



CABINET

7.30 pm	Wednesday 17 June 2015	Council Chamber - Town Hall
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Members 7: Quorum 4

Councillor Roger Ramsey (Leader of the Council), Chairman

	Cabinet Member responsibility:
Councillor Damian White	Housing
Councillor Robert Benham	Environment
Councillor Wendy Brice-Thompson	Adult Social Services and Health
Councillor Meg Davis	Children and Learning
Councillor Osman Dervish	Regulatory Services and Community Safety
Councillor Melvin Wallace	Culture and Community Engagement
Councillor Clarence Barrett	Financial Management
Councillor Ron Ower	Housing Company Development and OneSource Management

Andrew Beesley
Committee Administration Manager

For information about the meeting please contact:
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Webcast

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which is not in camera range.**

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Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

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Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.

AGENDA

1 ANNOUNCEMENTS

On behalf of the Chairman, there will be an announcement about the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

2 APOLOGIES FOR ABSENCE

(if any) - receive

3 DISCLOSURES OF PECUNIARY INTEREST

Members are invited to disclose any pecuniary interests in any of the items on the agenda at this point of the meeting. Members may still disclose a pecuniary interest in an item at any time prior to the consideration of the matter.

4 MINUTES (Pages 1 - 8)

To approve as a correct record the minutes of the meeting held on 13 May 2015, and to authorise the Chairman to sign them.

5 MOVING TRAFFIC CONTRAVENTIONS (Pages 9 - 56)

6 VOLUNTARY SECTOR STRATEGY & ACTION PLAN (Pages 57 - 120)

7 ASSETS OF COMMUNITY VALUE (Pages 121 - 128)

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MINUTES OF A CABINET MEETING
Council Chamber - Town Hall
Wednesday, 13 May 2015
(7.30 - 8.30 pm)

Present:

Councillor Roger Ramsey (Leader of the Council), Chairman

	Cabinet Member responsibility:
Councillor Damian White	Housing
Councillor Robert Benham	Environment
Councillor Wendy Brice-Thompson	Adult Social Services and Health
Councillor Meg Davis	Children and Learning
Councillor Osman Dervish	Regulatory Services and Community Safety
Councillor Melvin Wallace	Culture and Community Engagement
Councillor Clarence Barrett	Financial Management
Councillor Ron Ower	Housing Company Development and OneSource Management

Councillors Ray Morgon, David Durant and Keith Darvill also attended.

There were no members of the public present, but a representative of the press was in attendance.

There were no disclosures of pecuniary interest.

Unless otherwise indicated, all decisions were agreed unanimously with no Member voting against.

43 MINUTES

The minutes of the meeting held on 18 March 2015 were agreed as a correct record and were signed by the Chairman.

44 **ADOPTION OF ARTICLE 4 DIRECTION ON HMOS**

Councillor Osman Dervish, Cabinet Member for Regulatory Services and Community Safety, introduced the report

Cabinet was reminded that the report before it followed the 25 March Council Motion about the introduction of an Article 4 Direction on HMOs (Houses in Multiple Occupation). Introducing an Article 4 Direction would mean that those new HMOs falling within a category of change of use which currently did not need planning permission would need approval through a planning application once an Article 4 was in effect.

An exercise of collating and mapping data about known and suspected HMOs was underway. When complete this would create an evidence base from which to make informed decisions about the extent of HMOs and their impacts, both to progress detailed Article 4 work and also to support other initiatives for improving the monitoring, control and enforcement of HMOs through areas such as licensing.

The report explained that two Article 4s were anticipated, one geographically specific and the other to address possible displacement of HMOs into other parts of the Borough. The aim was to strike an appropriate balance - recognising the continuing contribution that HMOs made as part of the borough's housing mix - but sufficiently controlled so that their day to day operation had no materially harmful impact on the community including the living conditions of neighbouring occupiers.

Delegated powers existed for the Head of Regulatory Services to make Article 4 Directions. The Head of Service would consult with the Leader and Lead Member for Regulatory Services and Community Safety when deciding to which wards the two respective Article 4 Directions should apply on the basis of evidence produced from the data profiling exercise currently taking place.

Reasons for the Decision

The decision responds to a Council's Motion and seeks to introduce measures to bring the formation of HMOs within the Council's planning controls so that the suitability of premises and their impacts may be fully considered in the interest of amenity.

Alternative Options Considered

Failure to make an Article 4 Direction(s) would leave the Council unable to exercise planning control over the impact of HMOs. Given the trend identified of converting smaller dwellings and the likely problems identified, this option is not recommended in the interests of the amenity and wellbeing of the Borough.

Cabinet **noted** that:

1. The Head of Regulatory Services would make a non-immediate Article 4 Direction to restrict permitted development rights to change the use, within geographically specific Havering wards, of any detached, semi-detached or terraced dwellings to HMOs under Schedule 2, Part 3, Class L of the Town and Country Planning (General Permitted Development) (England) Order 2015. That the Head of Regulatory services would decide the geographical basis for this Article 4 based on a data gathering exercise and in consultation with the Leader of the Council and the Cabinet Member for Regulatory Services and Community Safety

That the Article 4 Direction would come into effect 12 months after the notice of direction.

That any representations made in regard to the Direction would be considered in deciding whether to proceed with Direction coming into effect.

2. The Head of Regulatory Services would make a non-immediate Article 4 Direction to restrict permitted development rights to change the use within Havering wards, except for the geographically specific wards identified in accordance with recommendation 1 above, of any semi-detached or terraced dwellings to HMOs under Schedule 2, Part 3, Class L of the Town and Country Planning (General Permitted Development) (England) Order 2015. That the Head of Regulatory Services would decide the geographical basis for this Article 4 based on a data gathering exercise and in consultation with the Leader of the Council and the Cabinet Member for Regulatory Services and Community Safety

That the Article 4 Direction would come into effect 12 months after notice of direction.

That any representations made in regard to the Direction would be considered in deciding whether to proceed with Direction coming into effect.

3. A further report would be brought to Cabinet setting out proposed measures for improving the monitoring, control, licensing and enforcement of HMOs, including the resources necessary to support this.

45 **FUTURE JOINT LOBBYING ARRANGEMENTS**

Councillor Roger Ramsey, Cabinet Member for Value, introduced the report

Cabinet was informed that the report set out proposals to formally establish a North East London Strategic Alliance (NELSA). Its objectives were contained within the report and it sought approval for the Council to join the

new organisation. The report also outlined discussions taking place about the wider devolution agenda.

Cabinet was reminded that NELSA came into existence after the dissolution of the North London Strategic Alliance, which had been established in 1999 as the sub-regional strategic partnership for North London. Membership then included Enfield, Hackney, Haringey, Islington, Redbridge and Waltham Forest. In early 2014, Hackney, Haringey and Islington withdrew and the decision was taken to dissolve the partnership.

The purpose of the NELSA partnership was to develop a clear vision and voice for North East London, to work together to raise awareness of the challenges faced by the North East London boroughs, to lobby to obtain the necessary infrastructure and investment and to pursue shared opportunities. This new grouping met in July 2014 to discuss options for the way forward. The potential members all agreed that they would like to pursue this as an option for a strategic partnership. Alongside this, East London Solutions had also been considering how to increase strategic collaboration on economic regeneration.

NELSA was formed as a politically-led strategic partnership, at present consisting of Barking and Dagenham, Enfield, Newham, Redbridge, Waltham Forest and Havering (as an observer to date). Its main purpose was to lobby for a fair deal for NE London, particularly in terms of ensuring sufficient infrastructure investment to support NE London and to be a strong voice for the sub region. It had not yet been formally constituted, but discussions on the governing documents were at an advanced stage and alongside this, a legal funding agreement was proposed and the above authorities had been invited to sign up to it (a letter was attached as Appendix 2 to the report), at an annual cost of £10k per authority. No proposals were yet in place as to how this funding might be used, but it would include promotion of the partnership and commissioning of research as agreed by the proposed Leaders' and Mayors' Board.

Reasons for the decision: Were set out in the report.

Other options considered: Not to join NELSA at this stage, which was not recommended for the reasons set out in the report. To request Observer status at NELSA – this was unlikely to be agreed by the other participating authorities.

Cabinet **agreed** that the Council become a founder member of NELSA and **authorised** the Group Director, Communities and Resources to approve and execute membership documentation following consultation with the Director of Legal and Governance.

46 **PRIVATE RENTED SECTOR IN HAVERING**

Councillor Ron Ower, Cabinet Member for Housing Company Development and oneSource Management, introduced the report

Cabinet was informed that the report sought the Cabinet's approval to the establishment of a wholly-owned, arm's-length company of the Council the purpose for which was to develop a portfolio of homes for market rent (its prime focus) and sale.

It was proposed that the Council would dispose of assets (land/buildings) to the Company at market value for this purpose, for which it would receive a market payment. It was proposed that the Company received state aid compliant loans and funding from the Council. This would provide a long-term revenue stream for the Council in the form of interest payments from the Company to the Council. The Company would operate in the same way as any other private-sector company, driven by the requirement to produce profits and to operate in a commercial manner. The Council's rights as a shareholder in the Company would be set-out in the Company's Articles of Association and the proposed Shareholder's Agreement.

The Council's main objectives for entering into this market were:

- To generate a financial return to the Council by operating a business;
- To contribute to dealing with the housing supply issue in the borough which threatened the economic and social well-being of residents and was also a threat to the local economy. It would seek to avoid large tracts of buy-to-let housing characterised by fragmented ownership, poor management of families from outside the borough, who might place unsustainable pressures on local services;
- To ensure a mix of housing, in terms of type, size and tenure, best matched to the needs of Havering; and
- To support the Council's regeneration and growth aims, bringing forward high quality development on regeneration sites in key parts of the borough, notably - though not limited to - Rainham along the A1306, and Romford Town Centre.

London's population was forecast to grow from 8.3 million in 2012 to 9.5 million in 2020. Of this increase, one of the largest groups would be those in the 20 to mid-30s age bracket. This group was the key rental demographic whose aspiration for home ownership might not be satisfied until much later in life. There was now a growing demand from private sector tenants for quality, professionally-managed accommodation and this demand was likely to continue to grow.

Several local authorities were venturing into this market. These included: Kings Lynn & West Norfolk, Ealing, Waltham Forest, Enfield and Newham (through its Red Door Ventures). Other institutions, such as Registered Providers, were also seizing on opportunities primarily focused on London and the South East.

The proposal to establish the Housing Company (HC) were based on a high level options appraisal conducted to determine the most appropriate means by which the Council's objectives, as set out in paragraphs 1.1.2 to the report, could be met.

The rationale for establishing the wholly owned Council Company was:

- The Council had the power to on-lend funds to a company at commercial rates. This was an attractive option as the Council would make a margin on its own borrowing from the Public Works Loan Board (PWLB) where interest rates were lower, pension investment funds or Council cash reserves. The cost and returns for a proposed scheme were presented in the Exempt Part B of the report, which will follow when finalised. This did not preclude the Council re-financing completed projects through commercial loans or having a mixed loan portfolio as the project matures;
- In addition to generating a revenue stream for the General fund through interest from loans, revenue income would also be forthcoming from ground rent and dividend payments from the Company. The Council would also benefit from any increase in value of the company's assets;
- Dwellings owned by the company were not HRA properties and thus would not impact on the HRA borrowing cap;
- Dwellings owned by the company would be let on Assured Tenancies and, as market rented homes, would not be subject to the allocations provisions of Part VI of the Housing Act 1996 (which might have particular significance in relation, for example, to any prospective development for market rent);
- Establishing a Company isolated elements of financial risk as the HC would be a limited entity;
- Establishing a Company provided a flexible operating model to participate in the commercial market place; and
- A Company vehicle could potentially extend its operations to wider trading functions related to housing development (subject to Shareholder approval).

Reasons for the decision:

The proposition met the objectives stated in 1.1.2 of the report and the outline business case contained in the Exempt part B of the report met the financial objectives of the Council within the MTFS.

Alternative Options Considered

A review of the alternative options of do nothing, seeking to undertake the proposition in the General Fund or through the HRA, or establishing a formal joint venture were either not feasible or did not fulfil the objectives to the extent of the preferred option as discussed in the report.

Cabinet:

1. **Agreed** to the incorporation of a company limited by shares that would be wholly owned by the Council and **delegated** to the Director of Legal and Governance authority to take all necessary steps to establish the company.
2. **Delegated** to the Leader of the Council and Cabinet Member for Housing Company Development & One Source Management, approval of the business case for and the Housing Company's (HC) first business plan. In addition, the Group Director for Communities & Resources, following consultation with the Director of Legal and Governance, was **authorised** to approve the business case as being compliant with legislation, due diligence and being commercially sustainable.
3. **Agreed in principle** to the disposal of assets (land/buildings) to the Company at market rates and **delegated** to the Group Director for Communities & Resources, following consultation with the Head of Property and the Director of Legal and Governance, authority to determine the principles and processes by which the said assets should be disposed of and the terms of disposal.
4. **Agreed in principle** to provide to the company funding through state aid compliant loans, subject to such funding being in line with the Council's financial strategy. It further **agreed** that the Leader of the Council and Cabinet Member for Housing Company & One Source Management following consultation with the Director of Legal and Governance would agree the Heads of Terms of the loan agreements, the negotiation and finalisation of the loan agreements, provided they were broadly consistent with the Heads of Terms, and the decision to release funding subject to satisfactory financial due diligence, to be **delegated** to the Group Director for Communities & Resources.
5. **Delegated** to the Leader of the Council and Cabinet Member for Housing Company Development & One Source Management, supported by a Senior Council Officer other than Group Director of Communities & Resources, to release funds through such loans needed to meet the requirements of the agreed business case.
6. **Delegated** to the Leader of the Council and Cabinet Member for Housing Company Development & One Source Management, supported by a Senior Council Officer other than Group Director of Communities & Resources, the exercising of the Council's rights as shareholder.
7. **Delegated** to the Leader of the Council and Cabinet Member for Housing Company Development & One Source Management to agree to the Heads of Terms of the Shareholder Agreement and **delegated** to the Group Director for Communities & Resources, in

conjunction with the Director of Legal and Governance, the authority to negotiate and finalise the Shareholder agreement.

8. **Delegated** to the Group Director for Communities & Resources authority to approve the Articles of Association following consultation with the Director of Legal and Governance.
9. **Agreed** to the establishment of the Company's board consisting of the following Council officers, as well as an external, unconnected individual (to be recruited) who had relevant experience in the house-building sector:
 - a. Group Director for Communities & Resources
 - b. Head of Economic Development
 - c. Head of Property Services, One Source.
 - d. Assistant Director Business Services, oneSource
10. Subject to the final sign-off of the Business Case as specified in recommendation 2 and the Council and the company entering into the ancillary agreements referred to above, **agreed** that the Company might thereafter commence trading.

In addition, an appendix containing exempt information, detailing further Cabinet decisions. This was made within the meaning of paragraph 3 of Schedule 12A of the Local Government Act 1972 as it was not in the public interest to publish.

Chairman

Cabinet

17 June 2015

Subject Heading:

**Moving Traffic Contraventions
(Operations)**

Cabinet Member:

Councillor R Benham

CMT Lead:

Andrew Blake-Herbert

Report Author and contact details:

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Policy context:

Financial summary:

The income from the proposed additional enforcement service will support the cost of that enforcement. Any additional income will be used to improve road transport provision.

Is this a Key Decision?

Yes

When should this matter be reviewed?

As required

Reviewing OSC:

Environment

The subject matter of this report deals with the following Council Objectives

- Havering will be clean and its environment will be cared for
- People will be safe, in their homes and in the community
- Residents will be proud to live in Havering

SUMMARY

The Council agreed at its meeting of the 22nd October to adopt the powers to enforce moving traffic contraventions within Havering. These are in respect of a series of regulations which include banned turns, no vehicle entry, stopping in box junctions and other vehicle access restrictions e.g. bus lanes. The London Councils TEC Committee has now approved the proposals. They are due to be implemented on 18th September 2015 after a period of 3 months notice in the press and London Gazette.

It was further agreed that the operational aspects of enforcement are to be submitted to Cabinet for approval.

Moving Traffic Contraventions (MTCs) comprise a number of traffic regulations, including, but not limited to banned right, left and U turns, no vehicle entry, yellow no stopping box junctions and vehicle type access restrictions.

There are a limited number of locations in Havering where MTC enforcement could be applied, and it is considered that these locations would benefit from such enforcement in terms of improved driver behaviours, improved traffic flow and road safety.

Buses are a central part of any public transport system and protecting the bus lanes from misuse improves the reliability and punctuality of buses whilst reducing congestion and pollution.

RECOMMENDATIONS

That Cabinet Agrees:

1. That where new restrictions are introduced they will be included in the operational plan to ensure compliance with the regulations.
2. That priority for initial enforcement based on where compliance is known to be poor will be the sites as listed in **Appendix B**.
3. That warning signs will be issued from July 2015 to allow the public to become accustomed to the new enforcement regime and that general publicity should be widely distributed.
4. To the use of the CCTV vehicles for the purpose of enforcement where practicable to do so.
5. To the use of other CCTV cameras where it is more appropriate to use this type of equipment.

REPORT DETAIL

Parking Law and Regulations

1. The London Local Authorities and Transport for London Act 2003 (LLATFLA) enables a London authority to take on the civil enforcement of certain moving traffic contraventions (MTCs) by decriminalising the offences, thereby transferring the enforcement responsibility from the Police to the Council. In 2007 the Traffic Management Act 2004 (TMA2004) consolidated this legislation.
2. Bus Lanes are enforceable under the Local London Local Authorities Act & Transport for London Act 1996, and its purpose is to give priority to certain groups of road users by excluding other classes of vehicle.
3. The TMA 2004 which was enacted in 2007 places a duty on Local Authorities to ensure the free flow of traffic on the roads they manage, and provides the process for

issuing, processing and dealing with challenges related to Penalty Charge Notices issued for parking, bus lane and moving traffic contraventions.

4. Section 55 Road Traffic Regulation Act 1984 provides that the Council is not allowed to use on-street parking income just to raise revenue or as a local tax. Any additional income from on-street parking charges, must be used to improve, by whatever means, transport provision in the area so that road users benefit.
5. It is noted the level of fee for Penalty Charge Notices (PCNs) issued by Councils are not set by individual councils, but by London Councils, and are as approved by the Mayor for London. Currently the charge payable is £135.00 which is reduced by 50% if payment is made within 14 days.
6. Previously the consequences of these types of contravention being enforced by a police officer would include the issue of a fixed penalty (currently £80.00) and 3 points attached to the motorists driving licence. Furthermore the driver is required to provide this information to their insurance company which may incur increases in premiums.
7. In terms of guidance there is a London-wide code of practice for enforcement that covers issues such as the training and equipping of CEOs /CCTV operators to ensure they carry out their duties professionally and competently. There is also a code of practice for the use of CCTV enforcement. All of these documents are publicly available on London Councils website at:
www.londoncouncils.gov.uk/policylobbying/transport/parkinginlondon/default.htm

Moving Traffic Contraventions

8. Enforcing London's road signs has historically been the responsibility of the Police, however, it is often perceived as low policing priority which inhibits the local authority to properly manage traffic flow which in turn has a direct effect on road safety, the local environment and economy.
9. Drivers whose vehicles are banned from using bus lanes and other restricted turns and areas of carriageway, but use them when prohibited, can cause accidents and delays leading to frustration and resentment among those drivers complying with the regulations
10. Buses are a central part of any public transport system and need to have bus lanes protected from misuse to make the bus journey more punctual and to reduce accidents to passengers.
11. Fair and consistent enforcement ensures that only those who contravene the regulations are penalised and drivers who are compliant have the benefit of a properly managed road net -work, with improved traffic flow and reduced congestion which will improve the local environment and economy.
12. Until 1 April 2015 CCTV was used by the Council using Enforcement vehicles to issue PCNs to vehicles contravening parking regulations in accordance with regulations made under the Traffic Management Act 2004.
13. Twenty nine London boroughs including TFL have already adopted the necessary powers to enforce MTCs, and their experience has shown the most effective means of evidenced collection is to use camera based technology since the movement of the vehicle or the direction it has travelled needs to be captured as evidence and used to

support the service of a Penalty Charge Notice (PCN) by post. Details of those Authorities currently carrying out enforcement and PCN issue for year 2013/14 are set out in **Appendix A**.

14. There are a limited number of locations in Havering where MTC enforcement could be applied as detailed in **Appendix B** (low to high priority areas) where it is considered enforcement will improve driver behaviour leading to improved traffic flow, improve bus journey times and promote road safety for residents, visitors and road users.
15. A two month advisory period will commence from 20th July 2015 where nil charge Warning Notices will be served through the post on any motorist considered to have contravened the regulations. Following advertisement of the appointed day (planned date 18th September 2015 full Penalty Charge Notices (PCNs) will then be served through the post for any identified contraventions. **Appendix C** details locations which have been identified requiring priority enforcement and it is recommended priority is given to these areas in the first instance.
16. A list of contraventions and the road signs used are detailed in **Appendix D**
17. The Road Traffic Management Act 2004 sets down a robust statutory procedure that must be followed at each stage of the penalty charge notice, from issue, collection, and provides a robust process to challenge the issue of a PCN which includes the right of appeal to an independent adjudicator at the Parking and Traffic Appeals service. (PaTAS).
18. This Report makes recommendation for the prioritisation of certain locations for enforcement. .

REASONS AND OPTIONS

Reasons:

To promote Road Safety by improving driver behaviours, and ensure traffic flow is maintained.

The adoption of the powers will ensure a comprehensive enforcement regime can be used that will allow the police to concentrate their resources to other areas.

Options:

There are no other options available to the locations of enforcement as in adopting the powers the Council must enforce all restrictions listed and cannot choose to opt out of any specific location.

IMPLICATIONS AND RISKS

Financial implications and risks

The income from the proposed additional enforcement service will support the cost of that enforcement.

Legal implications and risks:

The provisions of LLATFLA can only be enforced by the Council following the adoption by the Council of the Act. The Council must also set a date for implementation which in this case is expected to be 19th October 2015

The discretion to prioritise certain areas can be set by Cabinet although enforcement in individual cases will be down to the judgement and discretion of officers acting under delegated powers.

There is a low risk of successful challenge to the decisions recommended in this Report. Individual enforcement decisions will be subject to normal legal risks based on the facts of each case.

Human Resources implications and risks:

There may be some need to review working practices and contracts of enforcement staff, which will be dealt with through normal consultation processes.

Equalities implications and risks:

The comprehensive EIA completed in January 2015 as part of the overall Budget Strategy has considered any implication that may arise from the introduction of the enforcement of moving traffic and bus lane contraventions. .

BACKGROUND PAPERS

London Councils Approval to Commence MTC Enforcement guidance notes.

London Borough of Havering Financial Strategy 24/09/2015

London Borough of Havering Parking Strategy 2015

Appendix A

Enforcement Activity Moving Traffic & Bus Lane Contraventions 2013-14

Enforcing Authority	Bus lane PCNs	Moving Traffic PCNs	Total PCNs
London Councils			
Barking & Dagenham	19,708	18,641	38,349
Barnet	16,577		16,577
Bexley	Commences 1st August 2015		
Brent	5,681	24,029	29,710
Bromley	4,439		4,439
Camden	13,562	28,980	42,542
City of London		4,508	4,508
Croydon	282	12,010	12,292
Ealing	24,171	19,509	43,680
Enfield	1,899	13,069	14,968
Greenwich	has not adopted powers yet		
Hackney	635	7,586	8,221
Hammersmith & Fulham	11,503	99,197	110,700
Haringey	3,125	13,776	16,901
Harrow	7,426	38,305	45,731
Havering	Commences 2015		
Hillingdon	1,605	8,409	10,014
Hounslow	18,706	5,477	24,183
Islington	9,699	33,610	43,309
Kensington & Chelsea	Has not adopted powers yet		
Kingston	25,051	16,271	41,322
Lambeth	30,030	23,172	53,202
Lewisham	8,623	7,234	15,857
Merton	14,579	12,269	26,848
Newham	2,833	20,415	23,248
Redbridge		7,018	7,018
Richmond	3,035	597	3,632
Southwark	564	11,265	11,829
Sutton	Has not adopted powers yet		
Tower Hamlets	1,346	1,947	3,293
Waltham Forest	9,261	28,993	38,254
Wandsworth	88	9,434	9,522
Westminster		15,253	15,253
Transport for London	20,249	169,233	189,482

Appendix B - All Locations for Enforcement.

	Location	Order	TMO No	Description
1	Mildmay Road	One-Way	TMO 2010 no. 93 supersedes TMO 1985 no. 3	that length of Mildmay Road that extends between its junction with Oak Street and its junction with Cherry Street, in a direction other than from north-west to South-east
2	Cherry Street	One-Way	TMO 2010 no. 93 supersedes TMO 1985 no.3	That length of Cherry Street that extends between its junction with Mildmay Road and its junction with Mawney Road, in a direction other than from south to north
3	Brewery Walk	One-Way	TMO 2002 no.11	that length of Brewery Walk (formerly Eastern Spur) that extends from the south-western flank wall of no. 30 South Street in a direction other than from south-west to north-east
4	Access way between Market Place and South Street	One-Way	TMO 2002 no.11	the access way linking Market Place with South Street in a direction other than from north-east to south-west
5	South Street	One-Way	TMO 2002 no.11	that length of South Street that extends from Brewery Walk to High Street in a direction other than from south-east to north-west
6	South Street	One-Way	TMO 2002 no.11	that length of South Street from Eastern Road to Western Road in a direction other than from south-east to north-west
7	Havana Close	One-Way	TMO 2002 no.11 supersedes TMO 1970 no. 154	That length of Havana Close that extends from the south-western kerb-line of South Street to a point 19.20 metres south-west of that kerb-line in a direction other than from north-east to south-west
8	Western Road	One-Way	TMO 2002 no.11	that length of Western Road that extends from South Street to the south-western kerb-line of the

				unnamed service road situated at the rear of nos. 67-83 South Street in a direction other than for south-west to north-east
9	Eastern Road	One-Way	TMO 2002 no.11	that length of Eastern Road that extends from Chandlers Way to South Street in a direction other than from north-east to south-west
10	Eastern Road	One-Way	TMO 2002 no.11	that length of Eastern Road that extends from Chandlers Way to Mercury Gardens in a direction other than from south-west to north-east, excepting taxis and pedal cycles proceeding from north-east to south-west in the contra-flow taxi route situated alongside the south-eastern kerb-line of that length of street
11	Chandlers Way	One-Way	TMO 2002 no.11	in a direction other than from north-west to south-east
12	Angel Way	One-Way	TMO 1998 no. 12 supersedes TMO 1970 no. 154	between its junction with High Street Romford and a point 3.5 metres south of the common rear boundary of nos. 35 and 37 North Street in a generally north westerly or north easterly direction
13	Western Road	One-Way	TMO 2002 no.16	That length of Western Road that extends from South Street to the south-western kerb-line of Western Road Service Road in a direction other than from south-west to north-east
14	Grimshaw Way	One-Way	TMO 2002 no. 16	that length of Grimshaw Way that extends from Western Road Slip Road to the north-western kerb-line of Slaney Road in a direction other than from north-west to south-east
15	Slaney Road	One-Way	TMO 2002 no. 16	Slaney Road in a direction

Cabinet 13 May 2015

				other than from north-east to south-west
16	Western Road Slip Road	One-Way	TMO 2002 no. 16	in a direction other than from north-east to south-west
17	A1306 New Road	No Entry	TMO 2007 no. 25	no person shall cause or permit any vehicle to enter or proceed in the slip road fronting the Lennards Arms pubic house, A1306 New Road
18	Access way between Market Place and South Street	No Entry	TMO 2002 no.11	the access way linking Market Place with South Street
19	High Street, Romford	No Entry	TMO 2002 no.11	proceeding north-eastwards in High Street to enter that length of High Street that extends from its junction with Angel Way to its junction with South Street
20	High Street, Romford	No Entry	TMO 2002 no.11	proceeding south westward in High Street to enter that length of High Street that extends south-westwards from a point opposite the south-western flank wall of 21no.4 High Street to its junction with Angel Way between 10 a.m and 4 p.m on Mondays to Saturdays inclusive
21	South Street	No Vehicles except buses and cycles	TMO 2002 no.11	proceeding north westward in South Street to enter that length of South Street that extends from Victoria Road to The Battis
22	South Street	No Entry except taxis + Buses	TMO 2002 no.11	proceeding north-westward in South Street to enter that length of South Street that extends from Havana Close to Western Road
23	South Street	No Entry	TMO 2002 no.11	proceeding in South Street to enter Havana Close
24	South Street	No Entry	TMO 2002 no.11	to enter Arcade Place
25	Chandlers Way	No Entry	TMO 2002 no.11	proceeding in Chandlers Way to turn right into Eastern Avenue
26	Brewery	No Entry	TMO 2002 no.11	travelling north-eastward to

Cabinet 13 May 2015

	Walk/South Street			enter that length of Brewery Walk (formerly Eastern Spur) that extends from the south-western wall of no. 30 South Street to South Street between 10 a.m and 4 p.m on Mondays to Saturdays inclusive
27	Mercury Gardens	No Entry	TMO 2002 no.11	proceeding south-eastward in Mercury Gardens to enter the gap in the central reserve opposite Eastern Road
28	The Battis to Havana Close	No Entry	TMO 2002 no.11	proceeding north-westward to enter that section of South Street that extends from The Battis to Havana Close
29	Mercury Gardens	No Entry except taxis and cycles	TMO 2002 no.11	Proceeding north-westward in Mercury Gardens to turn left into Eastern Road
30	Western Road	No Entry except buses, taxis, cycles and authorised vehicles	TMO 2002 no.11	no person shall cause or permit any vehicle to enter or proceed in that length of the off-side lane of the south-eastern carriageway of Western Road that extends from a point opposite the commencement of Western Road Slip Road to its junction with Chandlers Way - except buses, taxis, pedal cycles, universal service providers vehicles, bullion vehicles and authorised vehicles
31	Western Road	No Entry	TMO 2002 no.11	no person shall cause or permit any vehicle to enter or proceed in that length of the north-western carriageway of Western Road that extends from the north-eastern kerb-line if Chandlers Way to a point opposite the commencement of Western Road Slip Road - except buses and pedal cycles

Cabinet 13 May 2015

32	Western Road	No Entry	TMO 2002 no.11	no person shall cause or permit any vehicle to enter the gap in the central reserve, except vehicles seeking access to the Western Road car-park entrance
33	A1306 New Road	No Entry		no person shall cause or permit any vehicle to enter or proceed in the slip
34	Eastern Road	Left turn only	TMO 2002 no.11	to proceed south-westward in Eastern Road shall cause or permit that vehicle on reaching its junction with Mercury Gardens to proceed except by turning left
35	The Battis	Right turn only	TMO 2002 no.11	to exit The Battis shall cause or permit that vehicle on reaching its junction with South Street to proceed except by turning right
36	Alder Avenue	Max Weight 7.5t	TMO 2003 no. 23	No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street
37	Boundary Road	Max Weight 7.5t	TMO 2003 no. 23	No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street
38	Bridge Avenue	Max Weight 7.5t	TMO 2003 no. 23	No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street
39	Gaynes Park Road	Max Weight 7.5t	TMO 2003 no. 23	No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street
40	Harwood Hall Lane	Max Weight 7.5t	TMO 2003 no. 23	No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street

Cabinet 13 May 2015

41	Little Gaynes Lane	Max Weight 7.5t	TMO 2003 no. 23	No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street
42	Parkland Avenue	Max Weight 7.5t	TMO 2003 no. 23	No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street
43	Tawny Avenue	Max Weight 7.5t	TMO 2003 no. 23	No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street
44	The Approach	Max Weight 7.5t	TMO 2003 no. 23	No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street
45	Clay Tye Road	Max Weight 7.5t	TMO 2002 no.18	For its entire length - No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street
46	Ockenden road	Max Weight 7.5t	TMO2002 no. 18	That length of Ockenden Road that extends from Pike Lane via its junction with Clay Tye Road to the boundary with Thurrock Borough Council - No person shall cause any goods vehicle the gross weight of which exceeds 7.5 tonnes to proceed in a prescribed street
47	Archibald Road	No Vehicles	TMO 1992 no. 5	No person shall cause any vehicle to proceed in that part of Archibald Road between a point 29m south east of the south eastern kerb line of Fitzilian Avenue and a point 0.3m south east of that first point
48	St John's Road	No Vehicles	TMO 1991 no. 2	No person shall cause any vehicle to proceed in that part of St. John's Road 21.20 m east of the eastern kerb line of the access to no. 114 St John's Road

				and 8.75m west of the western kerb line of the access to 118 St. John's Road
49	South Street	No Vehicles	TMO1993 no. 5	(a) between 7.30 hours and 18.30 hours Mon - Sat no person shall cause any vehicle to enter or proceed except buses and pedal cycles which shall proceed in a north bound direction (b) between 00.00 hours and 7.30 hours and 18.30 and 24.00 hours Mon - Sat and all day Sunday no person shall proceed other than in a north bound direction
50	Victoria Road (west)	No Right Turn	TMO 1993 no. 4	All persons causing any vehicle to proceed eastbound in that part of the carriageway of Victoria Road (west) constituting the eastbound ahead lanes at the junction with Thurloe Gardens/Mercury Gardens shall either proceed ahead into Victoria Road (east) or turn left into the northbound carriageway of Mercury Gardens
51	Victoria Road (west)	Right turn only	TMO 1993 no. 4	All persons causing any vehicle to proceed in that part of the carriageway of Victoria Road (west) constituting the right turn lane into Thurloe Gardens shall turn right
52	Taunton Road, Harold Hill	No Entry	TMO 1993 no. 3	No person shall cause or permit any vehicle to enter or proceed in that part of Taunton Road past a point 9m south east of the southern kerb line of Noak Hill Road

53	Cross Road	Width Limit 2.1m	TMO 1993 no. 1	No person shall cause any vehicle the overall width of which together with the load exceeds 2.1m to enter that length of Cross Road between the point 10m north east of the north-eastern boundary of 138 Cross Road and a point 3 m north east of that first point
54	Western Road	No right turn	TMO1992 no. 3	No person shall cause any vehicle travelling westwards along Western Road to turn right into (a) the access road situated approx. 80 m from the junction of Western Road and Junction Road to the Sainsbury superstore service yard (b) the access road situated approx. 230 m from the junction of Western Road and Junction Road to the Sainsbury superstore service yard
55	Oldchurch Road	Left turn Only	TMO 1989 no. 3	All persons causing any vehicle to proceed along that part of the carriageway of Oldchurch Road (eastbound) constituting the left turn lane into South Street shall turn left into South Street
56	Thurloe Gardens	Left turn only	TMO 1989 no. 3	All persons causing any vehicle to proceed along the carriageway of Thurloe Gardens (westbound) constituting the left turn lane into South Street shall turn left into South Street
57	Oldchurch Road	Ahead Only	TMO 1989 no. 3	All persons causing any vehicle to proceed in that part of the carriageway of Oldchurch Road constituting the two (eastbound) ahead lanes at the junction with South Street shall proceed ahead into Thurloe Gardens

58	Thurloe Gardens	Ahead Only	TMO 1989 no. 3	All persons causing any vehicle to proceed in that part of the carriageway of Thurloe Gardens constituting the (westbound) ahead lanes at the junction with South Street shall proceed ahead into South Street
59	Oldchurch Road	Right turn only	TMO 1989 no. 3	All persons causing any vehicle to proceed in that part of the carriageway of Oldchurch Road constituting the (westbound) right turn into South Street shall turn right into South Street
60	Thurloe Gardens	Right turn only	TMO 1989 no. 3	All persons causing any vehicle to proceed in that part of the carriageway of Thurloe Gardens constituting the (westbound)) right turn lane into South Street shall turn right into South Street
61	South Street	No Left Turn	TMO1989 no. 3	No persons shall cause any vehicle proceeding in that part of the carriageway of South Street constituting the (northbound) ahead lanes to turn left into Oldchurch Road
62	Oldchurch Road	No U Turn	TMO 1989 no. 3	No persons shall cause any vehicle proceeding in that part of the carriageway of Oldchurch Road constituting the (eastbound) right turn lane to execute a U turn into Oldchurch Road (westbound)
63	Thurloe Gardens	No U Turn	TMO 1989 no. 3	No persons shall cause any vehicle proceeding in that part of the carriageway of Thurloe Gardens (westbound) right turn lane to execute a U turn into Thurloe Gardens

64	Thurloe Gardens	Left turn only	TMO 1989 no. 3	All persons causing any vehicle to proceed in that part of the carriageway of Thurloe Gardens constituting the (northbound) left turn lane into Victoria Road shall turn left into Victoria Road
65	Mercury Gardens	Left turn only	TMO 19891 no. 3	All persons causing any vehicle to proceed in that part of the carriageway of Mercury Gardens Constituting the (southbound) left turn lane into Victoria Road shall turn left into Victoria Road
66	Thurloe Gardens	Ahead Only	TMO 1989 no. 3	All persons causing any vehicle to proceed in that part of the carriageway of Thurloe Gardens constituting the (northbound) ahead lanes at the junction with Victoria Road shall proceed ahead into Mercury Gardens
67	Mercury Gardens	Ahead Only	TMO 1989 no. 3	All persons causing any vehicle to proceed in that part of the carriageway of Mercury Gardens constituting the (southbound) ahead lanes at the junction with Victoria Road shall proceed ahead into Thurloe Gardens
68	Victoria Road (west)	Left turn only	TMO 1989 no. 3	All persons causing any vehicle to proceed eastbound in that part of the carriageway of Victoria Road (west) upon reaching the junction with Mercury Gardens shall turn left into Mercury Gardens provided that nothing in the Article shall apply to buses and pedal cycles
69	Victoria Road (east)	Left turn only	TMO 1989 no.3	All persons causing any vehicle to proceed westbound in the carriageway of Victoria Road (east) upon reaching the junction with Thurloe

				Gardens shall turn left into Thurloe Gardens provided that nothing in this article shall apply to buses and pedal cycles
70	Mercury Gardens	Ahead only	TMO 1989 no. 3	All persons causing any vehicle to proceed in that part of the carriageway of Mercury Gardens constituting the (northbound) ahead lanes at the junction with Eastern Road shall continue ahead into Mercury Gardens
71	Mercury Gardens	No Entry	TMO 1989 no.3	No persons shall cause any vehicle proceeding northbound in Mercury Gardens to enter the gap in the central reservation opposite Eastern Road
72	Western Road (west)	No Vehicles except buses and cycles	TMO 1989 no. 3	No persons shall cause any vehicle to enter Western Road (west) at the Mercury Gardens junction, except for access to the un-named service road 110m west of Mercury Gardens junction provided that nothing in this article shall apply to buses and pedal cycles
73	Western Road	No Vehicles except buses and cycles	TMO 1989 no. 3	No persons shall cause any vehicle to enter or proceed in Western Road, west of the new service road junction (110m west of Mercury Gardens junction_ provided that nothing in this Article shall apply to businesses and pedal cycles
74	Service Road (off Western Road)	No Left Turn	TMO 1989 no. 3	No person shall cause any vehicle to turn left into Western Road from the aforementioned service road
75	Chandlers Way	No Left Turn	TMO 1989 no. 3 also see TMO 1985 no. 1	No person shall cause any vehicle to turn left into Western Road from Chandlers Way

76	South Street	No Vehicles except buses and cycles	TMO 1989 no. 3	No person shall cause any vehicle to enter or proceed in South Street (northbound) north of Havana Close junction, provided that nothing in this Article shall apply to buses and pedal cycles
77	South Street	No Vehicles ,except for access, buses taxis and cycles	TMO 1989 no. 3	No person shall cause any vehicle to enter or proceed in South Street north of the junction with Victoria Road, except for access to the premises in South Street south of Romford Station bridge provided that nothing in this Article shall apply to buses taxis and cycles
78	South Street	Bus Lane	TMO 1989 no. 3	No person shall cause any vehicle to enter or proceed in the bus bay in South Street north of the junction with Victoria Road provided that nothing in this Article shall apply to buses proceeding northbound in South Street
79	South Street	No Vehicles	TMO 1989 no. 3	No persons shall cause any vehicle to enter or proceed in the northern end of the bus bay in South Street (approx. 50m north of junction with Victoria Road
80	South Street	No Vehicles except buses, taxis and cycles	TMO 1989 no. 3	No Persons shall cause any vehicle to enter or proceed in South Street from the south side of Romford Station Railway bridge, provided that nothing in this Article shall apply to buses, taxis and cycles
81	South Street	No Vehicles except buses, taxis and cycles	TMO 1989 no. 3	No persons shall cause any vehicle to enter or proceed in South Street from the north side of Romford Station railway bridge provided that nothing in this Article shall

				apply to buses cycles and taxis
82	Eastern Road	No Left Turn except taxis and cycles	TMO 1989 no. 3	No person shall cause any vehicle to turn left into South Street from Eastern Road provided that nothing in this Article shall apply to taxis and pedal cycles
83	Western Road (west)	No U Turn	TMO 1989 no. 3	No persons shall cause any vehicle proceeding westbound in Western Road (west) to execute a U turn at the western most end of the short dual carriageway section (by Western Road multi-storey car park)
84	Un-named service Yard	Left turn only	TMO 1989 no. 3	All persons causing any vehicle to leave the un-named service yard on the north side of Western Road, Approx. 18m west of Chandlers Way shall turn left
85	St. Leonards Way	No left turn	TMO 1989 no. 2	No person shall cause any vehicle to enter from Hornchurch Road the traffic lane of St Leonards Way situated between the central island and the western island
86	Hornchurch Road	No Entry	TMO 1989 no. 2	No Person shall cause any vehicle to enter from Hornchurch Road the traffic lane of St. Leonards Way situated between the western island and the western kerb of St. Leonards Way
87	Mawney Road	No Entry	TMO 1989 no. 1	No person shall cause any vehicle to enter Pretoria Road from Mawney Road
88	Davidson Way	One-way	TMO 1988 no. 8	No person shall cause any vehicle to proceed other than north-easterly/north-westerly from Rom Valley Way towards Oldchurch Road

Cabinet 13 May 2015

89	Service Road (off Hampden Road)	No Entry	TMO 1988 no. 4	No person shall cause any vehicle to enter the service road from Hampden Road
90	Service Road In Collier Row Road	No Entry	TMO 1988 no. 4	No person causing any vehicle to proceed in the service road in a southerly direction towards Carter Drive shall cause that vehicle to enter that length of the service road which is immediately to the west of any of the following points: (i) a point 2.5 m south west of the north eastern flank wall of number 2 Collier Row Road (ii) a point 4 metres west of the north eastern flank wall of number 26 Collier Row Road (iii) a point opposite the common boundary of numbers 50 and 52 Collier Row Road
91	Hilldene Avenue (service road) fronting no.94 to 198 Hilldene Avenue	One-Way	TMO 1988 no. 2 supersedes TMO 1975 no. 41	No person shall cause any vehicle to proceed in a direction other than westerly
92	Junction Road	No Right Turn	TMO 1988 no. 1 supersedes TMO 1979 no. 8	No person causing any vehicle to proceed in Junction Road shall cause that vehicle to turn right into Main Road
93	Hornchurch Road	No U Turn	TMO 1887 no.1	No person shall cause any vehicle proceeding in the westbound carriageway to enter the gap in the central island opposite the garage access road
94	Hornchurch Road	One-Way	TMO 1987 no. 1	No person shall cause any vehicle to proceed in the westbound carriageway of Hornchurch Road a direction other than east to west - the eastbound carriageway from west to east

Cabinet 13 May 2015

95	Gubbins Lane	Max Weight 7.5t	TMO 1987 No. 2	No person shall cause any goods vehicle the maximum gross weight of which exceeds 7.5 tonnes to enter or proceed in that length of Gubbins Lane which is carried by the Harold Wood Railway Bridge
96	Albert Road	One-Way	Amendment Order 1987 of TMO 1970 no. 2	Vehicular traffic would be prohibited from proceeding in Albert Road other than from the south-east to north-west
97	George Street	Two-way traffic	Amendment Order 1987 of TMO 1970 no. 2	Vehicular traffic would be able to proceed in George Street in either direction
98	Upminster Road North	Max Weight 7.5t	TMO 1987 no. 1 amendment - supersedes TMO 1983 no. 1	Prohibits goods vehicles exceeding 7.5 tonnes maximum gross weight from travelling in Upminster Road North in a north-easterly direction from proceeding in that road between a point 10m north-east of Greenacres Close and Berwick Pond Road
99	Ashton Road	Max Weight 16.5 tonnes	TMO1985 no. 343	No person shall drive or cause or permit to be driven any goods vehicle exceeding 16.5 tonnes maximum gross weight in any restricted street during the prescribed hours - except where a permit has been given
100	Bampton Road	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
101	Bridge Road	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
102	Broadway	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
103	Bryant Avenue	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
104	Faringdon Avenue	Max Weight 16.5 tonnes	TMO1985 no. 343	As above - all that lies between Langley Close and Tonbridge Road at its north-easternmost junction
105	Ferry Lane	Max Weight 16.5 tonnes	TMO1985 no. 343	As above

Cabinet 13 May 2015

106	King George Close	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
107	Lambs Lane	Max Weight 16.5 tonnes	TMO1985 no. 343	As above - from the northern kerb-line of its junction with A13 to a point 175m north of that kerb-line
108	Langley Close	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
109	Manor Way	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
110	Nags Head Lane	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
111	Salamons Way	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
112	Sandy Lane	Max Weight 16.5 tonnes	TMO1985 no. 343	As above - between New Road (A13) and the Greater London Boundary
113	Spilsby Road	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
114	Tonbridge Road	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
115	Warley Road	Max Weight 16.5 tonnes	TMO1985 no. 343	As above
116	Cowper Road	One-Way	TMO 1986 no. 2 supersedes TMO 1985 no.1 (experimental)	No person shall cause any vehicle to proceed in a direction other than from north-west to south-east
117	Melville Road	One-Way	TMO 1986 no. 2 supersedes TMO 1985 no.1 (experimental)	No person shall cause any vehicle to proceed in a direction other than from south-east to north-west
118	Dagenham Road	No vehicles	TMO 1984 no. 1 - supersedes TMO 1983 no. 1	No person shall cause any vehicle to enter the area of carriageway situated at or adjacent to the junction of Dagenham Road and Willoughby Drive which lies between the north-eastern kerb-line of Dagenham Road and a point 4.5m north-east of that kerb-line
119	All those street and lengths of streets which lie within the area partly bounded by but not including the Rainham to	Max Weight 7.5t experimenta l	TMO 1984 no. 381	No person shall cause any goods vehicle the maximum gross weight of which exceeds 7.5 tonnes to enter any prescribed street

Cabinet 13 May 2015

	Purfleet railway line (between Eastwood Drive and Ferry Lane)			
120	Ferry Lane (between the above mentioned railway line and Wennington Road)	As above	TMO 1984 no. 381	As above
121	Wennington Road (between Ferry Lane and Broadway)	As above	TMO 1984 no. 381	As above
122	Broadway	As above	TMO 1984 no. 381	As above
123	Rainham Road	As above	TMO 1984 no. 381	As above
124	Bridge Road	As above	TMO 1984 no. 381	As above
125	New Road (between the roundabout at or adjacent to its junction with Bridge Road and Rainham Road and the southernmost kerb-line of Wennington Road), and partly bounded by and including Wennington Road, including The Green, (between New Road and Eastwood Drive) and	As above	TMO 1984 no. 381	As above

Cabinet 13 May 2015

	Eastwood Drive			
12 6	Rom Valley Way	No U Turn	TMO 1984 no. 2	No person causing any vehicle to proceed in Rom Valley Way shall cause that vehicle to turn so as to face in the opposite direction to that in which it was proceeding
12 7	Hornchurch Road	One-Way	TMO 1984 no. 2	(a) so much as lies on the north side of the central reservation - from west to east
12 8	Hornchurch Road	One-Way	TMO 1984 no. 2	(b) so much as lies on the south side of the central reservation - east to west
12 9	Hornchurch Road	One-Way	TMO 1984 no. 2	(c) the carriageway between the eastern extremity of the central reservation and the western extremity of the eastern island site - west to east
13 0	Hornchurch Road	One-Way	TMO 1984 no. 2	(d) the carriageway on the north side of the eastern island site - west to east
13 1	Hornchurch Road	One-Way	TMO 1984 no. 2	(e) so much as lies on the south-west side of the eastern island site - north-west to south-east
13 2	Hornchurch Road	One-Way	TMO 1984 no. 2	(f) so much as lies on the south-east side of the eastern island site - north-east to south-west
13 3	Roneo Link	One-Way	TMO 1984 no. 2	(a) so much as lies on the south-west side of the eastern island site - from north-west to south-east
13 4	Roneo Link	One-Way	TMO 1984 no. 2	(b) so much as lies on the south-east side of the eastern island site - from north-east to south-west

Cabinet 13 May 2015

13 5	Roneo Link	One-Way	TMO 1984 no. 2	(c) the carriageway between southern extremity of the eastern island site and the eastern extremity of the southern island site - towards Upper Rainham Road
13 6	Roneo Link	One-Way	TMO 1984 no. 2	(d) so much as lies on the north - east side of the southern island site - from south-east to north-west
13 7	Roneo Link	One-Way	TMO 1984 no. 2	(e) so much as lies on the south-east side of the southern island site - from north-east to south-west
13 8	Rush Green Road	One-Way	TMO 1984 no. 2	(a) so much as lies on the north side of the central reservation - from west to east
13 9	Rush Green Road	One-Way	TMO 1984 no. 2	(b) so much as lies on the south side of the central reservation - from east to west
14 0	Upper Rainham Road	One-Way	TMO 1984 no. 2	(a) the carriageway on the west side of the southern island site - from south to north
14 1	Upper Rainham Road	One-Way	TMO 1984 no. 2	(b) so much as lies on the north-east side of the southern island site - from south east to north-west
14 2	Upper Rainham Road	One-Way	TMO 1984 no. 2	(c) so much as lies on the south-east side of the southern island site - from north-east to south-west
14 3	Upper Rainham Road	One-Way	TMO 1984 no. 2	(d) between the northern extremity of the southern island site and its junction with Hornchurch Road
14 4	Rush Green Road		TMO 1984 no. 2	The carriageway immediately south of the north western island site - the carriageway on the north side of the central reservation
14 5	Rush Green Road		TMO 1984 no. 2	The carriageway immediately south of the south-eastern island site - the carriageway on the south side of the island site lying south of the north-

				western island site
14 6	Rush Green Road	Left turn only	TMO 1984 no. 2	Every person causing any vehicle to proceed in any road shall cause that vehicle to turn left into Rom Valley Road 1. The carriageway on the north-western site of the north western island site 2. South Street 3. The access way to the football stadium lying west of Rom Valley Way
14 7	Roneo Corner	Right turn only	TMO 1984 no. 2	Every person causing any vehicle to proceed shall cause that vehicle to turn right into Rom Valley Way 1. The carriageway on the north-west side of the north-western island site 2. South Street 3. The access way to the football stadium lying west of Rom Valley Way
14 8	Station Road, Upminster	Ahead Only	TMO1983 no. 2	No person shall cause any vehicle to proceed in the carriageway on the north-east side of the easternmost of the Station Road island sites in a direction other than north-west to southeast
14 9	Corbets Tey Road	Ahead Only	TMO 1983 no. 2	No person shall cause any vehicle to proceed in the carriageway on the south-west side of the westernmost of the Corbets Tey Road island sites in a direction other than from south-east to north-west
15 0	Station Road, Upminster	No Left Turn	TMO 1983 no. 2	No person causing any vehicle to proceed in the carriageway which lies between the Station Road island sites shall turn left into St. Mary's Lane
15 1	Corbets Tey Road	No Left Turn	TMO 1983 no. 2	No person causing any vehicle to proceed in the carriageway which lies between the Corbets Tey

Cabinet 13 May 2015

				Road island sites shall turn left into St Mary's Lane
15 2	Station Road, Upminster	Turn Left Only	TMO 1983 no. 2	Every person causing any vehicle to proceed in the carriageway shall on the north-east side of the easternmost of the Station Road island sites turn left into St. Mary's Lane
15 3	Corbets Tey Road	Turn Left Only	TMO 1983 no. 2	Every person causing any vehicle to proceed in the carriageway shall on the south-west side of the westernmost of the Corbets Tey Road island sites shall turn left into St. Mary's Lane
15 4	Marks Road	No Vehicles	TMO 1983 no. 3	No person shall cause any motor vehicle to enter the length of carriageway of Marks Road which lies between a point opposite the north-easternmost wall of no. 1 Mildmay Road and a point 15m north-east of that point
15 5	Pretoria Road	No Vehicles	TMO 1983 no. 3	No person shall cause any motor vehicle to enter the length of carriageway which lies between the north-western kerb-line of Marks Road and a point 22m north-west of that kerb-line measured on the south-western side of Pretoria Road
15 6	Front Lane	No Entry Buses Only	TMO 1982 no. 1	No person shall cause or permit any vehicle to enter the bus road
15 7	Norwood Avenue	No Entry	TMO 1981 no. 1	No person shall cause any vehicle proceeding in Dagenham Road to enter Norwood Avenue
15 8	Un-named Road on the north side of St. Edwards Way at or adjacent to the junction	No Entry Buses Only	TMO 1980 no. 4	No person shall cause any vehicle to enter the bus stand area

Cabinet 13 May 2015

	of Church Lane and St. Edwards Way			
159	Blacksmiths Lane	No Entry	TMO 1980 no. 3 supersedes TMO 1978 no.3	To prohibit vehicular traffic from entering or leaving Blacksmith's Lane adjacent to its junction with Rainham Road
160	Alma Avenue	Max width 7ft	TMO 1980 no. 2	No person shall cause any vehicle the overall width of which together with the load (if any) carried thereon exceeds 7 feet to enter that length of Alma road which lies between a point 164ft north-east of the north-eastern kerb-line of Kempton Road and a point 169ft north-east of that kerb-line
161	Central Drive	Max width 7ft	TMO 1980 no. 2	No person shall cause any vehicle the overall width of which together with the load (if any) carried thereon exceeds 7 feet to enter that length of Central drive which lies between a point 49 ft. east of the eastern kerb-line of Kempton Road and a point 54 ft. east of that kerb-line
162	Eastern Road	Left turn only	TMO 1979 no. 8	Every person causing any vehicle to enter Eastern Road from the entrance to the car-park lying opposite nos. 48b and 48c Eastern Road shall cause that vehicle on reaching the carriageway of Eastern Road to turn left into Eastern Road
163	Thurloe Gardens	One-Way	TMO 1979 no. 6	No person shall cause any vehicle to proceed in Thurloe Gardens other than in from south-west to north - east
164	Launders Lane	One-Way	TMO 1979 no. 5	No person shall cause any vehicle to proceed in the slip road which links New Road with Launders Lane

				in a direction other than towards its junction with Lauanders Lane
16 5	Birkbeck Road	One-Way	TMO 1978 no. 1	No person shall cause any vehicle to proceed in that length of Birbeck Road which lies between the south-western kerb-line of West Road and the north-western kerb-line of Rush Green Road in a direction other than towards its junction with Rush Green Road
16 6	Denbar Parade	One-Way	TMO 1979 no. 3	No person shall cause any vehicle to proceed in the service road fronting Denbar Parade, Eastern Avenue in a direction other than from north-east to south-west
16 7	Colchester Road	No U Turn	TMO 1979 no. 1	No person shall cause any vehicle proceeding in Colchester Road to turn right into the carriageway on the south-east side of the island situated at or adjacent to the junction with Whitelands Way
16 8	Colchester Road	No U Turn	TMO 1979 no. 1	No person shall cause any vehicle proceeding in Colchester Road to turn right into the carriageway on the south-west side of the island situated at or adjacent to the junction with Whitelands Way
16 9	Whitelands Way	Turn Right Only into north-west side of the island site	TMO 1979 no. 1	No person shall cause any vehicle proceeding in Whitelands Way to enter carriageway on the south-east side of the carriageway
17 0	Whitelands Way	Turn Left Only	TMO 1979 no. 1	Every person causing any vehicle to proceed in the carriageway on the south-west side of the island site shall thereupon cause that vehicle on reaching the south-western extremity of the island site to proceed in

				a south-westerly direction in Colchester Road
17 1	Como Street	No Vehicles	TMO 1979 no. 2	No person shall cause any vehicle to enter that length of carriageway which lies between a point 4m south-west of the south-western kerb-line of North Street Romford, at or adjacent to its junction with Como Street and a point 6m south-west of that kerb-line
17 2	Hainault Road	One-way	TMO 1979 no. 4	No person shall cause any vehicle to proceed in that length of Hainault Road which lies between the south-eastern kerb-line of Eastern Avenue West and the north-western kerb-line of Cedar Road in a direction other than from north-west to south-east
17 3	Hog Hill Road	Keep Left	TMO 1977 no. 2	No person shall cause any vehicle to proceed in that length of the carriageway which lies on the south side of the island site situated south-west of Hog Hill Road at or adjacent to its junction with Collier Row Road in a direction other than from east to west
17 4	Highview Gardens	No Vehicles	TMO 1977 no. 1 supersedes TMO 1975 no. 640	No person shall cause any vehicle to enter that length of carriageway which lies between the north-western kerb-line of Champion Road at or adjacent to its junction with Highview Gardens and a point 1.52m north-west of that kerb-line
17 5	Champion Road	No Entry	TMO 1977 no. 1	No person shall cause any vehicle proceeding in St. Mary's Lane to enter Champion Road
17 6	Champion Way	Left turn only	TMO 1977 no.1	No person causing any vehicle to proceed in Champion Road shall

				thereupon cause that vehicle to turn right into St. May's Lane
17 7	Ford Lane	Max Width 6' 6"	TMO 1976 no. 4	No person shall cause any vehicle the overall width of which together with load (if any) carried thereon exceeds 6' 6" to enter that length of Ford Lane which lies between a point 38ft south-east of the south-eastern kerb-line of Harlow Road and a point 43ft south-east of that kerb-line
17 8	Ravenscourt Grove	Max Width 7ft	TMO 1976 no. 3	No person shall cause any vehicle the overall width of which together with the load (if any) carried thereon exceeds 7ft to enter that length of Ravenscourt Grove which lies between a point 150ft north-east of the eastern kerb-line of Mill Park Avenue and a point 155ft north-east of that kerb-line
17 9	Betterton Road	Max Width 6' 6"	TMO 1976 no. 205	No person shall cause any vehicle the overall width of which together with the load (if any) carried thereon exceeds 6' 6" to enter that length of carriageway situated at or adjacent to the junction of Betterton Road and Stanley Road North which lies between a point 23 ft. north-east of a point opposite the southernmost wall of no. 149 Betterton Road and a point 28ft north-east of a point opposite that wall and which does not lie between the island sites.
18 0	Betterton Road	No Vehicles	TMO 1976 no.2	No person shall cause any vehicle to enter that length of carriageway which lies between the island sites situated in the carriageway opposite no. 149 Betterton Road

18 1	Durham Road	No Vehicles	TMO 1974 no. 5 supersedes TMO 1973 no. 33	No person shall cause any vehicle to enter that length of carriageway of Durham Avenue which lies between a point 10ft east of the eastern kerb-line of Upper Brentwood Road and a point 15ft east of that kerb-line
18 2	Maylands Avenue	No Vehicles	TMO 1975 no. 226	No person shall cause any vehicle to enter that length of carriageway which lies between the western-kerb-line of South End Road at or adjacent to its junction with Maylands Avenue and a point 6 ft. west of that kerb-line
18 3	Queen's Park Road	No Vehicles	TMO 1975 no. 5	No person shall cause any vehicle to enter that length of the carriageway of Queen's Park Road which lies between a point 35ft north-east of a point opposite the party wall of nos. 43 and 45 Queen's Park Road and a point 40 ft. north-east of a point opposite that wall
18 4	Angel Way	One-way	TMO 1975 no. 4	No person shall cause any vehicle to proceed in the carriageway of Angel Way excluding that length which extends south eastwards for a distance of 147 ft. from the south-eastern boundary wall of the Trinity Methodist Church other than towards its junction with the roundabout at the junction with St. Edwards Way and North Street
18 5	Gubbins Lane	No Entry except buses	TMO 1875 no. 3	No person shall cause any vehicle proceeding in Gubbins Lane to enter the carriageway which lies between the northern and southern island sites or that length of the carriageway which lies between the northern and southern

				island sites or that length of the carriageway fronting Harold Wood Station which lies south of the southern island site
18 6	North Street	One-Way	TMO 1974 no. 187	No person shall cause any vehicle to proceed in the carriageway immediately surrounding the central island site other than in a clockwise direction so as to keep the central island site on the right or off-side of the vehicle
18 7	North Street	One-Way	TMO 1974 no. 187	No person shall cause any vehicle to proceed in the carriageway on the north-west side of the northern island site other than from south-west to north-east
18 8	North Street	One-Way	TMO 1974 no. 187	No person shall cause any vehicle to proceed in the carriageway on the east side of the northern island site other than from north to south
18 9	North Street	One-Way	TMO 1974 no. 187	No person shall cause any vehicle to proceed in the carriageway on the north-east side of the south eastern island site other than from north-west to south-east
19 0	North Street	One-Way	TMO 1974 no. 187	No person shall cause any vehicle to proceed in the carriageway on the south-west side of the south-eastern island other than from south-east to north-west
19 1	North Street	One-Way	TMO 1974 no. 187	No person shall cause any vehicle to proceed in the carriageway on the north-west side of the south-western island site other than from south-west to north-east

19 2	North Street	One-Way	TMO 1974 no. 187	No person shall cause any vehicle to proceed in the carriageway on the south-east side of the south-western island site other than from north-east to south-west
19 3	Eastern Road	One-Way	TMO 1974 no. 4	No person shall cause any vehicle to proceed in any length of Eastern Road between the north-eastern kerb-line of Mercury Gardens and its junction with South Street
19 4	Mercury Gardens	One-Way	TMO 1974 no.4	No person shall cause any vehicle to proceed in any length of Mercury Gardens between the south-eastern kerb-line of Western Road and its junction with Eastern Road other than from north-west to south-east
19 5	Southend Arterial Road slip road	One-Way	TMO 1974 no.3	No person shall cause any vehicle to proceed on the slip road which links the southern carriageway of Hall Lane Flyover with the northern carriageway of Southend Arterial Road
19 6	Southend Arterial Road slip road	One-Way	TMO 1974 no. 3	No person shall cause any vehicle to proceed on the slip road which links the northern carriageway of Southend Arterial Road with the northern carriageway of Hall Lane Flyover and that length of Hall Lane which lies north of Southend Arterial Road other than from south-west to north-east
19 7	Southend Arterial Road slip road	One-Way	TMO 1974 no. 3	No person shall cause any vehicle to proceed on the slip road which links the southern carriageway of Southend Arterial Road with Hall Lane Flyover other than from north-east to south-west

19 8	Hall Lane	One-Way	TMO 1974 no. 3	No person shall cause any vehicle to proceed on that length of carriageway which lies south of Southend Arterial Road between its junction with Hall Lane Flyover and the southern carriageway of Southend Arterial Road other than from south-east to north-west
19 9	Hall Lane	One-Way	TMO 1974 no. 3	No person shall cause any vehicle to proceed on that length of carriageway which lies on the north-west side of the island site adjacent to the junction of Hall Lane Flyover and that length of Hall Lane which lies south of Southend Arterial Road other than in a general south-westerly direction
20 0	Howard Road	No Right turn	TMO 1973 no. 2	No person causing any vehicle to proceed in Howard Road shall thereupon cause that vehicle to turn right into Station Road
20 1	Rainham Road	No Right Turn	TMO 1973 no. 10	No person causing any vehicle to proceed in Rainham Road to turn right into Cherry Tree Lane
20 2	Cherry Tree Lane	No Right Turn	TMO 1973 no. 10	No person causing any vehicle to proceed in Cherry Tree Lane shall thereupon cause that vehicle to turn right into Rainham Road
20 3	Service Road Eastern Avenue East	No Entry	TMO 1971 no. 275	No person shall cause any vehicle to enter the service road fronting nos. 85 - 129 Eastern Avenue East at its north-eastern end
20 4	New Road Rainham	No Vehicles	TMO 1971 no. 119	No person shall cause any vehicle to enter the gap in the central reservation situated opposite the junction of New Road and Askwith Road, Betterton Road and Philip Road

Cabinet 13 May 2015

20 5	Southend Arterial Road		TMO 1970 no. 424	No person shall cause any vehicle proceeding in a north-westerly direction in Southend Arterial Road to enter the gap in the central reservation situated opposite its junction with Prospect Road
20 6	Southend Arterial Road	No U Turn	TMO 1970 no. 424	No person shall cause any vehicle proceeding in a south-easterly direction in Southend Arterial Road to turn through the gap in the central reservation situated opposite its junction with Prospect Road so as to face in the opposite direction to that in which it was proceeding
20 7	South Street	No Right Turn	TMO 1970 no. 425	No person shall cause any vehicle proceeding in South Street to turn right into Eastern Road
20 8	North Street	No Right Turn	TMO 1970 no.362	No person causing any vehicle to proceed in North Street, Hornchurch shall thereupon cause that vehicle to turn right into High Street Hornchurch
20 9	Arcade Place	One-Way	TMO 1970 no. 154	No person shall cause any vehicle to proceed in Arcade Place other than from south-west to north-east
21 0	Church Lane	One-Way	TMO 1970 no. 154	No person shall cause any vehicle to proceed in Church Lane other than from south-west to north-east
21 1	George Street	One-Way	TMO 1970 no. 154	No person shall cause any vehicle to proceed in George Street other than from south-east to north-west
21 2	North Street	One-Way	TMO 1970 no. 154	No person shall cause any vehicle to proceed in High Street, Romford between the south-eastern kerb-line of Angel Way and its junction with High Street other than from north-west

				to South-East
21 3	South Street	One-Way	TMO 1970 no. 154	No person shall cause any vehicle to proceed in High Street, Romford between the south-eastern kerb-line of Arcade Place and the north-western kerb-line of Western Road other than from north-west to south-east
21 4	Un-named road leading from Western Road multi Storey car-park	Left turn only	TMO 1970 no. 154	Every person causing any vehicle to proceed shall cause that vehicle, on reaching the junction to turn left into Western Road
21 5	Un-named road leading from the Town Hall	Left turn only	TMO 1970 no. 154	Every person causing any vehicle to proceed shall cause that vehicle, on reaching the junction to turn left into Main Road
21 6	Pedestrian sub-way which lies under St Edward's Way	No cycles	TMO 1970 no. 154	No person shall ride or cause to be ridden any cycle or moped in the pedestrian sub-way which lies under St Edward's Way at a point approximately 200ft north-east of the northern kerb-line of Mawney Road
21 7	The junction of St Edward's Way, High Street and London Road and Waterloo Road	No cycles	TMO 1970 no. 154	No person shall ride or cause to be ridden any cycle or moped in the pedestrian sub-way which lie under the central island sites or under or adjacent to the carriageways surrounding the central island sites
21 8	The junction of St Edward's Way, Angel Way and North Street	No cycles	TMO 1970 no. 154	No person shall ride or cause to be ridden any cycle or moped in the pedestrian sub-way which lie under the central island sites or under or adjacent to the carriageways surrounding the central island sites

21 9	The junction of St Edward's Way, Main Road and Mercury Gardens	No cycles	TMO 1970 no. 154	No person shall ride or cause to be ridden any cycle or moped in the pedestrian sub-way which lie under the central island sites or under or adjacent to the carriageways surrounding the central island sites
22 0	Eastern Avenue East	One-Way	TMO 1970 no. 54	No person shall cause any vehicle to proceed in that length of carriageway which lies immediately north-east of the flyover and between a point opposite the north western limit of the flyover and its junction with Gallows Corner roundabout other than from north-west to south-east
22 1	Eastern Avenue East	One-Way	TMO 1970 no. 54	No person shall cause any vehicle to proceed in that length of carriageway which lies immediately south-west of the flyover and between its junction with Gallows Corner roundabout and a point opposite the north-western limit of the flyover other than from south-east to north-west
22 2	Southend Arterial Road	One-Way	TMO 1970 no. 54	No person shall cause any vehicle to proceed in that length of carriageway which lies immediately north-east of the flyover and between its junction with Gallows Corner roundabout and a point opposite the south-eastern limit of the flyover other than from north-west to south-east
22 3	Southend Arterial Road	One-Way	TMO 1970 no. 54	No person shall cause any vehicle to proceed in that length of carriageway which lies immediately south-west of the flyover and between its junction

Cabinet 13 May 2015

				with Gallows Corner roundabout and a point opposite the south-eastern limit of the flyover other than from south east-north-west
22 4	Flyover - Gallows Corner Roundabout	No cycles or mopeds	TMO 1970 no. 54	No person shall ride or cause to be ridden any cycle or moped on any part of the flyover
22 5	North Street	No Vehicles	TMO 1969 no. 320	No person shall cause any vehicle to enter that length of carriageway which lies between the north-eastern kerb-lines of North Street and South Street and a point 5ft north-east thereof
22 6	Bryant Avenue	Left turn only	TMO 1969 no. 281	Every person causing any vehicle to proceed in Bryant Avenue shall cause that vehicle on reaching the junction with Colchester Road to turn left into Colchester Road
22 7	Bryant Avenue	Left turn only	TMO 1969 no. 281	Every person causing any vehicle to proceed in Bryant Avenue shall cause that vehicle on reaching the junction with Southend Arterial Road to turn left into Southend Arterial Road
22 8	Petersfield Avenue	Left turn only	TMO 1969 no. 280	Every person causing any vehicle to proceed in Petersfield Avenue shall cause that vehicle, on reaching the junction with Colchester Road to turn left into Colchester Road
22 9	Waterloo Gardens	One-Way	TMO 1967 no. 233	No person shall cause any vehicle to proceed in Waterloo Gardens other than in a general north-westerly direction

23 0	Lawns Way - All those streets and that length of street which lie within the area bounded by and including Lawns Way and bounded by, but not including, Mashiters Hill (between Lawns Way and Havering Road), Havering Road (between Mashiters Hill and Chase Cross Road) and Chase Cross Road (between Havering Road and Lawns Way	Max Weight 7.5t	TMO 1981 no. 1	No person shall cause any goods vehicle the weight of which exceeds 3 tons to enter any prescribed street
23 1	Eastern Avenue East	No Cycling	TMO 1972 no. 229	No person shall ride or cause to be ridden any cycle or moped on the pedestrian subway which lies under Eastern Avenue East immediately to the south-west of Ashmore Gardens
23 2	Colchester Road	No Cycling	TMO 1968 no. 229	No person shall ride or cause to be ridden any cycle or moped in the pedestrian subway which lies under Colchester Road opposite Thurloe Close
23 4	Eastern Avenue	No Cycling	TMO 1968 no. 229	No person shall ride or cause to be ridden any cycle or moped in the pedestrian subway which lies under Eastern Avenue West immediately west of its junction with North Street

Cabinet 13 May 2015

23 5	New Road	No Cycling	TMO 1969 no. 229	No person shall ride or cause to be ridden any cycle or moped in the pedestrian subway which lies under New Road immediately east of its junction with Philip Road
23 6	New Road	No Cycling	TMO 1969 no. 229	No person shall ride or cause to be ridden any cycle or moped in the pedestrian subway which lies under New Road immediately east of its junction with Rainham Road
23 7	New Road	No Cycling	TMO 1969 no. 229	No person shall ride or cause to be ridden any cycle or moped in the pedestrian subway which lies under New Road immediately east of its junction with Spencer Road
23 8	Eastern Avenue East	No Cycling	TMO 1969 no. 229	No person shall ride or cause to be ridden any cycle or moped on the footway over Eastern Avenue East immediately to the south-west of its junction with Pettit Lane
23 9	Eastern Avenue West	No Cycling	TMO 1969 no. 229	No person shall ride or cause to be ridden any cycle or moped on the footway over Eastern Avenue West immediately east of its junction with Mawney Road
24 0	Rom Valley Way/South Street	Box Junction	TMO 1989 no.10	No person shall drive a vehicle into the boxed area and where after drive it in such a direction that it becomes necessary, owing to the presence of one or more other vehicles in or near to that area, for any part of the vehicle to remain at rest within the area

24 1	Rom Valley Way	Right turn only	TMO 1988 no. 7	Every person causing any vehicle to proceed in the north-west bound right turn lane shall cause that vehicle to either turn right into the access road to Childrens (Mothercare) World or to turn right onto the south-east bound carriageway of Rom Valley Road and proceed south-eastwards along that carriageway
24 2	Rom Valley Way	Left turn only	TMO 1988 no. 7	Every person causing any vehicle to proceed in the north-west bound left turn lane shall cause that vehicle to turn left into the access road to Romford ice-rink
24 3	Rom Valley Way	Ahead Only	TMO 1988 no. 7	Every person causing any vehicle to proceed in any traffic lane of the north-west bound carriageway of Rom Valley Road other than the north-west bound right turn lane or the north-west bound left turn lane shall upon reaching the junction continue north-westwards
24 4	Rom Valley Way	Right turn only	TMO 1988 no. 7	Every person causing any vehicle to proceed in the south-east bound right turn lane shall cause that vehicle to either turn right into the access road to the Romford Ice Rink or to turn right onto the north-west bound carriageway of Rom Valley Way and proceed north-westwards along that carriageway
24 5	Rom Valley Way	Left turn only	TMO 1988 no. 7	Every person causing any vehicle to proceed in the south-east bound left turn lane shall cause that vehicle to turn left into the access road to Childrens (Mothercare) World

24 6	Rom Valley Way	Ahead Only	TMO 1988 no. 7	Every person causing any vehicle to proceed in any traffic lane of the south-east bound carriageway of Rom Valley Way other than the south-east bound right turn lane or the south-east bound left turn lane shall upon reaching the junction continue south-eastwards
24 7	Childrens (Mothercare) World Access Road	One-Way	TMO 1988 no. 7	No person causing any vehicle to turn left out of the access road to Childrens World at the junction shall continue along the Rom Valley Way other than along the south-east bound carriageway
24 8	Childrens (Mothercare) World Access Road	One-Way	TMO 1988 no. 7	No person causing any vehicle to turn right out of the access road to Childrens World at the junction shall continue along Rom Valley Way other than along the north-west bound carriageway
24 9	Romford Ice Rink Access Road	One-Way	TMO 1988 no. 7	No person causing any vehicle to turn left out of the access road to the Romford Ice Rink at the junction shall continue along Rom Valley Way other than along the north-west bound carriageway
25 0	Romford Ice Rink Access Road	One-Way	TMO 1988 no. 7	No person causing any vehicle to turn right out of the access road to the Romford Ice Rink at the junction shall continue along Rom Valley Way other than along the south-east bound carriageway
25 1	Barleycorn Way	No Vehicles	TMO 1988 no. 6	No person shall cause any vehicle to use that part of Barleycorn Way between a point opposite the common boundary of 35 and 37 Barleycorn Way and a point 4 metres west of that point












Appendix C











	Location	Restriction
1	Queens Hospital bus gate	Bus Gate
2	Straight Road south bound Bus Lane	Bus Lane
3	North Street, north bound Bus Lane	Bus Lane
4	London Road, East bound Bus Lane	Bus Lane
5	Dagenham Road Bus Lane A1112 north-west bound the stretch of road linking Rainham Road South and the roundabout at Rainham Road	Bus Lane
6	Dagenham Road Bus Lane A1112 south-east bound the stretch of road linking Rainham Road South and the roundabout at Rainham Road	Bus Lane
7	A1306 east bound bus lane	Bus Lane
8	A1306 west bound bus lane	Bus Lane
9	Albert Road	One-Way
10	Mildmy Road	One-Way
11	East Dene Drive	One-Way
12	West Dene Drive	One-Way
13	Howard Road in to Station Road	No Right turn
14	Main Road into Town Hall	No Right turn

Cabinet 13 May 2015

15	Main Road into Court	No Right turn
16	Western Road in to Asda Car Park	No Right turn
17	Western Road in to Asda loading bay	No Right turn
18	Champion Road in to St Marys Lane	No Right turn
19	Parkside Avenue in to North Street	No Right Turn
20	South Street, Romford	No Vehicles except buses and cycles
21	Access way between Market Place and South Street	One-Way
22	Birkbeck Road from Rush Green Road	No entry
23	Angel Way from the old Decathlon Entrance	No entry

Appendix D Moving Traffic Contravention Signs & Description

Sign	Contravention
	Vehicular traffic must proceed in the direction indicated by the arrow
	Vehicular traffic must turn ahead in the direction indicated by the arrow
	Vehicular traffic must comply with the requirements prescribed in regulation 15
	No right turn for vehicular traffic
	No left turn for vehicular traffic
	No U turns for vehicular traffic
	Priority must be given to vehicles from the opposite direction
	No entry for vehicular traffic N.B. There is a condition attached to this sign which means that it is only included in this list when it indicates a restriction or prohibition which may also be indicated by another sign in the list.
	All Vehicles prohibited except non – mechanically propelled vehicles being pushed by pedestrians
	Entry to pedestrian zone restricted (Alternative types)
	Entry to and waiting in pedestrian zone restricted (Alternative types)

	<p>Entry to and waiting in pedestrian zone restricted (Variable message sign)</p>
	<p>Motor vehicles prohibited</p>
	<p>Motor vehicles except solo motorcycles prohibited</p>
	<p>Solo motorcycles prohibited</p>
	<p>Goods vehicles exceeding the maximum gross weight indicated on the goods vehicle symbol prohibited</p>
	<p>One way traffic</p>
	<p>Route for use by buses and pedal cycles only</p>
	<p>Route for use by tramcars only</p>
	<p>Part of the carriageway outside a school entrance where vehicles should not stop</p>
	<p>Marking conveying the requirements prescribed in regulation 29(2) and Part II of Schedule 19 of the Traffic Signs Regulations and General Directions 2002</p>

Cabinet

17 June 2015

Subject Heading:

VOLUNTARY SECTOR STRATEGY AND ACTION PLAN

Cabinet Member:

Councillor Melvin Wallace – Cabinet Member for Culture and Community Engagement

CMT Lead:

Andrew Blake-Herbert, Group Director, Communities and Resources

Report Author and contact details:

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Policy context:

The Corporate Plan 2015/16 provides that the Council will:

- Recruit volunteers in libraries and for community clean ups
- Support local voluntary and community sector (VCS) organisations and encourage residents to play an active part in their communities through volunteering
- Work with VCS partners to implement the young people’s assets framework
- Seek to maximise funding for Havering
- Encourage community responsibility by organising and assisting with community clean up campaigns.

Financial summary:

The proposed strategy and action plan will be delivered within existing resources.

Is this a Key Decision?

No

When should this matter be reviewed?

June 2016

Reviewing OSC:

Overview and Scrutiny Board

The subject matter of this report deals with the following Council Objectives

Havering will be clean and its environment will be cared for	[X]
People will be safe, in their homes and in the community	[X]
Residents will be proud to live in Havering	[X]

SUMMARY

This report seeks Cabinet's approval of the attached Voluntary Sector Strategy and Action Plan.

RECOMMENDATIONS

That Cabinet approves the attached Voluntary Sector Strategy and Action Plan.

REPORT DETAIL

1. As part of the Council's on-going work on demand management, and also as a result of key legislative changes such as the implementation of the Care Act, much consideration has been given over the past several months to the Council's relationship with the voluntary and community sector (VCS); what outcomes the Council would wish to see delivered within the VCS, and how the Council can support the sector to build its capacity to deliver against our shared priorities.
2. On 9 October 2014, the Council published a draft Voluntary Sector Strategy for consultation. An independent consultant was appointed to lead the consultation process which comprised of workshops, focus groups, one to one meetings and an opportunity to submit comments directly either to the Council's consultant or to the Council itself. Over 116 people attended the workshops from a wide range of groups and the feedback was quite diverse in nature, reflecting the different levels of experience, needs and views in the sector. Despite this diversity, however, there were a number of ideas for action that were supported by a wide range of groups. Organisations saw the potential for real improvements in relationships between the Council and the sector and, to that end, wished to see a small number of realistic, clear and achievable actions on the part of the Council to achieve this. In particular the following key challenges were identified:
 - Information and communication,

- Enabling innovation and forward planning, and
 - Joint working / partnerships
3. Ideas for action which were put forward included:
- Maintaining effective communication through designated points of contact in the Council to support the sharing of relevant information (which is needed to enable better joining up of services, understanding of need and development of ideas). This will be addressed through the Policy and Performance restructure and through having nominated service contacts.
 - Jointly developing a solution to meet the need for various stakeholders (service users and other community organisations as well as public services) to know about the services and activities available within the sector. This will be achieved through a single high quality website / directory as set out in the action plan.
 - Commissioning cycles that build in time to engage organisations in service shaping and allow the opportunity to explore and develop new ideas about service delivery. An overall procurement / commissioning framework is to be developed to address this, as well as formalising commissioning plans across the Council.
 - Publishing the 'outcomes' required by the Council so that voluntary sector organisations are able to take these into account in their business and strategic planning. This has been addressed through approval and publication of the new corporate plan and through service plans.
 - Maximising use of premises / access to space. An audit is being carried out to support this.
 - Ensuring funding processes and criteria work so they add value in building resilience in local communities e.g. by supporting those projects and initiatives that invest in the skills and capacity of local people.
 - Reviewing and re-launching the Havering Compact to ensure it is fit for purpose and can help with the need for dispute resolution processes (identified by some groups) as well as providing a forum for dialogue outside of grant / contract discussions. A meeting has already taken place with VCS representatives and other public sector agencies to take this review forward.
 - Commissioning future infrastructure support to deliver on needs identified throughout the consultation, particularly in relation to information sharing, policy engagement and capacity building, in order to increase the sector's sustainability, resilience and capacity for innovation etc. This is addressed in the action plan.
4. A feedback workshop was held with the sector on 15 January 2015 when the results of the consultation were shared with the VCS, along with the Council's proposed response.
5. All these points were considered by the Voluntary Sector Steering Group, comprising of representatives from relevant services, and have been incorporated in the draft action plan which is being presented to this

meeting. The action plan also focuses on a number of wider issues including:

- Increasing volunteering;
 - Promoting and encouraging the use of crowd-funding;
 - Promoting the voluntary and community sector through Council communication channels;
 - Exploring an employee giving scheme;
 - Developing a business giving initiative, and
 - Opening up learning and development opportunities to the voluntary and community sector.
6. Within the consultation responses, there was general support for the long term vision of the strategy to ensure that communities are resilient and supported by an effective and sustainable voluntary and community sector. There was also support for the overarching aims and outcomes which are as follows:

Aims:

7. To strengthen communities and to increase the effectiveness and impact of the voluntary sector so that it can support communities to be more resilient, by enabling neighbours, communities and families to support one another, and local people to take the lead on improving their local areas through voluntary action, and
8. To improve local voluntary sector capacity to deliver quality local services that people need, and that new types of services, which best meet people's needs are developed with and by the sector (possibly through new models of delivery).
9. The four outcomes to be achieved through delivery of the strategy are that:
1. Communities will be resilient and self-supporting, reducing demand on public services and improving the quality of life of local people;
 2. Capacity and skills in both the voluntary sector and the Council will be built up, to encourage enterprise and innovation within the voluntary sector and co-production of services that meet community needs;
 3. There will be infrastructure support for the sector that is fit for purpose, and
 4. The Council's financial support to the sector will be targeted, transparent and deliver quality, tangible outcomes
10. A copy of the Voluntary Sector Strategy and Action Plan 2015-18 appears at Appendix 1 of this report.
11. Whilst this is a Council Strategy, it has been informed by the results of the consultation with the sector. Further engagement will take place with the VCS regarding the review of the Havering Compact which will give a further opportunity for engagement and involvement of the sector in producing a shared agreement between the VCS and a range of public sector bodies.

REASONS AND OPTIONS

The Voluntary Sector Strategy and action plan sets out how the Council will work with the sector going forward.

Other options considered:

As part of the delivery of the action plan, further options will be considered in the future as to how services will be commissioned from the sector going forward.

IMPLICATIONS AND RISKS

Financial implications and risks:

The delivery of the action plan can be met within existing resources.

Legal implications and risks:

None envisaged at this stage.

Human Resources implications and risks:

Some elements of the action plan will be delivered through the restructure of the Policy and Performance team. At the time of writing this report, consultation on the restructure is due to launch in June 2015.

Equalities implications and risks:

An EIA is attached as Appendix 2 to this report.

BACKGROUND PAPERS

Change for good - Report of the Independent Commission on the future of local infrastructure - January 2015

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DRAFT

Voluntary Sector Strategy

2015 - 2018

V0.5

Document Control - Document details

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Author	Brian Partridge, Interim Corporate Policy and Community Manager
Lead officer	Phillipa Brent-Isherwood, Head of Policy and Performance
Approved by	
Review date	Summer 2017
Supersedes	V 0.4
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Related to	

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Contents

1.	Foreword by Cllr Melvin Wallace	Page 4
2.	Executive summary	Page 5
3.	Introduction	Page 6
	• Havering's Voluntary and Community Sector	Page 6
	• Consultation feedback	Page 7
	• Strengths, Weaknesses, Opportunities and Threats analysis	Page 8
	• The Council context	Page 9
	• National context	Page 11
	• Purpose of the strategy	Page 11
	• Scope of the strategy	Page 12
4.	Vision	
	• Vision and Strategic Aims	Page 13
	• Outcomes	Page 15
5.	How will we get there?	Page 17
6.	How will we know when we have got there?	Page 18

Appendices

1.	Local Context: Mapping Havering's Voluntary Sector	Page 19
2.	The National Context	Page 25
3.	Action Plan	Page 27

Section 1 - Foreword

This strategy has come about following an extensive consultation process over a 3 month period including workshops, one to one meetings and a feedback session. We are grateful to the many organisations and individuals who have taken part and contributed to the discussion and debate. We have listened very closely to the messages coming out of the consultation and are reflecting these in this document and in particular in the action plan. There appears to be broad agreement with the Vision, Aims and Outcomes which we set out in the consultation draft but with key messages coming out about information, communication and commissioning (amongst other things) which we reflect on in the summary of the consultation below.

This is the Council's first Voluntary Sector Strategy. We recognise that the Council and the voluntary sector together face many challenges and opportunities ahead and that we can best face these by working collaboratively in a strong partnership. We are committed to working with the sector to re-launch the Havering Compact, and its associated codes, and this will be a great opportunity for the sector to be more engaged with us moving forward.

As the lead member on the Cabinet for the voluntary sector, I'm particularly keen for the Council to be working in partnership with the sector on the issues that really matter to local people. I see the vital work the voluntary sector does on a day-to-day basis all around me, when I'm going about my work as a Councillor and as a resident of the borough. Examples include the charities which provide much-needed care and support to families going through difficult times; the Sunday morning sports clubs and the fantastic cultural and heritage opportunities that exist in the borough. Many of these things are made possible by local people willing to give up their spare time to make a difference in our community through volunteering.

This document sets out how the Council intends to work with community groups, the faith sector and larger voluntary sector organisations to meet the needs of the community in different ways, in times of significantly reducing public funding.

Councillor Melvin Wallace

Cabinet Member for Culture and Community Engagement

Section 2 - Executive Summary

This strategy document sets out a number of challenges facing both the Council and the Voluntary Sector. It sets out the both the local and national context and is the continuation of a discussion between the sectors about how we can move forward in the light of these changes and how we can further develop that relationship.

The strategy sets out a vision and aims as follows:

The long-term vision for this strategy is to ensure that communities are resilient and supported by an effective and sustainable voluntary and community sector.

We want to work more effectively with the sector to deliver the best value for money outcomes at a time of limited resources and to help us achieve this, the strategy has two key aims:

1. To strengthen communities and to increase the effectiveness and impact of the voluntary sector so that it can support communities to be more resilient, by enabling neighbours, communities and families to support one another, and local people to take the lead on improving their local areas through voluntary action, and
2. To improve local voluntary sector capacity to deliver quality local services that people need, and that new types of services, which best meet people's needs are developed with and by the sector (possibly through new models of delivery)

It links outcomes to be delivered to the corporate plan and other strategic documents such as the health and wellbeing strategy, the culture strategy and our integrated health and social care vision, and sets out 4 additional outcomes to be achieved which are:

1. Communities will be resilient and self-supporting, reducing demand on public services and improving the quality of life of local people
2. Capacity and skills in both the voluntary sector and the Council will be built up, to encourage enterprise and innovation within the voluntary sector and co-production of services that meet community needs
3. There will be infrastructure support for the sector that is fit for purpose
4. The Council's financial support to the sector will be targeted, transparent and deliver quality, tangible outcomes

The strategy then includes an action plan to take us towards these outcomes.

Section 3 - Introduction – Where we are now

Havering's Voluntary and Community Sector

Havering has a fairly large voluntary sector, believed to be in excess of 800 organisations. These range from larger voluntary organisations, such as the Citizens Advice Bureau, Tapestry, the Carers Trust, YMCA, etc., through to small neighbourhood-level groups of residents - local people giving up their spare time to make a difference in their neighbourhood. Around £200m each year is brought into the local economy by Havering's VCS.

Appendix 1 summarises the best data we have available on the state of the sector in Havering. Of the 477 charities operating in Havering, they employ about 670 staff and have an income of around £46.9 million and operate in a diverse range of areas. 75% of organisations rely on donations and fundraising as their main source of income followed by fees/subscriptions, grants and then earned income. In 2013 HAVCO registered 1171 new volunteers and provided 2622 volunteers signposted to registered opportunities. We aim to explore this in more detail in the volunteering strategy and to increase both the opportunities for volunteering and the number of volunteers. In the first three quarters of 2014/15 there were 643 total new registrations of volunteers and 1906 volunteers were signposted to opportunities either directly or through the Do it website

In 2012 and again in 2013 HAVCO undertook surveys of the voluntary sector in Havering to capture changes to the sector and trends. Of those who responded to the survey, they employed around 1800 full time or part time staff and turnover ranged from £0 to £7 million per year. 60% of groups had a steady income, 33% had reduced income and 8% an increase. 51% of groups reported an increased demand for services and 27% an increase in the number supported. None had suffered a fall in demand for services. 63% of groups wished to increase volunteering with 5.4% thinking they might have to reduce services and 9% expecting to make staff redundant. Messages fed back to the local authority were to:

- Improve the job market
- Release funding for voluntary organisations
- Build alliances with voluntary organisations in a more open and transparent way
- Have more focus on smaller user-led organisations at the heart of their communities
- Appreciate us and the work we do in the community
- Grants from local authorities to voluntary groups can save the local authority money in the longer term

Key observations which came out of the survey were that the sector is struggling but surviving, general turnover was down and there was evidence of groups using reserves to survive (and some had significantly depleted reserves) but there was a general determination to continue for the sake of their service users.

The funding environment is clearly a challenge for the sector as is acquiring the necessary skills to exploit new opportunities which will become available. On the other hand the sector has a range of strengths which we wish to develop including:

- Knowledge of local need and ability to engage harder to reach individuals and groups
- Strong local knowledge and constantly evolving and responding to local need
- Able to explore new ways of offering more tailored services
- Ability to support services through use of volunteers
- Inspiring active citizenship, community cohesion and pride
- Ability to draw in funding and lever in additional resources and
- Raising the profile of Havering as the place to be

Consultation Feedback

The consultation on the draft strategy took place between October 2014 and January 2015. It comprised of workshops, focus groups, one to one meetings and there was an opportunity to contact the Council's consultant and the Council directly. Over 116 people attended the workshops from a wide range of groups and the feedback has been quite diverse in nature, reflecting the different levels of experience, needs and views in the sector. There are however, a number of ideas for action that are supported by a wide range of groups. Equally, organisations wish to see potential for real improvements in relationships and to that end wish to see a small number of realistic, clear and achievable actions on the part of the Council to achieve this.

In particular the following key challenges to be tackled relate to:

- Information
- Communication
- Enabling innovation and forward planning and
- Joint working/partnership

Ideas which were put forward included:

- Maintaining effective communication through designated points of contact in the Council to support the sharing of relevant information (which is needed to enable better joining up of services, understanding of need and development of ideas).
- Jointly developing a solution to meet the need for people (users and other community organisations as well as public services) to know about each other's services and activities. This will be achieved through one really good website/directory.
- Commissioning cycles that build in time to engage organisations in service shaping and allow the opportunity to explore and develop new ideas on service delivery.
- Publishing the 'outcomes' required by the Council so that organisations are able to take these into account in their business & strategic planning
- Maximising use of premises/access to space.
- Ensuring funding processes and criteria work so they add value in building resilience of local communities e.g. by supporting those that show how they invest in the skills and capacity of local people.
- Reviewing and re-launching the Compact to ensure it is fit for purpose and can help with the need for dispute resolution processes (identified by some groups) and other issues raised including
 - A forum for dialogue outside of grant/contract discussions
 - Discussing sector representation on key partnership boards

- Commissioning future infrastructure support to deliver on needs identified throughout the consultation, particularly in relation to information sharing, policy engagement, and capacity building to increase sustainability/resilience/capacity for innovation etc.

We asked the Sector for their views on the strengths, weaknesses, opportunities and threats in relation to the state of the voluntary sector in Havering. The table below summarises the views given at the various workshops

<p>Strengths</p> <ul style="list-style-type: none"> • Brings in funding from outside the Borough • Accessing funding • Creativity, innovation • Responsive and passionate • Varied/diverse • Cost effective • Capacity/reach • Volunteers who care and give something back - empowering • Meets local needs • Independent and trusted • Open and transparent • Has specialisms • Builds communities and supports networks 	<p>Weaknesses</p> <ul style="list-style-type: none"> • Gaps in provision <ul style="list-style-type: none"> ○ Children with disabilities moving to adult services and 0-5 ○ Fractured homes ○ Advocacy for older people ○ Counselling ○ Parent carers/young carers ○ Under 5 development issues ○ Young people generally and specifically with substance misuse issues ○ Social Enterprise ○ Supplementary education • Need for funding • Need for development – not always the most effective solution • Feels marginalised • Inertia • Poor networks and lack of awareness of other organisations
<p>Opportunities</p> <ul style="list-style-type: none"> • Greater choice – but what are the implications? • Need for support services • Rehabilitation • Advocacy/voice • Use of new technology • Cut out duplication • Better understanding community needs • Personal budgets, but more information needed • Propose solutions 	<p>Threats</p> <ul style="list-style-type: none"> • Changing demographics • Domestic violence on increase, Female Genital Mutilation and Human Genital Modification • Obesity/health problems • Social isolation • Loss of potential volunteers as a result of people working for longer and more women working • Benefit changes • Greater poverty • Lack of infrastructure support for increased migration • Austerity and cuts • Competition in sector

	<ul style="list-style-type: none"> • Chasing funding rather than focusing on need
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The Council Context

Over recent years the Council has come a long way to engage with the voluntary sector and, in line with the localism agenda, transfer powers down to a local level. For instance all the Borough’s 18 community centres are now managed by local community associations, which determine how the buildings are run for the benefit of the local community. A raft of voluntary action takes place across Havering, from befriending schemes to reduce social isolation, through to preventative health and wellbeing programmes run by volunteers, and including a host of sporting, cultural and leisure opportunities.

In 2013/14, the Council spent approximately £8.7m funding services from the voluntary and community sector, including core funding grants to organisations, smaller contributions towards community projects and larger contractual arrangements for specific commissioned services. In 2014/15 the figure was approximately £7.6 million and this included external funding as well as Housing Revenue Account funded projects.

As well as grants and other funding arrangements, the Council also provides historical in-kind support to the voluntary sector, by way of:

- “Equitable rents”, set at one-third of open market commercial rents, amounting to a subsidy of approximately £300,000 per annum, to 19 community organisations renting Council premises.
- Discretionary rate relief in the sum of £223,802 (2013/14) to 94 organisations with charitable status.

The Council, in addition to grant aiding and commissioning services and providing in kind support, provides a range of support to the sector including:

- Supporting funding applications - £345k was raised in 13/14 and approximately £240k in 14/15
- Support on governance issues and compliance
- Capacity building through support to a range of organisations including start ups
- Development (in 2010) of the Havering Compact and supporting guidance with the sector
- Maintaining overall relationships with the sector and e.g. the BME forum, faith groups, Friends of Parks groups (funding, events and new start-ups)

Havering is facing many challenges ahead. We are seeing significant changes in our population which are increasing demands on services (e.g. the number of younger adults with complex disabilities and the growing number of older people with multiple health and care needs) whilst at the same time are facing unprecedented financial challenges, resulting in the Council needing to find £60 million of savings over the next 4 years, equating to approximately a third of its budget. The problem that we are facing now is how to meet the

needs of the community, continue to tackle inequality and ensure that we get the very best outcomes for the limited amount of public money available.

As part of these savings proposals we need to find savings of £1.1 million from grants and in services commissioned from the voluntary sector for 2016/2017. Proportionately, this budget reduction is significantly less than the overall reductions facing Council service as a whole and recognises the need to offer on-going support to the sector.

A grants and commissioning review is currently being undertaken and will look at how these savings will be delivered – any changes to funding will be subject to further consultation and involvement with organisations and service users who might be affected by proposals. The timescale for delivering savings is prior to the financial year 2016/17, which does allow proposals to be developed in consultation with the sector and, where funding is to be reduced or stopped, for a proper analysis to be undertaken of impact and for early notice to be given of potential changes. What is clear is that these challenges and opportunities can be tackled more effectively in partnership.

However, it is not all negative. The strategy also sets out where there might be new opportunities for the sector and how these might be exploited. If a strong business case can be developed then there could well be additional investment coming into the sector if it can be demonstrated how that investment would give rise to savings e.g. through prevention or early intervention. There is also the opportunity to gain more impact from investment going into the sector.

Even without the context of budget reductions the time is right to engage in a conversation with the sector. The Council has not undertaken a thorough review of funding and relationships with the sector for approximately 10 years and continues with a fairly traditional approach to grant funding and commissioning services. Whilst a Havering Compact was initiated in 2003, revised in 2009 and launched at the Compact AGM (during the voluntary sector conference in May 2010), this has not been an active process and it needs to be refreshed. The current situation needs review as there is a:

- Need to review what infrastructure support is now required in the light of changing circumstances to build capacity and capability in the sector
- Need to improve collaboration in the sector as some of the larger contracts may require a consortium approach to be developed
- Need to respond to changes brought about in the legislative and policy contexts
- Variable monitoring of outcomes being delivered through funding and of the quality of service being delivered through arrangements, which means that it has not always been possible to demonstrate that value for money is being delivered under the current arrangements
- Lack of clarity about funding processes and criteria resulting in organisations not currently funded finding it difficult to be able to access sources of funding
- Lack of strong governance of the arrangements which ensures that our funding processes are transparent, fair and targeted and supports those organisations and services which best meet the needs of our communities

The Council does recognise the huge role which the voluntary sector plays in supporting communities. It also recognises that the voluntary sector plays an important role in engaging

'hard to reach' sections of the population and often has an excellent understanding of the people who live in Havering and some of the challenges local people face in their day-to-day lives. For these reasons, the voluntary sector often has unique advantages over the public and private sectors, and adds value through volunteering opportunities which enhance community life. The Council is committed to working creatively with the voluntary sector during these continued times of financial austerity, to help ensure that organisations providing valuable services to our communities are able to survive, and continue their good work in supporting those in need and in making Havering the great place it is to live.

The National Context

Set out in Appendix 2 are a summary of national legislative/policy changes which impact on this strategy. Some of the implications of these and of the changing local demography include:

- Growing societal needs at a time of reducing expenditure requiring resources to be focused on areas of greatest need through commissioning arrangements and for individuals and communities to become more resilient and self-reliant providing support for one another rather than relying on local funding
- More of a focus on prevention and early intervention activity to help improve outcomes for local people and reduce and manage demand on public services rather than reactive solutions which are often more costly and less effective
- Wider private market and self-funding
- Personalisation and the use of personal budgets and
- New methods of service delivery need to be explored including using trained volunteers to play more of a significant role in delivering services.

Purpose of the Strategy

The purpose of the strategy is to set out our proposals for how we want to address these issues and to ensure that the voluntary sector has the capacity that will be needed to support growing communities, through prevention and increased community resilience.

Put simply, in these difficult economic times, the way the Council, its partners and the community and voluntary sector work together, will need to change if we are to deliver improved outcomes for the benefit of our communities.

For example, there will be more demand from local people for services no longer provided by the state, and there is huge potential for the voluntary sector to step in and meet need, by acting more entrepreneurially, and to be able to compete with the private sector in tapping into new and growing markets.

We need to create a significant change in our relationship with the sector, based on clear priorities and outcomes that improve people's lives - rather than simply funding individual organisations.

This does not mean that we do not value each and every one of the organisations operating in our community. It means that because we have less money, we have to concentrate resources on the highest priorities. Therefore our emphasis will be on preventing future demand on public services through prioritising prevention.

Whilst these are significant changes we still wish to develop the conditions which will allow the voluntary and community sector in Havering to thrive.

Scope of the Strategy

This strategy encompasses the full range of voluntary and community sector services that exist in the borough, not just those which currently receive grant aid or provide commissioned services.

By 'voluntary and community' organisations, we are talking about the following types of organisation:

- Registered charities
- Community groups
- Community associations
- Tenants and residents groups
- Co-operatives and social enterprises
- Sports, environmental, arts and heritage organisations
- Grant making trusts
- Non-constituted groups of residents working together to make a difference in their local communities

This strategy does not cover the relationship or contractual relationships the Council has in place with the private sector.

Section 4 - Vision – Where do we want to get to?

Vision

The long-term vision for this strategy is to ensure that communities are resilient and supported by an effective and sustainable voluntary and community sector.

Strategic Aims

We want to work more effectively with the sector to deliver the best value for money outcomes at a time of limited resources and to help us achieve this, the strategy has two key aims:

1. To strengthen communities and to increase the effectiveness and impact of the voluntary sector so that it can support communities to be more resilient, by enabling neighbours, communities and families to support one another, and local people to take the lead on improving their local areas through voluntary action, and
2. To improve local voluntary sector capacity to deliver quality local services that people need, and that new types of services, which best meet people's needs are developed with and by the sector (possibly through new models of delivery)

Links to Corporate Plan and other strategies

The Strategy will apply to the whole sector, but for those organisations in receipt of funding from the Council, grants or contracts will only be given which deliver outcomes which are strongly tied to the delivery of the outcomes set out in the new Corporate Plan or any replacement thereof. The corporate plan sets out the priorities of Havering as being Clean, Safe and Proud. Actions include:

- Supporting local voluntary and community organisations and encouraging residents to play an active part in their communities through volunteering
- Continuing to work with private and voluntary sector partners to implement the young people's assets framework and
- Seeking to maximise funding for Havering through lobbying and attracting other external funds

The strategy also takes into account the Council's Culture Strategy 2012-2014 which supports the current Corporate Plan through its own set of objectives and which are underpinned by principles;

- to promote more active engagement in service delivery, from consultation, to volunteering, to devolving services to the local community;
- to continue to work with our partners, internal and external, and regionally across borough boundaries, to achieve shared objectives
- to be smarter about collecting information on our customers and communities. Target new audiences and broaden access to our services, breaking down

barriers to engagement where these exist, facilitating social progress and improved quality of life.

- to continue to develop innovative, modern and efficient methods of service delivery, thereby maintaining the high quality of our services against a backdrop of reduced budgets, and ensure that activities are evaluated effectively to retain a focus on outcomes for local people.

The Culture Strategy is aiming to build capacity in the voluntary and community sector by providing direction, brokerage and support whilst encouraging greater ownership and this is central to maintaining the above principles and fulfilling the objectives.

This strategy also takes into account the Health and Well Being Strategy and the Council's vision for the future of social care in which we need to move away from a more traditional model of service delivery to one in which we are more responsive to local needs and in which users will self-fund and have greater choice than ever before. To enable this to happen we will need to take steps to grow the market and this may well involve new opportunities for the sector.

The priorities of the Children, Adults and Housing Directorate include that:

- "We will also seek to revitalise the voluntary sector to be best placed to deliver services in the most cost effective ways"
- "Wherever possible we will seek to manage demand by prioritising the most cost effective provision"

The Early Help, Intervention and Prevention Strategy places a strong emphasis on strengthening the community – meaning that the right kind of VCS services will be well placed in the future to help support the delivery of this as well as the Directorate's vision of "Supporting excellent outcomes for the people of Havering by helping communities to help themselves and targeting resources and interventions to encourage independence"

Our overall vision for health and care services is that by 2019 we will have an integrated health and social care system providing care and support to people in their own homes and communities. Our model has five 'building blocks' providing the priorities for implementing the five year plan, with differential pace and funding currently under discussion. These are:

1. Developing further the Integrated Locality Model
2. Managing Demand
3. Building Community Capacity
4. Service Redesign and
5. Sustainability

To progress to a wholly integrated system the four design principles we will consistently apply are that:

1. Individuals and communities will be empowered to direct their care and support and to receive the care they need in their homes or local community.
2. Localities will be central to organising and co-ordinating peoples' care.

3. Services will be integrated around GP registration to simplify access and make co-ordination and integrated delivery easier.
4. Our systems will enable the provision of integrated care; providers will assume joint accountability for achieving outcome goals and to deliver efficiencies.

Outcomes

This vision is supported by four key outcomes which we want to achieve with this Strategy:

1. Communities will be resilient and self-supporting, reducing demand on public services and improving the quality of life of local people

We wish to encourage volunteering and to tap into the local understanding of grass roots needs which can deliver best care, support, value and independence. For the many reasons set out above we have identified a clear need to move away from the traditional approaches to funding, and to focus on early intervention, prevention and demand management.

2. Capacity and skills in both the voluntary sector and the Council will be built up, to encourage enterprise and innovation within the voluntary sector and innovation and co-production of services that meet community needs

The Council has a role to play in developing new markets in the light of changes being brought about in children's and adult services and in sending signals to the sector about what needs to happen and creating the context for a thriving sector. Increasingly services will be driven by the personalisation agenda leaving individual service users to specify the nature of the service they require. In Havering we need new models and organisations to emerge that are to fill gaps in the market brought about by increasing numbers of people with personal budgets seeking new ways of meeting their care needs and organisations which can take advantage of the huge demand for preventative services that save money in the long run.

The Council will also need to develop capacity in the voluntary sector in light of the need to explore alternative models of service delivery in which volunteers play a more significant role. For example, the Library Strategy 2015-17 proposes a 'partnership' Library Service based on 'co-produced libraries' model wherein a core team of professional library staff are retained, but are supported by trained volunteers who help run the service.

The Council needs to work with the sector to explore alternative delivery models, such as the model described above, including VCS organisations working together where it would be beneficial to do so. We all need to work together to create an environment in which the voluntary and community sector can thrive. The sector needs to move away from silo working and to engage in open dialogues and collaborative models of delivery, for example sharing and developing its own assets and resources.

3. There will be infrastructure support for the sector that is fit for purpose

'Infrastructure' refers to the support available to the voluntary and community sector to help them to achieve their aims. Infrastructure organisations support and represent at a strategic level other voluntary sector bodies or specific parts of the voluntary sector. They provide advice on a range of issues affecting organisations such as training, interpreting the impact of policy changes, advising on funding opportunities, and providing guidance on other issues designed to build organisations' capacity.

In Havering there are a number of infrastructure organisations, including HAVCO. To be able to thrive in the new era of outcomes based commissioning, voluntary sector organisations will need new types of support to survive and thrive. This will include things like exploiting new technologies that will help them reach new clients and volunteers, fundraise in new ways, and galvanise enthusiasm and support of the local community. There has been a recent report on infrastructure published by the Independent Commission on the Future of Local Infrastructure entitled "Change for Good". This considered as a starting point how infrastructure might meet the ever growing demand for support with shrinking resources. It suggested that infrastructure of the future is likely to be a much leaner enabler, broker and catalyst rather than necessarily a deliverer. It recognised that infrastructure support needed to change and we aim to explore with the sector the implications of this, in the future delivery of infrastructure support.

Infrastructure provision in Havering must be strong, effective and fit-for-purpose, in the sense that it needs to be able to support the sector to be able to meet these new challenges. It also needs to take into account lessons learned through the national review and the views of the sector on what provision it requires.

Services provided by the Volunteer Centre need to be considered as part of this review given the importance of volunteering, changes brought about by on line matching of volunteers to opportunities and the need to enable residents to volunteer in a more targeted fashion.

The sector may also require support on the provision of back office functions and new models can be explored to deliver such services at a reasonable cost.

4. The Council's financial support to the sector will be targeted, transparent and deliver quality, tangible outcomes

In times of budget reductions, the Council is under pressure to demonstrate tangible outcomes and delivery of value for money for every pound that it spends. For that reason financial support will be targeted at our priorities and areas of greatest need. With less money around, it's also more important than ever that the Council reduces the costs associated with duplication and bureaucracy in the way it administers grants and contracts and monitors the outcomes being delivered for those investments.

The Council is currently reviewing the recurring grants it has in place with the voluntary and community sector, with a view to developing a simpler, 'one council' approach to investing in the sector. We want to encourage organisations to be innovative in how they bring in income, and plan ahead to make sure their services are resilient by not relying on grant aid from public bodies that is not likely to be available in future. The review is also focusing upon services currently commissioned from the sector.

The Council wishes to move to more of a commissioning approach whilst perhaps maintaining a small grants pot which would be available to smaller voluntary and community organisations which can help deliver against the Council's priorities –this will be subject to the outcome of the funding review. In moving to this approach we wish to harness the ability of the sector to provide customer focused services and also take advantage of wider economic and social objectives such as increasing volunteering, increasing local employment and skills and a greater sense of community ownership of local issues.

Section 5 - How will we get there?

Our aim is to strengthen the relationship with the Sector, despite the changes to funding which inevitably need to be made, and to engage in an effective dialogue. Appendix 3 sets out a detailed action plan addressing how we will deliver the strategy outcomes and in particular address issues raised through the consultation. Many of these actions need to be, and will be, delivered in partnership with the sector. A priority will be to review the Havering Compact which will be a great opportunity for the sector to engage in joint working with the Council to agree a shared statement of principles which will govern the relationship between the sectors going forward. It will provide a written commitment on all sides to positive partnership working. An effective Compact should help us develop and improve relationships for mutual advantage, including:

- Helping us all to understand and value the roles, nature and contribution of different kinds of organisations
- Setting standards for communication, consultation and support and
- Providing a practical tool to help us work together in formal partnerships on the ground

The mapping of resources and sharing of information about what is available within the sector and the gaps in current service provision can only happen if there is effective joint working and we are committed to making this happen.

Section 6 – How will we know when we have got there?

The Council will monitor delivery of the action plan through its Voluntary Sector Steering Group and through the Community Engagement Team. Key actions for the Council are being built into service plans, delivery of which will be monitored corporately. These include the facilitation of six community clean ups in 2015/16 and 12 in 2016/17, increasing the number of training opportunities offered to the VCS and supporting 15 community projects. Many of these outcome measures will be measured through surveys to gauge views of the sector. Specific projects will develop their own performance measures, e.g. to increase volunteering numbers and placements – this will be addressed through the volunteering strategy and we will aim to improve on the baseline figures quoted in the strategy. The action plan sets out proposed targets for libraries, friends of parks and other activity to be built into the Volunteer Centre agreement. The work on the Compact will enable an ongoing dialogue to be maintained with the Sector on progress in delivering these outcomes.

We also expect to see innovation as a result of the changes being introduced e.g. through the youth service mutual and other methods of attracting finance and making the best use of existing resources in place. The action plan also sets out ideas for innovation forums and we have specific ideas around innovation projects focused on social exclusion and for some design work with carers. The sector is well placed to be able to suggest to us invest to save initiatives which would help the Council manage demand for services and make savings in the medium to longer term. We would welcome ideas on this and the way the sector might deliver differently. There is also a great opportunity to learn from best practice across the country supported by the local infrastructure arrangements to be put into place.

Appendix 1

Local Context: Havering's Voluntary Sector

Because of the informal nature of much of the community sector, it's very difficult to get a complete picture of how many organisations there are and what types of services they provide. To try and map the current picture of the sector, three main sources of data have been identified:

- 1) The London Voluntary Service Council recently commissioned National Council for Voluntary Organisation (NCVO) to compile data on the Voluntary Sector in London. This included a breakdown for each borough.
- 2) We know that the research carried out into organisations listed on the Charities Commission is not the full picture of particularly some of the smaller organisations working at a community level. Havering Association of Community and Voluntary Organisations (HAVCO), has 459 organisations on its Community Portal database.
- 3) The 2010 National Survey of Charities and Social Enterprises (NSCSE), carried out by Ipsos MORI on behalf of The Office for Civil Society, asked organisations to identify the *main* clients, users or beneficiaries of their organisation. Of the 440 charities, voluntary groups and social enterprises in Havering invited to take part in the survey, 186 responded (a 42% response rate).

Below is a summary of the findings for Havering from each of these sources of information.

NCVO Report

NB: This covered organisations registered with the Charities Commission only.

- **Number of Organisations**

Item	Number
Income	£46.9m
Expenditure	£45.6m
Assets*	£54.5m
Employees*	670
Organisations	319
Trustees	1,736

charities

The figures for assets and employees are based **only** on those organisations with incomes greater than £500,000 per year, so will be lower than for the whole sector.

- **Overview of**

The registered charities data used in all tables have been filtered using a 'third sector test'. Included are organisations generally considered to be part of the third sector, we have removed organisations not traditionally seen as third sector but still registered as charities, such as housing associations, independent schools, government bodies, trade associations and faith groups whose main objective is the promotion of religion.

The list of Companies Limited by Guarantee has been filtered to remove registered charities (to avoid double counting) as well as organisations not traditionally viewed as third sector, such as management companies of blocks of flats.

Type of charitable organisation	Number
Charities	319
Community Interest Companies	6
Industrial and Provident Societies	6
Companies Limited by Guarantee	146
Total charitable organisations	477

- **Charities in detail**

The figures for employees are based **only** on those organisations with incomes greater than £500,000 per year, so will be lower than for the whole sector.

Local includes organisations working at any level below national – i.e. regional, cross-borough, single borough or smaller.

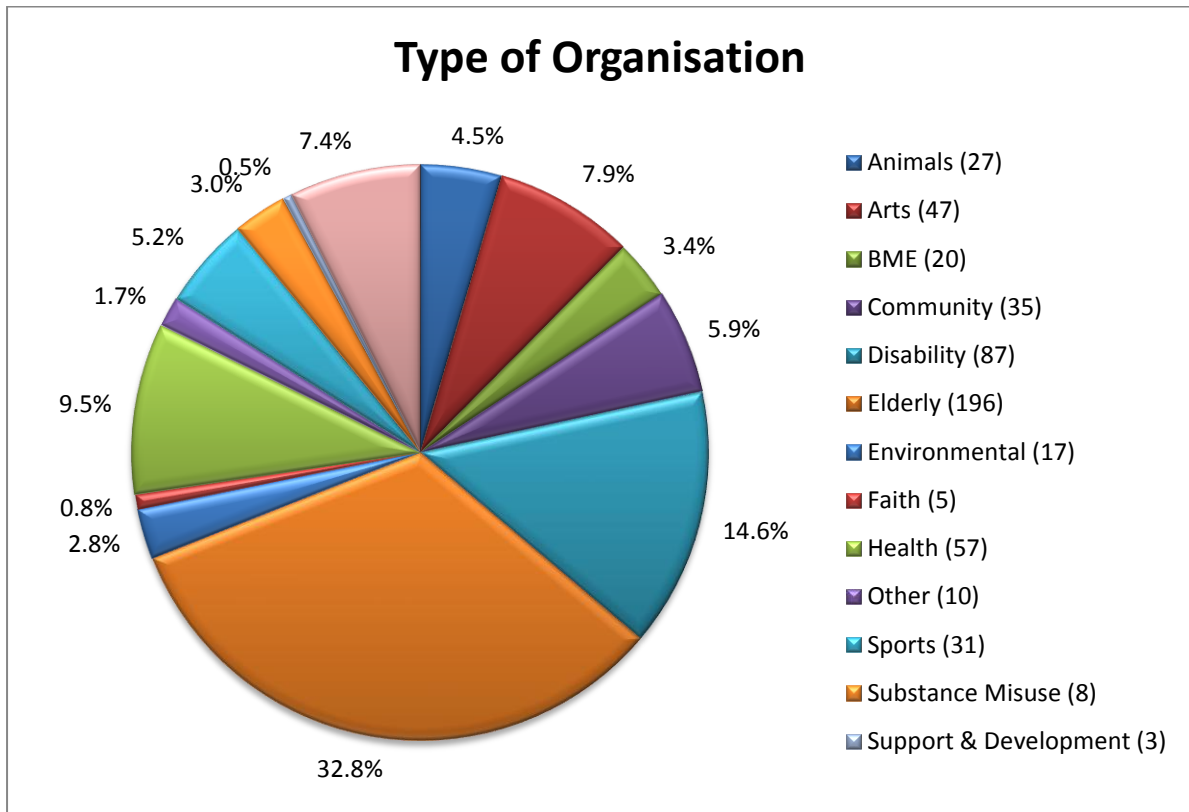
	Local	National	National & Overseas	Overseas	Not Known	Total
Number	242	25	10	16	26	319
Income	£39.9m	£3m	£2.4m	£1.4m	£0	£46.9m
Expenditure	£38.6m	£3.1m	£2.4m	£1.5m	£0	£45.6m
Employees*	579	25	57	9	0	670

- **Charities operating in Havering but based elsewhere**

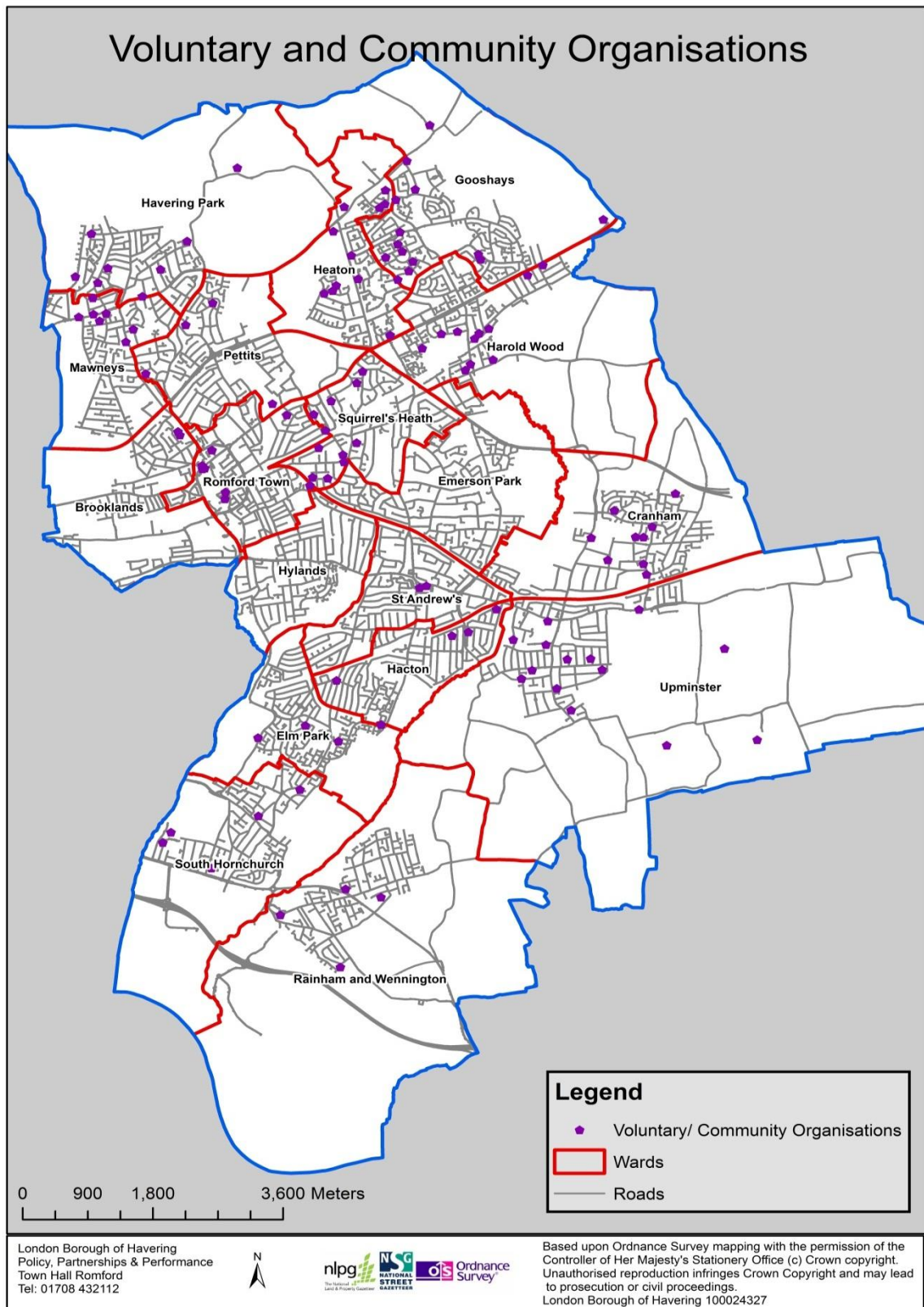
<http://data.ncvo-vol.org.uk/areas/london/intro>.

Item	Number
Number (Havering only)	44
Income (Havering only)	£6.1m
Number (throughout London)	896
Income (throughout London)	£346.6m

HAVCO Community Portal



The organisations registered on the Community Portal and based in Havering have bases located fairly evenly across the borough:



The Findings of the 2010 National Survey of Charities and Social Enterprises (NSCSE)

Users or beneficiaries of organisations:

Havering		
Rank	Main clients, users or beneficiaries	%
1 st	The general public / everyone	38%
2 nd	Children (aged 15 or under)	31%
3 rd	Young people (aged 16 to 24)	23%
4 th	Women	16%
5 th	Older People	14%

Main areas that organisations work in:

Havering		
Rank	Main areas for organisations	%
1 st	Education and Lifelong Learning	27%
2 nd	Leisure (including sport and recreation)	26%
3 rd	Religious / Faith-based Activity	25%
4 th	Community Development and Mutual Aid	17%
5 th	Health and Well-being (e.g. medical, health, sickness, disability, mental health, counselling)	15%

The top five main areas identified by organisations in Havering mirrored that of our nearest statistical neighbours in London. Organisations in Bexley, Hillingdon, and Bromley all documented the same main areas in the 2010 NSCSE - the only exception being Hillingdon who also listed culture (including arts and music) as a main area of their organisations in the 2010 NSCSE.

Main roles undertaken

Havering		
Rank	Main roles your organisation undertakes	%
1 st	Delivery of other services (e.g. business services, financial services, leisure, retail, manufacturing, community support, sports coaching/club, and recreation),	28%
2 nd	Advancing religion and / or spiritual welfare by supporting religious or spiritual practice	24%
3 rd	Delivery of public services (e.g. social housing, health care, day centre, counselling, community safety, education, childcare)	22%
4 th	Community development and mutual aid	13%
5 th	Provides advice to individuals	12%

Geographic areas of operation

Havering		
Rank	Top five geographic areas	%
1 st	Your local authority area	40%
2 nd	Your neighbourhood	31%
3 rd	Regionally	12%
4 th	Nationally	11%
5 th	Internationally	7%

Approximate number of full-time equivalent employees

Havering		
Rank	Number of full-time equivalent employees	%
1 st	None	56%
2 nd	No answer provided	10%
3 rd	One	9%
4 th	Two	8%
5 th	Three to Five	6%

Approximate total number of volunteers, including committee / board members

Havering		
Rank	Volunteers, including committee / board members	%
1 st	1 to10	36%
2 nd	11 to 20	32%
3 rd	No answer provided	11%
4 th	21-30 / 31-50 / 101 to 500	6%
5 th	51 to 100	2%

Approximate annual turnover or income from all sources

Havering		
Rank	Annual turnover / income	%
1 st	£10,001 - £30,000	19%
2 nd	£5,001 - £10,000	17%
3 rd	£100,001 - £500,000	12%
4 th	More than £500,000	9%
5 th	£30,001 - £60,000	8%

Top five sources of income

Havering		
Rank	Sources of income	%
1 st	Donations and fundraising activities	75%
2 nd	Membership fees / subscriptions	43%
3 rd	Grants from non-statutory bodies	23%
4 th	Earned income from training including retail	20%
5 th	Earned income from contracts	10%

Appendix 2 - National Context

There are a number of things happening nationally that impact on this strategy.

- The Care Act 2014 - the Care Act is the most important piece of legislation impacting on adult social care since the NHS Community Care Act 1990. It creates a range of new duties and responsibilities that came into effect in April 2015, and will have implications on the level of public services that local government will be able to afford to provide, and will also require the voluntary sector to work very differently.

There will be significant opportunities for the voluntary organisations providing care and preventative services to expand their operations, as there will be new markets and potentially more people with personal budgets to sell services to. There may also be opportunities to carry out assessments and to identify new and hidden carers and to support them. The Act introduces new duties on local authorities to facilitate a vibrant, diverse and sustainable market for high quality support and care, for the benefit of the local population. Havering is likely to have a significant number of self-funders and carers. This will generate spend and is a real opportunity for the sector. The Council will need to provide market intelligence to support the sector to know where demand is growing and thus to inform business planning.

The Council will also have a duty to provide comprehensive information and advice about care and support services in Havering. This will enable people to understand how care and support services work locally, the care and funding options available and how people can access care and support services. Again this gives an opportunity for new forms of service provision which help signpost and manage demand. However, the Care Act also offers challenges to the sector, in terms of the need to have capacity in the right areas, be able to act more commercially such as bidding for contracts, developmental support around working through consortia, developing new innovative service offers that local people want, etc.

- Better Care Fund – this is designed to support transformation and integration of health and social care services to enable local people receive better care. The BCF is a pooled budget that shifts resources into social care and community services. The voluntary sector will be a key partner in delivering outcomes under this programme and will, for example:

- Help us to ensure that those people not yet experiencing acute need, but requiring support are helped to remain healthy, independent and well
- Our vision by 2019 is to co-produce community based solutions with the voluntary sector to support and sustain service user self-empowerment and management and providing better support to carers
- Our localities model will include voluntary sector provision of local information and advice and will integrate mental health professionals – this again will be an opportunity for the sector
- The Joint Carers Strategy for Havering will aim to develop a vibrant voluntary sector which will provide support to carers and the sector will be engaged throughout the strategy development process. As part of this a comprehensive review of voluntary sector contracts for carers support will be undertaken

The BCF will develop an integrated commissioning function between the Clinical Commissioning Group and adult social care. Grants and contracts across both organisations are being reviewed to ensure more cohesive and value for money services. Integrated commissioning will lead to savings and improved outcomes. Pilots will take place in 15/16 around carers, dementia and frail elders e.g. social prescriptions. This approach will also consider what has been commissioned in the past and which is no longer required in the new environment and will be de-commissioned.

- The Children and Families Act 2014 – over the next 2/3 years statements of special educational need will be replaced by a single Education, Health and Care (EHC) Plan drawing together all the support required by a child or young person up to the age of 25 with special educational needs or disabilities (SEND). The Local Offer now provides information in a single place on what services are available locally for children and young people with special educational needs and disabilities (SEND) and their families from a range of local agencies, including education, health and social care. The Local Offer provides information on a number of things, including:
 - special educational provision;
 - health provision;
 - social care provision;
 - other educational provision;
 - training provision;
 - travel arrangements for children and young people to schools, colleges and early years education; and
 - preparing for adulthood, including housing, employment and leisure opportunities

This provides children and young people with special educational needs and their families with more choice and therefore more control over what support is right for their child. All parents of children with EHC plans must be offered (but are not obliged to accept) a personal budget for the services their child requires. Parents must therefore understand all that is spent on their child's plan and can have a degree of control over how it is spent.

- The Social Value Act 2012 – this enables social value criteria to be taken into account when awarding service contracts. Use of economic, social and environmental criteria must be relevant and proportionate. As a result social value needs to be considered at the different stages of a procurement process.
- Infrastructure – there are some changes to the national volunteering infrastructure through Do It and also national and regional work to consider voluntary sector infrastructure needs and provision, including the NAVCA Independent Commission on the future of local infrastructure.
- The Public Sector Equality Duty – the duty supports good decision making by encouraging public bodies to understand how different people will be affected by their activities so that policies and services are appropriate and accessible to all and meet different people's needs. An Equality Impact Assessment had been carried out on the consultation draft of this strategy and has been updated in the light of the consultation. Any specific proposals for changes will be subject to further consultation and review.
- The Localism Act – this Act has encouraged the devolution of service delivery, community ownership of assets, the exploration of new models of delivering public services through e.g. mutuals. Along with the power of general competence it gives a mandate to explore new models of delivery in conjunction with ideas emerging from the sector. A similar approach to spin off of public services has been taken in the health sector.
- The Health and Social Care Act 2012 put clinicians at the centre of commissioning and provided a framework for providers to innovate and empower users. The act provided a basis for better collaboration, partnership working and integration across local government and the NHS.

APPENDIX 3 – ACTION PLAN

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Voluntary Sector Strategy Action Plan

Outcome 1	Communities will be resilient and self-supporting, reducing demand on public services and improving the quality of life of local people
Outcome 2	Capacity and skills in both the voluntary sector and the Council will be built up, to encourage enterprise and innovation within the voluntary sector and co-production of services that meet community needs
Outcome 3	There will be infrastructure support for the sector that is fit for purpose
Outcome 4	The Council's financial support to the sector will be targeted, transparent and deliver quality, tangible outcomes

*In terms of delivery against target/timescales

Ref	Action Area	Action(s)	Key Milestones / Performance Targets / Critical Success Factors	Timescales	Lead Officer(s)	RAG Rating *	Comments / Progress Update
1	Joint working arrangements between the Council and the sector Outcome 2	Support the review of the Compact & 4 Codes of Good Practice	<ul style="list-style-type: none"> Compact for Havering & 4 Codes of Good Practice reviewed and revised Consultation carried out with voluntary sector forums and provider forums New Compact finalised in light of consultation feedback and re-launched Compact embedded in working practices. Quarterly Compact workshops to be held for staff, Members and Public Sector organisations 	Revised Compact to be finalised October 2015 Ongoing Ongoing	Anita McDade (Community Engagement Team Leader) HAVCO		First Compact Stakeholder meeting held on 21 April 2015
2	Improving communications and access to information Outcomes 1, 2 & 4	<p>Implement the Community Engagement Team as the main point of contact for the voluntary sector and as the VCS lead within the Council.</p> <p>Refocus the work of the Community Engagement Team on community development and delivery of the Voluntary Sector Strategy and action plan.</p>	<ul style="list-style-type: none"> A vcs@havering.gov.uk email address established and accessible to all team members Community Engagement Team role descriptions refreshed and renewed as part of the restructure of the Policy and Performance service Havering Compact Dispute Resolution process implemented when necessary Improved access to information by the voluntary and community sector 	May 2015 October 2015 As necessary Ongoing	Pippa Brent-Isherwood (Head of Policy and Performance) Anita McDade (Community Engagement Team Leader)		
		Identify and publicise designated points of contact for the sector within each service Develop and agree a role description for VCS "champions" within service areas	<ul style="list-style-type: none"> VCS organisations have a single point of contact within each service area Clear role description in place for voluntary sector "champions" within each service 	June 2015	Anita McDade (Community Engagement Team Leader)		
		Establish 3 Community Hubs across the borough along with outreach points	<ul style="list-style-type: none"> 3 Community Hubs in place "Hub and spoke" model of information and advice implemented across the borough 	September 2015	John Green (Strategic Commissioning Manager)		

Ref	Action Area	Action(s)	Key Milestones / Performance Targets / Critical Success Factors	Timescales	Lead Officer(s)	RAG Rating *	Comments / Progress Update
		<p>Develop an area on the Council's website specifically targeted at the VCS</p> <ul style="list-style-type: none"> Identify ICT lead Incorporate links to the Community Engagement Team webpages, HAVCO Directory of Voluntary Organisations, current consultation opportunities , a Community Resource Directory & training opportunities Provide links to other relevant online LBH information portals (e.g. the Local Offer and Care Act Portal) Consult with VCS to ensure it meets their requirements and amend as required 	<ul style="list-style-type: none"> A new single, online point of reference available to the VCS 	September 2015	<p>Anita McDade (Community Engagement Team Leader)</p> <p>ICT lead (TBC)</p> <p>HAVCO</p>		
3	<p>Increasing volunteering</p> <p>Outcomes 1 & 3</p>	<p>Establish and publicise a volunteers@havering.gov.uk email address as a first point of contact relating to volunteering opportunities within the Council</p> <p>Compile a list of volunteering opportunities across Council departments, with role profiles</p> <p>Encourage the public to play their part in keeping Havering clean and encourage community responsibility by organising and assisting with community clean up campaigns</p> <p>Actively promote volunteering opportunities within Council services and recruit volunteers to positions</p> <ul style="list-style-type: none"> Provide editorial coverage on a quarterly basis in <i>Living Magazine</i>, <i>At the Heart</i> and <i>Sheltered Times</i>, publicising volunteering opportunities within the borough Use Council events to promote volunteering opportunities within the Council and to recruit new volunteers <p>Encourage staff to volunteer in their local community in their own time, e.g. governor positions at local schools</p> <ul style="list-style-type: none"> Run a volunteering publicity and promotions campaign in LBH Publications, E Bulletins, Inside Havering & Global Emails to raise awareness of volunteering as a leisure time activity 	<ul style="list-style-type: none"> Comprehensive list of all volunteering opportunities within the Council is available and actively promoted Increased number and diversity of volunteers recruited into volunteering opportunities within the Council Number of volunteers active as Friends of Parks increased by 15% by end March 2016 90 volunteers engaged in community clean ups during 2015/16 180 volunteers engaged in community clean ups during 2016/17 increased number of staff registering to support their community through volunteering 	<p>May 2015</p> <p>June 2015</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Anita McDade (Community Engagement Team Leader)</p> <p>Simon Parkinson (Head of Cultural & Leisure Services)</p> <p>Keith Brown(External Relations Officer)</p>		<p>Volunteers@havering.gov.uk email address has been established and is linked to the Community Engagement Team</p>

Ref	Action Area	Action(s)	Key Milestones / Performance Targets / Critical Success Factors	Timescales	Lead Officer(s)	RAG Rating *	Comments / Progress Update
		Develop a volunteering strategy for the borough in partnership with the HAVCO Volunteer Centre <ul style="list-style-type: none"> Produce an initial draft Carry out initial consultation with stakeholders from the Havering Volunteer Managers' Forum Carry out full, 12 week consultation 	<ul style="list-style-type: none"> New Strategy finalised 	<p>First draft by end June 2015</p> <p>Final Strategy agreed by end November 2015</p>	<p>Kim Smith (Senior Community Engagement Officer)</p> <p>HAVCO Volunteer Centre Manager</p>		
		Recruit more volunteers to support the running of the Council's libraries service as part of the Council's budget strategy <ul style="list-style-type: none"> Develop a list of voluntary and community groups in each library's reach areas Offer a presentation to each local voluntary and community group about the volunteering opportunities available within Council libraries Develop a specific volunteering strategy to support the Council's libraries service 	<ul style="list-style-type: none"> 290 volunteers assisting in running Council library services by end March 2016 	<p>June 2015</p> <p>July / August 2015</p> <p>September 2015</p>	<p>Anita McDade (Community Engagement Team Leader)</p> <p>Kayleigh Pardoe (Policy, Marketing & Administration Manager)</p>		
		Continue to fund the HAVCO Volunteer Centre to promote and support volunteering in Havering	<ul style="list-style-type: none"> 600 new Volunteer Centre registrations 1,500 registered volunteers signposted to registered opportunities 500 1:1 brokerage meetings carried out 500 volunteer follow up reviews carried out 	March 2016	<p>Anita McDade (Community Engagement Team Leader)</p> <p>HAVCO Volunteer Centre Manager</p>		
		Provide a befriending service for tenants	<ul style="list-style-type: none"> Befrienders provided for 100 tenants 	March 2016	Tapestry (commissioned by Housing Services)		
4	Commissioning Processes Outcomes 1, 2 & 4	Carry out market shaping workshops with VCS	<ul style="list-style-type: none"> VCS groups are aware of gaps in the current market and are better able to respond to fill these gaps 	Ongoing from February 2015	John Green (Strategic Commissioning Manager)		
		New Corporate Plan to be agreed setting out the Council's mission statement Clean Safe Proud and the activities that the Council will undertake to 'support our community', 'use our influence and 'lead by example'.	<ul style="list-style-type: none"> New Corporate Plan published 	March 2015	Alaine Clarke (Corporate Policy & Diversity Team Leader)		Action complete
		Develop a new e-sourcing portal and use this to make information about opportunities available to the VCS	<ul style="list-style-type: none"> New e-sourcing portal in place 	April 2015	Chris Penny (Interim Systems Support Officer)		Action complete
		Finalise and publish Service Plans for 2015/16, in	<ul style="list-style-type: none"> All service plans signed off and key 	May 2015	Alaine Clarke		Service plans signed off by CMT on 19 May 2015

Ref	Action Area	Action(s)	Key Milestones / Performance Targets / Critical Success Factors	Timescales	Lead Officer(s)	RAG Rating *	Comments / Progress Update
		order that future priorities and opportunities are clear to the sector	content published on the Council's website		(Corporate Policy & Diversity Team Leader)		
		Consult commissioners on data / information needs to support future commissioning activity as part of the annual service planning process. Develop and implement a work programme to respond to these needs.	<ul style="list-style-type: none"> Robust, accurate, "just in time" data available to support commissioning processes 	May 2015	Alaine Clarke (Corporate Policy & Diversity Team Leader)		Activity being overseen by the Corporate Brain Steering Group
		Develop a Business Intelligence Strategy to underpin evidence-based commissioning and decision-making.	<ul style="list-style-type: none"> Data / information used more effectively to support decision-making and commissioning New Business Intelligence Strategy signed off through the CMT Gateway process 	May 2015	Brian Partridge (Interim Corporate Policy & Community Manager)		Final draft currently out to consultation with members of the Corporate Brain Steering Group.
		Agree a set of common commissioning principles across the Council Develop a strategic procurement / commissioning framework to respond to issues raised in the voluntary sector consultation and to focus on early help / prevention and demand management.	<ul style="list-style-type: none"> Consistent approach to commissioning across the Council, allowing opportunities for innovation and co-production with the sector and other partners New framework signed off by Cabinet 	Common principles agreed by officers May 2015 Framework agreed by Cabinet December 2015	Hassan Iqbal (Strategic Procurement Business Partner) John Green (Strategic Commissioning Manager)		Activity being overseen by the Corporate Brain Steering Group
5	Market Positioning Outcomes 2 & 4	Review and update the Market Position Statement for Adult Social Care	<ul style="list-style-type: none"> Receive first draft Sitra report on Adult Social Care market Consult with the sector Final draft report for consultation Thereafter, report to be updated on a quarterly basis 	April 2015 May 2015 June 2015 Ongoing	John Green (Strategic Commissioning Manager)		
		Use LEP funding to establish a cross service review looking at building capacity with providers (including the VCS) to take advantage of the changes occurring in social care and the availability of personalised budgets	<ul style="list-style-type: none"> VCS & Business Network established 	March 2017	Rebecca Davey (RD) Business Development Manager (BDM)		
6	Re-commission voluntary sector infrastructure support Outcome 3	Agree and implement a transition plan for the current service	<ul style="list-style-type: none"> Revised funding agreement agreed and implemented 	November 2015	Pippa Brent Isherwood (Head of Policy & Performance) Trevor Fisher (Chair of Trustees, HAVCO)		

Ref	Action Area	Action(s)	Key Milestones / Performance Targets / Critical Success Factors	Timescales	Lead Officer(s)	RAG Rating *	Comments / Progress Update
		<p>Re-commission voluntary sector infrastructure support for the borough, to take account of the recommendations in <i>Change for Good</i> and to focus upon:</p> <ul style="list-style-type: none"> ○ Information sharing ○ Policy engagement and managing change ○ Volunteering ○ Capacity building to increase sustainability / resilience / capacity for innovation and co-production ○ Governance and compliance ○ Fundraising and income generation including social investment, crowdfunding and pro bono support ○ Development of suitable and comprehensive training programme for VCS organisations ○ Financial and organisational management and development 	<ul style="list-style-type: none"> ● New service in place, responding to identified needs 	December 2015	Pippa Brent Isherwood (Head of Policy & Performance)		
7	Voluntary sector funding Outcomes 1, 2 & 4	<p>Promote and encourage the use of Crowdfunding sites</p> <ul style="list-style-type: none"> ● Hold a workshop for staff and partners to raise awareness and skills in use of Crowdfunding ● Provide ongoing support to local VCS organisations in utilising Crowdfunding sites ● Publicise local Crowdfunding campaigns on the Council's website and in Council publications 	<ul style="list-style-type: none"> ● Workshop held for staff and partners ● Increased awareness and use of opportunities to attract funding through Crowdfunding sites ● Level of funding attracted by both the Council and voluntary sector organisations through Crowdfunding 	<p>Workshop scheduled for 8 June 2015</p> <p>Ongoing</p> <p>Ongoing</p>	Anita McDade (Community Engagement Team Leader)		
		<ul style="list-style-type: none"> ● Give notice to current corporate core funded organisations ● Complete Adult Social Care review of commissioned services ● Appoint Project Manager to lead the corporate VCS grants and commissioning review ● Task and Finish Groups established to lead each work stream of the review ● Task and Finish Groups report to Steering Group; recommendations formulated ● Recommendations signed off by Cabinet ● Develop new specifications for relevant services ● Commission new services 	<ul style="list-style-type: none"> ● £45k target savings achieved in 2015/2016 ● Further £1.1m target savings achieved in 2016/2017 	<p>Recommendations made to Members September 2015</p> <p>Recommendations implemented by 31 March 2016</p>	<p>Pippa Brent Isherwood (Head of Policy & Performance)</p> <p>Barbara Nicholls (Head of Adult Social Care and Commissioning)</p>		<p>Action complete</p> <p>Process underway</p>

Ref	Action Area	Action(s)	Key Milestones / Performance Targets / Critical Success Factors	Timescales	Lead Officer(s)	RAG Rating *	Comments / Progress Update
		Subject to the outcome of the VCS grants and commissioning review, establish a small grants programme for the voluntary and community sector which provides value for money and delivers positive outcomes as set out in the Voluntary Sector Strategy.	<ul style="list-style-type: none"> Level of funding available established Criteria agreed Scheme publicised Programme delivered 	March 2016	Anita McDade (Community Engagement Team Leader)		
		Develop the current business giving initiative and explore the potential to establish a new Local Fund as an alternative, sustainable long term income source to support local activities with support from other partners.	<ul style="list-style-type: none"> Business partners identified Steering group established Level and sources of funding streams identified Local Fund established and publicised 	March 2016	Anita McDade (Community Engagement Team Leader)		
		Promote other ways that the Council can use its existing resources to increase donations from local people / local businesses to local charities and VCS organisations including: <ul style="list-style-type: none"> Promoting local VCS organisations in Council publications Council fund raising events (e.g. Christmas campaign) Employees donating to local charities through the LBH employee giving scheme Council tax / business rate payers giving to charity by ticking a box on their bills 	<ul style="list-style-type: none"> Numbers of staff donating to charity through the employee giving scheme Number of council tax / business rate payers giving to charity through their bill payments 	Ongoing	Anita McDade (Community Engagement Team Leader) Mark Leech (Head of Communications)		
8	Developing new models of service delivery Outcome 2	Establish an employee led mutual or partnership with the VCS to deliver youth services within Havering	<ul style="list-style-type: none"> User Consultation Report to Cabinet Staff restructure New service goes live 	July 2015 August 2015 December 2015 April 2016	Simon Parkinson (Head of Cultural and Leisure Services)		
		Introduce corporate mandatory training for all departments working with the VCS to support new ways of working such as co-design & co-production	<ul style="list-style-type: none"> Increased knowledge and awareness of new ways of working, e.g. co-design & co-production Number of staff attending training 	September 2015	Anita McDade (Community Engagement Team Leader)		
		Organise and facilitate Innovation Forums with providers (including within the VCS)	<ul style="list-style-type: none"> 2 Innovation Forums to be held 	March 2016	John Green (Strategic Commissioning Manager)		
		Use LEP funding to provide business incubator space to support Start Up Social Enterprises	<ul style="list-style-type: none"> Number of Start Up Social Enterprises supported 	March 2017	Rebecca Davey (Business Development Manager)		

Ref	Action Area	Action(s)	Key Milestones / Performance Targets / Critical Success Factors	Timescales	Lead Officer(s)	RAG Rating *	Comments / Progress Update
9	Access to learning and development opportunities Outcome 2	Council training and development opportunities to be offered to the sector	<ul style="list-style-type: none"> Increased access to learning and development opportunities by the voluntary and community sector 	Ongoing	Anita McDade (Community Engagement Team Leader)		
		Supporting the sector to develop business continuity plans / business plans / funding strategies etc.	<ul style="list-style-type: none"> Increased resilience and sustainability within the VCS groups Minimum of 2 VCS Business Continuity Workshops to be held per annum 	Ongoing	Anita McDade (Community Engagement Team Leader) Alan Clarke (Emergency Planning & Business Continuity Manager)		First VCS business continuity workshop scheduled for 2 July 2015
10	Access to support services	Consultation to be undertaken with the sector about their desire to purchase services through One Source or other traded Council services	Package of support services available to the VCS to procure (if desired)	May 2015	Anita McDade (Community Engagement Team Leader)		
		Dependent on the outcome of the consultation, develop a package of support services that VCS organisations are able to procure through One Source / LBH		March 2016	Rebecca Davey (Business Development Manager)		
		Relevant business support activities offered to the voluntary sector		Ongoing			
11	Localism Act Outcome 1	Policies and procedures to be put in place to support the community rights provisions under the Localism Act	<ul style="list-style-type: none"> Procedure for VCS organisations produced Governance arrangements agreed via Cabinet Details published on the website 	June 2015	Brian Partridge (Interim Corporate Policy & Community Manager)		
12	Demand Management Outcome 1, 2, 3, 4	Ensure that the Voluntary Sector Strategy implementation work aligns fully with the Demand Management Strategy and its implementation	<ul style="list-style-type: none"> Effective, joined approach to demand management implemented Capacity built within the voluntary and community sector to support the Council's demand management work 	Ongoing	Brian Partridge (Interim Corporate Policy & Community Manager) Danny Graham (Interim Programme Manager – Children, Adults and Housing) Mark Leech (Head of Communications)		

Equality Impact Assessment (EIA)

Document control

Title of activity:	Voluntary Sector Strategy and Action Plan
Type of activity:	Development of Strategy and Action Plan.
Lead officer:	Brian Partridge, Interim Corporate Policy and Community Manager.
Approved by:	Andrew Blake Herbert, Group Director, Communities and Resources
Date completed:	May 2015
Scheduled date for review:	2018

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

1. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@haverinq.gov.uk

About your activity

1	Title of activity	Voluntary Sector Strategy and Action Plan
2	Type of activity	Development of Strategy and Action Plan.
3	Scope of activity	Delivery of new Voluntary Sector Strategy and action plan – This sets out the outcomes the Council wants to achieve and how it will work with the voluntary and community sector (VCS). This has been consulted upon with the sector and the results of that consultation are incorporated in this EIA.
4a	Is the activity new or changing?	Yes - New
4b	Is the activity likely to have an impact on individuals or groups?	Yes
5	If you answered yes:	<i>Please complete the EIA on the next page.</i>

Completed by:	Brian Partridge, Interim Corporate Policy and Community Manager, Communities and Resources Directorate.
Date:	May 2015

1. Equality Impact Assessment

Background

The Council is undertaking a review of its relationship with the voluntary and community sector (VCS), to ensure that the investments it makes into community projects and voluntary sector services address residents' needs, reduce demand on public services and

provide value for money for the taxpayer. As part of this work, a new voluntary sector strategy and action plan has been developed and consulted on with the sector. The issue being assessed within this EIA is whether people of any particular protected characteristics are likely to be disproportionately impacted by the Voluntary Sector Strategy and Action Plan.

The strategy sets out a vision and aims as follows:

“The long-term vision for this strategy is to ensure that communities are resilient and supported by an effective and sustainable voluntary and community sector. We want to work more effectively with the sector to deliver the best value for money outcomes at a time of limited resources, and to help us achieve this, the strategy has two key aims:

1. To strengthen communities and to increase the effectiveness and impact of the voluntary sector so that it can support communities to be more resilient, by enabling neighbours, communities and families to support one another, and local people to take the lead on improving their local areas through voluntary action, and
2. To improve local voluntary sector capacity to deliver quality local services that people need, and that new types of services, which best meet people’s needs are developed with and by the sector (possibly through new models of delivery).”

The strategy set out 4 additional outcomes to be achieved which are:

1. Communities will be resilient and self-supporting, reducing demand on public services and improving the quality of life of local people
2. Capacity and skills in both the voluntary sector and the Council will be built up, to encourage enterprise and innovation within the voluntary sector and co-production of services that meet community needs
3. There will be infrastructure support for the sector that is fit for purpose
4. The Council’s financial support to the sector will be targeted, transparent and deliver quality, tangible outcomes

The strategy underwent a period of three months’ consultation between October 2014 and January 2015, in line with the Council’s commitment to the Voluntary Sector Compact. The consultation sought to reach as many community groups and voluntary sector organisations as possible. Consultation was carried out in a range of ways including:

- Face to face interviews with voluntary organisations
- Focus groups
- Meetings with Boards of Trustees
- A series of workshops
- Circulation of the draft strategy to a wide range of groups (and publishing it on the web) with an invitation to comment directly
- A feedback event at which the messages delivered through the consultation were replayed, along with the Council’s proposed responses to these

Over 116 people attended the workshops from a wide range of groups and the feedback has been quite diverse in nature, reflecting the different levels of experience, needs and views in the sector. There are however, a number of ideas for action that are supported by a wide range of groups. Organisations see potential for real improvements in relationships and to that end wish to see a small number of realistic, clear and achievable actions on the part of the Council to achieve this. In particular the key challenges to be tackled relate to:

- Information and communication;
- Enabling innovation and forward planning, and
- Joint working / partnerships

Ideas for action which were put forward included:

- Maintaining effective communication through designated points of contact in the Council to support the sharing of relevant information (which is needed to enable better joining up of services, understanding of need and development of ideas).
- Jointly developing a solution to meet the need for people (service users and other community organisations as well as public services) to know about each other's services and activities. This could be achieved through a single high quality website / directory.
- Commissioning cycles that build in time to engage organisations in service shaping and allow the opportunity to explore and develop new ideas about service delivery.
- Publishing the 'outcomes' required by the Council so that organisations are able to take these into account in their business and strategic planning
- Maximising use of premises / access to space.
- Ensuring funding processes and criteria work so they add value in building the resilience of local communities e.g. by supporting projects and initiatives that invest in the skills and capacity of local people.
- Reviewing and re-launching the Compact to ensure it is fit for purpose and can help with the need for dispute resolution processes (identified by some groups) as well as providing a forum for dialogue outside of grant / contract discussions.
- Commissioning future infrastructure support to deliver on needs identified throughout the consultation, particularly in relation to information sharing, policy engagement, and capacity building to increase sustainability, resilience and capacity for innovation within the sector.

The consultation feedback broadly supported the aims and outcomes set out above and no changes were proposed to these.

A draft action plan has been developed to respond to the points raised in the consultation and the Council's wider offer to the sector is being reviewed.

The EIA

The assessments below are based on data that we have on the **current** picture of the voluntary sector in Havering, taken from HAVCO's community portal, as well as a recent study carried out by the National Council for Voluntary Organisations (NCVO) to compile data on the Voluntary Sector in London. This study included a breakdown for each borough, although it only captured organisations that are registered charities. Also included is evidence from the 2010 National Survey of Charities and Social Enterprises (NSCSE) carried out by Ipsos MORI on behalf of The Office for Civil Society. 440 charities, voluntary groups and social enterprises within Havering were asked to take part in the 2010 NSCSE, of which 186 organisations responded to the survey (a 42% response rate).

Local Context: Havering's Voluntary Sector

Havering has a fairly large voluntary sector, believed to be in excess of 800 organisations. These range from larger voluntary organisations, such as the Citizens Advice Bureau, Age Concern Havering, the Carers Trust, YMCA, etc., through to small neighbourhood-level groups of residents - local people giving up their spare time to make a difference in their neighbourhood. It is estimated that around £200m each year is brought into the local economy by Havering's VCS¹.

Because of the informal nature of much of the community sector, it is very difficult to get a complete picture of how many organisations there are and what types of services they provide.

- **Number of Organisations registered on Charities Commission website**

	Local	National	National & Overseas	Overseas	Not Known	Total
Number	242	25	10	16	26	319
Income	£39.9m	£3m	£2.4m	£1.4m	£0	£46.9m
Expenditure	£38.6m	£3.1m	£2.4m	£1.5m	£0	£45.6m
Employees	579	25	57	9	0	670

- **Overview of charities registered on Charities Commission website**

Type of charitable organisation	Number
Charities	319
Community Interest Companies	6
Industrial and Provident Societies	6
Companies Limited by Guarantee	146
Total charitable organisations	477

The registered charities data used in all tables have been filtered using a 'third sector test'. Included are organisations generally considered to be part of the third sector. We have removed organisations not traditionally seen as third sector organisations but still registered as charities, such as housing associations, independent schools, government bodies, trade associations and faith groups whose main objective is the promotion of religion. The list of Companies Limited by Guarantee has been filtered to remove registered charities (to avoid double counting) as well as organisations not traditionally viewed as third sector, such as management companies of blocks of flats.

¹ This includes larger organisations who may also operate outside the borough as well as within Havering

- **Finances**

Item	Number
Income	£46.9m
Expenditure	£45.6m
Assets*	£54.5m
Employees*	670
Organisations	319
Trustees	1,736

- **Charities based outside of Havering that operate in the Borough**

Item	Number
Count (Havering only)	44
Income (Havering only)	£6.1m
Count (throughout London)	896
Income (throughout London)	£346.6m

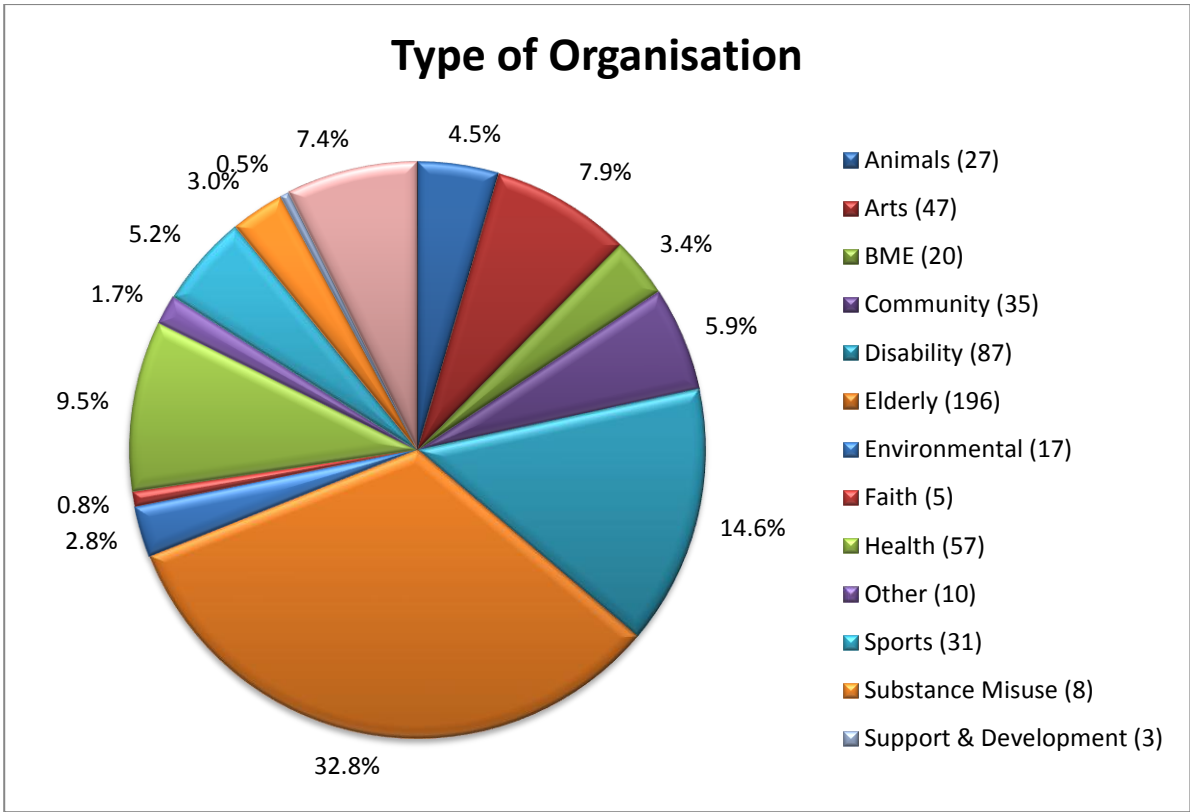
<http://data.ncvo-vol.org.uk/areas/london/intro>.

- **Organisations listed on the HAVCO Community Portal**

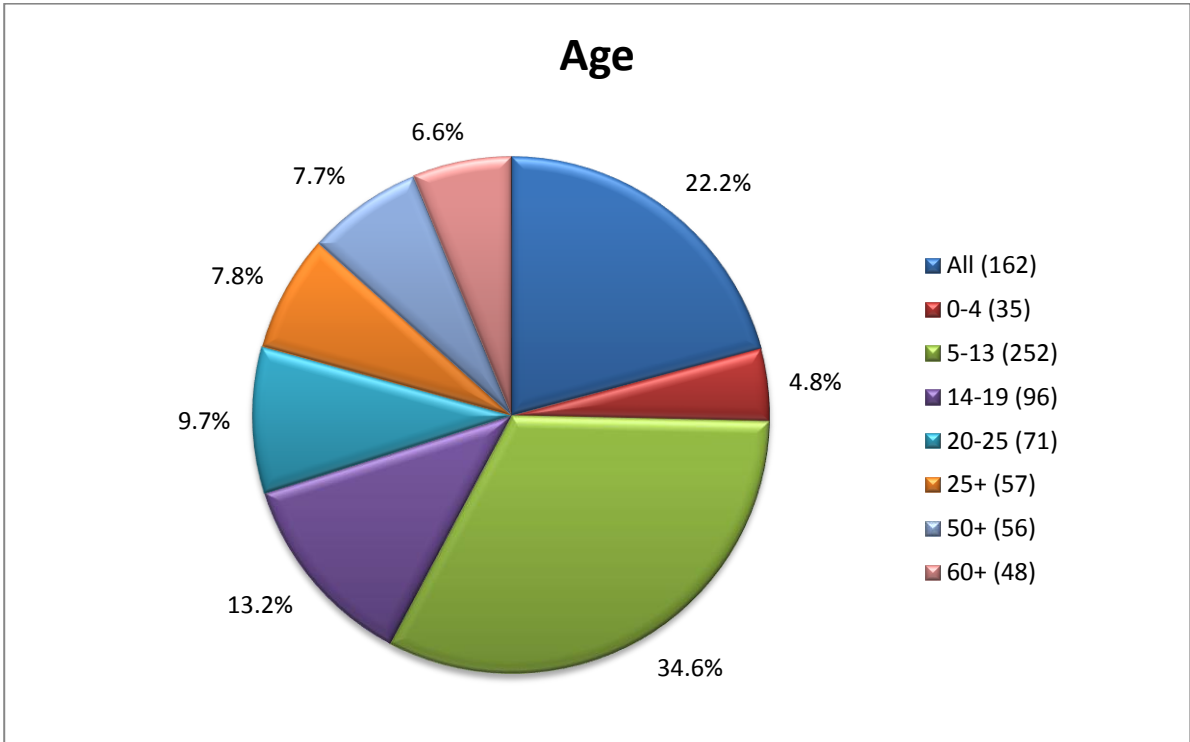
The figures for assets and employees are based **only** on those organisations with incomes greater than £500,000 per year, so will be lower than for the whole sector. “Local” includes organisations working at any level below national – i.e. regional, cross-borough, single borough or smaller.

We know that the research carried out into organisations listed on the Charities Commission website is not the full picture of, particularly, some of the smaller organisations working at a community level. Havering Association of Community and Voluntary Organisations (HAVCO) has 597 organisations on its Community Portal database.

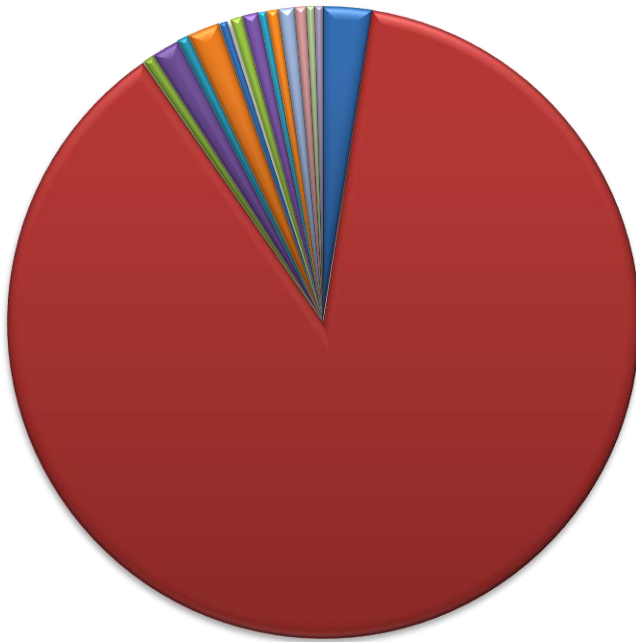
The information contained on the Portal tells us that these organisations operate in the following fields:



And their beneficiaries are of the following ages and ethnicities:

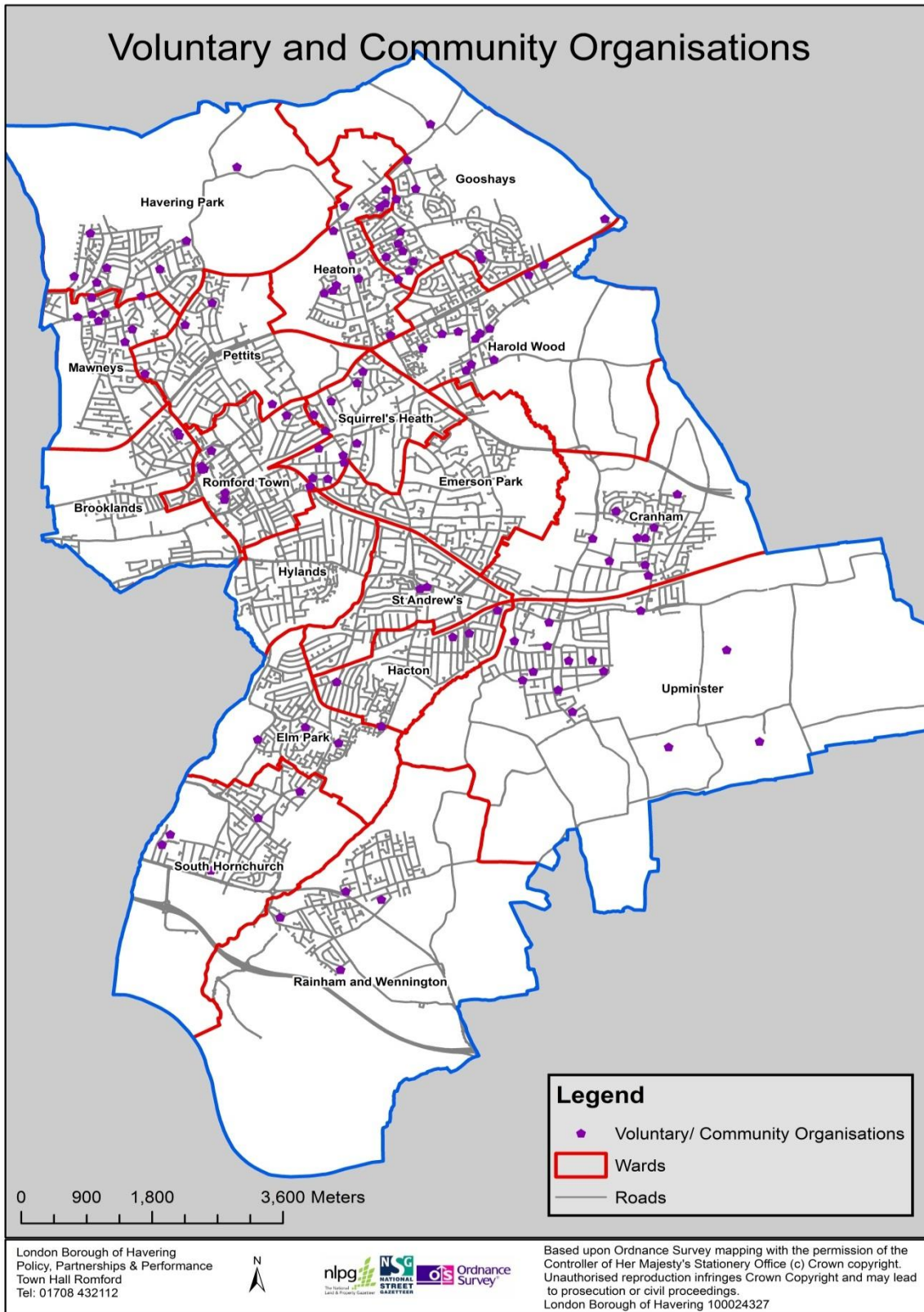


Race



- African (2.5%, 12)
- All (87.9%, 428)
- Bangladeshi (0.6%, 3)
- Black (1.4%, 7)
- British (0.6%, 3)
- Caribbean (1.6%, 8)
- Eastern European (0.4%, 2)

And have bases located fairly evenly across the borough:



The Findings of the 2010 National Survey of Charities and Social Enterprises (NSCSE)

The 2010 NSCSE asked organisations to identify the *main* clients, users or beneficiaries of their organisation. Of the 440 charities, voluntary groups and social enterprises in Havering invited to take part in the survey, 186 responded (a 42% response rate).

Users or beneficiaries of organisations:

Havering		
Rank	Main clients, users or beneficiaries	%
1 st	The general public / everyone	38%
2 nd	Children (aged 15 or under)	31%
3 rd	Young people (aged 16 to 24)	23%
4 th	Women	16%
5 th	Older People	14%

Main areas that organisations work in:

Havering		
Rank	Main areas for organisations	%
1 st	Education and Lifelong Learning	27%
2 nd	Leisure (including sport and recreation)	26%
3 rd	Religious / Faith-based Activity	25%
4 th	Community Development and Mutual Aid	17%
5 th	Health and Well-being (e.g. medical, health, sickness, disability, mental health, counselling)	15%

The top five main areas identified by organisations in Havering mirrored that of our nearest statistical neighbours in London. Organisations in Bexley, Hillingdon, and Bromley all documented the same main areas in the 2010 NSCSE - the only exception being Hillingdon who also listed culture (including arts and music) as a main area of their organisations in the 2010 NSCSE.

Main roles undertaken

Havering		
Rank	Main roles your organisation undertakes	%
1 st	Delivery of other services (e.g. business services, financial services, leisure, retail, manufacturing, community support, sports coaching/club, and recreation),	28%
2 nd	Advancing religion and / or spiritual welfare by supporting religious or spiritual practice	24%
3 rd	Delivery of public services (e.g. social housing, health care, day centre, counselling, community safety, education, childcare)	22%
4 th	Community development and mutual aid	13%
5 th	Provides advice to individuals	12%

Geographic areas of operation

Havering		
Rank	Top five geographic areas	%
1 st	Your local authority area	40%
2 nd	Your neighbourhood	31%
3 rd	Regionally	12%
4 th	Nationally	11%
5 th	Internationally	7%

Approximate number of full-time equivalent employees

Over half of the organisations in Havering reported no full-time equivalent employees currently in their organisation. This is either due to mostly part-time staff, or a large proportion of volunteer workers, or both.

Havering		
Rank	Number of full-time equivalent employees	%
1 st	None	56%
2 nd	No answer provided	10%
3 rd	One	9%
4 th	Two	8%
5 th	Three to Five	6%

Approximate total number of volunteers, including committee / board members

Havering		
Rank	Volunteers, including committee / board members	%
1 st	1 to 10	36%
2 nd	11 to 20	32%
3 rd	No answer provided	11%
4 th	21-30 / 31-50 / 101 to 500	6%
5 th	51 to 100	2%

Approximate annual turnover or income from all sources

Havering		
Rank	Annual turnover / income	%
1 st	£10,001 - £30,000	19%
2 nd	£5,001 - £10,000	17%
3 rd	£100,001 - £500,000	12%
4 th	More than £500,000	9%
5 th	£30,001 - £60,000	8%

Top five sources of income

Havering		
Rank	Sources of income	%
1 st	Donations and fundraising activities	75%
2 nd	Membership fees / subscriptions	43%
3 rd	Grants from non-statutory bodies	23%

4 th	Earned income from training including retail	20%
5 th	Earned income from contracts	10%

Age: Consider the full range of age groups																													
<i>Please tick (✓) the relevant box:</i>		Overall impact: Based on the data currently available we have identified that further work is needed to stimulate the provider market in the older people's sector. In response to this, one of the actions set out in the action plan is to use LEP funding to establish a cross service review looking at building capacity with providers (including the VCS) to take advantage of the changes occurring in social care and the availability of personalised budgets. The action plan also includes an action to complete a review of commissioned services within Adult Social Care.																											
Positive	<input checked="" type="checkbox"/>																												
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<p>The HAVCO Community Portal suggests that the organisations listed with HAVCO work with users across all age groups, but that more organisations work with younger people than older residents. This evidence is also supported by the 2010 National Survey of Charities and Social Enterprises (NSCSE), which showed that 31% of organisations in Havering work with younger people and only 14% with older people.</p> <p>The number of children and young people (aged 0-17) in Havering is expected to grow by 22% by 2019, so it could be seen as an encouraging sign that this age group is well represented across and catered for by Havering's voluntary sector. However, the consultation feedback identified gaps in children and young people provision, including for those aged 0-5 years and for young carers, as well as a need for more substance misuse support for young people.</p>																													

Evidence also suggests that further work needs to be done to stimulate the provider market in the older people's sector, particularly as the 65+ population in Havering is expected to grow the fastest overall in the future, increasing by 18.5% by 2019, and that that there will be a sharp increase in the over 85s – from 6,975 (in 2014) to 8,040 (in 2019).

The Voluntary Sector consultation highlighted that the growing older people population means that there are more vulnerable adults and gaps in services for them, including advocacy for older people and a lack of support for parent carers.

Sources used:

- 2013 mid-year population estimates, Office of National Statistics
- HAVCO Community Portal (data accessed 12/8/14)
- GLA population projections
- 2010 National Survey of Charities and Social Enterprises (NSCSE)
- Strategy consultation outcomes
- SITRA Phase 1 Interim Report – Market Shaping and Business Development

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions

Please tick (✓) the relevant box:

Positive	✓
Neutral	
Negative	

Overall impact:

It is anticipated that the actions set out in the Voluntary Sector Strategy and action plan will benefit a wide range of voluntary and community groups within the borough, including those working with people with disabilities. Based on the data currently available we have identified that more work needs to be done to stimulate the voluntary sector market in this area.

Evidence:

According to the definition of 'disability' under the Equality Act 2010, a person has a disability if they have a physical or mental impairment and the impairment has a substantial and long-term adverse effect on their ability to perform normal day-to-day activities.

Havering's disability profile is as follows:

- 31,400 (21%) working age (16-64) people living in Havering have a disability or long term illness/health condition
- 22,320 (52%) of older people (65+ years old) have a disability or long term illness/health condition

According to the HAVCO Community Portal, 18 of their member organisations (only 3%) work in the disability sector.

According to the 2010 National Survey of Charities and Social Enterprises (NSCSE), 15% of organisations work in the health and wellbeing sector (including medical, health, sickness, disability, mental health, counselling, etc.).

The above data clearly shows there are gaps in VCS provision that need to be addressed for the disability sector.

The VS consultation highlighted a number of related issues:

- A lack of social clubs for young disabled persons and those just over 18
- Lack of services for children with a disability moving to adult services and for those aged 0-5
- An increase in mental health problems and cases of dementia
- A gap in services for young people with substance misuse issues

Work to refresh the market position statement has highlighted few local services for people with autism; a lack of employment and training opportunities for working age persons with disabilities, and an over provision of nursing and residential home care and supported living for persons with learning disabilities.

Sources used:

2012/13 Annual Population Survey, Office of National Statistics
 2011 Census, Office of National Statistics
 HAVCO Community Portal (data accessed 12/8/14)
 2010 National Survey of Charities and Social Enterprises (NSCSE)
 Strategy consultation outcomes
 SITRA Phase 1 Interim Report – Market Shaping and Business Development

Sex/gender: Consider both men and women

<i>Please tick (✓) the relevant box:</i>		Overall impact: It is anticipated that the actions set out in the Voluntary Sector Strategy and action plan will benefit a wide range of voluntary and community sector groups within the borough, working with both men and women.
Positive	<input checked="" type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	

Evidence:

The gender profile of Havering is as follows:

2013	Number	Percentage of population (%)
All persons	242,080	100.0
Male	116,232	48.0
Female	125,848	52.0

According to the HAVCO portal, 303 organisations have stated that they work with both sexes, 12 specifically with men and 129 with women, while the 2010 National Survey of Charities and Social Enterprises (NSCSE) suggests that 16% of organisations from Havering who responded to the survey work with women.

The VS consultation highlighted an increase in reports of domestic violence in the Borough. In addition to this, there were felt to be gaps in provision, such as counselling services and provision for offenders leaving prison, which are disproportionately needed and used by men.

Sources used:

Source: 2013 mid-year population estimates, Office of National Statistics
 2010 National Survey of Charities and Social Enterprises (NSCSE)
 HAVCO Community Portal (data accessed 12/8/14)
 Strategy consultation outcomes
 SITRA Phase 1 Interim Report – Market Shaping and Business Development

Ethnicity/race: Consider the impact on different ethnic groups and nationalities

Please tick (✓) the relevant box:

Positive	<input checked="" type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>

Overall impact:

It is anticipated that the actions set out in the Voluntary Sector Strategy and action plan will benefit a wide range of voluntary and community sector groups within the borough, including those working with different ethnic groups and nationalities.

At this moment in time there does not appear to be a disproportionate provision of VCS services targeted specifically at ethnic minorities within the borough. Given that Havering's Black and Minority Ethnic (BME) population has grown significantly and is expected to continue to grow during the next five years, this may be an area of growth for the voluntary sector in future.

Evidence:

Havering's ethnicity profile is as follows:

2014 (projection)	Number	Percentage of population (%)
All ethnicities	246,269	100.00
White	211,126	85.7
Black Caribbean	3,335	1.4
Black African	9,485	3.9
Black Other	4,524	1.8
Indian	5,813	2.4
Pakistani	1,820	0.7
Bangladeshi	1,205	0.5
Chinese	1,662	0.7
Other Asian	4,467	1.8
Other	2,833	1.2
BAME ²	35,144	14.3

According to the HAVCO Portal, which is the only local data source we have on ethnicity, organisations working specifically with ethnic minorities are fairly well represented in Havering's voluntary sector. However, given that Havering's Black and Minority Ethnic (BME) population has grown by 20% since 2011, and is expected to grow further 25% by 2019, this may be an area of growth for the voluntary sector in future.

As the GLA projection data incorporates the White: Other groups (such as Eastern Europeans, Gypsies, Roma and Irish Travellers) within the wider 'White' category, it is difficult to analyse VCS services provision and take-up by White: Other groups. For example, according to 2011 Census at least 3% (or 7,580 people) of the population living in Havering belong to the White: Other category, and yet, only 2 organisations cater for Eastern European residents.

Sources used:

2012 Round SHLAA ethnic group projection - final, Greater London Authority
 HAVCO Community Portal (data accessed 12/8/14)
 Strategy consultation outcomes
 SITRA Phase 1 Interim Report – Market Shaping and Business Development

² The GLA define BAME differently to the ONS. The GLA does not include a 'White Other' Group. Instead they have one category 'White' that includes 'White British' and 'White Other'.

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief																																			
<i>Please tick (✓) the relevant box:</i>		Overall impact:																																	
Positive	✓	<p>It is anticipated that the actions set out in the Voluntary Sector Strategy and action plan will benefit a wide range of voluntary and community sector groups within the borough, including those working with people of different religions and faiths.</p> <p>The data available on beneficiaries by faith is very limited. However, based on the data currently available to us there does not appear to be any under-representation of groups working with people of different religions / faiths within the local voluntary and community sector.</p>																																	
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<p>According to the 2010 NCSCE, 25% of respondents from Havering stated that their main purpose was religious / faith-based activity.</p> <p>According to the HAVCO portal, the majority of organisations said they worked with 'all' faiths, with a small number (32) being Christian, 3 Jewish, 3 Muslim, and 2 Sikh.</p> <p>This is unlikely to be a full and accurate picture of Havering's faith sector. However, on the basis of the information available, there does not appear to be any significant under-representation in terms of faith within the local voluntary and community sector.</p>																																			

Sources used:
 2011 Census, Office of National Statistics
 HAVCO Community Portal (data accessed 12/8/14)
 Community Engagement Team faith database

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: There is little information available at national and local levels to make an assessment on the impact of the Voluntary Sector Strategy and action plan on this protected characteristic.
Neutral	
Negative	
Evidence: <p>There is no sufficient information on sexual orientation at national or local level. Nor is there any local data on this protected characteristic, in terms of voluntary sector provision.</p> <p>There are no organisations listed on the HAVCO portal which specifically work with LGB people living in Havering, but nor were any gaps in provision identified within the consultation.</p>	
Sources used:	

Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: There is no information available to make an assessment on the impact of the review on this protected characteristic.
Neutral	
Negative	
Evidence: <p>There is no local data on this protected characteristic, in terms of voluntary sector provision.</p> <p>There are no organisations listed on the HAVCO portal which specifically work with transgender people living in Havering, but nor were any gaps in provision identified within the consultation.</p>	

Sources used:**Marriage/civil partnership:** Consider people in a marriage or civil partnership*Please tick (✓)
the relevant box:***Overall impact:****Positive****Neutral****Negative**

There is no information available to make an assessment on the impact of the Voluntary Sector Strategy and action plan on this protected characteristic.

Evidence:

According to the 2011 Census, Havering's profile at a Borough level is:

2011	Number	Percentage of population (%)
All persons	192,844	100.0
Single (never married or never registered a same-sex civil partnership)	63,549	33.0
Married	93,587	48.5
In a registered same-sex civil partnership	196	0.1
Separated (but still legally married or still legally in a same-sex civil partnership)	4,699	2.4
Divorced or formerly in a same-sex civil partnership which is now legally dissolved	15,492	8.0
Widowed or surviving partner from a same-sex civil partnership	15,321	7.9

There is no information available to make an assessment of the impact of the Voluntary Sector Strategy and action plan on this group.

Sources used:

2011 Census

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: There is no information available to make an assessment on the impact of the Voluntary Sector Strategy and action plan on this protected characteristic.
Neutral	
Negative	
Evidence: There is very little evidence available on the number of organisations falling under this category. An internet search unveils community support groups around breastfeeding e.g. http://www.latchon.org.uk/about-us/ . The Community Centre-based Breastfeeding Cafés are run by Children’s Services. Home-Start Havering caters for children under five and their families. Home-Start recruits and trains volunteers from the London Borough of Havering, then carefully matches the volunteer with an appropriate family. All of the families they support must have at least one child under five. The volunteer visits the family in their own home once a week. They run groups in conjunction with children centres; including messy play and music and movement and multicultural sessions. There may be other groups without an online presence, however this is unknown at this time. The VCS consultation identified gaps in provision for 0-5 year olds, which will indirectly impact on pregnancy, maternity and paternity.	
Sources used: Google Netmums.org Home-Start Havering	

Socio-economic status: Consider those who are from low income or financially excluded backgrounds	
<i>Please tick (✓) the relevant box:</i>	
Positive	Overall impact: There is no information available to make an assessment of the direct impact of the Voluntary Sector Strategy and action plan on people from low income or financially excluded backgrounds. However the action plan does include a number of actions aimed at promoting volunteering, which can serve as a pathway into work. It is also more likely that people from lower socio-economic status are more likely to be dependent services within the voluntary and community sector,
Neutral	
Negative	

which it is hoped will benefit from the actions set out in the strategy and action plan.

Evidence:

Multiple disadvantage was a new 2011 Census measure, defined as the proportion of households who have one or more of the following deprivation characteristics (dimensions):

- No qualifications
- A long-term illness
- Unemployment
- Overcrowded housing

2011	Number	Percentage of population (%)
1 Dimension	33,711	34.68
2 Dimensions	20,248	20.83
3 Dimensions	4,272	4.4
4 Dimensions	401	0.41

Havering has relatively low levels of deprivation. Havering is ranked 177th out of 326 local authorities (1st being most deprived, 326th being least deprived). However there are pockets of deprivation - two small areas of Havering (an area in Gooshays and an area in South Hornchurch) falling into the 10% most deprived areas in England. Overall, Gooshays remains the most deprived ward in Havering, with Hylands ward being the least deprived. An analysis of the map of organisations listed on the HAVCO Community Portal suggests that both areas are covered by voluntary and community sector organisations.

Feedback from the voluntary sector consultation indicates that there is an increasing number of residents facing poverty but that there are groups who specifically work with people living in poverty, such as the three Food Banks.

Sources used:

HAVCO Community Portal (data accessed 12/8/14)
Index of Multiple Deprivation, Communities and Local Government, released 2011

Strategy consultation outcomes
SITRA Phase 1 Interim Report – Market Shaping and Business Development

CABINET

17 June 2015

Subject Heading:

Cabinet Member:

CMT Lead:

Report Author and contact details:

Policy context:

Financial summary:

Is this a Key Decision?

When should this matter be reviewed?

Reviewing OSC:

ASSETS OF COMMUNITY VALUE

Councillor Melvin Wallace, Cabinet Member for Culture and Community Engagement

Andrew Blake-Herbert, Group Director, Communities and Resources

Brian Partridge, Interim Corporate Policy and Community Manager,
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Extension 1004

The Council's draft Voluntary Sector Strategy and action plan commits the Council to implementing a procedure for enacting the community right to bid provisions of the Localism Act.

There is a small revenue cost to the Council. If an asset is listed as an asset of community value, there is a right for the owner to claim compensation, if s/he can prove loss, as set out in the report. The Government has committed to meeting compensation payments of over £20k in one financial year.

No

Review to take place after the first nomination has been received and been through the process.

Overview and Scrutiny Board

The subject matter of this report deals with the following Council Objectives

Havering will be clean and its environment will be cared for	<input type="checkbox"/>
People will be safe, in their homes and in the community	<input type="checkbox"/>
Residents will be proud to live in Havering	<input checked="" type="checkbox"/>

SUMMARY

This report outlines the assets of community value provisions in the Localism Act 2011 and proposes a procedure and delegations to manage any nominations made for listing of community assets under the Act.

RECOMMENDATIONS

1. That the Council's proposed approach to the implementation of the assets of community value provisions in the Localism Act 2011, as outlined in the report, be approved
2. That the Group Director, Communities and Resources be authorised to implement those sections of the Localism Act (as set out in the report) which relate to the determination of all applications submitted to the Council in accordance with the approved scheme, all reviews requested by property owners whose properties are approved for inclusion in the List of Assets of Community Value and in relation to claims for compensation.
3. That the Director of Asset Management Services be authorised to administer the compensation scheme associated with assets of community value.

REPORT DETAIL

Introduction

1. The Assets of Community Value provisions in the Localism Act 2011 came into force on 21st September 2012. Since that time, local groups have had the right to nominate land or buildings (in any ownership) as assets of community value, provided that they meet certain criteria. Details of the scheme are set out below.

2. The Council has not, as yet, received any nominations and has accordingly not had to maintain a list of decisions. However, in January 2015, the Leader received a letter from the then MP Stephen Williams requesting that the Council adds accessible information on the website about these community rights, including how to make a nomination. In order to do this the Council needs to put in place procedures and delegations, as set out in this report, to administer the scheme.
3. The provisions of the legislation are in two main parts – nominating and listing assets and the provisions concerning a proposed sale. The Act also makes provision for compensation to be paid to the property owner if losses or expenses are incurred as a result of the Listing.
4. The legislation aims to provide an opportunity for local community groups to be informed when an important local amenity/building comes up for sale and to provide an opportunity for local people to organise themselves so that they can bid to purchase the property, potentially preventing the loss of a facility that is considered important to that community.

Nomination of Properties

1. A community organisation may nominate both publicly and privately owned land and properties which they consider to have “community value” for inclusion in the List of Assets of Community Value. This list is created purely for the purposes of the Act and does not in any way relate to heritage listing. Only “voluntary and community bodies” with a local connection have the right to make nominations. The definition of “voluntary or community body” is a body which is:
 - an unincorporated group with membership of at least 21 local people (who appear on the electoral roll for this Council or a neighbouring Council) and which does not distribute any surplus it makes to its members
 - a Parish Council (which can include a Parish Council which borders the local authority area)
 - a statutory neighbourhood forum
 - a charity, a community interest company or a company limited by guarantee or an industrial and provident society, which does not distribute any surplus it makes to its members.
2. The Act specifies that a property will be considered to have community value if, in the Council’s opinion:
 - a. the property’s actual current use (which is not an ancillary use) furthers the social wellbeing or the social interests (which include cultural, sporting or recreational interests) of the local community, and,
 - b. it is realistic to think that there can continue to be non ancillary use of the building or other land which will further (whether or not in the same way) the social wellbeing or social interests of the local community.

3. For property not in current community use, the Act provides it may be listed if it has furthered the social wellbeing or social interests of the local community in the recent past (this is not defined in the legislation but it is suggested that it should generally be defined as “within the last 3 years” although each case will need to be considered on its own merits) and it is realistic to consider that it will do so again during the next 5 years.
4. It is proposed that the nomination will be considered by the Head of Policy and Performance (or their nominee) who will receive the application, validate it (by checking that the applicant is eligible to make a nomination and that the asset meets the definition of assets of community value) and prepare a report to a panel comprising of the Head of Policy and Performance, (who will Chair the panel), the Head of Regulatory Services and the Director of Legal and Governance (or their nominees). The panel would agree (within an 8 week period) to either accept or reject the nomination, with reasons given for the decision. The process of notification would be carried out by the Head of Policy and Performance or their representative.
5. The Regulations exclude certain categories of assets from listing. The principal one is residential property (although where this is integral to the community use (e.g. accommodation above a public house), this would not prevent a listing). Other exceptions are land licensed for use as a residential caravan site and the operational property of statutory undertakers.
6. If a nominated property is in the Havering area, meets the criteria, and is not excluded, it will be added to the list, which will be available to view on the Council’s website. The nominating organisation, the owner of the asset, the occupier (if different from the owner), parties with other legal interests in the property and the Local Land Charges Section must all be notified. This will be undertaken by the Head of Policy and Performance or their representative. The Council must also request that a restriction be placed on the property’s Land Registry title so that no transfers of ownership can occur unless the owner has complied with the requirements of the scheme. If the nomination does not meet the criteria it will be added to another list, the List of Assets of Unsuccessful Community Nominations.
7. Only the owner of the asset (and not the applicant) has the right to request an internal review of a decision to include the asset in the List of Assets of Community Value. It is proposed that if an owner requests an internal review, this will be completed by the Group Director of Communities and Resources (who will not have been involved in the original assessment and decision). If the owner is dissatisfied with the results of the internal review they will have the further opportunity to have an independent appeal heard at the General Regulatory Chamber of the First-Tier Tribunal.
8. The provisions do not place any restriction on what an owner can do with their property, once listed, so long as it remains in their ownership. It is planning policy which primarily determines the particular uses of sites. However, the fact that the site is listed may be a material planning consideration for the Local Planning Authority to consider if an application

for a change of use is submitted. In the case of Havering, the planning policy position will be provided by the National Planning Policy Framework, the London Plan and the new Havering Local Plan (when it is adopted).

The Procedure when a Listed Asset comes up for Sale

1. When the owner of a listed property decides to enter into a relevant disposal of that asset, they must notify the Council of their intention in writing. A “relevant disposal” is defined as the transfer of the freehold, or the grant or assignment of a lease originally granted for at least 25 years, giving vacant possession to the new owner. Certain disposals will be exempt from the scheme, for example, disposals made as a gift, transfers of property between members of the same family, transfers due to inheritance, disposal of the property as a going-concern and several other types of disposal which are set out in the Regulations.
2. If the disposal is not exempt, then the following process will be set in motion:
 - A 6-week “interim moratorium period” begins, in which the owner is not permitted to dispose of their asset.
 - The Head of Policy and Performance (or their nominee) notifies the nominating community group of the owner’s intention to dispose of the listed property and provides details of the interim and full moratorium periods as well as the end date of the protected period (see below). The community notification procedure is likely to also involve the display of a notice in the surrounding area and information on the Council’s website
 - During these 6 weeks, eligible community interest groups may request in writing to be considered as a potential bidder for the property, otherwise the owner will be free to sell on the open market when the 6-week period is over (and will be further covered by a Protected Period – see below).
 - If the Council receives a written request from an eligible community interest group to be treated as a potential bidder, it must notify the owner accordingly. A longer “full moratorium period” will then be triggered, in which the community group has time to raise capital and prepare their bid, and in which the owner cannot sell the property (unless it is to an eligible community interest group). This period lasts for 6 months from the date that the owner originally expressed their intention to dispose of the property. The owner may continue to market and negotiate sales in this period but may not exchange contracts (or enter into a binding contract to do so later).
 - At the end of the 6-month full moratorium period, the owner is free to dispose of the property to any buyer of their choosing and at whatever price, provided they do so within what is called the Protected Period. They are under no obligation to accept any community group’s offer – the scheme does not offer a “right of first refusal” to community groups. It is a way of delaying the disposal of a listed property in order to make sure that local people get a fair chance to bid for properties that are of

value to their community and to attempt to retain these properties in public use and as part of local life.

- The Protected Period lasts for a total of 18 months from the date the owner expressed their intention to dispose of the property. The Protected Period means that if the owner does not dispose of their property at the end of the interim or full moratorium periods, there will be the remainder of the protected period (i.e. 12 months) in which they are permitted to dispose of the property, without triggering any further delays. If no relevant disposal is entered into during this time, when the Protected Period ends, another period of delay may apply to their planned disposal.
3. If a listed property is sold without complying with the notification and moratorium requirements of the scheme, then any transfer of the property to a new owner will be void. It is also worth emphasising that that this process only applies to “disposals” and therefore if a building listed as an asset of community value is to be demolished without being sold, the above moratorium rules do not apply.

Compensation

1. Compensation is available to private owners for any loss or expense incurred as a result of their property being listed or previously listed. An example of a compensation event is a loss of value due to a period of delay in entering into a binding agreement to sell which is wholly caused by the interim or full moratorium period, or for legal expenses incurred in a successful appeal to a tribunal. The assumption is that most claims for compensation will arise from a moratorium period being applied; however the Regulations allow for claims for loss or expense arising simply as a result of the property being listed. The time limit for an owner to make a compensation claim is whichever is earlier of 13 weeks from the end of the interim or full moratorium period (as appropriate) or from the date when the property ceases to be listed.
2. The burden of proving the claim falls on the owner and no time limit is specified for a local authority to respond to the claim. It is proposed to delegate this decision to the Director of Asset Management Services. An owner who is not satisfied with the local authority’s response to their compensation claim may request an internal review of the decision, which must take place within 8 weeks. It is proposed that this is delegated to the Group Director of Communities and Resources. If still unsatisfied with the review’s decision, the owner may then appeal to the General Regulatory Chamber of the First-tier Tribunal. On the issue of funding the guidance note states:

“As with other costs incurred by local authorities in meeting the requirements placed on them, we have reflected the estimated costs of compensation within the new burdens funding. The compensation elements of new burdens funding are estimated on the basis of 40

successful claims for compensation across all administering local authorities over a year.

In addition to the amount included within the new burdens assessment, the Government will meet costs of compensation payments of over £20k in a financial year. This could occur through a local authority paying out over £20k in one financial year either on one large claim or as a combined total on a number of smaller claims,”

How the Scheme will be administered in Havering

It is proposed that the scheme be administered by Officers of the Council as it is highly procedural in nature. It is proposed that the various elements of the scheme be delegated to officer level as follows:

To the Group Director of Communities and Resources:

- Power to make decisions on listing, to maintain and publish a list of assets of community value (and a list of unsuccessful nominations), to give notification of inclusion or removal of land from list, to receive notice of and to publicise receipt of notice of intended disposal of land and subsequent steps
- Power to review decisions to include land on the list of assets of community value and to review compensation decisions

To the Director of Asset Management Services:

- Power to administer the compensation scheme associated with assets of community value

REASONS AND OPTIONS

Reasons for the decision:

The requirement to manage this process is set out in the Localism Act 2011 and the Council needs to have processes in place to handle requests as and when they are submitted.

Other options considered:

Alternative delegation arrangements considered. This included delegating power to the Director of Asset Management Services to make decisions on listing etc. but this was not proposed as there could be a potential conflict of interest if a nomination was made in respect of Council land.

IMPLICATIONS AND RISKS

Financial implications and risks:

The cost of set up and administering this scheme can be contained within existing budgets. The Act requires the Council to investigate legal title for any private properties that are nominated, via the Land Registry, for which there is a small fee of approximately £40. As reported above, very few compensation claims are envisaged, and the authority will be reimbursed for any costs above £20k in any one year. Funding would need to be identified, should successful claims arise, up to that £20k level. From 2015/16, there is no new burdens funding for Community Right to Bid.

Legal implications and risks:

Potential legal challenge if the Council does not have the correct procedures in place to handle requests for listing and reviews.

Human Resources implications and risks:

Additional resource implications, depending on the number of requests received.

Equalities implications and risks:

This report sets out the Council's procedure to manage any nominations made for listing of community assets under the Localism Act. The procedure will need to be accessible for disabled people and comply with the Council's policies and procedures regarding accessible communications and reasonable adjustments for disabled people and groups.

The Community Value aspect of the Localism Act does not provide local community groups with the "right of first refusal", instead it provides a fairer chance to obtain assets, such as creating a longer "full moratorium period" in order to allow the group to raise capital and prepare a bid. If community groups undergo this process and are successful in bids, there could be public assets available for use for vulnerable groups and people with different protected characteristics.

BACKGROUND PAPERS

Letter from Stephen Williams MP – 19th January 2015.