.

A procedural motion was proposed by the Labour Group that a debate be held on this issue. The procedural motion was **NOT CARRIED** by 43 votes to 8 (see division 1).

The recommendation of the Pensions Committee was **APPROVED** by 43 votes to 8 (see division 2).

RESOLVED:

That a decision on joining the proposed Collective Investment Vehicle be deferred in order that more clarity be obtained on the financial cost and governance issues.

99 **MEMBERS' QUESTIONS (agenda item 12)**

Fifteen questions were asked and replies given.

The text of the questions, and their answers, are set out in **Appendix 3** to these minutes

100 **POTHoles AND ROAD DEFECTS (agenda item 13A)**

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

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.

Following debate, the Administration amendment was **CARRIED** by 38 votes to 10 (see division 3) and **CARRIED** as the substantive motion by 48 votes to 0 (see division 4).

RESOLVED:

That 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.

101 **SHARED SERVICES (agenda item 13B)**

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.

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.

The Administration amendment was **CARRIED** by 32 votes to 3 (see division 5) and **CARRIED** as the substantive motion by 33 votes to 7 (see division 6).

RESOLVED:

That 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.

102 **PUBLIC SERVICES INFRASTRUCTURE (agenda item 13C)**

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.

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.

The Administration amendment was **CARRIED** by 40 votes to 5 (see division 7) and **CARRIED** as the substantive motion without division.

RESOLVED:

That 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.

103 **REGULATORY SERVICES COMMITTEE (agenda item 13D)**

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.

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.

The Administration amendment was **CARRIED** by 32 votes to 8 (see division 8) and **CARRIED** as the substantive motion by 32 votes to 8 (see division 9).

RESOLVED:

That this Council supports the code of conduct in dealing with planning applications and the provision of training for those Members who need it.

104 **VOTING RECORD**

The record of voting divisions is attached as **Appendix 4**.

Mayor
11 June 2014

Council, 26 March 2014

Appendix 1

(Minute 94)

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:

HG3
 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

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Approach to the Setting of Returning Officer/Deputy Returning Officer FeesLocal 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**

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 CommitteeEducational 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 WorkersSupport Worker Level

<u>Spine Point</u>	<u>£</u>	<u>Spine Point</u>	<u>£</u>
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>
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 & ConditionsMain 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)

<u>Point</u>	<u>£</u>	<u>Point</u>	<u>£</u>	<u>Point</u>	<u>£</u>	<u>Point</u>	<u>£</u>
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



Havering
LONDON BOROUGH

Licensing Strategy 2014

March 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
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Note

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Havering Licensing Strategy 2014

Contents

The Council's aspirations for its town centres	3
Introduction	4
The aim of this strategy	5
Havering's night-time economy – the challenges and issues	5
<i>Emerging Trends</i>	5
<i>Issues Associated with Excessive Alcohol Consumption</i>	5
Impact on the public health of the community	5
Noise and antisocial behaviour	6
Behaviour towards emergency services' personnel	6
Crime and fear of crime	6
Age-restricted products	7
Availability of cheap drinks	7
Contribution to Havering's Living Ambition	8
Some tools available	9
<i>Relevant planning policies</i>	9
Key development control policies	9
Romford town centre pavement cafés Local Development Order (LDO)	9
<i>Statement of Licensing Policy</i>	9
<i>Support from Other Relevant Council Strategies</i>	10
<i>Police Reform and Social Responsibility Act 2011</i>	10
Government deregulation	11
<i>Live Music Act 2012</i>	11
<i>The Licensing Act 2003 (Descriptions of Entertainment) (Amendment) Order 2013</i>	11
Licensing Strategy for Havering	12
<i>General Aims</i>	12
<i>Specific aims and how are we going to achieve them</i>	12
Resources	16
In conclusion	16
Appendix 1	17
<i>Alcohol and Health – an overview</i>	17
<i>Crime and fear of crime</i>	17
<i>Public health of the community</i>	18
<i>References</i>	20

Havering Licensing Strategy 2014

Appendix 2	21
<i>Police Reform and Social Responsibility Act 2011</i>	21
<i>Early Morning Restriction Orders</i>	21
<i>Late Night Levy</i>	22
<i>Smaller Measures</i>	22
<i>Verification of Age</i>	22

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>

Havering Licensing Strategy 2014

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

Havering Licensing Strategy 2014

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

Havering Licensing Strategy 2014

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

Havering Licensing Strategy 2014

	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

Havering Licensing Strategy 2014

	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

Havering Licensing Strategy 2014

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)

Havering Licensing Strategy 2014

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

Havering Licensing Strategy 2014

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.

Havering Licensing Strategy 2014

- 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.

Havering Licensing Strategy 2014

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Havering Licensing Strategy 2014

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

Haverling Licensing Strategy 2014

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, 26th March 2013

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?

Answer:

We have planning policies in place to control these developments, within reason, whilst enabling new businesses to establish and to ensure that the vibrancy and viability of the centres is maintained.

Planning applications are assessed against our Local Development Framework. Betting shops, pay-day loan shops and pawnbrokers all fall within the A2 planning use class which means that whether they need planning permission or not depends on the former use of the premises.

Amusement arcades are in a separate class and will always need planning permission. Betting shops require a licence from the Council but they cannot be refused solely on the grounds of need.

Companies running pay day loan shops which includes some pawnbrokers, second hand shops and jewellers, require a consumer credit licence from the Office of Fair Trading, or from April this year, the Financial Services Authority.

That's the long answer, the short answer is nothing. Because this is a nation of, I'm a real free trader in all this. The minute we start dictating to people how they earn their living because it doesn't suit one clique or another we're going down the path of well Cromwellism.

We have to let people have the choice within reason of doing what they like as long as it is legal or licensed.

It's not our place to decide how many betting shops there are. If people open up a lot of betting shops they will go bust. It's not our place to say whether a betting shop should open or where.

I am more worried about betting shops on TV, I think they are much more insidious.

In response to a supplementary question, the Leader of the Council felt that betting shops did not tempt people in and would not allow children to enter. He felt that such shops should be prosecuted if they exceeded the terms of their licence.

2 Briar Road Estate Developments

To the Cabinet Member for Housing, Cllr Lesley Kelly

By Cllr 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?

Answer:

The sites currently under development on the Briar Road Estate have been sold by the Council to Notting Hill Housing Partnership, NHHP, in order to develop affordable homes for local people – Briar Road residents will have top priority for the new homes – and to fund a comprehensive programme of environmental improvements.

NHHP have engaged Hill Partnership as their contractor to build the new homes and carry out the associated works. NHHP ensure the obligations on Hill Partnership are complied with through a monthly on-site contract monitoring meeting, with more frequent contact as required.

The Homes and Housing Service, as the Council's lead for the overall regeneration of the estate, clearly also has a significant interest in ensuring that Notting Hill, and its contractor, carry out the works with a minimum of disruption to local residents. To ensure this, a fortnightly monitoring meeting is convened by the Homes and Housing Service and the Briar Road Action Group, BRAG, with NHHP and Hill Partnership. Recently, this group has sought action from Hill Partnership on (a) mud on the roads – Hill Partnership have agreed to hose mud off of their vehicles' wheels and/or sweep up the roads affected, and (b) construction traffic causing congestion – where at all possible, lorries delivering materials will not enter the estate until after the school-run.

In addition, to ensure compliance problems are dealt with swiftly, the Council is in almost daily contact with, Notting Hill; the Hill Partnership has employed a Resident Liaison Officer for the Briar Road Estate, with six-weekly newsletters to all residents to start by the end of March, and the Hill Partnership runs an Freephone hotline 8am – 8pm for reporting problems seven days a week.

In response to a supplementary question, the Cabinet Member confirmed that there had been consultation with residents and that she had personally attended many consultation meetings concerning Briar Road. The recent re-establishing of a newsletter concerning the developments was a good idea.

3 Spring Edition of Living

To the Cabinet Member for Transformation, Cllr Michael Armstrong

By Cllr 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?

Answer:

The article in Living in Havering wasn't belated. It appeared in the issue following the announcement of the partnership. The article's aim was to provide readers with a simple and accurate summary of the oneSource project and to correct misunderstandings and rumours.

The facts that we wanted to communicate in the article are that the oneSource partnership brings together the bulk of Havering and Newham's back office services to provide cost-effective support to both councils, saving money and helping to protect frontline services to residents.

To make it absolutely clear to every member in the room the council is not proposing a merger with Newham and under a Conservative administration I can't imagine it ever would.

In response to a supplementary question, the Cabinet Member pointed out that the Independent Residents' Group had not been present at the previous Council meeting when a motion on this issue could have been put. The employment taken by Councillor Michael White had no impact whatsoever on any decision made on this matter.

4 Air Quality Management

To the Cabinet Member for Housing, Cllr Lesley Kelly

By Cllr 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?

Answer:

Our monitoring results since 2006 show that pollutant levels in Havering are declining. However, we are determined to further improve the air in our borough more and we will use the recently awarded £200,000 in funding to do just that. We have also put in place new and improved footpaths and cycle ways and additional cycle parking plus we have been working with schools to reduce car journeys. There is still more work to be done to make sure that Nitrogen Dioxide (NO₂) levels start to fall. That's why we are taking steps to make sure that this happens. We now review all planning applications where there might be an air quality impact and recommend ways that firms can take action to mitigate against pollution.

(No supplementary question).

5 No of claims submitted to Streetcare due to pavement or road defects

To the Cabinet Member for Environment, Cllr Barry Tebbutt

By Cllr 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?

Answer:

Year	2010	2011	2012	2013
No of claims for vehicle damage	201	139	56	69
No of claims for injuries or other claims from residents	129	123	90	82

As the figures show over the last four year roads there has been a continuing improvement to the standard of our roads.

(No supplementary question).

6 Infrastructure Improvements

To The Leader of the Council, Cllr Steven Kelly

By Cllr 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?

Answer:

There is no comprehensive methodology that will provide an absolute number of new occupiers of new properties. The Council monitors the situation through sources such as the GLA population projections. It's likely that a proportion of the tenants occupying the new properties will be from within Harold Hill itself, making use of a new Local Lettings Plan that is being developed.

The Harold Hill Ambitions Programme was established in part on the basis that there would be capital receipts from land sales to invest in the infrastructure and public services in the area. This investment has happened and is on-going - whether funded by capital receipts, LiP investment from Transport for London or other sources secured by the Council.

Infrastructure improvements that have been delivered or are underway on the Hill include: £2m for road and pavement improvements; the new Harold Hill Library; improvements to the Hilldene Shopping area including new parking; the myplace centre and additional parking to serve it; Drapers Academy; investment in primary schools; the new Broxhill Sports Park; the extension of Dagnam Park by 190 acres; improvements in Central Park and at Bosworth Field; a patient drop-off bay at the Gooshays Drive Health Clinic was put in and environmental improvements on the Briar Road Estate to compliment the Decent Homes improvements.

As a result of our efforts working with partners, public transport has been improved. The Harold Link has also been extended to include the Polyclinic and walking and cycling amenities have improved – including the Connect2 route which links Harold Hill to Rainham, as well as cycle parking facilities.

The Council continues to lobby TfL to further increase capacity of the bus network and we are working with Crossrail on improvements to Harold Wood Station which will serve the area, which has been revolutionised.

In response to a supplementary question, the Leader of the Council confirmed that it was not the case that £25 million of funding had been available in 2010. The Leader felt that the recent accident by Brookside Primary School had not been related to the new housing developments in the area. The Leader would do everything in his power to avoid accidents to children.

Several pedestrian crossings had been introduced in Harold Hill but such crossings could not be put everywhere. Safety requirements in this area would however be reviewed.

Resources had to be shared across the borough but anything needed to improve road safety in Harold Hill would be done.

7 **Green Belt Policy**

To The Leader of the Council, Cllr Steven Kelly

By Cllr 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?

Answer:

Decisions on individual planning applications are the responsibility of the Members of the Regulatory Services Committee having considered all the material factors. They are a politically balanced committee, so it is not the Conservatives but a balanced committee. From the committee report, the site was not an undeveloped green open site; it was originally in residential use and has had a series of planning permissions granted to replace the current buildings on site with a new dwelling.

Members of the Committee reach their own considered view on planning grounds and are not committed to agreeing with officer's recommendation. In fact if you were compelled to agree with officer's recommendations there would be no point in having a committee. It would be a fruitless exercise but difficult to grasp. In this case Members debated the merits of the proposal and considered the proposal to be acceptable because the proposed bungalow was not a disproportionate increase in comparison with what had been previously approved; that the proposed bungalow reflected the size necessary to achieve decent standard of conventional modern family occupation; that the proposal would significantly enhance the site's impact in street scene not a major problem when you look at what's there, a main thoroughfare into the Borough and that the proposal would have limited impact on visual amenity and character. In other words it was argued on special exceptional measures.

The Council remains committed to retain the green and open nature of the Green Belt and we won't be challenged on that. We followed the rules, the planning committee went through and it's fair to say it was not only the conservative group that voted for it but other councillors did which is all I have to say on this matter.

In response to a supplementary question, the Leader of the Council emphasised that the ownership of a property did not influence the planning decision on it. He felt that the supplementary question asked was based on gossip and innuendo.

8 Inside Havering

To the Cabinet Member for Transformation, Cllr Michael Armstrong

By Cllr Fred Osborne

Question:

Can the Cabinet Member provide details of the cost and circulation of Havering Council's staff magazine 'Inside Havering'?

Answer:

Inside Havering is one of a number of ways we communicate with our staff, along with more regular email and web-based communication. It's written and designed by the in-house Communications team.

The print run is for about 1,800 copies and it costs around about £1,000 to print each issue. Last year there were four issues published.

With the massive change programme going on within the organisation, it's hugely important that we communicate effectively with all of our staff, so that they are clear on the direction we are going in so we can make the changes much needed for the future of this Borough

(No supplementary question).

9 Mini Golf Course, Upminster

To the Cabinet Member for Culture, Towns & Communities - Cllr Andrew Curtin

By Cllr 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?

Answer:

There are no plans to change the current use, the current management or the levels of investment at the golf course.

In response to a supplementary question, the Cabinet Member explained that resources were allocated in accordance with the parks and open spaces strategy. Members were able to propose changes to this.

10 A1306 Heavy Vehicle Movements

To The Leader of the Council, Cllr Steven Kelly

By Cllr Denis Breading

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?

Answer:

It's very difficult to answer a question when what's suggested hasn't actually happened. But I can make a stab at it as neither of the applications have come to planning yet so we will see what goes on

Decisions have not been made on two planning applications that propose mineral extraction in the Wennington area.

The predicted number of lorries if the extraction is at full scale are 183 lorries to come in and leave the two sites together over a 10 hour day, if both proposals were approved. This impact on the roads will be considered as part of the assessment of the applications.

In response to a supplementary question, the Leader of the Council would check but he believed environmental health would monitor output from lorries in these areas. He also did not believe much gas was generated from gravel extraction.

11 Streetcare compensation paid out**To the Cabinet Member for Environment, Cllr Barry Tebbutt**

By Cllr 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?

Answer:

Year	2010	2011	2012	2013
Number of claims paid	27	14	2	2
Total costs for vehicle damage claims	£10,386.94	£6,187.61	£404.00	£199.58
Number of claims paid	20	8	3	0
Total costs for injuries or other claims from residents	£436,291.94	£122,990.50	£7,725.00	£0

As the figures show over the past four year there has been a continuing improvement to the standard of our roads.

These figures are the total cost of the claim to the council which includes costs, legal fees etc. The actual element of compensation will be less.

In 2010 figures reflect a year with two periods of poor winter with snow through to April. The weather damaged the highways. The weather also delays repairs being carried out. This year also includes a 'one off' rare high value injury claim settlement. These figures do not just include compensation for potholes but all accidents where a claim has been put in or put through.

In response to a supplementary question, the Cabinet Member confirmed that the criteria for streetcare compensation was as listed in the Highways Act 1980, sections 49 and 52.

12 **Compromise Agreements**

To the Cabinet Member for Transformation, Cllr Michael Armstrong

By Cllr Linda Van den Hende

Question:

Would the Cabinet Member for Transformation 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?

Answer:

Unfortunately we have not been able to obtain the total amount for 2008 & 2009 but we can provide this to Councillor Van den Hende in writing after the meeting if that is acceptable.

2008 – 12 agreements
2009 – 12 agreements
2010 – 21 agreements, total cost £167,707.66
2011 – 10 agreements, total cost, £92,800.39
2012 – 20 agreements, total cost, £237,428.74
2013 – 14 agreements, total cost, £255, 517.14

Of these 22 were school staff.

It is important to remember that these agreements are not intended to bind people to silence, but ensure that the Council is not dragged into protracted legal arguments. The costs are predominantly linked to redundancy payments and payments in lieu of notice that employees are entitled to.

In response to a supplementary question, the Cabinet Member confirmed that the expenditure on compromise agreements had been allowed for in the Council budget.

13 Public Health Grant 2013/14

To The Leader of the Council, Cllr Steven Kelly

By Cllr 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?

Answer:

Our current spend on public health is £5,812,624, based on all our processed payments at this time.

Our end of year spend is projected to be £8,104,919.

Any underspend would be rolled into the 2014/15 budget.

as this is a transitional year as the service left the NHS and came to us, progress has been made against all our set priorities.

As this quite a long list, I'll ensure you are provided with this outside of the meeting.

In response to a supplementary question, the Leader of the Council explained that there had been a lot of expenditure on sexual health such as allowing the free prescribing of the day after pill in chemists and expanding the supply of free condoms for young people.

An awareness campaign on bowel conditions had recently taken place and work with the Clinical Commissioning Group had reduced the number of falls in the elderly by 28%. The number of NHS health checks had increased and the dementia service had expanded. The Council was also now getting better value for its smoking cessation contract.

Work to improve public health would continue in conjunction with the Health and Wellbeing Board and the CCG.

14 Publishing expenditure data over £500
To the Cabinet Member for Community Safety, Cllr Geoffrey Starns
By Cllr Gillian Ford

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?

Answer:

The publication of this list involves checking each month usually between 4,500 and 5,000 separate lines of data. All personal information has to be redacted and none of this can be done by machine. The Government gives us no resources to do this and sometimes our resources are focused elsewhere.

However, given the Members continuing concern we will look again at prioritising this task.

In response to a supplementary question, the Cabinet Member pointed out that publishing this data was not yet a statutory requirement. No extra resources had been received for undertaking the work involved in compiling the data. There had also rarely been more than 10 hits recorded on the relevant page of the Council website.

15 Street Cleaning

To the Cabinet Member for Environment, Cllr Barry Tebbutt

By Cllr 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?

Answer:

- a. New staff receive full induction training on the standards required by the street cleaning service. Existing staff have frequent refresher training to ensure that they are reminded of the standards expected.

Staff work to specific schedules and a proportion of the completed work is inspected by an Area Supervisor to ensure cleansing standards have been met. Public footpaths are included on these schedules. If standards are not met staff are sent back to resolve the problems. Dog faeces are removed as part of the standard cleansing operation.

- b. Cabinet agreed that a quarterly report be sent to Members showing performance against targets for each of the agreed measures. Although street cleansing performance is not included in this pack, the Head of StreetCare and the Group Director for Culture, Communities & Economic Development do monitor performance. Should Members wish to change or add performance indicators they would need to be agreed by Cabinet.
- c. Street cleaning supervisors monitor the performance of their staff and manage any performance issues. There are also independent street cleansing inspectors in line with the guidance for old National Indicator 195. Results from these inspections are monitored and evaluated by senior Managers and Supervisors and myself. Thank you.

In response to a supplementary question, the Cabinet Member explained that streetcare would only clean private land if flooding or tree fall on the area was causing an obstruction. In cases of a high level of waste on the property, the Council could enforce and clean the property, reclaiming the cost from the owner. Clean ups were also sometimes carried out with the permission of the owner, for example on the railway land at Elm Park station.

<i>DIVISION NUMBER:</i>	1	2	3	4	5	6	7	8	9
The Mayor [Cllr. Eric Munday]	○	○	✓	✓	○	✓	✓	✓	✓
The Deputy Mayor [Cllr. Linda Trew]	✗	✓	✓	✓	✓	✓	✓	✓	✓
CONSERVATIVE GROUP									
Cllr. Steven Kelly	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Michael Armstrong	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Robert Benham	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Becky Bennett	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Jeff Brace	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Wendy Brice-Thompson	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Andrew Curtin	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Osman Dervish	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Roger Evans	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Georgina Galpin	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Lesley Kelly	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Pam Light	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Robby Misir	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Barry Oddy	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Gary Pain	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Roger Ramsey	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Paul Rochford	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Geoffrey Starns	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Billy Taylor	A	A	A	A	A	A	A	A	A
Cllr. Barry Tebbutt	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Frederick Thompson	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Melvin Wallace	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Keith Wells	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Damian White	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Michael White	✗	✓	✓	✓	✓	✓	✓	✓	✓
RESIDENTS' GROUP									
Cllr. Clarence Barrett	✗	✓	✓	✓	○	○	✓	○	○
Cllr. June Alexander	✗	✓	✓	✓	○	○	✓	○	○
Cllr. Nic Dodin	✗	✓	✓	✓	○	○	✓	○	○
Cllr. Brian Eagling	✗	✓	✓	✓	○	○	✓	○	○
Cllr. Gillian Ford	✗	✓	✓	✓	○	○	✓	○	○
Cllr. Linda Hawthorn	✗	✓	✓	✓	○	○	✓	○	○
Cllr. Barbara Matthews	✗	✓	✓	✓	○	○	✓	○	○
Cllr. Ray Morgon	✗	✓	✓	✓	○	○	✓	○	○
Cllr. John Mylod	✗	✓	✓	✓	○	○	✓	○	○
Cllr. Ron Ower	✗	✓	○	✓	○	○	✓	○	○
Cllr. Linda Van den Hende	✗	✓	✓	✓	○	○	✓	○	○
Cllr. John Wood	✗	✓	✓	✓	○	○	✓	○	○
LABOUR GROUP									
Cllr. Keith Darvill	✓	✗	✗	✓	✓	✓	✗	✗	✗
Cllr. Denis Breading	✓	✗	✗	✓	✓	✓	✗	✗	✗
Cllr. Paul McGeary	✓	✗	✗	✓	✓	✓	✗	✗	✗
Cllr. Pat Murray	✓	✗	✗	✓	✓	✓	✗	✗	✗
Cllr. Denis O'Flynn	✓	✗	✗	✓	✓	✓	✗	✗	✗
INDEPENDENT LOCAL RESIDENTS' GROUP									
Cllr. Jeffery Tucker	✓	✗	○	○	✗	✗	○	✗	✗
Cllr. Michael Deon Burton	✓	✗	○	○	✗	✗	○	✗	✗
Cllr. David Durant	✓	✗	○	○	✗	✗	○	✗	✗
UNITED KINGDOM INDEPENDENCE PARTY									
Cllr. Lawrence Webb	✗	✓	✗	✓	○	✗	○	✓	✓
Cllr. Sandra Binion	✗	✓	✗	✓	○	✗	○	✓	✓
Cllr. Ted Eden	✗	✓	✗	✓	○	✗	○	✓	✓
Cllr. Fred Osborne	✗	✓	✗	✓	○	✗	○	✓	✓
INDEPENDENT									
Cllr. Peter Gardner	✗	✓	✓	✓	✓	✓	✓	✓	✓
Cllr. Lynden Thorpe	✗	✓	✗	○	✓	✓	✓	✓	✓
TOTALS									
✓ = YES	8	43	38	48	32	33	40	32	32
✗ = NO	43	8	10	0	3	7	5	8	8
○ = ABSTAIN/NO VOTE	1	1	4	4	17	12	7	12	12
ID = INTEREST DISCLOSED/NO VOTE	0	0	0	0	0	0	0	0	0
A = ABSENT FROM MEETING	1	1	1	1	1	1	1	1	1
	53	53	53	53	53	53	53	53	53
One vacancy									

ANNUAL COUNCIL, 11 JUNE 2014

TO ELECT THE LEADER OF THE COUNCIL

MOTIONS

Motion on behalf of the Independent Residents' Group

That Councillor Jeffrey Tucker be elected to the office of Leader of the Council for the municipal years 2014/18.

Motion on behalf of the Conservative Group

That Councillor Roger Ramsey be elected to the office of Leader of the Council for the municipal years 2014/18.

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ANNUAL COUNCIL, 11 JUNE 2014

REPORT OF THE MONITORING OFFICER

SUBJECT: ESTABLISHING THE COMMITTEES OF THE COUNCIL

Note: this is an revised version of the report; it replaces and supercedes the version of the report which was issued with the Revised Agenda.

In accordance with the Constitution Annual Council, among other things, appoints its Committees.

This report deals with the numbers, sizes and composition of Committees, and makes recommendations for appointments consistent with previous decisions.

At its meeting on 26 February, Council agreed to reduce the number of Special Responsibility Allowances to a maximum of 27. As the number of allowances payable to Members resulting from the proposed appointments will not be in accordance with the agreed Members' Allowances Scheme for 2014/15 and will therefore exceed the budgetary position, any allowances paid will need to be on an interim basis until such time as Council adjusts the budgetary position. There is a separate item on the Council agenda which deals with this matter

There are no legal, human resources or equalities and social inclusion implications or risks attached to this report.

RECOMMENDATIONS

- (1) That, so far as necessary to enable any changes proposed and agreed during this meeting to be carried in to effect, Council Procedure Rule 20.2 (proposals to amend the Constitution to be referred to Governance Committee without discussion) be suspended.
- (2) That, subject to the Council's consideration of any motion or amendment before the meeting relating to changes in the Committee structure, the Committees listed in Appendix 1 be appointed for the 2014/15 Municipal Year and that:
 - (a) As required by statute, two voting co-optees representing the Church of England and the Roman Catholic Church and three parent governor co-optees selected in accordance with the

Annual Council, 11 June 2014

appropriate Regulations, be appointed to the Children's Services Overview and Scrutiny Committee.

- (b) The other non-elected member "appointments" and invitations to attend shown in the Appendix (and particularly its annexes) be confirmed.
- (3) That, subject to any adjustments required in consequence of decisions made at meeting, the number of seats on each Committee appointed by Council be as shown in Appendix 2 and that:
- (a) The sizes and seat allocations of each of the individual Overview & Scrutiny Committees, be agreed on the basis of the allocations proposed in Appendix 2 (as amended at the meeting).
 - (b) That the suggested political balance of those Committees (in accordance with the principles detailed in Appendix 3), be noted and accepted, and seats allocated to Groups accordingly.

Staff Contact: Andy Beesley, Committee Administration & (Interim) Member Services Manager
01708 432437
andrew.beesley@oneSource.co.uk

**Ian Burns
Monitoring Officer**

Background Papers List

None

APPOINTMENT OF COMMITTEES AND SUB-COMMITTEES

Name of Committee	Notes
Adjudication and Review Committee	<i>See annex 1</i>
Appointments Committee	
Audit Committee	
Governance Committee	
Highways Advisory Committee	
Licensing Committee	
Pensions Committee	<i>See annex 2</i>
Regulatory Services Committee	
Children & Learning Overview and Scrutiny Committee	<i>See annex 3</i>
Crime and Disorder Committee	
Environment Overview and Scrutiny Committee	
Health Overview and Scrutiny Committee	
Individuals Overview and Scrutiny Committee	
Towns & Communities Overview and Scrutiny Committee	
Value Overview and Scrutiny Committee	
Health & Wellbeing Board	

Adjudication and Review Committee

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

Type of hearing	Membership of Panel
Corporate complaints	Three Members and a non-voting independent person
Children Act complaints	Two Members and an independent person as chairman, with voting rights
Community Care Act complaints	Two Members and an independent person as chairman, with voting rights
Housing tenancy appeals	Three Members

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

Pensions Committee

The Pensions Committee is responsible for the management of the Council's Pension Fund investment portfolio.

In addition to the Members of the Committee, there is a non-voting co-opted member representing the organisations that have scheduled or admitted status within the Council's pension scheme (public and private sector bodies, some of whose employees are members of the pension scheme, mainly because they are former employees whose employment has transferred to another organisation).

Although not strictly Members of the Committee, in accordance with the Constitution, two representatives of the staff are appointed by the unions to attend and contribute to meetings of the Committee. These appointees have no voting rights but are entitled to participate in the discussion of exempt or confidential material.

Children and Learning Overview & Scrutiny Committee

The law requires that the Council co-opt to this Overview & Scrutiny Committee one representative of each of the Anglican and Roman Catholic Churches, and three members representing governors of schools in the three sectors of education, primary, secondary and special. All co-opted Members have the same rights as elected Members, including the right to vote, may attend when issues relating to Education are being discussed and have the right to participate in such discussions.

It should be noted that this statutory requirement applies to any Overview & Scrutiny Committee that scrutinises education matters.

In addition, the Council's Constitution provides for three non-voting representatives of local teacher unions and professional associations to attend meetings of the Committee and participate in the discussion of matters relating to education.

APPENDIX 2

RECOMMENDED SEAT ALLOCATION

Having regard to the principles of political balance and of seat allocation referred to in Appendix 1, the table overleaf proposes an allocation of seats that is a “reasonably practicable” allocation of seats and can therefore be considered the default position.

The table does not include as part of its calculations and Member who is not part of a Group under the meaning of the Local Government (Committees and Political Groups) Regulations 1990. There is one councillor who is not part of a Group for those purposes and is therefore excluded from the equation. There is therefore an allocation of seats based on 53 Members rather than 54.

The suggested allocation of seats to specific Committees is, therefore, somewhat arbitrary (although regard has been had in devising the table to relative workloads etc).

The permutations are not perfect but follow, as nearly as practicable, the considerations and principles discussed in the report and Appendix 1:

In accordance with the provisions of the Council’s Constitution:

- All Groups are represented on the Adjudication & Review, Audit, Governance, Highways Advisory, Licensing and Regulatory Services Committees
- The total number of Committee seats is allocated as “reasonably practicably” as possible
- Each Committee is balanced as “reasonably practicably” as possible, taking account of the political balance principles

On this occasion, and assuming that the recommended distribution of seats as set out in the Table to Appendix 2 (or any amendments as set out in notes to the Final or Supplementary agendas) are agreed, it has been possible to allocate to each Group its exact entitlement of seats.

		CONSERVATIVE		RESIDENTS		UKIP		IRG	
		22		19		7		5	
		41.51%		35.85%		13.21%		9.43%	
Governance	13	5.40	5	4.66	5	1.72	2	1.23	1
Licensing	11	4.57	5	3.94	4	1.45	1	1.04	1
Regulatory Services	11	4.57	5	3.94	4	1.45	1	1.04	1
Adjudication	10	4.15	4	3.58	4	1.32	1	0.94	1
Highways	11	4.57	5	3.94	4	1.45	1	1.04	1
Pensions	7	2.91	3	2.51	3	0.92	1	0.66	0
Audit	6	2.49	2	2.15	2	0.79	1	0.57	1
Children's	9	3.74	4	3.23	4	1.19	1	0.85	0
Crime	6	2.49	2	2.15	2	0.79	1	0.57	1
Towns	9	3.74	4	3.23	3	1.19	1	0.85	1
Environment	6	2.49	2	2.15	2	0.79	1	0.57	1
Health	6	2.49	3	2.15	2	0.79	1	0.57	0
Individuals	7	2.91	3	2.51	2	0.92	1	0.66	1
Value	9	3.74	4	3.23	3	1.19	1	0.85	1
Seats allocated	121.00		51.00		44.00		15.00		11.00

POLITICAL BALANCE PRINCIPLES

The Council has a duty to make only such decisions as give effect, **so far as reasonably practicable**, to certain principles set out in the relevant legislation. The relevant principles are, in order of priority:

1. Not all of the seats on any Committee may be allocated to only one Group (note - the Cabinet is not a Committee).
2. The majority of seats on each Committee must be allocated to the Group having a majority of Members of the Council.
3. The total share of all the seats available for all Committees allocated to each political Group and to Members not in a Group must be proportionate to that Group's/Members' share of the total Council membership.
4. So far as can be done without conflicting with the other principles, the total number of seats on each Committee allocated to a political Group or to Members not in a Group must be proportionate to that Group's/those Members' share of total Council membership.

In practice, Committees are balanced against the overall total of Committee places and then, so far as that overall total allows, each Committee is balanced on its own. With the distribution of seats on the Council that results from the election, it is inevitable (a) Groups/Members will not all be able to be represented on every Committee and (b) that one Group's representation on some Committees will be at the expense of another's.

The Council may make arrangements different from those prescribed **provided that no Member of the Council votes against** those different arrangements.

To make such a decision each member of the Council must at least be sent an agenda indicating that the approval of alternative arrangements is to be considered. The agenda for this Annual Council meeting meets this requirement. To accommodate this requirement this report should be treated as giving due notice so that there is no impediment to such a proposal being made.

Once the allocation of seats to Groups in accordance with the statutory procedure is undertaken, the Council is under a duty to make appointments to the Committee so as to give effect to the wishes expressed by that Group about who is to be appointed to their allocated seats.

Annual Council, 11 June 2014

The “wishes of the Group” may be communicated to the Proper Officer and will be implemented forthwith. Changes may be effected at any time by notice to the Proper Officer and will be notified to all Members in the next available edition of the weekly Calendar Brief.

It should be noted that the Constitution provides that the Chairmen and Vice-Chairmen of Committees are appointed by Council and any change in membership affecting a Chairman or Vice-Chairman will therefore require consideration by Council.

PRINCIPLES FOR ALLOCATION OF SEATS ON COMMITTEES

The principles of seat allocation follow the requirements of the political balance principles, using a formula that takes account of the respective sizes of the Groups and the number of seats on Committees available for distribution among the Groups.

Basic allocation of seats

The seat entitlements of the Groups are agreed by a formula using the percentage of the membership of the Council represented by each Group (or Member(s) not in a Group), operating through a sequence of stages as follows:

First, the percentage of each Group’s membership of the Council (and of any Members not within a Group) is calculated to two decimal places.

Next, that percentage is applied to the number of seats available on each Committee to agree each Group’s potential entitlement to seats on that Committee. Where the resulting figure is not a whole number, generally it is rounded to the nearest whole number following the mathematical convention that numbers below .5 are rounded down, and those .5 or more are rounded up.

In some cases, a Group may be entitled to a seat even though, rounded down, its potential entitlement appears nil, as there is a specific number of seats available on each Committee and no other Group may have more seats on any Committee than its entitlement.

The table at the top of the next page shows the basic allocation on the basis of these principles to Committee sizes ranging from 3 Members to 15:

Table

	CONSERVATIVE		RESIDENTS		UKIP		INDEPENDENT RESIDENTS	
	22		19		7		5	
	41.51%		35.85%		13.21%		9.43%	
Size of body	Entitlement	Allocation	Entitlement	Allocation	Entitlement	Allocation	Entitlement	Allocation
6	2.49	2	2.15	2	0.79	1	0.57	1
7	2.91	3	2.51	2	0.92	1	0.66	1
8	3.32	3	2.87	3	1.06	1	0.75	1
9	3.74	4	3.23	3	1.19	1	0.85	1
10	4.15	4	3.58	4	1.32	1	0.94	1
11	4.57	5	3.94	4	1.45	1	1.04	1
12	4.98	5	4.30	4	1.58	2	1.13	1
13	5.40	5	4.66	5	1.72	2	1.23	1
14	5.81	6	5.02	5	1.85	2	1.32	1
15	6.23	6	5.38	5	1.98	2	1.41	2

Those figures are then applied to the total number of seats available on each Committee, the seats being allocated in order, highest entitlement first, until all seats have been allocated.

Finally, fine adjustment is required to ensure that, so far as reasonably practicable, the seats allocated reflect the overall proportion of Council membership held by each Group and the numerical strength of its entitlement to seats on particular Committees. For that purpose, at this stage the seat allocation of particular Committees will be adjusted from the ideally-balanced number reached in earlier stages of the process.

Specific allocations

For the allocation of seats on specific Committees, several permutations are possible. Although the Council's Constitution does specify particular numbers of seats to each Committee, it is expressed as being "or such other number as the Council may agree", so there is discretion as to Committee sizes.

Once the number of seats available on each Committee has been agreed, the allocation of seats to the individual Groups would then need to be adjusted between the Groups to achieve, so far as possible and practicable, an allocation that gives each Group its proportionate share of seats overall while ensuring that each Committee is proportionately balanced. In practice, it will be impossible to achieve both aims without enlarging Committee memberships to an unworkable size, so a degree of compromise is required.

ANNUAL COUNCIL, 11 JUNE 2014

APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES

MOTIONS

APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES

Motion on behalf of the Independent Residents' Group

That the following Chairmen and Vice-Chairmen be appointed –

Committee	Chairman Councillor	Vice-Chairman Councillor
Adjudication and Review (2 Vice-Chairmen)	Michael Deon Burton	1. Michael Deon Burton+ 2. David Durant
Audit	Graham Williamson	-
Governance	Michael Deon Burton	Jeffrey Tucker
Pensions	Graham Williamson	-
Licensing (3 Vice-Chairmen)	Graham Williamson	1. David Durant 2. - 3. -
Regulatory Services	David Durant	Graham Williamson
Towns and Communities Overview & Scrutiny	Michael Deon Burton	-
Crime & Disorder	David Durant	Michael Deon Burton
Environment Overview & Scrutiny	Michael Deon Burton	-
Health Overview & Scrutiny	-	-
Individuals Overview & Scrutiny	-	-

Annual Council, 11 June 2014

Children & Learning Overview and Scrutiny	Keith Roberts	-
Value Overview & Scrutiny	-	-
Highways Advisory Committee	David Durant	-

Sub-Committee of the Governance Committee:

Appointments	Jeffrey Tucker	Jeffrey Tucker+
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+ - Unless elected as Chairman

Motion on behalf of the Conservative Group

That the following Chairmen and Vice-Chairmen be appointed –

Committee	Chairman Councillor	Vice-Chairman Councillor
Adjudication and Review (2 Vice-Chairmen)	Frederick Thompson	1. Garry Pain 2. Joshua Chapman
Audit	Ray Best	Viddy Persaud
Governance	Michael White	Osman Dervish
Pensions	John Crowder	Melvin Wallace
Licensing (3 Vice-Chairmen)	Philippa Crowder	1. Carol Smith 2. Ray Best 3. Frederick Thompson
Regulatory Services	Robby Misir	John Crowder
Towns and Communities Overview & Scrutiny	Jason Frost	Viddy Persaud
Crime & Disorder	Dilip Patel	Joshua Chapman
Environment Overview & Scrutiny	Garry Pain	Jason Frost

Annual Council, 11 June 2014

Health Overview & Scrutiny	Roger Westwood	Dilip Patel
Individuals Overview & Scrutiny	Viddy Persaud	Joshua Chapman
Children & Learning Overview and Scrutiny	Jason Frost	Carol Smith
Value Overview & Scrutiny	Joshua Chapman	Roger Westwood
Highways Advisory Committee	Roger Westwood	Ray Best

Sub-Committee of the Governance Committee:

Appointments	Roger Ramsey	Osman Dervish
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Motion on behalf of the Residents' Group

That the following Chairmen and Vice-Chairmen be appointed –

Committee	Chairman Councillor	Vice-Chairman Councillor
Adjudication and Review (2 Vice-Chairmen)	Barbara Matthews	1. Barry Mugglestone 2.
Audit	Ray Morgon	-
Governance	Clarence Barrett	Ray Morgon
Pensions	-	Ron Ower
Licensing (3 Vice-Chairmen)	Linda Van den Hende	1. Brian Eagling 2. John Wood 3.
Regulatory Services	Ron Ower	-
Towns and Communities Overview & Scrutiny	-	Linda Hawthorn
Crime & Disorder	John Wood	-

Annual Council, 11 June 2014

Environment Overview & Scrutiny	John Mylod	-
Health Overview & Scrutiny	Nic Dodin	-
Individuals Overview & Scrutiny	June Alexander	Darren Wise
Children & Learning Overview and Scrutiny	Gillian Ford	
Value Overview & Scrutiny	Linda Hawthorn	Clarence Barrett
Highways Advisory Committee	Brian Eagling	-

Sub-Committee of the Governance Committee:

Appointments	Clarence Barrett	
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Motion on behalf of the UK Independence Party Group

That the following Chairmen and Vice-Chairmen be appointed –

Committee	Chairman Councillor	Vice-Chairman Councillor
Adjudication and Review (2 Vice-Chairmen)	-	1. - 2. -
Audit	Philip Hyde	David Johnson
Governance	-	-
Pensions	David Johnson	David Johnson*
Licensing (3 Vice-Chairmen)	Lawrence Webb	1. Ian de Wulverton 2. Philip Hyde 3. Patricia Rumble
Regulatory Services	Philip Martin	Philip Martin*
Towns and Communities Overview & Scrutiny	Lawrence Webb	Philip Martin
Crime & Disorder	Ian de Wulverton	Philip Hyde

Annual Council, 11 June 2014

Environment Overview & Scrutiny	-	-
Health Overview & Scrutiny	Ian de Wulverton	Lawrence Webb
Individuals Overview & Scrutiny	-	-
Children & Learning Overview and Scrutiny	-	-
Value Overview & Scrutiny	-	-
Highways Advisory Committee	Ian de Wulverton	-

Sub-Committee of the Governance Committee:

Appointments	-	-
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*- Unless elected as Chairman

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ANNUAL COUNCIL 11 June 2014

EXPLANATORY NOTE

11 APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES

For ease of reference, the tables that follow indicate the nominations that are unopposed, and those upon which votes will be required.

Table 1: Unopposed nominations

Committee	Chairman Councillor	Vice-Chairman Councillor
Environment Overview & Scrutiny		Jason Frost
Highways Advisory Committee		Ray Best

Table 2: Opposed nominations where there are two nominees

A. Chairman of Individuals Overview and Scrutiny Committee

Conservative Group nominee Councillor	Residents' Group nominee Councillor
Viddy Persaud	June Alexander

B. Chairman of Value Overview and Scrutiny Committee

Conservative Group nominee Councillor	Residents' Group nominee Councillor
Joshua Chapman	Linda Hawthorn

C. Vice-Chairman of Adjudication Committee

Independent Residents Group nominee Councillor	Conservative Group nominee Councillor
David Durant	Joshua Chapman

D. Vice-Chairman of Audit Committee

Conservative Group nominee Councillor	UKIP Group nominee Councillor
Viddy Persaud	David Johnson

E. Vice-Chairman of Licensing Committee

Conservative Group nominee Councillor	UKIP Group nominee Councillor
Frederick Thompson	Patricia Rumble

F. Vice-Chairman of Towns and Communities Overview and Scrutiny Committee

Conservative Group nominee Councillor	UKIP Group nominee Councillor
Viddy Persaud	Phil Martin

G. Vice-Chairman of Health Overview and Scrutiny Committee

Conservative Group nominee Councillor	UKIP Group nominee Councillor
Dilip Patel	Lawrence Webb

H. Vice-Chairman of Individuals Overview and Scrutiny Committee

Conservative Group nominee Councillor	Residents' Group nominee Councillor
Joshua Chapman	Darren Wise

I. Vice-Chairman of Children and Learning Overview and Scrutiny Committee

Conservative Group nominee Councillor	Residents Group nominee Councillor
Carol Smith	Linda Hawthorn

J. Vice-Chairman of Value Overview and Scrutiny Committee

Conservative Group nominee Councillor	Residents Group nominee Councillor
Roger Westwood	Clarence Barrett

K. Vice-Chairman of the Appointments Sub-Committee

Independent Residents Group nominee Councillor	Conservative Group nominee Councillor
Jeffrey Tucker*	Osman Dervish

*- Unless elected as Chairman

Table 3: Opposed nominations where there are three nominees

A. Chairman of the Adjudication and Review Committee

Independent Residents' Group nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor
Michael Deon Burton	Fredrick Thompson	Barbara Matthews

B. Chairman of the Governance Committee

Independent Residents' Group nominee Councillor	Conservative Group Nominee Councillor	Residents Group nominee Councillor
Michael Deon Burton	Michael White	Clarence Barrett

C. Chairman of the Pensions Committee

Independent Residents Group Nominee Councillor	Conservative Group nominee Councillor	UKIP Group nominee Councillor
Graham Williamson	John Crowder	David Johnson

D. Chairman of Towns and Communities Overview and Scrutiny Committee

Independent Residents Group Nominee Councillor	Conservative Group nominee Councillor	UKIP Group nominee Councillor
Michael Deon Burton	Jason Frost	Lawrence Webb

E. Chairman of Environment Overview and Scrutiny Committee

Independent Residents Group Nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor
Michael Deon Burton	Garry Pain	John Mylod

F. Chairman of Health Overview and Scrutiny Committee

Conservative Nominee Councillor	Residents' Group nominee Councillor	UKIP Group nominee Councillor
Roger Westwood	Nick Dodin	Ian De Wulverton

G. Chairman of Children and Learning Overview and Scrutiny Committee

Independent Residents Nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor
Keith Roberts	Jason Frost	Gillian Ford

H. Chairman of Appointments Sub-Committee

Independent Residents Nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor
Jeffrey Tucker	Roger Ramsay	Clarence Barrett

I. Vice-Chairman of Adjudication Committee

Independent Residents Nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor
Michael Deon Burton*	Garry Pain	Barry Mugglestone

*- Unless elected as Chairman

J. Vice-Chairman of Governance Committee

Independent Group Residents Nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor
Jeffrey Tucker	Osmond Dervish	Ray Morgon

K. Vice-Chairman of Pensions Committee

Conservative Group Residents Nominee Councillor	Residents' Group nominee Councillor	UKIP Group nominee Councillor
Melvyn Wallace	Ron Ower	David Johnson

L. Vice-Chairman of Licensing Committee

Conservative Group Residents Nominee Councillor	Residents' Group nominee Councillor	UKIP Group nominee Councillor
Ray Best	John Wood	Philip Hyde

M. Vice-Chairman of Regulatory Services Committee

Independent Residents Group Residents Nominee Councillor	Conservative Group nominee Councillor	UKIP Group nominee Councillor
Graham Williamson	John Crowder	Phil Martin

N. Vice-Chairman of Crime and Disorder Committee

Independent Residents Group Residents Nominee Councillor	Conservative Group nominee Councillor	UKIP Group nominee Councillor
Michael Deon Burton	Joshua Chapman	Philip Hyde

Table 4: Opposed nominations where there are four nominees

A. Chairman of the Audit Committee

Independent Residents' Group nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor	UK Independence Party Group nominee
Graham Williamson	Ray Best	Ray Morgon	Philip Hyde

B. Chairman of the Licensing Committee

Independent Residents' Group nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor	UK Independence Party nominee Councillor
Graham Williamson	Philippa Crowder	Linda Van den Hende	Lawrence Webb

C. Chairman of Regulatory Services Committee

Independent Residents' Group nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor	UK Independence Party nominee Councillor
David Durant	Robby Misir	Ron Ower	Phil Martin

D. Chairman of Crime and Disorder Committee

Independent Residents' Group nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor	UK Independence Party nominee Councillor
David Durant	Dilip Patel	John Wood	Ian De Wulverton

E. Chairman of Highways Advisory Committee

Independent Residents' Group nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor	UK Independence Party nominee Councillor
David Durant	Roger Westwood	Brian Eagling	Ian De Wulverton

F. Vice-Chairman of Licensing Committee

Independent Residents' Group nominee Councillor	Conservative Group nominee Councillor	Residents' Group nominee Councillor	UK Independence Party nominee Councillor
David Durant	Carol Smith	Brian Eagling	Ian De Wulverton



ANNUAL COUNCIL, 11 JUNE 2014

REPORT OF THE GROUP DIRECTOR RESOURCES

SUBJECT: SPECIAL RESPONSIBILITY ALLOWANCES

At its meeting on 26 February, Council agreed to reduce the number of Special Responsibility Allowances to a maximum of 27 and set the budget provision in accordance with that decision. Should that agreed number be exceeded following the appointment of Leader, Deputy Leader, Cabinet, Mayor, Deputy Mayor, Chairmen and Vice Chairmen of committees then the number of allowances payable to Members will exceed the budgetary position. As such an interim arrangement will have to be set whereby allowances are allocated until such time as Council adjusts the budgetary position.

A report will be submitted to the subsequent meeting of Council which will seek to address this position.

There are no legal, human resources or equalities and social inclusion implications or risks attached to this report.

RECOMMENDATIONS

That interim arrangements be made for all Special Responsibility Allowances to be allocated until the next meeting of Council where a report on SRA's will be submitted for consideration.

Staff Contact: Andy Beesley, Committee Administration & (Interim)
Member Services Manager
01708 432437
andrew.beesley@oneSource.co.uk

Andrew Blake-Herbert
Group Director Resources

Background Papers List

None

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ANNUAL COUNCIL, 11 JUNE 2014

APPOINTMENT OF THE STATUTORY LEAD MEMBER FOR CHILDREN'S SERVICES

MOTION

Motion on behalf of the Residents' Group

That the Councillor Gillian Ford be appointed Statutory Lead Member for Children's Services.

Amendment by the Conservative Group

That Councillor Meg Davis be appointed Statutory Lead Member for Children's Services.

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ANNUAL COUNCIL, 11 JUNE 2014

REPORT OF THE CHIEF EXECUTIVE

Appointment of a Monitoring Officer

Following the retirement of Ian Burns, Acting Assistant Chief Executive Legal & Democratic Services, arrangements are needed to secure the continued exercise of his powers and duties as the Council's Monitoring Officer pending appointment of a new Head of Legal.

Arrangements are being made to ensure continuity of responsibility for the various powers and duties on an interim basis pending a permanent arrangement being made.

It is intended that the office be allocated to Helen Edwards, Director of Legal & Governance (oneSource), who has agreed to accept the role until a Head of Legal is appointed and in post.

RECOMMENDATIONS

- 1 That the following individual be authorised to exercise the responsibilities of the statutory officer indicated:
Monitoring Officer: Helen Edwards, Director Legal & Governance (oneSource), with immediate effect.

Staff Contact: Andy Beesley, Committee Administration & (Interim)
Member Services Manager
01708 432437
Andrew.beesley@onesource.co.uk

Cheryl Coppel
Chief Executive

Background Papers

None.

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ANNUAL COUNCIL, 11 JUNE 2014

APPOINTMENT OF THE MEMBER CHAMPIONS

MOTION

Motion on behalf of the Conservative Group

That the following be appointed Champions as indicated:

For the Armed Forces – John Crowder

For the Equalities and Diversity - Dilip Patel

For the Historic Environment – Jason Frost

For the Over 50's – Meg Davis

For the Voluntary Sector - Viddy Persaud

For the Younger Persons – Joshua Chapman

Motion on behalf of the Residents' Group

That the following be appointed Champions as indicated:

For the Armed Forces – John Mylod

For the Equalities and Diversity - Stephanie Nunn

For the Historic Environment – Linda Hawthorn

For the Voluntary Sector - Jody Ganly

For the Younger Persons – Alex Donald

Motion on behalf of the UK Independence Party Group

That the following be appointed Champion as indicated:

For the Over 50's – Patricia Rumble

ANNUAL COUNCIL 11 June 2014

EXPLANATORY NOTE

15 APPOINTMENT OF THE MEMBER CHAMPIONS

For ease of reference, the table that follows indicates the nominations and those upon which votes will be required.

Table 1: Opposed nominations, where there are two nominees

A. Member Champion for the Armed Forces

Conservative Group nominee Councillor	Residents' Group nominee Councillor
John Crowder	John Mylod

B. Member Champion for Equalities and Diversity

Conservative Group nominee Councillor	Residents' Group nominee Councillor
Dilip Patel	Stephanie Nunn

C. Member Champion for the Historic Environment

Conservative Group nominee Councillor	Residents' Group nominee Councillor
Jason Frost	Linda Hawthorn

D. Member Champion for the Over 50's

Conservative Group nominee Councillor	UK Independence Party Group nominee Councillor
Meg Davis	Patricia Rumble

E. Member Champion for the Voluntary Sector

Conservative Group nominee Councillor	Residents' Group nominee Councillor
Viddy Persaud	Jody Ganly

F. Member Champion for Younger Persons

Conservative Group nominee Councillor	Residents' Group nominee Councillor
Joshua Chapman	Alex Donald